

AGENDA
Huron-Clinton Metropolitan Authority
Board of Commission Meeting
April 14, 2016 – 10:30 a.m.
Wolcott Mill Metropark – Camp Rotary

1. Chairman's Statement
2. Public Participation
3. Minutes – March 10, 2016 Regular Meeting
4. Approval – April 14, 2016 Full Agenda

Consent Agenda

5. **Approval – April 14, 2016 Consent Agenda**
 - a. Approval – March 2016 Financial Statements and Payment Registers
 - b. Approval – March Appropriation Adjustments (pg. 1)
 - c. Purchases
 1. Safety Surface Mulch, All Locations (pg. 5)
 2. Lake Aquatic Chemicals, Kensington, Stony Creek and Willow Metroparks (pg. 7)
 3. Chemical Application, Kensington, Stony Creek and Willow Metroparks (pg. 11)
 4. Voyageur Canoes, Stony Creek and Lake Erie Metroparks (pg. 13)
 5. Waste Removal, various parks (pg. 17)
 6. Accounting and HR Office Renovation, Administrative Office (pg. 21)
 - d. Update – Purchases over \$10,000 (pg. 25)
 - e. Approval – Cooperative Weed Management Area (CWMA) Grant Submittal (pg. 27)
 - f. Update – Lake St Clair Cooperative Invasive Species Management Area Grant (pg. 31)
 - g. Approval – Cove Point Playground Replacement, Lake Erie Metropark (pg. 37)
 - h. Update – Auction Services

Regular Agenda

6. Legislative Report (pg. 51)
7. **Reports**
 - A. *Lake St. Clair Metropark*
 1. Approval – Playground Redevelopment (pg. 55)
 - B. *Stony Creek Metropark*
 1. Approval – Professional Design Services, Golf Course Cart Path (pg. 69)
 - C. *Wolcott Mill Metropark*
 1. Bids – Grist Mill Wheel Rehabilitation (pg. 75)
 - D. *Interpretive Department*
 1. Approval – Summer Fun at the Metroparks (pg. 81)
 - E. *Administrative Office*
 1. Approval – Amended/Restated Bylaws (pg. 95)
 2. Approval – Revised Adoption Agreement for the ICMA 401 Plan (pg. 131)

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- 8. Other Business
- 9. Staff Officer Update
- 10. Commissioner Comments
- 11. Motion to Adjourn

<p>The next regular Board of Commissioners meeting will take place <u>Thursday, May 12, 2016 – 10:30 a.m.</u> Willow Metropark – Food Bar Area</p>



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Rebecca Baaki, Chief Accountant
Subject: Approval – March 2016 Appropriation Adjustments
Date: March 1, 2016

Action Requested: Motion to Approve

That the Board of Commissioners' approve the March 2016 Appropriation Amendments as recommended by Director Phifer and Controller Franchock.

Background: With the implementation of the new ERP system, appropriation amendments are requested as needed within a department, through a workflow process within the system. These requests are first routed to the appropriate Department Head/District Park Superintendent for review and approval. Finance provides a final review of the approved requests to verify that they do not negatively affect Fund Balance.

For the month of March, transfers totaled \$4,170,374. These were primarily a result of account changes that were decided on in March 2016. Funds were transferred from the capital and major maintenance engineering accounts to the administrative engineering accounts. The decision was made to combine the maintenance supplies and operating supplies account as well as the professional services and the outside services accounts. The result of this change are detailed in the attached appropriation adjustment summary.

During the month, there were also amendments that affected Fund Balance.

- \$90,745 was taken from the Fund Balance to fund Foundation supported projects. These were all carryover projects from 2015. The money was received from the Foundation in 2015; however, projects did not start until 2016.
- \$20,025 was taken from the Fund Balance to increase the six Golf Services Managers wages for 2016.
- \$34,424 was taken from the Fund Balance to fund a vehicle that was purchased in 2015, but was not received until 2016.

Attachment: March Appropriation Adjustments

March 2016 - Appropriation Adjustments

Function	Location	Increases	Decreases	Difference
Capital	Admin		\$ 29,898.00	\$ (29,898.00)
	Lake St. Clair	\$ 4,830.00	156,503.00	(151,673.00)
	Kensington		68,363.00	(68,363.00)
	Lower Huron		34,232.00	(34,232.00)
	Hudson Mills		13,640.00	(13,640.00)
	Stony Creek		70,440.00	(70,440.00)
	Lake Erie		26,656.00	(26,656.00)
	Wolcott Mill		40,735.00	(40,735.00)
	Indian Springs		12,368.00	(12,368.00)
	Huron Meadows		8,319.00	(8,319.00)
Total		\$ 4,830.00	\$ 461,154.00	\$ (456,324.00)
Major Maintenance				
	Admin		\$ 6,780.00	\$ (6,780.00)
	Lake St. Clair	\$ 15,000.00	102,652.00	(87,652.00)
	Kensington	37,850.00	117,064.00	(79,214.00)
	Lower Huron	35,776.00	78,802.00	(43,026.00)
	Hudson Mills		49,170.00	(49,170.00)
	Stony Creek	52,240.00	124,960.00	(72,720.00)
	Lake Erie		30,154.00	(30,154.00)
	Wolcott Mill		29,913.00	(29,913.00)
	Indian Springs		34,096.00	(34,096.00)
	Huron Meadows		15,038.00	(15,038.00)
Total		\$ 140,866.00	\$ 588,629.00	\$ (447,763.00)
Operations				
	Lake St. Clair	\$ 248,353.00	\$ 250,803.00	\$ (2,450.00)
	Kensington	302,654.00	307,689.00	(5,035.00)
	Lower Huron	455,793.00	443,083.00	12,710.00
	Hudson Mills	178,618.00	159,247.00	19,371.00
	Stony Creek	311,610.00	308,115.00	3,495.00
	Lake Erie	207,318.00	187,814.00	19,504.00
	Wolcott Mill	163,989.00	163,884.00	105.00
	Indian Springs	133,614.00	133,614.00	0.00
	Huron Meadows	64,312.00	64,312.00	0.00
Total		\$ 2,066,261.00	\$ 2,018,561.00	\$ 47,700.00
Administrative				
	Admin	\$ 1,958,417.00	\$ 1,102,030.00	\$ 856,387.00
	Total	\$ 1,958,417.00	\$ 1,102,030.00	\$ 856,387.00
Grand Total		\$ 4,170,374.00	\$ 4,170,374.00	\$ -



