

AGENDA
Huron-Clinton Metropolitan Authority
Board of Commissioners Meeting
April 14, 2011, 10:30 a.m.
Hudson Mills Metropark – Activity Center

1. Chairman's Statement
2. Public Participation
3. Minutes
 - a. Regular Session – March 10, 2011
 - b. Closed Session – March 10, 2011
4. Financial Statements – March 2011
5. Vouchers – March 2011
6. Purchases **(pg. 1-11)**
7. Reports
 - A. Metro Beach
 1. Request – Polo Promotions Event **(pg. 13-17)**
 2. Bids – Stone Wall Repairs, Food Bar **(pg. 19)**
 3. Bids – Asphalt Roadway Repairs **(pg. 21)**
 4. Report – Masonry Enclosure, Trash Dumpsters, Activity Center **(pg. 23-24)**
 - B. Kensington
 1. Bids – Kensington-Milford Trail Connector **(pg. 25-26)**
 2. Bids – Gravel Shoulder Construction **(pg. 27)**
 - C. Hudson Mills
 1. Bids – Underground Communication Cable Installation **(pg. 29)**
 - D. Willow
 1. Bids – Underground Communication Cable Installation **(pg. 31)**
 - E. Oakwoods
 1. Bids – Sewer Effluent Pump Replacement, Nature Center **(pg. 33)**
 - F. Administrative Office
 1. Bids – Golf Course Irrigation Replacement, Lake Erie and Indian Springs **(pg. 35)**
 2. Grants Management Update
 - a. Awarded and Pending Grants **(pg. 37-40)**
 - b. New Grant – Lake Erie **(pg. 41-44)**

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F. Administrative Office (con't)

3. 2011 Insurance Report **(pg. 45)**
4. 2011 First Quarter Appropriation Adjustments **(pg. 47-48)**
5. Marketing Contract **(pg. 49-55)**
6. Human Resources Manager **(pg. 57-63)**
7. Donations **(pg. 65)**
8. Legislative Report **(pg. 67-69)**

8. Park/Department Presentations
 1. Hudson Mills/Huron Meadows
9. Director's Comments
10. Commissioners' Comments
11. Motion to Adjourn

The next regular Board of Commissioners meeting will be held on Thursday, May 12 at 10:30 a.m. at Wolcott Mill Metropark at the Camp Rotary Activities building.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria van Rooijen, Buyer
 Project No: ITB-11-006
 Project Title: Newsletter Printing
 Location: All Metroparks
 Date: April 7, 2011

Bids Opened: Friday, March 4, 2011 at 2:00 pm

Scope of Work: Print, Furnish and Deliver Metroparks Newsletter (Summer 30,000 - 16 pages, Spring, Fall, and Winter 25,000 - 12 pages) on recycled paper in accordance with specifications and delivery schedule for a contract period of two years April 15, 2011 until April 30, 2013.

<u>Vendor</u>	<u>City</u>	<u>Amount</u>
Select Graphics Corporation	Warren	\$33,179.00
Accuform Printing and Graphics*	Detroit	\$24,762.00
Dearborn Lithograph, Inc.** (Alternate paper)	Livonia	\$34,000.00
BRD Printing Incorporated	Lansing	\$37,766.60
The EGT Group, Inc.	Madison Heights	\$38,962.14
Dearborn Lithograph, Inc.	Livonia	\$39,498.00
White Pine Inc.	Ann Arbor	\$39,912.00
Allegra-Wixom	Plymouth	\$41,000.00
Millbrook Printing Co.	Grand Ledge	\$47,730.00
Litho Services	Plymouth	\$50,160.00
Macomb Printing Inc** (Alternate paper)	Clinton Township	\$51,994.00
Independent Newspaper** (Alternate paper)	Mount Clemens	\$53,100.00
Macomb Printing Inc	Clinton Township	\$56,254.00
Independent Newspaper	Mount Clemens	\$57,515.00

Notes: *Accuform Printing and Graphics bid does not meet specifications because bid is based on eight pages instead of 12 pages. ** Dearborn Lithograph, Inc., Macomb Printing Inc. and Independent Newspaper did not meet specifications because their bids were for an alternate paper.

INVITATION FOR BIDS WERE POSTED ON MICHIGAN INTER GOVERNMENTAL WEBSITE AND WAS SENT TO 137 REGISTERED SUPPLIERS.

Recommendation: That the Board of Commissioners award ITB No.11-006 to the low responsive, responsible bidder, Select Graphics Corporation in the amount of \$33,179.00 as recommended by Maria van Rooijen, Buyer and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria van Rooijen, Buyer
 Project No: ITB-11-007
 Project Title: Picnic Shelter Materials
 Location: Metro Beach Metropark, Macomb County
 Willow Metropark, Wayne County
 Date: April 7, 2011

Bids Opened: Tuesday, March 15, 2011 at 2:00pm

Scope of Work: Furnish and Deliver materials to construct two 30' x 60' wood picnic shelters in accordance with the drawings provided.

<u>Vendor</u>	<u>City</u>	<u>Amount</u>
Play Environments, Inc.	Holland	\$19,250.00
Site & Park Amenities, Inc.	Hillsdale	\$24,938.00

INVITATION FOR BIDS WERE POSTED ON MICHIGAN INTER GOVERNMENTAL WEBSITE AND WAS SENT TO 187 REGISTERED SUPPLIERS.

Recommendation: That the Board of Commissioners award ITB-11-007 to the low responsive, responsible bidder, Play Environments, Inc. in the amount of \$19,250.00 as recommended by Maria van Rooijen and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Ron Smith, Buyer
 Project No: RFQ-11-008
 Project Title: Sodium Hypochlorite (pool bleach)
 Location: Lower Huron Metropark
 Date: April 7, 2011

Bids Opened: Wednesday, March 30, 2011 at 2:00pm

Scope of Work: Furnish and deliver an estimated 12,000 gallons of sodium hypochlorite to Turtle Cove at Lower Huron Metropark for the summer operating season.

<u>Vendor</u>	<u>City</u>	<u>Amount</u>
OP Aquatics	Strongsville, OH	\$15,120.00
K.A. Steel Chemicals, Inc.	Lemont, IL	\$16,200.00
Northwest Pools, Inc.	Toledo, OH	\$16,800.00
PVS Nolwood Chemicals	Detroit, MI	\$16,800.00
Cul-Mac Industries	Wayne, MI	\$18,720.00
Town & Country Pools, Inc.	Ypsilanti, MI	\$21,240.00
Elhorn Engineering Company	Mason, MI	\$21,480.00

REQUEST FOR QUOTATIONS WERE POSTED ON MICHIGAN INTER GOVERMENTAL WEBSITE AND WAS SENT TO 34 REGISTERED SUPPLIERS.

Recommendation: That the Board of Commissioners award RFQ-11-008 to the low responsive, responsible bidder, OP Aquatics in the estimated amount of \$15,120.00 as recommended by Ron Smith, Buyer and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Ron Smith, Buyer
 Project Title: Wastewater Treatment Plant Operation and Maintenance
 Location: Kensington Metropark

Scope of Work: Operating and Maintaining Kensington Metropark Wastewater Treatment Plant (WWTP) for seven months – April 15, 2011 through October 31, 2011 – as per Letter of Quotation dated March 29, 2011.

<u>Vendor</u>	<u>City</u>	<u>Amount</u>
Stantec Consulting Michigan, Inc.	Ann Arbor, MI	\$20,475.00

Note: Stantec's continuation as WWTP Operator is important for assuring proper operation, maintenance and regulatory compliance of the WWTP. Prior to Stantec's being retained as WWTP Operator in 2005, MDEQ had issued several non-compliance citations relating to WWTP operation, which Stantec was instrumental in correcting. Stantec also was instrumental in gaining MDEQ's approval of a new Groundwater Discharge Permit, which was issued on July 1, 2006. The new MDEQ Discharge Permit includes several additional testing parameters and greater testing frequency of monitoring wells than the previous permit required.

Design of a project to connect the Kensington sanitary sewer system to the Milford Township system and to decommission the WWTP is nearing completion. The Engineering Department plans to advertise for construction bids in the upcoming months. Assuming completion of this project before the 2012 operating season, 2011 may be the last full year of WWTP operations. Stantec's fee is the same as 2009 and 2010.

Recommendation: That the Board of Commissioners award a contract to Stantec Consulting in the amount of \$20,475.00 as recommended by Ron Smith, Buyer and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Ron Smith, Buyer
 Project No: ITB-10-023
 Project Title: Fertilizer Contract Extension
 Location: All Locations
 Date: April 7, 2011

Bids Opened: Tuesday March 30, 2010 at 2:00pm

Contract to furnish and deliver various fertilizer products to all Metropark locations for the 2011 season.

<u>Vendor</u>	<u>City</u>	<u>Total Line Items Awarded</u>
Turfgrass, Inc.	Novi, MI	7
Tr-Turf	Farmington Hills, MI	8
Lesco, Inc.	Cleveland, OH	4
Harrell's	New Hudson, MI	9

Note: Contract special conditions allow for, upon mutual consent, an option to renew the contract for up to two (2) additional one year periods. With fertilizer prices expected to increase at least 5 percent, staff feels it is in the Metroparks best interest to continue with the 2010 pricing.

INVITATION TO BIDS WERE POSTED ON MICHIGAN INTER GOVERNMENTAL WEBSITE AND WAS SENT TO 52 REGISTERED SUPPLIERS.

Recommendation: That the Board of Commissioners renew the fertilizer contract in a split award to the four (4) responsive, responsible bidders whose commercial grade fertilizers fall within the guidelines of our specifications, as recommended by Ron Smith, Buyer and staff.

FERTILIZER, 2010

Fairway Grade, Polymer coated, 50# per bag

		<u>Supplier</u>	<u>Per # of N</u>	
20-0-20	Knox's Surfcoat 80% coated sop	Turfgrass	\$ 3.48	\$34.83/bag
20-0-20	Knox's Surfcoat uncoated sop	Turfgrass	\$ 3.20	\$32.00/bag
20-0-20	Lescocote SOP	Lesco	\$ 3.70	\$37.00/bag
20-0-20	Shaw's XRT	Tri-Turf	\$ 2.58	\$25.75/bag
24-0-12	Shaw's XRT	Tri-Turf	\$ 2.11	\$25.25/bag
20-2-20	Polygon 98%, 41, 86%pc SOP, micros	Harrell's	\$ 4.11	\$41.06/bag
25-0-15	Polygon 100%, 41, SOP	Harrell's	\$ 2.25	\$31.55/bag
25-0-15	Polygon 100%, 41, 50% polygon SOP	Harrell's	\$ 2.92	\$36.55/bag
25-0-15	Polygon 100%, 42, SOP	Harrell's	\$ 2.29	\$28.66/bag

Fairway Grade, Homogeneous, 50# per bag

17-0-17	Expo	Tri-Turf	\$ 3.12	\$26.50/bag
19-0-19M	Lesco brand	Lesco	\$ 2.37	\$22.50/bag
20-0-25	Expo	Tri-Turf	\$ 2.69	\$26.88/bag
21-3-18	Country Club	Turfgrass	\$ 3.14	\$33.00/bag
22-0-22	Expo	Turfgrass	\$ 2.89	\$31.82/bag
22-0-22	Harrell's Methex SOP	Harrell's	\$ 3.78	\$41.53/bag
25-0-15	Harrell's Methex SOP	Harrell's	\$ 2.49	\$27.35/bag
32-0-10	Expo	Tri-Turf	\$ 2.22	\$35.50/bag

Fairway Grade, Formulated, (Blended), 50# per bag

19-0-19	EC Grow	Tri-Turf	\$ 2.62	\$24.85/bag
19-0-19M	Lesco Brand	Lesco	\$ 2.21	\$21.00/bag
19-2-19	Harrell's 98% XCU SOP	Harrell's	\$ 2.46	\$23.33/bag
22-0-18	Turfgrass, Inc. SOP	Turfgrass	\$ 2.59	\$28.50/bag
25-0-15	Harrell's 100% XCU SOP	Harrell's	\$ 1.71	\$21.38/bag

Field/Fairway Grade, Formulated, (Blended), 50# per bag

24-0-11	Lesco Brand, 50% PPSCU	Lesco	\$ 1.23	\$14.75/bag
25-0-12	Turfgrass, Inc. 50% XRT	Turfgrass	\$ 1.28	\$16.05/bag
25-0-15	EC Grow	Tri-Turf	\$ 1.32	\$16.49/bag
30-0-5	EC Grow	Tri-Turf	\$ 1.10	\$16.49/bag
30-0-10	Turfgrass, Inc. 50% PCSU	Turfgrass	\$ 1.23	\$18.48/bag
30-0-15	Harrell's 50% XCU 100% SOP	Harrell's	\$ 1.55	\$23.33/bag



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Gregory J. Almas, Deputy Director
 Subject: Polo Promotions, Inc. Event
 Date: April 7, 2011

Polo Promotions, Inc. is requesting to hold an event at Metro Beach called the Celebrity Beach Polo Event on Sept. 10, 2011. This event will have equine polo matches on the beach and a live and silent auction for the benefit of a local charity. This event will be held on the beach and waterfront area between the Squirt Zone and day sail launch ramp in an area mutually agreed upon by Polo Promotions and the Park Superintendent. The show area will be completely fenced.

While beach polo is new to this area it is not new to other parts of the country. Equine beach polo has been held since 2005 in Miami Beach at Collins Park on the Atlantic Ocean and is being held this year in Chicago at the North Avenue Beach on Lake Michigan.

Advantage Food Service (HCMA's caterer at Metro Beach) will provide food on site for patrons to purchase. Polo Promotions proposes to make alcoholic beverages available for purchase to show attendees. Polo Promotions will be responsible for obtaining any licenses and insurance necessary to operate. Michigan liquor law prevents the HCMA from receiving any revenue from the sale of alcoholic beverages from another entity.

Acme will pay the following consideration to HCMA:

- 10 percent of gross admission charges
- 10 percent of sponsorship fees
- 10 percent of miscellaneous sales (apparel, hats, shirts, etc.)
- Full-time employee labor at \$51.10 per hour
- Seasonal employee labor at \$12.32 per hour and \$18.48 per overtime hour
- Minimum guarantee of \$3,000 to be paid by Aug. 10, 2011

If Polo Promotions does not raise sufficient sponsorship funds by June 30, 2011, this contract will be null and void in its entirety.

The Board of Commissioners should be aware that potential sponsors identified by Polo Promotions, Inc. include liquor, beer and wine manufacturers and distributors.

Park Superintendent Pershing has worked on this special event for several months and will be available for specific questions.

Attachment: Agreement; Polo Promotions, Inc.

Recommendation: That the Board of Commissioners approve the agreement with Polo Promotions, Inc. as recommended by Deputy Director Almas and staff.

AGREEMENT
Polo Promotions, Inc.
Metro Beach Metropark – Celebrity Beach Polo Event

AGREEMENT made this 14th day of April, 2011 by and between POLO PROMOTIONS, INC, 1485 Temple City Drive, Troy, Michigan, 48084, hereinafter known as Polo Promotions, and HURON-CLINTON METROPOLITAN AUTHORITY, 13000 High Ridge Drive, Brighton, Michigan, 48114-9058, a public body corporate created and existing under the laws of the state of Michigan, hereinafter known as the Authority.

