

AGENDA
Huron-Clinton Metropolitan Authority
Board of Commission Meeting
March 13, 2014 – 10:30 a.m.
Administrative Office

1. Chairman's Statement
2. Public Participation
3. Minutes – Feb. 13, 2013 Regular Meeting
4. Approval – March 13, 2014 Agenda

Consent Agenda

5. **Approval – March 13, 2014 Consent Agenda**
 - a. Vouchers – February 2014
(Rebecca Franchock, 810-494-6047)
 - b. Financial Statements – February 2014
(Rebecca Franchock, 810-494-6047)
 - c. Purchases (Maria van Rooijen, 810-494-6049)
 1. Golf Carts, Kensington Metropark (pg. 1)
 2. 2014 Vehicle Purchases, AO, Kensington, Hudson Mills, and Lake St. Clair (pg. 3)
 - d. Agreement – Trail Maintenance and Repair, Milford Township (pg. 5)
(George Phifer, 810-494-6046)
 - e. Bids – Shingle Roof Replacement, Lake Erie Metropark (pg. 11)
(Mike Brahm-Henkel, 810-494-6057)
 - f. Bids – Shingle Rood Replacement, Kensington Metropark Nature Center (pg. 13)
(Mike Brahm-Henkel, 810-494-6057)
 - g. Bids – Hike-Bike Trail Crack Filling and Roadway Overbanding, Kensington and Stony Creek
(Mike Brahm-Henkel, 810-494-6057) (pg. 15)
 - h. Phase II Storm Water Permit, Development and Redevelopment Policy (pg. 17)
(Paul Muelle, 810-494-6052)
 - i. Proposed Revisions for Board Approved Land Policies (pg. 27)
(Joe Colaianne, 810-494-6032)
 - j. Donations (pg. 41)
(John McCulloch, 810-494-6001)

Regular Agenda

6. Closed Session – For the purpose of considering the purchase of real properties.
Section 8(d) of the Michigan Open Meetings Act. M.C.L. 15.268 (d).

Required Action: Motion by Commissioner _____, supported by Commissioner _____
that the Board of Commissioners proceed into closed session to consider land acquisition
(requires roll call vote).

AGENDA
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Page Two

7. Legislative Report (pg. 43)
(George Carr)
8. **Reports**
 - C. *Administrative Office*
 1. Update FRED Project – ERP System Selection (pg. 53)
(Rebecca Franchock, 810-494-6047)
 2. Approval – Metropark Logos (pg. 57)
(Carol Stone, 810-494-6017)
9. Staff Officer Report
10. Other Business
11. Commissioners' Comments
12. Motion to Adjourn

<p>The next regular Board of Commissioners meeting will be held <u>Thursday, April 10, 2014</u> at <u>10:30 a.m.</u> at the Lake Erie Marshland Museum and Nature Center.</p>



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria van Rooijen, Purchasing Agent
 Project No: RFP-14-003
 Project Title: Golf Carts
 Location: Kensington Metropark, Livingston County
 Date: March 6, 2014

Action Requested: Motion to Approve

That the Board of Commissioners award RFP-14-003 to the low responsive, responsible bidder, Midwest Golf & Turf in the amount of \$62,535.00 as recommended by Maria van Rooijen, Purchasing Agent and staff.

Scope of Work: Furnish and Deliver 15 each 2014 golf carts (gasoline powered), to Kensington Metropark. As recommended by ROI, our golf consultant, golf carts for the 2014 golf season will be transferred to various courses throughout the Metroparks, with the busiest courses receiving the newest carts. Golf carts will now be retained approximately 14 years and have a more rigorous maintenance schedule. Additional new golf carts are needed to balance out the fleet at Kensington.

Background: Currently only Stony Creek and Huron Meadows are equipped for electric golf carts. Due to the high cost of converting over to electric (cost approx. \$80,000 plus) at Kensington, electric-powered carts are not recommended at this time.

<u>Vendor</u>	<u>City</u>	<u>Price</u>
Midwest Golf & Turf	Novi	\$4169.00 – \$62,535.00
Spartan Distributors	Sparta	\$4300.00 – \$64,500.00



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria vanRooijen, Purchasing Agent
 Project Title: 2014 Vehicle Purchases
 Location: Administrative Office, Kensington, Hudson Mills and Lake St. Clair Metroparks
 Date: March 6, 2014

Action Requested: Motion to Approve

That the Board of Commissioners award to the low responsive, responsible bidders, Signature Ford and Red Holman GMC as per the Macomb County and Oakland County contracts in the amount of \$138,820.00 to Signature Ford and \$27,804.00 to Red Holman GMC and approve appropriation transfer of \$90,000.00 to cover three of the vehicles from the Kensington Capital equipment account to the Administrative Office and Central Pool Capital equipment accounts (504.25.012 to 500.25.011 and 501.25.011) as recommended by Maria van Rooijen, Purchasing Agent and staff.

Scope of Work: Furnish and deliver two cars, one from Red Holman Pontiac GMC \$27,804.00, and one from Signature Ford \$28,109.00; four trucks from Signature Ford total cost \$110,711.00. Two trucks will include snow plow packages and all trucks will have various equipment lighting package.

Background: After delivery, three trucks will go to auction due to high mileage, mechanical issues and severe rusting; most of these vehicles have over 100,000 miles. The fourth truck will become a pool vehicle. The cars being replaced will be transferred to pool vehicles to help with the shortage of vehicles at the Administrative Office.

Different automobiles and trucks were compared to make the final choices based on the availability per agency contracts. The Sierra trucks were compared to Ford trucks, with the Sierras costing approximately \$3,000 more per vehicle. The GMC Acadia was selected over the Explorer, which is comparable in price. Slightly larger vehicles with more load-carrying capacity are more useful in the Metroparks, due to increased attendances at various shows and outreach programs promoting the Metroparks.

<u>Vendor</u>	<u>Contract</u>	<u>Price</u>
<u>Trucks</u>		
1. Signature Ford (2) F150 and (2) F250	Macomb County	\$110,711.00
2. Red Holman GMC (2) Sierra 1500 and (2) 2500	Oakland County	\$123,115.00
<u>Cars</u>		
1. Signature Ford 2014 Interceptor	Macomb County	\$28,109.00
1. Red Holman Pontiac-GMC 2014 Acadia	Oakland County	\$27,804.00



HURON-CLINTON METROPOLITAN AUTHORITY

5 - d
Meeting of March 13, 2013

To: Board of Commissioners
From: Joseph W. Colaianne, Corporation Counsel
Subject: Trail Maintenance and Repair Agreement – Milford Township
Date: March 6, 2014

Action Requested: Motion to Approve

That the Board of Commissioners approve the 2014 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 the Authority and Milford Township which is located in and contiguous to Kensington Metropark for the period of April 15, 2014 through Oct. 31, 2014 as recommended by Corporation Counsel Joe Colaianne 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 Authority will patrol the trail south of General Motors Road and the cost will be split 50-50 between the Township and the Authority.

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, 2014 and ending Oct. 31, 2014 based on the following rates:

- a. Full-Time employee labor wages at \$50.00 per hour
- b. Seasonal employee labor wages at \$12.00 per hour and \$18.00/OT
- c. Equipment rates at \$120.00 per 8-hour period
- d. Material, supplies or contract services at best available prices
- e. Full-time police wages at \$53.22 per hour
- f. Part-time police wages at \$32.68 per hour
- g. Public Safety Attendant wages at \$8.75 per hour

Attachment: 2014 Trail and Maintenance Agreement – Milford Township

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

5-d-a

THIS AGREEMENT, made and entered into this _____ day of _____, 2014 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, 2014 through October 31, 2014 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, 2014 and ending the last day of October 2014 at the following rates:
 - a. Full-Time employee labor wages at \$50.00 per hour
 - b. Seasonal employee labor wages at \$12.00 per hour and \$18.00/OT
 - c. Equipment rates at \$120.00 per 8-hour period
 - d. Material, supplies or contract services at best available prices
 - e. Full-time police wages at \$53.22 per hour
 - f. Part-time police wages at \$32.68 per hour
 - g. Public Safety Attendant wages at \$8.75 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 duly 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



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Mike Brahm-Henkel
 Title: Roof Repairs and Replacements, Carpenter Shop/Golf Maintenance/Park Office and Maintenance Building West
 Project No: 712-14P
 Project Type: Major Maintenance
 Location: Lake Erie Metropark, Wayne County
 Date: March 6, 2014

Bids Opened: Thursday, February 20, 2014 at 2:00 p.m.

Action Requested: Motion to Approve:

That the Board of Commissioners award Contract No. 712-14P to the lowest responsive, responsible bidder, Wm Molnar Roofing Co. Inc., in the amount of \$96,000.00; transfer \$55,000 from Capital Fund balance to cover the difference between the contract and the budgeted amount for the Golf Maintenance, Carpenter shop, West Maintenance Building and the Lake Erie Park Office, as recommended by Manager of Assets and Development Mike Brahm-Henkel and Staff.

Scope of Work: Work includes the replacement and repairs to the existing shingle and metal roof systems at the Carpenter Shop, Golf Maintenance, Park Office, and West Maintenance Building. Existing roofs are deteriorated and leaking.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Wm Molnar Roofing Co., Inc.	Riverview	\$96,000.00
VJM Design and Building Corp.	Waterford	\$130,849.00
Total Budget Amount for Contract Services and Administration		
• Golf Maintenance		\$12,000.00
• Carpenter Shop		\$26,000.00
• West Maintenance		\$ 7,000.00
• Lake Erie Park Office (Unbudgeted)		\$ 0.00
		<u>\$45,000.00</u>
Proposed Work Order Amount		
Contract Amount:		
• Golf Maintenance		\$11,700.00
• Carpenter Shop		\$25,550.00
• West Maintenance		\$13,100.00
• Lake Erie Park Office		\$45,650.00
		<u>\$96,000.00</u>
Contract Administration		\$4,000.00
Total Proposed Work Order Amount		<u><u>\$100,000.00</u></u>

The following contractors obtained bidding documents, but did not submit a bid: *Roof One, Pontiac; Armstrong Enterprises, Pinckney.*

This project was reported and publicly advertised in the following construction reporting outlets: Construction Association of Michigan, Reed Construction Data, Construction News Corporation, Reprographics One DFS Plan Room, Construction News Service, HCMA Web Site, 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: 704-14X
 Project Title: Roof Replacements and Repairs, Nature Center and Boat Rental
 Project Type: Major Maintenance
 Location: Kensington Metropark, Oakland County
 Date: March 6, 2014

Bids Opened: Thursday, February 20, 2014 at 2:00pm

Action Requested: Motion to Approve:

That the Board of Commissioners award Contract No. 704-14X to the lowest responsive, responsible bidder, Roof One LLC, for \$33,555.00, and transfer funds from Fund Balance as recommended by Manager of Assets and Development Mike Brahm-Henkel and Staff.

Fiscal Impact: This project was budgeted in 2013 but not completed by year-end; existing funds were returned to Fund Balance at the end of 2013. As a result, the funding for the project would be need to come from the Fund Balance to cover the cost of the project.