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria van Rooijen, Senior Buyer
 Project No: ITB-16-019
 Project Title: Safety Surface Mulch
 Location: All Metroparks
 Date: April 5, 2016

Bids Open: Tuesday, March 22, 2016 at 2:00 p.m.

Action Requested: Motion to Approve

That the Board of Commissioners' (1) award ITB-16-019 to the low responsive, responsible bidder Superior Groundcover, Inc. in the amount of \$35,021.25; and (2) approve the transfers within the parks Operation accounts and the Major Maintenance account to cover the purchases as recommended by Senior Buyer Maria van Rooijen and staff.

Fiscal Impact: This is a 2016-budgeted item; however, some accounts are over budget.

Scope of Work: Furnish and deliver certified mulch materials, which meet U.S. Consumer Product and Safety Standards, and install 1,415 cubic-yards of wood fiber mulch around playground equipment as per the bid project specifications.

The actual delivery amount may be slightly more or less based upon the need per each park location.

Background: The project specifies the use of a blown-in installation. The purpose is two-fold, one to minimize the site disturbance with delivering bulk materials to a developed site and second, the time needed to install the material. This is annual mulch maintenance, it was determined for safety reasons most of the playgrounds needed additional mulch yearly to cover site footing exposure, which is hazardous to children playing.

This is an annual budgeted item; only one company responded to the RFP.

<u>Vendor</u>	<u>City</u>	<u>Price</u>
Superior Groundcover, Inc.	Hudsonville	\$24.75 - \$35,021.25

INVITATION FOR BIDS WERE POSTED ON MICHIGAN INTER GOVERNMENTAL WEBSITE



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Maria van Rooijen, Senior Buyer
Project No: RFQ-16-022
Project Title: Lake Aquatic Chemicals
Location: Kensington, Stony Creek, and Willow Metroparks,
 Oakland, Macomb and Wayne County
Date: April 5, 2016

Bids Opened: Friday, March 18, 2015 at 10:00 a.m.

Action Requested: Motion to Approve

That the Board of Commissioners' award ITB-16-022 to the low responsive, responsible bidder Cygnet Enterprises, Inc. on a unit price basis for the maximum amount of \$38,000 as recommended by Senior Buyer Maria van Rooijen and staff.

Fiscal Impact: This is a 2016-budgeted item.

Scope of Work: Furnish and deliver herbicide and fungicide lake aquatic treatment chemicals for vegetative management as needed. This is a three (3) year contract. This contract works in conjunction with the chemical application contract, which is also submitted for Board approval (Item 5-c-3: ITB 16-021).

Background: The quantities are only estimates and are for the maximum allowable lake treatment area. Maximum quantities are utilized in order to give staff flexibility in choosing varying quantities of herbicide depending on plant species, location, and density. Actual quantities and treatment areas are determined by lake surveys conducted prior to treatment and as allowed by MDEQ permits. Staff estimates purchasing approximately 35 percent or less of the total for the season. Prior year expenditures are as follows: \$16,050.53 in 2015, \$29,791.84 in 2014 and \$33,062 in 2013.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Cygnet Enterprises, Inc.	Flint, MI	\$109,752.00
Tri-Turf*	Farmington Hills, MI	\$144,750.00
SiteOne Landscape Supply*	Cleveland, OH	\$ 42,465.00

**Tri-Turf and SiteOne Landscape Supply did not bid on all items, the items they did quote pricing was higher than Cygnet Enterprises, Inc.*

INVITATION FOR BIDS WERE POSTED ON MICHIGAN INTER GOVERNMENTAL WEBSITE

Attachment: Aquatic Chemical Comparison

Bid # ITB 16-022: Aquatic Chemicals Summary

	Quantity	Chemical	Cygnet Enterprises		Tri-Turf		SiteOne*	
			Price Per Lb./Gal.	Total	Price Per Lb./Gal.	Total	Price Per Lb./Gal.	Total
1	5,000 Lbs.	Navigate	\$2.61	\$13,050.00	\$3.30	\$16,500.00	\$3.3372	\$16,686.00
2	200 Gal.	Aquathol K	\$70.51	\$14,102.00	\$84.00	\$16,800.00	<i>No bid</i>	
3	350 Gal.	Tribune	\$43.10	\$15,085.00	\$65.00	\$22,750.00	\$48.504	\$16,976.40
4	350 Gal.	Citrine Plus	\$20.70	\$7,245.00	\$64.00	\$22,400.00	\$25.152	\$8,803.20
5	250 Gal.	Hydrothol 191	\$73.10	\$18,275.00	\$87.20	\$21,800.00	<i>No bid</i>	
6	1,000 Gal.	Komeen	\$27.90	\$27,900.00	\$44.50	\$44,500.00	<i>No bid</i>	
7	500 Gal.	Citrine Vitra	\$23.15	\$11,575.00	<i>No bid</i>		<i>No bid</i>	
8	2,000 Lbs.	*Copper Sulfate	\$1.26	\$2,520.00	<i>No bid</i>		*3.371	
			Total	\$109,752.00	Total	\$144,750.00	Total	42,465.60

* Bid, price and total for Copper Sulfate are based on 15 lb. bags, coming to a total of 2,010 Lbs.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria van Rooijen, Senior Buyer
 Project No: ITB 16-021
 Project Title: Chemical Application
 Location: Kensington, Stony Creek and Willow Metroparks
 Oakland, Macomb and Wayne Counties
 Date: April 5, 2016

Bids Opened: Friday, March 18, 2016 at 2:00 p.m.