WITNESSETH

1. For the consideration hereinafter set forth, the Authority grants to Polo Promotions the limited license and right to use, occupy and operate in the area of Metro Beach Metropark between the Squirt Zone and the day sail launch, as agreed upon by Polo Promotions and the Park Superintendent, for the purpose of conducting the Celebrity Beach Polo Event, to take place on Sept. 10, 2011. This event will have equine polo matches on the beach and a live & silent auction for the benefit of a local charity. The show area will be completely fenced. At the discretion of the Park Superintendent, a reasonable time will be granted before and after such periods to assemble and disassemble the show.

2. The consideration to be paid by Polo Promotions to the Authority for the show shall be as follows:
 - 10 percent of gross admission charges
 - 10 percent of sponsorship fees
(If sufficient sponsorship funds are not raised by June 30, 2011 this contract will be null and void in its entirety)
 - 10 percent of miscellaneous sales (apparel, hats, shirts, etc.)
 - A minimum guarantee of \$3,000 shall be paid to the Authority by Aug. 10, 2011. This amount shall be deducted from the sum of the above considerations when computing the final bill.

Amounts due to the Authority shall be due and payable on or before Oct. 14, 2011. The Authority shall have the right to examine the books and records of Polo Promotions after the show, to verify the amount of gross admissions and sponsorship fees collected by Polo Promotions, if it is deemed necessary. The accountability procedures are subject to the approval of the Authority. Within 30 days of the event, Polo Promotions must submit a statement from a Certified Public Accountant, certifying the amount of gross admissions and sponsorship fees collected by Polo Promotions, if so required by the Authority.

3. Admission fee for the show at the gate will be
 - \$10.00 for general admission
 - \$60.00 for VIP's (includes food and drink)

Polo Promotions shall be responsible for:

- 1) Holding the Authority harmless against all liability arising as a result of this proposal.
- 2) Providing generators required for electrical loads greater than capacity of the existing system.
- 3) Providing portable toilets in the event that existing toilet facilities are not sufficient.
- 4) Providing any tents or other equipment which may be used in the conduct of the show.
- 5) Providing all personnel to operate the show.
- 6) Providing adequate security within the show area.
- 7) Clean-up of the grounds and repair of any damage to the area used.
- 8) The hours of the Celebrity Beach Polo Event shall be 11:00 am – twilight or as determined by agreement with the Park Superintendent.
- 9) Food service at Metro Beach Metropark is the exclusive right of the food concessionaire. Space will be provided at no charge for food service facilities within the show site as are agreed upon by both parties. No other type of food vendors permitted in the show.
- 10) Alcoholic beverage sales will be permitted within the show area by Polo Promotions or their designate. Polo Promotions shall be responsible to obtain any required licenses and/or permits and any additional insurance required by the Authority connected with the sale of alcohol.
- 11) Polo Promotions shall indemnify and hold harmless the Authority and Commissioners, officers, agents and employees against any and all claims for injury or death of any persons, or for loss, damage or destruction of any personal or real property arising out of or connected in way with operations under this agreement. Polo Promotions shall provide, at his sole expense and evidence by a Certificate Insurance with the following coverage and limits of liability.

Comprehensive General Liability Insurance:

(To include "Products" and Contractual Liability Coverage)

Bodily Injury Liability -	\$1,000,000 Each occurrence \$1,000,000 Aggregate
Property Damage Liability -	\$1,000,000 Each occurrence \$1,000,000 Aggregate

Comprehensive Automobile Liability Insurance:

Bodily Injury Liability -	\$ 250,000 Each person
	\$ 500,000 Each occurrence
Property Damage Liability -	\$1,000,000 Each occurrence
Worker's Compensation and Employers' Liability -	Statutory Coverages

In addition, the HURON-CLINTON METROPOLITAN AUTHORITY shall be named as "Additional Insured". The Certificate of Insurance shall also provide that the HURON-CLINTON METROPOLITAN AUTHORITY will be given written notice at least ten (10) days prior to any material change in or cancellation of insurance policy. The Certificate of Insurance will be delivered to the Authority not later than two weeks in advance of the event. Upon written demand of the Authority, Polo Promotions or its insurers will assume the defense of any claim described herein which may be made the subject of a court action.

- 12) It is further agreed that Polo Promotions shall reimburse the Authority the following amounts for services provided by maintenance employees:
 - a. Full-Time Employee at \$51.10 per hour
 - b. Seasonal Employee at \$12.32 per hour and \$18.48 overtime

IN WITNESS WHEREOF, the Parties have executed the Agreement the day and year first above written.

Witness

Huron-Clinton Metropolitan Authority

_____ By: _____
Harry E. Lester, Chairman

_____ And: _____
John E. La Belle, Secretary

Date: _____

Polo Promotions, Inc.

_____ By: _____
Jerry Hutcheson

_____ And: _____
Alex Clay

Date: _____



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Title: Stone Wall Repairs, Food Bar
 Project Type: Major Maintenance
 Location: Metro Beach Metropark
 Date: April 7, 2011

Scope of Work: Provide masonry repairs to approximately 360 lineal feet of fieldstone wall at the Food Bar area. Repairs to include the removal and resetting of sandstone cap, removal and resetting sandstone stairway, complete restoration of select areas and tuck pointing. Existing fieldstone wall is deteriorated, failing and unsightly.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Lesley Young Masonry	Romeo	\$13,750.00
Boss Construction, Inc.	Taylor	\$22,750.00
DC Byers Company	Detroit	\$25,000.00
Total Budget Amount for Contract Services and Administration		\$17,000.00
Proposed Work Order Amount		
Contract Amount – Lesley Young Masonry (Rounded)		\$14,000.00
Contract Administration		<u>\$ 1,000.00</u>
Total Proposed Work Order Amount		\$15,000.00

Recommendation: That the Board of Commissioners approve issuance of a Purchase Order to the lowest responsive, responsible bidder, Lesley Young Masonry, in the amount of \$13,750.00 as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Title: Asphalt Roadway Repairs
 Project Type: Major Maintenance
 Location: Metro Beach Metropark, Macomb County
 Date: April 7, 2011

Scope of Work: Repair selected portions of asphalt-surfaced entry road and bike path. Project includes cold milling of approximately 1,200 square yards of existing asphalt pavement and resurfacing with bituminous asphalt. Existing pavement surface is deteriorated and failing.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Jelsch Paving Company	China	\$11,474.20
Pro-Line Asphalt Paving Corporation	Washington Township	\$15,903.75
Total Asphalt Paving, Inc.	Washington Township	\$16,725.00

Total Budget Amount for Contract Services and Administration \$18,000.00

Proposed Work Order Amount	
Contract Amount – Jelsch Paving (Rounded)	\$12,000.00
Contract Administration	<u>\$ 2,000.00</u>
Total Proposed Work Order Amount	\$14,000.00

Recommendation: That the Board of Commissioners approve issuance of a Purchase Order to the lowest responsive, responsible bidder, Jelsch Paving Company, in the amount of \$11,474.20 as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Michael Arens, Chief Engineer
Title: Masonry Enclosure, Trash Dumpsters at Activity Center
Project Type: Major Maintenance
Location: Metro Beach Metropark
Date: April 7, 2011

On Oct. 14, 2010 the Board of Commissioners awarded a Purchase Order to Buxton of Brighton Building Co. to construct a brick masonry enclosure with concrete pad and gating, to house the trash dumpsters at the Activity Center at Metro Beach Metropark. The Purchase Order amount was \$11,750.00, and the Budget amount for the project was \$19,000.00. The bid tabulation is attached.

Since that time the owner of Buxton of Brighton Building Co., a sole proprietorship, has incurred health problems. He is no longer able to perform the work and is closing his business. No work has been performed on the project to date, and no payments have been made by HCMA. Since the project is under the statutory \$50,000 limitation, a performance bond was not required.

Therefore staff believes that the Purchase Order should be cancelled and the project should be re-bid.

Recommendation: That the Board of Commissioners authorize the cancellation of Purchase Order No. 10-4862 for the Dumpster Area Enclosure, and that the project be re-bid at a later date as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

Original Request

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Project Title: Activity Center Dumpster Enclosure
 Project Type: Capital Improvement
 Location: Metro Beach Metropark, Macomb County
 Date: September 27, 2010

Bids Opened: September 16, 2010 at 4:00pm

Scope of Work:

Construct dumpster enclosure to serve the Activity Center, including masonry walls, gate and concrete slab and foundation. Waste containers are currently unscreened, creating an unsightly and unappealing experience for patrons; enclosure is required to screen dumpsters from view, contain debris and improve customer service.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
1. Buxton of Brighton Building	Howell	\$11,750.00
2. Les Young Masonry	Romeo	\$15,900.00
3. San Vito Construction, Inc.	Casco	\$18,250.00
Total Budget Amount for Contract Services and Administration		\$19,000.00
Proposed Work Order Amount		
Contract Amount – Buxton of Brighton Building (Rounded)		\$12,000.00
Contract Administration plus Force Account Work		<u>\$ 1,000.00</u>
Total Proposed Work Order Amount		\$13,000.00
Funds to be Returned to Reserve Account		\$ 6,000.00

Recommendation: The Board of Commissioners accept the bid of the lowest responsive, responsible bidder, Buxton of Brighton Building, in the amount of \$11,750.00 as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Title: Kensington-Milford Trail Connector
 Project No: 504-10A
 Project Type: Capital Improvement
 Location: Kensington Metropark
 Date: April 7, 2011

Bids Opened: Thursday, March 24, 2011 at 2:00pm

Scope of Work: Construct approximately 1.2 miles of 10-foot wide asphalt surfaced hike-bike trail, extending from the Milford-Kensington Trail (at the Milford Road entrance to Kensington Metropark) to the existing hike-bike trail within Kensington Metropark. Work includes clearing, grading, earth excavation and fill, drainage, bituminous surfacing, signage and pavement marking. Project is necessary to connect the Kensington-Milford Trail, constructed in 2008 by Milford Township in partnership with HCMA, with the existing Kensington hike-bike trail, thus providing a safe, off-the-road means of accessing both trails. The Trail Connector will result in a continuous hike-bike trail from Milford, through Kensington, to Island Lake State Park and the West Oakland Trail.

The Authority has received Grant No. TF08-033 from the Michigan Natural Resources Trust Fund, administered by the Michigan Department of Natural Resources (MDNR). The grant project agreement was approved by the Board of Commissioners on Aug. 13, 2009. The grant is in the amount of \$315,000, or 70 percent of the total project cost, whichever is less, on a reimbursement basis.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
D & R Earthmoving LLC	Howell	\$350,988.15
San Marino Excavating, Inc.	Howell	\$380,212.12
Washtenaw Inc. Maintenance Services	Ypsilanti	\$417,986.94
Summit Transport, Inc.	New Hudson	\$427,639.80
Blue Ribbon Contracting, Inc.	Belleville	\$429,843.70
Cadillac Asphalt, LLC	Wixom	\$432,203.75
Fonson, Inc.	Brighton	\$444,796.80
ABC Paving Company	Trenton	\$463,703.45
Florence Cement Company	Shelby Township	\$471,580.70
Pro-Line Asphalt Paving Corporation	Washington Township	\$549,525.52
Bob Myers Excavating, Inc.	Brighton	\$602,116.75
Audia Concrete Construction, Inc.	Milford	\$742,014.69
Total Budget Amount for Contract Services and Administration (Work Order No. 504.03-1077K)		\$510,000.00
Proposed Work Order Amount		
Contract Amount – D & R Earthmoving (Rounded)		\$351,000.00
Contract Administration and Force Account work		\$64,000.00
Total Proposed Work Order Amount		<u>\$415,000.00</u>
Funds to be returned to Reserve Account		\$95,000.00

The following contractors obtained bidding documents but did not submit a proposal:

Total Asphalt Paving, Washington Twp.
Davenport Brothers, Belleville
Wagner Excavating, Brighton
Bernco, St. Clair Shores
Barrett Paving Materials, Ypsilanti
James P Contracting, Washington
Ajax Paving, Troy

Allied Construction, Clarkston
Compeau Bros., Carleton
Stante Excavating, Wixom
T & M Asphalt, Milford
Commerce Construction, Wixom
J&M Construction, New Hudson

Recommendation: That the Board of Commissioners award Contract No. 504-10A to the lowest responsive, responsible bidder, D&R Earthmoving, LLC in the amount of \$350,988.15 and that \$95,000.00 of Capital Improvement funds be returned to the Reserve Account as recommended by Chief Engineer Arens and staff, contingent upon approval by MDNR.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Title: Road Shoulder Reconstruction
 Project Type: Major Maintenance
 Location: Kensington Metropark
 Date: April 7, 2011

Proposals Opened: March 25, 2011

Scope of Work: Place 3-foot wide gravel shoulder along asphalt-paved main park roadways at various locations within Kensington Metropark. Work to include providing of labor, 22A limestone aggregate material, equipment, removal of existing turf along road edges and related work. Work is required to provide safe, structurally sound road shoulders and to eliminate rutting and drop-offs. Project was bid on a unit price basis per lineal foot of 3-foot wide shoulder, with a total contract amount equal to the total Budget amount for contract services of \$15,000.