Scope of Work: Work includes replacement of the existing shingle roof to the Nature Center building, and repairs to the Boat Rental building. The existing Nature Center roof is deteriorated and in need of replacement.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Roof One LLC	Pontiac	\$ 33,555.00
PAT USA	Rochester Hills	\$ 33,895.00
Livingston Power Company LLC	Howell	\$ 40,900.00
Armstrong Enterprises	Pinckney	\$ 44,900.00
Total 2013 Budgeted Amount for Contract Services and Administration		\$55,000.00
Proposed Work Order Amount		
Contract Amount – (Rounded)		\$ 33,600.00
Contract Administration		<u>\$ 5,000.00</u>
Total Proposed Work Order Amount		\$ 38,600.00

The following contractors obtained bidding documents: *DMC Consultants, Detroit*

This project was reported and publicly advertised in the following construction reporting outlets: Construction Association of Michigan, Reed Construction Data, Construction News Corporation, Reprographics One DFS Plan Room, Construction News Service, HCMA Web Site, 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: 700-14V
Project Title: Hike/Bike Crack Filling and Roadway Overbanding
Project Type: Major Maintenance
Location: Kensington and Stony Creek Metroparks
Date: March 6, 2014

Bids Opened: February 20, 2014 at 2:00 p.m.

Action Requested: Motion to Approve

That the Board of Commissioners award Contract No. 700-14V to the low responsive, responsible bidder, Wenn Sealcoating & Striping, Inc., in the amount of \$33,000.00 as recommended by Manager of Assets and Development Mike Brahm-Henkel and staff.

Scope of Work: Work includes the overband crack sealing of the park roadway throughout Kensington and Stony Creek Metroparks; provide hot-applied crack filling along the hike/bike trail at Kensington and Stony Creek Metroparks. Project was bid on a unit price basis per pound of joint sealant, with a total contract amount equal to the total proposed amount for contract services of \$33,000 for both parks combined. Project is necessary to preserve and extend the life of pavement surfaces.

<u>Contractor</u>	<u>City</u>	<u>Total Pounds</u>	<u>Average Unit Price</u>	<u>Extended Amount</u>
Wenn Seal Coating & Striping, Inc.	Adrian	26,731	\$1.25	\$33,000.00
Wolverine Sealcoating, LLC	Jackson	26,666	\$1.28	\$33,000.00
K&B Asphalt Seal Coating, Inc.	Clayton	26,568	\$1.29	\$33,000.00
Scodeller Construction, Inc.	Wixom	25,866	\$1.30	\$33,000.00
Michigan Joint Sealing, Inc.	Farmington Hills	20,678	\$1.61	\$33,000.00
Midwest Pavement Contracting, Inc.	Milford	20,635	\$1.60	\$33,000.00
T&M Asphalt Sealcoat, Inc.	Milford	20,100	\$1.58	\$33,000.00
Highway Maintenance & Construction	Romulus	16,060	\$2.55	\$33,000.00
True North Asphalt Services, Inc.	Rochester Hills	14,667	\$2.25	\$33,000.00
Belden USA	Jackson	14,035	\$2.40	\$33,000.00
Carr's Outdoor Services, Inc.	Canton	12,833	\$2.63	\$33,000.00

Budget Amount for Contract Services and Administration: \$35,000.00

• Kensington Metropark	\$14,000.00
• Stony Creek Metropark	\$19,000.00
Contract Administration	\$ 2,000.00
Total Proposed Work Order Amount	\$35,000.00

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



HURON-CLINTON METROPOLITAN AUTHORITY

5 - h
Meeting of March 13, 2014

To: Board of Commissioners
From: Paul Muelle, Natural Resources & Environmental Compliance Manager
Subject: Phase II Storm Water Permit
Date: March 6, 2014

Action Requested: Motion to Approve

That the Board of Commissioners approve the Phase II Storm Water Permit policy stated below as recommended by Natural Resources and Environmental Compliance Manager Paul Muelle and staff.

Background: The Metroparks has developed and submitted a Phase II Storm Water Management Plan to the MDEQ for approval to implement a storm water management program to reduce the discharge of pollutants to the Waters of the State within its jurisdiction. This plan has been developed to fulfill the requirements for Part I, Section B of the State of Michigan's National Pollutant Discharge Elimination System (NPDES) General Permit (MIS040000) for Storm Water Discharges from Separate Storm Water Drainage Systems (MS4s). The Metroparks has property within both the Huron and Clinton River Watersheds and the Storm Water Management Program Plan (SWMPP) will be implemented within the requested area of coverage as determined by the urbanized areas outlined in the General Permit. The purpose of the SWMPP is to develop a program to implement the six minimum measures as required by the General Permit which include the Public Education Plan (PEP), the Public Involvement and Participation Plan (PIP), the Illicit Discharge Elimination Plan (IDEP), the Post Construction Storm Water Management Program for New Development and Redevelopment Projects, Construction Storm Water Runoff Control and Pollution Prevention/Good Housekeeping for Municipal Operations, all of which are designed to minimize the negative impacts or reduce discharge of pollutants within the storm water conveyances of the Metroparks.

In order to comply with the Post-Construction Stormwater Runoff Program requirement, Section VII Stormwater Management Program of the State of Michigan National Pollutant Discharge Elimination System Permit (Part 31, Water Resources Protection, Michigan's Natural Resources and environmental Protection Act, 1994 PA 451, as amended), the Board of Commissioners of the Huron-Clinton Metropolitan Authority hereby adopt the following New Development and Redevelopment Project policy:

The Huron-Clinton Metropolitan Authority will comply by all current permit requirements for any future development or redevelopment project in all areas of the Metropark system covered under the approved Phase II Storm Water Permit for the Huron-Clinton Metropolitan Authority.

Attachments: Urbanized Area Maps

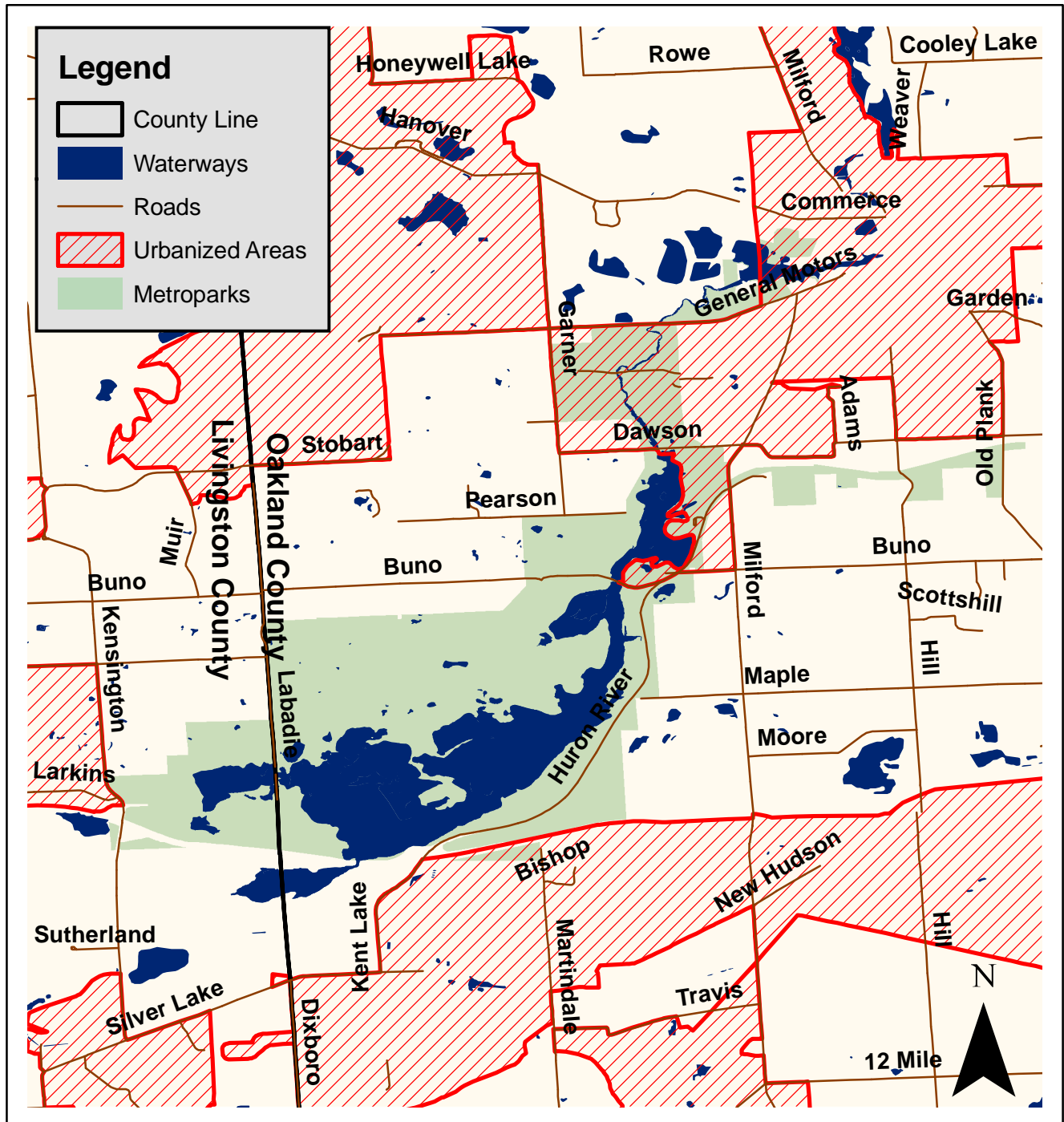
Lake St. Clair Urbanized Areas



0.4 0.2 0 0.4 Miles

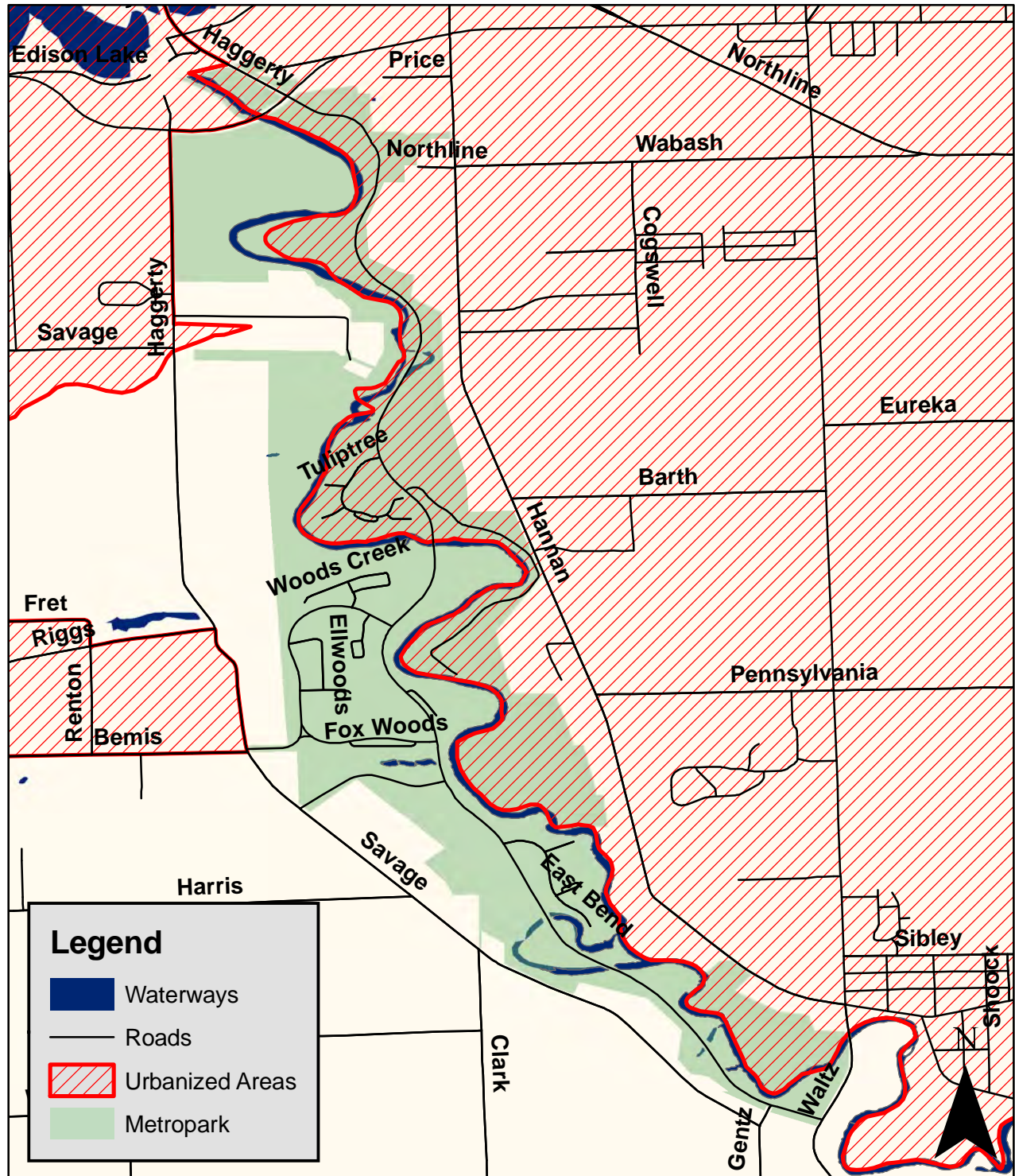
R. Colliton
Huron-Clinton Metropolitan Authority
February 28, 2014
Source: 2010 Urbanized Areas, US Census Bureau