Action Requested: Motion to Approve

That the Board of Commissioners' award ITB 16-021 to the low responsive, responsible bidder, Aquatic Nuisance Plant Control in the amount of \$47.00 per acre for 300 total acres in the amount of \$14,100 as recommended by Senior Buyer Maria van Rooijen and staff.

Fiscal Impact: This is a 2016-budgeted item.

Scope of Work: To provide the aquatic chemical application service for Kent Lake located in Kensington Metropark, Washago Pond located in Willow Metropark and Stony Lakes located in Stony Creek Metropark under the direction of the Natural Resources Department on a yearly basis, and then as needed.

Background: Non-native invasive aquatic plants can negatively impact recreational use of Metropark lakes and ponds. To help mitigate the restrictions of recreational activities due to excessive lake weed growth, chemical treatment is often necessary. Prior to any treatment, lake surveys are conducted to collect information on plant species, location, and density. Control methods including the number of acres needing treatment and the type of herbicide used are determined by the lake survey results and as allowed by MDEQ permits.

The cost for the last three years has been \$11,565 in 2015, \$15,255 in 2014 and \$13,959 for 2013.

This contract works in conjunction with the aquatic chemical bid submitted also for Board approval (ITB 16-022).

<u>Vendor</u>	<u>Location</u>	<u>Pricing</u>
Aquatic Nuisance Plant Control	Swartz Creek	\$47.00 acre - \$14,100.00

*Please note that Aquatic Nuisance Plant Control was the only organization to respond to the RFP.

Requests for quotes were posted on the Michigan Inter-governmental (MITN) website.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Maria van Rooijen, Senior Buyer
Project No: RFQ 16-025
Project Title: Voyageur Canoe
Location: Oakwoods and Stony Creek Metroparks
 Wayne and Macomb Counties
Date: April 5, 2016

Bids Opened: Friday, March 25, 2016 at 10:00 a.m.

Action Requested: Motion to Approve

That the Board of Commissioners' (1) award RFQ 16-025 to the low responsive, responsible bidder, North Woods Canoe Company Ltd. in the amount of \$31,640; and (2) approve a \$1,640 transfer within the 2016 Capital Equipment account to cover the \$1,640 over-budget amount as recommended by Maria van Rooijen, Senior Buyer and staff.

Fiscal Impact: This item is budgeted in the 2016 Capital Equipment. However, it is over budget by \$1,640.

Scope of Work: Furnish and deliver two (2) 34-foot voyageur canoes as per the specifications in RFQ 16-025.

Background: The two current voyageur canoes were purchased in 1994 and are 22 years old. All of the wood is in poor shape, discolored and the waterproofing has worn away, making it a safety hazard. The fiberglass body is peeling, which adds to the leaking problems. The fiberglass has also been repaired several times over the years. Staff recommends that these canoes be replaced.

The previous vendor for the canoes was Chicagoland Canoe Base, located in Illinois; this company is no longer in business.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
North Wood Canoe Company Ltd.	Alberta, Canada	\$31,640.00

*Please note that the North Wood Canoe Company Ltd. was the only organization to respond to the RFP.

INVITATION FOR BIDS WERE POSTED ON MICHIGAN INTER GOVERNMENTAL WEBSITE

Attachment: Current Voyageur Canoe photos

The Voyageur Canoe in 1994



The Voyageur Canoe in 2015





HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria van Rooijen, Senior Buyer
 Project No: ITB 16-018
 Project Title: Waste Removal
 Location: All Locations
 Date: April 5, 2016

Action Requested: Motion to Approve

That the Board of Commissioners' award ITB 16-018 for all waste (trash) and recyclable removal to the responsive, responsible bidder, Waste Management of Michigan, LLC as recommended by Senior Buyer Maria van Rooijen and staff.

Fiscal Impact: This is a 2016-budgeted item.

Scope of Work: The waste removal contract will consist of three parts (1) compacted waste removal at Lower Huron, Stony Creek, Lake St. Clair and Kensington Metroparks; (2) front-load waste removal at Wolcott Mill, Huron Meadows, Indian Springs, Lake Erie and Hudson Mills Metroparks; and (3) recyclable material removal at the Administrative Office and all parks.

Background: In the past, the Metroparks have used a variety of waste (trash) haulers and recycling companies. In an effort to streamline the overall procedure, reduce the overall costs from using a variety of vendors, staff wanted to narrow the contract down to one vendor that could collect all three types of waste and recyclable material, which would save the Metroparks money. Staff will be looking for opportunities to add more recyclable bins in other parks.

The contract is for a two-year period (April 2016 – March 2018). The price will remain the same during the length of the contract.

This contract for the combined service could possibly save up to \$15,000 per year (based on previous usage).

