

**UPDATED AGENDA**  
**Huron-Clinton Metropolitan Authority**  
**Board of Commissioners Meeting**  
**July 14, 2011, 10:30 a.m.**  
**Lake Erie Metropark – Marshlands Museum and Nature Center**

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1. Chairman's Statement
2. Public Participation
3. Minutes – June 2011
4. Financial Statements – June 2011
5. Vouchers – June 2011
6. Purchases **(pg. 1)**
  - a. 2012 Annual Permits
7. Reports
  - A. Metro Beach
    1. Renaming Metro Beach (Lake St. Clair Metropark) **(pg. 3)**
  - B. Stony Creek
    1. Land Purchase Request – North Macomb Sportsmen's Club **(pg. 5)**
    2. [Contract Proposal to operate Wolcott Mill Farm by Agricultural Management Programs, LLC](#) **(pg. 11)**
  - C. Kensington
    1. Report – Service Area Underground Storage Tank (UST) Environmental Assessment **(pg. 17)**
    2. Report – Sanitary Sewer System Upgrade/Waste Water Treatment Plant Decommissioning **(pg. 27)**
  - D. Hudson Mills
    1. Agreement (Multi-Agency) – Hudson Mills – Dexter Trail **(pg. 31)**
  - E. Lower Huron
    1. Report – Master Plan Revision and Campground Development **(pg. 39)**
  - F. Oakwoods
    1. Agreement – Flat Rock – Oakwoods Trail **(pg. 45)**
  - G. Willow
    1. Report – ITC Tree Clearing **(pg. 53)**
  - H. Administrative Office
    1. Report – 2<sup>nd</sup> Quarter, 2011 Appropriation Adjustments **(pg. 55)**
    2. Appointments **(pg. 57)**
      - a. Pension Committee
      - b. Retiree Health Care Trust Board of Trustees
    3. Approval – Strategic Plan **(pg. 59)**
    4. Agreement – Lake St. Clair/St. Clair River Partnership **(pg. 87)**
    5. Donations **(pg. 95)**

**AGENDA**  
**Huron-Clinton Metropolitan Authority**  
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**Lake Erie Metropark – Marshlands Museum and Nature Center**

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- 7. Reports
  - H. Administrative Office
    - 6. Legislative Report (pg. 97)
- 8. Director's Comments
- 9. Commissioners' Comments
- 10. Motion to Adjourn

*The Lake Erie Playground dedication will immediately follow the Board of Commissioners meeting.*

The next regular Board of Commissioners meeting will be held on Thursday, Aug 11 at 10:30 a.m. at Oakwoods Metropark at the Nature Center.



# HURON-CLINTON METROPOLITAN AUTHORITY

6-a  
Meeting of July 14, 2011

To: Board of Commissioners  
From: Maria van Rooijen, Buyer  
Project No: ITB-11-011  
Project Title: 2012 Annual Permits  
Location: All Metroparks  
Date: July 7, 2011

Bid Open: Thursday, June 16, 2011 at 2:00 p.m.

**Scope of Work:** Furnish and deliver Huron-Clinton Metroparks 2012 Annual Vehicle, Boat, Regular, Employee and Senior Citizen Permits including the combination permit with Oakland County in accordance with specifications. The total quantity to be printed is 172,000.

<u>Vendor</u>	<u>City</u>	<u>Amount</u>
Whitlam Label Company	Center Line, MI	\$14,308.50
Rydin Decal	Streamwood, IL	\$15,308.00
Borden Decal	Crystal Lake, IL	\$15,515.25
Inet Inc (dba lparq)	Las Vegas, NV	\$25,800.00

INVITATION FOR BIDS WERE POSTED ON MICHIGAN INTER GOVERNMENTAL WEBSITE AND WAS SENT TO 131 REGISTERED SUPPLIERS.

**Recommendation:** That the Board of Commissioners award ITB-11-011 to the low responsive, responsible bidder, Whitlam Label Company in the amount of \$14,308.50. As recommended by Maria van Rooijen, Buyer and staff.





## HURON-CLINTON METROPOLITAN AUTHORITY

7 - A - 1  
Meeting of July 14, 2011

To: Board of Commissioners  
From: David C. Moilanen, Director  
Subject: Renaming Metro Beach Metropark to Lake St. Clair Metropark  
Date: July 7, 2011

Since the summer of 1994, Metro Beach has been closed many times due to high levels of E. coli in the lake water – at least that is what many people believe has happened. Actually, during all these episodes of high E. coli levels, the park has remained open and all of the facilities within the park have been available for public use; only the lake front with lake swimming has been closed to public use. For years, staff has tried to communicate with the media that during these episodes when the lake was closed to swimming the rest of the Metropark was open. Unfortunately, many times media outlets have reported that “Metro Beach” is closed, giving the impression that the entire park is closed not just the lakefront. While it is hard to determine how many people cancel a visit to the park because they think it is closed, anecdotal evidence indicates it is a significant number each time one of these lakefront closures occurs.

Changing the name to Lake St. Clair Metropark would change the way media reports lakefront closures. They wouldn't report Lake St. Clair Metropark is closed; it would be the beach at Lake St. Clair Metropark is closed. That is the way closures of beaches at Stony Creek Metropark, for example, are more typically reported – Baypoint Beach at Stony Creek Metropark is closed, not Stony Creek is closed.

Lake St. Clair is a regional resource, Metroparks are regional resources. Tying the park to a regional resource would help reinforce the idea of a regional facility. Further, the name “Metro Beach” gives the impression that the park is only a beach, but the park is much more than a beach, it has a marina, par-3 golf course, activity center, pool, nature center, etc. Other Metroparks are typically named after local geographical features or historical places – for example Lake Erie and Stony Creek Metroparks, or Kensington and Hudson Mills Metroparks, which are named after former nearby villages.

Metro Beach Metropark has gone through name changes before. The park's original name was St. Clair Metropolitan Beach, then was renamed Metropolitan Beach, and later became known as Metro Beach.

Renaming would have some costs. Installation of new in-park and pathfinder signs would be \$15,000-\$20,000. Brochures and other printed materials would be changed but could be phased out over the next six months so that existing supplies could be used. Changing the name of a well known Metropark would adversely affect name recognition, at least in the short run. There would be a need for additional marketing efforts to promote and acquaint residents with the new Metropark name.

**Recommendation:** That the Board of Commissioners consider renaming Metro Beach Metropark to Lake St. Clair Metropark and provide staff direction, and if the name change is approved an appropriation of funds up to \$20,000 be made from the Reserve for Future Contingencies Account to change and install new signage, as recommended by Director Moilanen and staff.





## HURON-CLINTON METROPOLITAN AUTHORITY

7 - B - 1

Meeting of July 14, 2011

To: Board of Commissioners  
From: George Phifer, Executive Secretary  
Subject: Property Divesture  
Location: Stony Creek Metropark (Inwood & Mt. Vernon)  
Date: July 14, 2011

**Background:** The Metroparks acquired 33 acres of land located on the northeast corner of Inwood and Mt. Vernon situated in Washington Twp, Macomb County. In 1977, the Metroparks purchased this property for \$99,000.00. This property is currently undeveloped, and there are no existing plans to develop or improve this property at this time.

At the regular January 2010 Commission meeting, the North Macomb Sportsmen Club (NMSC), made a request to the HCMA Board of Commissioners, to consider selling this property to their organization. The Board directed staff to further investigate the potential of a sale including a natural features inventory and to authorize staff to conduct further discussions with the NMSC.

There is also land within Stony Creek Metropark that was purchased with assistance of the federal Land and Water Conservation Fund (LWCF). In accordance with the grant agreement, property purchased with federal assistance for the purposes of recreation cannot be sold or leased for non-recreation purposes without approval of the granting agency and mitigation of the site. Until there was written assurance by the grant administration stating that the subject property was not encumbered by a grant agreement, staff was reluctant to recommend the sale of any property. In addition, staff needed time to evaluate the property in terms of its potential recreation at Stony Creek Metropark as well as any environmental value that it may have to offer. The natural features inventory conducted by staff identifies that approximately one-third of the property is a high quality wetland that should not be developed.

As directed, staff has 1) been working with the DNR, to determine whether or not this property was encumbered as part of a previous grant agreement, 2) completed a natural features inventory, and 3) conducted further discussions with the NMSC at a meeting at the site in March of this year. In addition, staff has studied the current master plan for Stony Creek Metropark. The master plan identifies this parcel as property line buffer.

**Current Status:** The Authority is now in receipt of a letter dated April 25, 2011 confirming NMSC continued interest in the property. Recognizing that one-third of this property contains high quality wetlands, the NMSC has revised their proposal to purchase only the south 21 acres of the total 30 acre parcel. Per their correspondence, the NMSC is prepared to offer \$3000 per acre for the subject property. The NMSC also understands that if they were to purchase this property there would be deed restrictions placed on that property.

### **Property Divesture Policy**

HCMA Property Divesture Policy and Procedure requires in part the following:

- When evaluating properties for divesture, the Authority shall review and take into consideration how properties were purchased and any restrictions on those properties.
- If property is not needed for park and recreational use within the foreseeable future and is not environmentally or culturally significant it may be made available for sale or long-term lease.
- If property is not currently needed, but will be needed for park and recreational use at a future time and is not environmentally or culturally significant it may be made leased in the interim.
- When considering the sale of properties, the Authority shall contact the residing local unit of government to ascertain interest in purchasing the property, their concern regarding its sale and the potential zoning of the property.
- Notice of properties proposed for sale by the Authority shall be provided to property owners within 500 feet of the property.
- The Request for Proposals (RFP) procedure applies to divesture of “high development potential” properties with the following protocols:


Some options that could be considered for this property are as follow:

- Land Swap
- Lease
- Sale of listed parcels
- Maintain ownership of listed property

### **Attachment: Property Divesture Policy**

**Recommendation:** That the Board of Commissioners provide staff direction on whether to sell, lease, or maintain ownership of these parcels. If the direction is to dispose of the property, authorize staff to seek an appraisal for the above mentioned property and continue negotiations with NMSC as recommended by Executive Secretary Phifer and staff.



 <b>HURON-CLINTON METROPOLITAN AUTHORITY</b> <b>BOARD OF COMMISSIONER POLICY</b>	EFFECTIVE DATE: 04/08/2010	<b>BC P2</b>
	SUPERCEDES POLICY DATED:	07/11/02 Proceeds from Land Divestiture 07/18/2004 Property Divestiture Procedure
<b>PROPERTY DIVESTITURE POLICY and PROCEDURE</b>	PREPARED BY: Gregory J. Almas, Executive Secretary/Chief, HR	

## I. **PURPOSE**

The Huron-Clinton Metropolitan Authority (Authority) is owner of substantial real property which is used for the development of public parks for recreation as well as the protection of valuable natural resources. As public service needs change, certain parcels may be deemed in excess of the Authority's current and future needs.

The purpose of this policy is to:

- 1) Provide direction for the divestiture of real estate including, requests for proposals (RFP), negotiated sale or exchange of property, and
- 2) Establish conditions under which the Authority owned real estate property may be leased.

## II. **POLICY**

It is the Authority's policy to manage real estate assets so that park and recreational services are properly implemented and managed. It is not the Authority's intention to speculate in real estate.

Real property which was purchased with HCMA General Fund monies shall not be divested except in accordance with this policy

When evaluating properties for divestiture, the Authority shall review and take into consideration how properties were purchased and any restrictions on those properties. This includes but is not limited to property that was donated, willed or deeded to the Authority; property that was purchased with grants or loans with accompanying restrictions; and property that otherwise has conditions.

If a property is not needed for park and recreational use within the foreseeable future and is not environmentally or culturally significant it may be made available for sale or long-term lease.

If a property is not currently needed but will be needed for park and recreational use at a future time and is not environmentally or culturally significant it may be leased in the interim.

The Authority shall optimize the sale price of excess lands that have "development potential." However, additional consideration shall be given to those proposals conforming with or beneficial to the Authority's mission to provide for public recreation and natural resource protection. The Authority will cooperate with local municipalities and neighbors in determining acceptable land uses and maintaining influence over developments adjacent to Authority lands.

Discounts shall not be negotiated for parcels with "development potential" unless an extraordinary need is recognized by the HCMA Board of Commissioners.

Property sold or leased to governmental agencies for public services conforming with or beneficial to the Authority's mission to provide for public recreation and natural resource

protection may be discounted up to 50 percent of appraised value. Sales shall include deed restrictions on use and reversion rights to repurchase the property.

The principal and interest received from the sale of land by HCMA shall be appropriated for the future land acquisition needs of the Authority.

### III. **PROCEDURE**

When considering the sale of properties, the Authority shall contact the residing local unit of government to ascertain interest in purchasing the property, their concern regarding its sale and the potential zoning of the property.

Notice of properties proposed for sale by the Authority shall be provided to property owners within 500 feet of the property.

The Authority has the following divestiture options: requests for proposals, negotiated sale and leasing.

#### A. **REQUEST FOR PROPOSALS**

The Request for Proposals (RFP) procedure applies to divestiture of “high development potential” properties, with the following protocols:

1. The HCMA staff shall initiate identification of an “excess parcel(s)” for Board consideration.
2. An appraisal (MAI) shall be obtained considering the designated future land use as the criteria for valuation.
3. A team consisting of HCMA Executive Secretary; HCMA Chief Planner; HCMA Chief of Natural Resources; HCMA Director; HCMA Commissioner from the county where the “excess parcel(s)” is located, and Qualified Real Estate Consultant (Licensed Real Estate Broker in the state of Michigan), shall meet and review facts and weigh advisability to proceed.
4. Prepare a RFP for the sale of the property. The RFP will be posted in the classified section of the local newspaper and other appropriate publications. The Real Estate Consultant will forward the RFP to parties interested in purchasing the property.
5. The Real Estate Consultant will interview all interested buyers who have replied to the RFP and will identify and interview additional potential interested parties.
6. The Real Estate Consultant will produce preliminary presentation reports for review by the Team, including the qualifications, experience and examples of similar developments as well as the details of the proposals from the interested buyers.
7. The Real Estate Consultant shall schedule presentation meetings between the Team and the selected potential purchasers, and municipalities if necessary. The presentation should include a minimum of two or more buyers and uses for the Team to select from.
8. The team shall prepare a presentation to the HCMA Board of Commissioners and request their approval to proceed to develop a sales contract with the selected purchaser.
9. Following Board approval of the sales contract, the closing of the sale will be scheduled and the team shall participate, if necessary, to complete any issues that remain after the Board's direction to sell.

#### **GENERAL ISSUES**

The Real Estate Consultant shall be supervised by the HCMA Director and HCMA Executive Secretary, and shall be responsible for assembling reports, scheduling meetings and reporting progress in a timely manner.

The Real Estate Consultant shall act as the “Selling Real Estate Broker” of record when required.

The Real Estate Consultant shall be compensated as follows: 3 percent of the transaction value due and payable upon closing.

In the case that the Authority withdraws from a transaction, the Real Estate Consultant shall be paid 0.2 percent (2 tenths of one percent) of the appraised value of the parcel. The minimum fee of the Real Estate Consultant shall be \$5,000.

**B. NEGOTIATED SALE**

Negotiated transactions may be approved under the following conditions:

1. When a sale to a contiguous owner would correct a site deficiency.
2. When another governmental, public or quasi public agency submits an acquisition proposal which benefits the Authority or its patrons. Such agencies shall include, but not limited to, federal, state, county, local agencies, school districts, special districts and regulated utility companies.
3. When qualified non-profit institutional organizations offer to purchase Authority owned land at fair-market value and the proposed development would conform with or be beneficial to the Authority mission. Such agencies shall include, but not limited to, community service organizations. Such sales shall include deed restrictions on use and reversion rights to repurchase the property.
4. When a property has been offered by RFP and no acceptable offer was received.
5. Real property exchange may be negotiated when such exchange is to the benefit of the Authority.

**C. LEASING**

1. Short-term leases may be negotiated for properties not currently needed but will or may be needed in the future. Short-term leases include, but are not limited to, farm leases or lease back arrangements with sellers of real property to the Authority. In such cases, rent shall cover, at a minimum, all taxes, fees and administrative costs.
2. Long-term leases may be negotiated for properties in areas of uncertain future development or for properties, where the Authority desires to retain control over development and use of the property.
3. Long-term leases may be also negotiated for utilities beneficial to park users or the community. These may include, but are not limited to, cell tower, gas and oil companies. In such cases, rent shall be based on a fair rate of return commensurate with the designated parcel use.

Above is a true statement of approved Board of Commissioners Policy

Board Executive: Gregory J. Almas

Signature: \_\_\_\_\_ Date: 4/8/2010





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: David C. Moilanen, Director  
Subject: Contract Proposal from Agricultural Management Programs, LLC to Operate the Wolcott Mill Farm Center  
Location: Wolcott Mill, Macomb County  
Date: July 14, 2011

Tom Welsh of Agricultural Management Programs, LLC has submitted a proposed contract with HCMA to operate the Wolcott Mill Farm Center. Mr. Welsh proposes that his company could operate the farm at less expense to the Authority than is currently budgeted, would offer a 15 percent return of net sales to HCMA, and would develop more programming and attendance at the farm.

The proposed contract is very general and lacks many details necessary to determine the terms of agreement between the two parties and to evaluate its efficacy. To consider this proposal further we would want a more detailed description of the deliverables including a business plan detailing how the company would operate the farm at less cost; financial statements describing the financial stability of the company; resumes for the company's management team indicating qualifications to conduct educational programming and perform acceptable animal husbandry practices; and references. Additionally, we would want to define and agree on contract terms such as, but not limited to, levels of insurance required; the disposition of the farm equipment; responsibilities of each party for building maintenance items; as well as fees to be charged for programs and produce.

As a publicly funded agency, typically, when the Metroparks considers contracting for services with a private individual or company, it initially goes through a competitive bidding or proposal process to provide fair and equitable treatment of all persons involved in public procurement with the Metroparks, as well as to assure the best product quality and value. To maintain the integrity of the Metroparks' contracting process, it would seem appropriate to seek requests for proposals in this case, should the Board decide to pursue privatization of Wolcott Mill Farm.

The idea of privatizing the operation of an educational facility such as the farm deserves more discussion. Cost of operating these facilities, providing quality educational programs, maintaining healthy animals for display, and generating positive community support are all critical components needed for a successful operation. Whether these aspects can be better provided by a private entity or a public agency is a question that needs further research and discussion.

**Recommendation:** That the Board of Commissioners reject the proposal from Agricultural Management Programs as currently presented; that the Board provide staff with direction on whether to privatize the operation of the Wolcott Mill Farm Center; and if the Board determines privatizing the operation is a viable alternative, direct staff to develop an RFP to procure services of a private concessionaire for operation of the farm as recommended by Director Moilanen and staff.





**Agricultural Management Programs, LLC**

*We want to AMP up the Wolcott Mill Farm Center!*

**PROJECT DESCRIPTION:**

***Management Contract for Wolcott Mill Farm Center***



**Brief Description of the Contract**

Agricultural Management Programs, LLC (AMP) is requesting your consideration for a contract to promote attendance and reduce the annual budget at the Wolcott Mill Farm Center through private management of the facility. The members and staff of this company are comprised of members of the Thomas Welsh family that will bring years of experience and program coordinators to the Farm Center and will increase the attendance and community involvement of this facility. We propose to support the Huron-Clinton Metroparks mission statement through efficient budgeting, facility planning, program development, and implementation of a new farm management program.

Obtaining a contract to manage the Wolcott Mill Farm will kick-off our management plan to attract residents, families and visitors to the only working farm open to the public in the area, and continue to encourage community involvement in an expanded program schedule.

We have established an agricultural-driven management company that is focused on responsible management of the facilities as to best promote existing and planned programming and events, tailored to meet the community needs. Amenities and attractions of this 250-acre farm include the only farm in Michigan open to the public that offers six breeds of dairy cows, daily cow milking for public viewing, "Mighty Mitt" the steer with the Michigan mitt shape on his side, historic barns, numerous animal, equine and fowl species, and acres of crop lands.

We will, independently and more effectively, manage the facility and buildings and maintain the health and wellness of the farm animals that are part of the Wolcott Mill Farm Center within a budget that will be reduced by over \$200,000 from the current budget.

### Mission Statement

Our mission is to deliver exceptional farm management services while offering educational and recreational programs to the community that demonstrate responsible animal care and environmental, agricultural and land management practices now and for years to come.

### Goals and objectives

The importance of efficient and effective management is critical to any business or facility. It is something the AMP holds to a higher standard in maintaining the professionalism and integrity of the Farm Center as a Metropark facility.

Our area is unique because of its diverse communities, from urban to rural, within a twenty-five mile radius, advantageous location, proximity to nearby state highways, and access to major regional thoroughfares. All these factors will assist in drawing an expanded audience to the Farm Center. We will reach out to that expanded audience to more thoroughly highlight and promote this "hidden gem" in Macomb County.

### Budget Reduction

We propose the HCMA budget of the Farm be reduced from the 2011 budget of \$518,000 to \$297,000 in 2012. We plan to accommodate this reduction by reducing staff, shopping vendor services and professional fees, promoting a volunteer program for special events, and overall efficiently cutting costs in all expenditure areas.

### Return of Net Sales to HCMA

We will develop opportunities to create additional income to the Farm:

- Maximize crop production on suitable agricultural land
- Expand Farm production to include pumpkins and gourds. These products can be sold from our Farmer's Market and be the basis of special events in the fall, particularly horse-drawn wagon rides and Halloween programs.
- Additional paid Activities & Special Events as listed below

From these additional programs and services, we anticipate earning additional income to supplement the operating expenses. We also propose a 15% return of net sales to HCMA on a quarterly basis.

### Attendance



Current attendance figures are difficult, if not impossible, to ascertain as existing records combine specific counts from group attendance, estimated counts of daily attendance, and promotional exposures at off site events.

*Note:* There is currently no process in place to track daily non-group or event attendance. This is mostly due to there being no charge for admittance, so it is an “open door” situation with unaccounted attendees coming and going at will.

We will create a system to track daily attendance while not compromising the “free” aspect of attending the Farm. These figures, combined with special event counts and group counts, will give us accurate attendance numbers in the future. We will not count off site exposures as attendance. Off site exposures are important in marketing, but do not contribute to actual attendance at the Farm.

### Proposed Activities & Special Events

Establishing a new program schedule will permit us to expand and improve the facility visibility efficiently and effectively while offering educational adult programs and fun and exciting children's activities. We have a number of tools we plan to incorporate to increase future attendance, which may include any number of the following:

- Farmer's Market and related activities
  - Produce from the Farm can be sold, as well as products from neighboring farms creating a cooperative atmosphere with our agricultural neighbors and generating Farm income.
- Corn Maze
- Additional Fall/Halloween events
- Additional classes and workshops
  - More baby animals, including horses for the first time
  - Maple syrup production
  - Beekeeping
  - Home food processing (canning, freezing, etc.)
  - Urban and Container Gardening Education Program
  - Horse Training Programs
  - Greenhouse Plant Growing
- Dog related events to capitalize on increased attention/spending on family dogs
- Blacksmith Shop and Demonstrations
- Re-Establish Horse-Drawn Wagon Ride Program
- Bottled Milk with Wolcott Mill Metropark Labeling
- New Santa Program Schedule, including private meet and greet appointments



Promotion will be expanded through various traditional and contemporary outlets, to include parade participation and use of technology. We will also create a reliable mechanism to quickly respond to changing internal and external market conditions and coordinate our management action plans through cooperative relationships.

Our expected result will be a measurable, fast-paced increase in park attendance, to the benefit of thousands of visitors from the southeastern Michigan region, the park itself, and HCMA.

### Plan for Measuring Project Results

We will measure our project goals by the increase in programs and initiatives we plan to develop and implement over the next several years. We will keep detailed, accurate and complete records of income, expenditures, and attendance numbers and will actively participate in the evaluation of facility activities during the course of the year.

We will submit a project report upon the completion of the fiscal year of our contract.

Upon request, we will provide an audited financial statement of the income and expenditure related to the facility by an independent certified public accountant as documentation that the contract payment is spent on the purposes for which it was provided.

### Agricultural Management Programs, LLC Background

Agricultural Management Programs, LLC, is comprised primarily of Welsh family members. The Welsh family has a long history at the Farm Center that goes back to before it opened to the public. Former HCMA Commissioner Thomas S. Welsh played a key role in the establishment of the park, which opened to the public in 1997. After spending time at the Farm Center with the former Commissioner, the entire Welsh family volunteered over 10,000 hours and donated thousands of dollars of supplies and equipment to the horse program from 2000-2008 at the Farm Center in his memory. The Welsh family also encouraged, through the Thomas S. Welsh Foundation, the donation of 7 draft horses, medical expenses and surgeries, much needed fencing, and numerous building improvements and additions to the horse barn.

During the time the Welsh family coordinated the horse program at the Farm Center, attendance levels were at all time highs and many attendees would come back multiple times during the year and bring friends and family back with them. It was a rewarding experience that gives AMP the edge a company would need to promote the best management of the facility and encourage residents and families to visit this one-of-a-kind park.

The Welsh family through AMP, LLC can bring experience, familiarity of the Farm Center, extensive knowledge and experience with all farm animals that reside at the Farm, and years of event and program promotions to a facility that is an asset in the community. Following are photos of three generations of the Welsh family driving draft horses at the Farm Center.



Thomas S. Welsh, Sr. driving Belgian drafts, Penny & Patty



Thomas Welsh, Jr. driving Belgian drafts, Dan & Charlie



Erin Welsh driving Belgian drafts, Dan & Charlie

### Members & Staff

Agricultural Management Programs, LLC, is a family-based organization with deep roots in Macomb County, its business community, and farming. This organization was formed for the sole purpose of managing the Wolcott Mill Farm Center. AMP's ownership and staff consist of: Thomas Welsh, General



Manager; Lorie Jo Welsh, Member; Jeff Green, Farm Manager; Erin Welsh, Assistant Manager; Arianna Welsh, Office Administrator; Georgia Phelan, Event Coordinator; and two additional employees for maintenance and milking.



Thomas Welsh  
*General Manager*



Jeff Green  
*Farm Manager*



Arianna Welsh  
*Office Administrator*



Erin Welsh  
*Assistant Manager*



Georgia Phelan  
*Events Coordinator*

AMP members and some staff members have and continue to serve on community boards, non-profit organizations, and other community service organizations. In addition, AMP members and staff have fostered, built and maintained strong bonds and relationships with community-based organizations of our community, as well as various corporations and agencies.

### Conclusion

AMP brings many years of experience and its members and staff offer a reputation and rapport within the community of quality work and management practices. The Welsh family has an 80-year history with farm animal management and community activism within Macomb County.

Our management plan of the Farm Center allows us to operate at a greatly reduced cost from the existing budget figures and includes a 15% net sales return to the HCMA. The future of this facility will be maintained through public and private partnerships, which will have the support and backing of the community, and will continue to preserve, improve and promote the livelihood of this unique amenity.





## HURON-CLINTON METROPOLITAN AUTHORITY

7 - C - 1  
Meeting of July 14, 2011

To: Board of Commissioners  
From: Michael Arens, Chief Engineer  
Title: Report - Service Area Underground Storage Tank (UST) Environmental Assessment - Final Assessment Report Status Update  
Location: Kensington Metropark, Oakland County  
Date: July 7, 2011

At the Feb. 10, 2011 meeting of the Board of Commissioners, the engineering firm of Fishbeck, Thompson, Carr & Huber (FCTH) was retained to prepare a Final Assessment Report (FAR) on the confirmed release of contaminants associated with the removal of USTs at the Kensington Service Area in April 2010. The FAR must be completed and submitted to the Michigan Department of Environmental Quality (MDEQ) within 365 days from the discovery of the release, in accordance with Part 213 of 1994 Public Act 451, Michigan's Natural Resource and Environmental Protection Act. MDEQ has granted an extension of this due date to Aug. 24, 2011.

The confirmed release was associated with two former UST sites in the Service Area. One site, located about 110 feet southeast of the Service Building and associated with the single-wall fiberglass tanks removed in April 2010, was previously occupied by single-wall steel USTs installed in the late 1960s and removed in 1984. The other UST site, directly east of the Service Building, was originally constructed circa 1948, expanded circa 1953, and USTs were removed in the late 1960s. The contaminants at both sites were associated with the historical USTs which were removed decades ago, and not with the recently-removed fiberglass USTs. However, because the contaminants were detected during removal of the latter, they had to be reported to the MDEQ as confirmed releases. The locations of the two former UST sites are shown on Figure 1.

The background of this project is that HCMA had previously undertaken a project to remove three existing USTs at the Kensington Service Area and replace them with an above-ground fuel storage tank (AST). The existing UST system was over 25-years-old and suspected of being faulty. The USTs were of single wall fiberglass construction and did not meet current standards. While there was no prior evidence of a release of product into the environment from these USTs, their removal became a priority due to concerns about their condition. A contract was awarded on March 11, 2010 in the amount of \$32,000 to remove the USTs and prepare the site for installation of the AST. The USTs were removed in April 2010 and replaced with a 6,000 gallon AST which had been donated to HCMA in 2009 and later reconditioned.