Kensington Urbanized Areas



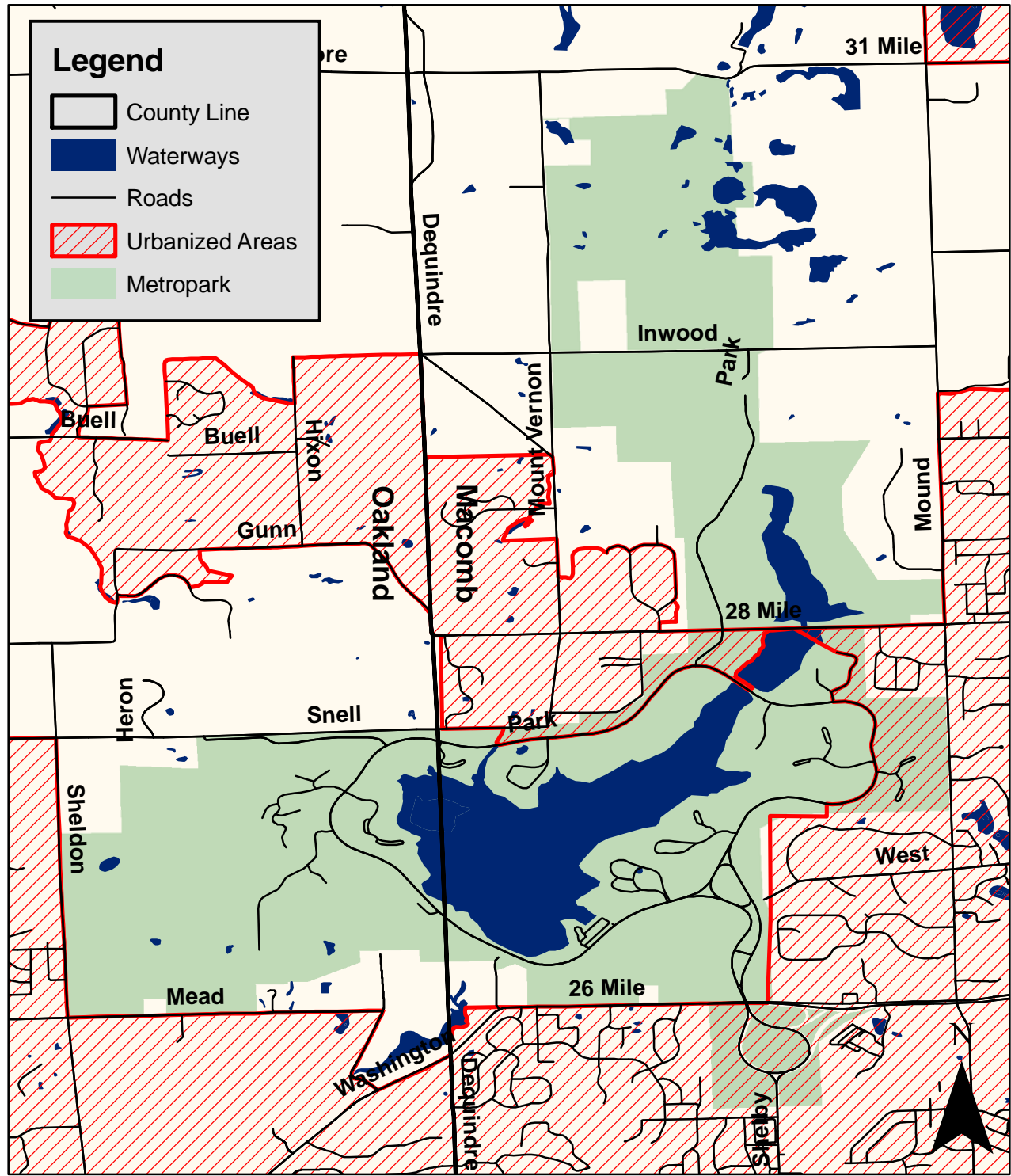
R. Colliton
Huron-Clinton Metropolitan Authority
February 28, 2014
Source: 2010 Urbanized Areas, US Census Bureau