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Waste Management of Michigan, LLC	Wixom	\$33,166.36
Metro Sanitation	Warren	\$38,475.60
Advanced Disposal Services	Northville	\$44,524.00
Dales Disposal*	Fraser	\$22,580.00

**Dales Disposal only bid on compacted waste.*

Invitation to Bid was posted on the MITN website and sent to 162 vendors

**Hudson Mills Metropark was not included in the bid because part of their recycling/waste fees is free. However, after review, the park would save more than \$1,000 per year in waste fees. Hudson Mills currently pays approximately \$2,000 for waste fees, while the fee for recycling is free.*

Attachment: Waste Material Summary

ITB 16-018 Waste Removal

	Waste Management of MI, LLC	Metro Sanitation, LLC	Advanced Disposal Services	Dales Disposal	2015 Prices
1. Compacted Waste, Non Hazardous, approximate annual cost					
Lower Huron	\$ 6,948.00	\$ 7,083.00	\$ 8,275.00	\$ 6,835.00	\$ 7,323.00
Stony Creek	7,568.00	6,112.00	6,600.00	5,360.00	6,112.00
Lake St. Clair	4,816.00	4,886.00	5,850.00	4,690.00	4,886.00
Kensington	7,327.00	6,171.00	6,375.00	5,695.00	6,171.00
Total	\$ 26,659.00	\$ 24,252.00	\$ 27,100.00	\$ 22,580.00	\$ 24,492.00
2. Front Load, Non hazardous, approximate annual cost, picked up twice monthly					
Wolcott Mill	\$ 291.36	\$ 907.20	\$ 840.00	N/B	\$ 3,030.24
Wolcott Mill F.L.C	413.52	972.00	1,176.00	N/B	4,391.04
Wolcott Mill G.C.	471.12	1,328.40	1,584.00	N/B	2,088.00
Wolcott Mill C.R.	413.52	972.00	1,176.00	N/B	4,483.20
Huron Meadows	256.56	972.00	1,176.00	N/B	2,048.64
Indian Springs	388.80	972.00	1,176.00	N/B	1,744.56
Lake Erie	338.16	810.00	1,080.00	N/B	2,265.36
Total	\$ 2,573.04	\$ 6,933.60	\$ 8,208.00	N/B	\$ 20,051.00
3. Recycled Waste, approximate annual cost, picked up twice monthly					
Administrative Office	\$ 374.16	\$ 972.00	\$ 1,152.00	N/B	\$ 1,200.00
Kensington Metropark	374.16	972.00	1,152.00	N/B	1,200.00
Stony Creek Metropark	435.12	972.00	1,152.00	N/B	N/A
Wolcott Mill F.L.C.	435.12	972.00	1,152.00	N/B	N/A
Lake St. Clair	435.12	972.00	1,152.00	N/B	1,440.00
Indian Springs Metropark	603.84	810.00	1,152.00	N/B	N/A
Lower Huron Metropark	638.40	810.00	1,152.00	N/B	1,440.00
Willow Metropark	638.40	810.00	1,152.00	N/B	1,440.00
Total	\$ 3,934.32	\$ 7,290.00	\$ 9,216.00		\$ 6,720.00
Grand Total	\$ 33,166.36	\$ 38,475.60	\$ 44,524.00	\$ 22,580.00	\$ 51,263.00

*N/B no bid



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria van Rooijen, Senior Buyer
 Project No: RFP 16-003
 Project Title: Administrative Office Renovations, Account and HR Departments
 Date: April 5, 2016

Bids Opened: December 21, 2015 at 10:00 a.m.

Action Requested: Motion to Approve

That the Board of Commissioners' (1) award RFP 16-003 to the low responsive, responsible bidder, OfficeMax in the amount of \$33,626.28; and (2) approve a fund transfer from the Administrative Office Unallocated account to the respective Accounting and Human Resources Operations accounts as recommended by Senior Buyer Maria van Rooijen and staff.

Fiscal Impact: This is an unbudgeted project. However, funds are available in the 2016 budget for the Administration Office addition.

Scope of Work: Furnish, deliver and remove old furniture, install new furniture and partitions to accommodate new part-time and full-time employees on the north end of the building. This renovation will be for nine (9) offices and one mini filing space.

Background: Due to the hiring of new full and part-time employees, the Accounting and Human Resources department areas need to be reconfigured to better utilize the available space to accommodate employees.

The renovation will use the same vendor, concept and setup as the redesign for Engineering, Planning, Graphics and Natural Resources departments, which was approved by the Board at the Jan. 14, 2016 meeting.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
OfficeMax	Northville, MI	\$33,626.28

*Please note that OfficeMax was the only organization to respond to the RFP.