During removal of the USTs, high levels of soil contaminants were discovered in a localized area of the excavation. The removed fiberglass UST's were intact, with no evidence of damage or leakage. It was concluded that the contamination originated from former steel USTs which were present prior to installation of the fiberglass USTs in 1984. However, regardless of the origin, it was required that the release be reported to the MDEQ on April 20, 2010 in accordance with Part 213.

FTCH was retained to provide compliance services related to the release response. Contaminated soils were removed to the extent possible without endangering adjacent structures, and soil testing was performed to assess the extent of contamination.

Under Part 213 an Initial Assessment Report (IAR) must be prepared by a qualified environmental consultant, who must also oversee further compliance activities after discovery of the release. The IAR must be submitted to the MDEQ as soon as possible after the release discovery. Therefore in July 2010, HCMA retained FCTH to perform the necessary follow-on investigation and to provide IAR services associated with the tank removal. FCTH was retained because of their earlier services in response to the UST release, the urgent nature of the response to MDEQ, and their qualifications. The amount approved for FTCH's services was \$52,950, based on taking eight soil test borings and installing three monitoring wells, plus associated sampling, testing, analysis and report preparation. The final cost of the IAR was \$43,489.

Soil borings obtained under the IAR showed concentrations of select volatile organic compounds (including BTEX and MTBE) significantly in excess of MDNRE's drinking water protection and groundwater/ surface water interface protection criteria, as stipulated for Part 213's Tier 1 risk-based screening levels (RSBLs). Concentrations of select polynuclear aromatic compounds (PNAs) also exceeded these criteria, but to a lesser extent. The report concluded that groundwater, approximately 40 feet below the level of soil contamination, was not impacted.

The IAR was submitted to MDEQ on Oct. 27, 2010. The initial investigation was not able to completely delineate the extent of contamination in the area of the recently-removed tanks. Therefore the IAR recommended that further site investigation and testing of both sites be performed under the Final Assessment Report.

The FAR includes the following tasks: Task 1 (now complete) included site investigations, the construction of additional soil borings and monitoring wells, collection of additional soil and groundwater samples, and analyses for MDEQ-recommended parameters (BTEX, PNAs, select organic compounds, etc.). Task 1 also included aquifer testing to determine groundwater flow, direction and conductivity. Task 2 activities will include data analyses, development of remediation alternatives (with cost estimates), a proposed corrective action plan, schedule and preparation of the FAR for submittal to the MDEQ.

During the further site investigation under the FAR, contamination associated with the historical, pre-1960s UST site (directly east of the Service Building) was discovered. Because this contamination was discovered in connection with the initial confirmed release, it too represented a confirmed release subject to Part 213 and had to be reported to the MDEQ. Per discussions with the MDEQ, both releases will be investigated concurrently and incorporated into one combined FAR, thus eliminating the need to submit a second IAR.

At this time FCTH has defined the areas of contamination as accurately as practical. The areas of contamination of both sites was larger than originally anticipated, but they are relatively confined. The southeasterly site has a horizontal area of contamination of about 600 square feet, extending from roughly 20 (at the top of the contamination) to 35 feet (at the bottom), below ground surface. Soil contamination in this area is based on certain parameters exceeding Part 213 Tier 1 RSBLs. At a localized area within this site, higher

concentrations of contaminants were discovered. These higher concentrations exceed the soil saturated concentration (the "Csat" concentration, where free product may theoretically

volatilize). The horizontal area of localized Csat concentrations is estimated to be 50 square feet. It should be understood that the exact nature and extent of soils exceeding Csat concentrations can be highly uncertain, as migration pathways can be narrow and unpredictable. The Csat soils may volatilize into the soil air, migrate upward through the soil, and enter structures. Contaminant vapor levels may exceed indoor air RBSLs under Part 213. Groundwater is approximately 40 feet below the level of contamination and has not been impacted above applicable criteria, based on these investigations. The estimated horizontal extent of soil contamination exceeding MDEQ Part 213 RBSLs is shown on Figure 2. Vertical cross sections of the UST areas, also showing the soil contamination exceeding Part 213 RBSLs, are shown on Figures 3 and 4.

Contamination at the older site directly east of the Service Building is somewhat larger, having a horizontal area of about 6,500 square feet and extending from 8 feet below ground surface (at the top) to 12 feet (at the bottom). The horizontal area of localized higher concentration (Csat) is approximately 400 square foot. Groundwater is approximately 50 feet below this contaminated area and has not been impacted above applicable criteria, based on investigation results. Soils at both sites are typically sand or silt, with some gravel.

The amount authorized for the FAR in February 2011 was \$48,750 and included eight additional soil borings and one additional monitoring well. Because the areas of contamination were significantly larger than expected, a total of 26 additional soil borings and two monitoring wells were needed to fully define the contamination of both areas, along with a correspondingly increased amount of sampling, testing and analysis. Expenditures to date on the FAR are \$78,156; the additional expenditures were authorized periodically within the Director's \$10,000 approval limit as work progressed.

Before completing Task 2, including submittal of the FAR to MDEQ and proposing a preferred corrective action plan, HCMA staff and FTCH felt it would be appropriate to report on the site investigation and the available alternatives for addressing the contamination. There are significant differences in the estimated cost, depending upon which alternative is chosen, and the extent of remediation required.

The alternatives range from "institutional controls" (meaning leaving the contaminants in place, placing legal restrictions on the future use of the site, and performing annual groundwater monitoring), to excavation and disposal of contaminated soil. Between these alternatives lie various forms of in-situ remediation. A summary of the alternatives and associated costs is discussed below and also shown in attached Table 1.

### **Institutional Controls**

Institutional controls would be the least-cost alternative. Staff and FTCH believe that, based on the conditions specific to the site, and also on the relative age and inertness of the contaminants and depth to groundwater, the option exists under Part 213 to seek closure without soil removal and without active remediation. The estimated cost for this alternative would be approximately \$25,000 for initial work and an additional estimated \$6,000 annually for a 10-year period for monitoring, testing and analysis. The potential for significant cost savings under this alternative is such that staff believes it should be seriously considered. However, we are uncertain at this time whether MDEQ will accept it as an alternative. Staff is

currently in communication with MDEQ staff to determine whether they will consider our analysis of this alternative, and we are reluctant to present it in detail in the FAR if we believe they may not accept it. The proposed soil (red border) and groundwater (blue border) restrictions are shown on Figure 5.

### **Soil Excavation Options**

- 1) *Non-detectable Concentrations of Contaminants (Clean)*: Removal of all the soils that contain any laboratory detectable amounts of contamination would be impractical, due to the adjacent structures, and expensive, due to an estimated cost exceeding \$1,170,000. These soil areas consist of the largest hatched areas (for each area) shown on Figure 5.
- 2) *Tier 1 RBSLs*: Attaining closure of the site to Part 213 Tier 1 RBSLs (essentially removing all contaminated soil to acceptable limits) would be impractical, due to adjacent structures, and expensive, due to an estimated cost exceeding \$850,000. These areas are the second largest hatched areas shown on Figure 5 (same area as “clean” on south area).
- 3) *Csat* - Attaining site closure to the “Csat” level would be somewhat less costly, but potentially in excess of \$250,000. The approximate locations of the soils exceeding Csat conditions are the smallest hatched areas shown in Figure 5.

### **In-Situ Chemical Oxidation**

If the MDEQ will not accept the institutional control alternative, closure of the site to Tier 1 standards by active remediation would be the next best alternative with respect to cost. Active remediation would involve the installation of an injection system in the Csat zones (see Figure 5); that is, in the areas where free volatilizable product may exist. The selected method under consideration is chemical oxidation, in which sodium persulfate is introduced to oxidize organic contaminants to carbon dioxide and water. This method is an acceptable and effective means of in-situ remediation, and would require institutional controls and monitoring. The estimated cost is approximately \$230,000.

The benefit of utilizing chemical injection for remediation is that the Csat soils can be directly targeted; whereas, with soil excavation, a significant amount of “clean” soil will be removed, due to the nature of the excavation activities (required sloped sidewalls and amount of soil required to be removed to access the contaminated soil). In addition, it must be considered that there would be uncertainty as to the amount of soil actually requiring excavation.

Staff is seeking the input and direction of the Board of Commissioners on the proposed corrective action to be included in the FAR, before the document is submitted to MDEQ. Any remediation activities proposed in the FAR will be outside the scope of current FAR activities and will take place at a later date. However, it is critical that HCMA continue to meet environmental regulations and report submittal deadlines with respect to the UST releases. It is anticipated that any corrective action or remediation project recommended and in the FAR and approved by MDEQ will be recommended for inclusion in the 2012 Budget.

**Recommendation:** That the Board of Commissioner receive and file this report as recommended by Chief Engineer Arens and staff.



**Table 1 - Kensington Metropark Remedial Options**  
Brighton, Michigan  
Project No. G090245D

Method	Minimum Estimated Cost (Dollars)	Notes
<b>Institutional Controls</b>		
Legal documents restricting contact with and/or use of the soil and groundwater would be created and recorded.	\$85,000 <sup>1,2</sup>	MDEQ may reject modeling and may require corrective action. Assume ten years of annual groundwater monitoring.
<b>Excavation and Disposal</b>		
Clean Limits (no detectable contamination to remain). Assume excavated soil volume (with 50 degree lay-back) is 11,565 yards <sup>3</sup> .	\$1,170,000	May require more than one excavation event.
Tier 1 limits. Assume excavated soil volume (with 50 degree lay-back) is 9,711 yd <sup>3</sup> .	\$875,000	Contaminated soil above MDEQ criteria would be removed. Assume ten years of annual groundwater monitoring.
Csat limits. Assume excavated soil volume (with 50 degree lay-back) is 1,426 yd <sup>3</sup> .	\$275,000 <sup>1,2</sup>	Most contaminated soil removed; however, soil contamination exceeding MDEQ Tier 1 criteria would remain. Modeling and IC would be required. Assume ten years of annual groundwater monitoring.
<b>In Situ Chemical Oxidation</b>		
Sodium persulfate dissolved in potable water would be injected into soil where contaminants exceed Csat/GRO/DRO. Assume 4,030 cu. ft. to be treated.	\$230,000 <sup>1,2</sup>	May require multiple injections. Soil sampling after each injection would monitor effectiveness. Modeling and IC would be required. Assume ten years of annual groundwater monitoring.

Notes:

IC - institutional control.

NA - not applicable.

Excavation sidewall angle of 50 degrees or less.

Excavation backfilled and compacted with clean soil.

<sup>1</sup> - Groundwater monitoring estimated at \$5,800 per year (costs included in totals).

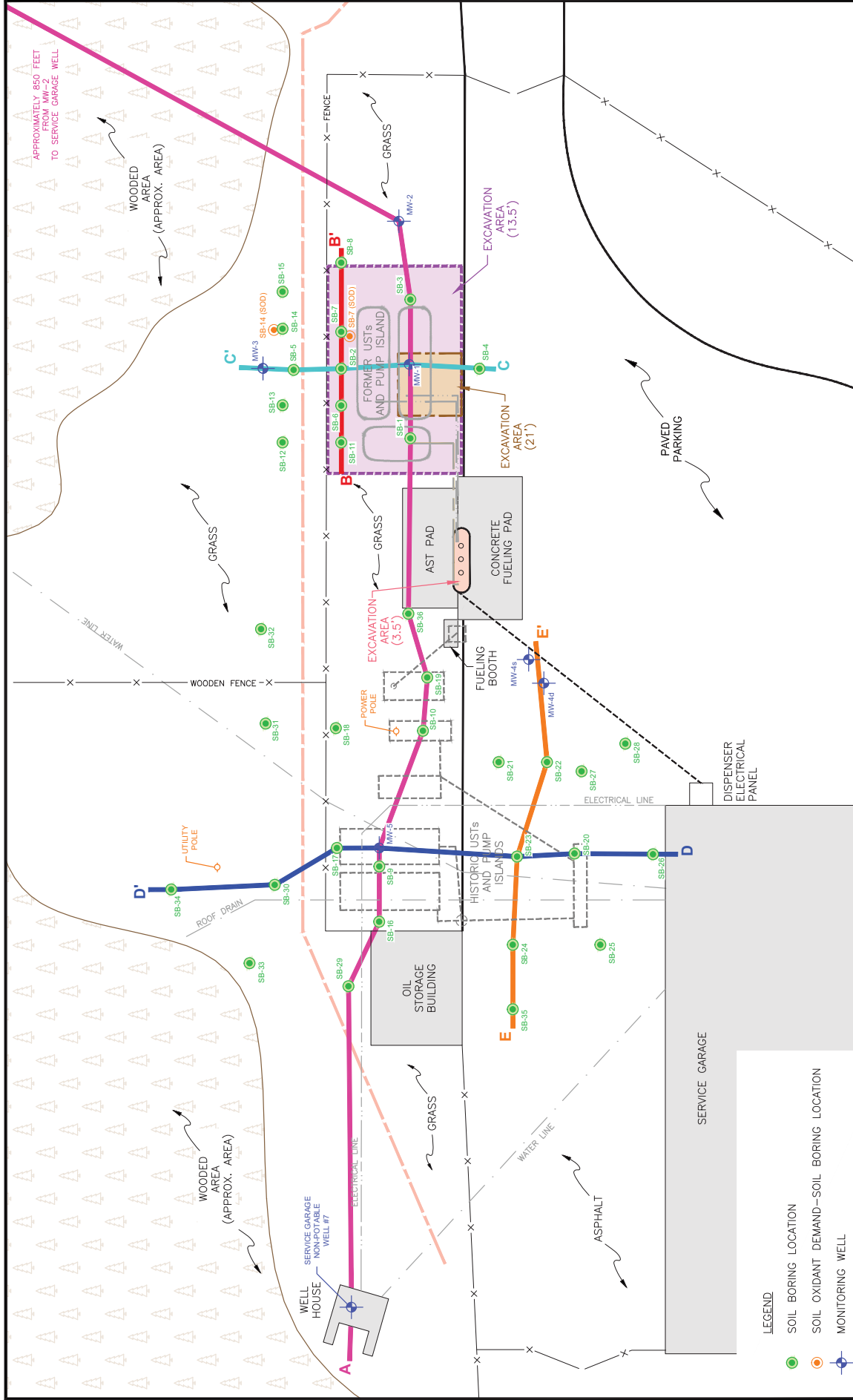
<sup>2</sup> - Does not include IC preparation and recording fees.

Csat - Soil saturation concentration.

GRO - Gasoline range organics.

DRO - Diesel range organics.

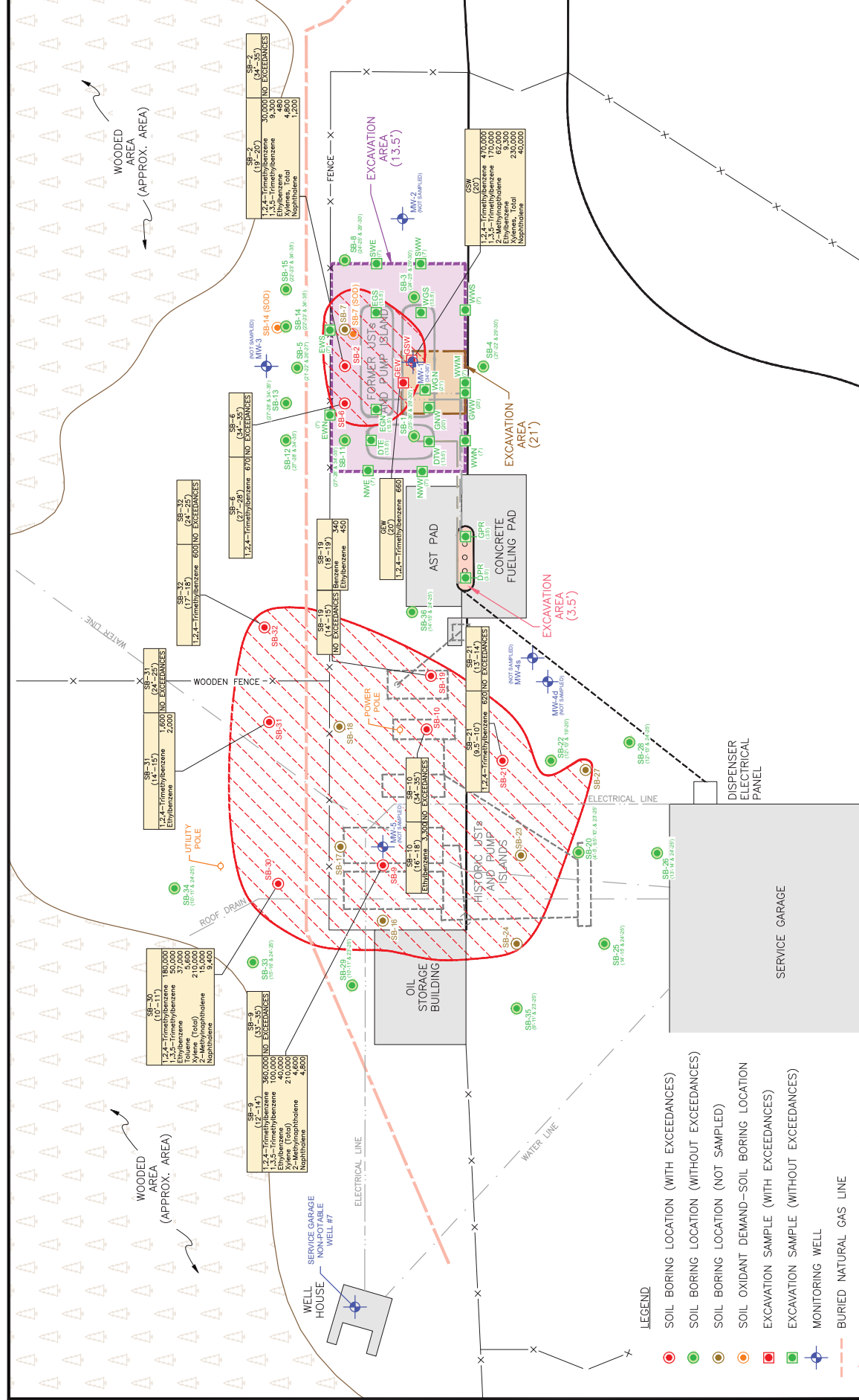
**CROSS SECTION  
 LOCATION MAP**



- LEGEND**
- SOIL BORING LOCATION
  - SOIL OXIDANT DEMAND-SOIL BORING LOCATION
  - MONITORING WELL
  - BURIED NATURAL GAS LINE

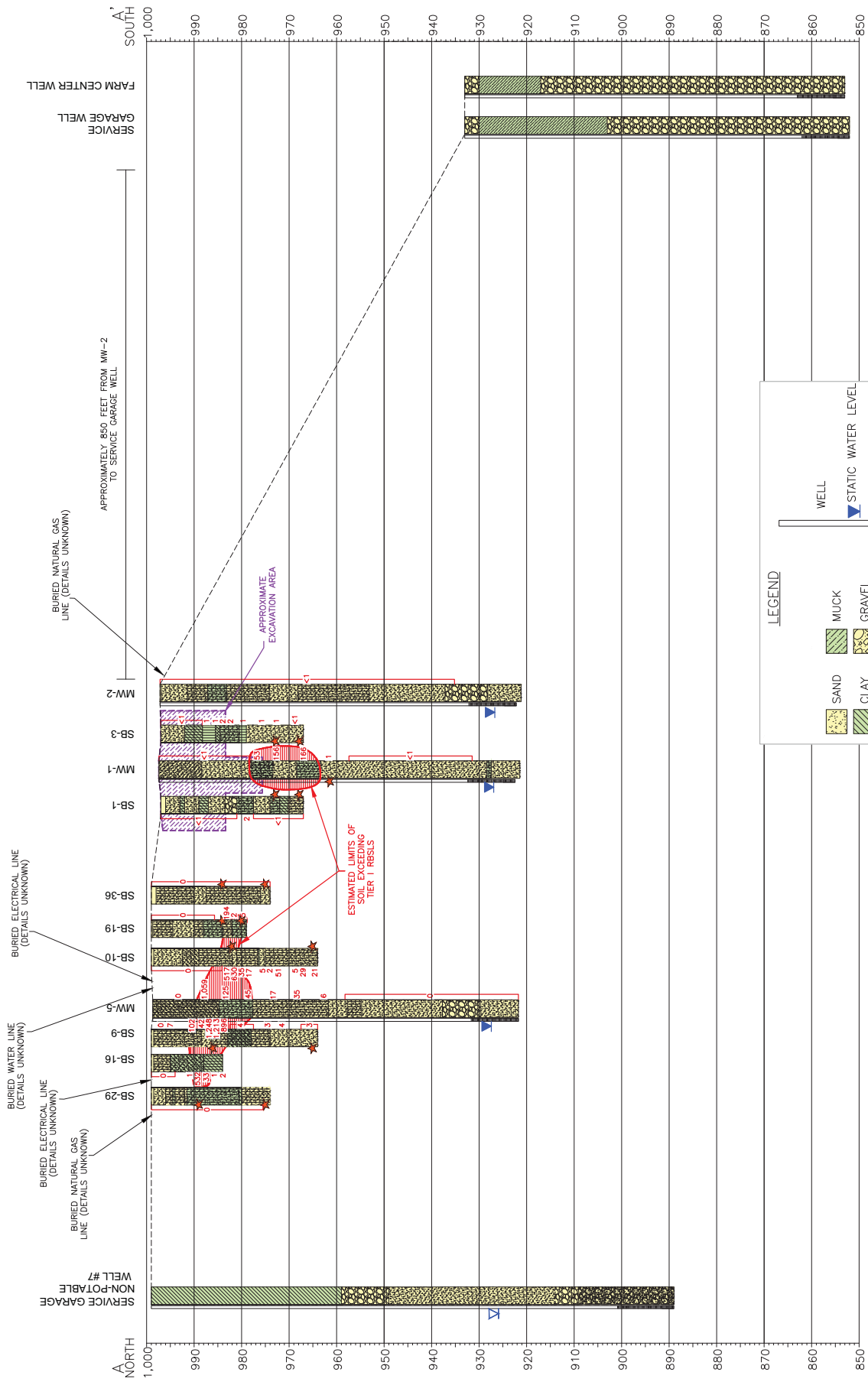
REFERENCE:  
 Base map provided by Johnson & Anderson, Inc.  
 Soil boring and monitoring well locations based off of  
 field measurements.  
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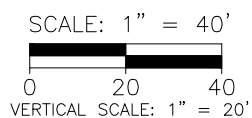
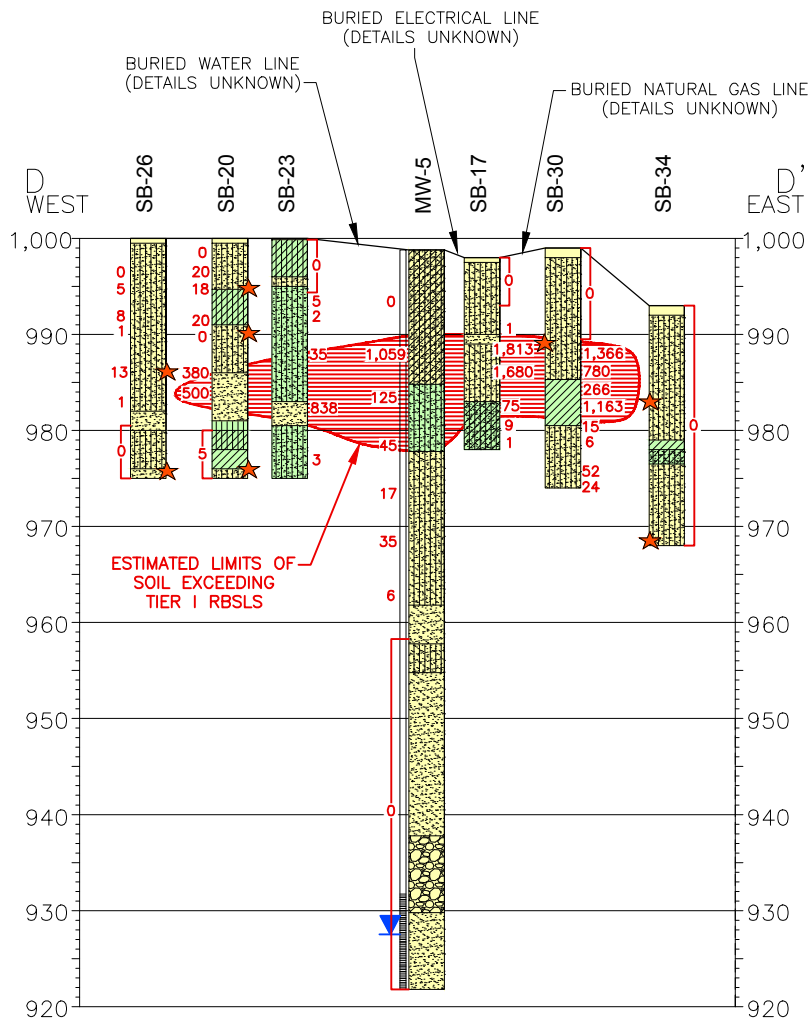
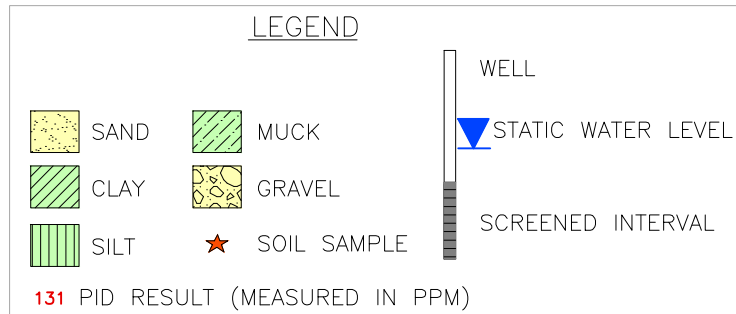
SOIL ANALYTICAL RESULTS -  
 EXCEEDANCES OF TIER I RESIDENTIAL  
 RISK BASED SCREENING LEVELS



SCALE: 1" = 20'  
 0 10 20  
 NORTH

NOTE:  
 1) Sample results in micrograms per kilogram (ug/kg).  
 2) Base map provided by Johnson & Anderson, Inc.  
 3) Soil boring and monitoring well locations based off of field measurements.





## CROSS SECTION D-D'

**fish&h**

engineers

scientists

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constructors

fishbeck, thompson,  
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8.5"x11" when  
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graphic quality may  
not be accurate for  
any other size.

# Huron-Clinton Metropolitan Authority

Service Garage, Kensington Metro Park, Milford, MI

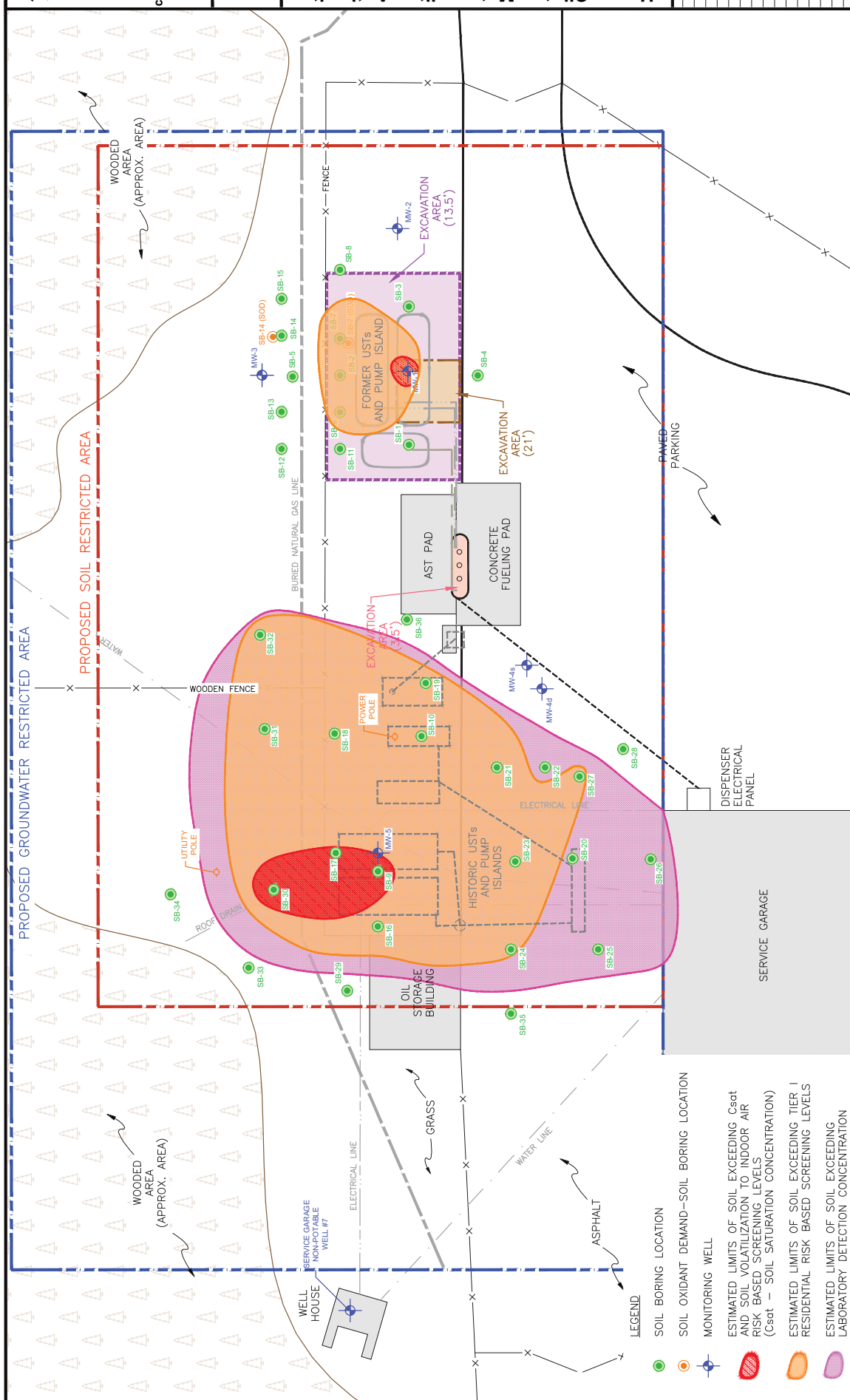
## Final Assessment Report

PROJECT NO.