<u>Contractor</u>	<u>City</u>	<u>Unit Price</u>	<u>L.Ft.</u>	<u>Extended Amount</u>
Fonson, Inc.	Brighton	\$4.75 L.Ft.	3,158	\$15,000.00
Dynasty Paving, Inc.	Washington	\$4.84 L.Ft.	3,099	\$15,000.00
T&M Asphalt Paving, Inc.	Milford	\$4.89 L.Ft.	3,067	\$15,000.00

Total Budget Amount for Contract Services and Administration	\$16,000.00
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Proposed Work Order Amount

Contract Amount – Fonson (Rounded)	\$15,000.00
Contract Administration	<u>\$ 1,000.00</u>
Total Proposed Work Order Amount	\$16,000.00

Recommendation: That the Board of Commissioners approve issuance of a Purchase Order to the lowest responsive, responsible bidder, Fonson, Inc., in the amount of \$15,000.00 as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Title: Underground Communication Cable Installation
 Project No: 508-11K
 Project Type: Capital Improvement
 Location: Hudson Mills Metropark
 Date: April 7, 2011

Bids Opened: Thursday, March 24, 2011 at 2:00pm

Scope of Work: Install new underground communication cabling to provide service between the Activity Center Area and the Park Service Area, and from there connecting to the public telephone system. Work includes the furnishing and installation of approximately 4,270 lineal feet of underground cable (12-strand copper and 12-strand fiber optic), directional boring under roads and culverts, in-building cabling and related work. Existing cabling is unreliable and failing, creating potential safety concerns. Existing underground cabling was originally constructed by Michigan Bell Telephone Co. (MBTC) up to 45 years ago but is no longer supported and will not be replaced by the telephone company.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Marc Dutton Irrigation, Inc.	Waterford	\$26,586.25
Western Tel-Com, Inc.	Livonia	\$29,639.71
AMcomm Telecommunications, Inc.	White Lake	\$38,413.00
Corby Energy Services, Inc.	Belleville	\$54,200.00
Knight Construction Company	Troy	\$54,735.00
J. Ranck Electric, Inc.	Mt. Pleasant	\$71,490.00
Total Budget Amount for Contract Services and Administration		\$35,000.00
Proposed Work Order Amount		
Contract Amount – Marc Dutton Irrigation, (Rounded)		\$27,000.00
Contract Administration		<u>\$ 2,000.00</u>
Total Proposed Work Order Amount		\$29,000.00
Funds to be returned to Reserve Account		\$ 6,000.00

The following contractors obtained bidding documents but did not submit a proposal:
 Metropolitan Power and Lighting, Imlay City

Recommendation: That the Board of Commissioners award Contract No. 508-11K to the lowest responsive, responsible bidder, Marc Dutton Irrigation, Inc., in the amount of \$26,586.25 and that \$6,000.00 of Capital Improvement funds be returned to the Reserve Account as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Title: Underground Communication Cable Installation
 Project No: 510-11G
 Project Type: Capital Improvement
 Location: Willow Metropark
 Date: April 7, 2011

Bids Opened: Thursday, March 24, 2011 at 2:00 pm

Scope of Work: Install new underground communication cabling to provide service between the Pool Activity Area, the Washago Pond Building and the Park Service Area, and from there connecting to the public telephone system. Work includes the furnishing and installation of approximately 8,120 lineal feet of underground cable (12-strand copper and 12-strand fiber optic), directional boring under roads and culverts, in-building cabling and related work. Existing cabling is unreliable and failing, creating potential safety concerns. Existing underground cabling was originally constructed by Michigan Bell Telephone Co. (MBTC) in the early 1970s but is no longer supported and will not be replaced by the telephone company.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Western Tel-Com, Inc.	Holland	\$ 65,040.71
Marc Dutton Irrigation, Inc.	Waterford	\$ 68,105.00
AMcomm Telecommunications, Inc.	White Lake	\$ 74,626.00
Knight Construction Company	Troy	\$107,545.00
J. Ranck Electric, Inc.	Mt. Pleasant	\$127,054.00
Corby Energy Services, Inc.	Belleville	\$131,100.00
Total Budget Amount for Contract Services and Administration		\$ 68,000.00
Proposed Work Order Amount		
Contract Amount – Western Tel-Comm, (Rounded)		\$ 66,000.00
Contract Administration		<u>\$ 2,000.00</u>
Total Proposed Work Order Amount		<u>\$ 68,000.00</u>

The following contractors obtained bidding documents but did not submit a proposal:
 Rauhorn Electric, Macomb Metropolitan Power and Lighting, Imlay City

Recommendation: That the Board of Commissioners award Contract No. 510-11G to the lowest responsive, responsible bidder, Marc Dutton Irrigation, Inc., in the amount of \$65,040.71 as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Title: Golf Course Irrigation Head Replacement
 Project Type: Major Maintenance
 Location: Lake Erie and Indian Springs Metropark
 Date: April 7, 2011

Bids Opened: Thursday, March 31, 2011 at 2:00 pm

Scope of Work: Replace fairway and greens irrigation heads at the Lake Erie and Indian Springs golf courses. Work includes the replacement of approximately 50 heads at each course, turf repairs and supplying of extra heads for replacement stock. Existing irrigation heads are deteriorated, obsolete, and repair parts are no longer available. This project, which will replace approximately one-third of the total number of heads on each course, is the first phase of a multi-year effort to replace obsolete and failing irrigation heads on these golf courses.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Marc Dutton Irrigation, Inc.	Waterford	\$26,100.00
Thielen Turf Irrigation, Inc.	Mt. Pleasant	\$29,870.00

Total Budget Amount for Contract Services and Administration	
Lake Erie Metropark	\$17,000.00
Indian Springs Metropark	<u>\$17,000.00</u>
Total Budget Amount	\$34,000.00

Proposed Work Order Amount	
Contract Amount – Marc Dutton (Rounded)	\$27,000.00
Contract Administration and Force Account Work	<u>\$ 5,000.00</u>
Total Proposed Work Order Amount	\$32,000.00

The following contractors were direct mailed bidding documents but did not submit a bid:
 Liebold Irrigation, East Debuque, IL Commercial Irrigation, East Peoria, IL
 Northwood Irrigation, Shelby Township

Recommendation: That the Board of Commissioners award a contract to the lowest responsive, responsible bidder, Marc Dutton Irrigation, Inc., in the amount of \$26,100.00 as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Paul Muelle, Chief of Natural Resources
 Subject: Grants Management Update – Awarded and Pending
 Date: April 7, 2011

Awarded Grants

Metro Beach Metropark

Funding Source: U.S. Fish and Wildlife Service – National Coastal Wetlands Conservation

Lead Agency: Michigan Department of Natural Resources – Wildlife Division

Project Title: Great Lakes Marsh Restoration – Controlling Phragmites

Project Scope: This project has contributed to the restoration of 800 acres of Great Lakes coastal wetlands located within the Lake St. Clair watershed, and in particular, approximately 350 acres of wetland at Metro Beach Metropark currently being threatened by the invasion of Phragmites. Department of Natural Resources has collaborated with the Huron-Clinton Metroparks, Ducks Unlimited, Harrison Township, SEMCOG and local coastal communities to protect and restore vital coastal wetlands habitat within the Lake St. Clair watershed. This project also addresses public outreach and education, which will be key factors in helping control the spread of Phragmites in the Lake St. Clair watershed.

2011 is the third year of this four year grant project. Restoration activity in the marsh has included multiple herbicide applications, prescribed burns and vegetation mowing. Management will continue through 2011 and early 2012. The educational component is currently being developed through Michigan Sea Grant and HCMA Interpretive staff and program implementation should begin in late 2011.

Coastal habitats to benefit from the project: Great Lakes Marsh and associated species of concern including Eastern fox snake (T), Blanding's turtle (SC), marsh wren (SC), least bittern (T), Black Crowned Night Heron (SC), Common tern (T) and Black tern (SC).

Grant Amount: \$531,976.00. USFWS share of the program is \$379,192.00, or approximately 69 percent of the total project cost. Local cost share \$152,000.00. The 369 acres of wetlands to be treated at Metro Beach represents approximately 42 percent of the total grant expenditure.

Awarded Grants

Metro Beach Metropark

Funding Source: U.S. EPA – Great Lakes Restoration Initiative

Lead Agency: Macomb County

Project Title: Lake St. Clair Coastal Marshland Restoration

Project Scope: The Project will restore approximately 400 acres of Great Lakes coastal marsh at Metro Beach Metropark, one of the largest remaining coastal marshes remaining on Lake St. Clair. This project will look at marsh hydrology, current avian, reptile and amphibian populations within the marsh and native vegetation response to the current phragmites removal efforts. An overall ecosystem restoration plan will be developed and implemented and the affects to wetland flora and fauna will be monitored over a three year period.

Partners in the restoration project include Macomb County, Huron-Clinton Metroparks, Clinton River Watershed Council, and Wayne State University. Cooperating participants include Michigan Department of Natural Resources, Oakland University, SEMCOG, MDEQ and Ducks Unlimited. ASTI Environmental, Applied Science Inc., and Hamilton Anderson have been chosen as consultants for the project. Design efforts began March of 2011 for this three year grant effort.

Coastal habitats to benefit from the project: Great Lakes Marsh and associated species of concern including Eastern fox snake (T), Blanding's turtle (SC), marsh wren (SC), least bittern (T), Black Crowned Night Heron (SC), Common tern (T) and Black tern (SC).

Grant Amount: \$1,275,000.00

Stony Creek Metropark

Funding Source: Michigan Department of Natural Resources - Land Owner Incentive Program

Lead Agency: Huron-Clinton Metroparks

Project Title: Eastern Massasauga Rattlesnake Habitat Improvement

Project Scope: This program to be conducted by the Metroparks will include ecological restoration treatments to several habitats within Stony Creek Metropark where the Eastern Massasauga Rattlesnake occurs. This project will focus on the removal of invasive exotic plant species through prescribed fire, mechanical removal and herbicide application. Work will be accomplished through a combination of contracted services and Natural Resource Department efforts. The work is to be completed by September 2011.

Habitats/Species to benefit from the project: Wet meadow/fen, floodplain forest and associated uplands, Massasauga rattlesnake (SC), Blanding's turtle (SC) and other species of greatest conservation need.

Grant Amount: \$10,200.00

Current (Pending) Applications (con't)

Metro Beach Metropark

Funding Source: National Oceanic and Atmospheric Administration

Lead Agency: Huron-Clinton Metroparks

Project Title: Great lakes AOC Land Acquisition Grant

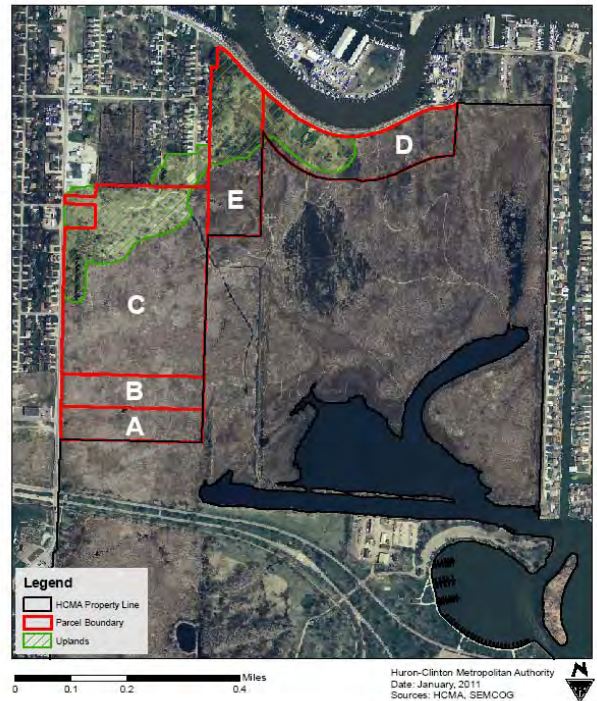
Project Scope: The proposed property acquisition grant consists of up to five separate parcels totaling 113 acres immediately adjacent to the Metro Beach Metropark Black Creek Marsh. It is predominantly Palustrine-Emergent wetlands and smaller component of old field and hardwood forest. This project would add valuable property to a wetland system that is currently undergoing restoration efforts through grants from the USFWS and USEPA. Acquiring the parcels adjacent to Metro Beach Metropark would increase critical habitat for wetland dependent species, enhance the potential for hydraulic restoration of the marsh as part of the EPA GLRI grant and simplify future management activities in the marsh by placing the entire ownership of the marsh under a single entity.

The properties within this grant proposal were originally identified as critical areas for acquisition through an earlier program with the MDNRE and were included in the Great Lakes Fish and Wildlife Restoration Act (GLRI) grant as a match for that grant. However MDEQ funding did not materialize and other matching contributions for the EPA grant are being used.

Coastal habitats to benefit from the project: Great Lakes Marsh and associated species of concern including Eastern fox snake (T), Blanding's turtle (SC), marsh wren (SC), least bittern (T), Black Crowned Night Heron (SC), Common tern (T) and Black tern (SC).

Grant Amount: \$419,175.00

Metro Beach Property Acquisition



Current (Pending) Applications (con't)

Lake Erie, Oakwoods, Willow Metroparks

Funding Source: National Fish and Wildlife Federation

Lead Agency: The Nature Conservancy in Ohio

Project Title: Oak Openings Priority Lands Restoration Collaborative

Project Scope: This is a regional effort by multiple agencies (The Nature Conservancy, The Stewardship Network, Toledo Metroparks, Huron-Clinton Metroparks, and Oak Openings Region Conservancy) to conduct ecological restoration treatments of the highest priority wet prairie, oak savanna, oak barrens and flatwoods habitats within the oak openings region which stretches from North Central Ohio to Southeast Michigan at the Lake Erie shoreline. This project will help to increase the capacity for partners to manage their land for biodiversity while also increasing management of privately held lands. Other goals will be to increase the public awareness of the diversity of the region and the importance of management through updating and development a website (oakopenings.org) and through dispersal of landowner outreach materials and the monitoring and surveying of rare species.

Coastal habitats to benefit from the project: Lake Plains Oak Openings including three (3) globally vulnerable or imperiled plant communities: Black Oak/Lupine Barren (G3), Mesic Sand Tallgrass Prairie (G2), Midwest Sand Barren (G2/3). 143 state endangered, threatened, or potentially threatened plant species, 24 state endangered, threatened, or 'of concern' animal species, one (1) federally endangered animal species (Karner blue butterfly, *Lycaeides melissa samuelis*).

Grant Amount: The initial grant for approximately \$1,000,000.00 was submitted in February of 2011. The National Fish and Wildlife Federation has invited the collaboration to submit a full proposal for funding consideration.

Recommendation: That the Board of Commissioners receive and file the grants management update as recommended by Chief of Natural Resources Muelle and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Paul Muelle, Chief of Natural Resources
Subject: Grants Management Update - New
Date: April 7, 2011

New Applications

Metro Beach Metropark

Funding Source: U.S. EPA – Great Lakes Restoration Initiative

Lead Agency: Huron-Clinton Metroparks

Project Title: Metro Beach Parking Lot Improvements

Project Scope: The Beach Category of the current Great Lakes Restoration Initiative Request for Applications is focused on implementation projects to reduce beach closings at Great Lakes Beaches including the elimination or reduction of sources of contamination identified at Great Lakes beaches. The Metro Beach project will focus on the re-design of the parking lot and implementation of phase one of a multi-phased project that will reduce the total acres of impervious surface of the lot and the use of storm water Best Management Practices (BMP's) such as vegetative swales to redirect storm water runoff away from the Black Creek and toward adjacent wetlands (Pt. Rosa Marsh). This project would work in concert with the current marsh restoration project by directing runoff to the marsh which will help address some of the hydrologic concerns of that wetland system.

Benefit from the project: Reduction of water impairments and potential contamination of nearshore water and adjacent beach, Great Lakes Marsh habitat improvement.

Grant Amount: \$1,000,000.00

Lake Erie Metropark

Funding Source: U.S. EPA Great Lakes Restoration Initiative

Lead Agency: The Nature Conservancy in Michigan

Project Title: Detroit River-Western Lake Erie CWMA and Phragmites Control

Project Scope: This is a regional effort by multiple agencies including The Nature Conservancy, Huron-Clinton Metroparks, Michigan DNR, Ducks Unlimited, and Detroit River International Wildlife Refuge, will collaborate to eradicate invasive *Phragmites australis* on approximately 1,200 acres of coastal wetlands within the western Lake Erie basin, from the Detroit River to northern Maumee Bay. This project will leverage resources from a number of vested partners who similarly require eradication of phragmites to reclaim lost public use and habitat value. This invasive species project is unique in that the partners have established a mechanism for long-term eradication after initial control during the grant period through the use of a Marsh Master amphibious vehicle. A large-scale, cooperative, and sustained approach to phragmites treatment in this region will add wetland resources where millions of people live and bring back whole plant and animal communities and functioning wetlands once again.