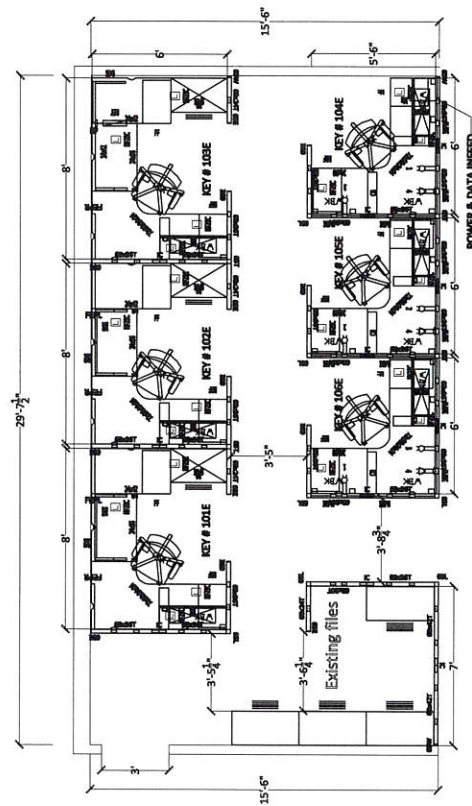
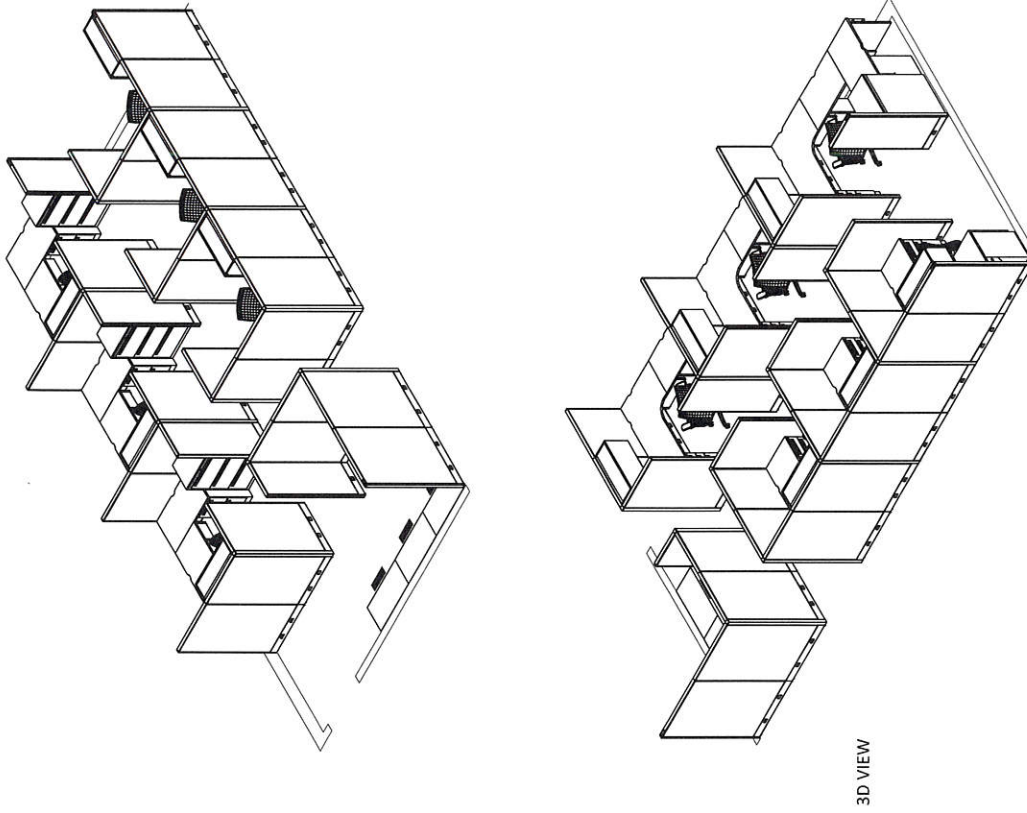
INVITATION FOR BIDS WERE POSTED ON MICHIGAN INTER GOVERNMENTAL WEBSITE

Attachment: Office Reconfiguration

Huron-Clinton Metroparks

13000 High Ridge Drive

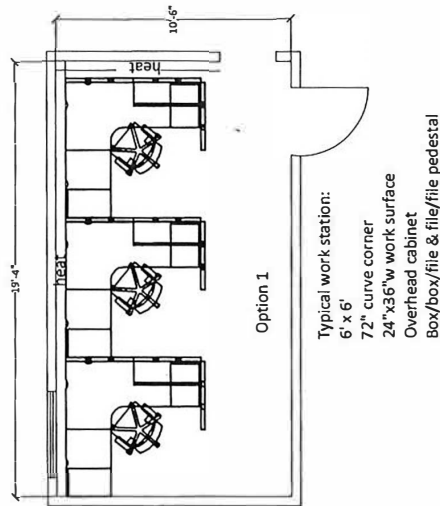
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SALES: I. BUSCANI
DESIGNER: M. COKARIC
DATE: 11-17-15
REVISION DATES: 11-19-15
03-17-16, 03-18-16, 03-24-16



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Huron Clinton Metroparks

HR offices



SCALE: 1/8"=1'-0"
SALES: Iwona Buscari
DESIGNER: D. Cilensek
DATE: 3-11-16
REVISION DATES:

SHEET:

Huron Clinton Metropark
HR office



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: George Phifer, Director
 Subject: Update – Purchases over \$10,000
 Date: April 5, 2016

Action Requested: Motion to Receive and File

That the Board of Commissioners' receive and file the update for purchases over \$10,000, up to, and including \$25,000 as submitted by Director Phifer and staff.

Background: On May 9, 2013, the Board approved the updated financial policy requiring the Director to notify the Board of purchases exceeding \$10,000, up to, and including \$25,000.

The following list is purchases exceeding the \$10,000 threshold:

<u>Vendor</u>	<u>Description</u>	<u>Price</u>
General Painting Co.	Painting Lake Erie shade structures	\$20,000.00
OP Aquatics	Sodium Hypochlorite for Turtle Cove (Lower Huron)	\$14,880.00
Cribley Drilling Co.	New Well for Stony Creek Nature Center (original well built in 1962)	\$10,161.60
DH Canon	Stony Creek Golf Course Topsoil/Seeding along Golf Course Cart Path	\$11,970.00



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Paul Muelle, Natural Resources and Environmental Compliance Manager
Subject: Approval – Cooperative Weed Management Area (CWMA) Grant Submittal
Location: Lake Erie Metropark, Wayne County
Date: April 5, 2016

Action Requested: Motion to Approve

Motion to direct Staff to participate in the National Fish and Wildlife Foundation – Sustain Our Great Lakes 2016 grant submission through the Detroit River-Western Lake Erie Cooperative Weed Management Area partnership as recommended by Natural Resources and Environmental Compliance Manager Paul Muelle and staff.

Fiscal Impact: This grant requires a participation match. Projects and staff time earmarked for invasive species control at Lake Erie Metropark and included in the 2016 budget will be utilized as in-kind match for the Metroparks portion of the match requirement.