G090245D

FIGURE NO.

4



NOTE:  
1) U — Not detected above the given value.  
2) Former USTs and Pump Island removed in April 2010. Historic USTs and Pump Island removed in 1984.  
REFERENCE:  
Base map provided by Johnson & Anderson, Inc.





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: Michael Arens, Chief Engineer  
Subject: Report – Status Update, Sanitary Sewer Improvements and Wastewater Treatment Plant Decommissioning  
Location: Kensington Metropark, Oakland County  
Date: July 7, 2011

As reported to the Board of Commissioners on March 11, 2010 and April 8, 2010, staff has undertaken a project to improve the sanitary sewer system serving Kensington Metropark. The project will include repairs and upgrades of existing elements of the system, including upgrades of two pump stations and portions of the existing sewer main; replacement of the force main under Kent Lake; construction of a new force main to connect into the southeast Milford Township Sewer Interceptor; and decommissioning of the existing wastewater treatment plant, constructed in 1953.

At its April 8, 2010 meeting the Board of Commissioners retained the firm of Stantec Engineering to provide engineering design services for this project. Stantec had previously been retained to provide preliminary engineering services for the project. The preliminary services included an evaluation of alternatives for the proposed transmission system; a basis of design for pump station improvements and equalization; and a condition assessment of certain portions of the existing system. Final engineering design of the project was based on the project scope as developed in the preliminary phase. At this time, final design of the project is complete, and construction drawings are currently under review by staff in preparation for advertisement for bids in the near future.

The project is being undertaken for several reasons. The Maple Beach and Boat Launch Pump stations (constructed in 1953) are aged, deteriorated, and their mechanical and electrical systems are in need of major repairs and upgrades. System failures can potentially result in sewage overflows. The existing 2,100-foot, 6-inch diameter cast iron force main underlying Kent Lake is almost 60 years old and should be replaced due to its age, deterioration and potential for breakage.

The existing wastewater treatment plant (WWTP) is obsolete and cannot be brought into compliance with discharge limitations that will be imposed by the Michigan Department of Environmental Quality (MDEQ) in a future re-issuance of the groundwater discharge permit. In order to meet new discharge limits, a new WWTP would have to be constructed at a cost far greater than the total cost to connect to Milford Township's sanitary sewer system; plus the cost of operation and maintenance of an advanced WWTP will be significantly higher than current operating costs.

The MDEQ re-issued the current discharge permit on June 11, 2009, with the expressed understanding that the Authority will connect into the Milford Township system as soon as possible.

As reported several times in the past, the Authority agreed in 2004 to be specially assessed to connect into Milford Township's sewer system in the amount of \$197,121. A separate connection fee will be required at the time of connection. Connection to the Milford Township system will allow the Authority to decommission its existing 60-year old WWTP that serves Kensington Metropark. The existing WWTP is located near the main entrance of the park, and its decommissioning would improve this high-visibility area of the park and return the site to recreational use.

Connection to the Milford Township system will require the construction of a 9,400 foot, 6-inch diameter force main extending from the East Boat Launch pump station to the westerly terminus of the Milford Township system at Milford Road. The original alignment of this proposed connection had presented some challenges during concept design. It will be recalled that property owned by the Edward C. Levy Company (Levy) lies between Kensington Metropark and the westernmost point of the Milford Township interceptor system. A temporary easement for the construction, operation and use of a temporary sewer force main across Levy's property was needed, until such time as Levy's property is developed and a sewer system is constructed across the property, into which a permanent connection can be made. Therefore on Nov. 13, 2008, the Authority entered into a Memorandum of Understanding (MoU) with the Edward C. Levy Company (Levy), by which Levy will agree, upon the Authority's request, to negotiate with the Authority toward this temporary easement.

However, an alternative alignment is now available to construct the force main along Michigan Department of Transportation (MDOT) right-of-way along I-96. Initially, at the time the MoU was executed, MDOT would not permit this alternate alignment. Since that time, however, MDOT has revised its position on the construction of this force main on MDOT right-of-way and will now permit it. While this proposed route is longer, it is preferred in order to avoid an easement across Levy's property, and to avoid possible cost associated with future decommissioning of the force main.

The estimated cost of the construction project currently under design is \$2,262,000 as detailed below.

#### Repair/ Replacement of Existing System – Construction Cost

<u>Item</u>	<u>Estimated Cost</u>
New Force Main Under Kent Lake	\$ 158,000
East Boat Launch Pump Station Repairs and Upgrades	\$ 634,000
Maple Beach Pump Station Repairs and Upgrades	<u>\$ 433,000</u>
Subtotal	\$1,225,000

#### Connection to Milford System – Construction Cost

<u>Item</u>	<u>Estimated Cost</u>
Pump Station Equalization Basin	\$ 214,000
Wastewater Treatment Plant Decommissioning	\$ 245,000
New Force Main from Pump Station to Milford System	<u>\$ 578,000</u>
Subtotal	\$1,037,000

Grand Total, Est. Construction Cost (Includes 15% contingency)	<u><u>\$2,262,000</u></u>
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Total Cost of Special Assessment (actually paid in 2004) and Connection Fee (to be paid at time of connection) are as follows:

Connection to Milford System – Assessment and Connection Costs

<u>Item</u>	<u>Cost</u>
Special Assessment (actual paid in 2004, based on 65 REUs at \$3,032.63 per REU, as per 09/27/04 SA Agreement)	\$ 197,121
Connection Fee (estimated, based on 65 REUs at \$3,850 per REU, to be paid at time of connection)	<u>\$ 250,250</u>
Total Special Assessment and Connection Costs	<u>\$ 447,371</u>

As a key component of park infrastructure having repair/replacement cost in excess of \$200,000, funding of this project will be recommended through the Authority's Supplemental Major Maintenance Fund, in accordance with the Board of Commissioner's Resolution of Feb. 10, 1994.

It is anticipated that advertisement for constructing bids will take place in August 2011, and that bids will be brought to the Board of Commissioners at their Sept. 8, 2011 meeting for action. Also at that time it is anticipated that authorization of payment of the connection fee will be requested.

**Recommendation:** That the Board of Commissioners receive and file this report as recommended by Chief Engineer Arens and staff.





7 - D - 1  
Meeting of July 14, 2011

## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: Michael Arens, Chief Engineer  
Subject: Multi-Party Agreement, Hudson Mills – Dexter Trail  
Location: Hudson Mills Metropark, Washtenaw County  
Date: July 7, 2011

At its June 9, 2011 meeting, the Board of Commissioners approved a Development Project Agreement with the Michigan Department of Natural Resources (MDNR) for a grant from the Michigan Natural Resources Trust Fund (MNRTF) for the Hudson Mills – Dexter Trail. This trail will be approximately three miles in length and will extend from the southern end of the existing West Side Trail to the northern end of the village of Dexter's Warrior Park trail. The Hudson Mills – Dexter Trail will include 13,800 lineal feet of 10-foot wide asphalt path, 1,480 lineal feet of 12-foot wide boardwalk, and two steel pedestrian bridges, one 40-feet long and one 100-feet long. Total estimated project cost is \$2,180,000.

The Hudson Mills – Dexter Trail will be a part of Washtenaw County's 35-mile Border-to-Border Trail. It is a companion project to the village of Dexter's Warrior Park Trail (currently under construction) and the Washtenaw County Parks & Recreation Commission's River Terrace Trail, to be constructed on Metropark land between the village of Dexter and Dexter Huron Metropark.

The Hudson Mills – Dexter Trail represents a partnership between multiple agencies. Those agencies, and their estimated cost participation in this project, are as follows:

Washtenaw County Parks & Recreation Commission (WCPARC)	\$242,000
Washtenaw County Road Commission (WCRC), Michigan Department of Transportation (MDOT) Enhancement Program	\$780,000
Washtenaw Area Transportation Study (WATS), Surface Transportation Program – Urban (STPU) Funds	\$558,000
Huron-Clinton Metropolitan Authority (HCMA)	\$100,000
Michigan Natural Resources Trust Fund Grant	<u>\$500,000</u>
Total Estimated Project Cost	\$2,180,000

A multi-party agreement between HCMA, WCPARC and WCRC is necessary to address the responsibilities of the parties and their commitment for cost participation. The multi-party agreement is also necessary for MDNR to execute the Development Project Agreement. A draft of this agreement was included in staff's report to the Board of Commissioners of June 9, 2011 for their information. Only minor revisions have been made to that draft since that time. (WATS was removed as signatory, since WCRC has full authority to commit STPU funds.)

As reported on June 9, 2011, the project will receive Federal Highway Administration (FHWA) funding through MDOT's Transportation Enhancement (TE) program and through the STPU program. Therefore the project must be undertaken through MDOT's Local Agency program. The construction contract for the project will be issued by

MDOT. WCRC has agreed to serve as the MDOT Local Agency for purposes of general administration of the project and will enter into the appropriate interagency contract(s) with MDOT.

HCMA will serve as project manager, designer and contract administrator as it customarily does, but in cooperation with and under the general direction of WCRC. HCMA must comply with all FHWA, MDOT and WCRC requirements, as well as the requirements included in the MNRTF Development Project Agreement. HCMA will be responsible to own, operate, maintain and repair the trail in perpetuity.

The project is currently in its early design stage. MDOT TE funds for this project have been programmed for 2012. A construction contract may be issued in early 2012.

**Recommendation:** That the Board of Commissioners approve the attached Multi-Party Agreement as recommended by Chief Engineer Arens and staff.

# HUDSON MILLS TO DEXTER NON-MOTORIZED TRAIL AGREEMENT

7-D-1-a

## Huron-Clinton Metropolitan Authority

## Washtenaw County Parks & Recreation Commission

## Washtenaw County Road Commission

This Agreement is made and entered into by and between:

The **Huron-Clinton Metropolitan Authority**, a Michigan public body corporate organized and operating under the provisions of Act 147, Public Acts of Michigan 1939, as amended, with offices at 13000 High Ridge Drive, Brighton, Michigan 48114 ("**HCMA**"); and

**Washtenaw County**, a Michigan Municipal Corporation, by and through the **Washtenaw County Parks and Recreation Commission**, with offices at 2230 Platt Road, Ann Arbor, Michigan 48104 ("**WCPARC**"); and

The **Board of County Road Commissioners of the County of Washtenaw**, a public entity, with offices at 555 Zeeb Road, Ann Arbor, Michigan 48103 ("**Road Commission**"); and

### **1.0 ACKNOWLEDGMENTS**

1.1 The parties desire to cooperate in the planning, funding, design, construction and development of the Hudson Mills – Dexter Trail, a non-motorized trail approximately 2.90 miles in length extending from the southerly end of the existing West Side Bike Trail in Hudson Mills Metropark to the northerly end of the Village of Dexter's Warrior Park to Westridge Subdivision Trail (the "Project"), for mutual benefit of residents of Washtenaw County and the visitors of the HCMA.

1.2 The Project is an integral part of Washtenaw County's Border-to-Border Trail system.

1.3 HCMA is owner of and possesses title in fee simple to real property on which the Project shall be developed and is committed to preserving the environmental and recreational values of the property.

1.4 HCMA has been awarded a grant for the Project from the Michigan Natural Resources Trust Fund ("MNRTF") and has approved an agreement with the Michigan Department of Natural Resources ("MDNR") at its regular meeting on June 9, 2011 whereby the MNRTF will grant \$500,000 toward the Project.

1.5 HCMA has committed by resolution dated March 12, 2009 to a contribution in the amount of \$100,000, toward the Project.

1.6 WCPARC has pledged by action taken at its regular meeting on April 9, 2009 a total of \$657,000 toward the development of the Border-to-Border Trail in Hudson Mills Metropark and the Village of Dexter, of which \$242,000 will be contributed to the Project.

1.7 The HCMA, the WCPARC, the Road Commission and the Village of Dexter have applied to and received from the Michigan Department of Transportation ("MDOT") preliminary approval (by Conditional Commitment dated November 18, 2010) of a Surface Transportation Program – Enhancement ("STPE") grant from the Federal Highway Administration ("FHWA") in the amount of \$780,000. MDOT will distribute federal funds on behalf of the FHWA only to agencies eligible to receive those funds under Act 51, Public Acts of Michigan 1951. Due to this mandate, the Road Commission is willing to accept approximately \$780,000 of FY2012 STPE funds from MDOT for the Project. In addition, the Road Commission and the Village of Dexter are willing to allocate approximately \$558,000 of FY2012 Surface Transportation Program – Urban ("STPU") funds for the Project as agreed to in the Hudson Mills Border-To-Border Non-Motorized Trail Funding Agreement ("Funding Agreement") dated May 3, 2011.

NOW, THEREFORE, in exchange for their mutual promises as set forth herein and other good and valuable consideration, the parties agree as follows:

## **2.0 FUNDING; RESPONSIBILITIES OF THE PARTIES**

2.1 The Road Commission will provide general administration of the Project through MDOT's Local Agency Program and oversee construction of the Project in cooperation with HCMA. The Road Commission on behalf of the MDOT and FHWA will administer the FY2012 STPE and STPU funds as stipulated herein for the Project.

2.2 HCMA will allocate and make available funds as stipulated herein to the Project, of which \$500,000 will be funded through the MNRTF grant on a reimbursement basis through the MDNR.

2.3 WCPARC will allocate and make available funds as stipulated herein to the Project.

2.4 Allocations of costs to the parties, and percentage allocations of total Project cost to the parties, are as stipulated below. Actual allocations of Project costs to the parties hereto shall be based on the percentage allocations. In the event that total Project cost as determined after receipt of construction bids exceeds the total estimated Project cost stipulated below, then the parties reserve the right to renegotiate their respective contributions to the Project and other terms of this Agreement as they deem necessary.

<u>Funding Agency/Funding Source</u>	<u>Total Estimated Allocation</u>	<u>Percentage Allocation</u>
HCMA (Including MNRTF Grant)	\$600,000	27.52%
WCPARC	\$242,000	11.10%
Road Commission (STPE)	\$780,000	35.78%
Road Commissioner/Village of Dexter (STPU)	<u>\$558,000</u>	<u>25.60%</u>
Total Estimated Project Cost	\$2,180,000	100.00%

## 2.5 Road Commission Responsibilities

2.5.1 Project Administration: The Road Commission will serve as the MDOT Local Agency for purposes of STPE and STPU project administration. In cooperation with HCMA and WCPARC, the Road Commission will coordinate design and construction engineering activities for the Project. The Road Commission will: enter into the necessary contract(s) with MDOT relating to the Project; coordinate the preparation of construction documents with HCMA and MDOT; and authorize MDOT to advertise, let bids and execute the necessary construction contract(s) for the Project, in accordance with the Road Commission's and MDOT's standard practices and procedures.

2.5.2 Project Payments and Funding: The Road Commission will remit pay estimates of applicable Project costs to MDOT in accordance with its contract(s) with MDOT. The Road Commission will periodically issue invoices to HCMA and WCPARC for payment of Project costs as they are incurred, including applicable administrative costs of the Road Commission and MDOT.

## 2.6 HCMA Responsibilities

2.6.1 Project Administration: HCMA shall coordinate design, construction engineering and other Project development activities with the Road Commission, WCPARC, MDOT and the Village of Dexter.

2.6.2 Project Design: HCMA shall provide: route planning and conceptual design; environmental study or assessment; archeological study and obtain the necessary approvals from the Michigan State Historical Preservation Office; topographical survey; geotechnical investigation; design development; construction documents; and shall prepare and submit applicable environmental and other permit applications.

2.6.3 Construction: HCMA shall provide: construction engineering services and construction inspection under the general direction of the Road Commission; construction surveying; necessary testing and inspection not provided by the MDOT's construction contractor; and shall submit contractor pay estimates and other construction contract documentation to MDOT and the Road Commission in accordance with the Road Commission's and MDOT's standard practices and procedures.

2.6.4 Project Payments and Funding: HCMA shall, promptly upon receipt of invoices periodically issued by the Road Commission, pay amounts invoiced including applicable administrative costs of the Project to the Road Commission and MDOT. HCMA will submit requests for reimbursement from the MDNR under the terms of their MNRTF grant agreement.

2.6.5 Ownership, Operation and Maintenance: HCMA shall own, operate, maintain and repair the Hudson Mills – Dexter Trail in perpetuity.

## 2.7 WCPARC Responsibilities

2.7.1 Project Administration: WCPARC shall coordinate design and construction engineering activities with HCMA, the Road Commission and the Village of Dexter.

2.7.2 Project Payments and Funding: WCPARC shall, promptly upon receipt of invoices periodically issued by the Road Commission, pay amounts invoiced including applicable administrative costs of the Road Commission and MDOT.

### **3.0 GENERAL PROVISIONS**

3.1 All notices and invoices under this contract are deemed given when mailed by first class mail, postage pre-paid, or personally delivered as follows:

#### **For Huron-Clinton Metropolitan Authority**

Director  
Huron-Clinton Metropolitan Authority  
13000 High Ridge Drive  
Brighton, MI 48114

#### **For Washtenaw County Parks & Recreation Commission**

Director  
Washtenaw County Parks & Recreation Commission  
P.O. Box 8645  
2230 Platt Road  
Ann Arbor, MI 48104

#### **For Washtenaw County Road Commission**

Managing Director  
Washtenaw County Road Commission  
555 Zeeb Road  
Ann Arbor, MI 48103

3.2 The obligations of the parties under this Agreement shall be null and void in event that any application for grant and/or funding referred to herein is not approved, unless otherwise agreed to by the parties. This Agreement shall be null and void in the event that the Road Commission does not enter into contract(s) between the Road Commission and MDOT.

3.3 This Agreement constitutes the entire Agreement between the parties and all previous communications between the parties, whether written or oral with reference to the subject matter of this Agreement, are hereby canceled and superseded.

3.4 If any provision of this Agreement violates any law, the remaining provisions of this Agreement shall continue in full force and effect.

3.5 This Agreement shall be interpreted and construed in all respects in accordance with the laws of the State of Michigan.

3.6 This Agreement has been jointly drafted by the parties and, therefore, shall be construed and interpreted accordingly.

3.7 Failure or delay in performance of this Agreement by any party shall not be deemed to be a breach thereof when such failure or delay is occasioned by or due to any act of God, labor strike, lock-out, war, riot, epidemic, explosion, terrorism, breakage or accident to machinery or equipment, the binding order of any court or governmental authority or any other cause, whether of the kind enumerated here or otherwise, not within the control of the party claimed to be responsible for such failure or delay or other similar alleged breach of this Agreement.



3.8 Without the prior written consent of the governing body of any party, neither this Agreement, any interest created by this Agreement, or any claim arising under this Agreement shall be transferred or assigned by either party.

3.9 The parties agree and it is specifically understood that the parties' performance under this Agreement does not and shall not confer upon the Road Commission and/or WCPRC any right, title or interest in the Project. The Parties further agree that parties' performance under this Agreement does not and shall not confer upon HCMA or WCPRC any right, title or interest in any improvements of roadways under the jurisdiction of the Road Commission.

3.10 This Agreement does not create or vest any rights or privileges in any third party not a party to this Agreement. Notwithstanding any other provision of this Agreement, this Agreement and actions taken by the parties under this Agreement will not and shall not be construed by any third party or any court of law as vesting any rights or privileges in any third party under any circumstances.

3.11 Nothing herein shall be construed to constitute any party to this Agreement, or their member communities, contractors, agents or assigns, as a joint venturer or agent or general partner of the other, nor do the parties intend to create or engage in a joint venture or joint venture partnership by entering into and satisfying the terms and conditions of this Agreement.

3.12 This Agreement may be modified or amended only by written agreement, duly authorized and executed, of the parties hereto.

3.13 This Agreement shall be effective and binding on the date on which the last of the parties signs this Agreement. This Agreement may be executed in counterpart originals, one of which shall be retained by each party and each of which may serve as the original of this Agreement.

**IN WITNESS WHEREOF**, the parties have set their hands to this Agreement the day and year here written.

**HURON-CLINTON METROPOLITAN AUTHORITY**

Dated: \_\_\_\_\_, 2011

\_\_\_\_\_  
By: Anthony V. Marrocco  
Its: Chairman

Dated: \_\_\_\_\_, 2011

\_\_\_\_\_  
By: John C. Hertel  
Its: Secretary

**WASHTENAW COUNTY PARKS & RECREATION  
COMMISSION**

Dated: \_\_\_\_\_, 2011

\_\_\_\_\_  
By: Robert Tetens  
Its: Director

**BOARD OF COUNTY ROAD COMMISSIONERS OF THE  
COUNTY OF WASHTENAW**

Dated: \_\_\_\_\_, 2011

\_\_\_\_\_  
By: Steven M. Puuri  
Its: Managing Director

Dated: \_\_\_\_\_, 2011

\_\_\_\_\_  
By: Douglas E. Fuller  
Its: Board Chair



## HURON-CLINTON METROPOLITAN AUTHORITY

7 - E - 1  
Meeting of July 14, 2011

To: Board of Commissioners  
From: Susan Nyquist, Chief Planner  
Subject: Campground Development  
Location: Lower Huron Metropark, Wayne County  
Date: July 7, 2011

In 2009, staff prepared a campground feasibility study. As part of the study, site plans were developed that included approximately 120 campsites with costs projected to be approximately \$3 million for a new modern campground(s) with full amenities at Stony Creek and Lower Huron Metroparks.

Staff has now prepared a study to introduce permanent campgrounds to the Metroparks. Unlike the previous study however, staff looked at sites that have existing amenities including roads, parking, shelters, and restrooms. The study evaluated park sites such as picnic areas that might otherwise be underutilized and could easily and economically be converted into campsites. Potential sites were evaluated based on the following criteria:

- Low cost to convert sites to camping
- The presence of existing amenities such as restrooms
- Location relative to other park facilities and attractions
- Maintaining a reasonable distance from nearby residential areas
- Selecting areas which are not prone to flooding
- Ability to secure the campground in the evenings
- Existing tree cover for shade

The 2009 study included an inventory of existing public and private campgrounds in southeast Michigan. Currently there are no campgrounds in Wayne County. As a result, staff evaluated several sites in Wayne County including Lower Huron's Tulip Tree and East Bend picnic areas, Willow's Washago Pond, Big Bend, and Chestnut/Indian Ridge picnic areas, and Lake Erie's Marina area and the "bean field" area near Cherry Lane. On the basis of the evaluation criteria, Lower Huron's Tulip Tree picnic area and Willow's Big Bend picnic area are the best candidates for campground development.

The Lower Huron Metropark Tulip Tree site would cost approximately \$20,000 to convert the existing picnic area to a campground with nine tent sites, and 35 camp vehicle sites in the first year of operation. During the second year, eight camp vehicle sites could be added for \$7,000. If the campground proves to be a valuable and successful facility, a permanent steel gate would be added at a cost of \$10,000 in the second or third year of operation. Total cost for 47 sites is approximately \$37,000. Staff also anticipates that there may be unforeseen costs associated with obtaining approval and permits from the local and state regulators. It is staff's recommendation that this site be the first to be developed as a permanent campground.


Providing overnight camping would be a departure from the Metropark philosophy of providing "day use" facilities for the public. Currently the Authority policy that pertains to camping is: "Camping is restricted to organized youth groups who have obtained written permission in advance of the camping period and who have paid the camping fee."

Camping is permitted only in those areas designated for that purpose by the Authority. Tents or shelters are not permitted in picnic areas without permission of the Authority.” During the past two or three years, the Authority has experimented with camping by offering a few weekend camp events at Stony Creek, Kensington, Hudson Mills, and Lower Huron Metroparks.

**Attachment:     Current Camping Policy  
                      Lower Huron Campground**

**Recommendation:** That the Board of Commissioners amend the camping policy to allow overnight use of campgrounds for families and individuals; and, direct staff to pursue applicable local approval and state permits for the purposes of operating a campground at Lower Huron Metropark as recommended by Chief Planner Nyquist and staff.

**CURRENT**

	HURON-CLINTON METROPOLITAN AUTHORITY		EFFECTIVE DATE: 05/01/2003	RR C 1
	RULES AND REGULATIONS GOVERNING PARK USE		SUPERCEDES POLICY DATED: 09/30/86	
	CAMPING		PREPARED BY: James J. Bresciami, Deputy Director	

Camping is restricted to organized youth groups who have obtained written permission in advance of the camping period and who have paid the camping fee. Camping is permitted only in those areas designated for that purpose by the Authority. Tents or shelters are not permitted in picnic areas without permission of the Authority.

Approved by Director: Gary C. Bartsch

Signature: \_\_\_\_\_ Date: \_\_\_\_\_













## HURON-CLINTON METROPOLITAN AUTHORITY

7 - F - 1  
Meeting of July 14, 2011

To: Board of Commissioners  
From: Michael Arens, Chief Engineer  
Subject: Agreement, Flat Rock - Oakwoods Trail  
Location: Oakwoods Metropark, Wayne County  
Date: July 7, 2011

As previously reported to the Board of Commissioners, the city of Flat Rock and HCMA are cooperating in the development of the Flat Rock – Oakwoods Trail. The Trail will be an asphalt-surfaced hike-bike trail, 10 feet wide and approximately 1.8 miles in length, extending from the existing hike-bike trail within Oakwoods Metropark to Flat Rock's Huroc Park. The Trail will be constructed by Flat Rock, largely on HCMA land within Oakwoods Metropark, and on land leased by HCMA to Flat Rock located west of Huroc Park.

Flat Rock applied for and received a Michigan Natural Resources Trust Fund (MNRTF) grant in the amount of \$447,900 for this project and will be entering into a Development Project Agreement with the Michigan Department of Natural Resources (MDNR) in the near future. It has also received a commitment from the Michigan Department of Transportation (MDOT) for a Transportation Enhancement (TE) grant in the amount of \$342,150. Total estimated cost of the project is \$790,000. The project will be developed at no cost to HCMA.

Overall management of the project, including design, construction oversight, obtaining the necessary easements, permits and approvals, are the responsibility of Flat Rock. Since the project will receive Federal Highway Administration (FHWA) funding through MDOT's TE program, it must be undertaken through MDOT's Local Agency program. The construction contract for the project will be issued by MDOT, and the appropriate interagency contract(s) will be executed between Flat Rock and MDOT. Flat Rock must comply with all FHWA, MDOT and HCMA requirements, as well as the requirements included in its MNRTF Development Project Agreement.

A Trail Agreement between HCMA and Flat Rock is necessary to address the responsibilities of each party. A copy of the proposed Agreement is attached. HCMA's principal role under the Agreement is to provide an easement, over which the Trail will be constructed by Flat Rock. Under the Development Project Agreement, Flat Rock (as MNRTF grantee) will have primary responsibility to own, operate, maintain and repair the Trail in perpetuity, and therefore Flat Rock must have control of the land underlying the Trail. This responsibility will be partially delegated to HCMA under the terms of the Agreement as outlined below. The Trail Agreement is also necessary for MDNR to execute the Development Project Agreement.

As with prior cooperative trail agreements (Milford Township's Kensington-Milford Connector Trail; Washtenaw County Park and Recreation Commission's River Terrace Trail at Dexter Huron), HCMA and Flat Rock have agreed to share equally in the responsibility for operation, maintenance and repair (OM&R) of the Trail.

