

AGENDA
Huron-Clinton Metropolitan Authority
Board of Commission Meeting
March 12, 2015 – 10:30 a.m.
Administrative Office

1. Chairman's Statement
2. Public Participation
3. Minutes – February 12, 2015 Regular Meeting
4. Approval – March 12, 2015 Agenda

Consent Agenda

5. **Approval – February 12, 2015 Consent Agenda**
 - a. Vouchers – January and February 2015
 - b. Financial Statements – January and February 2015
 - c. Purchases
 1. Mower, Lake St. Clair Metropark **pg. 1**
 2. Vehicle, Wolcott Mill Metropark Farm Center **pg. 3**
 - d. Approval – Amended 2015 Board Meeting Schedule **pg. 5**
 - e. Approval – 52nd District Court Community Service Garden, MOU **pg. 9**
 - f. Approval – Washtenaw County Border-to-Border Trail, Letter of Intent **pg. 17**
 - g. Approval – Trail Maintenance and Repair Agreement, Milford Township **pg. 25**
 - h. Bids – Picnic Shelter Assembly, Stony Creek Metropark **pg. 33**
 - i. Bids – Golf Course Asphalt Widening, Kensington Metropark **pg. 35**
 - j. Bids – Asphalt Bike Trail Infrared Pavement Repairs, various locations **pg. 37**
 - k. Report – Well House Iron Removal System, Indian Springs Metropark **pg. 39**
 - l. Approval – Macomb County 4-H Agreement **pg. 41**

Regular Agenda

- a. **Closed Session** – To consult with attorney regarding pending litigation.
Section 8 (e) of the Michigan Open Meetings Act. M.C.L 15.268 (e)
7. Legislative Report **pg. 47**
8. **Reports**
 - A. *Lake St. Clair Metropark*
 1. Approval – Lake St. Clair Maintenance Dredging Grant Cancellation **pg. 49**
 - B. *Stony Creek Metropark*
 1. Approval – Boat Storage Relocation **pg. 53**

AGENDA
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Administrative Office
Page 2

8. Reports

C. Kensington Metropark

1. Report – Oil and Gas Casing Compressor Test **pg. 55**

D. Administrative Office

1. Report – Development Activities **pg. 59**
2. Approval – Development Support Specialist Position **pg. 61**
3. Report – 2014 Financial Review **pg. 65**
4. Approval – Underground Storage Tank Coverage for 2015 – 2016 **pg. 73**
5. Update – Building Blocks, IT Road Map **pg. 75**
6. Update – Building Blocks, Capital Development (Five-Year-Plan) **pg. 77**

9. Staff Officer Update

10. Other Business

11. Commissioner Comments

12. Motion to Adjourn

The next regular Board of Commissioners meeting will take place:
Thursday, April 9, 2015 at **10:30 a.m.** at Lake Erie Metropark in the Food Bar Area.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria van Rooijen, Purchasing Agent
 Project No: RFP-15-008 State Contract #071B0200329
 Project Title: Mower
 Location: Lake St. Clair Metropark, Macomb County
 Date: March 4, 2015

Bids Opened: State of Michigan Contract

Action Requested: Motion to Approve

That the Board of Commissioners' (1) award RFP-15-008 for two mowers, one Toro Groundsmaster 4010-D and one Toro Groundsmaster 5900 to the low responsive, responsible bidder, Spartan Distributors in the amount of \$165,082.63; and (2) approve the transfer of \$92,383.62 from the Engineering/NRC Capital Equipment account and \$5,000 from the Lake St. Clair Capital Equipment account to cover the cost of the purchase as recommended by Purchasing Agent Maria van Rooijen and staff.

Fiscal Impact: The items are not budgeted. Funds were made available as part of the Harrison Township, Clinton Township and Macomb County Pathway Maintenance Agreements, which were approved at the Feb. 12, 2015 meeting (\$72,700).

Scope of Work: Furnish and delivered one (1) Toro Groundsmaster 4010-D, 11-foot mower with cab, lights and snow thrower attachment and one (1) Toro Groundsmaster 5900, 16-foot mower.

Background: The Toro Groundsmaster 4010 unit will be used to fulfill the agreement with Harrison Township, Clinton Township and Macomb County for lawn and trail maintenance on the main parkway entering Lake St. Clair Metropark. By adding the snow thrower attachment, maintenance staff can maintain the trail pathway during the winter. The Toro Groundsmaster 5900 will be used for everyday lawn mowing in the park. Both units are being purchased off the state of Michigan contract and the low bidder Spartan Distributors is the only Toro dealer in this area.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Spartan Distributors	Sparta	\$165,082.63



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria van Rooijen, Purchasing Agent
 Project No: RFP-15-001 Macomb County Bid 12-047
 Project Title: Vehicle Purchase
 Location: Wolcott Mill Metropark, Macomb County
 Date: March 4, 2015

Action Requested: Motion to Approve

That the Board of Commissioners' approve (1) the purchase of one 2015 Ford F-350 truck in the amount of \$31,751 from Signature Ford, Owosso, Michigan the low responsive, responsible bidder for Macomb County Vehicle Bid 12-047; and (2) approved fund transfers for the over budgeted amount totaling \$6,751 from the Lake St. Clair Capital Equipment account for \$5,751 and from the Wolcott Mill Capital Equipment account for \$1000 as recommended by Purchasing Agent Maria van Rooijen and staff.

Fiscal Impact: The purchase is \$6,751 over budget.

Scope of Work: Furnish and deliver one (1) 2015 Ford F-350 Crew Cab 4 x 4 pickup with a 6.5-foot box in white.

Background: Currently, The Wolcott Mill Farm Center does not have a vehicle for hauling animals to shows or to pull their trailer for off-site programs. Staff is currently borrowing a Stony Creek maintenance vehicle, affecting the maintenance staff by losing the use of a vehicle during peak periods. This vehicle will be an addition to the fleet.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Signature Ford	Owosso	\$31,751.00



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: George Phifer, Deputy Director
Subject: Approval – Amended 2015 Board Meeting Schedule
Date: March 4, 2015

Action Requested: Motion to Approve

That the Board of Commissioners' approve changing the regular meeting date for the June meeting from June 4 to June 11 as recommended by Deputy Director George Phifer and staff.

Background: At the request of the Chairman, staff would like to amend the 2015 Board schedule changing the date from the first Thursday in June to the second Thursday in June.

The location for the meeting will remain at Stony Creek Metropark.

Attachment: Revised 2015 Board Meeting Schedule

UPDATED
HURON-CLINTON METROPARKS
2015 BOARD OF COMMISSIONERS' MEETING SCHEDULE

Date	Site	Time	Location/Comments
Jan. 8	Administrative Offices 13000 High Ridge Drive Brighton, MI 48114	10:30 am	Administrative Office Board Room
Feb. 12	Administrative Offices 13000 High Ridge Drive Brighton, MI 48114	9:00 am	<i>Pension and Health Care Trust Meetings</i>
		10:30 am	Administrative Office Board Room
Mar. 12	Administrative Offices 13000 High Ridge Drive Brighton, MI 48114	10:30 am	Administrative Office Board Room
Apr. 9	Lake Erie Metropark 32481 West Jefferson Brownstown, MI 48173	10:30 am	Lake Erie Pool Area Food Bar
May 14	Kensington Metropark 4570 Huron River Parkway Milford, MI 48380	9:00 am	<i>Pension and Health Care Trust Meetings</i>
		10:30 am	Farm House Grille
June 11	Stony Creek Metropark 4300 Main Park Road Shelby Township, MI 48316	10:30 am	Nature Center
July 9	Indian Springs Metropark 5175 Indian Trail White Lake, MI 48386	10:30 am	Environmental Discovery Center
Aug. 13	Lake St. Clair Metropark 31300 Metro Parkway Mt. Clemens, MI 48046	9:00 am	<i>Pension and Health Care Trust Meetings</i>
		10:30 am	Thomas Welsh Activity Center
Sept. 10	Willow Metropark 17845 Savage Road Belleville, MI 48111	10:30 am	Pool Area Food Bar
Oct. 8	Wolcott Mill Metropark 20505 29 Mile Road Ray, MI 48096	10:30 am	Camp Rotary
Nov. 12	Administrative Office 13000 High Ridge Drive Brighton, MI 48114	9:00 am	<i>Pension and Health Care Trust Meetings</i>
		10:30 am	Administrative Office Board Room
Dec. 10	Administrative Office 13000 High Ridge Drive Brighton, MI 48114	10:30 am	Administrative Office Board Room



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Jennifer Hollenbeck, Interpretive Services Manager
Subject: Approval – 52nd District Court Community Service Garden, MOU
Location: Kensington Metropark, Oakland County
Date: March 4, 2015

Action Requested: Motion to Approve Agreement

That the Board of Commissioners approve the amended Memorandum of Understanding agreement with the 52nd District Court Community Service Garden program as recommended by Interpretive Services Manager Jennifer Hollenbeck and staff.

Fiscal Impact: None

Background: This is a Community Service Garden program, which is part of the 52nd District Court's alternative sentencing program. It is intended to provide community service opportunities for minor, non-violent offenders, which are positive and contributive to the community. The produce grown in the garden is donated to local food banks. As an added benefit, many participants in the program return as volunteers after their sentence is served and some have donated to the Metroparks.

On Jan. 13, 2005, the Board approved a Memorandum of Understanding between the Authority and the 52nd District Court. After reviewing the current agreement, staff noted the Memorandum of Understanding, dated 2005 was never signed. A new MOU was prepared by Sue Garrett, Chief Probation Officer of the 52nd District Court and forwarded to HCMA staff for review and approval.

Attachment A: Memorandum of Understanding

Attachment B: Alternative Service Program Agreement/Waiver and Release between the 52nd District Court and Client

Attachment C: Alternative Service Program Guidelines

Memorandum of Understanding 52⁻¹ District Court Community Service Garden

This Memorandum of Understanding (MOU) entered into this 23rd day of January, 2015, by and between the Huron-Clinton Metropolitan Authority, a public body corporate organized and operating under the provisions of Act 147, Public Acts of Michigan, 1939, whose principal offices are located at 13000 High Ridge Dr, Brighton, MI, 48114 (“Authority”), and the 52⁻¹ District Court of the State of Michigan (“Court”), whose offices are located at 48150 Grand River., Novi, MI, 48374

Witnesseth:

Whereas, the 52⁻¹ District court currently operates a Community Service Garden (“Garden”) in Kensington Metropark as part of its alternative sentencing program for non-violent offenders, and

Whereas, the Garden provides a valuable service which is positive and contributive to the community, and also provides vegetable produce to local charities, and

Whereas, the Authority has supported other community service programs within its parks for many years, and

Whereas, it is mutually beneficial to the Court and the Authority to continue the Garden within Kensington Metropark,

Now therefore, pursuant to the mutual considerations herein, the parties agree as follows:

1. The Authority agrees to allow the Court to access, develop, maintain and operate the Garden at the Kensington Farm Learning Center in Kensington Metropark. Hours of operation will be as mutually agreed-upon.
2. The Court agrees to pay all direct expenses, and to provide all material, supplies, and labor necessary to operate and maintain the Garden. Participants in the Community Service Garden Program shall be non-violent misdemeanor offenders. The Court shall provide proper supervision of all activities related to the Garden, during all periods of operation.
3. The Authority may provide construction and operational support of the Garden at its discretion, depending upon availability of materials, labor and funds.

4. Any permanent construction related to the Garden shall be reviewed and approved by the Authority and shall comply with applicable regulations of agencies having jurisdiction.
5. All liability, loss or damage as a result of claims, demands, costs or judgments arising out of activities to be carried out under this Memorandum shall, to the extent permitted by law, be the responsibility of Authority if the liability, loss or damage is caused by, or arises out of the actions or failure to act on the part of the Authority, its employees, officers or agents. Nothing herein shall be construed as a waiver of any governmental immunity for the Authority, its agencies, employees as provided by statute or modified by court decisions.
6. All liability to third parties, loss, or damage as a result of claims, demands, costs or judgments arising out of activities to be carried out by the Court in performance of this Memorandum shall be, to the extent permitted by law, the responsibility of the Court if the liability, loss, or damage is caused by, or arises out of the action or failure to act on the part of any Court employee or agent, provided that nothing herein shall be construed as a waiver of any governmental immunity by the Court or its employees as provided by statute or court decisions.
7. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the Court and the Authority in fulfilment of their responsibilities under the Memorandum, such liability, loss, or damage shall be borne by the Court and the Authority in relation to each party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any governmental immunity by the Authority, the County, or their respective employees, as provided by statute or court decision.
8. This agreement may be terminated at either party hereto with 60 days written notice upon the other party all its address given above.

Witnessed

Huron Clinton Metropolitan Authority:

By: _____

John E. LaBelle, Chairman

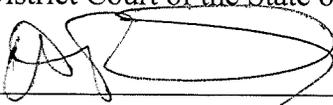
By: _____

George Phifer, Deputy Director

Witnessed

Angus F. Grand

52¹ District Court of the State of Michigan:

By:  _____

The Honorable Robert Bondy

Judge, 52-1 District Court _____

STATE OF MICHIGAN



District Court - 52nd Judicial District

1ST DIVISION

48150 Grand River Ave.
Novi, MI 48374-1222

HONORABLE BRIAN W. MacKENZIE

(248)305-6460 Criminal

ALEXANDRA BLACK M.S.

(248)305-6511 Traffic

HONORABLE ROBERT BONDY
DISTRICT JUDGES

(248)305-6080 Civil
(248)305-6144 Probation

COURT ADMINISTRATOR

ALTERNATIVE SERVICE PROGRAM AGREEMENT/ WAIVER AND RELEASE

In consideration of the condition of my sentencing to perform alternative service work, I, for myself, my heirs and administrators, hereby release and discharge the 52-1 District Court and Oakland County, its officials, employees an agents, and the agency/facility where I perform the assigned duties, its employees agents, from all claims, demands and actions for any injury sustained by me and/or my property, during my participation in Alternative Service Program.

I also agree to accept sole responsibility and liability for any injury or damages to other parties resulting from my negligence, acts or omissions and I agree to hold the 52-1 District Court and Oakland County, its officials, employees and agents harmless from any lawsuits or claims arising therefrom, and I agree to indemnify the 52-1 District Court and Oakland County, its officials, employees and agents, in the full amount of any judgment obtained. I certify that I am not, in any way, an employee, servant, or agent of 52-1 District Court or Oakland County, or the agency/facility worksite.

If I am asked to perform a task that I feel will endanger my health or others, I understand it is my responsibility to inform the worksite supervisor of my concern before doing the task. If I am unable to reach an agreement with the supervisor, I will immediately contact my Alternative Service Program caseworker and/or the Court to resolve the issue.

I hereby authorize release of information contained in my Court records to the agency/facility to which I am being referred.

I have read, or had read to me, the above RELEASE AND WAIVER conditions under which I will be assigned to an agency/facility through the District Court Alternative Service Program and I understand the conditions.

I have also received a copy of the guidelines for the Alternative Service Program.