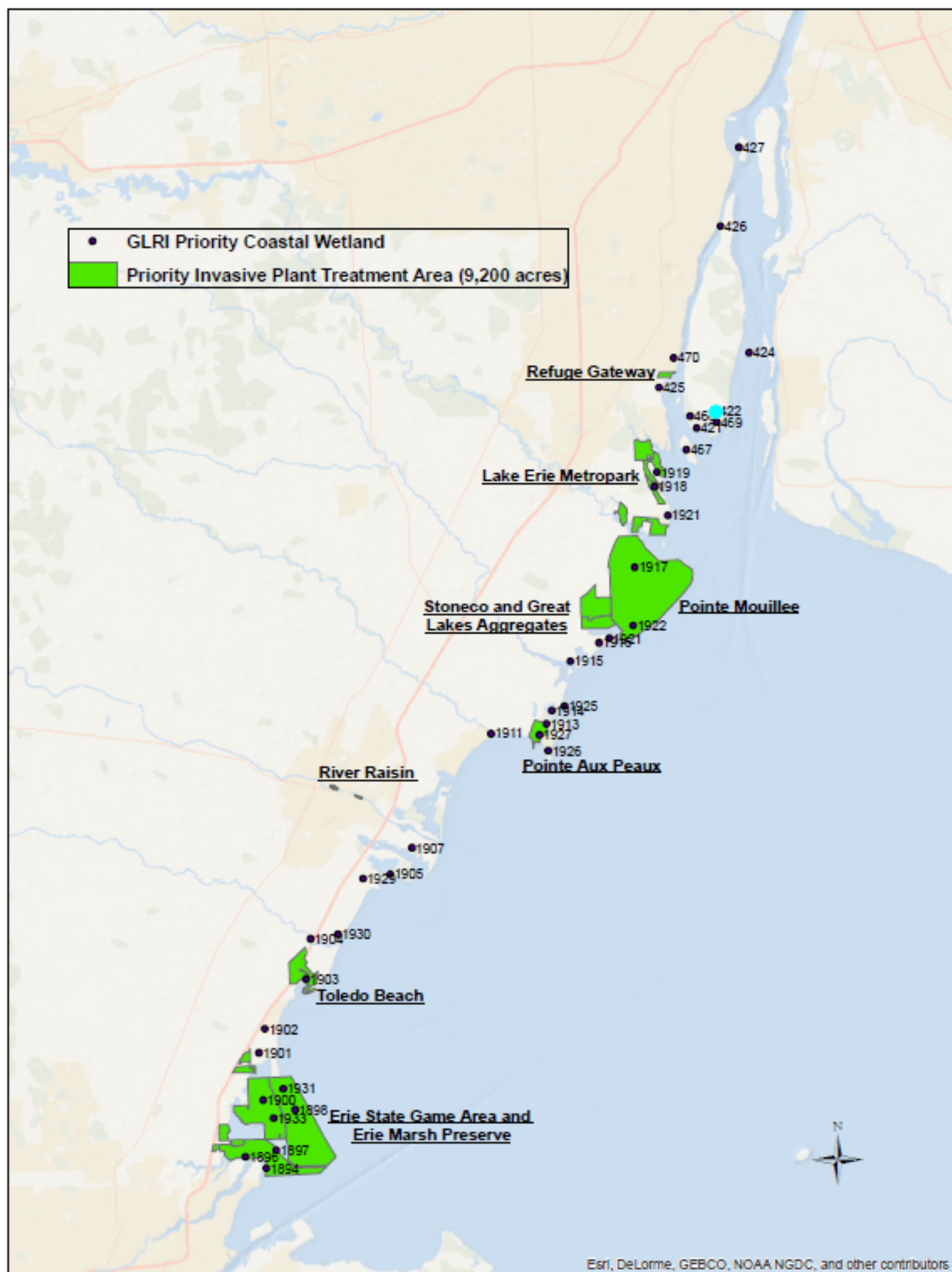
Background: Since 2010, the Metroparks has participated in the Detroit River-Western Lake Erie Cooperative Weed Management Area (CWMA) partnership. This is a regional effort by multiple agencies including The Nature Conservancy, Huron-Clinton Metroparks, Michigan DNR, Ducks Unlimited, Eastern Michigan University, the Detroit River International Wildlife Refuge and others. The partnership was formed to leverage resources from a number of vested partners to address a large-scale, cooperative, and sustained approach to invasive species control in this region.

In February 2016, the CWMA Partnership submitted a National Fish and Wildlife Foundation – Sustain Our Great Lakes 2016, grant pre-proposal for continued financial support to address Phragmites and other invasive species control in coastal wetlands along Lake Erie. In March 2016, the National Fish and Wildlife Foundation invited the CWMA to submit a full proposal for funding consideration.

The CWMA is requesting a total of \$196,000 of federal funding of which the Metroparks has requested \$17,000 to help augment planned invasive species control projects over approximately 150 acres at Lake Erie Metropark. The Metroparks will provide grant match represented as in-kind services currently budgeted for invasive species control.

If awarded, the grant would support partner's efforts to survey for priority aquatic invasive species and to operationalize plans to reduce invasive Phragmites and other invasive plants across 9,300 acres of ecologically and recreationally vital Lake Erie coastal wetlands. Priority invasive plants for surveillance and treatment include Phragmites, water lettuce, black and pale swallow-wort, Japanese and giant knotweed, European frog-bit, flowering rush, parrot-feather, Chinese yam and garlic mustard. The Nature Conservancy will be the primary administrators of the grant. Full proposals and all supporting documents are due April 21, 2016.

Attachment: Priority Invasive Species Treatment Areas



**HURON-CLINTON METROPOLITAN AUTHORITY**

To: Board of Commissioners
From: Paul Muelle, Natural Resources and Environmental Compliance Manager
Subject: Update – Lake St Clair Cooperative Invasive Species Management Area Grant
Date: April 5, 2016

Action Requested: Motion to Receive and File

That the Board of Commissioners' receive and file the update on the Lake St. Clair Cooperative Invasive Species Management Area Grant as recommended by Natural Resources and Environmental Compliance Manager Paul Muelle and staff.