The reason for this is that both parties and their constituencies will benefit equally from the use and enjoyment of the Trail. In prior agreements this cost sharing was accomplished by HCMA providing actual OM&R services, and its partners reimbursing HCMA for 50 percent of the total cost of those services. The reason for this arrangement was that HCMA's partners

did not have the capability of providing OM&R services under those prior trail agreements. HCMA's performing those services, and splitting the cost on an equal basis, was the most equitable means of cost sharing.

With the Flat Rock-Oakwoods Trail, the City of Flat Rock has the capability of providing OM&R services on portions of the Trail within and near Flat Rock. Therefore it has been agreed that HCMA will be responsible to provide OM&R services on that section of the Trail lying fully within Oakwoods Metropark (the "Oakwoods Section"), and Flat Rock will be responsible for providing services on that section of Trail lying outside Oakwoods Metropark (the "Flat Rock Section"). It so happens that the length of each Trail section is approximately half of the total length of the Trail, therefore OM&R cost sharing will be accomplished on an equal basis, as with prior trail agreements.

Key terms of the Trail Agreement are as follows:

- HCMA to convey construction easement and perpetual recreational easement to Flat Rock.
- Flat Rock to provide overall project management, design services, prepare design of the project in accordance with applicable standards and submit design to HCMA for review, and provide construction management.
- Flat Rock to secure all necessary easements, permits and approvals.
- Flat Rock to secure project funding.
- HCMA to provide OM&R services on Oakwoods Section.
- Flat Rock to provide OM&R services on Flat Rock Section.
- Trail to be available for use by the general public free of charge on a non-discriminatory basis.
- Indemnification and insurance by Flat Rock of HCMA.
- Indemnification and insurance by HCMA of Flat Rock.

The project is currently in its early design stage. Flat Rock has several key easements yet to obtain, including easements from the Wayne County Department of Public Services, Canadian National Railway, the South Huron Valley Utility Authority, owners of private property, and others. However, Flat Rock is making progress on these and other fronts. MDOT TE funds for the project have been programmed for 2012; therefore a construction contract may be issued in early 2012.

**Attachment: Flat Rock – Oakwoods Trail Agreement**

**Recommendation:** That the Board of Commissioners approve the Flat Rock – Oakwoods Trail Agreement as recommended by Chief Engineer Arens and staff.

## FLAT ROCK-OAKWOODS TRAIL AGREEMENT

### CITY OF FLAT ROCK

### HURON CLINTON METROPOLITAN AUTHORITY

**THIS AGREEMENT**, by and between **THE CITY OF FLAT ROCK**, a Michigan municipal corporation, whose address is 25500 Gibraltar Rd., Flat Rock, MI 48134 ("**Flat Rock**"), and the **HURON CLINTON METROPOLITAN AUTHORITY**, a Michigan public body corporate organized and operating under the provisions of Act 147, Public Acts of Michigan 1939, as amended, whose address is 13000 High Ridge Drive, Brighton, MI 48114 ("**HCMA**"), to confirm certain rights and obligations relating to the construction, operation, repair and maintenance of the Flat Rock-Oakwoods Trail (the "**FLAT ROCK-OAKWOODS TRAIL**"), which is legally described as set forth on the attached Exhibit "A".

### R E C I T A L S

WHEREAS, Flat Rock desires to provide the design, project management and construction of a 10-foot wide asphalt surfaced hike-bike trail, known herein as the Flat Rock-Oakwoods Trail, for public outdoor recreational use; and

WHEREAS, the Flat Rock-Oakwoods Trail is proposed to be approximately 1.8 miles long from a point on the existing Oakwoods Metropark hike-bike trail to Flat Rock's Huroc Park; and

WHEREAS, Flat Rock has received a Conditional Commitment from the Michigan Department of Transportation (MDOT) on November 10, 2010 for a Transportation Enhancement Activity (TEA) grant (Project No. ENH201000010) in the amount of \$342,150.00 and has received a grant from the Michigan Natural Resource Trust Fund (MNRTF) through the Michigan Department of Natural Resources (MDNR) (Project No. TF-10-002) in the amount of \$447,900, for the development of the Flat Rock-Oakwoods Trail (hereinafter the "grant documents"); and

WHEREAS, a section of the Flat Rock – Oakwoods Trail lies within Oakwoods Metropark, that section being approximately 4,800 feet in length from the point on the existing Oakwoods Metropark hike-bike trail to the northerly end of Huron River Drive (the "Oakwoods Section"); and a section of the Flat Rock-Oakwoods Trail lies outside of Oakwoods Metropark, that section being approximately 4,400 feet in length from the point on the northerly end of Huron River Drive to the pedestrian bridge over the Huron River in Flat Rock's Huroc Park, portions of which section lie on land leased by HCMA to Flat Rock under the terms of a lease agreement dated December 14, 2000 and amended April 13, 2011 (the "Flat Rock Section"); and

WHEREAS, the HCMA desires to cooperate with Flat Rock in the development of the Flat Rock-Oakwoods Trail for the mutual benefit of Flat Rock residents and visitors of Oakwoods Metropark from throughout the southeastern Michigan region; and

WHEREAS, under its enabling legislation, the HCMA may cooperate with local bodies in the development of recreational facilities; and

WHEREAS, the HCMA is the current owner of the real property described in the attached Exhibit "A" and is committed to preserving the conservation and recreational values of said property; and

WHEREAS, the HCMA desires to convey a 50-foot wide temporary construction easement (the "Construction Easement") and a 30-foot wide perpetual and exclusive recreational easement (the "Recreational Easement"), as set forth in Exhibit "A," to Flat Rock for the construction, operation, repair and maintenance of the Flat Rock-Oakwoods Trail.

**NOW, THEREFORE, IT IS AGREED AS FOLLOWS:**

1. Property Conveyance. The HCMA warrants that it has the authority and intends to pursue whatever measures may be necessary to clear title to those portions of land underlying the Flat Rock-Oakwoods Trail owned by HCMA, so that the Construction Easement and the Recreational Easement may be freely conveyed to Flat Rock.

2. Planning. As an in-kind contribution toward the development of the Flat Rock-Oakwoods Trail, the HCMA has provided planning services to assist in determining preliminary alignment in connection with the design of the Flat Rock-Oakwoods Trail. Flat Rock shall prepare legal descriptions for the Construction Easement and the Recreational Easement.

3. Design. The design and construction of the Flat Rock-Oakwoods Trail shall comply with the applicable standards of American Association of State Highway and Transportation Officials, the HCMA and other agencies having jurisdiction. Flat Rock shall submit design documents to HCMA for review and approval.

4. Funding. Flat Rock shall secure project funding for construction of the Flat Rock-Oakwoods Trail through a TEA grant through the MDOT and through an MNRTF grant through the MDNR.

5. Site Control. The HCMA shall convey the Construction Easement to Flat Rock on a temporary basis, which shall terminate upon completion of construction of the Flat Rock-Oakwoods Trail. The Recreational Easement shall be conveyed to Flat Rock for Flat Rock's exclusive legal use and benefit on a perpetual basis. Flat Rock shall allow the HCMA to continue using the Flat Rock-Oakwoods Trail. Responsibilities of the parties for operation, maintenance, repair and reconstruction of the Flat Rock-Oakwoods Trail are as stipulated below.

- A. HCMA shall operate, maintain, repair and reconstruct as necessary the Oakwoods Section in accordance with standards applied throughout HCMA's Metroparks, but in any event to the standards required by the grant documents.
- B. Flat Rock shall operate, maintain, repair and reconstruct as necessary the Flat Rock Section in accordance with standards applied throughout Flat Rock, but in any event to the standards required by the grant documents.
- C. Flat Rock and HCMA shall consult with each other regarding any major improvements or alterations relating to the Flat Rock-Oakwoods Trail. Consultation between the parties is intended to promote uniform construction practices, coordinate any restrictions of use due to improvements or alterations, and address any public safety issues which may arise therefrom.

6. Public Use Restrictions. The Flat Rock-Oakwoods Trail shall be available for use and enjoyment by the general public, free of charge, on a non-discriminatory basis. Use of the Flat Rock-Oakwoods Trail shall be restricted to hiking, biking and other non-motorized recreational activities. Posts or bollards at the Flat Rock-Oakwoods Trail intersections and entrances may be necessary to prevent motorized vehicles from entering. Such posts/bollards shall be visible to bicyclists and others, especially at nighttime, with reflective materials and appropriate markings. Gating shall be provided at the southerly end of the Oakwoods Section and other locations as mutually agreed upon to provide for nightly trail closure, in accordance with the respective Rules and Regulations of HCMA and Flat Rock.

7. Rules and Regulations. For purposes of efficiency and economy of staff and resources, the HCMA Rules and Regulations (the "HCMA Rules"), as amended from time to time by the HCMA, shall apply to the use of the Oakwoods Section by the public. The Flat Rock Rules and Regulations (the "Flat Rock Rules"), as amended from time to time by Flat Rock, shall apply to the use of the Flat Rock Section by the public.

8. Permits and Approvals. Flat Rock shall obtain, directly or through an appropriate sponsor, all necessary local, state and federal permits and approvals for the design, construction, and development of the Flat Rock-Oakwoods Trail.

9. Termination. Unless otherwise mutually agreed in writing, if Flat Rock fails to proceed with the Flat Rock-Oakwoods Trail project within 2 years from the date of execution of this Agreement, this Agreement shall be null and void unless otherwise mutually agreed to in writing.

10. Indemnification and Insurance by Flat Rock. To the extent permitted by law, Flat Rock shall be responsible for and shall indemnify, defend and hold harmless the HCMA, its agents, officers, officials, volunteers and employees from and against any and all claims, suits, damages and losses (including attorneys' fees) in any way sustained or alleged to have been sustained, indirectly or by reason of or in connection with Flat Rock's rights or obligations under this Agreement, or from any other acts or omissions of Flat Rock, its employees, agents, contractors and consultants. Flat Rock agrees to maintain the necessary insurance coverages to satisfy the indemnification and hold harmless provisions of this Agreement. The respective insurance policies shall include Comprehensive General Liability Insurance coverage, including personal injury liability and property damage liability coverage, together with Broad Form Contractual Insurance coverage sufficient to protect Flat Rock and the HCMA, its commissioners, officials, officers, agents, volunteers and employees from any claims for damage to property and for personal injuries which may arise in connection with this Agreement. Certificates of Insurance describing the coverages required hereunder shall be furnished to HCMA upon request, and Flat Rock must name the HCMA as an "Additional Insured" on said policies. The insurance policies shall contain an endorsement providing for thirty (30) days' written notice prior to any material change, termination or cancellation of said insurance policies.

Bodily Injury Liability	\$1,000,000 each occurrence \$1,000,000 aggregate
Property Damage Liability	\$ 100,000 each occurrence \$ 100,000 aggregate

11. Indemnification and Insurance by HCMA. To the extent permitted by law, HCMA shall be responsible for and shall indemnify, defend and hold harmless Flat Rock, its agents, officers, officials, volunteers and employees from and against any and all claims, suits, damages and losses (including attorneys' fees) in any way sustained or alleged to have been sustained, indirectly or by reason of or in connection with HCMA's rights or obligations under this Agreement, or from any other acts or omissions of HCMA, its employees, agents, contractors and consultants. HCMA agrees to maintain the necessary insurance coverages to satisfy the indemnification and hold harmless provisions of this Agreement. The respective insurance policies shall include Comprehensive General Liability Insurance coverage, including personal injury liability and property damage liability coverage, together with Broad Form Contractual Insurance coverage sufficient to protect HCMA and Flat Rock, its elected and appointed officials, officers, agents, volunteers and employees from any claims for damage to property and for personal injuries which may arise in connection with this Agreement. Certificates of Insurance describing the coverages required hereunder shall be furnished to Flat Rock upon request, and HCMA must name Flat Rock as an "Additional Insured" on said policies. The insurance policies shall contain an endorsement providing for thirty (30) days' written notice prior to any material change, termination or cancellation of said insurance policies.

Bodily Injury Liability	\$1,000,000 each occurrence \$1,000,000 aggregate
Property Damage Liability	\$ 100,000 each occurrence \$ 100,000 aggregate

12. Run with the Land. The terms, provisions and conditions of this Agreement are and shall be deemed to be of benefit to the Recreational Easement and shall run with and bind said Easement, and shall bind and inure to the benefit of the successors and assigns of the parties to this Agreement.

13. Successors and Assigns. This Agreement shall be binding on, and shall inure to the benefit of the parties and their respective successors and assigns.

14. Amendment. This Agreement may not be modified, replaced, amended or terminated without the prior written consent of the parties to this Agreement.

15. Severability. The various parts, sections and clauses of this Agreement are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Agreement shall not be affected thereby.

16. Controlling Law. This Agreement shall be interpreted and construed in accordance with the laws of the State of Michigan and shall be subject to enforcement only in Michigan courts.

17. Entire Agreement. This Agreement sets forth all covenants, promises, agreements, conditions and understandings between the HCMA and Flat Rock concerning the Flat Rock-Oakwoods Trail, and there are no covenants, promises, agreements (except as expressly described or contemplated herein), conditions or understandings, either oral or written, between the HCMA and Flat Rock other than those set forth in this Agreement.

THIS AGREEMENT was executed by the respective parties on the dates specified with the notarization and shall take effect upon execution.

WITNESSES:

**THE CITY OF FLAT ROCK,**  
a Michigan municipal corporation

_____	By: _____
	Jonathan Dropiewski
	Its: Mayor
_____	By: _____
	Lorene Butski
	Its: Clerk

ACKNOWLEDGEMENT

STATE OF MICHIGAN    )  
                                  )ss.  
COUNTY OF WAYNE    )

On this \_\_\_\_ day of \_\_\_\_\_, 2011, before me appeared Jonathan Dropiewski and Lorene Butski, to me personally known, who, being by me duly sworn, did said that they are, respectively, the Mayor and the Clerk of the City of Flat Rock, and that said instrument was signed and sealed on behalf of said City, by the authority of its Board of Trustees, and they acknowledge said instrument to be the free act and deed of said City.

\_\_\_\_\_, Notary Public  
\_\_\_\_\_, County, Michigan  
My Commission Expires: \_\_\_\_\_  
Acting in the County of \_\_\_\_\_

WITNESSES:

**HURON CLINTON METROPOLITAN**  
**AUTHORITY**, public body corporate organized  
and operating under the provisions of Act 147,  
Public Acts of Michigan 1939, as amended

_____	By: _____
	Anthony V. Marrocco
	Its: Chairman
_____	By: _____
	John C. Hertel
	Its: Secretary

ACKNOWLEDGEMENT

STATE OF MICHIGAN     )  
                                      )  
COUNTY OF OAKLAND    )     ss.

On this \_\_\_\_\_ day of \_\_\_\_\_, 2011, before me appeared Anthony V. Marrocco and John C. Hertel, to me personally known, who, being by me duly sworn, did said that they are, respectively, the Chairman and the Secretary of the Huron Clinton Metropolitan Authority, and that said instrument was signed and sealed on behalf of the HCMA, by the authority of its Board of Directors, and they acknowledge said instrument to be the free act and deed of the HCMA.

\_\_\_\_\_, Notary Public  
\_\_\_\_\_, County, Michigan  
My Commission Expires: \_\_\_\_\_  
Acting in the County of \_\_\_\_\_





## HURON-CLINTON METROPOLITAN AUTHORITY

7 - G - 1

Meeting of July 14, 2011

To: Board of Commissioners  
From: Paul Muelle, Chief of Natural Resources  
Subject: Report – ITC Line Clearing  
Location: Willow Metropark, Wayne County  
Date: July 7, 2011

This past winter International Transmission Corporation (ITC) performed extensive tree clearing along their high voltage electric transmission lines that run through Willow Metropark. The tree clearing as performed appeared to be over and above what had been previously approved by staff. Upon further investigation, it was determined that ITC cleared trees outside of their easement onto HCMA property, and that during that same time period, clearing work had occurred at other Metroparks without the consent of HCMA.

Since that time, staff has had numerous meetings with ITC to discuss procedures for line clearance work performed in the Metroparks, and specifically how to address the unauthorized clearing work at Willow Metropark. A procedural document is currently being drafted and specific work plans for each Metropark where ITC easements occur have been developed and presented to HCMA for approval. These work plans are being verified in the field with both ITC and HCMA representatives present.

To address the Willow Metropark situation, ITC presented to staff a Restoration Work Plan and have followed through with Work Plan items throughout this past winter and spring as weather has allowed. A property survey was conducted this spring to verify the ITC transmission corridor boundaries and all of the trees that were cut outside of the ITC easement were inventoried and appraised by an independent forester (Metropolitan Forestry Consultants, Inc.). All survey and appraisal work performed was paid for by ITC. Results of the appraisal are expected to be available in the next 30 days. ITC has been accommodating to HCMA requests regarding the Willow Metropark restoration effort and has been willing to discuss compensation scenarios for the tree loss.

ITC currently has transmission lines running through portions of Stony Creek, Wolcott Mill, Willow, Indian Springs and Hudson Mills Metroparks. Since 2008, the Metroparks and ITC have operated under a Memorandum of Understanding which recognizes both the need for ITC to maintain its high voltage electric transmission lines and for the Metroparks to manage and maintain its park system for the residents of southeast Michigan. Both organizations have frequently cooperated with each others' management efforts and educational programs. Staff plans to continue its discussions with ITC and report back to the Board as more information becomes available.

**Recommendation:** That the Board of Commissioners receive and file the ITC report as recommended by Chief of Natural Resources Paul Muelle and staff.





# HURON-CLINTON METROPOLITAN AUTHORITY

7 - H - 1  
Meeting of July 14, 2011

To: Board of Commissioners  
From: Rebecca Franchock, Chief Accountant  
Subject: 2011 Budget Appropriation Adjustments – 2<sup>nd</sup> Quarter  
Date: July 7, 2011

In order to maintain compliance with 2011 Budget line item appropriation limits, monthly reviews have been made of Capital and Operation General Fund expenditure accounts. As a result of these reviews and subsequent review and approval by the Director and Controller, these appropriation adjustments have been recorded.

\$258,700 (37%) of the \$696,500 in General Fund appropriation adjustments made represent appropriations transferred between accounts within the same cost center.

\$247,900 (36%) of the \$696,500 in General Fund appropriation adjustments made represent appropriations transferred between accounts, between different cost centers.

Appropriations totaling \$189,900 (27%) were made from the General Fund Reserve for Future Contingency Account for the following items:

- 1 \$ 1,300 Restitution for fence damage at Lower Huron.
  - 2 \$ 1,100 Installation for a brine tank at Willow.
  - 3 \$ 5,000 Funds needed for appraisals of land utilized by cell towers at Stony Creek and Wolcott Mill.
  - 4 \$ 10,200 Funds related to a grant received by HCMA for snake habitat restoration at Stony Creek.
  - 5 \$ 15,700 Funds needed for emergency repairs of the Hike-Bike Trail at Lower Huron and Willow.
  - 6 \$ 1,000 Funds needed for 2010 unemployment insurance reimbursement.
  - 7 \$ 8,600 Funds related to Interpretive Center Donation boxes at various Metroparks.
  - 8 \$ 6,200 Donations received for Metro Beach (Earth Day Event/Table), Kensington (Farm/Benches/Table/Tree), Hudson Mills (Bench), Stony Creek (Earth Day Event/Bench/Tree) and Lake Erie (Benches/Plaque).
  - 9 \$ 3,400 Police and turf restoration from photo shoot funds – Huron Meadows.
  - 10 \$ 7,100 Funds used from sale of cattle to diversify dairy herd – Wolcott Mill.
  - 11 \$ 7,000 Grant funds from REI in support of water testing throughout the Metroparks.
  - 12 \$ 44,400 Unbudgeted severance payments for two Metropark Police officers – Kensington and Lake Erie.
  - 13 \$ 78,900 Represents funds needed for Major Maintenance projects that were not completed in 2010. The original funding for these projects was returned to the Reserve for Future Contingency as part of the year end closing process.
- 
- \$ 189,900

## Summary of Changes by Cost Center

	Appropriations Transferred Out of Cost Center	Appropriations Transferred Into Cost Center	Appropriations Transferred Within Cost Center	Appropriations From Reserve	Total Appropriations Transferred
<u>Engineering/Planning</u>					
Administrative Office		\$ 5,000			\$ 5,000
<u>Capital Improvements</u>					
Kensington		19,000			19,000
Hudson Mills		19,000			19,000
Stony Creek		19,000			19,000
Willow		25,900			25,900
Oakwoods	\$ (6,900)	9,000			2,100
<u>Equipment</u>					
Administrative Office	(10,600)				(10,600)
Kensington	(32,000)	64,000			32,000
Hudson Mills	(13,500)				(13,500)
Stony Creek	(16,000)	3,000			(13,000)
Willow	(86,000)			\$ 1,100	(84,900)
Wolcott Mill	(10,500)				(10,500)
<u>Land</u>					
Stony Creek	(2,500)			2,500	
Wolcott Mill	(2,500)			2,500	
<u>Major Maintenance</u>					
Metro Beach	(32,500)			37,900	5,400
Kensington				30,000	30,000
Lower Huron	(11,000)			1,000	(10,000)
Stony Creek				20,200	20,200
Willow		11,000			11,000
Lake Erie		15,000			15,000
Huron Meadows					-
<u>Operations</u>					
Administrative Office		11,600	\$ 177,500	1,000	190,100
Metro Beach		2,800	17,100	2,400	22,300
Kensington	(1,200)	6,200	16,000	23,100	44,100
Lower Huron		1,000	4,000	10,100	15,100
Hudson Mills			2,000	300	2,300
Stony Creek	(1,000)	9,300	9,400	1,500	19,200
Willow	(16,900)	10,200	500	7,300	1,100
Lake Erie		3,000	8,900	28,300	40,200
Wolcott Mill		12,700	1,500	10,300	24,500
Indian Springs			20,500		20,500
Huron Meadows		1,200	1,300	3,400	5,900
Natural Resources Crew				7,000	7,000
Parkway	(4,800)				(4,800)
Total Adjustments	\$ (247,900)	\$ 247,900	\$ 258,700	\$ 189,900	\$ 448,600

**Recommendation:** That the Board of Commissioners approve the 2<sup>nd</sup> Quarter Appropriation adjustments as recommended by Director Moilanen and Controller Wahl.



## HURON-CLINTON METROPOLITAN AUTHORITY

To: Anthony V. Marrocco, Chairman  
From: David L. Wahl, Pension Trustee / Retiree Trust Administrator  
Subject: Appointments: Pension Committee and Health Care Trust Board of Trustees  
Date: June 7, 2011

Members of the Authority's Pension Committee and Retiree Health Care Trust Board of Trustees consist of the Chairman of the Board of Commissioners, two "at large" Board of Commission members, plus three employee representatives. Since former Commissioner Walters resigned in December 2010, an "at large" Board member appointment has been vacant. The "at large" Board appointment is for a six-year term.

This matter is brought to your attention for the Board of Commissioners to consider appointing a new "at large" Board member to the Authority's Pension Committee and Health Care Trust Board of Trustees.

The next scheduled Pension Committee meeting and Retiree Health Care Board of Trustees meeting is September 8, 2011 at 8:00 a.m. at Metro Beach.





## HURON-CLINTON METROPOLITAN AUTHORITY

7 - H - 3

Meeting of July 14, 2011

To: Board of Commissioners  
From: David C. Moilanen, Director  
Subject: Strategic Plan  
Date: July 7, 2011

At the June meeting the Metroparks strategic plan was presented to the Board for commissioner's input with the intent of bringing it back to the July Board for final approval. While staff recognizes that aspects of the plan need more discussion, in order to keep the process going, it is recommended that the Board approve this plan as a basis for beginning implementation. Staff recognizes that a strategic plan is not immutable and that it will be reviewed and modified on a regular basis. A work session for commissioners is being organized and scheduled during which the plan can be discussed further and any aspects that the Board feels needs to be changed can be done as a result of those discussions.

A reformatted copy of the strategic plan is attached. It is now in tabular form for easier review. A timeline for completing each of the action items is being developed and will be presented to the Board in preparation for the work session.

Once it is agreed to move forward with these actions, the items under each strategic goal will be prioritized for completion and more detailed task descriptions for each action item will be developed by the subcommittee responsible for that action and goal.

**Recommendation:** That the Board of Commissioners approve the strategic plan for the Metroparks as recommended by Director Moilanen and staff.





<b>ISSUE – 1</b>	<b>STRENGTHEN METROPARK BRAND AND MARKETING</b>	Increase commitment to marketing the Metroparks in an effort to provide information and engage the public and to increase awareness of the Metroparks and program opportunities. Use marketing to increase park attendance. Public participation and knowledge of the Metroparks facilities, services and programs.		
<b>ACTION 1.1</b>	<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Strengthen the Metroparks visibility through community outreach.	Kassie Kretzschmar, Denise Semion, Holly Clegg, Jack Liang, Mike Broughton	<ul style="list-style-type: none"> <li>• Develop various resources, including Metroparks video and PowerPoint, traveling library displays, etc.</li> <li>• Develop outreach program, resources, target groups and schedules.</li> </ul>	<ul style="list-style-type: none"> <li>• Video in progress; to be completed summer 2011.</li> <li>• Develop/refresh PowerPoint presentation by Sept. 2011.</li> <li>• Develop traveling library display by Sept. 2011.</li> <li>• Programs to be ongoing.</li> <li>• Identify health events/new venues/target groups by Sept. 2011.</li> </ul>	Set Baseline goals for number of presentations to be given, and number of places for the displays to be scheduled.
<b>ACTION 1.2</b>	<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Develop strategies to strengthen the Metroparks image.	Kassie Kretzschmar, Denise Semion, Amanda Streby, Cristin Perry	<ul style="list-style-type: none"> <li>• Determine value of current logo for park system and individual parks.</li> </ul>	Evaluate by Oct. 2011.	If new logo is to be developed, set timelines for change.
<b>ACTION 1.3</b>	<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Make coupons for golf and other facilities available on the HCMA website.		<ul style="list-style-type: none"> <li>• Develop coupon discount program for email/web. Need to strategize coupon opportunity as a way to expand email list.</li> </ul>	Need to launch by June 2011.	Capture information on the number of new golfers brought to the courses through this promotion.
<b>ACTION 1.4</b>	<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Conduct in-park surveys on image/brand/customer satisfaction (can add to this year's survey).	Kassie Kretzschmar, Denise Semion, Park Administrators	<ul style="list-style-type: none"> <li>• Develop Survey, implementation and evaluation.</li> <li>• Set park goals and coordinate with five-year survey.</li> </ul>	Surveys to be completed by Sept. 2011.	Set goals for the number of surveys to be completed this summer at each park.

**ISSUE – 1      STRENGTHEN METROPARK BRAND AND MARKETING**

**GOAL – 1**      Increase commitment to marketing the Metroparks in an effort to provide information and engage the public and to increase awareness of the Metroparks and program opportunities. Use marketing to increase park attendance. Public participation and knowledge of the Metroparks facilities, services and programs.

ACTION 1.5	TEAM	TASKS	TIMELINE	EVALUATION
Enhance entry signage to parks with electronic signs.	Kassie Kretzschmar, Denise Semion, Jack Liang, Amande Streby, Park Administrators	<ul style="list-style-type: none"><li>• Research electronic signs<ul style="list-style-type: none"><li>- costs, installation requirements, township ordinance restrictions.</li></ul></li><li>• Identify areas in several parks where signs could be placed.</li><li>• Find sponsors to defray costs.</li><li>• Research and sponsorship opportunities to be done by Community Relations with assistance from Deputy Director.</li></ul>	<ul style="list-style-type: none"><li>• Background research and identifying locations ~ June – August 2011.</li><li>• Develop sponsorship packet and solicit sponsors for at least on sign ~ Sept. – Dec. 2011.</li><li>• Install ~ Fall – Spring 2012.</li></ul>	Compare survey responses asking people how they learned about parks or programs before or after sign(s) installed.

## ISSUE – 2    ENHANCING VISITOR EXPERIENCE AND BUILDING ATTENDANCE

**GOAL – 2**    Using a team approach the Metroparks management will improve existing visitor experiences (programs, events, facilities, etc.) and will create new opportunities for patrons and expand our attendance with a goal of reaching out to underserved populations. The Metroparks management team will set park specific objectives and develop a more systematic approach to gauging the needs and interests of users and non users.

ACTION 2.1		TEAM	TASKS	TIMELINE	EVALUATION
Expand secret shopper program to key facilities to make sure that we are providing an accurate and unified message, and to make sure that our guests are being treated with respect and a genuine desire to be helpful. Key facilities should include golf, water, offices, and toll booths.		Kim Jarvis, Mike Lyons, Jim Pershing, Jerry Cyr, Jason Kulongowski		August 2011	Compare survey results to accepted standards.
ACTION 2.2		TEAM	TASKS	TIMELINE	EVALUATION
Recognize, and embrace new technologies, such as WIFI that enhance our visitors experience at the Metroparks. Additionally, we must recognize that the definition for recreation is constantly changing and that what people were interested in doing (even just a few years ago) is always evolving.			<ul style="list-style-type: none"><li>• Continue involvement of IT Work Team to incorporate WIFI technology at specific locations. Target areas of potential WIFI: focus to be primarily on water facilities (Turtle Cove, Splash &amp; Blast, Lake Erie Pool), Marina's, and food bar locations.</li></ul>	<ul style="list-style-type: none"><li>• Test pilot WIFI program at Kensington Splash &amp; Blast Summer 2011.</li><li>• Expanded program to other facilities 2012.</li></ul>	Track number of patrons requesting access code.