Client's Signature

Date

Probation Officer's Signature

Date

STATE OF MICHIGAN



District Court - 52nd Judicial District

1ST DIVISION

48150 Grand River Ave.
Novi, MI 48374-1222

HONORABLE BRIAN W. MacKENZIE	(248)305-6460	Criminal
	(248)305-6511	Traffic
HONORABLE ROBERT BONDY	(248)305-6080	Civil
DISTRICT JUDGES	(248)305-6144	Probation

ALEXANDRA L. BLACK, M.S.
COURT ADMINISTRATOR

Alternative Service Guidelines

1. You must report on time.
2. Reporting to community service under the influence of alcohol or visibly impaired by drugs will result in a probation violation and possibly a jail sentence.
3. Please do not use foul or offensive language.
4. Please bring your log sheet every time you report for community service. Only sheets that have been sealed with the court stamp will be signed.
5. You are responsible for the log sheet, if you lose it before your Probation Officer can make a copy of it, then you will have to start over. The community service coordinators will not be allowed to back date your log sheet or write a letter about past compliance. **DO NOT LOSE YOUR SHEET.**
6. Once you have decided on a start date with your Probation Officer, consistent weekly attendance will be expected.
7. You can obtain a copy of the community service dates and sites from your Probation Officer, at your probation appointment.
8. Special events will be posted throughout the Probation Department and on the court's website.
9. Cell phones must remain on silent and use of cell phones are prohibited. If you are caught using your cell phone for any purpose, you will be asked to leave. No use of electronics, i.e. I-pod, MP3 player, Bluetooth, etc.
10. You must wear boots or closed toe shoes at all times, no exceptions.
11. Proper attire should be worn at all times. Please do not wear tank tops, tube tops, anything that exposes your midriff, short shorts (6 inches above the knee), bathing suits, T-shirts that reference alcohol, sex, drugs, etc.
12. No backpacks or large purses at any site.
13. Work gloves for outside work sites are recommended.

Kensington Metro Park: Rules, Regulations and Procedures

1. **Park Permits:** All garden participants will require a vehicle permit to enter the park and to park in the Farm Center parking area. The parking permits will be issued by the Probation Officer at the time of the participant's probation appointment. The time limit of the permit is based on the number of community service hours ordered. The parking permits may only be used by garden participants and will be monitored by the ASP Supervisor. Any violation, regarding use of the parking permit, may result in your termination from the program.
2. **Park Entry:** Kensington Metropark is easily accessed from Milford Road (north), Grand River Avenue (south) and Kensington Road (west). The park personnel in the toll booth have knowledge of your participation in the garden. Always display your park permit on the driver side dashboard of your vehicle for inspection by park personnel.
3. **Vehicle Parking:** All garden participants must park at the Farm Center parking area located directly off Buno Road, approximately one mile into the park off the main roads. Again, your parking permit must be displayed on the driver side dashboard of your vehicle.
4. **Facilities:** The distance from the Farm Center parking area to the garden site is approximately 1/4 mile. Therefore, we encourage you to utilize the restroom prior to your arrival at the park. However, there is a restroom available for use during the garden season next to the Farm Center Office.

If you wish to purchase food or snack items, a restaurant/ snack bar is located next to the parking lot. There will be a scheduled break during all garden shifts.

5. **Park enforcement:** Garden participants are expected to follow park rules regarding personal conduct and vehicle operation. The park is monitored and patrolled by its own police agency. Participants who exhibit behavior problems will be terminated from the program.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Dave Struck, Manager of Planning
 Subject: Approval – Letter of Intent, Washtenaw County Border-to-Border Trail
 Date: March 4, 2015

Action Requested: Motion to Approve

That the Board of Commissioners approve the Letter of Intent for the Washtenaw County Border-to-Border (B2B) Trail at the Huron-Clinton Metroparks as recommended by Manager of Planning Dave Struck and staff.

Background: The Border-to-Border Trail, when completed, will span across Washtenaw County from its border with Livingston County in the northwest to Wayne County in the east, roughly following the Huron River. Staff continues to have discussions with the Washtenaw County Parks and Recreation Commission (WCPARC) on the development and funding of a two-mile segment of trail at Hudson Mills Metropark, located between North Territorial Road and McGregor Road (see the attached map). This segment of trail would connect with the Lakelands Trail State Park to the north in Livingston County. The Border-to-Border Trail is a key part of Michigan's Iron Belle Trail, which will run from Belle Isle in Detroit to Ironwood in the Upper Peninsula.

Trail projects will typically involve four primary elements:

- 1) Planning/Design: HCMA will assist WPARC in the planning/design phase for B2B Trail segments on HCMA property, including concept design, engineering, and assisting in the development of pertinent grant applications.
- 2) Construction: Washtenaw County Parks and Recreation Commission will be responsible for funding construction of trail segments and construction administration. HCMA will provide planning/design services to support grant funding requests as appropriate.
- 3) Trail Maintenance: Once an executed intergovernmental maintenance agreement is in place, HCMA will work collaboratively with WCPARC and other partners to carry out routine maintenance on trail segments, with reimbursement provided to HCMA according to the terms and conditions of the agreement. On an annual basis, trail maintenance costs approximately \$5,200 per mile and typically includes sweeping, mowing, snow and debris removal, tree trimming, and stewardship of natural areas along the trail.
- 4) Trail Reconstruction: Includes the long-term resurfacing of the trail and re-decking of boardwalks, which have a typical life-span of 15-20 years. HCMA will collaborate with WPARC on planning/design issues related to long-term reconstruction of B2B Trail segments, in support of WPARC funding such improvements

Recent discussions have led to a shared vision of how to continue the partnership between Metroparks and WCPARC and explore ways to complete additional segments of the B2B Trail at various Metroparks along the route.

At this time, staff is recommending submittal of the attached Letter of Intent that addresses the four elements identified above. Memorandums of Understanding and/or Intergovernmental Maintenance Agreements would be executed for each specific project. HCMA staff will continue to bring recommendations to the Board of Commissioners as this project continues to develop.

Attachments: Draft Letter to Washtenaw County Parks and Recreation
 Washtenaw County B2B Trail Map
 Iron Belle Trail Map

Robert Tetens, Director
Washtenaw County Parks and Recreation Commission
P.O. Box 8645
Ann Arbor, MI 48107

RE: Border-to-Border (B2B) Trail Projects at Huron-Clinton Metroparks

Dear Mr. Tetens,

This letter shall serve as the Huron-Clinton Metropolitan Authority's (HCMA) intent to enter into a Memorandum of Understanding (MOU) for the above-referenced, to-be-constructed trail segments at targeted Huron-Clinton Metropark locations. Per our discussion on February 23, 2015, the following summarizes the general terms and conditions of a prospective agreement:

Planning/Design: HCMA will assist WPARC in the planning/design phase for B2B Trail segments on HCMA property, including concept design, engineering, and assisting in the development of pertinent grant applications.

Construction: Washtenaw County Parks and Recreation Commission will be responsible for funding construction of trail segments and construction administration. HCMA will provide planning/design services to support grant funding requests as appropriate.

Trail Maintenance: Once an executed intergovernmental maintenance agreement is in place, HCMA will work collaboratively with WCPARC and other partners to carry out routine maintenance on trail segments, with reimbursement provided to HCMA according to the terms and conditions of the agreement. Routine maintenance includes sweeping, mowing, snow removal, debris removal, tree trimming, and stewardship of natural areas along the trail.

Trail Reconstruction: HCMA will collaborate with WPARC on planning/design issues related to long-term reconstruction of B2B Trail segments, in support of WPARC funding such improvements, which include trail resurfacing and the re-decking of boardwalks.

This letter serves as the expression of the undersigned's interest in continuing a partnership with WPARC to develop future Border-to-Border Trail segments under the general terms and conditions identified above and is non-binding on either party unless and until a Memorandum of

Understanding and/or intergovernmental maintenance agreement pertaining to specific project segments is executed by both parties. Accordingly, if the above general terms and conditions are acceptable, please sign this letter in the space provided below.

Sincerely,
HURON-CLINTON METROPOLITAN AUTHORITY

By: George Phifer
Its: Deputy Director

Agreed and Accepted:
WASHTENAW COUNTY PARKS AND RECREATION COMMISSION

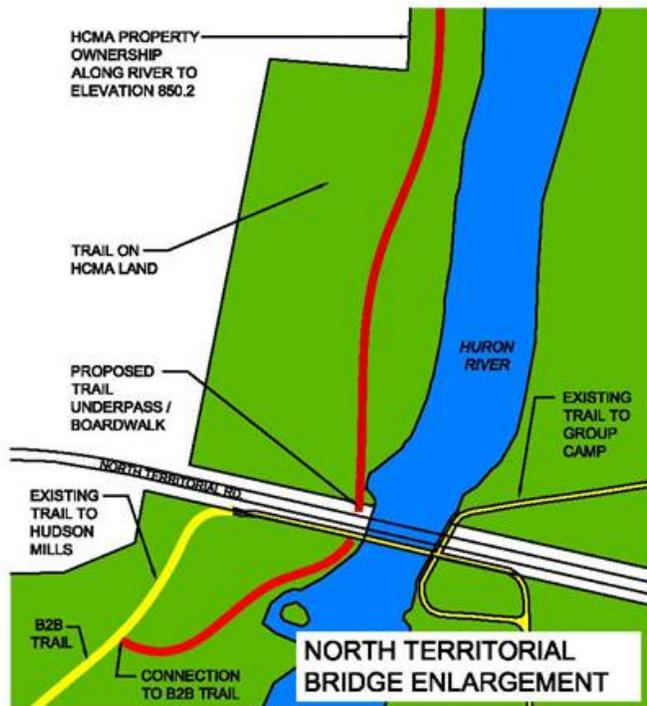
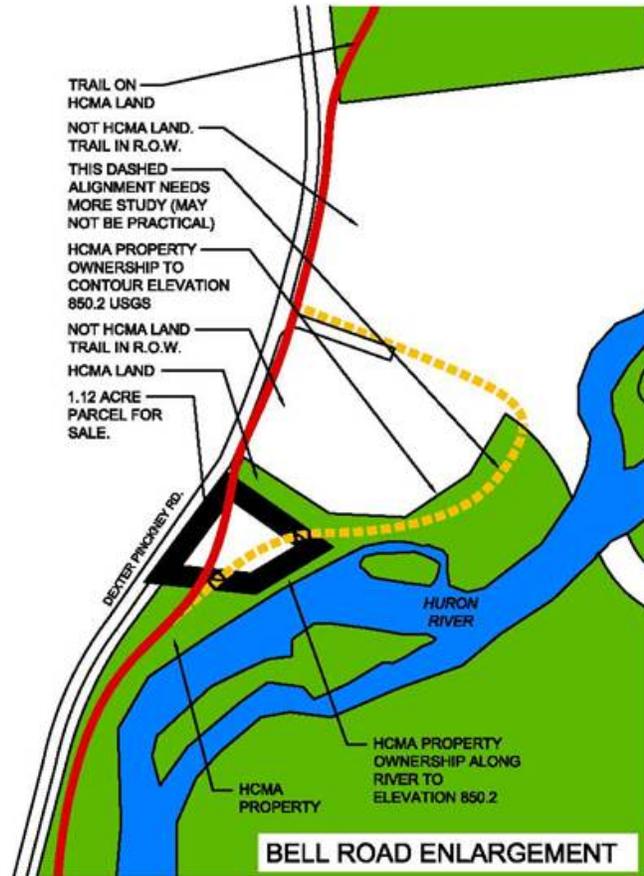
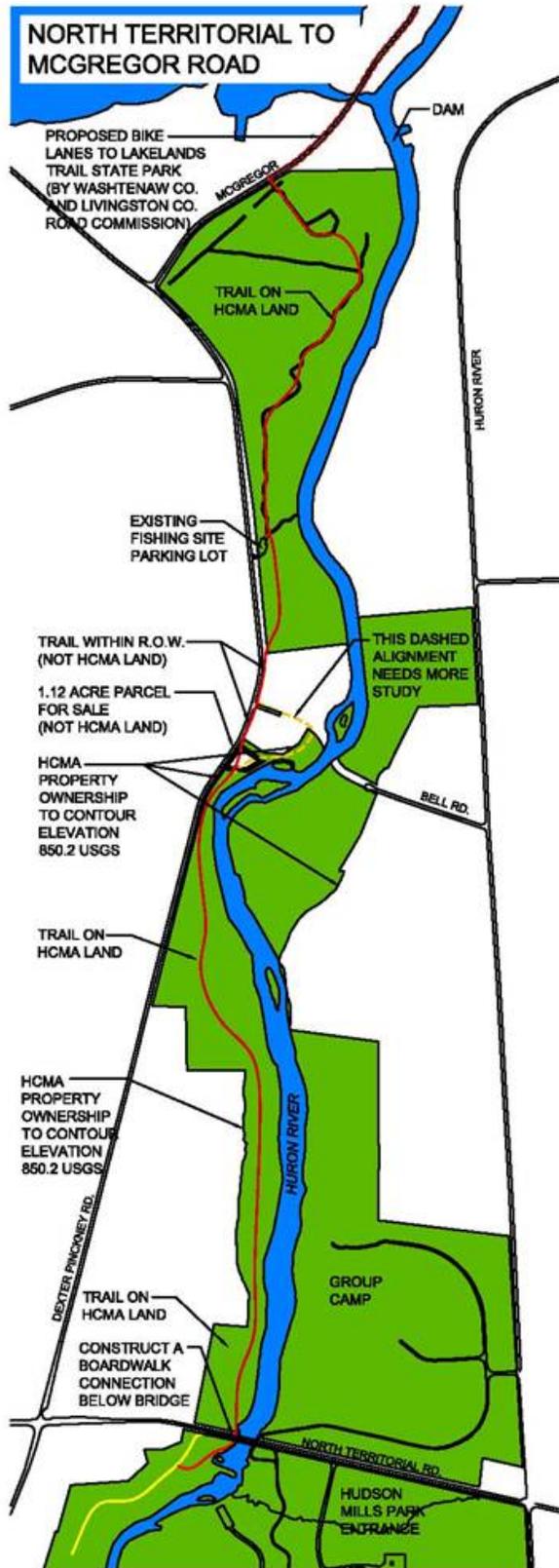
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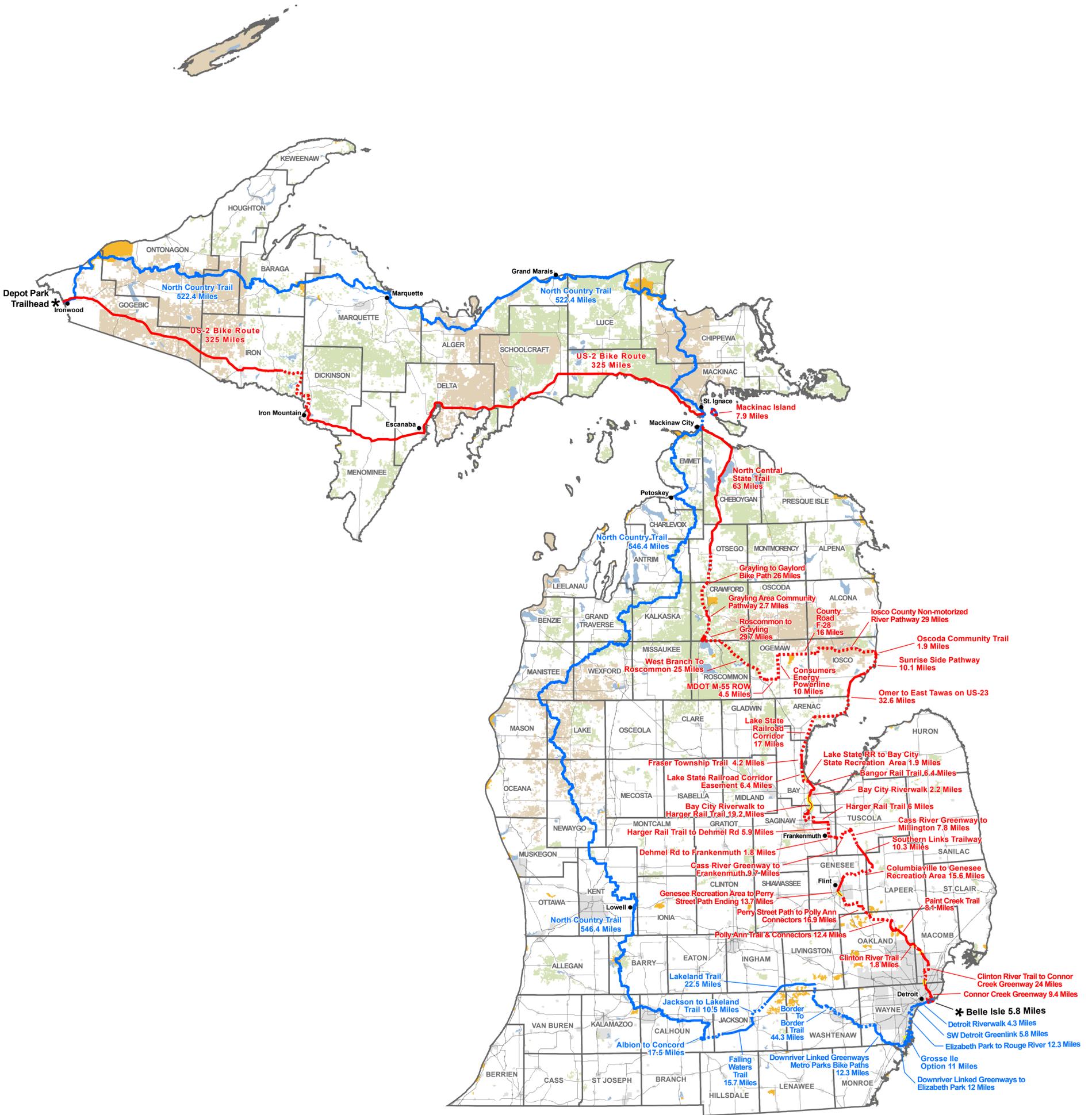
WASHTENAW COUNTY BORDER TO BORDER TRAIL