Lower Huron Urbanized Areas



R. Colliton
Huron-Clinton Metropolitan Authority
February 28, 2014
Source: 2010 Urbanized Areas, US Census Bureau

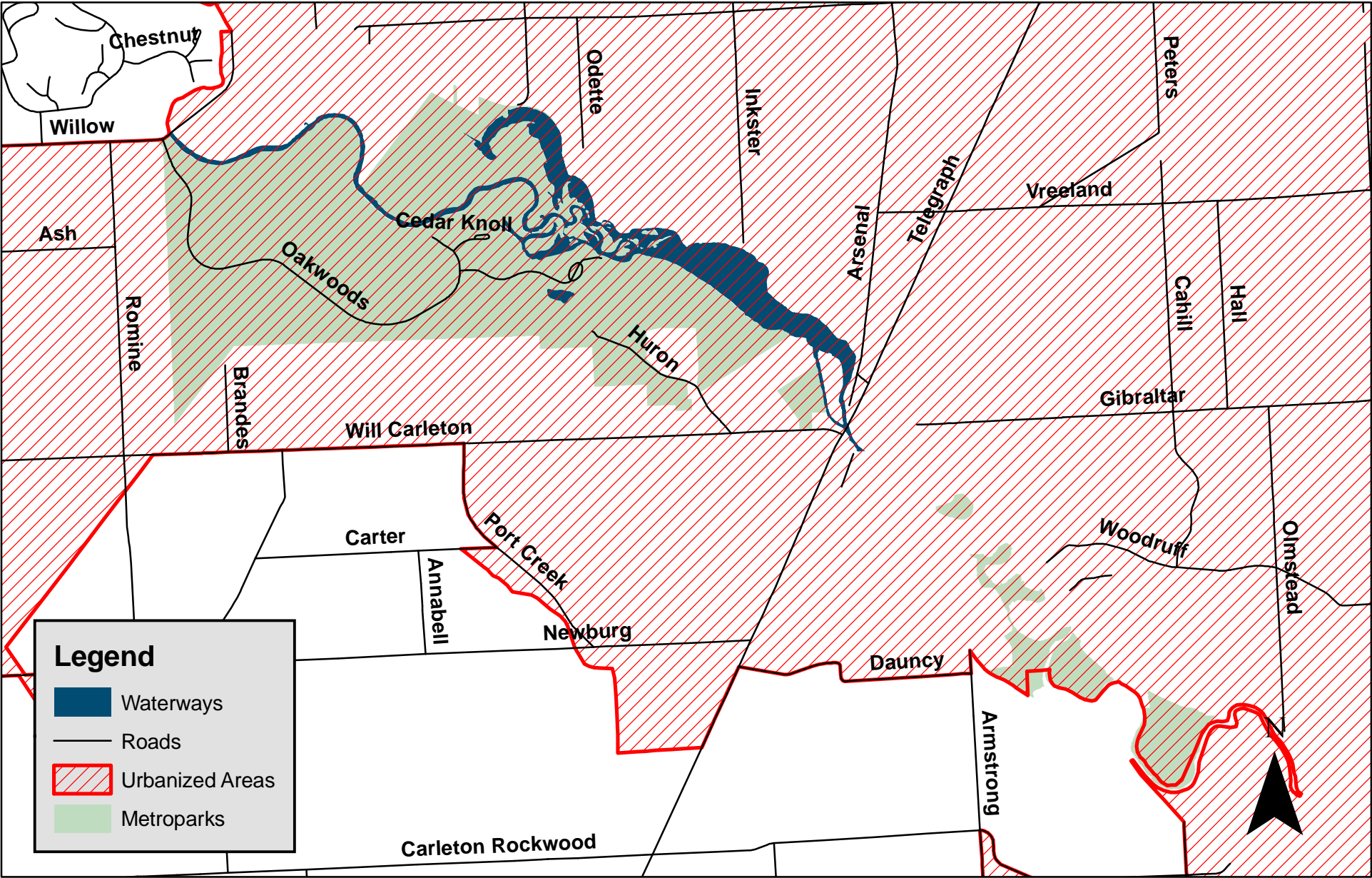
Stony Creek Urbanized Areas



1 0.5 0 1 Miles

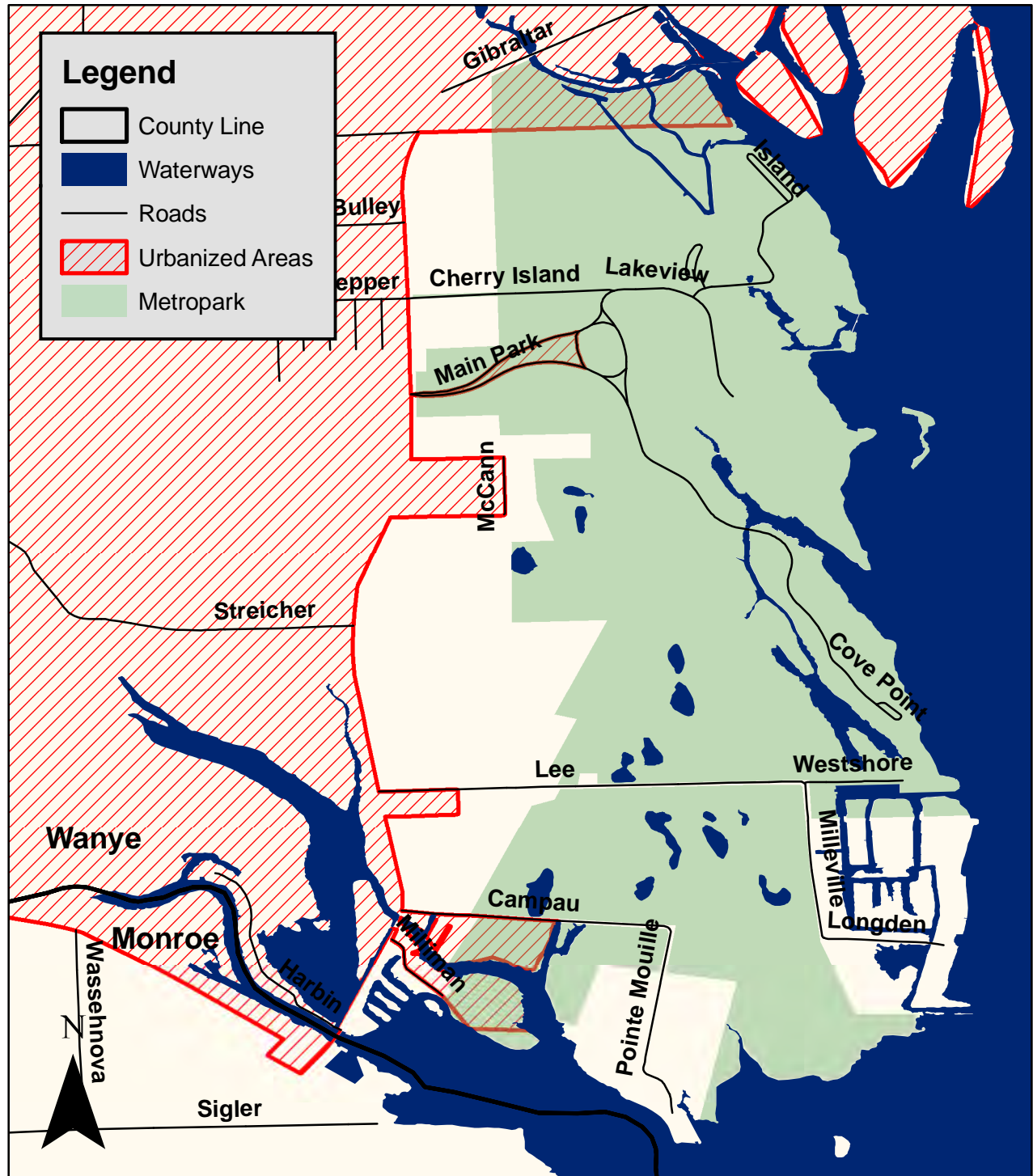
R. Colliton
Huron-Clinton Metropolitan Authority
February 28, 2014
Source: 2010 Urbanized Areas, US Census Bureau

Oakwoods Urbanized Areas



1 0.5 0 1 Miles

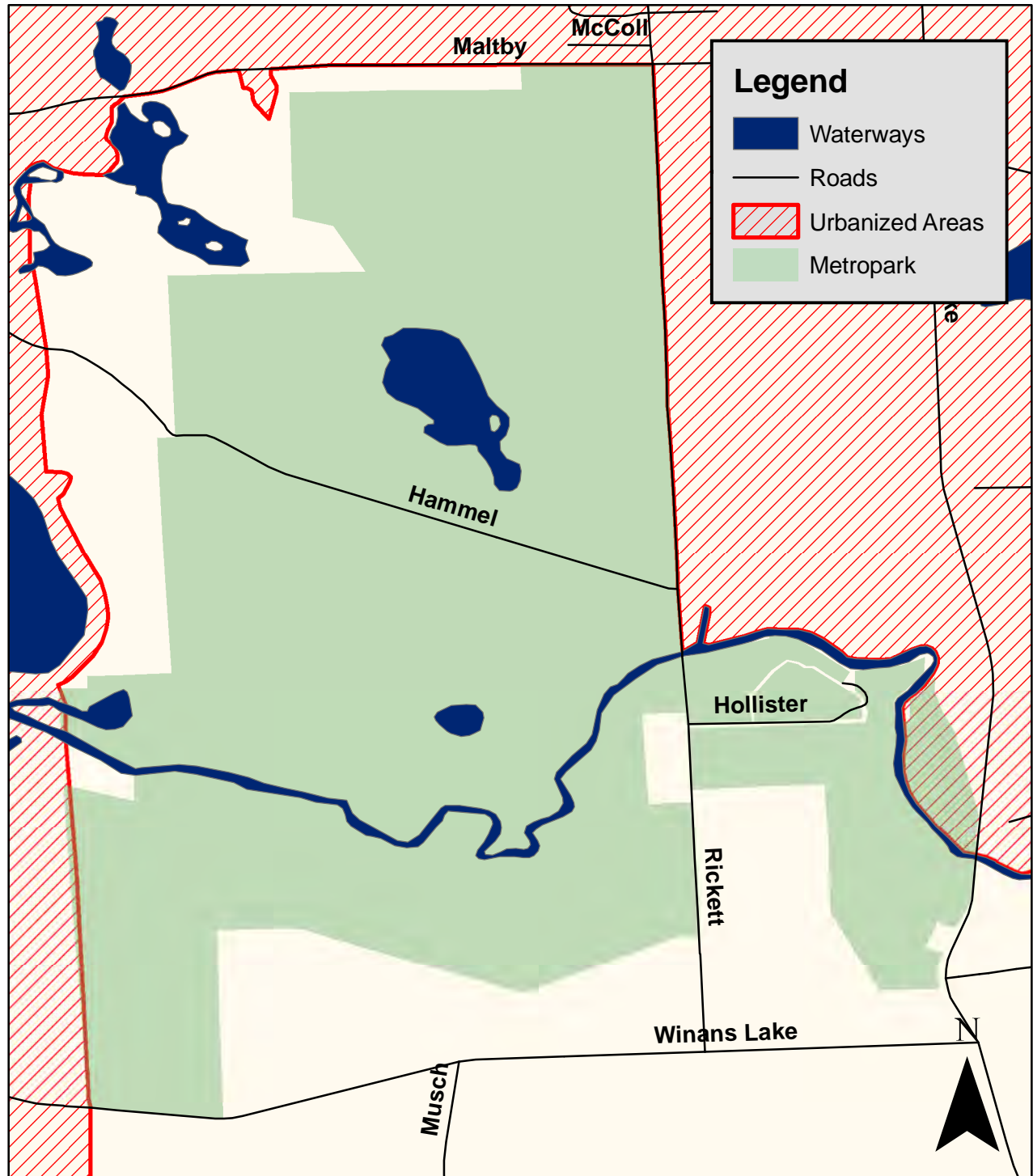
Lake Erie Urbanized Areas



0.6 0.3 0 0.6 Miles

R. Colliton
Huron-Clinton Metropolitan Authority
February 28, 2014
Source: 2010 Urbanized Areas, US Census Bureau

Huron Meadows Urbanized Areas



0.5 0.25 0 0.5 Miles

R. Colliton
Huron-Clinton Metropolitan Authority
February 28, 2014
Source: 2010 Urbanized Areas, US Census Bureau



HURON-CLINTON METROPOLITAN AUTHORITY

5 - i
Meeting of March 13, 2014

To: Board of Commissioners
From: Joseph W. Colaianne, Corporation Counsel
Subject: Proposed Revisions for Board Approved Policies
Date: March 6, 2014

Action Requested: Motion to Approve

That the Board of Commissioners adopt the policy changes as recommended by Corporation Counsel Colaianne and staff.

Background: In an effort to complete updates of HCMA Board approves policies, staff is bringing the Land Acquisition Policy and the Property Divestiture Policy and Procedure back to the Board for review and approval.

Changes with obsolete language are ~~crossed out~~, new language is highlighted in **red**, and original policy language is highlighted in **blue**.

**Attachments: Land Acquisition Policy
Property Divestiture Policy and Procedure**



REVISED – Clean Copy HURON-CLINTON METROPOLITAN AUTHORITY BOARD OF COMMISSION POLICY	EFFECTIVE DATE: 3/13/2014	BC L 1
	SUPERCEDES POLICY DATED: 10/6/2004, 7/13/67	
LAND ACQUISITION	PREPARED BY: Joseph W. Colaianne, Corporation Counsel	

This Authority should acquire land and water for future recreational development in accordance with a well planned and approved program and be held inviolate to the demands for other uses.

Often in the implementation of its land acquisition program the Authority, for its best interest, buys land in excess of its planned intent. Careful consideration should be given before disposing of such excess lands to assure the best interests of the Authority and comply with Board Policy BC P2, "Property Divestiture Policy and Procedure".

In matters of land, a team consisting of the HCMA Director, Deputy Director, Executive Secretary, Chief Planner, Chief of Natural Resources, the commissioner from the county where the parcel of land is under consideration for purchase and any appointed commissioner shall meet and review facts and weigh advisability to proceed. A mutually acceptable time and place shall be considered prior to calling a meeting of the team to ensure attendance of all members of the Team.

Offers of donation of land or purchase of land, of any size, should be very carefully considered before recommendations are made for acceptance or rejection. Removal of highly developed and high value properties from the local community tax rolls should be given careful consideration.

As a matter of course, the Authority must obtain appraisals prior to the purchase of real property.

When considering land for purchase or acceptance, in the case of donations, the following criteria should be used for evaluation and shall comply with Policy BC C2 "Contaminated Land Policy."

1. Natural Resource – Inventory existing natural resources of a property. Determine the value of the land, water, or other natural resource(s) and its potential for:
 - Natural resource protection – Determine the value of a natural feature/resource.
 - Open space, natural resource or cultural preservation - Identify high quality natural areas where the preservation of land, water resources, and cultural heritage will benefit the region.
 - Wildlife corridors – Consider land for connectivity for people and contiguous corridors for wildlife.
 - Scenic/aesthetic value – Quantify the scenic value of a parcel that may enhance recreation or natural resources.
2. Suitability for Recreation Activities – Determine if a property can provide space and resources for specific recreation opportunities; and if a purchase will meet present and future recreation needs.
3. Environmental Improvement – Identify lands which if purchased and managed will improve the environmental health of the region.
4. Regional Green Infrastructure and Open Space Plans – Identify large tracts of land which are contiguous to existing Metroparks or would contribute to the regions master green infrastructure plan.

5. Contiguous/Adjacent Properties – Evaluate potential properties which may enhance existing parks by improving entrances or function as additional buffer from residential, commercial, and industrial development.
6. Conservation – Determine if the purchase of property will prevent potentially detrimental development and promote biodiversity.
7. Economic Impact – Evaluate potential positive and /or negative economic benefits of a potential land purchase.—In planning of parks and recreational areas very careful consideration should be given before recommending removal-of highly developed and high value" properties from the tax rolls.
8. Natural Resource and Mitigation Ecosystem Restoration – Identify properties which if purchased could become a restoration or mitigation site to improve the watershed, forested lands, grasslands and wetlands of a region.

Adopted by Board of Commissioners on: _____



<p style="text-align: center;">REVISED</p> <p style="text-align: center;">JURON-CLINTON METROPOLITAN AUTHORITY BOARD OF COMMISSION POLICY</p>	EFFECTIVE DATE: 3/13/2014	BC L 1
	SUPERCEDES POLICY DATED: 10/6/2004, 7/13/67	
LAND ACQUISITION	PREPARED BY: Joseph W. Colaianne, Corporation Counsel	

LANGUAGE UPDATED

This Authority should acquire land and water for future recreational development in accordance with a well planned and approved program and ~~such lands should be held inviolate to the demands for other uses.~~

Often in the implementation of its land acquisition program the Authority, for its best interest, buys land in excess of its planned intent. Careful consideration should be given before disposing of such excess lands to assure the best interests of the Authority and comply with Board Policy BC P2, "Property Divestiture Policy and Procedure".