The Michigan chapter of The Nature Conservancy will be the primary administrators of this plan, however a multitude of landowners and properties are embedded within the project, and many of the largest remaining coastal marshes, both publicly and privately owned, in the Michigan-portion of western Lake Erie will be involved. A selection of sites planned for treatment includes:

1. HCMA's Lake Erie Metropark, located near the mouth of the Detroit River, will enroll 409 acres of monotypical phragmites stands for treatment.
2. MDNR's Pointe Mouille and Pointe Aux Peaux will treat roughly 200 acres of phragmites.
3. DTE Energy will collaborate to manage approximately 30 acres of phragmites at their Fermi and Monroe generating facilities.
4. The Nature Conservancy will conduct follow-up treatments on approximately 50 acres at its Erie Marsh Preserve.

Given the collaboration required to implement a regional phragmites plan, several key partners will be involved in this project, including:

1. The Nature Conservancy, both Ohio and Michigan chapters will provide overall grant administration and reporting and contribute \$5,000 in matching funds for Marsh Master management, and \$1,127 in resultant indirect costs.
2. Huron-Clinton Metroparks. HCMA will purchase, house, and maintain the Marsh Master, as well as assist in its operation during mowing and herbicide applications.
3. Detroit River International Wildlife Refuge. The staff biologist will help in landowner outreach and assist with coordinating implementation and research, as well as pledge time in Marsh master operation on partners' lands.
4. Michigan Department of Natural Resources. Staff will cooperate with approximately 580 acres of phragmites control at Pointe Aux Peaux, Pointe Mouille, and Erie State Game Areas, as well as provide operators for the Marsh Master during follow-up treatments.
5. Eastern Michigan University will use hyperspectral images to map phragmites locations in the greater Detroit River area. This decision support tool has helped focus and elucidate control efforts within this proposal.

Coastal habitats to benefit from the project: More than 1,249 acres of Great Lakes Marsh and wetland habitats. Benefits would include:

- Sustained eradication of phragmites in all wetlands in Lake Erie via the Detroit River-Western Lake Erie CWMA and the mechanism to share the Marsh Master into the future.
- Native plant communities will be expanded and preserved.
- Stopover habitats, food supply, and natural cover will be increased for migrating birds, and habitat for nesting and resident animal species (marshbirds such as rails and bitterns, reptiles such as eastern fox snake, Blanding's turtle, etc.) will be expanded.
- Improved spawning and nursing habitat for native fish species.
- Restoration of the highly altered water regimes within both open and impounded coastal wetlands.
- Access for recreational activities, like boating and fishing, will be improved, as will 'viewsapes' throughout the coastal area.

Grant Request: \$548,463.00

Detroit River-Western Lake Erie Cooperative Weed Management Area Memorandum of Understanding

The purpose of the Memorandum of Understanding (MOU) is to establish and formalize a cooperative effort among the participants for the integrated management and control of invasive terrestrial and aquatic plant species across jurisdictional boundaries in Wayne and Monroe Counties, Michigan, and thus to create the Detroit River-Western Lake Erie Cooperative Weed Management Area (CWMA).

The establishment of this CWMA would allow participants to contribute, cooperate, and benefit from the collective efforts of the Detroit River-Western Lake Erie *Phragmites* CWMA Team, which is intended to be a specialized working group to address shared issues relating specifically to common reed (*Phragmites australis*). The general concept is that each organization should benefit by providing staff and other resources for use on *Phragmites* or other invasive plant species control on lands prioritized by the CWMA Team. Herbicide applicators (aerial or ground-crews) and burn crews would be coordinated to reach the highest cost-effectiveness and target the plant from a landscape perspective with short and long-term goals for control. Commitments would be long-term and for the benefit of the landscape.

Participants would share information among interested parties and provide assistance and expertise regarding invasive species management (e.g., prevention measures, control methods, restoration tools, standardized data collection, etc.) activities and it would allow participating members' personnel, equipment and supplies to be used in the management of invasive species on lands other than those in which they are employed to manage within the CWMA.

Participants could elect to manage invasive species within their own jurisdiction in whole or part through either utilizing the CWMA or utilizing their own personnel, equipment and supplies. The CWMA does not restrict any similar activities with other public or private agencies, organizations, or individuals.

The MOU will remain in effect for a period of five years from the date of execution and may be amended upon written request. Any participant may terminate their involvement in the MOU with a 60-day written notice.

The MOU is not a legally binding agreement and creates no legally binding obligations for any participant. Nothing in the MOU will obligate any participant to obligate or transfer any funds.

Initial participants in the Detroit River-Western Lake Erie CWMA include: BASF Corporation, DTE Energy, Ducks Unlimited, Inc., Eastern Michigan University, Huron-Clinton Metropolitan Authority, Michigan Department of Natural Resources, Monroe County Conservation District, Southeast Michigan Council of Governments, Stewardship Network, The Nature Conservancy, U.S. Department of Agriculture-APHIS, U.S. Fish and Wildlife Service, Detroit River International Wildlife Refuge, and Wildlife Habitat Council.

In December of 2006, the HCMA entered into a similar cooperative agreement with the Detroit River International Wildlife Refuge for the purposes of protecting remaining high-quality fish and wildlife habitats, restoring and enhancing degraded wildlife habitats associated with the Detroit River, and promoting public awareness of the important resources of the Detroit River International Wildlife Refuge

Recommendation: That the Board of Commissioners support the new grant proposals and authorize the Director and staff to approve a Memorandum of Understanding with participating members in a Cooperative Weed Management Area for the purpose of controlling invasive exotic plant species in the Detroit River-Western Lake Erie basin as recommended by Chief of Natural Resources Paul Muelle and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: David L. Wahl, Controller
Subject: 2011 Insurance Report
Date: April 7, 2011

In keeping with our past practice, the Authority has retained Mr. Haig Neville, an independent insurance counsel, to examine, audit and make recommendations on the Authority's property/casualty insurance policies for 2011. A copy of Mr. Neville's Insurance Report is attached for your review.

The report covers all 2011 insurance policies that were approved by the Board in January 2011. The report notes that the Authority's insurance program continues to be a well-planned, comprehensive program with competitive pricing. Mr. Neville feels our agent, Robert Wolf of Wolf-Hulbert Agency, continues to negotiate the most favorable coverage terms and pricing consistent with acceptable financial ratings and services for claims and loss control. It is felt the current insurers provide coverages that best meet the broad coverage requirements for the Authority. He feels that HCMA benefits from our stable and well-coordinated relationships with our in-force carriers. Mr. Wolf obtained alternate quotes on some lines of coverage which substantiate HCMA's favorable pricing from in-force carriers.

Authority coverages continue to be placed with well-rated insurance companies (A and A+).

Mr. Neville notes that 2010 continued as a difficult period for the financial services industry and the global economy. However, despite the recession, the B.P. oil spill and other natural disasters, he notes that the insurance industry has weathered the storms and is reasonably healthy. With the economy showing signs of recovering and absent any major catastrophes, premiums should remain reasonable in the near future.

Mr. Neville will present his report to the Board at the April 14 meeting.

Separate Attachment: Insurance Report

RECOMMENDATION: That the 2011 Insurance Report be received and filed as recommended by Controller Wahl and Staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: David L. Wahl, Controller
 Subject: 2011 First Quarter Appropriation Adjustments
 Date: April 7, 2011

In order to maintain compliance with line item appropriation limits, periodic reviews have been made to the Budgetary Expenditure accounts. As a result of these reviews, and subsequent to review by the Director, these appropriation adjustments have been recorded.

\$792,100 of the \$943,800 in General Fund appropriation adjustments made represent funds transferred between accounts.

Appropriations totaling \$151,700 were made from the General Funds Reserve for Future Contingencies account as follows:

1.	\$ 6,700.00	Represents donations received by the Authority
2.	8,200.00	Kensington Sprayground unplanned repairs
3.	6,600.00	Unexpected increase in unemployment charges
4.	16,100.00	Additional part-time wages in lieu of a vacant full-time position
5.	35,800.00	Emergency repairs at Indian Springs
6.	2,200.00	Unanticipated severance payment
7.	29,100.00	Unbudgeted severance payment
8.	15,000.00	Phone system upgrade
9.	30,000.00	Natural Resource Crew 2011 budget compilation error
10.	<u>2,000.00</u>	Fund Park improvement as incentive for e-mail program
	<u>\$151,700.00</u>	

Capital Improvements

Stony Creek	\$2000.00
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Major Maintenance

Lake Erie	11,000.00
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Equipment

Administrative Office	15,000.00
Stony Creek	5,300.00
Wolcott Mill	11,300.00

First Quarter Appropriation Adjustments

April 7, 2011

Page Two

Operations

Metro Beach	3,200.00
Kensington	82,400.00
Lower Huron	9,600.00
Hudson Mills	81,200.00
Stony Creek	141,300
Willow	123,500.00
Lake Erie	19,200.00
Indian Springs	333,400.00
Huron Meadows	71,000.00
Natural Resources Crew	33,100.00
Administrative Office	<u>1,300.00</u>

Total Appropriation Adjustments \$943,800.00

Recommendation: That the Board of Commissioners approve the Appropriation Adjustments as recommended by Controller Wahl and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: David C. Moilanen, Director
Subject: Marketing Manager (Director)
Date: April 7, 2011

Several months ago the Board directed staff to undertake the process of establishing and filling the position of marketing manager (director) for the Huron-Clinton Metroparks. This position was to be on a contractual basis for a one-year period, for the purposes of improving the marketing program of the Metroparks. This contract person would be responsible for developing and implementing a marketing program designed to increase attendance at the Metroparks through stronger brand recognition, increased awareness of the parks and through the development of sponsored events and festivals.

Staff retained a consulting firm, Hammond and Associates, to assist in the job search. More than 140 applications were received. Hammond and Associates made the initial review of these applications and identified 15 candidates for further consideration. These candidate applications were reviewed with several senior staff members to get their input and concurrence. Hammond and Associates then conducted telephone interviews with these candidates, further refining the search and reducing the field for the position to eight candidates. Again, Hammond conferred with staff before moving ahead with face-to-face interviews of the top eight applicants. From these interviews, the field of candidates was reduced to the top four who were to be interviewed by Metroparks personnel and commissioners. Director Moilanen, Deputy Director Almas, Chief of Communications Semion, and Commissioner Hertel participated in the interviews of the top four applicants.

The interview panel agreed that a couple candidates stood out as the most qualified for this position. Based on diverse marketing experience, knowledge and connections with local media – especially radio, communication skills, and personality, it was the consensus of the panel that the best candidate for Metroparks marketing manager (director) would be Kassie Kretzschmar. Ms. Kretzschmar's resume is attached.

A follow-up interview was conducted with the top candidate to further explain HCMA expectations of the position, to examine in more detail her qualifications and her personality, as well as to answer questions she had about the position. This second interview corroborated the panel's initial decision.

Attachment: Kretzschmar Cover Letter and Resume

Recommendation: That the Board of Commissioners approve staff entering into a one-year contract for the period of April 14, 2011 to April 13, 2012 with Kassie Kretzschmar as marketing manager for the Metroparks, as recommended by Director Moilanen and staff.

January 17, 2011

Hello:

I wanted to introduce myself to you and express my interest in the Director of Marketing position for Huron-Clinton Metroparks. I have also included my resume for your review. To give you a brief summary of some of my professional experience:

- I've been the director of marketing and promotions for radio, print, and government so I have diverse marketing experience as well as great connections that I can reach out to when needed.
- I have excellent event management experience from beginning to full execution.
- I know how to put budgets together and how to adhere to them.
- I have extensive experience in public and media relations so I know how to market the company to help create and maintain a positive image. I also have experience with crisis PR management so when very sensitive issues or problems arise that can turn negative, I know how to work through that calmly with management and other key stakeholders to make the best of the situation and put us in the best light possible.
- I work very hard; and well with others, and I am very committed to being the best I can be; I have a lot of energy and I hate being bored, so I would look forward to a new challenge like this and I would really enjoy it!

Thanks for your consideration! Have a good week and I hope to talk with you soon!

Sincerely,

A handwritten signature in cursive script that reads "Kassie Kretschmar". The signature is written in dark ink and is positioned above the typed name.

Kassie Kretschmar

Kassie Kretzschmar

SUMMARY OF QUALIFICATIONS

- Extensive experience in marketing, promotions, communications and public relations' management
- Creative thinker whose ideas have directly increased profitability
- Manage multiple projects at once with positive attitude and strict adherence to time and budget constraints
- Great interpersonal communication skills, easily develop strong rapport with media, clients, management and co-workers
- On-site producer, schedule on-air interviews, on-air radio experience

PROFESSIONAL EXPERIENCE

- Sept. 2009-
Present **Major Gifts Officer/Corporate & Foundation Giving/Cause-related Marketing
Children's Hospital of Michigan/Detroit Medical Center**
Detroit, Michigan
- Create mutually beneficial fundraising programs for children and for the partnering corporations; cause-related marketing programs
- Sept. 2008-
Sept. 2009 **Director of Communications/Public Information Officer
Michigan Department of Management and Budget (DMB),** Lansing, Michigan
- Responsible for providing key information to department employees, media, the public, and other state agencies
 - Developed and implemented communication plans to promote DMB initiatives and to manage issues; wrote and distributed press releases and media alerts
 - Established department standards and administered process for flow of communications
 - Scheduled department director for outreach programs to promote DMB initiatives
 - Created DMB communication tools including: electronic newsletters, flyers, DMB intranet and internet content, Annual Report, podcasts and promotional videos
 - Worked directly with Governor's Executive Office and other government officials
 - Helped manage recognition events, department seminars, employee celebrations
 - Department spokesperson responsible for media relations and handling media inquiries
 - Managed a staff including graphic artist, writer and webmaster
- May 2003-
Sept. 2008 **CBS RADIO DETROIT, titles and duties included:
Director of Marketing & Public Relations, Oldies 104.3 WOMC & WXYT AM/FM
Director of Marketing Services, WOMC 104.3 FM, WYCD 99.5 FM, WWJ 950 AM, WVMV
98.7 FM, WKRK 97.1 FM, WXYT 1270 AM
Account Executive, WYCD 99.5 FM**
- Responsible for creation, management and oversight of marketing & promotions for multiple stations
 - Responsible for media relations, press announcements and follow up with local and national press in radio, print and television
 - Managed, produced and created major station promotions and events such as WOMC's Puritan Comedy Night Out with Tim Allen, Kathleen Madigan and other national comedians; Woodward Dream Cruise, the station's signature event that has become a nationally known event; annual

Dick Purtan Radiothon fundraiser for Salvation Army that raised over \$2.3 million in 2008 in just 16 hours

- Created and supervised all sales promotion and marketing events for WOMC (a 190,000 watt radio station)
- Managed and created advertising and media plans including direct marketing, television and print campaigns, including budget creation and management
- Presented added-value opportunities as part of sales/advertising packages
- Served as the liaison between CBS radio stations and the community for development of programs and campaigns to serve the community and maintain the integrity of our radio license
- On-site producer for “Dick Purtan & Purtan’s People” morning show live remote broadcasts including their shows at the University of Michigan home football games
- Scheduled on-air interviews for the “Purtan Show” and the “Ridin Home With Ryan” show