NORTH TERRITORIAL TO MCGREGOR STUDY

FEBRUARY 11, 2013



Belle Isle to Ironwood - Two Routes, One Trail



Legend

Biking Trail

- Biking - Existing Trail
- Biking - Approved For Construction
- - - Biking - Proposed Trail

Possible Hiking or Biking

- - - Existing Trail

Hiking Trail

- Hiking - Existing Trail
- Hiking - Approved for Construction
- - - Hiking - Proposed Trail

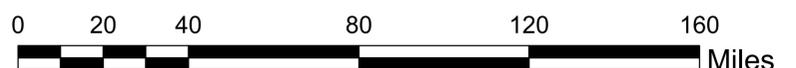
- Highways
- Lakes and Rivers
- City
- County Boundary

- State Park Boundary
- State Land
- Federal Land

**** The illustrated hike and bicycle trail connections will rely upon partnership opportunities. ****



January 29, 2015
Michigan Department of Natural Resources
Forest Resources Division
Resource Assessment Section





HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: George Phifer, Deputy Director
 Subject: Approval – Trail Maintenance and Repair Agreement, Milford Township
 Location: Kensington Metropark, Oakland County
 Date: March 4, 2015

Action Requested: Motion to Approve

That the Board of Commissioners approve the 2015 Trail Maintenance and Repair Agreement for grass cutting, sweeping, garbage pick-up, removal of tree limbs and debris from the trail, as well as safety patrol of the trail between HCMA and Milford Township, which is located in and contiguous to Kensington Metropark for the period of April 15, 2015 through Oct. 31, 2015 as recommended by Deputy Director Phifer and staff.

Background: The parties agree that when maintenance work is performed, the cost share will be two-thirds for the Township and one-third for HCMA. The Metroparks will patrol the trail south of General Motors Road and the cost will be split 50-50 between the Township and the Metroparks.

The Charter Township of Milford will reimburse the Authority for the services listed below against the Authority's invoice for the period beginning April 15, 2015 and ending Oct. 31, 2015 based on the following rates:

- a. Full-Time employee labor wages at \$52.00 per hour
- b. Seasonal employee labor wages at \$14.00 per hour and \$20.00/OT
- c. Equipment rates at \$150.00 per day used
- d. Material, supplies or contract services at best available prices
- e. Full-time police wages at \$55.00 per hour
- f. Part-time police wages at \$35.00 per hour
- g. Public Safety Attendant wages at \$9.00 per hour

The Trail and Maintenance Agreement with the Charter Township of Milford has been in effect since May 2007.

Attachment: 2015 Trail and Maintenance Agreement – Milford Township Trail Agreement Map

**ANNUAL TRAIL MAINTENANCE AND REPAIR CONTRACT
CHARTER TOWNSHIP OF MILFORD
HURON-CLINTON METROPOLITAN AUTHORITY**

THIS AGREEMENT, made and entered into this _____ day of _____, 2015 by and between the CHARTER TOWNSHIP OF MILFORD, a Michigan municipal corporation, whose address is 1100 Atlantic, Milford, Michigan 48381 (the "Township") 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, Michigan, 48114 ("HCMA").

Recitals:

WHEREAS, the Township and HCMA have entered into an agreement entitled the "Repair & Maintenance Agreement - Milford Kensington Trail" (the "Agreement"), dated May 10, 2007; and

WHEREAS, the Township is the owner of a non-motorized trail located in HCMA's Kensington Metropark, Milford Township, Oakland County, Michigan, referred to as the "Milford-Kensington Trail" in the Agreement (the "Trail"); and

WHEREAS, HCMA owns, operates and maintains Kensington Metropark (the "Metropark") which is contiguous to the Trail; and

WHEREAS, the Agreement contemplates the negotiation of a separate Annual Trail Maintenance and Repair Contract ("Contract") by the HCMA and the Township, and HCMA is adequately staffed and equipped to provide trail maintenance and repair services, and is willing to do so upon certain conditions;

NOW, THEREFORE, the parties hereto agree as follows. The services provided by HCMA shall be in accordance with standards applied throughout Kensington Metropark,

1. During the term of this contract, HCMA agrees to provide the following maintenance services (the "Services") on the path:
 - a. Grass cutting on the trail margins.
 - b. Brooming/sweeping of the trail.
 - c. Weekly garbage pick-up.

- d. Removal of tree limbs, blockages and debris from the trail.
 - e. Other minor maintenance and repair including pavement marking, crack filling, asphalt patching, shoulder repairs and minor repairs to trail structures.
 - f. When minor repairs are estimated to exceed \$5,000, HCMA will notify and consult with the Township before proceeding with repairs.
 - g. Patrolling of the trail south of General Motors Road including and not limited to Public Service Attendants and Metropark Police Officers. Response to emergency calls, participants should call the Livingston County Sheriff Department Central dispatch at 517-546-4620. This arrangement does not exclude the right of the Township to provide similar or supplemental public safety services.
2. The Township agrees to maintain the insurance coverages described below and to indemnify and hold harmless HCMA, its Commissioners, officers, officials, agents, volunteers and employees against any and all claims, suits, losses (including attorneys' fees), damage or injury to persons or property of whatever kind or nature, whether direct or indirect, arising out of or in connection with performance of the Services or otherwise in connection with performance of the Services or otherwise in connection with this Contract for the entire calendar year. The Township shall procure at its own expense Comprehensive General Liability Insurance coverage, including personal injury liability and property damage liability coverage, together with Broad Form Contractual Insurance coverage sufficient to protect the Township and HCMA, its Commissioners, officers, agents and employees from any claims for damage to property and for personal injuries which may arise in connection with performance of the Services or otherwise in connection with this Contract.

A Certificate or Certificates of Insurance describing the coverages required hereunder must be furnished to HCMA by the Township showing all premiums paid prior to the provision of any Services by HCMA. The Certificate of Insurance must name HCMA as an "Addition Insured" in relation to the maintenance of the Trail. The insurance policy or policies that contain an endorsement providing for furnishing HCMA thirty (30) days' written notice prior to any material change, termination or cancellation of the insurance policy or policies.

The Township shall provide Comprehensive General Liability insurance with the following limits of liability:

<i>Bodily Injury Liability</i>	<i>\$1,000,000 each occurrence</i> <i>\$1,000 000 aggregate</i>
<i>Property Damage Liability</i>	<i>\$100,000 each occurrence</i> <i>\$100,000 aggregate</i>

The Broad Form Contractual Insurance shall provide coverage in the amount of \$1,000,000.

It is expressly understood and agreed by and between the parties that the liability of the Township hereunder shall not be limited to the aforementioned insurance coverage.

3. This Contract shall become effective upon execution by the duly authorized agents of the parties, and shall remain in effect from April 15, 2015 through October 31, 2015 unless and until thirty (30) days after either party shall notify the other party in writing of its election to terminate.
4. It is further agreed that the Township will reimburse HCMA for the services listed below against the Authority's invoice for the period beginning the 15th day of April, 2015 and ending the last day of October 2015 at the following rates:
 - a. Full-Time employee labor wages at \$52.00 per hour
 - b. Seasonal employee labor wages at \$14.00 per hour and \$20.00/OT
 - c. Equipment rates at \$150.00 per day used
 - d. Material, supplies or contract services at best available prices
 - e. Full-time police wages at \$55.00 per hour
 - f. Part-time police wages at \$35.00 per hour
 - g. Public Safety Attendant wages at \$9.00 per hour

The parties agree that when maintenance work is done for the township, the cost share will be two-thirds for the Township and one-third for HCMA. Further, the parties agree that the cost share for patrolling the portion of the trail south of General Motors Road will be half for the Township and half for HCMA.

IN WITNESS WHEREOF, the parties have caused these presents to be executed and delivered by their duty authorized officers on the date first given above.

HURON-CLINTON METROPOLITAN AUTHORITY

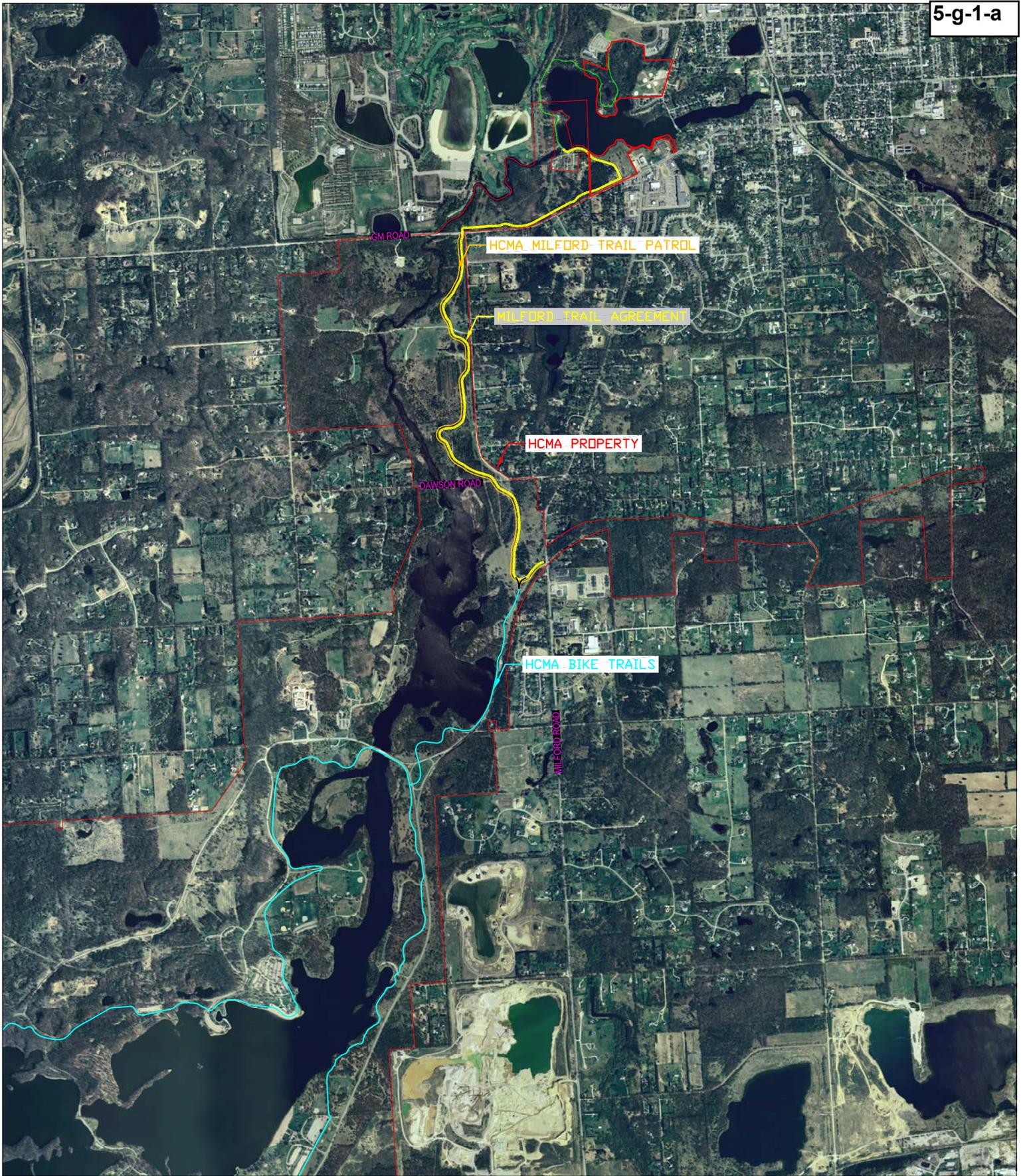
CHARTER TOWNSHIP OF MILFORD

By: _____
John E. La Belle, Chairman

By: _____
Donald Green, Supervisor

By: _____
Robert W. Marans, Secretary

By: _____
Holly Brandt, Clerk



MILFORD TRAIL MAINTENANCE AGREEMENT

NO SCALE

APPROXIMATELY 2.92 MILES





HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Mike Brahm-Henkel, Manager of Assets and Development
 Project No: 509-15B
 Project Title: Picnic Shelter Assembly for Winter Cove Picnic Area
 Project Type: Capital Improvement
 Location: Stony Creek Metropark, Macomb County
 Date: March 4, 2015

Quotes Received: February 9, 2015

Action Requested: Motion to Approve

That the Board of Commissioners award Contract No. 509-15B to the low responsive, responsible bidder, Brock and Associates Inc., in the amount of \$33,190 and transfer \$30,000 from the Fund Balance and \$27,500 from Capital Fund Balance to cover the cost of the project as recommended by Manager of Assets and Development Mike Brahm-Henkel and staff.

Fiscal Impact: This is an unbudgeted project amount of \$57,500.

Scope of Work: Project includes the assembly of a prefabricated steel structure, earth excavation, aggregate base placement, concrete removal and placement, and site restoration.

In the fall of 2014, the existing shelter was removed due to structural issues. A replacement structure was ordered in 2014 but not received because the item was on back order. Purchase order 14-0174, which was approved by the Board at the June 2014 meeting, and was closed at the end of 2014. Funding for the purchase was returned to Fund Balance at year-end.

The total project will assemble the shelter along with the associated site work. Due to timing constraints, it is recommended to have an outside contractor perform the work in lieu of park personnel. However, if the opportunity presents itself park staff may be utilized.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Brock and Associates Inc.	Novi	\$33,190.00
Budget Amount of Contract Services and Administration		\$ 0.00
Work Order Amount		
Contract Amount – Brock and Associates Inc.		\$33,190.00
Contract Administration		<u>\$ 1,000.00</u>
Total Proposed Work Order Amount (Rounded)		\$34,190.00
Original Purchase Order		<u>\$23,245.00</u>
Total Purchase Order and Work Order (Rounded)		\$57,500.00

The following contractors were contacted but did not submit a proposal: Envision Builders, Fonson, Al's Asphalt, Dean Marine, Hartwell Cement, Osborne..



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Mike Brahm-Henkel, Manager of Assets and Development
 Project No: 504-15G
 Project Title: Golf Course Asphalt Widening
 Project Type: Capital Improvement
 Location: Kensington Metropark, Oakland County
 Date: March 4, 2015

Bids Received: January 20, 2015

Action Requested: Motion to Approve

That the Board of Commissioners' award Contract No. 504-15G to the low responsive, responsible bidder, T&M Asphalt Paving Inc., in the amount of \$22,450.00 and transfer \$23,450.00 from Capital Fund balance to cover the cost of the project as recommended by Manager of Assets and Development Mike Brahm-Henkel and staff.