~~In matters of land, a team consisting of the HCMA Director, Deputy Director, Executive Secretary, Chief Planner, Chief of Natural Resources, at the commissioner from the county where the parcel of land is under consideration for purchase and any gubernatorial appointee appointed commissioner shall meet and review facts and weigh advisability to proceed. A mutually acceptable time and place shall be considered prior to calling a meeting of the team to ensure attendance of all members of the Team.~~

Offers of donation of land or purchase of land, of any size, should be very carefully considered before recommendations are made for acceptance or rejection. ~~Removal of highly developed and high value properties from the local community tax rolls should be given careful consideration.~~

~~In planning of parks and recreational areas very careful consideration should be given before recommending removal of highly developed and high value" properties from the tax rolls.~~

As a matter of course, the Authority ~~shall~~ must obtain appraisals prior to the purchase of real property. ~~The Authority may forego appraisal, however, if business need so requires.~~

~~In matters of land, a team consisting of the HCMA Director, Deputy Director, Executive Secretary, Chief Planner, Chief of Natural Resources, a commissioner from the county where the parcel of land is under consideration for purchase and any gubernatorial appointee shall meet and review facts and weigh advisability to proceed.~~

When considering land for purchase or acceptance, in the case of donations, the following criteria should be used for evaluation and shall comply with Policy BC C2 "Contaminated Land Policy."

1. Natural Resource – Inventory existing natural resources of a property. Determine the value of the land, water, or other natural resource(s) and its potential for:
 - Natural resource protection – Determine the value of a natural feature/resource.
 - Open space, natural resource or cultural preservation - Identify high quality natural areas where the preservation of land, water resources, and cultural heritage will benefit the region.
 - Wildlife corridors – Consider land for connectivity for people and contiguous corridors for wildlife.
 - Scenic/aesthetic value – Quantify the scenic value of a parcel that may enhance recreation or natural resources.

2. Suitability for Recreation Activities – Determine if a property can provide space and resources for specific recreation opportunities; and if a purchase will meet present and future recreation needs.
3. Environmental Improvement – Identify lands which if purchased and managed will improve the environmental health of the region.
- ~~3.~~
4. Regional Green Infrastructure and Open Space Plans – Identify large tracts of land which are contiguous to existing Metroparks or would contribute to the regions master green infrastructure plan.
5. Contiguous/Adjacent Properties – Evaluate potential properties which may enhance existing parks by improving entrances or function as additional buffer from residential, commercial, and industrial development.
6. Conservation – Determine if the purchase of property will prevent potentially detrimental development and promote biodiversity.
7. Economic Impact – Evaluate potential positive and /or negative economic benefits of a potential land purchase.—In planning of parks and recreational areas very careful consideration should be given before recommending removal-of highly developed and high value" properties from the tax rolls.
8. Natural Resource and Mitigation Ecosystem Restoration – Identify properties which if purchased could become a restoration or mitigation site to improve the watershed, forested lands, grasslands and wetlands of a region.

Adopted by Board of Commissioners on: _____



REVISED – Clean Copy
HURON-CLINTON METROPOLITAN AUTHORITY
BOARD OF COMMISSIONER POLICY

EFFECTIVE DATE: 3/13/2014

BC P2

SUPERCEDES 04/08/2010
 POLICY DATED: 07/11/2002 Proceeds from Land Divestiture
 07/18/2004 Property Divestiture Procedure

PROPERTY DIVESTITURE POLICY
and PROCEDURE

PREPARED BY: Joseph W. Colaianne, Corporation Counsel

1. PURPOSE

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

The purpose of this policy is to:

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

2. POLICY

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

Real property, which was either donated or purchased with HCMA General Fund monies, shall not be divested except in accordance with this policy.

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

If a property is not needed for park and recreational use within a five-year development and/or Metropark master plan, and is not environmentally or culturally significant it may be made available for sale or long-term lease. Long-term lease is defined as lease extending greater than one (1) year.

If a property is not currently needed but will be needed for park and recreational use within five-year and/or Metropark master plan, and is not environmentally or culturally significant it may be leased in the interim in accordance with this policy.

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

The Authority may sell, divest or lease real property to governmental agencies conforming to or beneficial to the Authority's mission to provide for public recreation and natural resource protection. If the transaction involves a sale or lease, the Authority may negotiate a transaction that may be less than the Property's appraised value. All sales of real property shall include deed restrictions on use and reversion rights to repurchase the property, unless otherwise approved by the Board of Commissioners.

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

3. PROCEDURE

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

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

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

A. REQUEST FOR PROPOSALS

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

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

GENERAL ISSUES

The Authority’s Representative shall be supervised by the HCMA Director and HCMA Executive Secretary, and shall be responsible for assembling reports, scheduling meetings and reporting progress in a timely manner.

The Authority's Representative shall act as the "Selling Real Estate Broker" of record when required.

The Authority's Representative shall be compensated as follows: three percent (3%) of the sales price due and payable upon closing. This compensation will not be paid if the Authority's Representative is an Authority staff person.

In the case that the Authority withdraws from executed signed agreements, the Authority's Representative shall be paid two tenths of one percent (0.2%) of the appraised value or sales price of the parcel whichever is lower. The minimum fee of the Authority's Representative shall be \$5,000. This compensation will not be paid if the Authority's Representative is an Authority staff person.

B. NEGOTIATED SALE

Negotiated transactions may be approved under the following conditions:

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

C. LEASING

As determined by staff and approved by the Board land can be leased under the following conditions:

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



REVISED
HURON-CLINTON METROPOLITAN AUTHORITY
BOARD OF COMMISSIONER POLICY

EFFECTIVE DATE: 3/13/2014

BC P2

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

The Authority may sell, divest or lease real Pproperty ~~sold or leased~~ to governmental agencies ~~for public services~~ conforming ~~with to~~ or beneficial to the Authority's mission to provide for public recreation and natural resource protection. ~~If the transaction involves a sale or lease, the Authority may be discounted negotiate a transaction that may be up to 50 percent of less than the Property's~~

appraised value. All sales of real property shall include deed restrictions on use and reversion rights to repurchase the property, unless otherwise approved by the Board of Commissioners.

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In the case that the Authority withdraws from ~~executed signed agreements, a transaction,~~ **the Real Estate Consultant** ~~the Authority's Representative~~ shall be paid **two tenths of one percent (0.2%)** ~~0.2 percent (2 tenths of one percent)~~ of the appraised value **or sales price** -of the parcel **whichever is lower**. The minimum fee of ~~the Real Estate Consultant~~ **the Authority's Representative** shall be \$5,000. **This compensation will not be paid if the Authority's Representative is an Authority staff person.**

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Adopted by Board of Commissioners on: _____



HURON-CLINTON METROPOLITAN AUTHORITY

5 - j
Meeting of March 13, 2014

To: Board of Commissioners
From: John P. McCulloch, Director
Subject: Donations
Date: March 6, 2014

Action Requested: Motion to Approve

That the Board of Commissioners approve the donations and a letter of appreciation be sent to the donors as recommended by Director McCulloch and staff.

The Metroparks received the following donations through Feb. 28, 2014:

1. John Walter made a \$4,200 cash donation for the greenhouse revitalization efforts at the Farm Center at Wolcott Mill Metropark.
2. Wilson Born made a \$4,000 cash donation for the greenhouse revitalization efforts at the Farm Center at Wolcott Mill Metropark.
3. Christine O'Haver made a \$1,465 cash donation to be used to purchase and plant trees in memory of Tom O'Haver at Hudson Mills Metropark.
4. Gus Cerku made a \$1,200 cash donation for the greenhouse revitalization efforts at the Farm Center at Wolcott Mill Metropark.
5. Reneé Adams made a \$600 cash donation for a fertilizer system for the greenhouse revitalization efforts at the Farm Center at Wolcott Mill Metropark.
6. Kevin Kennedy made a \$500 cash donation for automatic exhaust fan controls for the greenhouse revitalization efforts at the Farm Center at Wolcott Mill Metropark.
7. Pheasants Forever, Inc. made a \$500 cash donation for Egg Scramble programs at the Farm Center at Wolcott Mill Metropark.
8. Deborah Pruitt made a \$300 cash donation to purchase a picnic table in memory of Ernest Hebbert for placement at Kensington Metropark.
9. Pheasants Forever, Inc. donated feed for pheasants at the Farm Center at Wolcott Mill Metropark; itemizing a value of \$218.25.

GEORGE M. CARR, P.C.

ATTORNEY AND COUNSELOR

327 SEYMOUR

LANSING, MICHIGAN 48933

(517) 371-2577

Fax (517) 482-8866

gmcarr@carrlawfirm.com

Mr. John E. LaBelle, Chairman
Huron-Clinton Metropolitan Authority
13000 High Ridge Drive
Brighton, Michigan 48114-9058

March 4, 2014

Dear Chairman LaBelle:

This morning the Senate passed a 10 bill package restructuring for a second time the partial phase out of Personal Property Tax (PPT) in Michigan. The initial 2012 law is on the August 5th state wide Primary Ballot but faced continued opposition and criticism from local units facing revenue loss. The "PPT Version II" was developed by Lt. Governor Calley in an attempt to increase support for the initiative and securing a yes vote on August 5th. While even more complex and convoluted than the original law, this new package does offer the following features for the Authority and most local units:

1. **More Money** - The original law placed a cap on a fund that all eligible local units would be required to apply and compete for annually. The initial calculations indicated a maximum reimbursement of about 80%. The exemption for small, \$80,000 true cash value and smaller, equipment would not be reimbursed.

Under the new package the state funding would increase an additional \$76 million beginning in 2015 and index up to \$562 million in 2023. While the actual accounting is complex, most of the money would ultimately come from the state's General Fund, unused battery tax credits and a revised Use Tax.

2. **Single Statewide Assessment** - Under the current law local units, including HCMA, were authorized to levy an "Essential Service Assessment" against industrial personal property to make up for lost revenues. The makeup assessment was specific to essential services, defined as fire, police, ambulance and jails. The Authority would have been faced with the possible administrative burden of securing very small fees across the five county district based upon the HCMA law enforcement budget. The administrative burden would be on the counties and townships without specific state reimbursement.

Under the proposed Version II the entire makeup system would be replaced with a single, state wide, uniform assessment administered by the state. All impacted local units, including HCMA, would be reimbursed for lost essential service revenue annually by the state in a revenue sharing type of program. This proposal would replace the administrative burden of collecting makeup revenues with the annual uncertainty of the state's appropriations process.

Most local government groups and schools have endorsed the new plan. The major financial incentive cited is to move funding from a declining tax base (PPT) to a growing tax base (Use Tax) moving forward. PPT Version II is expected to pass the Legislature and be signed by the Governor before the traditional Easter break. The Governor and manufacturing community are counting on the support of local governments to achieve sufficient yes votes in August.

HCMA, with the support of our legislative delegation, remains defined as a unit of local government eligible for lost revenue reimbursement. The Authority effectively maintains an equal status to its respective five counties. While the entire package needs a more complete fiscal review, the Version II appears to offer additional opportunities to both recover lost revenues while decreasing administrative burden and expense. Should either PPT proposal be adopted this August, Michigan and HCMA will be left with two complicated and expensive PPT tax systems.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "G. Carr", written over a light gray background.

George M. Carr

Enc:

Leading Businesses. **Moving Michigan** Forward.