Dec. 1996-
May 2003

Director of Marketing and Promotions

WJR AM 760 Radio, Detroit, MI

- Managed marketing and promotions department for this 50,000 clear watt radio station
- Designed targeted media campaigns for the Station and individual radio programs, creating clear positioning statements
- Developed advertising programs, researched media options, worked with designers, photographers, placed ads, purchased outdoor advertising
- Responsible for event planning and execution
- Managed public relations and media contact
- Had responsibility for annual marketing and promotions’ budget
- On-site producer for remote broadcasts for “Brandy & Bo Show,” hosted by Jim Brandstatter and the late Bo Schembechler
- On-site assistant producer for the University of Michigan home football games

WJR On-air Vehicle Reviewer/Critic (May 2000-February 2003)

“THE C.A.R. SHOW,” syndicated, two-hour radio call-in show

- Wrote car reviews for website and did weekly on-air critiques of new vehicles
- The C.A.R. Show is heard on over 200 radio stations worldwide plus, my reviews were published on the web at thecarshow.com under the pseudonym “Kristi Bannen”
- The show covers vital auto topics, trouble-shooting and preventative maintenance

July 1993-
Dec. 1996

Marketing Manager

CRAIN’S DETROIT BUSINESS and CRAIN’S SMALL BUSINESS, Detroit, MI

- Managed marketing department
- Promoted weekly *Crain’s Detroit Business* publication with circulation of 35,000 and the monthly publication, *Crain’s Small Business*, serving 20,000 subscribers
- Created and implemented marketing plans, all business events and sponsorships
- Created and wrote all marketing materials, advertisements, direct mail, sales presentations; provided sales materials for 10 sales representatives
- Was responsible for both publications’ budgets; hired outside resources – printing, artists, agency services, photographers, research services; purchased advertising on radio, television, print, outdoor, cable

Dec. 1992-
July 1993

Sales Consultant

IMAGE MASTERS PRINTING, Wixom, MI

- Achieved position of top salesperson within four months
- Generated quality leads/sales through research, cold calling, and persistent follow-up
- Made sales presentations in person and by phone to corporate decision makers, utilizing knowledge of the product, and the client’s financial and company goals

- Mar. 1991-
Dec. 1992 **Promotion Manager/Production Manager**
CORPORATE DETROIT MAGAZINE, Southfield, MI
- Created department, annual budget and annual promotion plan
 - Responsible for promotions/marketing, public relations, and production of this monthly business magazine with a circulation of over 35,000
 - Purchased printing services, ad space, hired freelance artists, and photographers
 - Managed and executed all business events and seminars
 - Created and authored direct mail pieces
 - Established an efficient production department responsible for magazine layout and printing
- Aug. 1990-
Mar. 1991 **Account Executive, Public Relations**
THE BERLINE GROUP, Birmingham, MI
- Consulted with clients to develop and implement full-scale public relations programs for Total Health Care, Michigan National Bank, Metro Detroit Chevrolet Dealers, Wendy's International, Birmingham/Bloomfield Chamber of Commerce, English Gardens
 - Assisted the Account Services, Media, and Creative departments regarding client evaluations/recommendations
- Nov. 1988-
June 1990 **Marketing Coordinator**
FUTURE THREE SOFTWARE, INC., Livonia, MI
- Created marketing department and annual budget
 - Responsible for marketing automotive software solutions and handling public relations
 - Directed all sales promotions and trade shows
 - Purchased advertising and created direct mail campaigns
 - Conducted extensive consumer and competitive research; developed and implemented company strategy to improve customer service and perceptions of the company

EDUCATION

- June 1988 Michigan State University, East Lansing, MI
B.A. Degree in Communications
Major: Advertising, emphasis in English
- July 1988 Real Estate Agent, obtained license through Niebauer-Prudential Real Estate, Walled Lake, MI

AFFILIATIONS/AWARDS

- **Michigan State University Chuck Kaplan Award, 1988**
- **March of Dimes**
- **Salvation Army**
- **Karmanos Cancer Institute/Gail Purtan Ovarian Cancer Research Fund**
- **Children's Hospital of Michigan/Dick Purtan & Purtan's People calendar**
- **Yankee Air Museum's "Thunder Over Michigan" air show at Willow Run Airport, I do the public relations for the annual air show that features the Blue Angels and other key acts**
- **Created my own Michigan motorcycle enthusiast website, www.motorcityriders.com**



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: David C. Moilanen, Director
Subject: Human Resources Manager
Date: April 7, 2011

For the last several months staff has been engaged in a search for a new Human Resources Manager to replace the retiring Human Resources Officer, William Johnstone. To help in the process, staff retained the services of Terry McGinn of Career Directions. Mr. McGinn, along with staff, developed a competency template defining the attributes needed for this position. Using this template, he received and reviewed the applications. More than 150 applications were received and processed. Mr. McGinn identified top candidates for telephone interviews based on the applicants' educational and experiential background in Human Resources, especially concentrating on the extent of experience in the public sector, labor relations and negotiations. Top candidate applications were reviewed with senior management to confirm Mr. McGinn's assessments. He then conducted competency-based telephone interviews with these candidates in order to focus the field further. Five candidates were selected for final interviews with Metroparks staff and commissioners. The interview panel included Director Moilanen, Deputy Director Almas and Commissioner Lester.

The interview panel agreed that the best candidate for the position, based on educational background in human resources, 30 years experience with public employers – city of Howell and city of Plymouth, demonstrated experience in negotiating and administering collective bargaining agreements, and other exhibited competencies, was Carol A. Stone. Ms. Stone's resume is attached, and she will be present at the Commission meeting.

A second interview was conducted to explain the work expectations, to explore the candidate's experience in more detail and to provide the candidate the opportunity to ask any questions relating to the job and the organization. All four staff officers participated in this interview and all concurred that Ms. Stone was well suited and qualified for the position of Human Resources manager.

Attachment: Carol Stone Cover Letter and Resume

RECOMMENDATION: That the Board of Commissioners confirm the hiring of Carol A. Stone as the Metroparks' Human Resources Manager as recommended by Director Moilanen and staff.

Carol A. Stone

February 14, 2011

Huron-Clinton Metroparks
13000 High Ridge Dr
Brighton, MI 48114

Please accept the enclosed resume as my application for the position of Human Resource Director with Huron-Clinton Metroparks.

I bring to the position an extensive background in public sector human resources combined with hands-on experience in parks and recreation operations gained while serving as interim Recreation Director for the City of Howell. As interim Director, I managed community events and recreational facilities to include a senior center, teen center, pre-school, athletic fields, playgrounds, beach and boat launch. This has afforded me in-depth knowledge and experience of the unique human resource requirements of recreational facilities.

I am well versed in all aspects of human resources including labor relations, contract negotiations, benefit administration, and recruitment. As a member of the senior management team with the City of Howell, I am involved in long-term strategic planning initiatives and organizational development to include a continuous improvement process. In addition, I possess excellent communication, customer service and public relations skills.

I look forward to meeting with you in person and discussing the contributions I can make as Human Resource Director for Huron-Clinton Metroparks. I respectfully request that my application remain confidential until I am considered a finalist for the position and have an opportunity to advise my current employer that I am being considered for another position.

Thank you for your consideration of my application.

Carol A. Stone

Carol A. Stone**EDUCATIONAL/PROFESSIONAL CERTIFICATIONS**

Madonna University

- B.S. in Management/Human Resources Administration
- Special Achievement in Management Award – 1992

Society for Human Resource Management

- Achieved PHR Certification in 2002 – Sitting for SPHR Certification on May 6, 2010.
- International Public Management Association
 - Achieved IPMA Certified HR Professional designation in 2000

EXPERIENCE

Jan, 2005-
Present

ASSISTANT CITY MANAGER/HUMAN RESOURCE DIRECTOR

City of Howell, 611 E. Grand River, Howell, MI 48843

This is an administrative position reporting to the City Manager and is primarily responsible for human resources, risk management, purchasing, and special projects as assigned. Serve as City Manager in absence of City Manager.

- Engineer and administer salary and benefit program
- Manage recruitment, hiring and retention programs
- Negotiate and administer collective bargaining agreements
- Coordinate employee relations for both union and non-union positions to include discipline, dispute resolution, grievances, employee communications, employee intranet site
- Create & administer employee policies and procedures
- Manage risk management and liability insurance program to include workers compensation and health & wellness initiatives
- Ensure compliance with Federal, State, and local employment laws including FLSA, FMLA, ADA, COBRA, Right-to-Know
- Serve as liaison with community organizations and events to include Livingston Diversity Council, Livingston County United Way, Howell Area Parks & Recreation Authority, Howell Melon Festival.
- Prepare and make presentations to City Council, employees and civic organizations.
- Serve on Organization and Business Development Committees of Howell Main Street Program.
- Member of Business Recruitment Team

SIGNIFICANT ACCOMPLISHMENTS

- Restructured health insurance benefit program to achieve premium savings while maintaining contractual benefit levels resulting in a savings in excess of \$600,000.

- Implemented employee relations initiatives to include Employee Benefits Expo, employee intranet site, employee community volunteer program, employee performance appraisal system.
- Implemented safety program and health & wellness initiatives which resulted in reduction in workers compensation claims and premiums for the past four consecutive years.
- Prior to my appointment, human resource position was vacant for over 9 years. I recreated the department, updated job descriptions for all positions, and re-wrote City personnel manual to bring into compliance with current labor law.
- Served as interim Recreation Director during creation of Recreation Authority and coordinated search for director. Completed organizational analysis and began implementation of structural changes to support Authority.
- Served as interim Director of the Downtown Development Authority during short-term leave of Director. Coordinated 50th annual Howell Melon Festival during transition from Jaycees operated event to City operated event.

March, 1980- **ADMINISTRATIVE SERVICES DIRECTOR/HUMAN RESOURCE DIRECTOR**

Jan, 2005 City of Plymouth, 201 S. Main, Plymouth, MI 48170

This is an administrative position reporting to the City Manager and is primarily responsible for human resources, risk management, purchasing and special projects. Responsibilities include:

- Developed and administered salary and benefit program and employee performance appraisal system.
- Managed recruitment, hiring and retention program
- Created employee orientation, training and recognition programs
- Developed and managed multi-department budgets.
- Coordinated workers compensation and safety programs
- Negotiated and administered labor contracts for four bargaining units to include grievance and dispute resolution.
- Oversaw Employee Quality of Work-Life Committee
- Ensured compliance with Federal, State and local employment laws
- Coordinated centralized purchasing system covering all City facilities
- Served as liaison to Plymouth Beautification Commission, Plymouth Community Youth Advisory Committee, as well as other boards and committees as assigned by Mayor and/or City Manager.

SIGNIFICANT ACCOMPLISHMENTS

- Developed policies, researched funding sources, and instituted employee training programs.
- Negotiated contracts with four unions for intergovernmental agreement for police dispatch and fire services. Required merging of union contract language and benefits.
- Designed and implemented merit pay system for non-union employees that encouraged and rewarded employees with high performance.

- Obtained grant, designed and implemented employee health and fitness program to include cardiovascular evaluation, diet, and exercise programs.
- Designed, negotiated with unions and successfully implemented changes in health insurance program that increased benefits and reduced expenditures by approximately 20%.
- Negotiated with unions and implemented conversion from defined benefit to defined contribution retirement system which resulted in increased portability and retirement options for employees and reduced long-term expenditures for the City by 10%.

Aug, 1979- **ADMINISTRATIVE ASSISTANT**

March, 1980 NCR/Data Pathing Systems Division, Southfield, MI.

Served as office manager for sales office of computer software company Administered payroll and benefit programs, audited expense accounts and prepared proposals and presentations.

Dec, 1977- **OFFICE MANAGER**

Aug, 1979 Garden City Treatment Center, Garden City, MI

Provided administrative support to out-patient mental health clinic operated by the City of Garden City. Hired, training and supervised clerical employees. Responsible for accounts payable, receivable and payroll. Served on team coordinating JCAH Certification Process.

PROFESSIONAL AFFILIATIONS

- Society of Human Resource Management
- Livingston Area Human Resource Association
- Michigan Public Employer Labor Relations Association
- Michigan Public Risk & Insurance Management Association
- Local Government Managers Association of Michigan

COMMUNITY INVOLVEMENT

- Livingston County Diversity Council – Board of Directors
- Livingston County United Way
- Howell Melon Festival – Planning Committee

REFERENCES:

Paul Sincock
City Manager
City of Plymouth

Melanie Purcell
Assistant Director
Municipal Technical Advisory Services
University of Tennessee



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Greg Almas, Deputy Director
Subject: March Donations (2)
Date: April 7, 2011

The following donations were received through March 31, 2011:

- A \$3217.93 cash donation from the 2011 Frosty Freestyle Race for the purchase of ski equipment and cross country ski program support at Huron Meadows Metropark.
- A mounted deer head donation made by Dale Schaedig to be used at the Hudson Mills Metropark Activity Center.

RECOMMENDATION: That the Board of Commissioners formally accept the above donations and a letter of appreciation be sent to the donors as recommended by Deputy Director Almas and staff.

GEORGE M. CARR, P.C.

ATTORNEY AND COUNSELOR

327 SEYMOUR
LANSING, MICHIGAN 48933(517) 371-2577
Fax (517) 482-8866
gmcarr@carrlawfirm.com

Mr. Harry Lester, Chairman
Huron-Clinton Metropolitan Authority
13000 High Ridge Drive
Brighton, Michigan 48114-9058

April 6, 2011

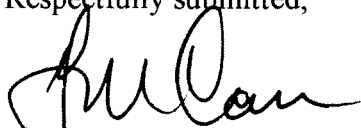
Dear Chairman Lester:

The Michigan Legislature will return next week to begin final work on a broad range of Governor Snyder's initiatives. While the state's budget and tax structure will take center stage, local government reform and cooperation legislative hearings will begin next week. Senate Bill 7 would have an immediate impact on the Authority by mandating a minimum 20% co-insurance or contribution by all employees to their health care insurance.

As part of a four bill package, this legislation is expected to be voted out of the Senate Reforms, Restructuring and Reinvention Committee next week. We are actively working with the Sponsor and committee staff to determine the potential impact on HCMA and what options may be available. While simple in concept and intended to reduce the cost of government, this legislation has many unintended and unknown impacts.

We expect to have additional information for presentation and discussion at the meeting next week.

Respectfully submitted,



George M. Carr



Senate Fiscal Agency
P. O. Box 30036
Lansing, Michigan 48909-7536

**BILL ANALYSIS**

Telephone: (517) 373-3363
Fax: (517) 373-1986
TDD: (517) 373-0543

Senate Bill 7 (as introduced 1-19-11)
Sponsor: Senator Mark C. Jansen
Committee: Reforms, Restructuring and Reinventing

Date Completed: 3-21-11

CONTENT

The bill would create the "Publicly Funded Health Insurance Contribution Act" to require that all public employees pay a certain percentage of the overall cost of purchasing health insurance. Beginning January 1, 2013, the bill would require that public employers with and without self-funded health benefit plans pay not more than 80.0% of the premium costs of health insurance plans. The health insurance premium paid by the employer could be increased to 90.0% of the total cost for a health insurance plan for employees or elected officials covered by a medical benefit plan that included a health savings account in combination with a high deductible health plan that complied with Federal statute and regulations. The maximum allowable payment for employers would be calculated annually based on the most comprehensive Detroit consumer price index. Additionally, a public employer that was formed by the merger of two or more public employers after the bill's effective date, and that did not offer a self-funded medical benefit plan, would have to calculate the maximum payment for health insurance as of the date the new entity came into existence.