Fiscal Impact: Unbudgeted project amount of \$ 23,450.00.

Scope of Work: The project would widen the existing cart paths around the golf course club house at Kensington. This was a recommendation by the golf consultant to provide additional cart parking in front of the building to alleviate congestion and the parking of carts. The Project was originally targeted to be completed at the end of the 2014 season.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
T&M Asphalt Paving	Milford	\$22,450.00
Anglin	Livonia	\$24,904.70
Eastern Asphalt Co., Inc.	Flint	\$34,485.00
Budget Amount of Contract Services and Administration		\$ 0.00
Work Order Amount		
Contract Amount – Brock and Associates Inc.		\$22,450.00
Contract Administration		<u>\$ 1,000.00</u>
Total Proposed Work Order Amount (Rounded)		\$23,450.00



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Mike Brahm-Henkel, Manager of Assets and Development
 Project No: 700-15B
 Project Title: Asphalt Bike Trail Infrared Pavement Repairs
 Project Type: Major Maintenance
 Location: Indian Springs, Hudson Mills and Lower Huron Metroparks
 Date: March 4, 2015

Bids Opened: February 17, 2015 at 2:00 p.m.

Action Requested: Motion to Approve

That the Board of Commissioners' award Contract No. 700-15B to the low responsive, responsible bidder, American Pavement Solutions, Inc., in the amount of \$38,970.00 as recommended by Manager of Assets and Development Mike Brahm-Henkel and staff.

Fiscal Impact: The project is under budget by \$4,000.

Scope of Work: Project includes bike trail asphalt pavement repairs by infrared heating method at Indian Springs, Hudson Mills, and Lower Huron. Localized major cracks and deterioration of pavement pose potential safety issues particularly in cases where spot patching and crack filling are ineffective. In-place repairs of asphalt pavement by infrared heating and reconditioning provides a successful, cost-effective alternative to pavement removal and replacement.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
American Pavement Solutions, Inc.	Green Bay, WI	\$38,970.00
Belden USA	Jackson, MI	\$43,075.00

Budget Amount for Contract Services and Administration

Lower Huron	\$26,000.00
Indian Springs	0.00
Hudson Mills	<u>\$20,000.00</u>
	<u>\$46,000.00</u>

Work Order Amount

Contract Amount-American Pavement Solutions	\$38,970.00
Contract Administration	<u>\$ 3,000.00</u>
Total Proposed Work Order Amount (Rounded)	\$42,000.00

This project was reported and publicly advertised in the following construction reporting outlets: Construction Association of Michigan, Reed Construction Data, Construction News Corporation, Construction News Service, HCMA Website, Builders Exchange of Michigan, McGraw Hill Dodge, Builders Exchange of Lansing and Central Michigan.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Mike Brahm-Henkel, Manager of Assets and Development
 Project No: 515-14LR
 Project Title: Well House Iron Removal System
 Project Type: Capital Improvement
 Location: Indian Springs Metropark, Oakland County
 Date: March 4, 2015

Action Requested: Motion to Receive and File

That the Board of Commissioners' receive and file the Well House Iron Removal project update as recommended by Manager of Assets and Development Mike Brahm-Henkel and staff.

Fiscal Impact: Additional Project Cost \$20,166.00.

Background: The Iron Removal System for the Environmental Discovery Center was approved at the June 12, 2014 Board meeting. After further inspection by staff and our consultant, additional work was identified during the construction of the Well House Iron Removal System, which includes the following:

Painting and insulating the existing pneumatic pressure tank	\$ 10,696.00
Concrete work outside and inside of the building	\$ 5,980.00
Modification to the pressure reducing valve	\$ 800.00
Electrical modifications	\$ 990.00
Relocation of a Heater	\$ 1,700.00
Total	<u>\$ 20,166.00</u>
Original Contract amount	<u>\$329,700.00</u>
Current Contract amount	\$349,866.00



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: George Phifer, Deputy Director
 Subject: Approval – Macomb County 4-H Agreement
 Date: March 4, 2015

Action Requested: Motion to Approve Agreement

That the Board of Commissioners approve renewal of the license renewal agreement with the Macomb County 4-H Horse Program Committee through Aug. 22, 2020 for the sum of \$1.00 as recommended by Deputy Director Phifer and staff.

Background: The Macomb County 4-H Horse Program Committee is requesting a renewal of the License Agreement between the 4-H and the Authority. This agreement was assigned to the Authority as part of the purchase of Camp Rotary on Sept. 20, 2006. The Agreement was originally executed with Camp Rotary on Aug. 22, 1990 and renewed every five (5) years thereafter.

The current License Renewal constitutes renewal for a sixth five-year term expiring Aug. 22, 2020.

The Renewal Agreement, as amended, requires the 4-H to provide the Authority notice designating the dates on which the 4-H plans to use the property for the period beginning April 1 and ending October 1 of the following year. In addition, the 4-H shall provide required Certificates of Insurance whereby the Authority shall be an “additional named insurer.”

Legal counsel has reviewed the License Renewal Agreement.

Attachment: 4-H License Renewal Agreement

LICENSE RENEWAL (4-H Horse Program)

This LICENSE RENEWAL AGREEMENT (the “Agreement”) is made by and between the HURON-CLINTON METROPOLITAN AUTHORITY (the “Authority”), a Michigan public body corporate operating under the provision of Act 147, Public Acts of Michigan, 1939 and MACOMB COUNTY 4-H Horse PROGRAM COMMITTEE, a part of the Michigan State University Extension, a Michigan nonprofit organization (the “4-H”). With their respective signatures, the parties to this Agreement voluntarily bind themselves to the covenants contained herein and the mutual consideration that established the basis for this Agreement.

WHEREAS, the MACOMB COUNTY ROTARY CAMP AND TRAINING ASSOCIATION, INC. (the “Rotary”) granted a license to the 4-H for horse shows and related 4-H Horse Club activities on a portion of real estate (the “Property”) under a LICENSE AGREEMENT dated August 22, 1990 (the “License Agreement”); and

WHEREAS, the Authority purchased the real estate Property from the Rotary by Warranty Deed dated September 12, 1996 (Liber 07212, Page 329, Macomb County Records) under a sales agreement whereby the Authority is to recognize the license with the 4-H; and

WHEREAS, the Authority and the 4-H have periodically renewed the License Agreement by execution of license renewal, including certain amendments to the License Agreement executed on April 24, 2006 and April 12, 2011 (the License Agreement as so amended, the “Amended License Agreement”);

WHEREAS, both the 4-H and the Authority wish to renew the Amended License Agreement for a sixth five-year term; and

NOW THEREFORE, the parties agree as follows:

1. The Authority and the 4-H do affirm and confirm all terms and conditions of the License Agreement dated August 22, 1990 and agree that the Amended License Agreement is a part hereof as is herein incorporated in full by reference.

2. The Authority, as successor to the Rotary, recognizes the Amended License Agreement with the 4-H and all of its terms and conditions.

3. This License Renewal constitutes the renewal for the sixth five-year term expiring on August 22, 2020, in accordance with the Amended License Agreement.

4. The license fee shall remain One Dollar (\$1.00) per year for the sixth five year term payable on the anniversary date of the Amended License Agreement.

5. To the extent allowed by law, the 4-H hereby indemnifies, defends, and holds harmless the Authority and the Authority's officers, employees, lenders and affiliates from and against all claims, losses, liabilities and expenses (including court costs and reasonable attorney fees) arising out of or in any manner caused by, connected with or resulting from the acts, omissions, and/or failure to act of the 4-H and/or the 4-H's employees, agents, representatives, contractors, and/or subcontractors on the Property or otherwise in connection with the 4-H's usage of the Property as set forth in the Amended License Agreement. The 4-H retains the exclusive right to settle all claims, losses, liabilities and expenses (including court costs and reasonable attorney fees) arising out of or in any manner caused by, connected with or resulting from the acts, omissions, and/or failure to act of the 4-H and/or the 4-H employees, agents, representatives, contractors, and/or subcontractors on the Property or otherwise in connection with the 4-H's usage of the Property as set forth in the Amended License Agreement provided that such settlement is at 4-H's or 4-H's insurer's sole cost and expense and shall not create and lien, claim or encumbrance on or against the Authority or the Property.

6. The 4-H shall procure and maintain the insurance required under this paragraph, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and acceptable to HCMA. The requirements below should not be interpreted to limit the liability of the 4-H. All deductibles and SIR's are the responsibility of the 4-H.

Worker's Compensation Insurance including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included.

Automobile Liability including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000 per occurrence, combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

Additional Insured: Commercial General Liability and Automobile Liability, as described above, shall include an endorsement stating the following shall be ***Additional Insureds:*** HCMA, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof. It is understood and agreed by naming HCMA as additional insured, coverage afforded is considered to be primary and any other insurance HCMA may have in effect shall be considered secondary and/or excess.

Cancellation Notice: All policies, as described above, shall include an endorsement stating that it is understood and agreed Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: (HCMA, Contact Name, Title, Address).

Proof of Insurance Coverage: The 4-H shall provide HCMA, at the time that the contracts are returned by him/her for execution, a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, if applicable, a copy of the policy sections where coverage is provided for additional insured and cancellation notice would be acceptable. Copies or certified copies of all policies mentioned above shall be furnished, if so requested.

If any of the above coverages expire during the term of this agreement, the 4-H shall deliver renewal certificates and endorsements to HCMA at least ten (10) days prior to the expiration date.

IN WITNESS WHEREOF, the parties have caused this License Renewal Agreement to be executed by their authorized representative below as this ____ day of _____, 2015.

HURON-CLINTON METROPOLITAN AUTHORITY

By: _____
John E. La Belle, Chairman

By: _____
George Phifer, Deputy Director

MACOMB COUNTY 4-H HORSE PROGRAM COMMITTEE

By: _____
President

By: _____
Member



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Gregory J. Almas, Interim Director
Subject: Legislative Report
Date: March 4, 2015

Legislative Consultant George Carr will give a verbal update at the March 12, 2015 meeting.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Mike Brahm-Henkel, Manager of Assets and Development
 Project No: 702-14H
 Project Title: Approval – Lake St. Clair Maintenance Dredging Grant Cancellation
 Project Type: Major Maintenance
 Location: Lake St. Clair Metropark, Macomb County
 Date: March 4, 2015

Action Requested: Motion to Approve

That the Board of Commissioners approve cancelling the current grant project and authorize staff to work with the Army Corps of Engineers to address dredging at Lake St. Clair as requested by the Manager of Assets and Development Mike Brahm-Henkel and staff.

Fiscal Impact: Reimbursement Grant. The Army Corps of Engineers requires a cashier's check in the amount of \$116,053.76 to be paid by the Permit Applicant before disposal operations of material can commence. The project cost is \$350,165.42 plus administration costs of \$3,000.

Background: In 2013, the state of Michigan implemented an emergency dredging program to address low water levels in channels in the Great Lakes. Lake St. Clair was identified as a shallow harbor of refuge and was eligible for funding reimbursement through the program. A grant agreement was signed on May 30, 2013.

Since that time, a bathymetric survey was completed, dredge samples were collected, tested and retested, an Army Corps and MDEQ Permit was obtained, and further discussions were held with the MDNR Waterways division on the applicability of certain sections within the Grant Agreement.

The bathymetric survey has shown the amount of dredging originally anticipated is less and the dredging areas do not lie on HCMA property and are in the jurisdiction of the Army Corps of Engineers. Soil sampling of the material identified in the proposed dredge areas contain elevated levels of metals and polynuclear aromatic hydrocarbons (PNAs). Due to the presence of the contaminants all dredge material would need to be transported and disposed of at the Clinton River Confined Disposal Area (CDF). Before and during disposal operations, the Army Corps may request further testing of the dredge material. HCMA is also responsible for the restoration of the CDF area where the placement of the material is to occur.

Factors which have changed since the original Grant Agreement are as follows:

- The sampled dredge material exceeds the statewide default background criteria and Target Method Detection Limits (TMDL) in soils for cadmium, copper, lead, selenium, zinc and some polynuclear aromatic hydrocarbons (PNAs).
- Two samples exceeded groundwater criteria for cadmium, copper, zinc.

8-A-1

Lake St. Clair Maintenance Dredging

Page 2

- Other areas contained elevated concentrations of contaminants.
- The proposed dredging is not on HCMA property and is in the jurisdiction of the Army Corps of Engineers/ MDEQ. Most of the dredging is located at the outlet of the channel and in Lake St. Clair.
- Water levels have returned to long term normal levels.
- The Army Corps permit stipulates that the tipping fees in the amount of \$116,053.76 are required to be paid by the permit holder in advance of disposal operations.
- HCMA holds the liability of the project since HCMA will have the contract with the dredging contractor.
- In discussions with park staff, there were no complaints from boaters about water levels during the 2014 season. Staff did receive two complaints from private residences who own sailboats with deeper keels.
- The Army Corps of Engineers reserves the right to request additional testing of material before and during the disposal operations for acceptance of disposal material. If that material is found to contain elements different from those shown in the original testing other disposal means may be necessary.
- Long-term liability for HCMA dumping material at the CDF is in the process of being reviewed by legal counsel. The state has responded by declaring the responsibility would be determined by the conditions of the terms that the Army Corps of Engineers has put on accepting the dredge material.
- Care must be taken as not to affect existing seawalls on both sides of the channel.
- MDNR requires all dredging contracts must be in place by June 1, 2015 and all reimbursements request must be received by September 1, 2015.
- MDEQ Permit does not allow dredging between April 1 and September 31.

Attachment: Lake St. Clair Proposed Dredging Map



LAKE ST. CLAIR PROPOSED DREDGING LOCATIONS

- HCMA PROPERTY
- DREDGING LOCATIONS



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Mike Brahm-Henkel, Manager of Assets and Development
Subject: Approval – Boat Storage Relocation
Location: Stony Creek Metropark, Macomb County
Date: March 4, 2014

Action Requested: Motion to Approve

That the Board of Commissioners' authorize staff to work to obtain pricing from contractors for the relocation on the existing boat storage facility as recommended by Manager of Assets and Development Mike Brahm-Henkel and staff.

Fiscal Impact: This is an unbudgeted project. Existing budgeted items will be amended to fund this project.

Background: Staff is seeking to expedite the relocation of the existing boat launch storage area at Stony Creek Metropark. The project is identified in the current Five-Year-Plan for the year 2018 in the amount of \$400,000. The total Five-Year-Plan estimate includes removing the existing bike trail and relocating it closer to the water. At this time, however, the bike trail would remain at its current location. The current boat storage facility occupies valuable park land that could be better utilized for public recreation.

Immediate results would include picnicking with views of the lake and more green space in a highly used area. Future plans for this area may include possible trail realignment closer to the shoreline and future shelter rentals. The existing facility blocks views and lake access and is in need of fencing and lighting replacements. The original project was funded with a grant and as such coordination with state agencies will be necessary in addition to local permitting agencies.