## **ISSUE – 2      ENHANCING VISITOR EXPERIENCE AND BUILDING ATTENDANCE**

**GOAL – 2**      Using a team approach the Metroparks management will improve existing visitor experiences (programs, events, facilities, etc.) and will create new opportunities for patrons and expand our attendance with a goal of reaching out to underserved populations. The Metroparks management team will set park specific objectives and develop a more systematic approach to gauging the needs and interests of users and non users.

ACTION 2.3		TEAM	TASKS	TIMELINE	EVALUATION
Develop a customer service training program including a guidebook and videos for employees to provide a consistent message to the public.	Kim Jarvis, Mike Lyons, Jim Pershing, Jerry Cyr, Jason Kulongowski	• Develop resources for employees including a manual with scripted messages. For Example: "Thank you for calling the Metroparks, this is Jim at Metro Beach how may I help you." Use auto attendant only after hours.	March 2012 in time for spring orientation for employees.	The success of this item would be measured by the "secret shopper" program.	
ACTION 2.4		TEAM	TASKS	TIMELINE	EVALUATION
For all rental facilities (shelters, EDC, Welsh Activity Center, Nature Centers etc.) develop a "how did we do" form to make sure that we are hitting the mark in the customers' eyes with regards to needs, cleanliness, etc. This "form" could be generated electronically or in print form, or both, depending upon the customer's desire.				Summer 2011	Will be able to evaluate the success of this item based upon the percentage of responses received.
ACTION 2.5		TEAM	TASKS	TIMELINE	EVALUATION
Develop marketing support for operating revenue.	Jack Liang, Kassie Kretzschmar	• Parks to develop baseline goals i.e. golf rounds, parties, reservations.	Ongoing	Develop reports and meet goals.	

**ISSUE – 3      MAINTAINING PARK QUALITY**

**GOAL – 3**      Taking into consideration the declining revenues projected for the Metroparks, we must develop a plan to maintain the quality of the parks and protect our resources. This includes making a thorough review and evaluation of existing assets and services, and remaining committed to redevelopment, renovation, and reconstruction of aging facilities while carefully evaluating the need for new construction.

<b>ACTION 3.1</b>		<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Assess, evaluate and manage our assets.		Jeff Linn, Tonja Jolly, Scott Michael, Tamara Torongo, Jason Kulongowski	<ul style="list-style-type: none"><li>Performing inventory of buildings. Engineering staff and Maintenance Supervisor will do walk-through in all buildings; and</li><li>Performing review of facilities with operations/maintenance to develop a five-year plan.</li></ul>	Perform inventory of buildings over 24 months.	Review by engineering, director and deputy director once implemented.
			<ul style="list-style-type: none"><li>Perform inventory of roads. Engineering is using a system called GIS/Roadsoft to inventory roads. Planning Department to inventory confined spaces and boundaries of parks.</li></ul>	Roads and bike paths within six months once the information is available. Confined spaces and park boundaries updated annually.	Review by engineering, planning, director and deputy director once implemented.
			<ul style="list-style-type: none"><li>Inventory entered into inventory management system. Initial asset inventory imputed by engineering and maintenance supervisors.</li></ul>	Investigate providers and software programs possible budget for the 2012/2013.	Review data by park managers and maintenance supervisors.
<b>ACTION 3.2</b>		<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Establish preventative maintenance protocols.			<ul style="list-style-type: none"><li>Engineering and Park maintenance to develop a weekly, monthly and yearly check off list for buildings and roads. Park staff is responsible.</li></ul>	Begin developing check-off lists in the Winter 2012; completed by 2014.	Review by park staff annually.

### ISSUE – 3      **MAINTAINING PARK QUALITY**

**GOAL – 3**      Taking into consideration the declining revenues projected for the Metroparks, we must develop a plan to maintain the quality of the parks and protect our resources. This includes making a thorough review and evaluation of existing assets and services, and remaining committed to redevelopment, renovation, and reconstruction of aging facilities while carefully evaluating the need for new construction.

ACTION 3.3		TEAM	TASKS	TIMELINE	EVALUATION
Obtain more information when taking a building/facility over from a contractor after it has been built or renovated.			<ul style="list-style-type: none"><li>• Require that contractors give an extensive walk through with staff when turning facilities over. This should be built into the RFP when sending it out to bid.</li><li>• Follow up with engineering that contractors are fulfilling their contract with a complete walk through.</li><li>• Have training to seasonally open and close a new facility and put training materials in writing.</li></ul>	Policy would be implemented after completion of construction project.	Responsible coordination between project engineer to park personnel.

**ISSUE – 3      MAINTAINING PARK QUALITY**

**GOAL – 3**      Taking into consideration the declining revenues projected for the Metroparks, we must develop a plan to maintain the quality of the parks and protect our resources. This includes making a thorough review and evaluation of existing assets and services, and remaining committed to redevelopment, renovation, and reconstruction of aging facilities while carefully evaluating the need for new construction.

ACTION 3.4		TEAM	TASKS	TIMELINE	EVALUATION
Provide more information when staff (full-time and part-time) leaves.			<ul style="list-style-type: none"><li>• Develop manuals for each facility pertaining to seasonal opening and closing.</li><li>• Develop manuals for each facility pertaining to daily opening and closing.</li><li>• Coordinate between parks to insure there is the same type of manual being used even though the information will be different at each location or facility.</li><li>• Retraining/training of staff for new job duties pertaining to new job assignments. Example AFO, pesticides, etc. Coordinate with HR department.</li></ul>	Performed in anticipation when attrition occurs.	Performance of staff after transition occurs.

**ISSUE – 4 ENSURING THE METROPARKS REMAIN VISIONARY**

**GOAL – 4** Provide outdoor based recreation and education that is enjoyable, safe, FUN, and accessible to a large and diverse population at a reasonable cost.

**ACTION 4.1****TEAM****TASKS****TIMELINE****EVALUATION**

MAINTAIN THE RESOURCES – The Metroparks shall maintain the existing natural resources and developed facilities that have been acquired and built over the last century to a high quality. (Additional maintenance of existing facilities is covered in Issue 3).

Jim Kropp, Laura Martin, Margaret Raymor, Bill Remer, Walt Sisler

- GIS mapping of all parks for natural features.
  - Provide this information to facility managers to better coordinate the management and maintenance practices for the park, mowing, invasive control methods, and compatible usage/activities.
  - Rank natural features to better focus management resources and provide information for future budgeting.
  - Educate staff on land management methods and sensitive areas.
  - Maintain the aesthetics and functionality of facilities to maximize usefulness, attractiveness, that encourage public use and enjoyment.
- Continue to improve the general appearance of the HCMA look or style. Building finishes, site furnishings, site equipment, signage, interpretive displays , trail signage to provide a professional unified Metropark look.
- Inventory facilities and furnishings and develop a management document. Establish a life expectancy for buildings and equipment.

Park Staff, Planning & Engineering / Spring 2012 - ongoing.

Budget process will continue to assess resources in parallel with asset management program & visitor feedback.



**ISSUE – 4    ENSURING THE METROPARKS REMAIN VISIONARY**

**GOAL – 4**    Provide outdoor based recreation and education that is enjoyable, safe, FUN, and accessible to a large and diverse population at a reasonable cost.

**ACTION 4.2**

DEVELOPMENT - Explore new trends in recreation. New development shall be welcomed to increase visitation and diversity of use.

**TEAM****TASKS**

- Vision for each park that promotes the unique characteristics, special character, and recreational niche they can offer. Team effort with Master plans.
- Develop and implement a decision process for future development and redevelopment projects.
- Study development need, review new projects with staff, public review/support, costs analysis, possible consultants for specialized activities.
- Focus on attracting new visitors and younger users.
- Encourage younger visitors, to existing facilities – trails, golf, beaches and by providing new activities.
- Track the recreation trends of the region and recreation services provided by other communities.
- Get to know diverse visitor groups in each park, what are their interests and activities. How do they use the park?

**TIMELINE**

Commissioners,  
Administrative Staff, Park Management / Spring 2012 - ongoing.

**EVALUATION**

Feedback from user interviews, visitors numbers, and revenues.

**ISSUE – 4      ENSURING THE METROPARKS REMAIN VISIONARY**

**GOAL – 4**      Provide outdoor based recreation and education that is enjoyable, safe, FUN, and accessible to a large and diverse population at a reasonable cost.

**ACTION 4.2 (CON'T)**

DEVELOPMENT - Explore new trends in recreation. New development shall be welcomed to increase visitation and diversity of use.

**TEAM****TASKS****TIMELINE****EVALUATION**

- Recognize, and embrace new technologies, that enhance our visitors experience at the Metroparks. Additionally, we must recognize that the definition for recreation is constantly changing and that what people were interested in doing (even just a few years ago) is always evolving.
- Maintain/ update park Master Plans.
- Look for new recreation activities, review rules that may limit new activities, and fitting new activities into the existing Metropark resource.
- Communications with other agencies and recreation providers, networking with similar recreation providers (state, county, and local parks, schools, clubs, churches, regional tourism boards, rental groups, etc.) and inventorying similar activities provided by other recreation agencies.
- Look to increase events, concerts, leagues, clubs, partnerships, demo's, discounts, coupon, and electronic information access.

Commissioners,  
Administrative Staff, Park Management / Spring 2012 - ongoing.

Feedback from user interviews, visitors numbers, and revenues.

**ISSUE – 4      ENSURING THE METROPARKS REMAIN VISIONARY**

**GOAL – 4**      Provide outdoor based recreation and education that is enjoyable, safe, FUN, and accessible to a large and diverse population at a reasonable cost.

**ACTION 4.3**

Continue to focus on HCMA's core recreational activities.

**TEAM****TASKS****TIMELINE****EVALUATION**

- Maintain the popular facilities that are the backbone of the Metropark. The large open areas of land, woods, water, trails, and picnic grounds.
- Trails are our most requested new facility and most used existing facility that see usage 365 days a year, develop a regional trail vision/policy.
- React to existing recreation use patterns within the parks regarding land, existing facilities, new facilities, the required staffing, and maintenance.
- Park user surveys.
- Review current facility usage, possible repurposing of underutilized facilities. Be flexible to change and repurposing.

Commissioners,  
Administrative Staff, Park  
Management / Spring  
2012 - ongoing.

Feedback from user  
surveys, visitor numbers,  
and revenues.

**ISSUE – 4      ENSURING THE METROPARKS REMAIN VISIONARY**

**GOAL – 4**      Provide outdoor based recreation and education that is enjoyable, safe, FUN, and accessible to a large and diverse population at a reasonable cost.

<b>ACTION 4.4</b>		<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Land - Maintain a critical list of land acquisition parcels based on requirements of Master Plans.			<ul style="list-style-type: none"><li>• Continue to monitor land sale listings within park boundaries, adjacent land listings, foreclosures, and tax delinquencies.</li><li>• Develop a list of adjoining land parcels that are of high environmental quality, habitat, that buffer park activity areas, and provide viewsheds that protect the environmental quality of the parks and the community.</li><li>• Continue to consider the development of an urban park, that fits a Metropark character, economics, and resource based recreation activities.</li><li>• Maintain dialog with other government agencies to the possible opportunities and partnerships within the urban region.</li><li>• Stay involved with the communications /meetings of the reinvention of Detroit that is being done at this time.</li></ul>	Continue to monitor land sale listings within park boundaries and adjoining land. Executive Secretary, Administrative Staff, Park Management / Summer 2011 - ongoing.	Report on real estate activities.

**ISSUE – 4      ENSURING THE METROPARKS REMAIN VISIONARY**

**GOAL – 4**      Provide outdoor based recreation and education that is enjoyable, safe, FUN, and accessible to a large and diverse population at a reasonable cost.

<b>ACTION 4.5</b>		<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
ENVIRONMENTAL – The outdoor environmental resources are the backbone of the parks. The quality and scale of these large land holdings are what separates the Metroparks from county, city, and local parks.			<ul style="list-style-type: none"><li>• Prepare baseline inventory of Metropark land resources throughout the parks.</li><li>• Land use management plans based on ecosystems. Prioritized ranking of natural areas to create a working document that is used as a planning guideline for the planning, management, land use, and protection of land, water, plants, and animals.</li><li>• Protect endangered species, species of concern, high quality ecosystems, and improve lower quality ecosystems.</li><li>• Provide budget information for the management of natural resource systems and the control of invasive species.</li></ul>	Natural Resources and Planning / Spring 2012 - ongoing.	Ongoing monitoring of plant/animal communities.

**ISSUE – 5 CHANGING OUR CULTURE****GOAL – 5**

The Metroparks will change the current culture of insularity and enter into more creative and collaborative relationships throughout all levels of the organizations to incorporate best practices and deliver high quality leisure experiences and services. Changing the culture will include embracing an attitude of continuous quality improvement, innovative problem solving, and collaboration, as well as establishing new benchmarks for measuring success, and accommodating the unique features and recreation potential for each of the Metroparks.

<b>ACTION 5.1</b>				<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Continuation and expansion of monthly information from the Director, including weekly messages on important developments.	Nolan Clark, Jeff Schuman, director, deputy director, George Phifer, Dale Alexander, Carol Stone, Kris Tobbe	• Ownership to be taken by Director and executive staff. Resources to include intranet, possibly video equipment.	Ongoing monthly messages; expand to twice a month in July 2011.	Feedback from employees and Employee Association leaders.			
<b>ACTION 5.2</b>				<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Expanded annual employee information meetings. Encourage travel outside of employee's park and/or district to learn more about the organization as a whole.		• Develop a "Special Parks District Forum" for HCMA employees.	First program to be held in the Southern District - Fall 2011. Other districts to host forum in ensuing years.	Survey employees to determine benefits obtained from visiting and learning about other parks.			
<b>ACTION 5.3</b>				<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Commissioners, Director, Deputy Director work together to establish leadership training program for upper management.		• Research possible leadership training programs. • Establish list of those who will participate.	Institute 360 analysis summer - Fall 2011; develop plan over next year.	Survey employees to determine change in supervision techniques after training program.			
<b>ACTION 5.4</b>				<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Install recycled computers in common areas to give access to staff not normally using computers and expand email availability.			Begin installing surplus computers Fall-Winter 2011-2012.	Identify number of additional employees who use computers to gain information about Metroparks activities.			

## ISSUE – 5 CHANGING OUR CULTURE

**GOAL – 5** The Metroparks will change the current culture of insularity and enter into more creative and collaborative relationships throughout all levels of the organizations to incorporate best practices and deliver high quality leisure experiences and services. Changing the culture will include embracing an attitude of continuous quality improvement, innovative problem solving, and collaboration, as well as establishing new benchmarks for measuring success, and accommodating the unique features and recreation potential for each of the Metroparks.

ACTION 5.5		TEAM	TASKS	TIMELINE	EVALUATION
Enhance current supervisory training programs for first and second level supervisors especially operations department to improve abilities and techniques of new supervisors.			<ul style="list-style-type: none"> <li>Human Resources to research various training programs for both initial training programs and periodical refresher course training.</li> <li>Budget funds for training.</li> </ul>	Research training programs - Summer 2011; budget for training in 2012; institute training program in 2012.	Use Q12 survey of employees to determine level of employee engagement in their work and in the organization. Changes in number of grievances and/or employee complaints such as EEOC actions.
ACTION 5.6		TEAM	TASKS	TIMELINE	EVALUATION
Pursue obtaining agency accreditation through the Commission for Accreditation of Park and Recreation Agencies in order to foster best practices in parks management, to evaluate our operations in relation to other park agencies, and to get in writing various processes and procedures for park maintenance, operations and administration.			<ul style="list-style-type: none"> <li>Outline necessary steps for each subject area of the accreditation process.</li> <li>Assign leadership for overall process and for each standards area.</li> <li>Go through process and arrange for outside reviewers to evaluate Metroparks compliance to standards data.</li> </ul>	<ul style="list-style-type: none"> <li>Research and outline the process in 2012.</li> <li>Conduct necessary research and compilation of data/proof of compliance with various standards - 2013/2014.</li> <li>Complete accreditation by 2015.</li> </ul>	Compare user satisfaction survey results between surveys done before and after the completion of the process. Compare employee engagement survey data before and after process.

**ISSUE – 5      CHANGING OUR CULTURE**

**GOAL – 5**      The Metroparks will change the current culture of insularity and enter into more creative and collaborative relationships throughout all levels of the organizations to incorporate best practices and deliver high quality leisure experiences and services. Changing the culture will include embracing an attitude of continuous quality improvement, innovative problem solving, and collaboration, as well as establishing new benchmarks for measuring success, and accommodating the unique features and recreation potential for each of the Metroparks.

ACTION 5.7			
TEAM	TASKS	TIMELINE	EVALUATION
Enhance orientation and training programs for part-time staff in order to better incorporate them into the Metroparks' culture and operation.	<ul style="list-style-type: none"><li>• Evaluate current training and orientation for part-time staff, including obtaining input from part-time employees.</li><li>• Develop additional training modules that will better train part-time employees in customer service and instill a sense of being part of a larger team.</li></ul>	<ul style="list-style-type: none"><li>• Evaluate current training and orientation program for Fall/Winter 2011-2012.</li><li>• Research new training programs in 2012.</li><li>• Budget for enhanced training programs in Fall 2012.</li><li>• Implement new training practices in Spring 2013.</li></ul>	<p>Changes in visitor satisfaction from user surveys. Full-time supervisory staff will note changes in performance of part-time staff and evaluation process.</p>



**ISSUE – 6**  
**GOAL – 6**

**INCREASING AND DIVERSIFYING FUNDING RESOURCES**

Metroparks will look for new and creative opportunities for increasing and diversifying funding. Partnerships, sponsorships, grants, revenue producing facilities and programs, and at the right time, consider re-establishing the Foundation concept, will be explored for their potential fund development.

<b>ACTION 6.1</b>			
<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Director, Marketing Manager, Community Relations	<ul style="list-style-type: none"> <li>• Park administration contact at least six corporations within a 30-mile radius and offer an explanation of the program in hopes that this will generate additional revenue. There are several companies, and one community, that take advantage of this program but we feel that there are other companies that are unaware of it and would be interested in purchasing our permits if they knew.</li> </ul>	Fall 2011 make contacts for sale of 2012 annual permits.	Increase number of annual permits sold to organizations per unit by 2013.
<b>ACTION 6.2</b>			
<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Develop membership program for Metroparks to encourage more revenue from annual permit sales and more attendance.	<ul style="list-style-type: none"> <li>• Research membership programs in other park districts.</li> </ul>	Research and program development through 2011; market and implement program for 2012.	Generate 2,000 members in 2012; survey members to determine their perception of value of membership and to determine whether the membership encouraged them to visit the parks more often.

## ISSUE – 6      INCREASING AND DIVERSIFYING FUNDING RESOURCES

**GOAL – 6**      Metroparks will look for new and creative opportunities for increasing and diversifying funding. Partnerships, sponsorships, grants, revenue producing facilities and programs, and at the right time, consider re-establishing the Foundation concept, will be explored for their potential fund development.

ACTION 6.3				TEAM	TASKS	TIMELINE	EVALUATION
Conduct a major fundraising effort in 2012-2013.					<ul style="list-style-type: none"><li>• Identify project or program to support through a fundraising effort.</li><li>• Develop fundraising strategies, logistics and team members, including volunteers from outside organization.</li><li>• Develop collateral and market funding effort.</li><li>• Conduct fundraising event.</li></ul>	<ul style="list-style-type: none"><li>• Identify project and put team together fall 2011.</li><li>• Put collateral and marketing plan together winter-spring 2012.</li><li>• Conduct campaign throughout 2012.</li></ul>	<ul style="list-style-type: none"><li>• Amount of funds raised relative to the effort involved.</li><li>• Support obtained from media.</li></ul>

**ISSUE – 7**  
**GOAL – 7**

**NATURAL RESOURCES STEWARDSHIP**

The Metroparks will continue to conserve, enhance, protect, and maintain significant elements of natural diversity, promote active stewardship for increased ecological integrity, support and encourage environmental sustainability, respect and honor the regions cultural and historical values, and encourage compatible recreational use within the park system for present and future generations.

**ACTION 7.1**

Promote Diversity and Ecosystem Complexity: Conserve, enhance, protect, and maintain significant elements of natural diversity.

**TEAM**

Paul Muelle,  
Mike George,  
Amanda Streby,  
Justin Smith

**TASKS**

- Identify significant natural communities, sensitive areas and locations of rare and protected species.
- Prioritize areas that can be actively managed to improve bio-diversity.
- Actively manage natural communities to promote sustainable diverse native ecosystems and restore these communities to ecological health.
- Develop a monitoring program for long term management strategies, and a recording and documentation protocol to track changes.
- Protect rare species, ecologically significant natural communities, habitat connections, and biological diversity at all scales.
- Base management practices on sound ecological principles and current scientific knowledge.
- Increase scientific information gathering.

**TIMELINE**

**EVALUATION**

## ISSUE – 7      NATURAL RESOURCES STEWARDSHIP

**GOAL – 7**      The Metroparks will continue to conserve, enhance, protect, and maintain significant elements of natural diversity, promote active stewardship for increased ecological integrity, support and encourage environmental sustainability, respect and honor the regions cultural and historical values, and encourage compatible recreational use within the park system for present and future generations.

ACTION 7.2		TEAM	TASKS	TIMELINE	EVALUATION
Promote active stewardship for improved ecological integrity.			<ul style="list-style-type: none"><li>• Increase visibility of stewardship activities in the media, facilities, public information.</li><li>• Develop awareness of the strategic issues involved in natural resource management and environmental sustainability in the Metroparks both within the organization and with the general public.</li><li>• Develop partnerships with other organizations to improve, promote and facilitate natural resource management, planning, and implementation.</li><li>• Develop robust volunteer program directed at attaining natural resource management goals.</li></ul>	<p>In Progress - On-Going - Due to the expanse and diversity of the Metroparks ecosystems, the growing threat of invasive species, scientific information availability and the importance of public involvement, the process of data collection, monitoring, management and communication issues will be active and concurrent for the foreseeable future.</p>	<ul style="list-style-type: none"><li>• Increase in acres managed and acres improved.</li><li>• Increased public involvement</li></ul>

## ISSUE – 7 NATURAL RESOURCES STEWARDSHIP

**GOAL – 7** The Metroparks will continue to conserve, enhance, protect, and maintain significant elements of natural diversity, promote active stewardship for increased ecological integrity, support and encourage environmental sustainability, respect and honor the regions cultural and historical values, and encourage compatible recreational use within the park system for present and future generations.

ACTION 7.3		TEAM	TASKS	TIMELINE	EVALUATION
Develop Human-Ecosystem Interactions: Encourage compatible recreational use within the park system for present and future generations.			<ul style="list-style-type: none"><li>• Allow for appropriate human use and enjoyment while protecting ecological quality and biological diversity.</li><li>• Incorporate the dynamic nature of ecological systems into a sustainable management plan, and evaluate and adapt plans to specific conditions as ecosystems change over time.</li><li>• Incorporate natural resource information into the Metroparks Master Planning process.</li><li>• Fully integrate the resource program at all levels of park management.</li><li>• Coordinate with other departments and park staff within the organization for mutually beneficial outcomes.</li><li>• Continually refine management approaches and systems to achieve cost-effective, efficient and sustainable outcomes.</li><li>• Anticipate organizational actions to prevent damage to the environment and develop processes and policies to protect our resources.</li><li>• Increase citizen involvement in biodiversity conservation efforts.</li><li>• Respect and honor the region's cultural and historical values.</li></ul> Develop a clear definition of cultural and historical program goals.	<p>In Progress:</p> <p>On-Going - It is incumbent upon the staff at all levels to understand, respect and incorporate the relationship between natural processes, cultural/historical values and the subsequent human impacts with the recreational and operational goals of the organization on a continual basis.</p>	Evidence of successful symbiotic relationships between environmental and cultural ideals and organizational development and operational programming

**ISSUE – 7 NATURAL RESOURCES STEWARDSHIP**

**GOAL – 7** The Metroparks will continue to conserve, enhance, protect, and maintain significant elements of natural diversity, promote active stewardship for increased ecological integrity, support and encourage environmental sustainability, respect and honor the regions cultural and historical values, and encourage compatible recreational use within the park system for present and future generations.

<b>ACTION 7.4</b>		<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Sustainability: Support and encourage environmental sustainability			<ul style="list-style-type: none"><li>• Develop a comprehensive sustainability program for the Metroparks.</li><li>• Engage employees in the development and integration of ecologically sustainable practices into the Metroparks daily management protocol.</li><li>• Monitor and track sustainable programs.</li><li>• Encourage citizen involvement in sustainability efforts.</li></ul>	<p>In-Progress - Sustainability Program to be fully developed and approved in 2012.</p> <p>Implementation of minor projects to continue in 2011 as the plan develops, sustainable programs to be integrated into park operations with measurable outcomes on a continual basis.</p>	<ul style="list-style-type: none"><li>• Measured effectiveness of sustainability efforts (reduction in energy consumption, green house gases, water use, disposable goods, etc.).</li><li>• Protection of resources.</li><li>• Compliance with environmental laws, mandates and stewardship practices.</li><li>• Balancing fiscal responsibility with environmental responsibility.</li></ul>
<b>ACTION 7.5</b>		<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Promote and facilitate the development of a Natural Resources staff that has the ability to plan and implement management activities.			<ul style="list-style-type: none"><li>• Define long-term personnel needs for the various department activities.</li><li>• Work with management for opportunities to fill full and part-time positions.</li><li>• Explore funding sources to support additional positions.</li><li>• Provide adequate training and materials to support the positions.</li></ul>	<ul style="list-style-type: none"><li>• Define personnel requirements 2011/2012.</li><li>• Explore funding sources - ongoing.</li><li>• Assess part-time positions - yearly during budget process.</li><li>• Assess full-time positions - as opportunities arise/reorganization</li></ul>	Increased management activity/acres managed.

## ISSUE – 8

### GOAL – 8 ENHANCING EDUCATIONAL OPPORTUNITIES

The land holdings of the Huron-Clinton Metroparks encompasses a diverse spectrum of natural habitats and cultural sites in S.E. Michigan. In order to increase public awareness of these special places, we are charged to tell the stories that define our region. It is our mission to engage visitors, both on site and off, and to give them educational experiences focused on a "sense of place" within time and existing landscape. It is our belief that by so doing we are instilling some emotional ownership and a desire for responsible stewardship of historical and natural treasures.

ACTION 8.1	TEAM	TASKS	TIMELINE	EVALUATION
Increase and/or maintain school use of interpretive programming.	Mike George, Julie Champion, Jill Martin, Tim Phillips, Mike Tucker, Gerry Wykes	<ul style="list-style-type: none"><li>• Offer scholarships/grants (~\$250) to help defray school cost for transportation.</li><li>• Seek grant opportunities for transportation funding and develop partnerships.</li><li>• Visit with educators to help them see the value of using their limited funds to bring students to field trips experiences at Metroparks.</li><li>• Increase direct marketing to teachers.</li></ul>	Two-year introductory period in order to investigate scholarship/grant potential. Fall 2011 - initiate educator meetings for direct marketing.	Series of 6-month evaluations conducted by the committee through the two-year integration period (4 evaluation sessions to determine next steps, etc.)
ACTION 8.2	TEAM	TASKS	TIMELINE	EVALUATION
Increase awareness of interpretive programming to the public.		<ul style="list-style-type: none"><li>• Constantly assess our programs and adjust as needed (interpretive staff).</li><li>• Set up meetings with operations to look at feasibility of doing this.</li><li>• Offer package programs where a family can purchase a pass to attend an interpretive program and other park activities.</li><li>• "Boiler Plates" at beginning of programs.</li><li>• Attend local activities and fairs.</li><li>• Become integral to marketing plan.</li><li>• Evaluation of way-finder signs for the parks.</li></ul>	Two-year introductory period to achieve package programming as part of our annual programming. One year to evaluate way-finder needs . Fall 2011 - initiate "boiler plate" and integration into marketing plan.	Questionnaires to program participants (various delivery methods), and examine participant numbers to determine benefits of offering package programs. Also, Series of 6-month evaluations conducted by the committee through the two-year integration period (4 evaluation sessions to determine next steps, etc.)

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**ISSUE – 8****GOAL – 8**

The land holdings of the Huron-Clinton Metroparks encompasses a diverse spectrum of natural habitats and cultural sites in S.E. Michigan. In order to increase public awareness of these special places, we are charged to tell the stories that define our region. It is our mission to engage visitors, both on site and off, and to give them educational experiences focused on a "sense of place" within time and existing landscape. It is our belief that by so doing we are instilling some emotional ownership and a desire for responsible stewardship of historical and natural treasures.