Fiscal Impact: Grant award of \$20,000 for invasive species control.

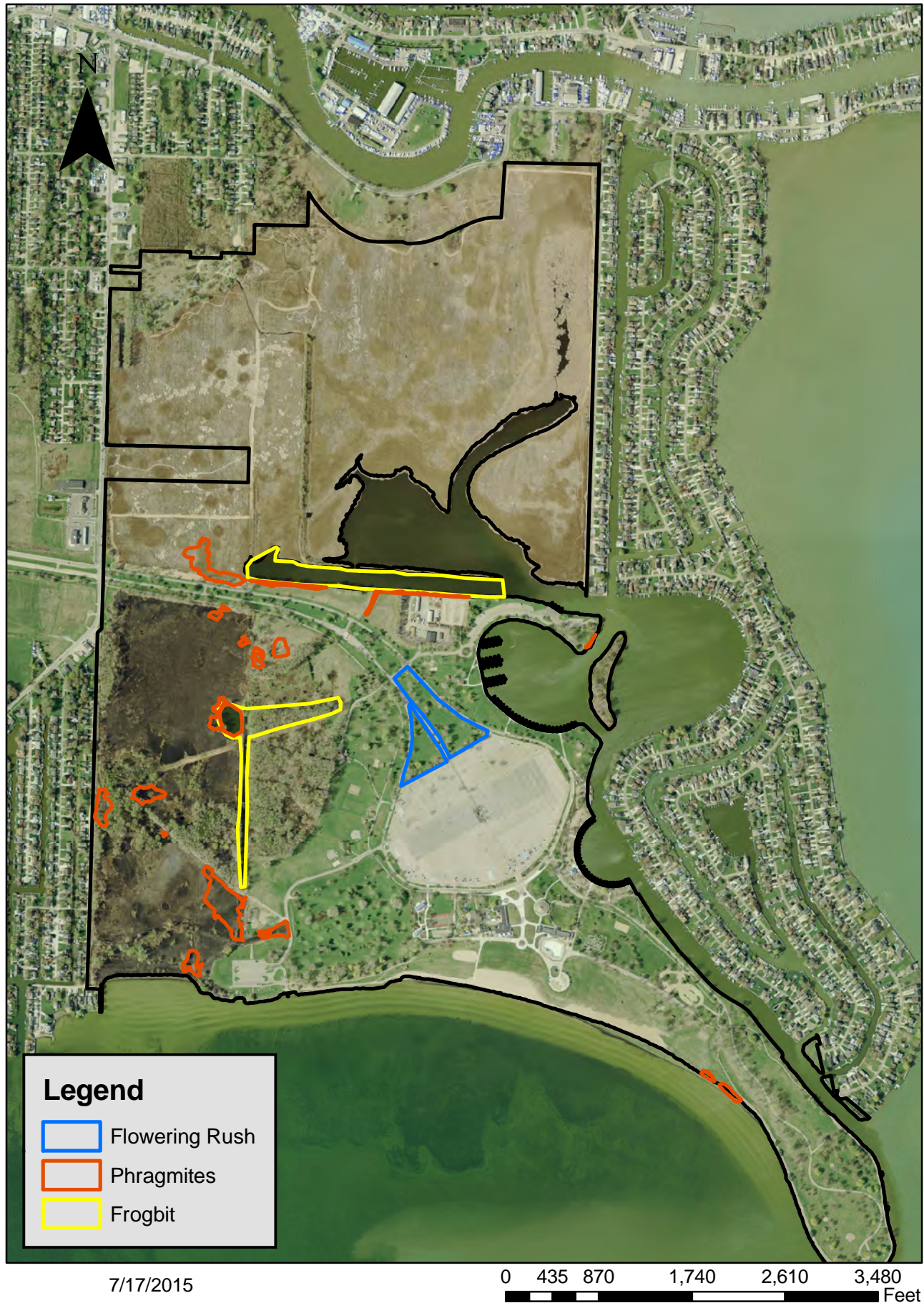
Background: The Michigan Department of Natural Resources provides funding through its Invasive Species Grant Program as part of the Early Detection Rapid Response Initiative to detect, eradicate and control state-defined invasive plant species. This program requires participants to partner with other organizations through the development and membership in Cooperative Invasive Species Management Areas (CISMA) or a Cooperative Weed Management Area (CWMA).

In November 2015, the Lake St. Clair Collaborative Invasive Species Management Area (CISMA), in which the Metroparks is a member of, submitted a grant application for invasive species removal funding from the MDNR Michigan Invasive Species Grant Program.