The bill includes the following definitions:

- "Costs" and "total costs" of a medical benefit plan would not include copayments, coinsurance, deductibles, other out-of-pocket expenses, or other service-related fees assessed to the covered beneficiary.
- "Local unit of government" would be defined as a city, county, village, or township.
- "Medical benefit plan" would mean a plan established and maintained by a carrier or one or more public employers that provides for the payment of medical, optical, or dental benefits including hospital and physician services, prescription drugs, and related benefits, to public employees.
- "Public employer" would be defined as this State; a county, township, village, city, or other political subdivision of this State; any intergovernmental, metropolitan, or local department, agency or authority; a school district, public school academy, or intermediate school district; a community college or junior college; or a public institution of higher education.

A public employer could contribute to an employee's health savings account and the contribution would not be included in the employer's maximum allowable payment for the cost of medical benefit plans. Additionally, a public employer could deduct the covered employee's portion of the cost of a medical benefit plan from employee's annual compensation.

The bill further states that if the requirements limiting the amount of employer-paid health insurance benefits were inconsistent with a collective bargaining agreement currently in effect, the requirements of the bill would not take effect until the collective bargaining agreement expired, or was amended, extended, or renewed.

A local unit of government could exempt itself from the requirements of the proposed Act for the next succeeding contract period by a two-thirds vote of its governing body. Another two-thirds vote would be required of the governing body to extend an exemption to a new contract period.

FISCAL IMPACT

Based on data for FY 2010-11, the passage of Senate Bill 7 would result in approximately \$173.9 million in gross savings (\$92.2 million GF/GP) in the cost of health insurance provided to State employees in the first year. This assumes the employer-share of health insurance cost would be capped at 80.0% of premiums as opposed to the 90.0% of premiums currently paid by the employer. Comprehensive data do not exist to accurately calculate the potential savings to local government, school districts, and public higher education employers from this bill. If one assumes the same level of savings for other public sector employees in Michigan as with State employees, the approximate savings could surpass \$500 million.

As of October 1, 2010, the average annual premium of the State plan for health care for a married classified employee with dependents hired before April 1, 2010, was an estimated \$19,700. The average annual premium for the same plan for employees hired on or after April 1, 2010, dropped to an estimated \$17,500. If the employee was hired before April 1, 2010, the State pays 90% or \$17,700 of that premium. If the employee was or is hired on or after April 1, 2010, the State pays 80% or \$14,000 of the lower premium.

Currently, there are an estimated 49,400 employees enrolled in a State health plan. Based on the most recent data, an average of 2,400 new employees are hired annually, meaning an estimated 47,000 currently enrolled employees were hired before April 1, 2010. If those 47,000 employees were required to pay 20% of their premium, it is assumed that they would convert to the less expensive health plan offered to employees hired on or after April 1, 2010. The estimated annual savings for the State based on the State's paying 80% of the lower premium is \$3,700 per employee. If the \$3,700 saving is multiplied by the estimated 47,000 employees to whom this proposal would apply, there would be estimated gross savings of \$173.9 million. The GF/GP saving is estimated at 53% of the gross savings, or \$92.2 million in year one.

Fiscal Analyst: Joe Carrasco

S1112\57sa

This analysis was prepared by nonpartisan Senate staff for use by the Senate in its deliberations and does not constitute an official statement of legislative intent.



**HURON-CLINTON METROPOLITAN AUTHORITY
MARCH MONTHLY REPORT
FOR
BOARD OF COMMISSIONERS
APRIL 14, 2010**

Director's Comments

- Winter weather hung on longer than usual this year decreasing park usage from a year ago and delaying the opening of our regulation golf courses until early April. Think spring.
- The big interpretive events of the month were the maple sugaring programs that were conducted at several interpretive centers. These programs are always well received and are a good way of getting visitors into the parks during an otherwise quiet time of the year.
- The process of selecting a marketing director is nearing completion. Four finalist candidates were interviewed and the top candidate from those four were brought in for a second interview. Staff will be bringing its recommendation to the Board at the April Commission meeting.
- Staff also plans to bring a selection for the Human Resources Manager to the Board. Five finalist candidates were interviewed and the top candidate from those five was brought in for a second interview.
- Staff continued to work on developing action items for the strategic plan goals. We hope to have a preliminary draft in the next few weeks that we can distribute to commissioners for review and then to bring the final document to the Board at the May Commission meeting.
- With the settlement of the DSO musicians' strike, staff is actively discussing with the DSO the possibility of the Metroparks concerts still happening this summer. We should know soon whether they can obtain the sponsorships needed to fund these concerts.

**Metro Beach –
Jim Pershing**

- Ice fishing continued in the boat basins until late in March while ice fishing on Lake St. Clair ended a couple of weeks sooner. By the end of the month, all the ice and snow was gone except for a few piles in the parking lot.
- We received responses from seasonal employees that were asked back for the 2011 season. 108 employees were asked to return; 92 people have indicated they will indeed be returning.
- In March 2010, we began an experiment allowing leashed pets at Metro Beach. This has been the number one request from the public for many years. One year later, this has been one of the best public relations moves that we ever made. While there have been a few complaints, the vast majority of comments have been positive.

**Lower Huron, Willow, Oakwood and Lake Erie –
Jeff Schuman and Tonja Jolly**

- Despite uncooperative weather, staff has been busy getting ready for facilities to reopen. Dredging has begun at the Lake Erie Marina and because of the weather maintenance crews have been assessing repair work for the marina docks.
- Maintenance crews have been busy painting trash barrels, repairing picnic tables, grills and cleaning shelters. Building Maintenance crews have been working on re-energizing some of the comfort stations.
- A special thank you to Tonja Jolly, Andy Smith, Jan Newboles and the Lake Erie staff for hosting a splendid Annual Employee Recognition Dinner.

Kensington, Indian Springs –

Kim Jarvis

- Administratively, Indian Springs Metropark has now been combined with Kensington Metropark.
- Maple Sugar programs were highly successful. At the Kensington Farm Center the parking lots were at capacity on the weekends for Maple's Sweet Story. At Indian Springs, one visitor wrote the Oakland Press to say how much they enjoyed the program and the interpreter who conducted it.
- After 43 years of dedicated service to the Metroparks we say good-bye to Brian Kelly, Assistant Park Superintendent. With Brian's departure we welcome Jeff Linn from Metro Beach Metropark as his replacement.

Hudson Mills, Huron Meadows, Dexter-Huron, Delhi –

Jerry Cyr

- Maple sugar programs were very popular; we had 65 programs and served 1,735 pancake breakfasts. Thirty two of the 34 school groups that signed up for the Maple Sugar Program also signed up for the breakfast. The pancake breakfast is becoming very popular!
- The golf show was very successful this year with an estimated 3,700 visitors at the booth with \$3,200 in annual permits sold.
- Hudson Mills is currently working with Universal Studios doing a movie shoot. The movie is called the "Five Year Engagement" and will partially take place in Ann Arbor.

Stony Creek, Wolcott Mill –

Mike Lyons

- Conditions for winter activities deteriorated after the first weekend in March with the exception of ice fishing which held on until mid-month. This concluded an excellent winter sports season which was one of the best in recent years.
- Stony Creek and Wolcott Mill Golf Courses were not able to open by month's end due to the inclement weather and sloppy course conditions. Staff plans to open both courses during the first week of April which is later than normal.
- The March Mudfest disc golf tournament was held on March 6 with nearly 100 participants. The "Maple Sweetness" programs at the Historic Mill and the "Sheep Shearing" program at Wolcott Farm on March 26 were all well attended.

Interpretive Services –

Mike George

- It was the season for dripping sap, better known as maple sugaring time. Many of our facilities were engaged with this traditional pastime and the processes employed to render sap into syrup. In addition to maple sugaring, other interpretive programs centered on spring season events. Hurray for the return of red-winged blackbirds and turkey vultures!
- Staff hosted a meeting with representatives from Michigan Sea Grant to discuss a grant for educational signage for Metro Beach.
- Met with Director Moilanen and Dr. Larry Nooden to discuss educational opportunities for HCMA.

March Summaries	2011	2010
Program totals	762	810
Program totals (persons)	25,112	41,503
Facility visitors	90,701	103,145
Monthly total use	115,813	144,648
Monthly total use (YTD)	259,499	280,383
Monthly volunteer hours	990	946

Interpretive Services (con't)

Metro Beach Nature Center

- “Sidewalk Astronomy” was a successful event and staff did a great job of coordinating it. Astronomy club members from several groups and Wayne State University instructors brought telescopes and presented programs. Thank you to Karen Blake who brought the portable planetarium from Indian Springs.
- Staff worked with volunteers to put up new bluebird boxes and repair and fix other boxes as well as compiling flora and fauna data.
- Volunteer Tom Heatley helped to assess why the Great Horned Owl nest failed. This is the first time that occurred since the nest bucket has been up. The owl incubated for more than five weeks before it finally left the nest.

Wolcott Mill Historic Center

- March was extremely busy due to the popularity of the “Maple Sweetness” program. The three weekends it was offered, twice a day, all programs were filled. In addition, eight schools made appointments for this program.

Wolcott Mill Farm Center

- The farm had a successful Open Volunteer Day, as more than 60 volunteers helped prepare for the farm’s upcoming programs. Volunteers were made up of families, 4H members and scouts. The staff really appreciates all their help.
- “Sheep Shearing” had a decent turnout (considering the cold weather) with just over 100 participants.
- The farm also hosted a “Horse Trailer Safety Seminar,” a birthday party, 4H programs and a Pheasants Forever meeting. In addition, two home school wool programs were offered and staff traveled offsite to market the Metroparks at the 4th Annual Horseman’s Luncheon, which had more than 200 participants.

Stony Creek Nature Center

- Most of the group numbers were from school outreach programs that were presented during the month. Other interpretive efforts during the month were directed towards Science Olympiad workshops, scout badge programs and on-site school tours. Nature center staff presented four workshops for “Science Olympiad” students.

Indian Springs Environmental Discovery Center

- In addition to many maple sugaring programs, the EDC hosted three special events during the month. On March 5, staff led a 4-hour Water Quality workshop for pre-service teachers enrolled at Oakland University. On March 15 staff hosted the Michigan Region 6 Envirothon, a competition for Southeast Michigan High School Students, and presented a wildlife program for the group. Finally, on March 26 staff hosted the Michigan Conservation Stewards Terrestrial Field Experience, which included an interpretive ecosystem hike.

Kensington Farm Center

- Visitors were able to access the sugar bush area and take a guided tour which took them through the entire maple sugaring process from start to finish. Groups were shown how to identify a maple tree, collect sap and how to cook the sap down to syrup and sugar. In addition to seeing the entire process, visitors were informed of the cultural and historical significance that sugar making had on Michigan. Reenactors representing Native Americans, and French and English colonists were on hand demonstrating various historical processes in sugar making. Visitors were extremely satisfied with the changes made to the program and evaluations have been extremely positive.

Interpretive Services (con't)

Kensington Nature Center

- Staff covered four days at the Outdoorama; Nature Center staff worked 13 shifts and accounted for 5011 visitors, most of whom wanted maps.
- Preparations continued on the grant proposal for improvements to the area by Kingfisher Lagoon. We appreciate all the efforts of the planning staff and Jim Kropp to create a safe, functional and aesthetic site.

Mobile Learning Center

- The MLC was out at schools the majority of the month. One of these days was what staff has started calling a "Double-Up Day." This is a day where the MLC truck visits a school and does a program while a different interpreter is at another school doing an "In-school" program. This new initiative has worked out well and is something staff will be doing more of throughout the school year.

Hudson Mills Activity Center

- Sixty-five maple sugar programs were given during the month with an average attendance of 32 people. In 2010, 42 programs were given with an average of 27 participants. This program is still going strong especially because of the all you can eat pancake and sausage breakfast. Thanks again to Harry Richardson who volunteered 138 hours over 23 days. This program would not be the same without his help.

Oakwoods Nature Center

- An exciting "new" program included Leslie's "Mystery Dissection" for her home school group. A dissection is a requirement for the home school curriculum, yet no one offers such a program. This was evident in the fact that of the nearly 40 kids signed up for the program; more than two-thirds of those that attended were first-timers.

Lake Erie Marshlands Museum and Nature Center

- The Great-horned Owl pair showed off their two fuzzy young for the first time during the end of the month. The owlets were born at the beginning of the month but it took a while for them to grow.
- Perhaps the most significant get-together involved representatives from the Ohio State University Entomology Department for their annual review of Emerald Ash Borer research. Combining attendees from the state of Michigan and our Natural Resource department, the annual meeting discusses the latest in Emerald Ash Borer work. There are only a few lingering ash trees that have survived against all odds which may hold the key to the survival of a species.

Human Resources –

Sandra Burns

- Raymond Tompkins began working as a Full-Time Police Officer on March 24.
- The following positions are open throughout the Metroparks: Park Manager – Southern District, Park Manager – Hudson Mills, Park Manager – Stony Creek; positions have an April 13 closing date.
- Lieutenant – Southern District; external candidate applications were received by Career Directions in March and screening has begun.
- Confined Space training was conducted at Indian Springs on March 25 for 30 employees by Enmet Corporation.

Human Resources (con't)

- Total employee count

Location	Full-Time	Provisional	Seasonal	Total	Percent
Admin Office	49	7	0	56	11.8%
Hudson Mills	22	55	0	77	16.3%
Kensington	52	76	0	128	27.1%
Lake Erie	15	26	0	41	8.7%
Lower Huron	28	36	0	64	13.5%
Metro Beach	19	18	0	37	7.8%
Stony Creek	33	37	0	70	14.8%
TOTAL	218	255	0	473	100.0%

Information Systems –

Nolan Clark

- the Information Systems group staged eight PC's for Autodesk training, transferred two PCs including profile migrations, updated forms on the Intranet, aided Vigilante Security connecting five alarm systems to the network and made numerous changes to the ShoreTel systems in the parks. Staff is preparing the work schedule for the installation of the ShoreTel phone system and a number of changes to the network configuration at Stony Creek.
- Staff has the point of sale servers and terminals deployed out to all courses and training has been completed.

Community Relations –

Jack Liang

- Met with local U.S. Navy leadership regarding plans to possibly help host a portion of Navy Week at one of our Metroparks in July.
- Staff recognized five individuals for 2010 Volunteer of the Year awards and gave a Corporate Volunteer of the Year award to Recreational Equipment, Inc. (REI) for the funding and volunteer support its organization from the three Michigan stores have provided HCMA over the last four years.
- Met with John Stover, the North region director for U.S. Junior Archery Association to discuss the potential for the Metroparks hosting a future regional, state, or national outdoor tournament. A site visit to Hudson Mills has been scheduled for April 22.