<b>ACTION 8.3</b>		<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Promote a positive perception of Interpretive Department within the Authority (including the importance of historical and cultural interpretation).			<ul style="list-style-type: none"><li>• Offer opportunities to educate staff in other departments within a park</li></ul>	One-year introductory period to initiate "self-promotion" efforts within our parks.	One-year evaluation of success (what we did and how it went). Also, Series of 6-month evaluations conducted by the committee through the two-year integration period (4 evaluation sessions to determine next steps, etc.).
<b>ACTION 8.4</b>		<b>TEAM</b>	<b>TASKS</b>	<b>TIMELINE</b>	<b>EVALUATION</b>
Address the declining appearance of exhibits and facilities			<ul style="list-style-type: none"><li>• Interpretive Exhibit Plan to be developed to coordinate the effort - in short, re-evaluate current interpretive facilities and emphasize their individual strengths.</li><li>• Include line item in budget to accommodate exhibit preparation and planning.</li><li>• Develop ways for visitors to donate toward wayside signs and exhibits.</li><li>• Seek-out grants.</li><li>• Yearly walk-through to assess each facility (include interpretive, engineering, planning departments).</li></ul>	Two-year introductory period to complete interpretive exhibit plan and push to achieve line-item status for exhibits. Fall 2012 target date for completion of walk-through.	Series of 6-month evaluations conducted by the committee through the two-year integration period (4 evaluation sessions to determine next steps, etc.).



## ISSUE – 8 GOAL – 8

### ENHANCING EDUCATIONAL OPPORTUNITIES

The land holdings of the Huron-Clinton Metroparks encompasses a diverse spectrum of natural habitats and cultural sites in S.E. Michigan. In order to increase public awareness of these special places, we are charged to tell the stories that define our region. It is our mission to engage visitors, both on site and off, and to give them educational experiences focused on a "sense of place" within time and existing landscape. It is our belief that by so doing we are instilling some emotional ownership and a desire for responsible stewardship of historical and natural treasures.

ACTION 8.5		TEAM	TASKS	TIMELINE	EVALUATION
Continue Cohesiveness of the Interpretive Department.			<ul style="list-style-type: none"><li>• Maintain central coordinator for reorganization plan and strategic plan. This is vital to maintain these and new initiatives at the department head level.</li><li>• Chief of Interpretive Services to be heavily involved in budget of entire Interpretive Department.</li></ul>	Timeline dependent entirely on implementation of district/reorganization plan.	Evaluation will be an ongoing annual assessment of issues. Additionally, Series of 6-month evaluations conducted by the committee through the two-year integration period (4 evaluation sessions to determine next steps, etc.).
ACTION 8.6		TEAM	TASKS	TIMELINE	EVALUATION
Enhance opportunities for non-formal/self-guided educational experiences			<ul style="list-style-type: none"><li>• Seek out technology that would engage our visitor at remote locations in our parks. Cell phone tours, additional kiosk's, increase backpack program into other parks, increase remote location interactions with visitor by interpreters.</li><li>• Increase remote location interactions with visitors by interpreters.</li><li>• Develop large authority-wide events that work to the strengths of the interpretive program, and use interpreters from several parks.</li></ul>	Two-year introductory period to achieve new self-guiding venues with ongoing assessment and fund-seeking. One year to achieve analysis of technology and available funding etc.	Series of 6-month evaluations conducted by the committee through the two-year integration period (4 evaluation sessions to determine next steps, etc.).

## ISSUE – 8 GOAL – 8

### ENHANCING EDUCATIONAL OPPORTUNITIES

The land holdings of the Huron-Clinton Metroparks encompasses a diverse spectrum of natural habitats and cultural sites in S.E. Michigan. In order to increase public awareness of these special places, we are charged to tell the stories that define our region. It is our mission to engage visitors, both on site and off, and to give them educational experiences focused on a "sense of place" within time and existing landscape. It is our belief that by so doing we are instilling some emotional ownership and a desire for responsible stewardship of historical and natural treasures.

ACTION 8.6 (con't)		TEAM	TASKS	TIMELINE	EVALUATION
			<ul style="list-style-type: none"> <li>• Include like organizations, guest lecturers, HCMA staff.</li> <li>• Offer package programs where a family can purchase a pass to attend an interpretive program and other park activities.</li> <li>• Assistance from HCMA staff to develop this initiative.</li> <li>• Become integral to marketing plan.</li> <li>• Make sure staff is accessible to the public.</li> <li>• Maximize allocation of staff hours.</li> </ul>	Two-year introductory period to achieve new self-guiding venues with on-going assessment and fund-seeking. One year to achieve analysis of technology and available funding etc.	Series of 6-month evaluations conducted by the committee through the two-year integration period (4 evaluation sessions to determine next steps, etc.).
ACTION 8.7		TEAM	TASKS	TIMELINE	EVALUATION
Focus on quality of programs, rather than quantity of programs.			<ul style="list-style-type: none"> <li>• Increase interpretive staff training.</li> <li>• Pursue training for non-interpretive staff.</li> <li>• Examine alternate evaluation techniques for programs.</li> </ul>	Fall of 2012 for initiation of refined programming.	Series of 6-month evaluations conducted by the committee through the two-year integration period (4 evaluation sessions to determine next steps, etc.) Include public evaluation of programs.



## HURON-CLINTON METROPOLITAN AUTHORITY

7 - H - 4  
Meeting of July 14, 2011

To: Board of Commissioners  
From: Paul Muelle, Chief of Natural Resources  
Subject: Lake St. Clair/St. Clair River Protection and Restoration Partnership  
Date: July 7, 2011

The Lake St. Clair/St. Clair River Protection and Restoration Partnership is a collaboration consisting of representatives of local, county, regional, state and federal agencies, and other non-governmental organizations and institutions. The Partnership is recognized by the U.S. Environmental Protection Agency (EPA), Army Corps of Engineers, Michigan Department of Environmental Quality, Michigan Department of Natural Resources, Environment Canada and Ontario Ministry of Environment and Energy, as serving in the role of the U.S. Lake St. Clair Coordinating Committee. The role of the Coordinating Committee, as established in the St. Clair River/Lake St. Clair Comprehensive Management Plan, is to coordinate the protection and restoration of Lake St. Clair and its watershed.

Recently, SEMCOG, who has been designated to perform all intergovernmental reviews for new Federal funding projects, announced a call for implementation projects through the Partnership as part of the Lake St. Clair/St. Clair River Strategic Implementation Plan (SIP). Development of the SIP is a requirement of law in order to request appropriations of authorized federal funding. The SIP will be a five-year list of projects for implementing the [St. Clair River and Lake St. Clair Comprehensive Management Plan](#) and will ensure a coordinated implementation process through a variety of funding mechanisms, including the Water Resources Development Act (WRDA), Great Lakes Restoration Initiative (GLRI), and other federal and state funding programs through such agencies as the EPA, U.S. Army Corps of Engineers, U.S. Fish and Wildlife Service, National Oceanic and Atmospheric Administration, U.S. Forest Service, Michigan Department of Environmental Quality and Michigan Department of Natural Resources.

Congress has requested that the Partnership act as a single body in its grant appropriation requests rather than through separate piecemeal requests by individual members. The SIP will be provided to Congress and state and federal funding agencies to convey the Partnership's sense of Priority in implementing the Management Plan.

The Huron-Clinton Metroparks is a significant stakeholder in the Lake St. Clair watershed. Entering into this Partnership would allow the Metroparks to seek funding for new restoration projects and join with other organizations in developing and implementing a strategic plan for safe water and abundant recreational opportunities throughout the Lake St. Clair watershed.

**Recommendation:** That the Board of Commissioners approve joining the Lake St. Clair/St. Clair River Protection and Restoration Partnership as recommended by Chief of Natural Resources Paul Muelle and staff.

The following agencies and organizations are participating in the partnership group:

- Macomb County Board of Commissioners
- Macomb County Health Department
- Office of the Macomb County Public Works Commissioner
- Macomb County Department of Planning and Economic Development
- Macomb County Prosecutors office
- Macomb County Water Quality Board
- City of Mount Clemens
- City of St. Clair Shores
- City of New Baltimore
- St. Clair County Board of Commissioners
- St. Clair County Health Department
- St. Clair Metropolitan Planning Commission
- St. Clair County Drain Commissioner
- Port Huron
- Clay Township
- Ira Township
- Cottrellville Township
- Harsens Island Homeowners Association
- Office of the Water Resources Commissioner of Oakland County
- Clinton River Watershed Council
- Six Rivers Regional Land Conservancy
- Great Lakes Commission
- Southeast Michigan Council of Governments
- Michigan Department of Natural Resources and Environment
- Michigan Department of Environmental Quality
- U.S. Environmental Protection Agency
- U.S. Army Corps of Engineers
- U.S. Fish and Wildlife Service
- U.S. Geological Survey

## PARTNERSHIP AGREEMENT FOR THE LAKE ST. CLAIR/ST. CLAIR RIVER PROTECTION AND RESTORATION PARTNERSHIP

### PURPOSE:

The purpose of this partnering agreement is to establish the Partnership identified in Section 3089 of the Water Resources Development Act of 2007 (P.L. 110-114); the U.S. Army Corps of Engineers “shall establish and lead a partnership of appropriate Federal agencies (including the Environmental Protection Agency) and the state of Michigan (including political subdivisions of the State),

- A) to promote cooperation among the Federal, State and local governments, and other involved parties in the management of the St. Clair River and Lake St. Clair watersheds, and
- B) to develop and implement projects consistent with the management plan.”

Developing these collaborative working relationships will enable the leveraging of resources for the restoration and protection of the St. Clair River and Lake St. Clair. These leveraged resources will be used to enhance the Partnership’s ability to secure funding, including funds allowed by law through the Water Resources Development Act of 2007, the Great Lakes Restoration Initiative and other sources of assistance.

### MISSION:

The mission of the Partnership is to realize a healthy St. Clair River and Lake St. Clair watershed by protecting, restoring and enhancing the natural resources of the system through cooperative management among governments, associations, business, educational institutions and individuals residing in the watersheds.

### PARTNERSHIP:

The Lake St. Clair/St. Clair River Protection and Restoration Partnership is a collaboration consisting of representatives of local, county, regional, state and federal agencies, non-governmental organizations, associations, and academic institutions.

### PRIORITY AREAS:

The Partners intend to implement the recommendations of the Management Plan that address such issue areas as: Environmental Health of the Watershed, Habitat and Biodiversity, Human Health, Land Use, Fisheries, Recreational Boating and Commercial Navigation, and Monitoring. Initial implementation activities will focus on five priority planning areas of the Management Plan. Once formed, the Partnership will review the priority planning areas on an annual basis. Based on consensus, the priority areas will be revised and updated as needed. The priority planning areas are:

- *Conserve and restore habitat:* Improving the quality of the St. Clair River, Lake St. Clair and their watersheds will require the presence of quality natural habitat for fish and wildlife. This will result in expanding habitat quantity and diversity, which has been reduced by urbanization and development. Further, protecting natural habitat creates opportunities for enhanced eco-tourism, educational and recreational activities that also generate employment opportunities as part of the new Blue Economy.

- *Stormwater management through modifications:* Runoff from southeast Michigan's existing impervious surfaces and agricultural sources contribute large pollutant loading of nutrients to southeast Michigan's waterways including the St. Clair watersheds.
- *Identify and reduce sources of bacteria:* Bacteria from the intestines of humans or animals (such as *E coli*) are a recognized public health concern that often result in beach closings or the issuance of a TMDL (Total Maximum Daily Load) for a water body (i.e. lake, river, creek, drain, etc.). A TMDL for *E coli* brings increased federal or state regulation resulting in further local regulatory programming and expenses that will be borne by the communities that use the water body.
- *Use of technology in protecting and restoring the St. Clair River and Lake St. Clair:* Technology such as monitoring, modeling and observing systems provides a significant amount of information that can improve decision-making in the protection and restoration of the St. Clair River and Lake St. Clair.
- *Enhance public use of the St. Clair Watershed:* New recreation and ecotourism opportunities that generate interest of the local residents and tourists from afar in the St. Clair River and Lake St. Clair and its watershed will be part of this changing economic pattern. This shift to a blue economy will be characterized by increased access to the St. Clair River, Lake St. Clair and its tributaries for recreational opportunities. A public that has access to, and uses the resource, will engage in its protection.

## **BENEFITS TO THE PARTNERS**

The Partners agree that the following represents benefits to the members and the resource:

1. Scarce fiscal resources are focused on projects with greatest value added on protecting and restoring the St. Clair watersheds;
2. The probability of securing funding and successful project implementation are enhanced;
3. There is a culture of collaboration and inclusiveness on what is best for the watershed;
4. Partners play a role in determining plan and project priorities;
5. The Partnership serves as a one-stop-shop for identifying and managing priorities of the Management Plan;
6. The Partnership will provide input to funders and Congressional delegates on implementation funding capabilities;
7. Assist in meeting goals of the Great Lakes Water Quality Agreement, including water safe for drinking and swimming, while providing abundant fish and wildlife safe for consumption.

## **INTENT OF SIGNATORY PARTIES**

By signing this Agreement parties voluntarily intend to participate in the partnership process and work to implement the Management Plan's priorities and stated outcomes of the Strategic Implementation Plan through the following activities:

- Participating in planning and implementation activities,
- Assisting in developing and implementing the Strategic Implementation Plan,
- Providing technical expertise when appropriate,
- Promoting the Partnership to others within the community or organization, and
- Supporting projects that benefit the St. Clair River and Lake St. Clair watersheds.

## NON-BINDING DOCUMENT

It is understood and agreed by the undersigned that nothing in this Partnership Agreement obligates any signatory to: expend resources either now or in the future, enter into any contract, assistance agreement, interagency agreement, or to incur other financial obligations. This Agreement does not limit, or in any way restrict, the statutory or contractual obligations of the signatories in carrying out their private and/or public responsibilities.

## THE PARTNERING AGREEMENT

Progress in achieving the intent and purpose of the Partnering Agreement will be reviewed annually. Further, the Partnership Agreement will be reviewed and updated every five years to ensure it reflects current members and priorities of the Partnership. Any party may terminate their participation in the Agreement through written notice to the Partnership.

Name/Title \_\_\_\_\_ Date \_\_\_\_\_  
Representing \_\_\_\_\_

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Representing \_\_\_\_\_



**Lake St. Clair/St. Clair River Protection and Restoration Partnership Agreement  
Signature Page**

This is the signature page for signing the Lake St. Clair/St. Clair River Protection and Restoration Partnership Agreement. Signatures will be electronically affixed to the document. Please print this page. Using a pen, please complete the form and return it to SEMCOG by **July 20, 2011**.

Name:

Title:

Organization:

Address:

Date of Signature:

**Please sign between the lines below**

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When completed, mail this form back to SEMCOG as follows:

William Parkus  
Southeast Michigan Council of Governments  
535 Griswold, Suite 300  
Detroit, MI 48226





## HURON-CLINTON METROPOLITAN AUTHORITY

7 - H - 5  
Meeting of July 14, 2011

To: Board of Commissioners  
From: Gregory J. Almas, Deputy Director  
Subject: June Donations (7)  
Date: July 7, 2011

The following donations were received through June 30, 2011:

- A \$1850 donation made by Ming Cheng for three benches, a picnic table and a tree in memory of Jenso Cheng to be used at Kensington Metropark.
- A \$1307 donation made by Brad Thomas for a picnic table and plaque for use at Metro Beach.
- A \$950 donation made by Paul Mergentine for a picnic table and two trees in memory of his father for use at Kensington Metropark.
- A \$300 bench donation made by Carolyn King for use at Stony Creek Metropark.
- A \$250 donation made by Gregory Surmont for the "Wear the Gear" program.
- A \$200 donation made by Frank Lautner with the Macomb Audubon Society for "Clean-up Day" and for the Owl Festival at Metro Beach.
- A \$200 tulip tree donation made by David Wahl in memory of Wendy Wahl-Denno to be used at the Administration office.

**Recommendation:** That the Board of Commissioners formally accept the June 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) 371-0677  
Fax (517) 482-8866  
gmcarr@carrlawfirm.com

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

July 6, 2011

Dear Chairman Marrocco:

As expected, the Legislature engaged in a late night marathon session just before the 4<sup>th</sup> of July and then recessed for the summer. After the dust cleared about 10:30 p.m., the results for the first six months of the new session were in and the Authority came away in good shape.

Public Act 312 Binding Arbitration - HB 4522 had been passed by the House earlier as reported last month in a version that continued to exempt HCMA. The Senate decided to concur in the House version and the legislation passed. HB 4522 specifically maintains the current exclusion for the Authority and has been order enrolled for presentation to the Governor. As presented to the Governor, HB 4522 will continue to exempt HCMA employees from binding arbitration. Governor Snyder has not objected to any of the provisions of HB 5422 and is widely expected to sign the bill in the next three weeks.

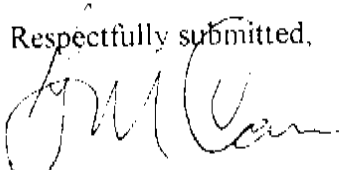
Employee Health Insurance Contributions - Just prior to the end of session the House passed a hybrid version of SB 7 and returned the bill to the Senate. The Senate-passed version of SB 7 had required a minimum 20% employee contribution for health insurance including an "opt-out" option for selected local governments, including HCMA.

The House hybrid version starts with a specific "hard" dollar cap per employee with an employer's option to go to an 80%-20% limit. The House-passed version also retains the opt-out provisions for the HCMA by Board vote in each instance. Therefore, HCMA Board authority and discretion have been retained in both versions. The Senate is expected to modify the House version so this legislation is still very much in play. No hearings have been noticed to date for the summer recess.

Legislative Reapportionment - The legislature has effectively completed the task of legislative reapportionment required by the 2010 Census. As a result of Michigan's overall population loss and shifts within the state most Senate, House and Congressional districts will change. Once signed into law by Governor, the new act and districts created by SB 498 could face judicial challenge in the courts. In the mean time,

nearly every state legislator and member of Congress is sizing up what it will take to win in the new districts for the next 10 years.

Respectfully submitted,



George M. Carr



# HURON-CLINTON METROPOLITAN AUTHORITY JUNE MONTHLY REPORT FOR BOARD OF COMMISSIONERS JULY 14, 2011

## Director's Comments

- Warm, predominantly sunny weather, along with excellent facilities and programming, in general brought more visitors to the parks and generated more revenue than last June.
- A team of staff members from different departments and parks has been put together to study our procurement processes with the goal of improving efficiencies in how we order, purchase, pay and warehouse the goods, equipment and services that we use in the Metroparks. The team has met to identify issues, goals and strategies in the various areas of the procurement process, and will be issuing its report with suggested changes in early fall.
- Metroparent Magazine, one of the best resources for promoting family-oriented events, spent a day at Metro Beach shooting video and interviewing parents, youngsters and staff on the many family activities available at the park. The completed video is on their website, [www.metroparkent.com](http://www.metroparkent.com) and shows off Metro Beach as one of Metroparent's feature family destinations.

## Metro Beach – Jim Pershing

- The swimming beach was closed for nine days in June due to high e-coli levels.
- The park hosted the American Red Cross 5K on June 5 and the Midwest Assistance Dog Walk-a-thon on June 12.
- The 14<sup>th</sup> Annual "Blast from the Past" car show held on June 12 had approximately 400 cars on the East Beach lawn area.
- The "FLW Bass Tournament" held on June 26 was well received.
- Rep. Candice Miller (R-10) was the guest speaker at the "State of Lake St. Clair & Great Lakes Fisheries" event on June 30. Miller's office sponsored the event and approximately 200 people attended.
- A park patron called to report the excellent service he received from park staffer Vaughn Frazher after the patron needed transportation assistance to get to a picnic area. The park patron said he will never use another park and tells everyone he knows the wonderful customer service he received at Metro Beach.

## Southern District

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

- Western Tel-Com has begun the installation of the new underground communication cable at Willow.
- Construction of the new picnic shelters for Willow and Lake Erie are underway and should be completed in July.
- Willow Golf Course re-opened June 7 and the Lower Huron Par 3 re-opened June 3. The courses were closed due to the flooding that occurred in late May.
- CNA conducted safety inspections on June 21 and 22.
- The first ever rustic camping weekend was held June 17 and 18 with 11 registered groups and a total of 50 people participating. Staff received a lot of positive feedback.
- Lake Erie hosted the Trinity Transport picnic with more than 800 people attending.
- Approximately 400 people enjoyed Willow's first movie night on June 25.

## **Western District**

### **Kensington, Indian Springs, Hudson Mills, Huron Meadows, Dexter-Huron, Delhi**

#### **Kim Jarvis**

- More reasonable weather in June helped increase district attendance by 4,932 patrons compared to June 2010 and toll revenue district wide rose by \$54,299.
- The 20<sup>th</sup> Annual Antique Gas Engine and Tractor Show was held June 3 and 4 at Hudson Mills. There were 98 pullers in 17 weight classes during the event with more than 1,000 spectators.
- Kensington hosted numerous events during June including: "Salute to America" fireworks on June 11, the Brain Injury Association of Michigan's annual "Tip Up for Troops Bass Fishing Tournament" and picnic on June 11, the 9<sup>th</sup> Annual Amateur Disc Golf Championship, the Michigan Philharmonic concert on June 25 with 3,900 people attending, and the 12<sup>th</sup> Annual "Becoming an Outdoors Woman" program at the Farm Center on June 25.
- In addition, Kensington hosted a unique wedding during June. A couple who met on the horse trails asked if they could be married near one of the trails. The couple rode in on their horses and was married under an oak tree near the horse trail with 40 guests in attendance.
- The event room at the Environmental Discovery Center had eight wedding receptions during June.
- The 2<sup>nd</sup> Annual Super Golf Day held on June 7 had 296 golfers at Kensington, 268 golfers at Huron Meadows, 248 golfers at Indian Springs and 206 golfers at Hudson Mills.
- Huron Meadows Golf Course hosted the first session of the First Tee Program from June 28 – 30 with 60 children learning how to play golf during the three-day program.

### **Stony Creek, Wolcott Mill –**

#### **Mike Lyons**

- Golf rounds at Stony Creek Golf Course were up slightly, resulting in a \$15,000 increase in golf revenue compared to June 2010.
- The Super Golf day held on June 7 had 292 rounds of golf played at Stony Creek and 139 rounds played at Wolcott Mill.
- The year's first rustic camping weekend took place June 17 – 19 with 32 groups registered for the event and 139 people participating.
- The Teen Angels performed to a crowd of more than 700 on June 17 at the Eastwood Beach.
- The "War in the Wilderness" Encampment took place on June 18 and 19 at the Oakgrove Picnic area.
- The Nature Center's Child Day Camp was held June 20 – 22 and was well received by the public.
- The Banquet Tent hosted three wedding receptions and one large corporate picnic during the month.
- Other activities at Stony Creek included seven charity walks/runs, one bike-a-thon and two fishing tournaments.
- The inflatable Rip Slide has been ordered by the concessionaire and it should be in operation at Eastwood Beach by mid-July.
- Wolcott Farm hosted its County Fair on June 25 and 26 with more than 500 people attending.
- The Historic Mill hosted its "Take Me Fishing" on June 11 and a "Geocache Bash" on June 18. Both events were well attended.



## **Interpretive Services –**

### **Mike George**

- All interpretive facilities were engaged with activities revolving around the “No Child Left Inside Week.”
- Met with Oakland County Parks and Recreation staff regarding a grant opportunity centering on offering a Certified Interpretive Planners Workshop as well as other collaborative opportunities.
- Met with Six Rivers Regional Land Conservancy to look at possible collaborations.
- Staff met with Bill Westrick regarding fishing opportunities at Wolcott Mill.

<b>June Summaries</b>	<b>2011</b>	<b>2010</b>
Program totals	1,091	1,175
Program totals (persons)	37,950	39,408
Facility visitors	155,795	160,298
Monthly total use	193,745	199,706
Monthly total use (YTD)	809,979	880,308
Monthly volunteer hours	1,465	1,335

### **Metro Beach Nature Center**

- Activities at the center transitioned from full days of school groups and large groups using the park for the last days of school picnics to summer day camps, families visiting and summer type programming.
- This was the first year for “Fish Camp” and it was a huge success.
- Metroparent Magazine visited the park and Nature Center to create a video that will be put on their website.
- Staff coordinated a special program to get children from Detroit and their families into the outdoors and out to state and National Parks in northern Michigan and the Upper Peninsula. This program was conducted in cooperation with the National Park Service, U.S. Forest Service, USFWS, MDNR, Our Global Kids and HCMA.
- Seasonal displays were changed and the Monarch butterfly caterpillars were put on display.

### **Wolcott Mill Historic Center**

- June had the best visitation since 2007. Public programs did well during the month, especially “Take Me Fishing” and “Geocache Bash.”
- The first benefits from the Four County Community Foundation grant were acquired during the month with an offsite visit to the Armada library. This grant is just starting to provide benefits and staff hopes most benefits from it will be revised next winter with future outreach programs.
- Other events during June included two weddings and the Natural Resources crew removing trees that were leaning across trails.

### **Wolcott Mill Farm Center**

- There was a good turnout for the Father’s Day program. Participants enjoyed the guided farm tour, wagon rides and food.
- Staff also participated at Stony Creek’s camping weekend by setting up a small animal viewing and petting area for the campers.
- As part of the “No Child Left Inside” initiative, several “Farm Walk and Talk” programs were held.
- The “Country Fair” was once again a success with more than 500 attendees.

## **Interpretive Services**

### **Wolcott Mill Farm Center (con't)**

- Farm staff also attended the PBS Kids Club Live event at the Royal Oak Farmer's Market. Staff brought animals to this two-day event and passes out brochures and flyers to more than 2,000 participants.
- The Farm Center also hosted the Macomb County 4H K9 Fun Match (with more than 200 people attending), a birthday party several 4H meetings, a Pheasants Forever meeting and had three pavilion rentals.

### **Stony Creek Nature Center**

- The first part of the month was busy with school tours, home school programs and Voyageur canoes.
- "Nature's Child Day Camp" was held June 20 – 22 and was well attended.
- "Wagon Rides and Hotdogs," the Nature Center's Father's Day program was also well attended.
- The Appreciation Day program "Strawberries, Ice Cream and Blue Skies" had 43 participants, the "Full Moon Canoe" was filled to capacity and "Blast Off – Make a Rocket" held on June 25 was also well attended.
- There were 66 dedicated volunteers that donated 96 hours of time to care for animals and complete other projects at the Nature Center.

### **Indian Springs Environmental Discovery Center**

- During the first three weeks of June, the interpretive staff spent all of the available time with school groups visiting on year-end field trips.
- The "Scientist for a Day" day camp was held.
- Discovery backpacks were popular with 21 packs borrowed and used by 45 people. The Wetland Pack was the most popular.
- Staff met with Oakland County and 4H staff to plan for the 4H Eco-Challenge day camp for students in grades 7 – 10 taking place in August.
- The EDC received a donation from third-graders at Green Elementary. Students baked brownies and sold them as a service project and chose the EDC as their beneficiary. The students presented the EDC with a \$167.15 donation.

### **Kensington Farm Center**

- The first half of the month was centered on school tours with schools from all over the metro Detroit area visiting the Farm Center.
- The annual "Farm Camp" was conducted. Activities for the camp included assisting with chores and animal care, several crafts and projects. A day was devoted to working the horses.
- "Kensington's Women's Adventure" took place with representatives from Heavener's Canoe Rental, REI and southeast Michigan Bow Hunters contributing to make this program a success.
- The Farm also hosted two "Fun on the Farm" events and a new "Father's Day Kayak and Cache" program with Nature Connections.

### **Kensington Nature Center**

- Two high school students shadowed staff for 56 hours.
- Deer damage is less than in the past, but is still obvious. Staff feels that deer management is a continued need for habitat restoration.
- Staff conducted the annual butterfly and dragonfly counts. The results were excellent, with three species of butterflies being added to park records.

## **Interpretive Services (con't)**

### **Mobile Learning Center**

- The first special event of the summer was spent at the REI store in Ann Arbor for its Family Adventure day.
- The MLC also traveled to the PBS Kids Club Live event in Royal Oak.

### **Hudson Mills Activity Center**

- June was filled with school, day camp and out-of-park programs.
- The “No Child Left Inside Day Camp” was held for the first time with good results.

### **Oakwoods Nature Center**

- The center’s first National Trails Day event was held June 4 with 30 people attending.
- Other highlights for the month included the Detroit Public Schools Special Education visiting the center for two days of building walk-throughs and trail walks.