**HURON-CLINTON METROPOLITAN AUTHORITY**

To: Board of Commissioners
From: Mike Brahm-Henkel, Manager of Assets and Development
Subject: Report – Oil and Gas Casing Compressor Test
Location: Kensington Metropark, Oakland County
Date: March 4, 2015

Action Requested: Motion to Approve

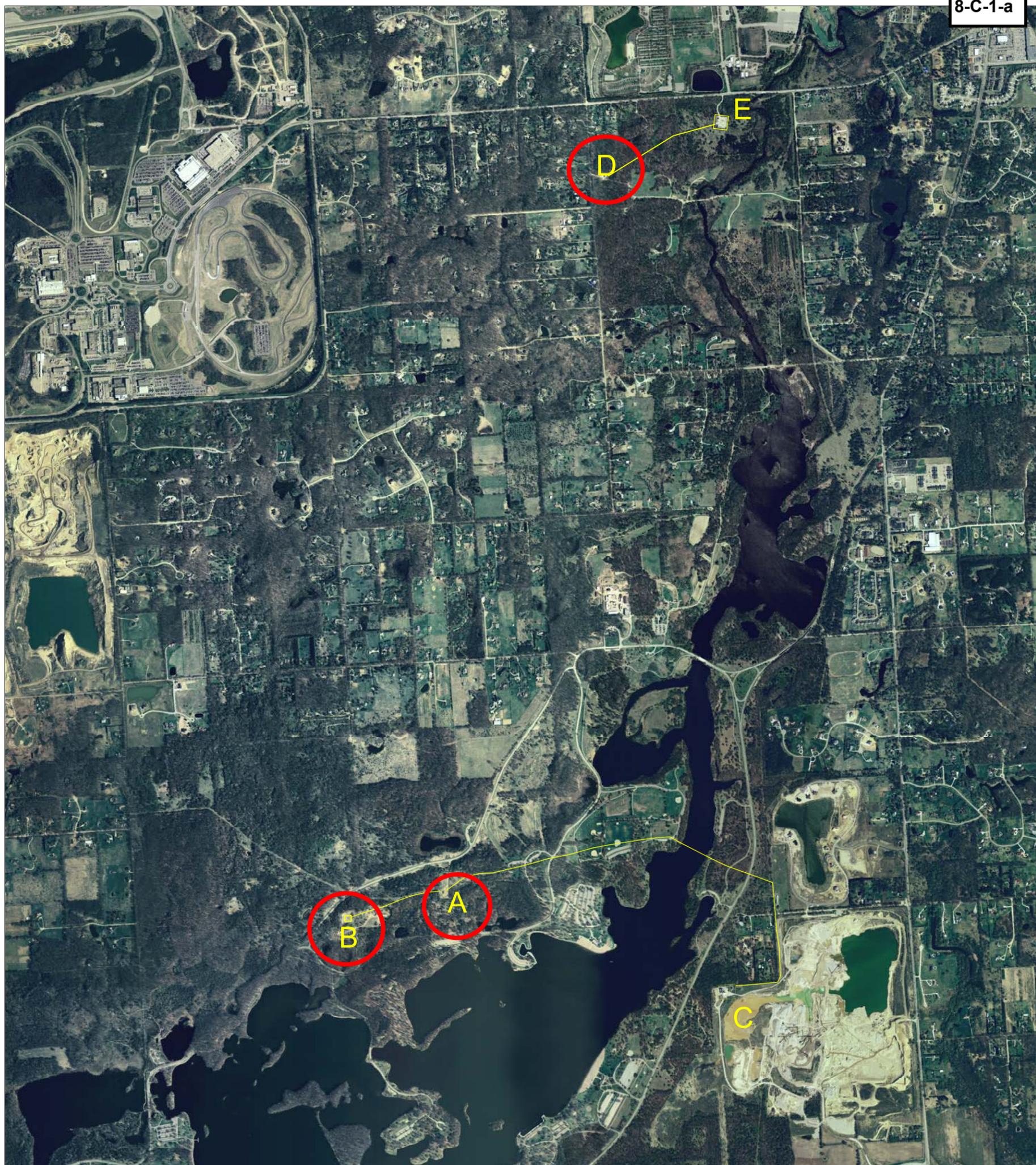
That the Board of Commissioners' authorize staff to work with West Bay Exploration regarding Oil and Gas casing pressure testing as recommended by Manager of Assets and Development Mike Brahm-Henkel and staff.

Fiscal Impact: Possible increase in production

Background: West bay has inquired if there would be any objections, due to noise, to do a casing compressor test on well 1-31 at Kensington. The location of the well is away from public areas and the test is in response to low production at the well. A temporary compressor would be brought to the site on a trailer and would be connected to the existing well. The test would last 30 days and alters the pressure within the well to aid in the well production.

The well has currently been in operation since 2001 and the test is an attempt to boost production from the well, which has been declining. If the test proves successful then a permanent electric compressor would be added to the well. Currently there are three wells at Kensington, well 1-31 (Location B) and 2-32 (Location A), which are leased by West Bay and well 1-16C, which is leased by Wellmaster (Location D).

Attachment: Map of Kensington Oil/Gas Wells



KENSINGTON METROPARK OIL AND GAS



- A** WEST BAY EXPLORATION
API# 21-125-49107-00-00 Well 2-32 Permit #49107 Oil Well 1999
- B** Westbay Exploration
API# 21-125-54360-00-00 1-31 Permit #54360 Oil Well 2001
- C** West Bay Exploration/ Milford Sand and Gravel
Production Facility (Not on HCMA Property)
- D** Wellmaster
API 21-125-54379-05-00 1-16C Permit #59947 Gas Condensate Well Producing
- E** Wellmaster Production Facility HCMA



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Molly Bell, Director of Development
Subject: Report – Development Activities
Date: March 4, 2015

Action Requested: Motion to Receive and File

That the Board of Commissioners' receive and file the Development activities report as recommended by Development Director Molly Bell.

Update on development planning:

- 2015 Development Plan overview.

Update on development results:

- Friends of the Metroparks membership update – 2015 year to date results.
- Memorial Giving Update – ready to expand program in 2015.
- Grant opportunities – initial responses from Americana Foundation, 3M, and Ford Motor Company Fund. Other funders we hope to pursue.
- Foundation meeting report – A brief summary of the business conducted at the Metroparks Foundation Board meeting on Feb. 12, 2015.
 - Position of Development Assistant was endorsed.
 - Draft 2015 Development Plan was reviewed and accepted.
 - It was recommended that all commissioners be invited to aid in making connections with regional foundations and other funders as grant funding is pursued.
 - A preference was expressed to hold future Foundation meetings immediately following Board of Commissioner meetings.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Molly Bell, Director of Development
Subject: Approval – Development Support Specialist Position
Date: March 4, 2015

Action Requested: Motion to Approve

That the Board of Commissioners' (1) approve the funding for a Development Support Specialist and; (2) approve the transfer of funds from the Lake St. Clair Operations to the Development department to cover the wages for the position as recommended by Development Director Molly Bell.

Fiscal Impact: The development assistant position is an unfunded position.

Background: Support for development department was previously provided by various departments at the administrative office. This position was not included in the 2015 budget and staff is seeking Board approval to provide support for the director of development.

Responsibilities will include managing the donor database, supervising fulfillment process, and insuring prompt and courteous interactions with the public. Adding this position will improve capacity to promote "Friends of the Metroparks" to a wider audience, and free up the Development Director to focus primarily on relationships with donors and foundations capable of making gifts of \$5,000 and greater, which will be necessary to achieve 2015 goal of \$330,000+ in revenues from the Metroparks Foundation.

Attachment: Development Support Specialist Position Description



HURON CLINTON METROPOLITAN AUTHORITY

POSITION DESCRIPTION

Development Support Specialist

LEVEL: Part Time with a maximum of 1,500 hours per year

PAY RATE: P5 @ \$14.50 / hr

GENERAL STATEMENT OF DUTIES: Under the direction of the Director of Development performs a variety of routine and complex administrative and clerical work in support of the Development Office and participating in all fundraising activities including donor and public relations, direct mail appeals, and special events.

SUPERVISION RECEIVED: Works under the general direction of the Director of Development. Position works independently and exercises some judgment and discretion in completion of duties.

SUPERVISION EXERCISED: None

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Process donations and prepare acknowledgement letters and other correspondence.
- Maintain foundation, corporation and individual donor files.
- Create monthly fundraising reports and other database reports as needed.
- Continually update and correct database records.
- Conduct preliminary research on prospective corporate, foundation and individual donors.
- Coordinate production and mailing of spring and year-end appeal letters.
- Track charitable tax deduction information about donations in the database, and keep a file with this information for each donor.
- Send appropriate documentation to donors to process tax deductions.
- Answer donor questions about the Metroparks, Metroparks Foundation and their programs, as well as about donations.
- Maintain guest lists, gather and prepare registration materials and other duties as assigned for fund-raising events.
- Assist with administrative details associated with the Metroparks Foundation meetings (i.e. prepare and distribute notices, agendas, minutes, etc.).
- In cooperation with the Marketing Department, prepare media materials for distribution. (i.e. copying, filing, mailing, e-mailing), and assemble media and donor kits for events and meetings.
- Other duties as assigned by the Director of Development.

NON-ESSENTIAL:

- May assist with special projects.
- May serve on employee committees
- May assist with maintaining/updating website

MINIMUM QUALIFICATIONS:

- Graduation from college with a degree in a related field preferred.
- Three years experience in related field or equivalent in education/training sufficient to demonstrate ability to perform the essential duties. Preferred experience in a not-for-profit development office.
- Ability to work independently.
- Ability to utilize computer system to include word processing, spreadsheet, and data base software applications. .
- Ability to communicate effectively verbally and in writing.
- Ability to operate listed tools and equipment.
- Knowledge of administrative and clerical procedures, filing, and record management.
- Ability to establish and maintain positive relationships with supervisors, co-workers, and the public.
- Ability to perform essential duties

TOOLS AND EQUIPMENT USED: Personal computer, including word processing, spreadsheet, and data base software applications; calculator, phone, fax machine, copy machine.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employees is frequently required to sit, talk, hear; use hands and fingers to handle, feel, and operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required walk. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee routinely encounters when performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Employee generally performs work within an office environment. The noise level is usually quiet. Occasionally, the employee will be required to work in outdoor environments and will be subject to weather conditions to include heat, rain, and snow.

SELECTION GUIDELINES: Selection guidelines may include any or all of the following: formal application, rating of education and experience, oral interview, background and reference check, job related tests, and physical exam to include drug screening.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Rebecca L. Franchock, Controller
 Subject: Report – 2014 Year-End Financial Statement
 Date: February 4, 2015

Action Requested: Motion to Receive and File

That the Board of Commissioners’ receive and file the December 31, 2014 Financial Statement report as recommended by Controller Franchock.

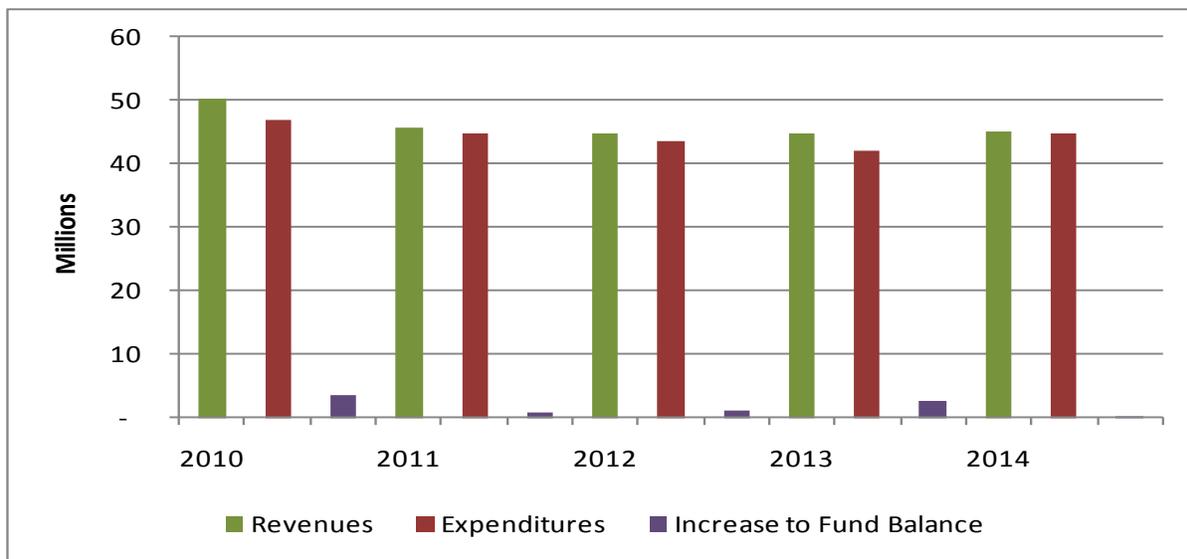
Background: Controller Franchock will give a verbal presentation at the March meeting.

This year-end financial review will provide the Board of Commissioners with a synopsis of how each major General Fund revenue and expenditure area finished 2014 and how it compares to 2014 Five-Year-Plan and final amended budget levels. The 2014 activity of the Supplemental Major Maintenance Fund is also reported.

The 2014 Budget was developed to align with specific revenue and expenditure guidelines as outlined in the Five-Year-Plan. 2014 funds were allocated to enable staff to deliver Metropark recreational services and facilities to our park visitors, as well as maintain and renovate Metropark infrastructure to the extent that current funding allows.

FUND BALANCE

For 2014, total revenue exceeded total expenditures by \$815,000. This results in an increase to fund balance. The Metroparks have consistently worked to live within their means and the results are apparent in the comparison of total revenues and total expenditures over the past five years below:



The results for 2014 are also indicative of the increasing difficulty in accomplishing this as the increase to fund balance is down to 1.8 percent, historically over the last five years this amount averaged over 3 percent.

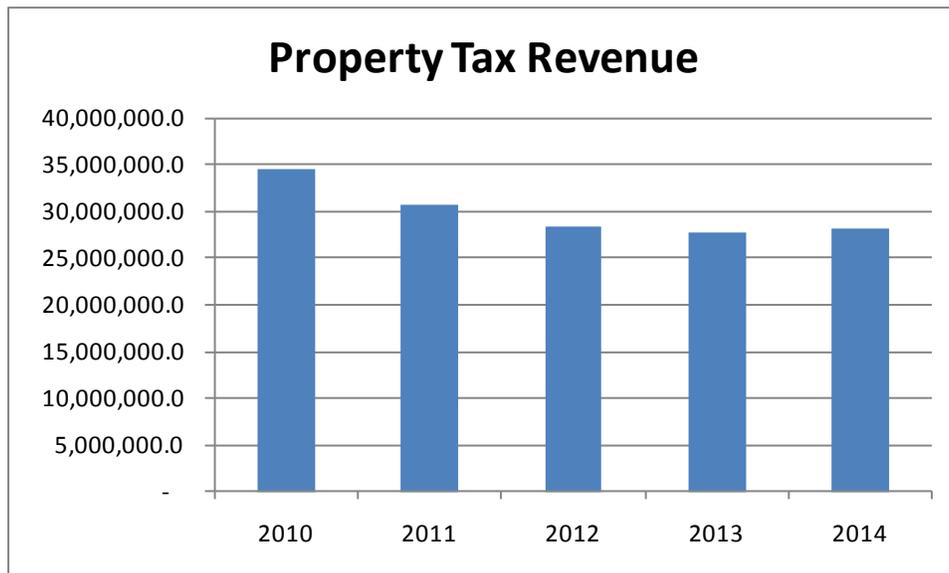
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Total Fund Balance	31,081,000	31,861,584	34,198,914	35,894,536	36,709,110

REVENUES

Overall, revenue increased from 2013 to 2014. Tax, operating, interest and other minor income sources increased by \$0.5 million more than the decline in grant, donation and sale of capital asset revenues.