Michigan's Personal Property Tax

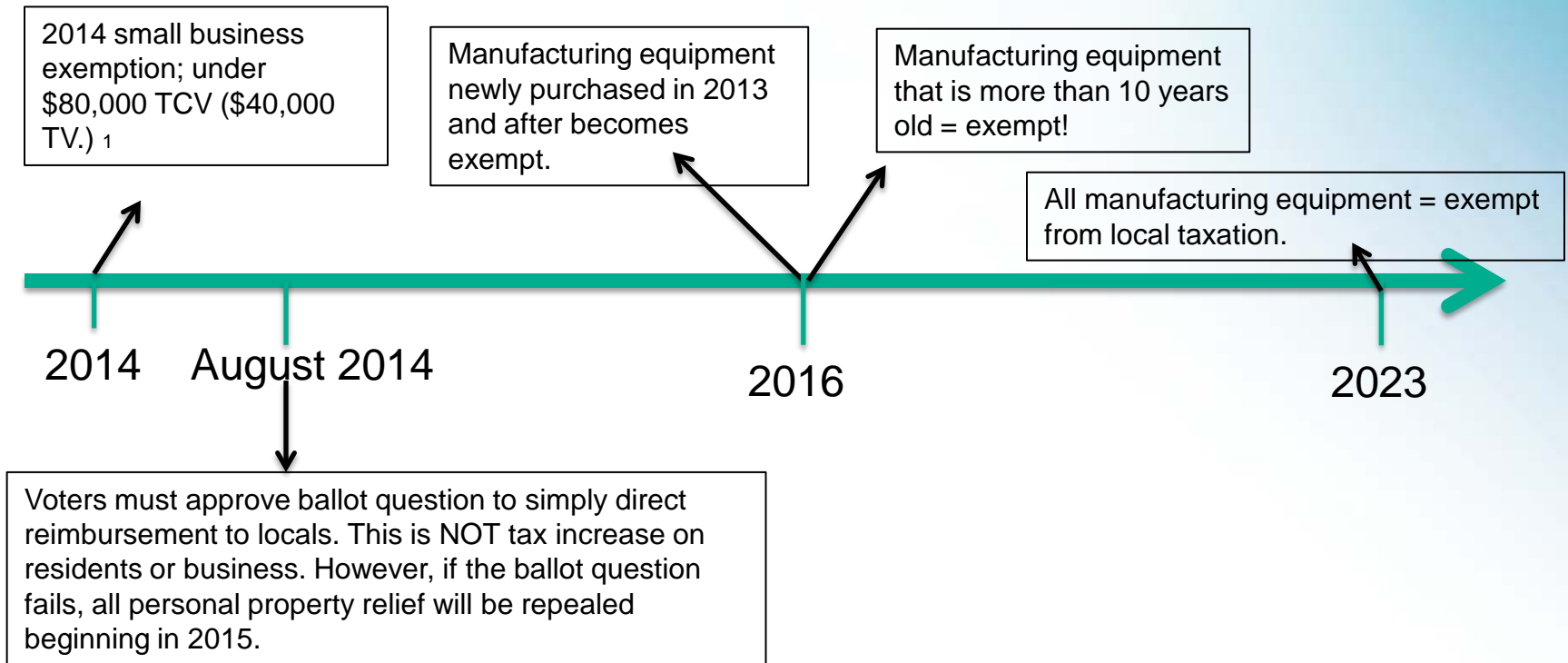
Tax Relief and Ballot Question 2014

Updated Feb. 25, 2014

Personal Property Tax Reform

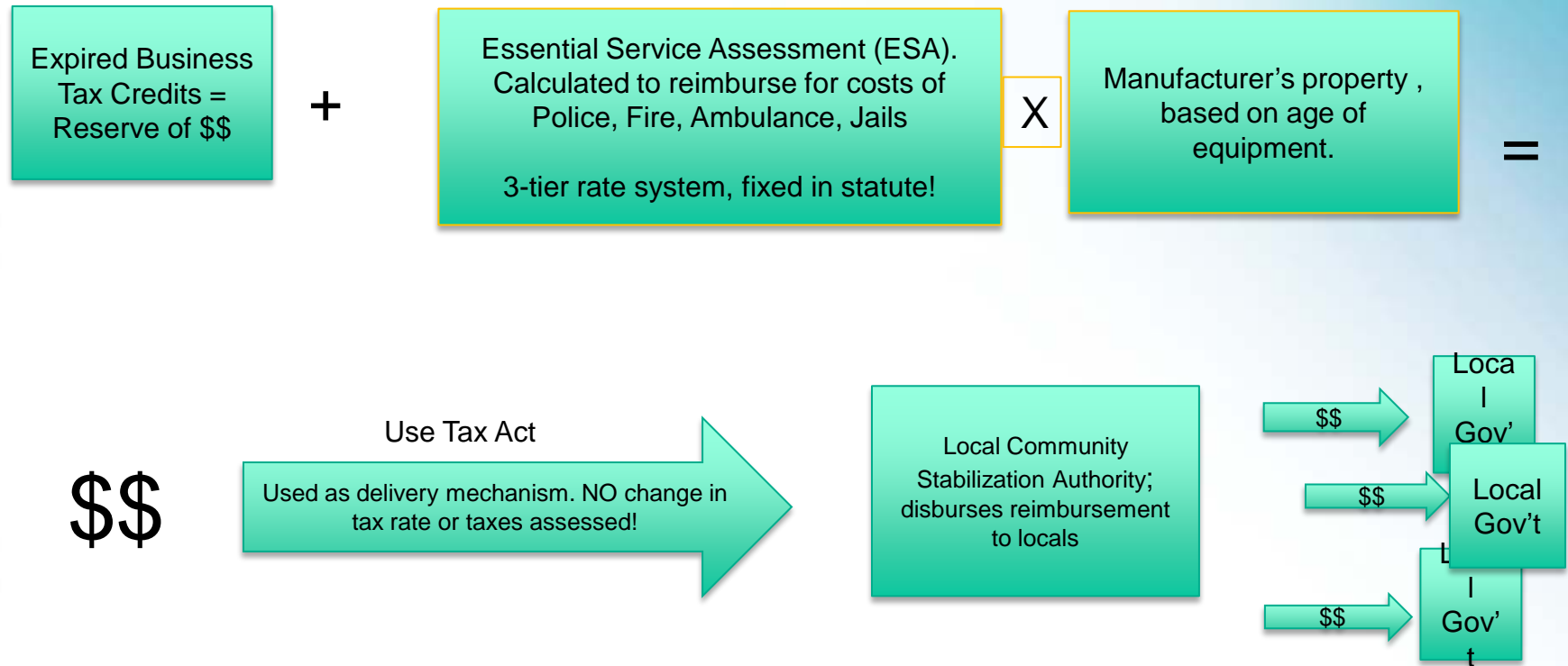
- Legislation initially targets small business and manufacturers.
 - 2014 small business exemption
 - 2016 relief for manufacturers begins.
 - 100% Reimbursement to local governments
- As part of, and in order for the law to go into effect voters must approve August 2014 ballot question allowing revenues to be directed to local governments. If the ballot question fails, all personal property relief will be repealed beginning in 2015.

Personal Property Tax Relief Timeline



*1 TCV = True Cash Value, TV = Taxable Value

Revenue Reimbursement Stream to Local Governments



Providing the reimbursement requires voter approval to “deliver” the expired business tax credit reserves and ESA revenue to local governments. This is not a tax increase; residents and business will see NO change in tax rate or tax liability.

Essential Services Assessment

What is it? Who Pays it?

Manufacturers with more than \$80,000 TCV of property who take personal property tax relief from the local level will pay a small “essential services assessment” in order to provide revenue reimbursement for the costs of police, fire, ambulance, jail services.

This will be a fixed, statewide rate, with one single form to submit to the state = far more simple for business to comply with compared with the current system, and represents a significant tax savings for some of our state’s largest employers.

Equipment Age	Determine Acquisition Cost of personal property	Multiply	Mills	= Single ESA payment to state
1-5 yrs old	Acquisition cost	X	2.4 mills	= ESA
6-10 yrs old	Acquisition cost	X	1.25 mills	= ESA
More than 10 yrs old	Acquisition cost	X	.9 mills	= ESA

Personal Property Tax & Reimbursement to Locals: NEED VOTER APPROVAL

As part of, and in order for the law to go into effect voters must approve August 2014 ballot question allowing revenues to be directed to local governments. If the ballot question fails, all personal property relief will be repealed beginning 2015.

August 2014 Ballot Question

PROPOSAL 14-1

APPROVAL OR DISAPPROVAL OF AMENDATORY ACT TO REDUCE STATE USE TAX AND REPLACE WITH A LOCAL COMMUNITY STABILIZATION SHARE TO MODERNIZE THE TAX SYSTEM TO HELP SMALL BUSINESSES GROW AND CREATE JOBS

The amendatory act adopted by the Legislature would:

- Reduce the state use tax and replace with a local community stabilization share of the tax for the purpose of modernizing the tax system to help small businesses grow and create jobs in Michigan.
- Require Local Community Stabilization Authority to provide revenue to local governments dedicated for local purposes, including police safety, fire protection, and ambulance emergency services.
- Increase portion of state use tax dedicated for aid to local school districts.
- Prohibit Authority from increasing taxes.
- Prohibit total use tax rate from exceeding existing constitutional 6% limitation.
- Should this law be approved?

YES X

NO



Michigan Chamber of Commerce Position

The Michigan Chamber of Commerce reaffirms support for elimination of the burdensome business personal property tax. The Michigan Chamber supports the August 2014 ballot question to dedicate revenues to local units of government in order to provide partial reimbursement of personal property tax revenues.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Rebecca Franchock, Controller
Subject: Update – FRED Project, ERP System Selection
Date: March 6, 2014

Action Requested: Receive and File

That the Board of Commissioners receive and file the Update – FRED Project, ERP System Selection as recommended by Controller Rebecca Franchock and staff.

Summary: Over the past several months, Metroparks staff has been involved in conducting a thorough Enterprise Resource Planning (ERP) system selection process in preparation for replacement of the Metroparks current financial system. Additionally, the new system is planned to allow the Metroparks to bring its human resources and payroll processing functions in-house rather than utilize an external processor, as well as, eliminating redundant, manual processes and systems. In April 2013, the Metroparks engaged Plante Moran's Government Technology Consulting Team to provide professional consulting services to support the Metroparks effort in this process.

Background: The focus of the ERP System Selection project has been to replace the legacy core financial, payroll and human resources systems used at the Metroparks as well as reduce the Metroparks' dependency on redundant, manual spreadsheets and stand alone software applications. Such current application software includes several separate modules of New World System's AS400-based system as well as human resources systems and payroll processing through ECI.

Due to the Metroparks desire to migrate to a more current technology to provide improved support for the Metroparks business operations, the FRED (Financial Resource & Enterprise Development) Project was initiated with the intent to implement a more robust ERP solution to support Metroparks staff in the delivery of services and activities, take advantage of best practices and significantly improve the efficiency and effectiveness of Metroparks' customer service and business processes.

To develop a leadership structure for the project, the Metroparks established a Steering Committee to support the software selection process and key decisions related to it. The steering committee included participation by staff members representing multiple process areas. Additionally, through a Project Charter, the Metroparks' Steering Committee established the following objectives for the successful completion of the FRED project:

- Incorporate "best business practices" where possible;
- Develop a system that is user-friendly and empowers staff to improve their business processes;
- Add and improve functionality in back-office functional areas;
- Improve quality and accessibility of information for decision support;
- Reduce redundant "shadow systems", data entry, storage, and paper processing;
- Improve operational effectiveness and productivity;

- Improve organization-wide communication for widely distributed regional facilities;
- Ensure the organization's technology environment is prepared for ERP implementation.

During the month of May 2013, a series of interviews were conducted with Metroparks staff to identify software needs for a new integrated ERP. Interviews were conducted with both core “process-owning” groups and other stakeholders across multiple Metroparks process areas and locations. Further, cross-functional specification review meetings were held in June 2013 which included subject matter experts and staff with interests in processes that spanned the Metroparks.