Planning –

Susan Nyquist

- Continued scripting the long range Metropark strategic plan.
- Staff spent a great deal of the month preparing grant applications. The Michigan Natural Resources Trust Fund and Great Lakes Restoration Initiative are the resources for grant applications at Kensington and Metro Beach Metroparks.
- Staff prepared, coordinated, and conducted meetings intended to develop discussions for master plan updates at Stony Creek and Metro Beach Metroparks. These meetings have been very valuable towards the completion of the respective master plans.
- Staff has identified and made site visits to potential canoe/kayak launch sites at Lower Huron, Willow, and Oakwoods Metroparks.
- Staff participated in the SEMCOG General Assembly semi-annual meeting. The theme of the meeting was "Stand Up for Southeast Michigan - Our Future. Reinvented." People from a variety of organizations with a vested interest in Southeast Michigan's future were invited to join SEMCOG members in this conversation and answer the question, "What does a reinvented Southeast Michigan look like?" Topics included but were not limited to: mix of jobs, reliable infrastructure, quality government services and Attractive community amenities.

Engineering – Mike Arens

Metro Beach

- Staff received approval from the MDNR on April 5 for our request to permanently remove the floating docks at the North Marina. Bids will be received on April 28 for a project to demolish and remove the docks.
- Design of the Underground Communication Cable Installation project is in progress; an April 28 bid opening is planned.

Wolcott Mill

- Design of a project to replace the Wolcott Mill tailrace/culvert is in progress by the Macomb County Department of Roads. We prepared a draft cost-sharing agreement, had it reviewed internally and forwarded it to MCDR on March 14 for their review and comment.

Stony Creek

- Design of the Water System Rehabilitation project by Anderson, Eckstein and Westrick is near completion. A new water service agreement between HCMA and Shelby Township must be in place before this project can proceed to bidding and construction. Parallel with the water service agreement, a new sewer service agreement is being developed with Shelby Township. The purpose of the sewer agreement is to allow Shelby Township to receive sanitary flows from Stony Creek, and to disconnect Stony Creek's sewer system from the city of Rochester's system. By changing sewer service providers we can eliminate an aging pump station and force main. Shelby Township's engineers have confirmed that Shelby's sewer system has adequate capacity to receive flows from Stony Creek. Drafts of the proposed water and sewer agreements have been prepared and forwarded to Shelby Township on March 25 for their review. Staff is in the process of scheduling a meeting with Shelby Township officials in the near future.
- Staff is currently developing a mitigation plan for the Snell Road cell tower conversion issue. With the purchase of the Thomas property (at Wolcott Mill) this plan must move toward implementation. We propose to mitigate the 2.26 acre conversion at the cell tower site at Stony Creek with a 2.65-acre replacement site within the Thomas property.

Indian Springs

- We are currently finalizing our agreement with DTE Energy for the proposed SolarCurrents photovoltaic project. The draft easement agreement is being finalized, and review by DTE's attorneys and Michael McGee is in progress. We have selected our preferred site, the former Camp Pontiac site just north of White Lake Road, east of the park entrance. This site avoids disturbing the prime natural areas within the park, but it provides the exposure and educational values that HCMA and DTE are seeking. DTE will proceed with preliminary engineering and easement description. DTE is preliminarily considering a 250 Mw project at this location, which will require an area of approximately two to three acres. With the site having been selected and the agreement nearing completion, we hope to bring the project to the Board on May 12 for their action.
- SmithGroup is finalizing the design of revisions to the serving areas at the EDC kitchen. The project is needed to improve the efficiency of food catering activities, due to the success and high volume of catered events at the EDC.

Kensington

- The Parking Lot Lighting System Replacement project by J.R. Howell Lighting is complete with minor restoration and cleanup currently under way.
- Work on the Roof Replacement project at the Farm Center Barn and Classroom by Custom Architectural Sheetmetal Specialists, Inc. is complete.

Engineering (con't)

Kensington

- Fishbeck, Thompson, Carr & Huber (FTCH) has completed the soil investigation phase of the Final Assessment Report (FAR) regarding the underground storage tank (UST) release at the Service Area. As a result of the FAR process and the soil investigation, two separate UST releases have been confirmed, one associated with the recently-removed fiberglass USTs (installed ca. 1984) and one (approximately 50 feet north of this site), associated with USTs installed in the 1940s and removed in the late 1960s. MDEQ has agreed to combining the sites into the FAR currently in progress. The horizontal and vertical extents of contamination in both areas has been confirmed to be relatively localized to the direct area of the tanks removed, but due to the presence of an underlying groundwater aquifer, MDEQ will require some sort of active remediation. A proposed remediation plan will be included in the FAR. FCTH has been coordinating the project closely with the MDEQ, and we have received a time extension for the FAR's due date to June 20.
- Design of the Sanitary System Improvement project continues to progress. A final alignment has been confirmed which generally runs the shortest distance across HCMA property from the East Boart launch pump station to the southeastern boundary of Kensington, and then occupies MDOT's I-96 right-of-way to Milford Road, thus avoiding an easement within property owned by the Edw. C. Levy Co. Stantec continues to develop the design of the force mains and to refine pump station design details. We plan to provide a status update on the project at the May or June Board meeting.
- Demolition of the old golf starter building is expected to begin in the next two or three weeks, as soon as electrical switchover from the existing building to the temporary starter trailer by DTE can take place. Construction of the new golf starter building by The Garrison Co. can begin immediately afterward. Garrison has been working on temporary utilities to the temporary starter trailer. Work by park staff is progressing on the temporary starter to ready it for the golfing season. The holdup continues to be the transformer replacement by DTE. After the transformer is set, the trailer can be powered, other utilities connected, water samples taken (from the existing well), and final inspections of the trailer can take place by the Livingston County Building and Health departments.

Hudson Mills

- Executed quitclaim deed and signed closing memorandum for the transfer of easement at the south end of the Westridge Subdivision, for use by the village of Dexter for the construction of their portion of trail, was forwarded to Dexter on March 11.
- Design of the Hudson Mills to Dexter Trail is in progress, Engineering, Planning and Survey staff walked the alignment on March 22 to review and resolve specific issues. A pre-grade inspection (GI) meeting with representatives of MDOT, HCMA and Washtenaw County Road Commission staff was held on March 16 to review project funding, MODT design and project administration requirements. Based on MDOT Enhancement Project funding of the project in 2012, the project is preliminarily scheduled to be designed through summer and fall of 2011, advertised and bid (by MDOT) in November or December 2011 at the earliest, with constructing starting in early 2012. Work required in the near term include (1) obtaining of a design exception from MDOT to change from the AASHTO-required 14-foot wide boardwalk to a 12-foot wide boardwalk; and (2) submittal of a MDEQ permit application for improvements in wetland and stream areas for a construction access road. Other items needed to be addressed in the near term are obtaining additional soil borings, retaining an archaeological consultant to perform a NHPA review, and drafting of the 3-party agreement between HCMA, Washtenaw County Parks and Recreation Commission and the Washtenaw County Road Commission.

Engineering (con't)

Lower Huron

- The permit for Hike-Bike Trail Bridge Repair and Shoreline Protection (also the Willow Connector trail) is in process of review by the MDNRE. In the mean time, an erosion problem has appeared along the bike trail just east of the New Boston Cemetery that has endangered the trail and necessitated its closure. We are handling this as an urgent project and are currently obtaining contractor quotes to provide repairs along the south side of the trail.

Oakwoods

- Project coordination between HCMA and the city of Flat Rock on the Flat Rock – Oakwoods Trail continues to move ahead. A draft Trail Agreement, Repair and Maintenance Agreement, and Annual Maintenance Contract have been completed and forwarded to George Mans (Community Development Director) and Bruce Hammond (DPS Director) at Flat Rock. These agreements were modeled after the Milford trail agreements. The drafts stipulate that HCMA will assume 100 percent of the OM&R responsibilities for that portion of trail located wholly within Oakwoods Metropark, up to the westerly end of Huron River Road with Flat Rock to be responsible for OM&R for all portions of trail beyond that. Flat Rock has been in discussions with Huron Township regarding the possibility of Huron Township being a partner in the project, in some manner.

Willow

- Design of repairs to the Hike-Bike Trail is complete and bids will be received on April 28.

Lake Erie

- Marine Services Inc. has completed work on the Marina Channel Dredging project; buoys remain to be set at the Boat Launch area.
- Design of the Underground Communication Cable Installation project is in progress; an April 28 bid opening is planned. A preliminary project is necessary to insure communications to the Pool complex prior to opening the Pool, in advance of the underground communication cable installation project. This project will replace the underground cable from the Food Bar to the Pool Building. A low bid was received by Western Tel-com in the amount of \$5,066, which has been accepted; work will proceed in the near future.

Administrative Office

- Work on the Roadway Overbanding and Hike-Bike trail Crack Sealing projects at Lake Erie, Oakwoods, Willow, Lower Huron, Hudson Mills, Kensington, Indian Springs and Stony Creek by Michigan Joint Sealing will be scheduled to begin in the near future.
- Engineering, Planning and Survey staff received training on our new Autodesk Civil 3D design software, on March 22, 23, 29 and 30, and also April 6 and 7. ADSK Solutions, Inc. provided the training and has completed building the software templates required for the new system. The advantages in terms of automated design routines and other improvements are significant and will yield efficiency and cost savings.

Natural Resources –

Paul Muelle

- Staff continues to meet with various organizations to discuss partnerships for the next potential round for Great Lakes Restoration Initiative (GLRI) grants.

Natural Resources (con't)

- A Memorandum of Understanding (MOU) is currently being drafted for a Cooperative Weed Management Area for interested organizations in the Detroit River - Western Lake Erie Basin to control invasive species. The MOU is being developed by the U.S. Fish and Wildlife Service out of the Detroit River International Wildlife Refuge in conjunction with a GLRI grant proposal to perform on the ground management (spraying, burning, cutting etc.) of phragmites on cooperative members properties in an effort to control phragmites at a large ecosystem scale (Humbug Marsh to Toledo).
- Staff conducted a Hazardous Materials and Emergency Training workshop for 35 park staff on March 15 at the Kensington Farm Center Classroom. This training provided information emergency response procedures, material management practices to minimize risks and expense to the organization, and regulatory reporting requirements that have been tailored for Metroparks use.
- Natural Resources and Planning staff met with representatives of ITC to further discuss line clearance issues and future ITC clearing proposals at various parks.
- The first prescribed burn of the season was conducted by the Natural Resource Crew on March 30 at Stony Creek Metropark where approximately 25 acres of old field were burned.

**Purchasing –
Scott Michael**

- Staff attended the Michigan Public Purchasing Officers Association (MPPOA) Reverse Trade Show in Lansing. Approximately 100 vendors participated which is a great way to make contacts and network with agencies that belong to the purchasing organization.
- A brief summary of the other projects accomplished for the month include: tested email of purchase orders, coordinated alarm systems conversions at Kensington and Indian Springs, solicited quotations for printed items including the Newsletter, issued purchase orders for steel drums, picnic tables, watercraft and other items approved by the Board at the March meeting and coordinated the purchase of milking cows for Wolcott Farm.
- Purchase orders issued through March 2011

	MAA	SWM	MVR	RHS	JRS	GNP	Grand Total
Jan	\$65,340.00	\$38,055.99	\$35,715.74	\$900.00	\$22,703.00	None	\$162,714.73
Feb	\$370,632.35	\$5,041.56	\$70,781.58	\$44,482.60	\$29,665.70	None	\$520,603.79
Mar	\$74,192.40	\$13,426.34	\$68,824.79	\$118,127.44	\$ 29,694.75	None	\$304,265.72

MAA/Mike Arens, SWM/Scott Michaels, MVR/Maria vanrooijen, RHS/Ron Smith, JRS/Jan Schlitters, GNP/George Phifer

**Police Department –
George Phifer
Kensington**

- On March 6 at approximately 3:52am, a patron was arrested for driving while intoxicated. There was minor damage done to a fence near Maple Beach.

Wolcott Mill

- On March 16 at approximately 3:05pm, Metroparks Police Officers received information from the Macomb County Sheriff’s Department regarding a possible suicide in progress at Wolcott Mill. Officers responded to Wolcott Mill along the hiking trails where a subject was found deceased. This incident was ruled as a suicide.

Stony Creek

- On March 25 at approximately 2:30pm, a park patron walked into the office and reported a possible deceased individual near the Osprey Trail. Metroparks Police Officers responded to the scene and found an unresponsive male subject. This incident was ruled a suicide.

Police Department (con't)

- Two subjects were cited by Metroparks Police Officer for presenting counterfeit annual park permits.
- Total police department count

Number of “Assist Other Agency” Runs for Mar 2011		YTD 2011	Mar 2010	YTD Mar 2010	Mar 2009	YTD Mar 2009
Eastern District	0	8	2	10	5	12
Western District	3	10	5	14	2	8
Southern District	3	8	1	7	3	9
TOTAL	6	26	8	31	10	29

**Communications –
Denise Semion**

- Please see separate marketing update

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March 2011 Marketing Report

Activity Type	Activity	Park	Total
Advertising	WHMI Golf Galore Giveaway gift cards	AO	432.00
	Golf Show foursome giveaways (three) Enter to Win	AO	432.00
	2011 Demo Days Golf Ad	Hudson Mills	437.50
		Huron Meadows	437.50
		Indian Springs	437.50
		Kensington	437.50
		Lake Erie	437.50
		Stony Creek	437.50
Willow	437.50		
Wolcott Mill	437.50		
Advertising Total			4,364.00
Interpretive	Marketed the Metroparks at 4th Annual Horseman's Spring Luncheon, over 200 attendees	Wolcott Mill	
Interpretive Total			
Miscellaneous	E-mail list 1,931 new contacts added. Total of 26,724 names	AO	
	Facebook & Tweeter	AO	2,800.00
	Michigan Golf show booth rental	AO	800.00
	Golf course employees staffed Metroparks booth at The Golf Show, Novi. Incentives: join email list to win foursome of golf netted 1046 new email addresses & purchase annual permit to receive a 2nd 2-for-1 coupon netted close to \$3200 in permit sales.	Hudson Mills	
Miscellaneous Total			3,600.00
News Release	Metroparks Celebrate Earth Appreciation Day	AO	
	Metroparks 2011 Major Events	AO	
	Easter egg hunts at Huron-Clinton Metroparks	AO	
	The Huron-Clinton Metroparks gives recognition to its valuable volunteers	AO	
	Huron-Clinton Metroparks Announces "Outstanding Employee of the Year Awards" 2010	AO	
	Metro Beach Metropark hosts a night under the stars with Sidewalk Astronomy	AO	
	Golf course opening Lake Erie	Lake Erie	
	Golf course opening Willow	Willow	
	Golf course opening Huron Meadows	Huron Meadows	
	Metroparks: Volunteers Needed for Earth Day Cleanup	AO	
News Release Total			
news story	Spinal Column feature story on maple sugaring at Kensington	Kensington	
	Oakland Press feature story on Kensington Farm springs to life	Kensington	
	Hometown News feature story on baby animals at Kensington	Kensington	
	Oakland Press feature story on Stony Creek Nature Center and trails	Willow	
	Interview, information on facilities, events at Wolcott Mill, Stony Creek and Metro Beach for Macomb NOW magazine. Photos supplied	AO	
	Milford Times feature story on Kensington golf course maintenance contract	AO	