REVENUES	2014		2013		Change from 2013	
	\$	%	\$	%	\$	%
Property Taxes	\$ 28,125,677	62.3%	\$ 27,655,290	61.6%	\$ 470,387	1.7%
Park Operating Revenue	16,316,176	36.1%	14,519,869	32.4%	1,796,307	11.0%
Interest Income	277,461	0.6%	198,136	0.4%	79,325	28.6%
Grants	215,614	0.5%	2,074,988	4.6%	(1,859,374)	-862.4%
Donations	87,407	0.2%	167,123	0.4%	(79,716)	-91.2%
Sale of Capital Assets	43,551	0.1%	223,069	0.5%	(179,518)	-412.2%
Other Miscellaneous	97,013	0.2%	27,567	0.1%	69,446	71.6%
Total Revenues	\$ 45,162,898		\$ 44,866,042		\$ 296,856	0.7%

2014 was the year that the decline in property tax revenue finally reversed. Tax revenue, the largest single source of Metroparks revenue, made minor gains as anticipated in the 2014 budget (1.7 percent). Although the trend is positive, the gap between today's tax revenue and that of 2010, just four years ago is \$6.4 million annually. With the current structure, although the Metroparks benefit from a permanent levy, the revenue produced has been substantially eroded with no sign of a return to former funding levels from this source. Staff continues to work diligently to find alternative revenue sources.



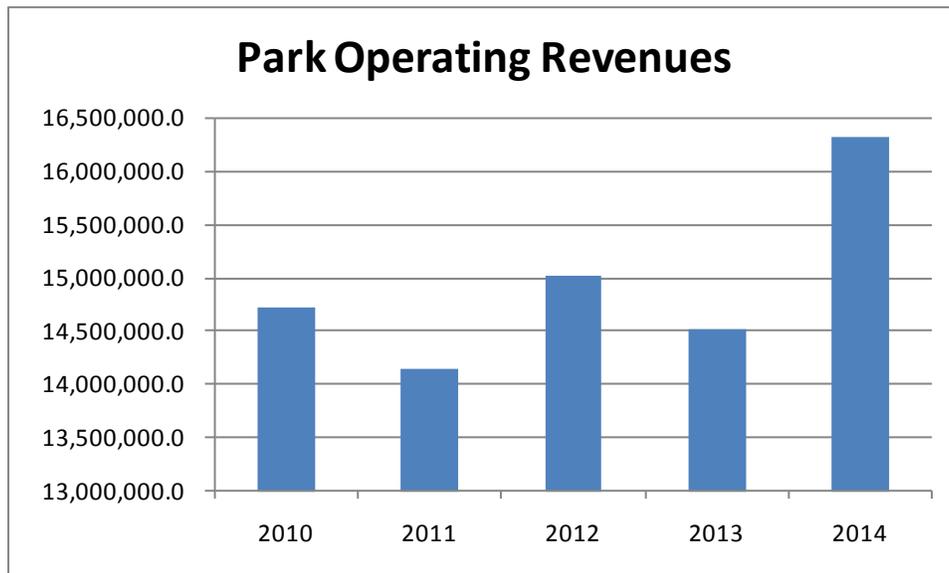
Donation revenue fell to nearly half of the 2013 level. A portion of this may be accounted for by redirection of philanthropy to the Huron-Clinton Metroparks Foundation, which was reactivated in 2014. Donated funds will flow through the Foundation to the Metroparks as expenditures related to the projects are incurred. It is anticipated that this initiative will begin to produce an increase in donation revenue in 2015 and the years ahead.

Sale of Capital Assets is also reduced significantly from the 2013 level as equipment is retained longer and less items are available for auction or trade in. Sale of strategic items via on-line auction or other means produced the amounts recorded in 2014.

Although interest rates continue to be extremely low, Interest income has increased through somewhat more aggressive cash flow/ investment modeling.

PARK OPERATIONS

Park Operating Revenues in 2014 increased by more than 12 percent from 2013 levels, primarily the result of increased tolling fees. Although attendance figures are down, the increased permit fees generated additional funds.

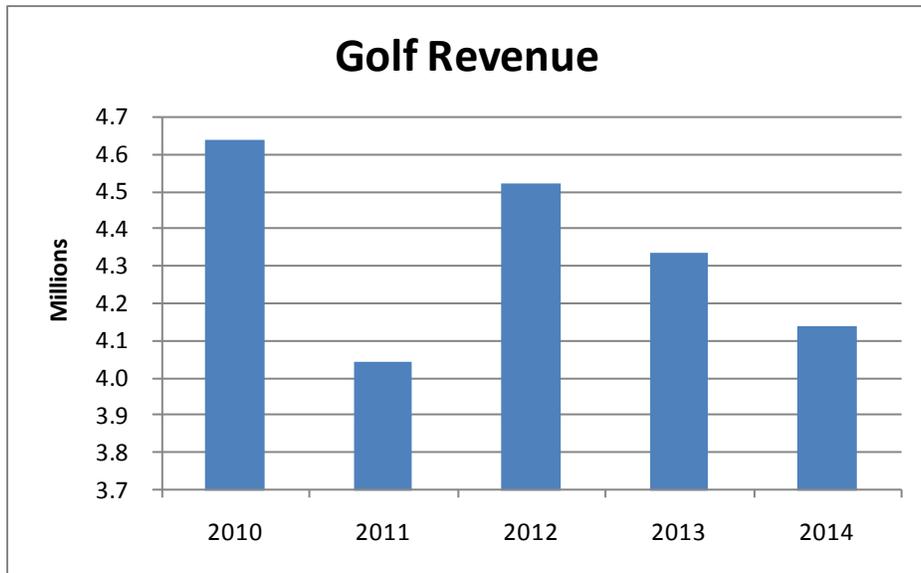


The three largest sources of operating revenue continue to be Tolling, Golf and Aquatics. Food and beverage service which are primarily generated at the golf courses gross an additional \$1.2 million.

2014 Park Operating Revenue		
Tolling	\$ 6,991,270	43%
Golf	4,137,390	25%
Aquatic	1,425,896	9%
Food and Beverage	1,201,877	7%
All Other	2,559,743	16%
	<u>\$16,316,176</u>	100%

Toll revenue was the only significant revenue center to exceed budget targets. In spite of vehicle entries declining from 2.8 million in 2013 to 2.7 million in 2014, the increase of \$5 per annual permit and \$2 per daily permit resulted in an increase in revenue of \$1.4 million. This exceeded budgeted revenue by \$0.4 million.

Golf revenues fell short of the budget by \$269,000 in spite of reducing the budget target from 2013 by \$32,000. Total golf revenue (\$4.1 million) came in \$195,000 lower than 2013 receipts (\$4.3 million). Although weather was not ideal it was improved somewhat from the record rain of 2013 yet golf revenues slid further. 2014 was the first full year for implementation of the ROI recommendations and challenges were encountered with implementation including staffing key positions. It is disappointing that revenues have not yet responded in a positive way. Full evaluation will be needed following the 2015 season.



Although 2014 Aquatic facilities' revenues (\$1.4 million) increased from 2013 levels (\$1.3 million), they fell below the budgeted targets for the second year in a row. The shortfall, which exceeded \$200,000, was lower than the shortfall in 2013 (which exceeded \$300,000). In perspective the revenue generated in 2014 was near the five-year average for aquatic facility revenue however the 2014 budget amount was overly optimistic.

Similarly Food/Beverage revenues also increased from 2013 with the change to self-operation at all Metroparks regulation golf courses. This ROI recommended change was intended to increase food/beverage revenue by more than \$0.5 million. In reality the increase fell short of the target by \$115,000.

EXPENDITURES

Overall, 2014 expenditures totaled \$44.3 million compared to an amended budget of \$50.9 million, under budget by \$6.6 million (12.9 percent). This is primarily the result of multiple year capital budget projects. Nearly \$4.2 million of the \$10.5 million capital budget was not expended in 2014. In developing the 2015 budget it was anticipated that \$3.975 million would be unspent and unencumbered at Dec. 31, 2014. In fact, only \$3.735 million was available to roll forward to fund 2015 capital. All expenditure areas ended the year within 2014 Budget parameters.

EXPENDITURES	2014	%	2013	%	CHANGE FROM 2013	
					\$	%
Engineering/General Planning	1,241,564	3%	1,561,878	4%	(320,314)	-21%
Capital Improvements	4,850,581	11%	5,068,489	12%	(217,908)	-4%
Equipment	1,225,463	3%	1,531,933	4%	(306,470)	-20%
Land Acquisition	269,846	1%	28,820	0%	241,026	836%
TOTAL CAPITAL	7,587,453	17%	8,191,119	19%	(603,666)	-7%
Major Maintenance	1,243,362	3%	704,327	2%	539,035	77%
Administrative Office	29,119,022	66%	28,829,494	67%	289,528	1%
Park Operations	6,398,487	14%	5,428,712	13%	969,775	18%
TOTAL OPERATIONS	36,760,870	83%	34,962,533	81%	1,798,338	5%
TOTAL EXPENDITURES	44,348,324	100%	43,153,652	100%	1,194,672	3%

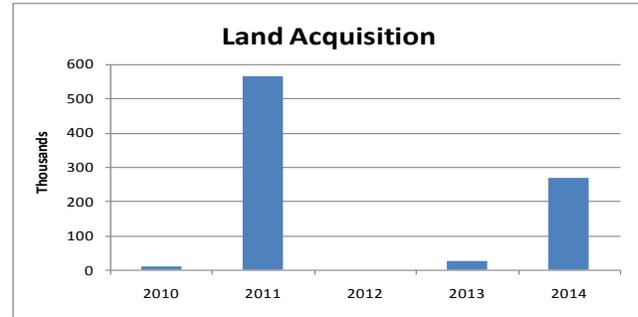
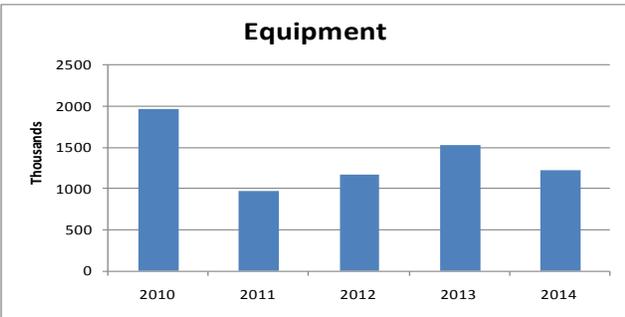
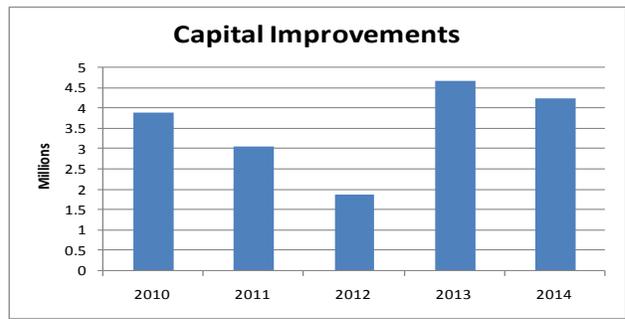
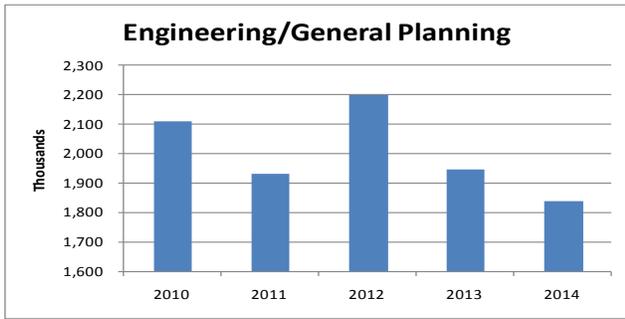
CAPITAL EXPENDITURES

Authority investments into capital areas renovated and improved the Metropark system as follows:

- ◆ \$1.2 million for capital planning and engineering;
- ◆ \$4.9 million for 40 capital improvement projects;
- ◆ \$1.2 million for new equipment;
- ◆ \$0.3 million for land acquisition.

These capital expenditures total \$7.6 million and accounted for 17 percent of total 2014 expenditures. This is a decrease from the 2013 expenditures for general engineering/planning and capital items which totaled \$8.2 million. In 2013, \$3.2 million dollars of resources related to the Storm Water Greenscape project at Lake St. Clair Metropark were expended. This project was partially funded by grants (\$1.5 million).

In 2014, the two largest projects were the Huron Meadows Maintenance building (\$1.1 million) and Kensington Martindale Parking Lot redevelopment (\$1.5 million). Both projects are near completion as of year-end. In addition, the Kensington Nature Center Overlook was rebuilt (\$193,000). This project is partially funded with grant revenue.

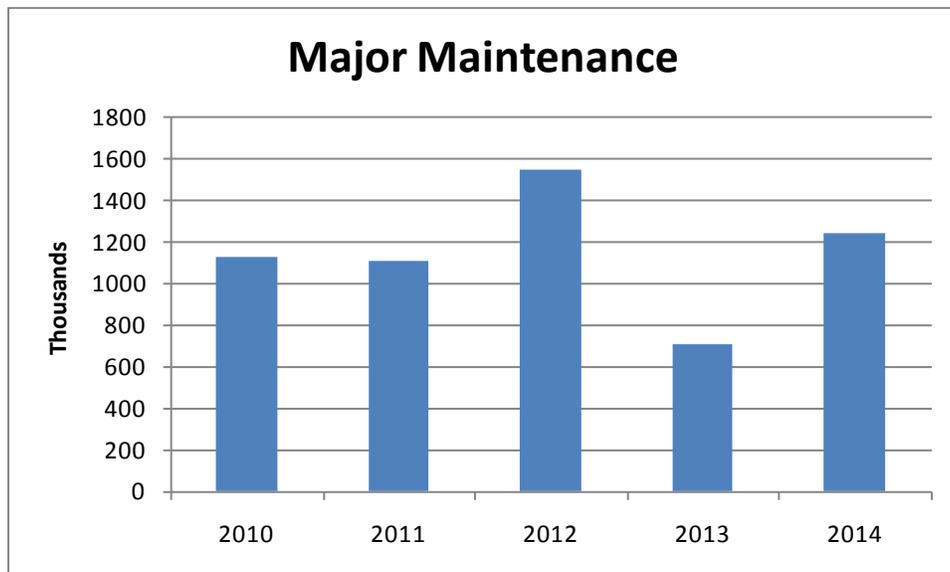


MAJOR MAINTENANCE EXPENDITURES

There were 40 major maintenance projects that rehabilitated existing Metropark facilities at a cost of \$1.2 million, \$1.0 million less than the planned major maintenance budget of \$2.4 million.

- ◆ \$93,000 two pump repairs;
- ◆ \$97,000 three golf projects;
- ◆ \$48,000 five pool repairs;
- ◆ \$315,000 six building/roof repairs;
- ◆ \$188,000 twenty four miscellaneous repairs/renovations.

These items accounted for 3 percent of total 2014 expenditures. In 2013 major maintenance expenditures totaled \$0.7 million.



OPERATION EXPENDITURES

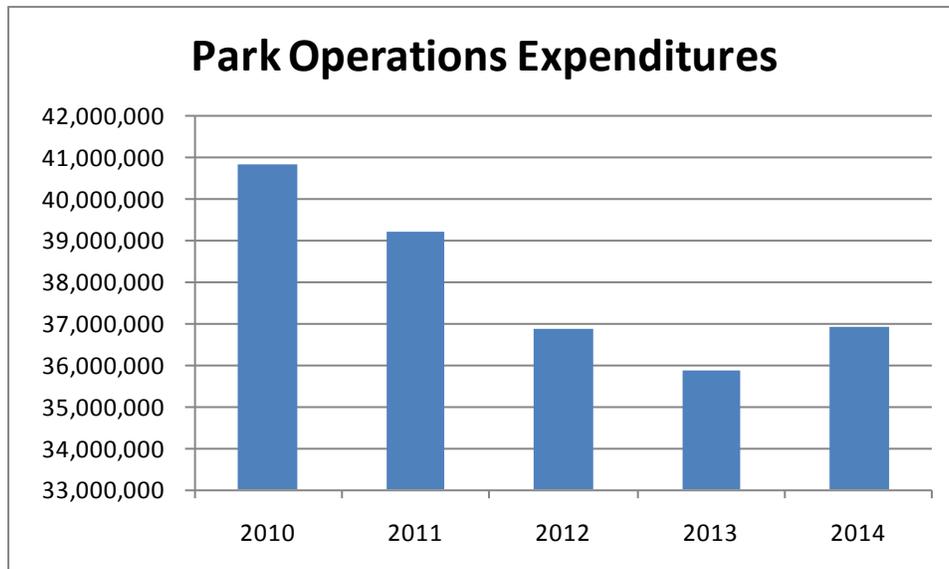
The 2014 direct cost of operating Metropark facilities, programs and services for the estimated 8.2 million yearly visitors totaled \$29.1 million. This amount is \$0.9 million under the planned budget of \$30 million. All categories came in within the amended budgets. It is worth noting that one sign of the tightening of budget parameters is the fact that percentage of amended budget spent increased even while actual spending levels decreased from 2010 through 2013; from 95 to 97 percent.