The output from these interviews, as well as many other technical requirements, was used as the major source of input into the development of a draft Request for Proposal (RFP). The RFP was significantly detailed to document the Metroparks requirements. In addition to system requirements, the RFP included minimum proposal criteria, described the criteria for initial proposal evaluation and established finalist vendor selection activities and criteria.

The Metroparks established an Evaluation Committee and evaluation process prior to issuing an RFP. The Evaluation Committee would be responsible for scoring each proposal based on a defined set of criteria during multiple rounds of evaluation. The Evaluation Committee was composed of the following representatives:

- | | |
|--------------------------------|----------------------|
| 1. Beki Franchock | 5. Jeff Linn |
| 2. Carol Stone | 6. Mike Brahm-Henkel |
| 3. Beth Hafner / Rebecca Baaki | 7. Andrew Smith |
| 4. Nolan Clark | |

The Metroparks held a work session to review and edit the draft RFP with participation of the entire Evaluation Committee. Following this, the Metroparks Evaluation Committee performed a detailed review of the RFP and provided feedback which was incorporated into the final version. Once completed, on July 12, 2013 the RFP was distributed nationally to a significant number of local government software providers using the online Michigan Intergovernmental Trade Network (MITN). It was the intent of the Metroparks to select, if possible, a single turnkey vendor solution that would satisfy a significant portion of the Metroparks needs. The process included vendor Q&A, a pre-bid meeting, as well as multiple RFP addendums to clarify the Metroparks' requirements.

On August 16, 2013 four vendor responses were received of which one did not meet the minimum requirements documented in the RFP and was deemed non-responsive. The remaining three proposals provided solutions focused on addressing the majority of the Metroparks functional and implementation requirements and included the following vendors: BS&A Software, New World Systems, and Tyler Technologies

The one-time and on-going prices of the qualified proposal responses ranged widely. Moreover, there were varying levels of response to the proposal requirements that necessitated further review of the proposal responses to develop a more comparable analysis of the respondents. The Metroparks Evaluation Committee conducted a detailed review of the proposals and a Plante Moran developed, initial proposal analysis, that included a comprehensive review of vendor responses related to software functionality, vendor profile, costs provided by vendors, and compliance with requested contractual terms and conditions.

In order to maximize the thoroughness in reviewing the most qualified solutions, a decision was made prior to releasing the RFP to conduct demonstrations from the top two vendors that best met the Metroparks' functional and budgetary requirements. On July 29, 2013, the Metroparks Evaluation Committee met to review the proposals, analysis materials and determine a short list of semi-finalist vendors. The Evaluation Committee used the selection criteria established in the RFP to vote and determine that two vendors, New World Systems and Tyler Technologies, would be brought in for software demonstrations and the Metroparks would perform additional due diligence.

During the weeks of October 14 and 21, both vendors were invited to the Metroparks for two-day software demonstrations. The Evaluation Committee members as well as many Metroparks staff who rely on the current ERP software and other shadow systems attended these demonstrations. The Evaluation Committee met following each demonstration to review the feedback/evaluations from all participants.

Additionally, the Evaluation Committee performed a significant amount of due diligence to further evaluate both vendor's software, implementation, and support services including the discussions with following references:

New World Systems

Conejo Recreation and Park District
City of Livonia
City of Battle Creek

Tyler Technologies

Fox Valley Park District
Livingston County
Clinton County

The Evaluation Committee documented their findings and debriefed following each reference call or site visit.

On January 16, the Evaluation Committee scored the two shortlisted vendors based on the Round Three Evaluation Criteria identified in the RFP and utilizing all information sources compiled throughout the selection process. New World Systems received the higher score and was determined by the Metroparks' ERP Evaluation Committee to be the preferred finalist vendor as summarized below:

- New World Systems: 150.14 of 200 possible points
- Tyler Technologies: 143.21 of 200 possible points

The Metroparks is currently in the process of meeting with New World Systems to determine which software modules and services would be appropriate to purchase and to develop a Statement of Work (SOW) with associated pricing and is anticipating reaching a final negotiated agreement in March 2014.



HURON-CLINTON METROPOLITAN AUTHORITY

8 - C - 2
March 13, 2014

To: Board of Commissioners
From: Carol Stone, Administrative Services Manager
Subject: Approval – Updated Metroparks Logos
Date: March 6, 2014

Action Requested: Motion to Approve

That the Board of Commissioners approve the general logo for the Metroparks as recommended by Administrative Services Manager Carol Stone and staff.

Background: At the February Commission meeting, a concept for an updated Metroparks logo was presented to the Board. The Board requested that we work with Berline and develop additional concepts for consideration. Attached are the original concept logos presented in February along with five new designs. Orders for golf course and seasonal staff uniforms, as well as merchandise sold at Metroparks facilities are on hold pending a decision on the new logo.

Fiscal Impact: No Immediate impact. The new logos will be used as print material and signs are updated.

Attachments: Metroparks Logos













HURON-CLINTON METROPARKS MONTHLY STATISTICS

February 2014

PARK	MONTHLY VEHICLE ENTRIES			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St Clair	11,828	15,544	14,440	-18%
Wolcott Mill	1,135	1,354	1,150	-1%
Stony Creek	15,588	14,823	15,885	-2%
Indian Springs	1,486	2,019	2,657	-44%
Kensington	29,172	27,760	30,632	-5%
Huron Meadows	6,145	2,700	3,071	100%
Hudson Mills	6,107	6,743	8,576	-29%
Lower Huron	9,432	10,549	11,847	-20%
Willow	8,029	8,646	9,277	-13%
Oakwoods	1,654	1,786	2,033	-19%
Lake Erie	5,120	4,606	5,467	-6%
Monthly TOTALS	95,696	96,530	105,033	-9%

MONTHLY TOLL REVENUE			
Current	Previous	Prev 3 Yr Avg	Change
\$ 27,437	\$ 25,544	\$ 22,405	22%
\$ -	\$ -	\$ -	-
\$ 56,635	\$ 38,369	\$ 44,234	28%
\$ 7,614	\$ 8,092	\$ 8,258	-8%
\$ 66,711	\$ 45,543	\$ 50,067	33%
\$ 8,831	\$ 3,278	\$ 2,936	201%
\$ 16,968	\$ 9,596	\$ 17,503	-3%
\$ 5,422	\$ 4,165	\$ 6,380	-15%
\$ 8,066	\$ 1,825	\$ 4,417	83%
\$ 1,869	\$ 1,320	\$ 2,032	-8%
\$ 18,313	\$ 11,910	\$ 13,017	41%
\$ 217,866	\$ 149,642	\$ 171,249	27%

PARK	Y-T-D VEHICLE ENTRIES			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St Clair	24,839	31,641	29,479	-16%
Wolcott Mill	1,933	2,574	2,235	-14%
Stony Creek	30,708	32,426	32,777	-6%
Indian Springs	3,409	4,731	5,838	-42%
Kensington	55,247	59,100	64,418	-14%
Huron Meadows	12,421	7,549	7,602	63%
Hudson Mills	11,819	15,259	17,279	-32%
Lower Huron	18,327	22,777	24,470	-25%
Willow	16,837	18,666	18,893	-11%
Oakwoods	3,287	4,208	4,405	-25%
Lake Erie	10,360	11,129	12,371	-16%
Monthly TOTALS	189,187	210,060	219,767	-14%

Y-T-D TOLL REVENUE			
Current	Previous	Prev 3 Yr Avg	Change
\$ 77,631	\$ 65,432	\$ 65,999	18%
\$ -	\$ -	\$ -	-
\$ 151,237	\$ 128,475	\$ 127,652	18%
\$ 21,148	\$ 25,230	\$ 22,766	-7%
\$ 152,039	\$ 140,059	\$ 144,692	5%
\$ 24,109	\$ 11,523	\$ 10,104	139%
\$ 41,256	\$ 44,247	\$ 47,479	-13%
\$ 28,256	\$ 19,115	\$ 24,874	14%
\$ 23,507	\$ 9,630	\$ 13,227	78%
\$ 4,413	\$ 5,165	\$ 5,794	-24%
\$ 42,279	\$ 35,085	\$ 38,028	11%
\$ 565,875	\$ 483,961	\$ 500,615	11%

PARK	TOTAL MONTHLY PARK REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St Clair	\$ 33,341	\$ 34,384	\$ 32,421	3%
Wolcott Mill	\$ 6,156	\$ 7,431	\$ 8,742	-30%
Stony Creek	\$ 85,719	\$ 57,519	\$ 61,928	38%
Indian Springs	\$ 13,710	\$ 17,051	\$ 16,464	-17%
Kensington	\$ 97,158	\$ 63,181	\$ 68,775	41%
Huron Meadows	\$ 19,720	\$ 9,924	\$ 8,908	121%
Hudson Mills	\$ 25,783	\$ 14,657	\$ 24,016	7%
Lower Huron	\$ 8,702	\$ 9,165	\$ 11,271	-23%
Willow	\$ 10,942	\$ 3,829	\$ 6,516	68%
Oakwoods	\$ 2,685	\$ 2,130	\$ 2,652	1%
Lake Erie	\$ 20,804	\$ 14,070	\$ 14,704	41%
Y-T-D TOTALS	\$ 324,720	\$ 233,341	\$ 256,395	11%

TOTAL Y-T-D PARK REVENUE			
Current	Previous	Prev 3 Yr Avg	Change
\$ 91,884	\$ 84,665	\$ 88,682	4%
\$ 16,727	\$ 13,243	\$ 22,207	-25%
\$ 202,856	\$ 166,075	\$ 164,258	23%
\$ 33,534	\$ 44,769	\$ 36,130	-7%
\$ 205,421	\$ 178,319	\$ 182,461	13%
\$ 45,161	\$ 26,103	\$ 21,955	106%
\$ 60,451	\$ 56,367	\$ 61,712	-2%
\$ 32,686	\$ 26,915	\$ 33,024	-1%
\$ 28,633	\$ 13,055	\$ 17,017	68%
\$ 5,549	\$ 6,763	\$ 7,441	-25%
\$ 46,698	\$ 39,845	\$ 42,115	11%
\$ 769,600	\$ 656,119	\$ 677,002	11%

District	Y-T-D Vehicle Entries by Management Unit			
	Current	Previous	Prev 3 Yr Avg	
Eastern	57,480	66,641	64,491	-11%
Western	82,896	86,639	95,137	-13%
Southern	48,811	56,780	60,138	-19%

District	Y-T-D Total Revenue by Management Unit		
	Current	Previous	Prev 3 Yr Avg
Eastern	311,467	263,983	275,147
Western	344,567	305,558	302,258
Southern	113,566	86,578	99,597

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
\$ -	\$ -	\$ -	-
\$ 2,912	\$ 5,152	\$ 2,941	-1%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 100	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 3,012	\$ 5,152	\$ 2,941	2%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 3,012	\$ 5,152	\$ 2,941	2%

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
\$ -	\$ -	\$ -	-
\$ 3,584	\$ 5,600	\$ 3,700	-3%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 100	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 3,684	\$ 5,600	\$ 3,700	0%
\$ -	\$ -	\$ 2	-
\$ -	\$ -	\$ -	-
\$ 3,684	\$ 5,600	\$ 3,702	0%

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	\$ -	\$ 67	200%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 200	\$ -	\$ 67	200%

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
\$ -	\$ -	\$ -	-
\$ 200	\$ -	\$ 67	200%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 200	\$ -	\$ 67	200%

The percent (%) change represents the change from the current year to the 3 year average.

Declines in attendance can be attributed to extreme cold tempertaures. While it was great to finally have snow, the bitter cold kept patrons inside.

Huron Meadows attendance was due to the great cross country ski season

Increase in golf revenue is directly related to early league deposits.