March 2011 Marketing Report

news story Total				
Online Store	Online store generated \$2332 in sales, with 55 annual permits, 4 annual boat permits, 14 HCMA/Oakland County Joint Permits and 3 Gift Cards sold.	AO		
Online Store Total				
Print Materials	Major Events Flyer	AO		
	Newsletter - spring edition	AO		
	White Pine Printers- printing of 2011 Metroparks Golf Guide	Lower Huron	183.50	
	Courtesy Motor Vehicle Permit Folders	AO	165.00	
	Super golf day postcards	Hudson Mills		24.63
		Huron		
		Meadows		24.63
		Indian Springs		24.63
		Kensington		24.63
		Lake Erie		24.63
		Stony Creek		24.63
		Willow		24.63
	Wolcott Mill		24.63	
	Two for one golf show coupons	Hudson Mills		37.13
		Huron		
		Meadows		37.13
		Indian Springs		37.13
Kensington			37.13	
Lake Erie			37.13	
Stony Creek			37.13	
Willow			37.13	
Wolcott Mill		37.13		
Two for one demo days coupons	Hudson Mills		85.16	
	Huron			
	Meadows		85.16	
	Indian Springs		85.16	
	Kensington		85.16	
	Lake Erie		85.16	
	Stony Creek		85.16	
	Willow		85.16	
Wolcott Mill		85.16		
Printing of 2011 Metroparks Golf Guide	Hudson Mills		183.50	
	Huron			
	Meadows		183.50	
	Indian Springs		183.50	
	Kensington		183.50	
	Lake Erie		183.50	
	Metro Beach		183.50	
	Stony Creek		183.50	
Willow		183.50		
Wolcott Mill		183.50		
Print Materials Total			3,175.36	
Grand Total			11,139.36	

Export | Email | Advanced Segments: All Visits

Dashboard

Mar 1, 2011 - Mar 31, 2011



Site Usage

- 34,790 Visits
- 184,574 Pageviews
- 5.31 Pages/Visit
- 31.83% Bounce Rate
- 00:03:56 Avg. Time on Site
- 62.98% % New Visits

Traffic Sources Overview

Search Engines	22,699.00 (65.25%)
Direct Traffic	6,265.00 (18.01%)
Referring Sites	5,826.00 (16.75%)

[view report](#)

Visitors Overview

25,991 Visitors

[view report](#)

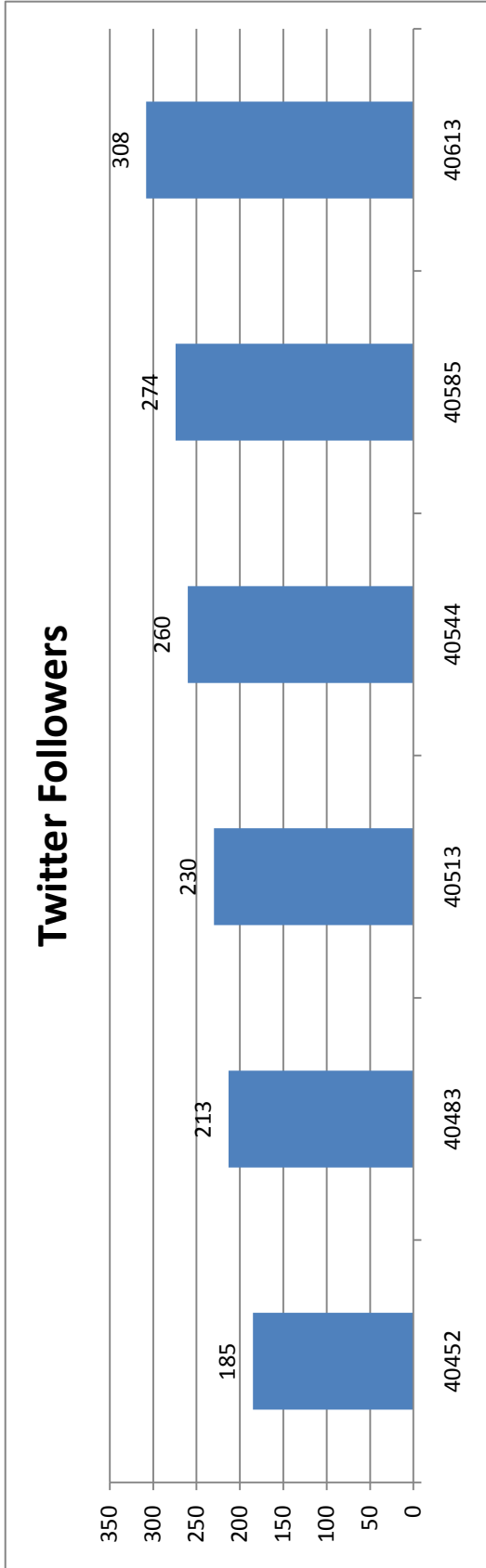
- Dashboard
- Intelligence **Beta**
- Visitors
- Traffic Sources
- Content
- Goals
- Custom Reporting
- My Customizations
- Custom Reports
- Advanced Segments
- Intelligence **Beta**
- Email
- Help Resources
- About this Report
- Conversion University
- Common Questions



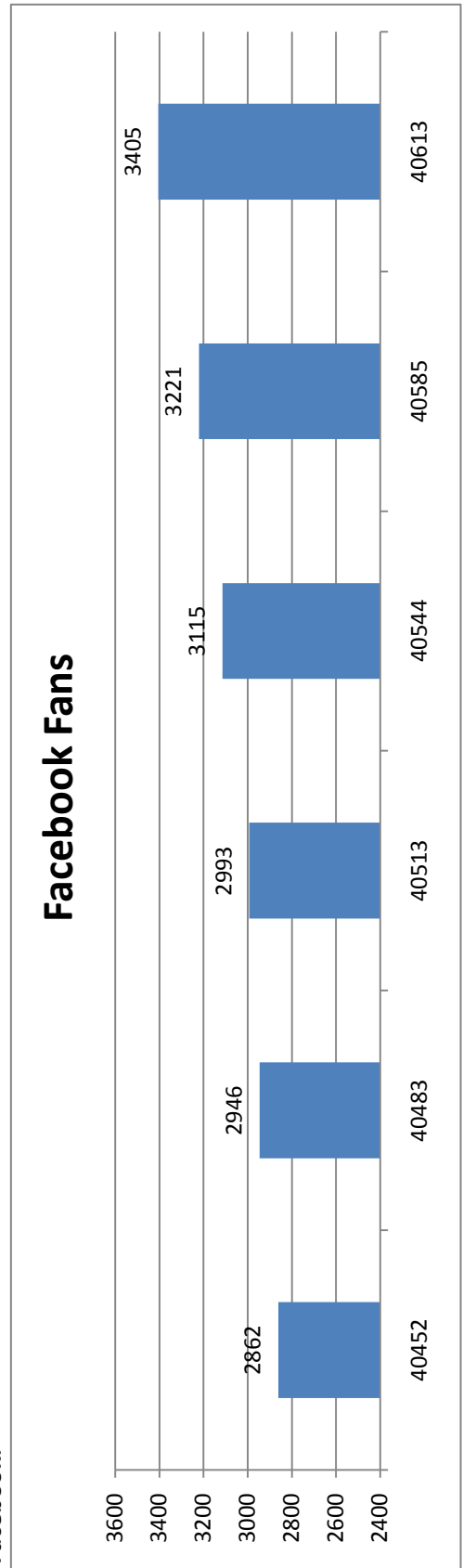
March 2011 Report

Social Media

Twitter:



Facebook:



Social Media Analysis:

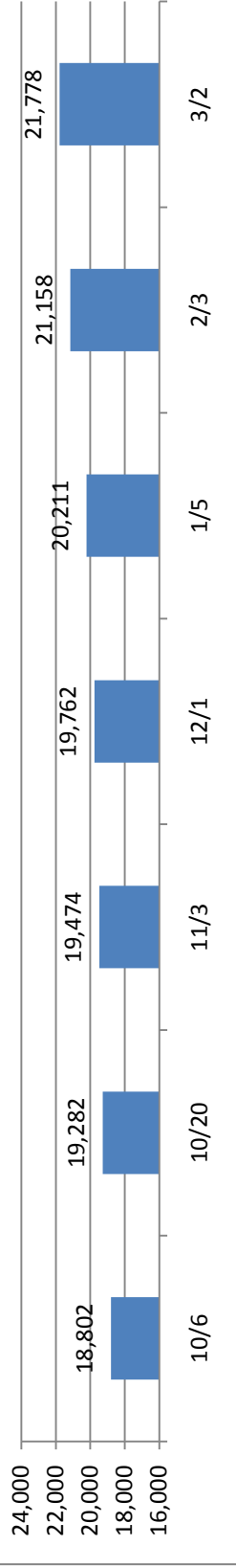
Growth on Facebook and Twitter increased at a higher rate during March than we have seen over the winter months. This is expected to continue with the coming Spring and increased interest in outdoor activities. We recommend the continued encouragement of sharing follower/fan content on both platforms as this can also contribute to increased growth on the platforms.

As recommended at the end of March, when writing tweets, include an appropriate common hashtag i.e. #Spring. Twitter users follow hashtags that interest them, which could result in new followers for Metroparks.

Email

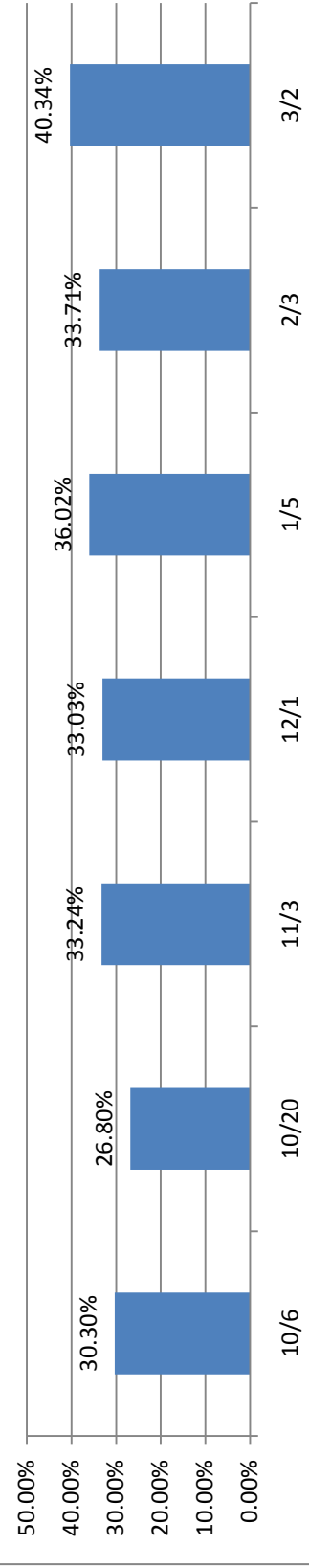
Send Date	10/6	10/20	11/3	12/1	1/5	2/3	3/2
Send Counts	18,802	19,282	19,474	20,211	20,211	21,158	21,778

Database Growth



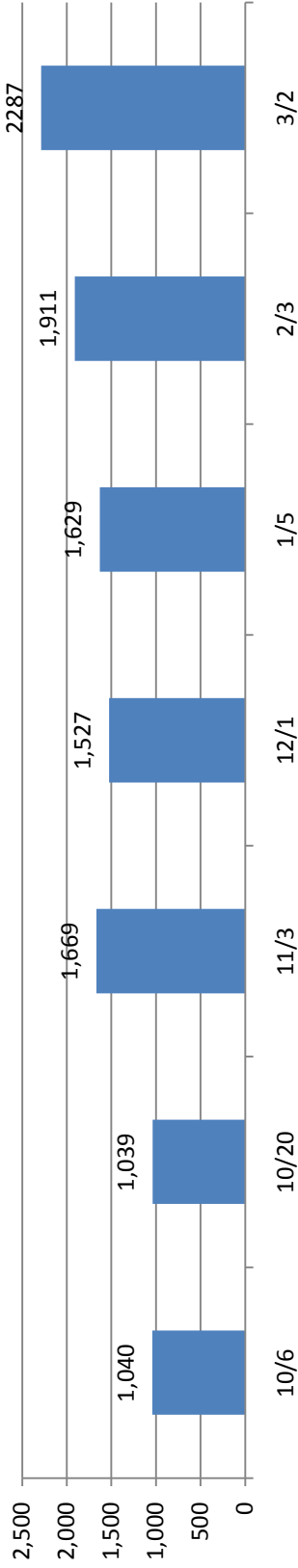
Send Date	10/6	10/20	11/3	12/1	1/5	2/3	3/2
Open Rate	30.30%	26.80%	33.24%	33.03%	36.02%	33.71%	40.34%

Open Rate



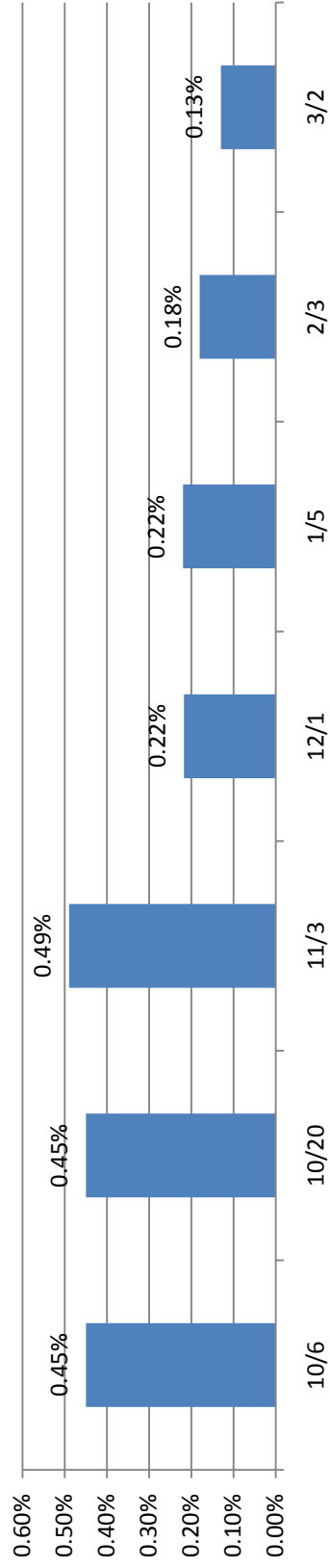
Send Date	10/6	10/20	11/3	12/1	1/5	2/3	3/2
Site Visits	1,040	1,039	1,669	1,527	1,629	1,911	2,287

Site Visits



Send Date	10/6	10/20	11/3	12/1	1/5	2/3	3/2
Unsubscribe Rates	0.45%	0.45%	0.49%	0.22%	0.22%	0.18%	0.13%

Unsubscribe Rates



Email Analysis:

The database experienced strong growth this month. The Open rate rose significantly to its highest level in 6 months (the subject line for the 3/2 email was: *March on over to your Metropark for fantastic events occurring this month!*)

Visits to the Metroparks site from email continue to increase, with this month showing particularly strong results.

Unsubscribe rates dropped even further to their lowest point in 6 months.



Meeting of April 14, 2011

HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: David C. Moilanen, Director
Subject: Monthly Statistics
Date: April 7, 2011

The monthly park statistics report will be available for distribution on Monday, April 11.