Category	2010		2011		2012		2013		2014	
Maintenance	10,002,299	31%	10,808,745	34%	9,912,645	33%	9,278,422	32%	9,159,447	31%
Administrative	5,686,092	18%	5,674,510	18%	5,162,389	17%	4,984,258	17%	4,410,232	15%
Police	3,608,571	11%	3,587,351	11%	3,640,549	12%	3,794,773	13%	4,041,955	14%
Interpretive	4,122,072	13%	4,120,558	13%	3,835,445	13%	3,722,487	13%	3,697,947	13%
Golf	4,486,921	14%	3,587,176	11%	3,499,500	12%	3,313,413	11%	3,592,726	12%
Aquatics	1,700,702	5%	1,581,041	5%	1,604,234	5%	1,680,846	6%	1,594,754	5%
General Park	1,226,925	4%	1,095,990	3%	882,012	3%	929,575	3%	1,066,417	4%
Food/Beverage	651,444	2%	614,288	2%	553,186	2%	528,389	2%	912,907	3%
Tolling	448,101	1%	456,111	1%	459,915	2%	436,607	2%	482,389	2%
Marina	198,680	1%	192,214	1%	156,810	1%	160,722	1%	160,246	1%
	32,131,806		31,717,984		29,706,684		28,829,494		29,119,022	

It is interesting to note that the largest category, Maintenance which has decreased by more than 8 percent since 2010 still accounts for 31 percent of total operating expense. Administrative costs have dropped from 18 to 15 percent and Police department costs have increased as a percentage of total expenditures from 11 to 14 percent.

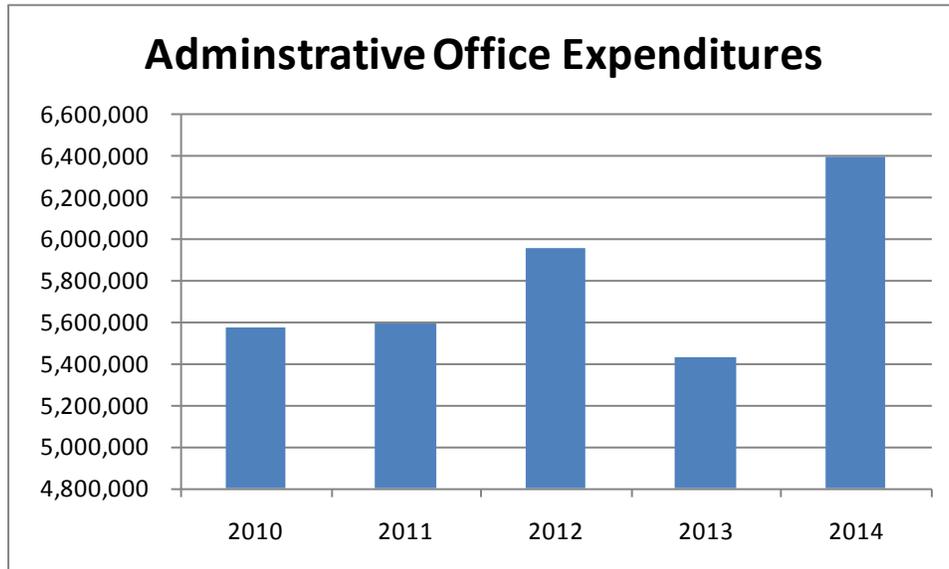
The move to self-operation for food and beverage services has had an inflationary effect on the total of park operating expenditures as this area increased by nearly \$400,000 from 2013 to 2014. Golf which had initially shown a marked decrease from 2010 levels appears to be inching back up from the 2013 level by \$279,000. The Police department also increased from 2013 to 2014 by \$247,000.

Maintenance and Administrative expenses made the largest decreases from 2013 at \$119,000 and \$574,000 respectively.



ADMINISTRATIVE OFFICE EXPENDITURES

Administrative Office outlays ran \$6.4 million against a budget of \$6.5 million, coming in under budget by \$0.1 million (1.5 percent). This expenditure level is the result of several issues. Additional marketing efforts (\$300,000); additional IT staff and equipment (\$350,000); new fund development position (\$120,000-partial year) and accounting accruals all combined to push the Administrative Office expenditures up by nearly \$1 million.



SUPPLEMENTAL MAJOR MAINTENANCE FUND

Oil and gas revenue and interest on accumulated funds are the two sources of revenue for this fund. In 2014, both sources declined as shown in the chart below:

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Oil/Gas Revenue	436,000	369,000	595,000	298,000	240,000
Interest Income	90,000	58,000	28,000	19,000	12,000

Currently there are two projects underway that are funded by the SMMRF; both are located within Stony Creek. Expenditures in 2014 totaled \$575,000. The fund has assets of \$4.9 million remaining as of the end of 2014; a decrease of \$0.5 million from 2013.

These year-end figures will be audited by Abraham and Gaffney in March.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Rebecca Franchock, Controller
 Subject: Underground Storage Tank Coverage 2015 - 2016
 Date: March 4, 2015

Action Requested: Motion to Approve

That the Board of Commissioners authorize staff to bind coverage with IBEX Group for one year Underground Storage Tank coverage for the period April 23, 2015 through April 23, 2016 at a total premium amount of \$20,867.42.

Fiscal Impact: The item is budgeted and funds are available.

Background: The Metroparks current Underground Storage Tank coverage is up for renewal on April 23, 2015. The retroactive date for this coverage is April 23, 2013. The current policy is written with Hudson, which has been purchased by Crum and Forster.

At the direction of Commissioner Marrocco, staff contacted Action Advantage Group in addition to the current agent, IBEX Group. The two proposals are summarized below:

				Action Advantage Group Liberty Mutual Coverage	IBEX Crum & Forster
<u>Underground Storage Tank Coverage</u>					
Each Claim				\$2,000,000	\$1,000,000
Aggregate				\$2,000,000	\$2,000,000
Aggregate Claims Expense Limit				\$250,000	none
		Gallons	Year	Deductible	Deductible
Kensington	13740 High Ridge Drive	2,500	1991	\$50,000	\$100,000
		1,000	1991	\$50,000	\$100,000
Indian Springs	5100 Indian Trail	1,000	1990	\$50,000	\$25,000
	5200 Indian Trail	3,000	1992	\$50,000	\$25,000
		1,000	1992	\$50,000	\$25,000
Willow Golf	22802 Huron River	1,000	1985	\$100,000	\$100,000
		1,000	1985	\$100,000	\$100,000
Huron Meadows	7330 Rickett Road	1,000	1984	\$100,000	\$100,000
		1,000	1984	\$100,000	\$100,000
Hudson Mills	5000 Dexter Pinckney Road	2,500	1990	\$50,000	\$25,000
		1,000	1990	\$50,000	\$25,000
Total Premium with Terrorism				\$15,320.58	\$20,867.42
Total Premium without Terrorism				not quoted	\$19,873.73

Although coverage with Action Advantage Group is less expensive, it would be prudent to purchase what is known as "tail" coverage due to the fact that these are claims made policies. Under a claims made policy, for coverage to be afforded, the policy must be in effect both when the incident occurs as well as when the claim is made. Tail coverage for 18 months for the Crum and Forster Policy is estimated to cost 150 percent of the annual premium.

8-D-4
Under Ground Storage Tank Coverage
Page 2

Additionally, the following companies declined to bid: Nautilus, Scottsdale, Markel Corporation and Mt. Hawley.

Please note, in addition to the coverage described above, the Metroparks have underground storage tanks at two remaining locations, which are self-insured through the State of Michigan. Removal of one of these locations, the Stony Creek Service facility, is estimated to be completed in June 2015. The remaining location at Lower Huron Metropark is not currently scheduled for removal. To date, neither agent was able to obtain a proposal to cover these tanks, which were installed in 1989.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Shakib Obeidy, Manager, Technology Services
Subject: Report – IT Road Map
Date: March 4, 2015

Manager of Technology Services Shakib Obeidy will give a verbal update at the March 12 meeting.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Dave Struck, Manager of Planning
Subject: Update – Five-Year Rolling Plan
Date: March 4, 2015

Manager of Planning Dave Struck and Natural Resources and Environmental Compliance Manager Paul Muelle will give a verbal update on the Five-Year Rolling Plan process at the March 12 Board meeting.

HURON-CLINTON METROPARKS MONTHLY STATISTICS

February 2015

PARK	MONTHLY VEHICLE ENTRIES			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St Clair	11,227	11,828	13,704	-18%
Wolcott Mill	1,227	1,135	1,177	4%
Stony Creek	12,858	15,588	15,716	-18%
Indian Springs	1,885	1,486	2,164	-13%
Kensington	27,611	29,172	29,902	-8%
Huron Meadows	5,220	6,145	3,609	45%
Hudson Mills	4,865	6,107	7,561	-36%
Lower Huron	9,694	9,432	11,088	-13%
Willow	7,641	8,029	9,026	-15%
Oakwoods	1,533	1,654	1,936	-21%
Lake Erie	4,895	5,120	5,373	-9%
Monthly TOTALS	88,656	95,696	101,257	-12%

MONTHLY TOLL REVENUE			
Current	Previous	Prev 3 Yr Avg	Change
\$ 23,390	\$ 27,437	\$ 24,340	-4%
\$ 53,896	\$ 56,635	\$ 44,060	22%
\$ 6,608	\$ 7,614	\$ 8,410	-21%
\$ 58,227	\$ 66,711	\$ 54,929	6%
\$ 13,142	\$ 8,831	\$ 4,368	201%
\$ 12,731	\$ 16,968	\$ 16,718	-24%
\$ 14,822	\$ 15,357	\$ 12,931	15%
\$ 12,342	\$ 18,313	\$ 15,063	-18%
\$ 195,158	\$ 217,866	\$ 180,819	8%

PARK	Y-T-D VEHICLE ENTRIES			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St Clair	27,970	24,839	28,095	0%
Wolcott Mill	2,712	1,933	2,177	25%
Stony Creek	28,591	30,708	32,286	-11%
Indian Springs	4,081	3,409	4,675	-13%
Kensington	58,660	55,247	60,825	-4%
Huron Meadows	9,847	12,421	8,266	19%
Hudson Mills	10,651	11,819	15,391	-31%
Lower Huron	21,138	18,327	22,360	-5%
Willow	16,650	16,837	18,653	-11%
Oakwoods	3,486	3,287	4,114	-15%
Lake Erie	11,126	28,256	17,509	-36%
Monthly TOTALS	194,912	207,083	214,352	-9%

Y-T-D TOLL REVENUE			
Current	Previous	Prev 3 Yr Avg	Change
\$ 89,754	\$ 77,631	\$ 66,371	35%
\$ 133,271	\$ 151,237	\$ 130,192	2%
\$ 20,116	\$ 21,148	\$ 22,971	-12%
\$ 149,647	\$ 152,039	\$ 144,261	4%
\$ 24,776	\$ 24,109	\$ 13,661	81%
\$ 36,056	\$ 41,256	\$ 45,241	-20%
\$ 41,835	\$ 56,176	\$ 48,718	-14%
\$ 44,651	\$ 28,256	\$ 34,976	28%
\$ 540,106	\$ 551,852	\$ 506,392	7%

PARK	MONTHLY PARK REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St Clair	\$ 43,749	\$ 33,341	\$ 31,735	38%
Wolcott Mill	\$ 3,851	\$ 6,156	\$ 6,525	-41%
Stony Creek	\$ 76,748	\$ 85,719	\$ 64,218	20%
Indian Springs	\$ 12,347	\$ 13,710	\$ 16,959	-27%
Kensington	\$ 92,302	\$ 97,158	\$ 76,043	21%
Huron Meadows	\$ 23,896	\$ 19,720	\$ 11,200	113%
Hudson Mills	\$ 20,338	\$ 25,783	\$ 23,033	-12%
Lower Huron	\$ 18,621	\$ 19,687	\$ 18,647	0%
Willow	\$ -	\$ 1,826	\$ 623	-
Oakwoods	\$ 303	\$ 816	\$ 785	-61%
Lake Erie	\$ 13,778	\$ 20,804	\$ 17,328	-20%
Y-T-D TOTALS	\$ 305,933	\$ 324,720	\$ 267,096	15%

Y-T-D PARK REVENUE			
Current	Previous	Prev 3 Yr Avg	Change
\$ 116,410	\$ 91,884	\$ 84,450	38%
\$ 9,315	\$ 16,727	\$ 20,937	-56%
\$ 167,596	\$ 202,856	\$ 170,225	-2%
\$ 33,225	\$ 33,534	\$ 37,788	-12%
\$ 215,486	\$ 205,421	\$ 184,017	17%
\$ 46,624	\$ 45,161	\$ 27,346	70%
\$ 49,170	\$ 60,451	\$ 59,336	-17%
\$ 49,214	\$ 64,456	\$ 58,284	-16%
\$ 11	\$ 31,083	\$ 10,725	-100%
\$ 1,879	\$ 1,136	\$ 1,643	14%
\$ 50,400	\$ 36,125	\$ 40,443	25%
\$ 739,330	\$ 788,834	\$ 695,192	6%

District	Y-T-D Vehicle Entries by Management Unit			
	Current	Previous	Prev 3 Yr Avg	Change
Eastern	59,273	57,480	62,559	-5%
Western	83,239	82,896	89,157	-7%
Southern	52,400	66,707	62,636	-16%

District	Y-T-D Total Revenue by Management Unit		
	Current	Previous	Prev 3 Yr Avg
Eastern	293,321	311,467	275,611
Western	344,505	344,567	308,486
Southern	101,504	132,800	111,095

GOLF THIS MONTH	MONTHLY ROUNDS			
	Current	Previous	Prev 3 Yr Avg	Change
Wolcott Mill	0	0	0	-
Stony Creek	0	0	0	-
Indian Springs	0	0	0	-
Kensington	0	0	0	-
Huron Meadows	0	0	0	-
Hudson Mills	0	0	0	-
Willow	0	0	0	-
Lake Erie	0	0	0	-
Total Regulation	0	0	0	-
LSC Par 3	0	0	0	-
L. Huron Par 3	0	0	0	-
Total Golf	0	0	0	-

MONTHLY REVENUE			
Current	Previous	Prev 3 Yr Avg	Change
\$ -	\$ -	\$ -	-
\$ 4,256	\$ 2,912	\$ 3,408	25%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ 100	\$ 33	-
\$ -	\$ -	\$ -	-
\$ 4,256	\$ 3,012	\$ 3,441	24%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 4,256	\$ 3,012	\$ 3,441	24%

GOLF Y-T-D	GOLF ROUNDS Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change
Wolcott Mill	0	0	0	-
Stony Creek	0	0	0	-
Indian Springs	0	0	0	-
Kensington	0	0	0	-
Huron Meadows	0	0	0	-
Hudson Mills	0	0	0	-
Willow	0	0	0	-
Lake Erie	0	0	0	-
Total Regulation	0	0	0	-
LSC Par 3	0	0	0	-
L. Huron Par 3	0	0	0	-
Total Golf	0	0	0	-