Increase in shelter and aquatics revenue is directly related to early reservations.

PARK	Seasonal Activities this Month			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St. Clair				
Welsh Center	3	3	4	-31%
Shelters	0	0	0	-
Boat Launches	0	0	0	-
Marina	0	0	0	-
Mini-Golf	0	0	0	-
Wolcott				
Shelters	4	5	4	0%
Stony Creek				
Disc Golf Daily	0	0	0	-
Disc Golf Annual	0	0	0	-
Total Disc Golf	0	0	0	-
Shelters	26	31	34	-24%
Boat Rental	0	0	0	-
Boat Launches	0	0	0	-
Indian Springs				
Shelters	3	0	2	29%
Event Room	347	0	98	253%
Kensington				
Disc Golf Daily	0	0	0	-
Disc Golf Annual	0	0	0	-
Total Disc Golf	0	0	0	-
Shelters	26	22	34	-23%
Boat Rental	0	0	0	-
Huron Meadows				
Shelters	2	4	4	-45%
Boat Rental	0	0	0	-
Hudson Mills				
Disc Golf Daily	0	0	0	-
Disc Golf Annual	0	0	0	-
Total Disc Golf	0	0	0	-
Shelters	3	6	7	-59%
Canoe Rental	0	0	0	-
Lower Huron /				
LH Shelters	15	25	25	-40%
Willow Shelters	5	10	8	-35%
Lake Erie				
Shelters	6	17	9	-36%
Boat Launches	10	61	125	-92%
Marina	0	0	0	-

Monthly Revenue			
Current	Previous	Prev 3 Yr Avg	Change
\$ 2,400	\$ 700	\$ 2,733	-12%
\$ 2,875	\$ 6,450	\$ 5,458	-47%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 750	\$ 1,950	\$ 1,960	-62%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 5,200	\$ 5,800	\$ 5,557	-6%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 600	\$ -	\$ 350	71%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 7,325	\$ 4,650	\$ 5,517	33%
\$ -	\$ -	\$ -	-
\$ 400	\$ 800	\$ 617	-35%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 600	\$ 1,200	\$ 1,200	-50%
\$ -	\$ -	\$ -	-
\$ 3,250	\$ 5,000	\$ 4,817	-33%
\$ 1,050	\$ 2,000	\$ 1,317	-20%
\$ 1,300	\$ 650	\$ 808	61%
\$ -	\$ -	\$ -	-
\$ 922	\$ 237	\$ 79	1067%

PARK	Seasonal Activities Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St. Clair				
Welsh Center	6	6	9	-31%
Shelters	0	0	0	-
Boat Launches	0	1	0	-
Marina	0	0	0	-
Mini-Golf	0	0	0	-
Wolcott				
Shelters	6	9	9	-33%
Stony Creek				
Disc Golf Daily	0	0	0	-
Disc Annual	0	0	0	-
Total Disc Golf	0	0	0	-
Shelters	49	59	66	-26%
Boat Rental	0	0	0	-
Boat Launches	0	0	0	-
Indian Springs				
Shelters	3	1	3	-10%
Event Room	0	0	0	-
Kensington				-
Disc Golf Daily	0	0	0	-
Disc Annual	0	0	0	-
Total Disc Golf	0	0	0	-
Shelters	51	52	62	-18%
Boat Rental	0	0	0	-
Huron Meadows				
Shelters	4	9	7	-43%
Boat Rental	0	0	0	-
Hudson Mills				
Disc Golf Daily	0	0	0	-
Disc Annual	0	0	0	-
Total Disc Golf	0	0	0	-
Shelters	10	9	14	-27%
Canoe Rental	0	0	0	-
Lower Huron / Willow / Oakwoods				
LH Shelters	28	39	38	-27%
Willow Shelters	11	14	13	-14%
Lake Erie				
Shelters	10	26	18	-43%
Boat Launches	33	142	233	-86%
Marina	0	0	0	-

Seasonal Revenue Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change
\$ 2,400	\$ 2,100	\$ 5,750	-58%
\$ 5,975	\$ 13,100	\$ 10,833	-45%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 3,000	\$ 3,350	\$ 4,077	-26%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 9,800	\$ 11,400	\$ 10,857	-10%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ 67	-
\$ 600	\$ 200	\$ 517	16%
\$ -	\$ -	\$ -	-
			-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 12,975	\$ 10,550	\$ 10,293	26%
\$ -	\$ -	\$ -	-
\$ 800	\$ 1,800	\$ 1,200	-33%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 2,000	\$ 2,000	\$ 2,267	-12%
\$ -	\$ -	\$ -	-
\$ 4,400	\$ 7,800	\$ 8,050	-45%
\$ 2,300	\$ 2,800	\$ 2,147	7%
\$ 2,500	\$ 2,650	\$ 2,325	8%
\$ -	\$ -	\$ -	-
\$ 922	\$ 297	\$ 132	597%

PARK	Winter Sports this Month			
	Current	Previous	Prev 3 Yr Avg	Change
Lake St. Clair				
XC Skiers	64	16	45	43%
Ice Skaters	176	183	126	39%
Sledders	253	0	0	-
Ice Fishermen	1,764	4,650	2,725	-35%
Stony Creek				
XC Skiers	2,164	1,150	1,610	34%
Ice Skaters	0	902	469	-
Sledders	2,954	4,704	2,638	12%
Ice Fishermen	322	518	467	-31%
Indian Springs				
XC Skiers	162	108	159	2%
Sledders	0	0	0	-
Kensington				
XC Skiers	2,210	629	542	308%
Ice Skaters	734	257	246	198%
Sledders	0	0	0	-
Ice Fishermen	933	166	121	671%
Huron Meadows				
XC Skiers	3,280	985	1,128	191%
Ice Fishermen	205	92	57	262%
Hudson Mills				
XC Skiers	1,740	330	618	181%
Lower Huron				
Ice Skaters	342	0	146	134%
Willow				
XC Skiers	295	21	134	120%
Ice Fishing	80	7	25	216%
Sledders	1,051	345	707	49%
Lake Erie				
XC Skiers	22	8	9	154%
Sledders	30	30	28	6%
Fishing	0	0	0	-

Winter Sports Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change
84	17	74	13%
436	265	280	56%
492	0	0	-
4,041	5,604	4,147	-3%
3,501	1,940	2,770	26%
0	996	741	-
4,806	6,709	4,481	7%
578	635	830	-30%
237	236	255	-7%
0	0	0	-
3,946	1,441	1,275	209%
1,143	564	755	51%
0	0	0	-
2,111	265	435	385%
6,685	3,606	3,003	123%
387	92	109	256%
2,920	614	1,240	136%
424	319	462	-8%
537	146	296	81%
141	57	73	93%
2,836	1,592	1,803	57%
42	13	16	157%
132	48	68	94%
0	0	0	-

INTERPRETIVE FACILITIES									
PARK	Monthly Patrons Served					YTD Patrons Served			
	(total of program participants and non-program visitors)					(total of program participants and non-program visitors)			
	Current	Previous	Prev 3 Yr Avg	Change		Current	Previous	Prev 3 Yr Avg	Change
Lake St Clair	4,773	4,933	4,813	-1%		7,311	8,875	8,324	-12%
Wolcott Mill	457	1,381	1,055	-57%		1,309	2,497	2,234	-41%
Wolcott Farm	1,322	1,793	2,133	-38%		2,141	3,417	3,603	-41%
Stony Creek	3,253	4,191	6,757	-52%		10,713	12,274	17,124	-37%
Indian Springs	5,953	6,565	6,074	-2%		9,271	10,041	9,581	-3%
Kens NC	9,022	19,392	15,224	-41%		16,597	37,542	30,104	-45%
Kens Farm	7,402	7,198	7,535	-2%		8,759	9,875	9,773	-10%
Mobile Center	1,117	3,974	3,012	-63%		2,068	5,050	4,006	-48%
Hudson Mills	2,672	2,761	2,757	-3%		5,580	5,275	5,430	3%
Oakwoods	9,237	7,549	9,111	1%		15,198	17,523	17,433	-13%
Lake Erie	8,616	4,046	7,868	10%		17,093	14,190	17,624	-3%
Totals	53,824	63,783	66,340	-19%		96,040	126,559	125,236	-23%

PARK	Interpretive Monthly Revenue				Interpretive YTD Revenue			
	Current	Previous	Prev 3 Yr Avg	Change	Current	Previous	Prev 3 Yr Avg	Change
Lake St Clair	\$ 624	\$ 1,440	\$ 1,045	-40%	\$ 3,073	\$ 2,027	\$ 1,905	61%
Wolcott Mill	\$ 363	\$ 534	\$ 702	-48%	\$ 363	\$ 613	\$ 822	-56%
Wolcott Farm	\$ 138	\$ 921	\$ 705	-80%	\$ 232	\$ 1,491	\$ 1,385	-83%
Wagon Rides	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	-
Livestock/Produce	\$ 3,655	\$ 2,634	\$ 4,679	-22%	\$ 8,523	\$ 5,422	\$ 14,447	-41%
Stony Creek	\$ 1,243	\$ 1,680	\$ 2,386	-48%	\$ 3,586	\$ 4,677	\$ 5,474	-34%
Indian Springs	\$ 2,696	\$ 659	\$ 1,234	118%	\$ 3,686	\$ 1,706	\$ 2,382	55%
Kens NC	\$ 2,099	\$ 772	\$ 791	165%	\$ 2,733	\$ 1,510	\$ 1,561	75%
Kens Farm	\$ 1,569	\$ 2,443	\$ 1,542	2%	\$ 3,862	\$ 4,093	\$ 2,934	32%
Wagon Rides	\$ 1,576	\$ 573	\$ 1,063	48%	\$ 2,268	\$ 876	\$ 2,053	10%
Livestock/Produce	\$ 261	\$ 572	\$ 548	-52%	\$ 276	\$ 858	\$ 870	-68%
Mobile Center	\$ 1,247	\$ 950	\$ 1,660	-25%	\$ 2,507	\$ 2,713	\$ 3,221	-22%
Hudson Mills	\$ 431	\$ 1,077	\$ 1,022	-58%	\$ 1,640	\$ 2,206	\$ 1,966	-17%
Oakwoods	\$ 816	\$ 410	\$ 486	68%	\$ 1,136	\$ 937	\$ 1,427	-20%
Lake Erie	\$ 96	\$ 573	\$ 421	-77%	\$ 263	\$ 823	\$ 633	-58%
Totals	16,814	15,238	18,284	-8%	\$ 34,148	\$ 29,952	\$ 41,080	-17%

BREAKDOWN OF ATTENDANCE	ON-SITE Programs and Attendance				OFF-SITE Programs and Attendance			
	Programs		Attendance		Programs		Attendance	
	Current	Previous	Current	Previous	Current	Previous	Current	Previous
Lake St Clair	27	42	707	704	17	4	1,376	704
Wolcott Mill	2	6	38	42	-	-	-	42
Wolcott Farm	6	19	57	424	3	2	540	424
Stony Creek	20	17	459	984	2	12	194	984
Indian Springs	60	57	3,352	776	2	6	87	776
Kens NC	24	56	615	1,748	4	34	160	1,748
Kens Farm	41	32	527	377	-	-	-	377
Mobile Center	38	36	1,000	1,076	1	3	117	1,076
Hudson Mills	5	8	172	314	-	-	-	314
Oakwoods	18	12	313	250	9	5	2,428	250
Lake Erie	13	14	187	1,491	8	9	1,180	1,491
Totals	254	299	7,427	8,186	46	75	6,082	8,186