### **Lake Erie Marshlands Museum and Nature Center**

- The center hosted 22 schools for Schoolship and 21 schools for their building programs by the time the school year ended.
- Weekend public programs went well.
- Attendance was good for the “Make It at the Marsh: Insect House,” “Muskrat Club” and “Crack O’ Dawn Coffee Club.”
- The “No Child Left On Shore” cruises were able to introduce a significant number of children to wonderful outside world of the Detroit River and Lake Erie. Because the cruise venue funded by a grant through the Great Lakes Restoration Initiative (GLRI), staff was able to offer the spots for free.

## **Human Resources –**

### **Carol Stone**

- Fifty applications were received for the two full-time and two part-time Police Officer positions. An interview board is scheduled for July 18 and 19.
- Park Operations Manager position for Stony Creek and Metro Beach were posted with eight internal candidates interested in the positions.
- CNA conducted their annual safety inspection of all parks; the primary concentration this year was on hike/bike trails and maintenance garages. CNA will provide a written report which will be presented at the next Safety Committee meeting scheduled for July 15.
- A Cooperative Alliance meeting is scheduled for July 15.
- Total employee count

<b>Location</b>	<b>Full-Time</b>	<b>Provisional</b>	<b>Seasonal</b>	<b>Total</b>	<b>Percent</b>
Admin Office	50	9	2	61	5.7%
Hudson Mills	23	78	14	115	10.7%
Kensington	51	116	66	233	21.7%
Lake Erie	15	50	57	122	11.4%
Lower Huron	29	65	136	230	21.4%
Metro Beach	19	24	100	143	13.3%
Stony Creek	32	82	55	169	15.8%
<b>TOTAL</b>	219	424	430	1,073	100.0%

## **Information Systems –**

### **Nolan Clark**

- Staff has been preparing for the large number of computers that will be purchased in the third quarter as well as other technology related projects which will be implemented during the next two quarters; including new cables being plowed at Lake Erie, Willow, Hudson Mills and Metro Beach.
- The PaloAlto Firewall has been working well and staff is refining its set up.
- Policies are in place to handle all of AO and park staff that would like to have remote VPN access.

## **Community Relations –**

### **Jack Liang**

- Met with Detroit Symphony Orchestra (DSO) staff regarding funding support for three years to hold concerts and music camps in the Metroparks.
- Met with Six Rivers Regional Land Conservancy to discuss potential joint efforts such as a six event kayak/canoe expedition, open to the public on six regional rivers including the Huron and Clinton rivers for this fall.
- Met with planning staff to discuss existing signage presence, need for strategy on signage review in preparation for proposing signage renovations.

## **Planning –**

### **Susan Nyquist**

- A draft of the park user survey is near completion. Questions pertaining camping will be included in the questionnaire.
- Staff has been developing plans for permanent campgrounds at one of more of the parks (with an emphasis on Wayne County).
- Staff reviewed plans for the marsh restoration project at Metro Beach.

## **Natural Resources –**

### **Paul Muelle**

- The Metro Beach marsh restoration planning group continues to meet to discuss details for the EPA Marsh Restoration Project. The group met with MDEQ and USACOE to review the project and discuss the permitting process.
- Staff provided clarification and additional information for the Metro Beach GLRI parking lot grant application as requested by the EPA.
- Met with, and provided, mapping information to MDNR regarding the inclusion of HCMA property in defining Michigan's Biodiversity Stewardship and Conservation Areas.
- Worked with Kensington park staff and MDNR Fisheries Division on dealing with the recent carp die-off on Kent Lake, the cause of which is still unknown.
- Staff conducted T&E species sampling for mussels and plants along the Huron River as required by the MDNR for the proposed shoreline repairs at Willow and Lower Huron.
- Field staff is aggressively addressing the removal of invasive plant species including garlic mustard, autumn olive, oriental bittersweet, buckthorn and black swallowwort in high quality natural areas.

## **Purchasing –**

### **Scott Michael**

- Staff is reviewing different aspects of ordering, receiving, payables and warehousing as part of the procurement work team study.
- The fall auction date is confirmed for Oct. 1 at the Wolcott Mill Farm Center.

### Purchasing (con't) –

- Staff has been working with local townships and the Michigan Liquor Control Commission (MLCC) to finalize the liquor licenses for Metro Beach and Indian Springs.
- Park staff and senior staff met with Kosch representatives to review and outline some ideas for park operations.
- Staff has been working with IT to identify any 'excess' phone lines no longer needed due to using IP connections for the alarm systems that were installed.
- Purchase orders issued through June 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
Apr	\$2,112,715.46	\$0.00	\$76,112.25	\$102,251.58	\$2,557.58	None	\$2,293,636.87
May	\$447,281.23	\$8,035.70	\$27,648.15	\$34,512.75	\$1,018.00	None	\$518,495.83
Jun	\$35,706	\$0.00	\$5,654	\$45,536	\$2,046	None	\$88,942.00

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

### Police Department – George Phifer

#### Stony Creek

- A 27-year-old man was found unresponsive by a friend inside of the Southdale restroom. Officers responded to the scene and the subject was transported by EMS to a local hospital for further treatment. The man allegedly overdosed on heroin.

#### Metro Beach

- On June 22, Officer Tolliver was dealing with a traffic issue involving two motorists. One of the motorists attempted to run over Officer Tolliver with his vehicle. The motorist was later arrested.

#### Hudson Mills

- On June 23, officers responded to a complaint of a bear sighting near the park.

#### Kensington

- On June 23, a park patron reported that his dog was attacked by three coyotes. The park patron stated that his dog was running off leash on the trail near Hickory Ridge. The incident was reported to the Metroparks Police Department after the dog received veterinary care.
- During the month, officers cited several individuals for possession of Marijuana and/or Heroin at several parks.

Number of "Assist Other Agency" Runs for June 2011		YTD 2011	June 2010	YTD June 2010	June 2009	YTD June 2009
Eastern District	7	23	9	36	14	34
Western District	2	20	7	25	7	29
Southern District	1	14	1	11	2	16
TOTAL	10	57	17	72	23	79

## **Communications –**

### **Denise Semion**

- Metroparent Magazine, one of our best resources for promoting family-oriented events, will be featuring a video of Metro Beach Metropark on their website, metroparent.com. Their crew spent a day at the park, interviewing parents, kids and staff on the multitude of family activities available. We will be joining venues including the Detroit Science Center and the Hands-on Museum as one of Metroparent's featured family destinations.
- The carp die-off at Kensington Metropark and the sighting of a bear at Hudson Mills Metropark garnered heavy media attention in newspapers, on the web, and on Facebook. The "Dexter Bear" has become a phenomenon on Facebook, with "Dex" making humorous posts and comments about life in and around Dexter, including Hudson Mills Metropark.
- Kensington Metropark was featured in Peter Neilson's "Peter's Principals" show on boating safety shown on WXYZ-TV and "Good Morning America."

## **Marketing –**

### **Kassie Kretzschmar**

- Visited parks to observe existing events and to look for future sponsorship activities.
- Conducted meetings with media outlets to discuss possible partnerships with the goal of offering our parks as a location for events that fit with the Metroparks and we can create while offering ways to make money from sponsorships.
- Working on a fall event tied to the 10<sup>th</sup> anniversary of Sept. 11 to drive people into the Metroparks by providing a monster mural which would be displayed in each park "Honoring our Hometown Heroes."
- Working on a "Cardboard Classic" winter event that invites the public to the Metropark with cardboard sleds constructed with only cardboard, paint and tape.
- Coordinated an interview for Director Moilanen on WJR to promote the Kensington Fireworks and how the Metroparks kicked-off summer as well as other key events. Also coordinated promoting the Metropark fireworks on WWJ.
- Working on creating a printed Metroparks Passport that could be distributed at a retailer's multiple locations for the public to pick up, and then over a three month period, patrons would visit each of the 13 Metroparks to get a "passport" stamp. Once all the stamps are received, the patron would be entered in a contest to win a grand prize.
- Met with All Seasons Communication to discuss a partnership and also to discuss more about camping in the parks.

###

### June 2011 Marketing Report

Activity Type	Activity	Park (8XX)	Total
Advertising	Valpak - Golf Advertising	Hudson Mills	297.50
		Huron Meadows	297.50
		Indian Springs	297.50
		Kensington	297.50
		Lake Erie	297.50
		Stony Creek	297.50
		Willow	297.50
		Wolcott Mill	297.50
	Radio Advertising - WHMI - Golf	Hudson Mills	583.34
		Huron Meadows	583.34
		Kensington	583.32
	Spring Golf Ad - Detroit News, Free Press, O & E	Hudson Mills	20.00
		Huron Meadows	20.00
		Indian Springs	20.00
		Kensington	20.00
		Lake Erie	20.00
		Stony Creek	20.00
		Willow	20.00
		Wolcott Mill	20.00
	Stony Creek Golf Ad	Stony Creek	315.80
	Wolcott Mill Golf Ad	Wolcott Mill	315.80
	Hudson Mills Golf Ad	Hudson Mills	534.00
Advertising Total			5,455.60
Interpretive	Program at Warren Civic Center Library to 90 people	Metro Beach	
	Interpreter promoted Metroparks during "Our Global Kids" program with various state and national agencies with 30 disadvantaged youth and 15 adults from Detroit.	Metro Beach	
	Staff presented at the Michigan Environmental Education Curriculum Support teachers' workshop in East Lansing for the GRAND Learning Network Summer Institute for 22 people	Metro Beach	
	Nature Center staff participated in the Flat Rock Community Center's Family Day; distributed information to approximately 150 people	Oakwoods	
	Nature Center staff gave presentation to approximately 300 people at the MichCon Safety Blitz in Melvindale	Oakwoods	
	Wolcott Mill Farm Center and Mobile Learning Center staff brought animals, distributed Metroparks information and hosted activities to more than 2,000 people during the PBS Kids Club Live Event at the Royal Oak Farmer's Market	Kensington	
		Wolcott Mill	
	Mobile Learning Center distributed Metroparks information and gave presentation on pond life activities for families at REI Family Adventure Day in Ann Arbor - 141 people	Kensington	
	Mobile Learning Center distributed Metroparks information at Clonlara Education Expo - 54 people	Kensington	
	Metroparks marketing booth set up, staff promoted Discovery Cruises, fishing and boating at Candice Miller/Jack Brandenburg "State of the Great Lakes Fisheries" event at Metro Beach	Metro Beach	

### June 2011 Marketing Report

Activity Type	Activity	Park (8XX)	Total
Interpretive Total			
Miscellaneous	Photography	AO	200.00
	Press release reading service	AO	260.00
	Brochure Distribution Service - Travel-Ad-Service - General information	AO	140.00
	Facebook - 413 new followers, 4,310 total	AO	
	Fluency Email & Social Media Marketing	AO	10,600.00
	Metroparks tablecloth for display booth	AO	220.80
	Eblast list 705 new contacts added, total of 31,318 on list	AO	
	Metroparks marketing booth set up, staff promoted parks at Michigan Philharmonic Concert at Kensington Metropark	AO	
Miscellaneous Total			11,420.80
News Release	Women, kids, improve your game at Lake Erie Metropark	Lake Erie	
	Kensington Metropark Salutes America with Fireworks	Kensington	
	Willow Metropark hosts movies and music	Willow	
	Give Dad His Day at the Huron-Clinton Metroparks	Hudson Mills Indian Springs Kensington Metro Beach Stony Creek Wolcott Mill	
	Have Some Down-home Fun at Wolcott Mill Farm Country Fair	Wolcott Mill	
	Music, Dancing at Metro Beach Metropark in June	Metro Beach	
	Metroparks "No Child Left Inside Week" promotes family outdoor recreation	Hudson Mills  Indian Springs Kensington Lake Erie Metro Beach Oakwoods Wolcott Mill	
	Indian Springs Day Camp inspires the scientists of tomorrow	Indian Springs	
	Try Yoga at Stony Creek Metropark	Stony Creek	
	Metroparks Appreciation Day Salutes America	AO	
	Try Yoga at Metro Beach Metropark	Metro Beach	
	Make it Movie Night at Lake Erie Metropark	Lake Erie	
	Fireworks and music at the Metroparks	Kensington	
	Women's Adventure at Kensington Metropark	Kensington	
	Carol Stone named human resources manager	AO	
	Kensington disc golf tournament	Kensington	
	Willow Metropark golf course reopens after extensive flooding	Willow	
	Willow Golf Course offers "Dirt Cheap" rates	Willow	
	Metropark 'Free Disc Golf Day'	Hudson Mills Kensington	
	War in the Wilderness	Stony Creek	
	Kensington course conditions better than ever this season; golfers can save at all Huron-Clinton Metroparks	Kensington	



### June 2011 Marketing Report

Activity Type	Activity	Park (8XX)	Total
News Release Total			
news story	Wolcott Mill Farm and cows featured in Detroit Free Press "You haven't lived here until..."	Wolcott Mill	
	Kensington's disc golf tournament, free disc golf day featured in Milford Times, Hometown News and Brighton Patch	Kensington	
	Bear roaming Hudson Mills, Washtenaw County featured in numerous articles in Ann Arbor.com, Dexter Leader, Dexter Patch, Detroit News, Free Press, radio, etc.	Hudson Mills	
	No Child Left Inside Week Promotes Outdoor Recreation' in CBS Detroit	AO	
	Carp die-off featured in Milford Times, Livingston Press & Argus, etc.	Kensington	
	Hudson Mills Tractor Show featured in Dexter Leader	Kensington	
	Peter Neilson's Peter's Principles segment on boating safety, fitness at Kensington Metropark shown on WXYZ-TV and Good Morning America	Kensington	
	Metro-West Steelheaders featured by Eric Sharp, Detroit Free Press	Kensington	
	Kensington Women's Adventure story by Eric Sharp, Detroit Free Press and Hometown News (Milford Times, et al)	Kensington	
	MetroParent.com Going Places video segment on Metro Beach Metropark and Nature Center	Metro Beach	
	"Discover the D" public television show featured the Metroparks as summer destinations	AO	
	Oakland official elected treasurer of Metroparks board in Daily Tribune	AO	
news story Total			
Online Store	Online store generated \$1,960 in sales, with 27 annual permits, 1 annual boat permit, 5 HCMA/Oakland County Joint Permits and \$1,015 in Gift Card sales.	AO	
Online Store Total			
Print Materials	Wear the Gear Cards	AO	135.00
	Newsletter - summer edition	AO	4,875.00
	Island Queen Flyer	AO	125.00
	Kiosks Maps for Kensington	Kensington	166.00
	Kensington Fireworks Banners	Kensington	159.00
	Lower Huron Banners	Lower Huron	216.00
	Golf brochures	Hudson Mills	111.00
		Huron Meadows	111.00
		Indian Springs	111.00
		Kensington	108.00
		Lake Erie	111.00
		Stony Creek	111.00
		Willow	111.00
		Wolcott Mill	111.00
	permit enclosure cards	AO	165.00
Print Materials Total			6,726.00
Grand Total			23,602.40

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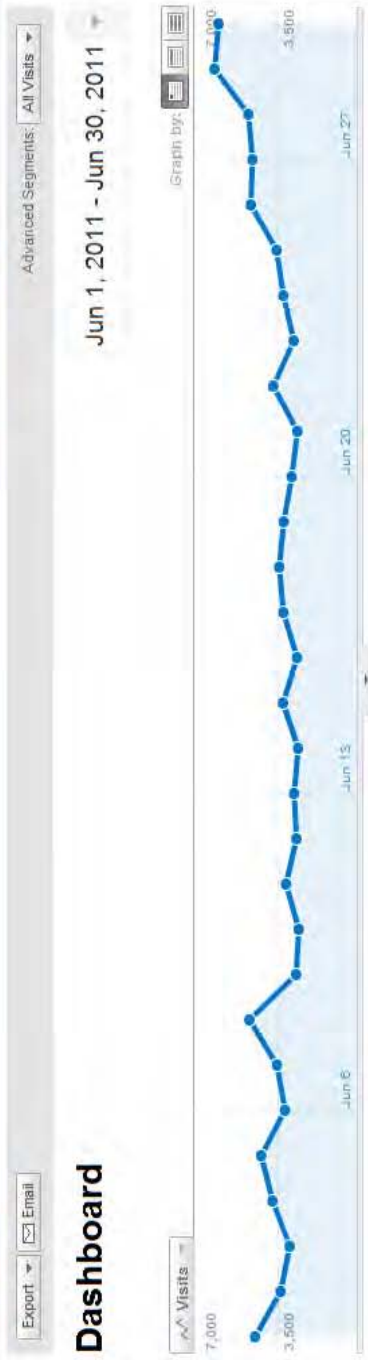
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**Site Usage**

**108,573 Visits**

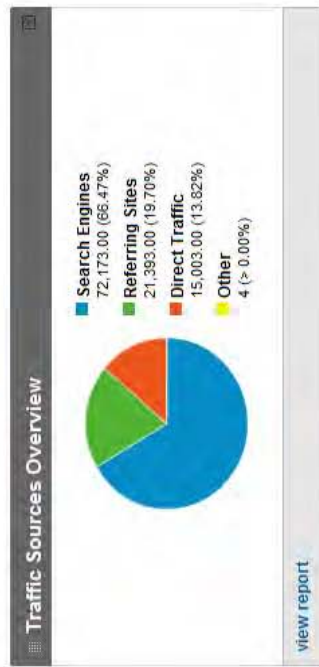
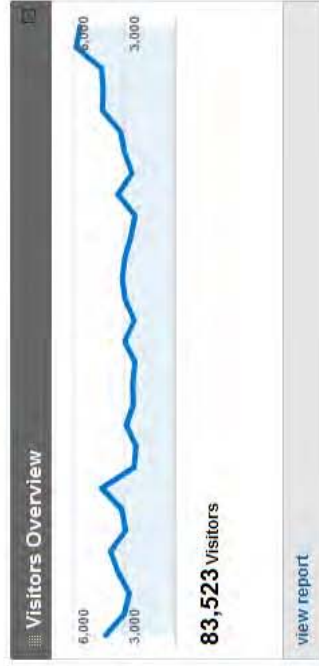
**483,335 Pageviews**

**4.45 Pages/Visit**

**27.83% Bounce Rate**

**00:03:29 Avg. Time on Site**

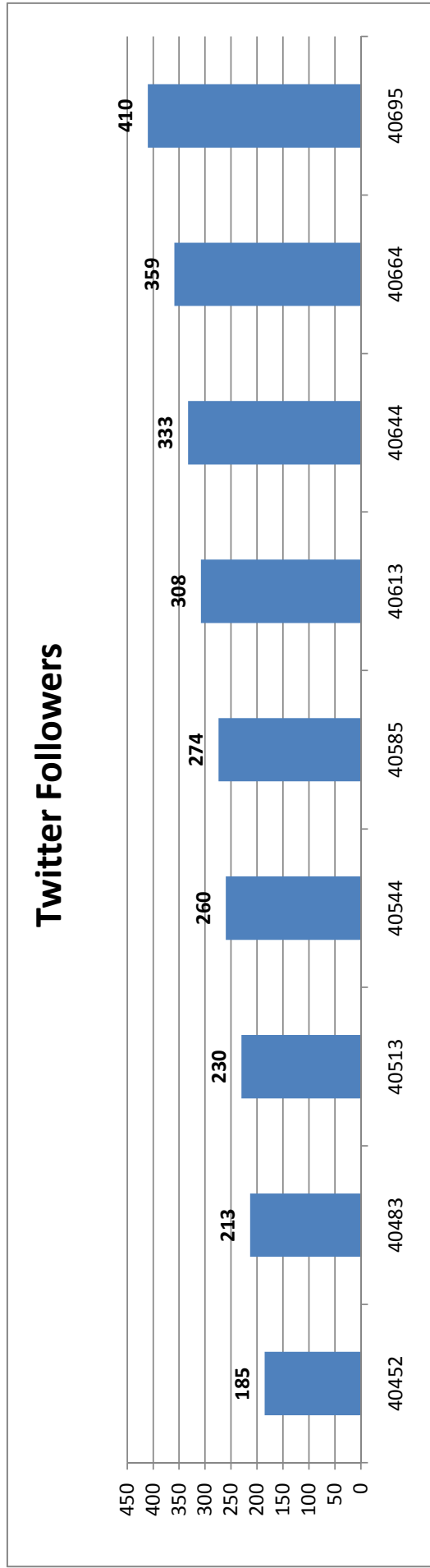
**66.46% % New Visits**



## June 2011 Report

### Social Media

#### Twitter:



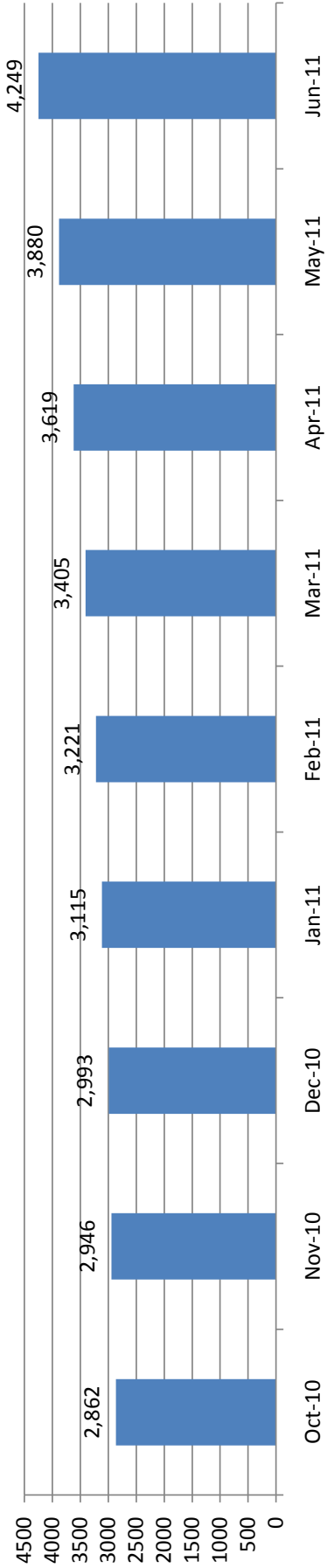
The Metroparks Twitter account reached 410 followers in June. This is a 14% increase from May (359 followers).

Metroparks received 23 @mentions in June. This is a 9.5% increase from May (21 @mentions). The content was retweeted 16 times in June. This is a 23% increase over May (13 retweets).

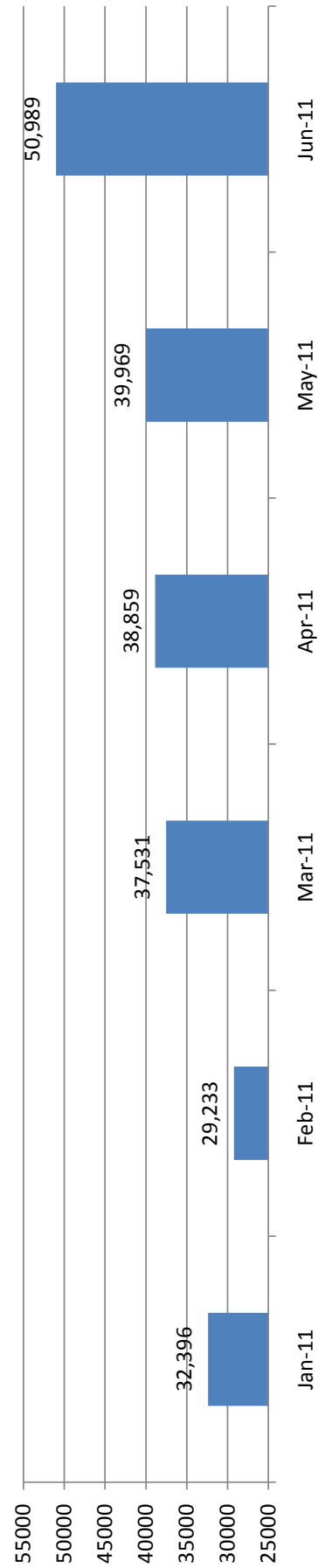
Warmer weather and seasonal trends have helped to drive the growth. The most retweeted post of the month was this one, posted on June 9, which received 5 retweets. "Don't miss Salute to America #Fireworks this Saturday, June 11 at Kensington Metropark. [http://www.metroparks.com/calendar\\_item.aspx?ID=1866](http://www.metroparks.com/calendar_item.aspx?ID=1866)." Additionally, the sighting of a black bear near the Hudson Mills Metropark was a newsworthy event that brought lots of attention to the parks and likely resulted in new Twitter followers.

Facebook:

### Facebook Fans



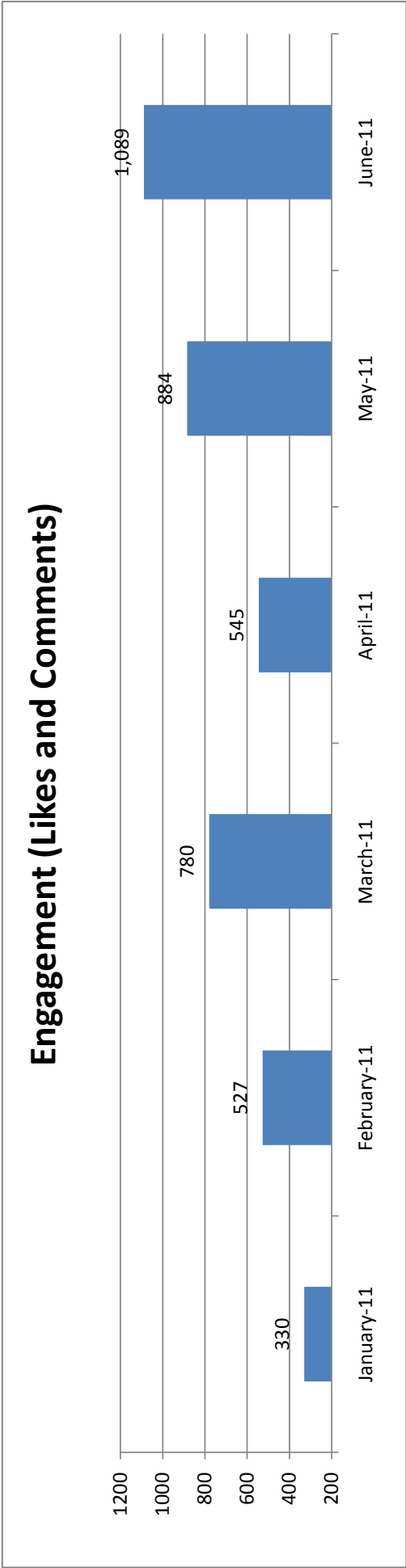
### Facebook Monthly Active Users



The number of Monthly Active Users and the overall Facebook fan count has continued to increase. Since January, the Facebook fan count is up by 36% and Monthly Active Users have increased by 57%.

In June, Metroparks gained 369 new Facebook fans, an increase of 9.5%. Monthly Active Users, a metric which shows how much interaction is occurring on the Metroparks fan page, grew by 11,020 in June, an increase of 27.5%.

The data shows that fans viewed and interacted with Metroparks' content more than ever before.



Facebook engagement increased by 23% in June. Compared to April, engagement has increased by nearly 100%.

These numbers demonstrate that Metroparks fans are increasingly interacting with the content. Posts featuring photos and videos continue to do well and generate high engagement numbers, such as the June 27 post featuring an image of a sunrise at Metro Beach. That post received 47 likes and 8 comments.

**Recommendations:**

The Metroparks Facebook page is a community of fans who are interested in discussing the parks and learning more about them. Metroparks should continue to nurture that community by providing a variety of informative and entertaining content and responding to questions and concerns that fans post to the Wall.

Capitalize on newsworthy events (like the black bear sighting) and seasonal events (like the Fourth of July) to establish themselves as a resource for fans.

Share posts which feature photo or video. These posts consistently receive lots of views and likes.

Share posts that include a question or a specific call to action. An example, posted on June 30, "Tell us, which do you prefer: pool swimming or lake swimming? (You can do both at the Metroparks!) <http://bit.ly/isMi7A>." These posts receive more comments than average and offer fans an opportunity to share their experience at the parks.

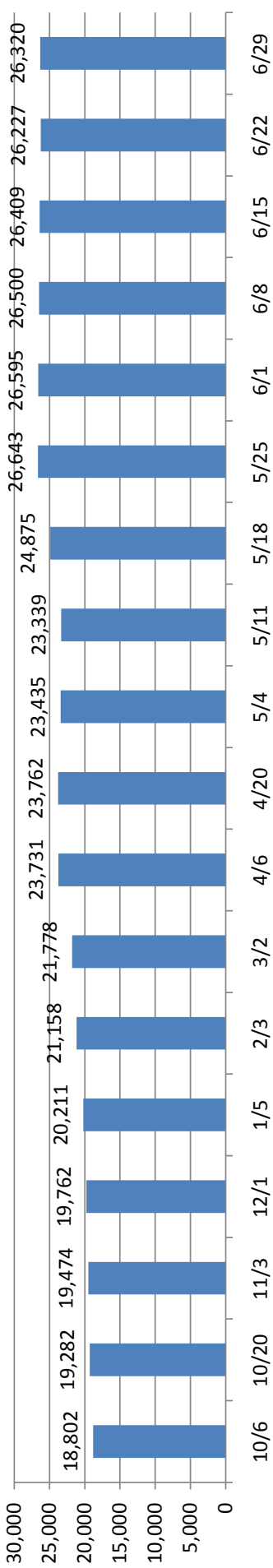
Continue the current rate of posting, including weekend posts, as it has resulted in and increase in active fans, followers and engagement.