GOLF REVENUE Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change
\$ -	\$ -	\$ -	-
\$ 4,704	\$ 3,584	\$ 4,213	12%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ 100	\$ 33	-
\$ -	\$ -	\$ -	-
\$ 4,704	\$ 3,684	\$ 4,247	11%
\$ -	\$ -	\$ 2	-
\$ -	\$ -	\$ -	-
\$ 4,704	\$ 3,684	\$ 4,248	11%

AQUATICS THIS MONTH	PATRONS THIS MONTH			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St. Clair	0	0	0	-
KMP Splash	0	0	0	-
Lower Huron	0	0	0	-
Willow	0	0	0	-
Lake Erie	0	0	0	-
TOTALS	0	0	0	-

MONTHLY REVENUE			
Current	Previous	Prev 3 Yr Avg	Change
\$ -	\$ -	\$ -	-
\$ 200	\$ 200	\$ 133	50%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 200	\$ 200	\$ 133	50%

AQUATICS Y-T-D	PATRONS Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St. Clair	0	0	0	-
KMP Splash	0	0	0	-
Lower Huron	0	0	0	-
Willow	0	0	0	-
Lake Erie	0	0	0	-
TOTALS	0	0	0	-

REVENUE Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change
\$ -	\$ -	\$ -	-
\$ 850	\$ 200	\$ 133	538%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 850	\$ 200	\$ 133	538%

PARK	Seasonal Activities this Month			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St. Clair				
Welsh Center	6	3	4	64%
Shelters	16	0	0	-
Boat Launches	0	0	0	-
Marina	0	0	0	-
Mini-Golf	0	0	0	-
Wolcott				
Activity Center	8	10	8	-4%
Stony Creek				
Disc Golf Daily	0	2	8	-
Disc Golf Annual	1	1	3	-70%
Total Disc Golf	1	3	12	-91%
Shelters	21	26	29	-28%
Boat Rental	0	0	0	-
Boat Launches	0	0	0	-
Indian Springs				
Shelters	3	3	1	125%
Event Room	0	347	202	-
Kensington				
Disc Golf Daily	0	1	24	-
Disc Golf Annual	3	0	3	13%
Total Disc Golf	3	1	27	-89%
Shelters	49	26	30	63%
Boat Rental	0	0	0	-
Huron Meadows				
Shelters	0	2	3	-
Boat Rental	0	0	0	-
Hudson Mills				
Disc Golf Daily	15	25	155	-90%
Disc Golf Annual	1	2	5	-80%
Total Disc Golf	16	27	160	-90%
Shelters	3	3	6	-53%
Canoe Rental	0	0	0	-
Lower Huron / Willow / Oakwoods				
Shelters	18	20	29	-37%
Lake Erie				
Shelters	5	6	10	-52%
Boat Launches	31	10	97	-68%
Marina	0	0	0	-

Monthly Revenue			
Current	Previous	Prev 3 Yr Avg	Change
Lake St. Clair			
\$ 4,650	\$ 2,400	\$ 1,533	203%
\$ 3,450	\$ 2,875	\$ 4,758	-27%
\$ -	\$ -	\$ -	-
\$ 32	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
Wolcott			
\$ 1,500	\$ 750	\$ 1,203	25%
Stony Creek			
\$ -	\$ 5	\$ 17	-
\$ 50	\$ 50	\$ 160	-69%
\$ 50	\$ 55	\$ 177	-72%
\$ 4,300	\$ 5,200	\$ 5,190	-17%
\$ -	\$ -	\$ -	-
\$ 125	\$ -	\$ -	-
Indian Springs			
\$ 600	\$ 600	\$ 250	140%
\$ 4,700	\$ 2,800	\$ 6,900	-32%
Kensington			
\$ -	\$ 2	\$ 48	-
\$ 130	\$ -	\$ 133	-3%
\$ 130	\$ 2	\$ 181	-28%
\$ 10,875	\$ 7,325	\$ 6,108	78%
\$ -	\$ -	\$ -	-
Huron Meadows			
\$ -	\$ 400	\$ 600	-
\$ -	\$ -	\$ -	-
Hudson Mills			
\$ 45	\$ 50	\$ 311	-86%
\$ 50	\$ 100	\$ 250	-80%
\$ 95	\$ 150	\$ 561	-83%
\$ 600	\$ 600	\$ 1,100	-45%
\$ -	\$ -	\$ -	-
Lower Huron / Willow / Oakwoods			
\$ 3,750	\$ 4,300	\$ 5,667	-34%
Lake Erie			
\$ 1,200	\$ 1,300	\$ 1,083	11%
\$ -	\$ -	\$ -	-
\$ -	\$ 922	\$ 386	-

PARK	Seasonal Activities Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St. Clair				
Welsh Center	10	6	7	50%
Shelters	34	0	0	-
Boat Launches	0	0	0	-
Marina	0	0	0	-
Mini-Golf	0	0	0	-
Wolcott				
Activity Center	10	14	12	-17%
Stony Creek				
Disc Golf Daily	0	2	20	-
Disc Annual	1	1	8	-88%
Total Disc Golf	1	3	28	-96%
Shelters	40	49	59	-32%
Boat Rental	0	0	0	-
Boat Launches	0	0	0	-
Indian Springs				
Shelters	8	3	2	300%
Event Room	80	457	239	-67%
Kensington				
Disc Golf Daily	0	1	35	-
Disc Annual	6	6	11	-45%
Total Disc Golf	6	7	46	-87%
Shelters	81	51	60	36%
Boat Rental	0	0	0	-
Huron Meadows				
Shelters	4	4	6	-37%
Boat Rental	0	0	0	-
Hudson Mills				
Disc Golf Daily	120	60	301	-60%
Disc Annual	17	13	30	-43%
Total Disc Golf	137	73	331	-59%
Shelters	10	10	13	-21%
Canoe Rental	0	0	0	-
Lower Huron / Willow / Oakwoods				
Shelters	33	38	49	-33%
Lake Erie				
Shelters	12	5,950	1,997	-99%
Boat Launches	78	33	177	-56%
Marina	0	0	0	-

Seasonal Revenue Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change
Lake St. Clair			
\$ 7,250	\$ 2,400	\$ 2,917	149%
\$ 6,975	\$ 5,975	\$ 9,667	-28%
\$ -	\$ -	\$ -	-
\$ 32	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
Wolcott			
\$ 2,500	\$ 3,000	\$ 2,630	-5%
Stony Creek			
\$ -	\$ 5	\$ 40	-
\$ 50	\$ 50	\$ 393	-87%
\$ 50	\$ 55	\$ 434	-88%
\$ 8,000	\$ 9,800	\$ 10,523	-24%
\$ -	\$ -	\$ -	-
\$ 125	\$ -	\$ 67	88%
Indian Springs			
\$ 1,500	\$ 600	\$ 367	309%
\$ 10,100	\$ 8,100	\$ 11,900	-15%
Kensington			
\$ -	\$ 2	\$ 71	-
\$ 280	\$ 280	\$ 533	-47%
\$ 280	\$ 282	\$ 603	-54%
\$ 18,225	\$ 12,975	\$ 11,668	56%
\$ -	\$ -	\$ -	-
Huron Meadows			
\$ 800	\$ 800	\$ 1,167	-31%
\$ -	\$ -	\$ -	-
Hudson Mills			
\$ 360	\$ 120	\$ 602	-40%
\$ 810	\$ 650	\$ 1,460	-45%
\$ 1,170	\$ 770	\$ 2,062	-43%
\$ 2,000	\$ 2,000	\$ 2,283	-12%
\$ -	\$ -	\$ -	-
Lower Huron / Willow / Oakwoods			
\$ 7,300	\$ 8,250	\$ 9,497	-23%
Lake Erie			
\$ 2,800	\$ 5,950	\$ 3,667	-24%
\$ -	\$ -	\$ -	-
\$ 56	\$ 922	\$ 406	-86%

PARK	Winter Sports this Month			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St. Clair				
XC Skiers	12	64	29	-59%
Ice Skaters	132	176	120	10%
Sledders	263	253	84	212%
Ice Fishermen	263	1,764	2,355	-89%
Stony Creek				
XC Skiers	1,979	2,164	1,171	69%
Ice Skaters	594	0	301	98%
Sledders	4,266	2,954	2,728	56%
Ice Fishermen	352	322	293	20%
Indian Springs				
XC Skiers	134	162	96	39%
Sledders	171	178	156	9%
Kensington				
XC Skiers	1,136	2,210	975	17%
Ice Skaters	440	734	330	33%
Sledders	0	6,620	3,585	-
Ice Fishermen	91	933	369	-75%
Huron Meadows				
XC Skiers	2,110	3,280	1,500	41%
Ice Fishermen	118	205	99	19%
Hudson Mills				
XC Skiers	820	1,740	690	19%
Lower Huron				
Ice Skaters	539	342	114	373%
Willow				
XC Skiers	81	295	110	-27%
Ice Fishing	69	80	29	138%
Sledders	2,006	2,836	1,148	75%
Lake Erie				
XC Skiers	45	22	12	275%
Sledders	105	30	25	320%
Ice Fishing	330	350	302	9%

Winter Sports Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change
28	84	46	-39%
347	436	262	33%
529	492	164	223%
529	4,041	3,634	-85%
2,558	3,501	2,004	28%
959	0	332	189%
5,225	4,806	4,215	24%
676	578	443	52%
177	237	169	5%
278	178	320	-13%
1,558	3,946	1,863	-16%
727	1,143	569	28%
0	6,620	4,087	-
180	2,111	804	-78%
3,900	6,685	3,768	4%
133	387	160	-17%
1,165	2,920	1,231	-5%
1,051	424	248	324%
106	537	247	-57%
148	141	66	124%
2,381	2,836	1,782	34%
92	42	23	300%
245	132	87	183%
1,479	864	584	153%

INTERPRETIVE FACILITIES								
PARK	Monthly Patrons Served				YTD Patrons Served			
	(total program participants and non-program visitors)				(total program participants and non-program visitors)			
	Current	Previous	Prev 3 Yr Avg	Change	Current	Previous	Prev 3 Yr Avg	Change
Lake St Clair	2,808	4,773	4,171	-33%	5,606	7,311	7,264	-23%
Wolcott Mill	417	438	745	-44%	996	1,290	1,594	-38%
Wolcott Farm	602	1,322	1,239	-51%	653	2,141	2,070	-68%
Stony Creek	3,485	3,253	3,643	-4%	13,624	10,713	12,204	12%
Indian Springs	2,480	5,953	4,999	-50%	5,619	9,271	8,310	-32%
Kens NC	13,818	9,022	14,077	-2%	25,030	16,597	26,390	-5%
Kens Farm	6,636	7,402	7,079	-6%	7,662	8,759	8,765	-13%
Mobile Center	3,696	1,117	2,929	26%	5,377	2,068	4,165	29%
Hudson Mills	2,960	2,672	2,798	6%	5,828	5,988	5,697	2%
Oakwoods	5,336	9,237	7,374	-28%	12,557	15,198	15,093	-17%
Lake Erie	2,613	8,616	5,092	-49%	4,843	17,093	12,042	-60%
Totals	44,851	53,805	54,146	-17%	87,795	96,429	103,594	-15%

PARK	Monthly Revenue				YTD Revenue			
	Current	Previous	Prev 3 Yr Avg	Change	Current	Previous	Prev 3 Yr Avg	Change
Lake St Clair	\$ 3,842	\$ 624	\$ 977	293%	\$ 3,957	\$ 3,073	\$ 2,431	63%
Wolcott Mill	\$ 240	\$ 363	\$ 520	-54%	\$ 353	\$ 363	\$ 624	-43%
Wolcott Farm	\$ 1,490	\$ 138	\$ 665	124%	\$ 4,651	\$ 232	\$ 1,192	290%
Wagon Rides	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	-
Livestock/Produce	\$ 21	\$ 3,655	\$ 3,041	-99%	\$ 21	\$ 8,523	\$ 13,622	-100%
FARM TOTAL	\$ 1,511	\$ 3,793	\$ 3,706	-59%	\$ 4,672	\$ 8,755	\$ 14,813	-68%
Stony Creek	\$ 1,533	\$ 1,243	\$ 1,739	-12%	\$ 3,452	\$ 3,586	\$ 4,764	-28%
Indian Springs	\$ 408	\$ 2,696	\$ 1,399	-71%	\$ 1,455	\$ 3,686	\$ 2,539	-43%
Kens NC	\$ 1,249	\$ 2,099	\$ 1,171	7%	\$ 3,598	\$ 2,733	\$ 1,793	101%
Kens Farm	\$ 1,590	\$ 1,569	\$ 1,549	3%	\$ 4,104	\$ 3,862	\$ 3,346	23%
Wagon Rides	\$ 1,067	\$ 1,576	\$ 1,067	0%	\$ 1,315	\$ 2,268	\$ 1,610	-18%
Livestock/Produce	\$ 401	\$ 261	\$ 481	-17%	\$ 1,345	\$ 276	\$ 584	130%
FARM TOTAL	\$ 3,058	\$ 3,406	\$ 3,097	-1%	\$ 6,764	\$ 6,406	\$ 5,540	22%
Mobile Center	\$ 1,744	\$ 1,247	\$ 1,404	24%	\$ 4,862	\$ 2,507	\$ 2,741	77%
Hudson Mills	\$ 421	\$ 431	\$ 949	-56%	\$ 1,694	\$ 1,640	\$ 1,979	-14%
Oakwoods	\$ 303	\$ 816	\$ 651	-53%	\$ 879	\$ 1,136	\$ 1,422	-38%
Lake Erie	\$ 236	\$ 96	\$ 368	-36%	\$ 2,524	\$ 263	\$ 558	352%
Totals	\$ 14,545	\$ 16,814	\$ 15,982	-9%	\$ 34,210	\$ 34,148	\$ 39,205	-13%

BREAKDOWN OF ATTENDANCE	ON-SITE Programs and Attendance			
	CURRENT YEAR		PREVIOUS YEAR	
	Programs	Attendance	Programs	Attendance
Lake St Clair	22	456	27	707
Wolcott Mill	-	-	2	19
Wolcott Farm	7	164	6	57
Stony Creek	31	635	20	459
Indian Springs	27	527	60	3,352
Kens NC	31	1,055	24	615
Kens Farm	28	342	41	527
Mobile Center				
Hudson Mills	7	94	5	172
Oakwoods	13	247	18	313
Lake Erie	6	48	13	187
Totals	172	3,568	216	6,408

OFF-SITE Programs and Attendance			
CURRENT YEAR		PREVIOUS YEAR	
Programs	Attendance	Programs	Attendance
2	40	17	1,376
-	-	-	-
-	-	3	540
4	350	2	194
8	240	2	87
62	3,958	4	160
2	60	-	-
29	3,696	39	1,117
9	366	-	-
4	117	9	2,428
6	2,140	8	1,180
126	10,967	84	7,082

BREAKDOWN OF ATTENDANCE	OTHER VISITORS (Non-programs)	
	Current	Previous
Lake St Clair	2,312	2,690
Wolcott Mill	417	419
Wolcott Farm	438	725
Stony Creek	2,500	2,600
Indian Springs	1,713	2,514
Kens NC	8,805	8,247
Kens Farm	6,234	6,875
Mobile Center		
Hudson Mills	2,500	2,500
Oakwoods	4,972	6,496
Lake Erie	425	7,249
Totals	30,316	40,315

"ON-SITE" - Statistics includes both programs offered to the public and programs offered to school and scout groups.

"OFF-SITE" - Statistics includes outreach programs at schools, special events such as local fairs, or outdoor related trade shows.

"OTHER VISITORS" - Represents patrons to interpretive centers who visit to view exhibits, walk trails, and generally just enjoy the outdoors.