Identifying and reaching out to influencers in relevant categories (nature, wildlife, Michigan golf) can help to increase the reach of your social media presence and open up new audiences to your content.

Email

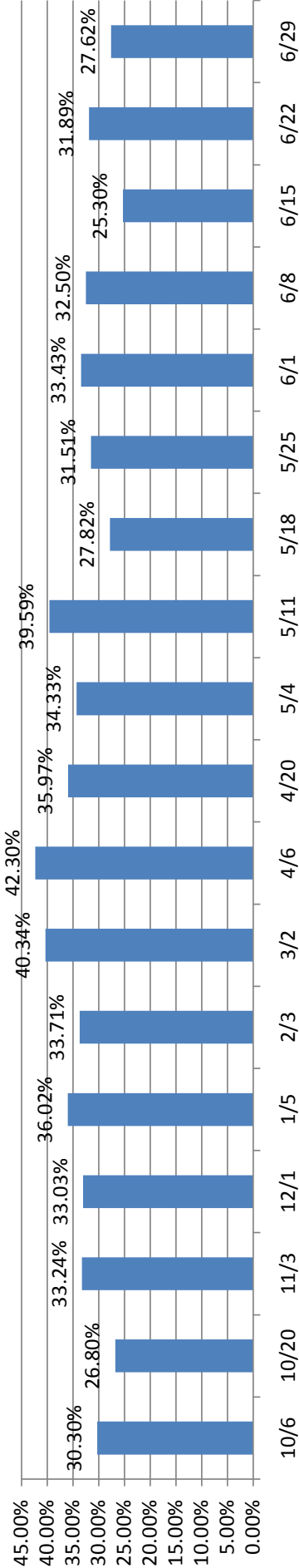
Send Date	10/6	10/20	11/3	12/1	1/5	2/3	3/2	4/6	4/20	5/4	5/11	5/18	5/25	6/1	6/8	6/15	6/22	6/29
Send Counts	18,802	19,282	19,474	19,762	20,211	21,158	21,778	23,731	23,762	23,435	23,339	24,875	26,643	26,595	26,500	26,409	26,227	26,320

Database Growth

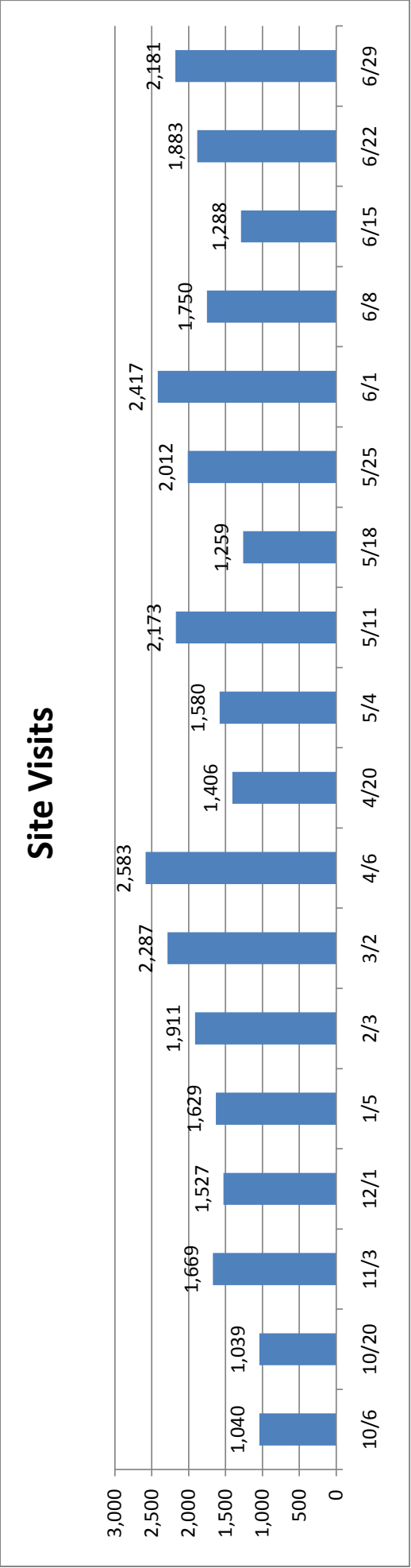


Send Date	10/6	10/20	11/3	12/1	1/5	2/3	3/2	4/6	4/20	5/4	5/11	5/18	5/25	6/1	6/8	6/15	6/22	6/29
Open Rate	30.30%	26.80%	33.24%	33.03%	36.02%	33.71%	40.34%	42.30%	35.97%	34.33%	39.59%	27.82%	31.51%	33.43%	32.50%	25.30%	31.89%	27.62%

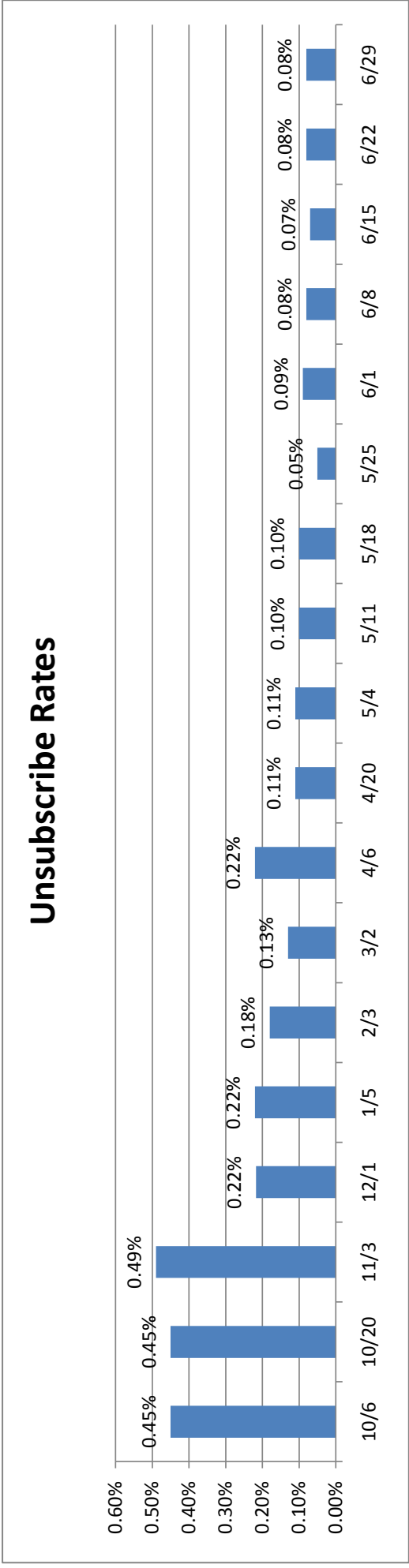
Open Rate



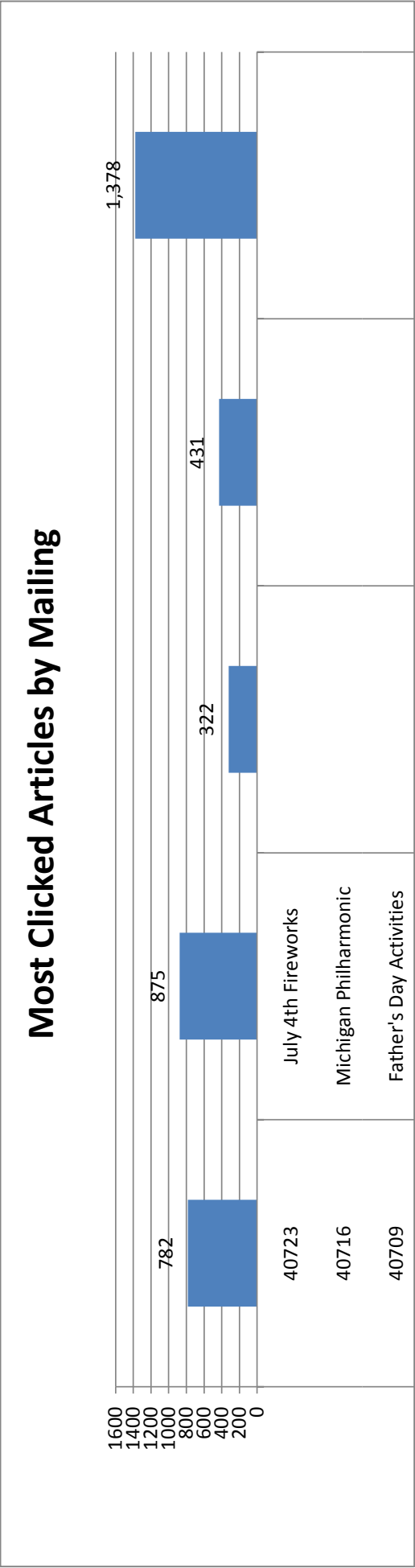
Send Date	10/6	10/20	11/3	12/1	1/5	2/3	3/2	4/6	4/20	5/4	5/11	5/18	5/25	6/1	6/8	6/15	6/22	6/29
Site Visits	1,040	1,039	1,669	1,527	1,629	1,911	2,287	2,583	1,406	1,580	2,173	1,259	2,012	2,417	1,750	1,288	1,883	2,181



Send Date	10/6	10/20	11/3	12/1	1/5	2/3	3/2	4/6	4/20	5/4	5/11	5/18	5/25	6/1	6/8	6/15	6/22	6/29
Unsubscribe Rates	0.45%	0.45%	0.49%	0.22%	0.22%	0.22%	0.18%	0.13%	0.22%	0.11%	0.11%	0.10%	0.10%	0.05%	0.09%	0.08%	0.07%	0.08%







#### Email Analysis:

The email open rates in June varied between 25% and 33%. Though they have decreased since transitioning to weekly sends in May, the open rates witnessed are still a good margin above the industry standard open rate of 23.3%. The June 1 email had the highest open rate and also the highest number website visits. With 2,417, the mailing generated the second most visits of any email in 2011. It's subject line was: *Experience the joy of June with exciting events at Metroparks!* and the most clicked article was 'Celebrate Summer with Concerts and Movies'. This was a particular strong showing for the article as it was the last of five articles in the email. In general, music and patriotic themed articles were very popular this month.

With one more email send in June, the number of total Metroparks website visits from email increased from 7,024 in May to 9,519 in June. This was a 35.5% increase. The increase in frequency did not increase the number of unsubscribes as they remained constant for the month at a very low 0.08%. This is important as it confirms that your audience welcomes the increased send rate.

#### Recommendations:

- Continue the current rate of email sends as the unsubscribe rate remains very low and you are generating much more traffic to your web properties.
- Integrate your social media more thoroughly with email by devoting an article space in a future email to highlight Facebook, Twitter or both.
- Continue to post music and concert themed articles in future emails.
- Incorporate A/B subject line testing to increase open rates.
- Redesign and optimize the call to action email sign-up button on Metroparks.com to increase new email signups.



**HURON-CLINTON METROPARKS MONTHLY STATISTICS**
**JUNE 2011**

PARK	MONTHLY VEHICLE ENTRIES		
	Current Year	Previous Year	Change
Metro Beach	68,498	66,088	3.6%
Wolcott Mill	4,418	5,131	-13.9%
Stony Creek	75,390	67,544	11.6%
Indian Springs	14,090	13,790	2.2%
Kensington	98,376	97,178	1.2%
Huron Meadows	11,383	11,340	0.4%
Hudson Mills	28,701	28,598	0.4%
Lower Huron	39,570	42,763	-7.5%
Willow	18,308	23,065	-20.6%
Oakwoods	3,632	3,420	6.2%
Lake Erie	31,077	28,046	10.8%
<b>Monthly TOTALS</b>	<b>393,443</b>	<b>386,963</b>	<b>1.7%</b>

MONTHLY TOLL REVENUE		
Current Year	Previous Year	Change
\$ 218,938	\$ 201,257	8.8%
\$ 90	\$ 50	80.0%
\$ 258,011	\$ 208,144	24.0%
\$ 35,996	\$ 33,754	6.6%
\$ 245,250	\$ 201,164	21.9%
\$ 3,685	\$ 2,605	41.5%
\$ 49,998	\$ 43,107	16.0%
\$ 83,616	\$ 70,743	18.2%
\$ 33,775	\$ 27,705	21.9%
\$ 5,045	\$ 3,730	35.3%
\$ 69,443	\$ 59,036	17.6%
<b>\$ 1,003,847</b>	<b>\$ 851,295</b>	<b>17.9%</b>

MONTHLY TOTAL PARK REVENUE		
Current Year	Previous Year	Change
\$ 329,106	\$ 313,588	4.9%
\$ 78,333	\$ 79,864	-1.9%
\$ 459,031	\$ 379,714	20.9%
\$ 143,845	\$ 145,087	-0.9%
\$ 496,479	\$ 429,443	15.6%
\$ 130,964	\$ 133,883	-2.2%
\$ 138,134	\$ 140,891	-2.0%
\$ 276,182	\$ 240,092	15.0%
\$ 122,539	\$ 152,950	-19.9%
\$ 6,633	\$ 4,740	39.9%
\$ 299,571	\$ 264,132	13.4%
<b>\$ 2,480,817</b>	<b>\$ 2,284,384</b>	<b>8.6%</b>

PARK	Y-T-D VEHICLE ENTRIES		
	Current Year	Previous Year	Change
Metro Beach	176,151	208,876	-15.7%
Wolcott Mill	13,776	14,011	-1.7%
Stony Creek	207,261	232,838	-11.0%
Indian Springs	40,831	47,613	-14.2%
Kensington	331,770	367,765	-9.8%
Huron Meadows	39,507	41,580	-5.0%
Hudson Mills	99,885	115,311	-13.4%
Lower Huron	130,263	163,518	-20.3%
Willow	79,403	105,226	-24.5%
Oakwoods	16,562	20,546	-19.4%
Lake Erie	85,567	96,620	-11.4%
<b>Y-T-D TOTALS</b>	<b>1,220,976</b>	<b>1,413,904</b>	<b>-13.6%</b>

Y-T-D TOLL REVENUE		
Current Year	Previous Year	Change
\$ 530,563	\$ 628,863	-15.6%
\$ 315	\$ 465	100%
\$ 785,296	\$ 830,886	-5.5%
\$ 119,371	\$ 140,441	-15.0%
\$ 802,292	\$ 866,462	-7.4%
\$ 25,445	\$ 23,670	7.5%
\$ 210,335	\$ 230,877	-8.9%
\$ 194,716	\$ 207,313	-6.1%
\$ 110,321	\$ 124,024	-11.0%
\$ 21,125	\$ 25,215	-16.2%
\$ 227,176	\$ 261,378	-13.1%
<b>\$ 3,026,955</b>	<b>\$ 3,339,594</b>	<b>-9.4%</b>

Y-T-D TOTAL PARK REVENUE		
Current Year	Previous Year	Change
\$ 752,637	\$ 866,330	-13.1%
\$ 180,794	\$ 204,728	-11.7%
\$ 1,328,129	\$ 1,402,076	-5.3%
\$ 375,804	\$ 429,104	-12.4%
\$ 1,350,423	\$ 1,492,834	-9.5%
\$ 328,894	\$ 358,469	-8.3%
\$ 458,415	\$ 517,700	-11.5%
\$ 457,847	\$ 462,559	-1.0%
\$ 309,342	\$ 460,501	-32.8%
\$ 29,965	\$ 33,738	-11.2%
\$ 709,036	\$ 749,842	-5.4%
<b>\$ 6,281,285</b>	<b>\$ 6,977,881</b>	<b>-10.0%</b>

	Y-T-D Vehicle Entries by Management Unit		
<b>Metro Beach</b>	176,151	208,876	-15.7%
<b>Stony Creek</b>	221,037	246,849	-10.5%
<b>Wolcott Mill</b>			
<b>Western District</b>			
Kensington			
Indian Springs			
Hudson Mills	511,993	572,269	-10.5%
Huron Meadows			
<b>Southern District</b>			
Lower Huron			
Willow			
Oakwoods	311,795	385,910	-19.2%
Lake Erie			

Y-T-D Toll Revenue by Management Unit		
\$ 530,563	\$ 628,863	-15.6%
\$ 785,611	\$ 831,351	-5.5%
\$ 1,157,443	\$ 1,261,450	-8.2%
\$ 553,338	\$ 617,930	-10.5%

Y-T-D Total Revenue by Management Unit		
\$ 752,637	\$ 866,330	-13.1%
\$ 1,508,923	\$ 1,606,804	-6.1%
\$ 2,513,535	\$ 2,798,107	-10.2%
\$ 1,506,190	\$ 1,706,640	-11.7%

## ACTIVITY REPORT - GOLF

GOLF COURSE	MONTHLY ROUNDS		
	Current Year	Previous	Change
Wolcott Mill	3,525	3,628	-2.8%
Stony Creek	6,015	6,007	0.1%
Indian Springs	4,322	4,207	2.7%
Kensington	5,911	6,612	-10.6%
Huron Meadows	4,965	4,703	5.6%
Hudson Mills	3,192	3,347	-4.6%
Willow	2,860	3,572	-19.9%
Lake Erie	5,238	4,200	24.7%
Regulation Subtotal	36,028	36,276	-0.7%
MB Par 3	2,988	2,812	6.3%
L. Huron Par 3	1,424	1,352	5.3%
TOTALS	40,440	40,440	

ROUNDS Y-T-D		
Current Year	Previous Year	Change
5,383	7,601	-29.2%
11,104	13,341	-16.8%
8,453	9,719	-13.0%
11,276	16,842	-33.0%
9,970	11,403	-12.6%
5,998	7,605	-21.1%
4,930	9,309	-47.0%
9,324	9,525	-2.1%
66,438	85,345	-22.2%
4,328	6,226	-30.5%
2,252	3,364	-33.1%
73,018	94,935	

GOLF REVENUE Y-T-D		
Current Year	Previous Year	Change
\$ 108,300	\$ 154,460	-29.9%
\$ 318,678	\$ 373,437	-14.7%
\$ 213,462	\$ 245,325	-13.0%
\$ 256,073	\$ 326,929	-21.7%
\$ 246,660	\$ 279,607	-11.8%
\$ 143,878	\$ 177,474	-18.9%
\$ 121,511	\$ 239,587	-49.3%
\$ 216,616	\$ 233,036	-7.0%
\$ 1,625,178	\$ 2,029,855	-19.9%
\$ 22,365	\$ 31,567	-29.2%
\$ 11,638	\$ 17,388	-33.1%
\$ 1,659,181	\$ 2,078,810	-20.2%

## ACTIVITY REPORT - INTERPRETIVE FACILITIES

FACILITY	MONTHLY PERSONS SERVED		
	Current Year	Previous	Change
Metro Beach	21,117	22,777	-7.3%
Wolcott Mill	4,494	3,860	16.4%
Wolcott Farm	9,376	9,540	-1.7%
Stony Creek	24,705	32,969	-25.1%
Indian Springs EDC*	13,189	19,149	-31.1%
Kensington NC	37,258	29,086	28.1%
Kensington Farm	49,024	48,995	0.1%
Hudson Mills	4,454	4,507	-1.2%
Oakwoods	13,350	8,527	56.6%
LEMP Museum	14,793	18,064	-18.1%
Mobile Unit	1,985	2,232	-11.1%
TOTALS	193,745	218,855	-11.5%

Y-T-D PERSONS SERVED		
Current Year	Previous Year	Change
72,417	75,032	-3.5%
16,436	14,643	12.2%
33,747	32,096	5.1%
108,375	132,505	-18.2%
49,764	69,048	-27.9%
152,850	164,342	-7.0%
195,972	204,099	-4.0%
23,853	23,360	2.1%
64,785	67,808	-4.5%
76,411	81,496	-6.2%
15,369	15,634	-1.7%
809,979	949,111	-14.7%

REVENUE Y-T-D		
Current Year	Previous Year	Change
\$ 7,272	\$ 5,942	22.4%
\$ 3,769	\$ 2,441	54.4%
\$ 44,880	\$ 27,225	64.8%
\$ 18,834	\$ 13,871	35.8%
\$ 17,140	\$ 16,851	1.7%
\$ 9,218	\$ 9,748	-5.4%
\$ 43,698	\$ 37,089	17.8%
\$ 9,313	\$ 5,387	72.9%
\$ 8,654	\$ 7,820	10.7%
\$ 4,443	\$ 5,040	-11.8%
\$ 8,282	\$ 6,653	24.5%
\$ 175,503	\$ 154,918	13.3%

\* Combined Indian Springs Nature Center and Environmental Discovery Center Statistics

## ACTIVITY REPORT - FINAL SUMMER ACTIVITIES

SWIMMING	PATRONS		
	Current Year	Previous	Change
Metro Beach	13,482	13,484	0.0%
KMP Splash-Blast	12,562	10,492	19.7%
Lower Huron	22,354	19,209	16.4%
Willow	5,036	4,305	17.0%
Lake Erie	10,639	11,312	-5.9%
TOTALS	64,073	58,802	

PATRONS Y-T-D		
Current Year	Previous Year	Change
17,660	18,327	-3.6%
15,472	16,903	-8.5%
26,980	25,380	6.3%
6,556	5,744	14.1%
13,396	13,779	-2.8%
80,064	80,133	

REVENUE Y-T-D		
Current Year	Previous Year	Change
\$ 51,692	\$ 53,429	-3.3%
\$ 51,680	\$ 57,573	-10.2%
\$ 173,529	\$ 167,057	3.9%
\$ 21,913	\$ 20,358	7.6%
\$ 77,036	\$ 62,087	24.1%
\$ 375,850	\$ 360,504	

PARK	Winter Sports this Month		
	Current Year	Previous Year	Change
<b>Metro Beach</b>			
XC Skiers	0	0	-
Ice Skaters	0	0	-
Ice Fishermen	0	0	-
<b>Stony Creek</b>			
XC Skiers	0	0	-
Ice Skaters	0	0	-
Sledders	0	0	-
Ice Fishermen	0	0	-
<b>Indian Springs</b>			
XC Skiers	0	0	-
Sledders	0	0	-
<b>Kensington</b>			
XC Skiers	0	0	-
Ice Skaters	0	0	-
Sledders	0	0	-
Ice Fishermen	0	0	-
<b>Huron Meadows</b>			
XC Skiers	0	0	-
Ice Fishermen	0	0	-
<b>Hudson Mills</b>			
XC Skiers	0	0	-
<b>Lower Huron</b>			
Ice Skaters	0	0	-
<b>Willow</b>			
XC Skiers	0	0	-
Ice Fishing	0	0	-
Sledders	0	0	-
<b>Lake Erie</b>			
XC Skiers	0	0	-
Sledders	0	0	-
Ice Fishermen	950	1,222	(272.00)
	<b>Totals by Activity</b>		
	Current Year	Previous Year	Change
XC Skiers	0	0	-
Ice Skaters	0	0	-
Sledders	0	0	-
Ice Fishermen	950	1,222	(272.00)

Winter Sports Y-T-D		
Current Year	Previous Year	Change
199	62	+ 137
563	767	(204.00)
8,295	6,739	+ 1556
5,800	5,000	+ 800
1,227	1,157	+ 70
5,605	5,142	+ 463
1,737	1,779	(42.00)
519	126	+ 393
689	876	(187.00)
2,222	2,337	(115.00)
1,700	2,613	(913.00)
14,120	10,628	+ 3492
554	1,167	(613.00)
4,440	3,307	+ 1133
254	419	(165.00)
2,955	2,205	+ 750
1,067	741	+ 326
684	756	(72.00)
162	NA	0
2,919	6,778	(3859.00)
22	26	-4
91	134	-43
2,812	4,841	-2,029
<b>Totals by Activity Y-T-D</b>		
Current Year	Previous Year	Change
16,841	13,819	+ 3022
4,557	5,278	(721.00)
23,424	23,558	(134.00)
13,652	14,945	(1293.00)

2010-11 Winter Season To Date (Nov-Present)		
Current Year	Previous Year	Change
282	246	+ 36
1,458	1,663	(205.00)
16,196	15,239	+ 957
12,090	9,080	+ 3010
2,384	1,229	+ 1155
12,007	10,780	+ 1227
3,848	2,628	+ 1220
673	794	(121.00)
1,794	2,231	(437.00)
5,245	3,605	+ 1640
5,128	2,821	+ 2307
29,780	13,274	+ 16506
1,757	1,419	+ 338
8,317	4,977	+ 3340
720	795	(75.00)
5,425	4,420	+ 1005
2,284	1,601	+ 683
1,493	1,644	(151.00)
515	NA	0
10,359	9,192	+ 1167
56	81	-25
245	239	6
4,222	6,271	-2,049
<b>Totals by Activity 2008-09 Season</b>		
Current Year	Previous Year	Change
33,581	24,847	+ 8734
11,254	7,314	+ 3940
54,185	35,716	+ 18469
26,743	26,352	+ 391

PARK	Seasonal Activities this Month			Seasonal Activities Y-T-D			Seasonal Revenue Y-T-D		
	Current Year	Previous Year	Change	Current Year	Previous Year	Change	Current Year	Previous Year	Change
<b>Metro Beach</b>									
Welsh Center	13	17	(4)	46	56	(10)	\$ 33,625	\$ 26,525	\$7,100
Picnic Reservations	108	130	(22)	130	151	(21)	\$ 45,300	\$ 51,650	(\$6,350)
Boat Launches	1,474	1,853	(379)	2,280	3,564	(1,284)	NA	NA	NA
Marina	722	830	(108)	1,033	1,384	(351)	\$ 13,599	\$ 24,349	(\$10,750)
Mini-Golf	3,951	4,247	(296)	4,844	5,256	(412)	\$ 12,464	\$ 12,789	(\$325)
<b>Stony Creek</b>									
Disc Golf <sup>1</sup>	NA	NA	NA	NA	NA	NA	\$ 25,756	\$ 30,502	
Picnic Reservations	66	53	+ 13	341	293	+ 48	\$ 51,100	\$ 43,900	\$7,200
Boat Rental	4,221	3,873	+ 348	5,625	5,810	(185)	\$ 47,896	\$ 40,544	\$7,352
Boat Launches	493	522	(29)	766	1,208	(442)	NA	NA	NA
<b>Indian Springs</b>									
Picnic Reservations	18	15	+ 3	43	48	(5)	\$ 6,450	\$ 7,200	(\$750)
EDC Event Room	3	7	(4)	14	18	(4)	\$ 16,868	\$ 16,720	\$148
<b>Kensington</b>									
Disc Golf Daily	5,603	6,012	NA	11,736	14,061	NA	\$ 23,472	\$ 28,122	(\$4,650)
Disc Golf Annual	12	14		108	123		\$ 5,223	\$ 11,299	(\$6,076)
Disc Golf Fees							\$ 28,695	\$ 39,421	(\$10,726)
Picnic Reservations	90	64	+ 26	323	318	+ 5	\$ 48,400	\$ 47,845	\$555
Boat Rental	3,310	2,564	+ 746	4,669	4,162	+ 507	\$ 50,031	\$ 38,413	\$11,618
<b>Huron Meadows</b>									
Picnic Reservations	5	3	+ 2	28	30	(2)	\$ 4,200	\$ 4,500	(\$300)
Boat Rental	78	95	(17)	139	204	(65)	\$ 2,685	\$ 2,322	\$363
<b>Hudson Mills</b>									
Disc Golf Daily	2,620	2,640	(20)	7,829	10,081	(2,252)	\$ 15,658	\$ 20,162	(\$4,504)
Disc Golf Annual	8	5	+ 3	160	201	(41)	\$ 7,740	\$ 9,830	(\$2,090)
Disc Golf Fees							\$ 23,398	\$ 29,992	(\$6,594)
Picnic Reservations	26	32	(6)	103	129	(26)	\$ 18,218	\$ 20,945	(\$2,727)
Canoe Rental <sup>3</sup>	747	655	+ 92	747	933	(186)	\$ 3,496	\$ 4,624	(\$1,128)
<b>Lower Huron / Willow / Oakwoods</b>									
Picnic Reservations	48	48	0	266	283	(17)	\$ 39,900	\$ 42,450	(\$2,550)
<b>Lake Erie</b>									
Picnic Reservations	15	16		76	82		\$ 11,850	\$ 12,200	(\$350)
Boat Launches	2,844	3,137	(293)	7,040	10,063	(3,023)	NA	NA	NA
Marina	NA	NA	NA	NA	NA	NA	\$ 92,988	\$ 94,423	(\$1,435)

Note 1: Park staff can account for daily disc golf sales but total use cannot be accurately tracked because many golfers have an annual disc golf pass.

Note 2: Canoe rental revenue is the HCMA percentage of the concessionaire's total revenue.