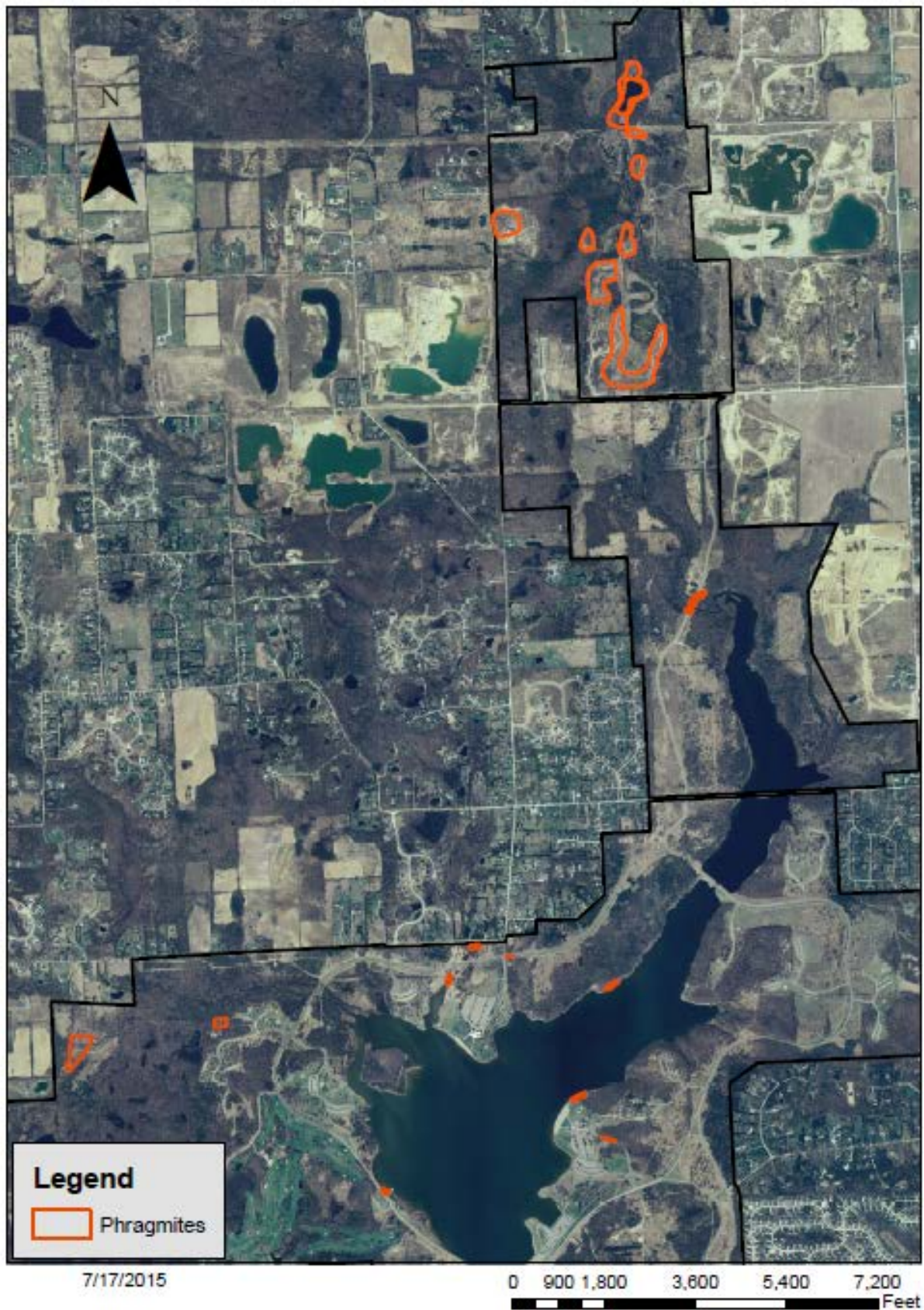
The Lake St. Clair CISMA was recently awarded \$254,526 for invasive species control of which \$20,000 will be available to the Metroparks to in invasive species work. The Metroparks has two projects, one at Lake St. Clair Metropark and one at Stony Creek Metropark, totaling approximately 125 acres, to control non-native invasive plants (Phragmites, European frog-bit and flowering rush) in 2016.

Attachments: Map of Targeted Areas

Lake St. Clair Metropark Invasive Species



Stony Creek Phragmites Control





HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Nina Kelly, Manager of Planning
 Subject: Project No. 512-16-230
 Project Title: Approval – Cove Point Playground Replacement
 Location: Lake Erie Metropark, Wayne County
 Date: April 5, 2016

Bids Opened: March 22, 2016 at 2:00 p.m.

Action Requested: Motion to Approve

That the Board of Commissioners' (1) accept the proposal from low responsive, responsible bidder, Michigan Recreational Construction, Inc. for \$69,450.50 to replace the Cove Point playground structure at Lake Erie Metropark; and (2) transfer \$69,450.50 from the Fund Balance as recommended by Manager of Planning Nina Kelly and staff.

Fiscal Impact: This project was not budgeted in 2016. The \$69,450.50 will need to be transferred from the Fund Balance to cover the project cost.

Scope of Work: Work includes the removal of the existing playground structure and swings, installation of new playground structure, swings, spinner, wear mats and engineered wood fiber surfacing (mulch).

Background: Due to several structural and hardware problems identified by playground safety inspectors at the end of the 2015 season and by the Michigan Municipal Risk Management Authority (MMRMA) during its most recent safety inspection in January 2016, the Cove Point play structure has been scheduled to be demolished this spring. Due to its popularity with Lake Erie park visitors, staff recommends replacing it immediately.

The play structure is one of two in the park (the other is located at the wave pool area); it is situated between two picnic structures and adjacent to a comfort station. During the 2015 season, 35 percent (26/74) of all shelter reservations at Lake Erie were made at these two shelters (five total shelters at the park). With reservations only taken on weekends, this indicates that there was at least one party/reservation in this area each weekend during the warmer months in 2015. Park staff has also indicated that the Cove Point shelters are used heavily on a first-come, first-serve basis on weekdays for family picnics and other gatherings, even though they are not officially rented/reserved on those days.

The proposed replacement structure (the Venti Play Structure from Landscape Structures) is designed for ages 5-12, and will be the most physically accessible structure in the Metroparks system. A new swing set and saddle spinner will provide play value for younger children aged 2-5.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
MI Recreation Construction, Inc.	Howell	\$69,450.50
Penchura, LLC	Brighton	\$71,587.89
Game Time	Holland	*non-responsive bid

Attachments: Existing Play Structure Photos
 Play Structure Layout and Photos

Lake Erie – Cove Point Playground Location



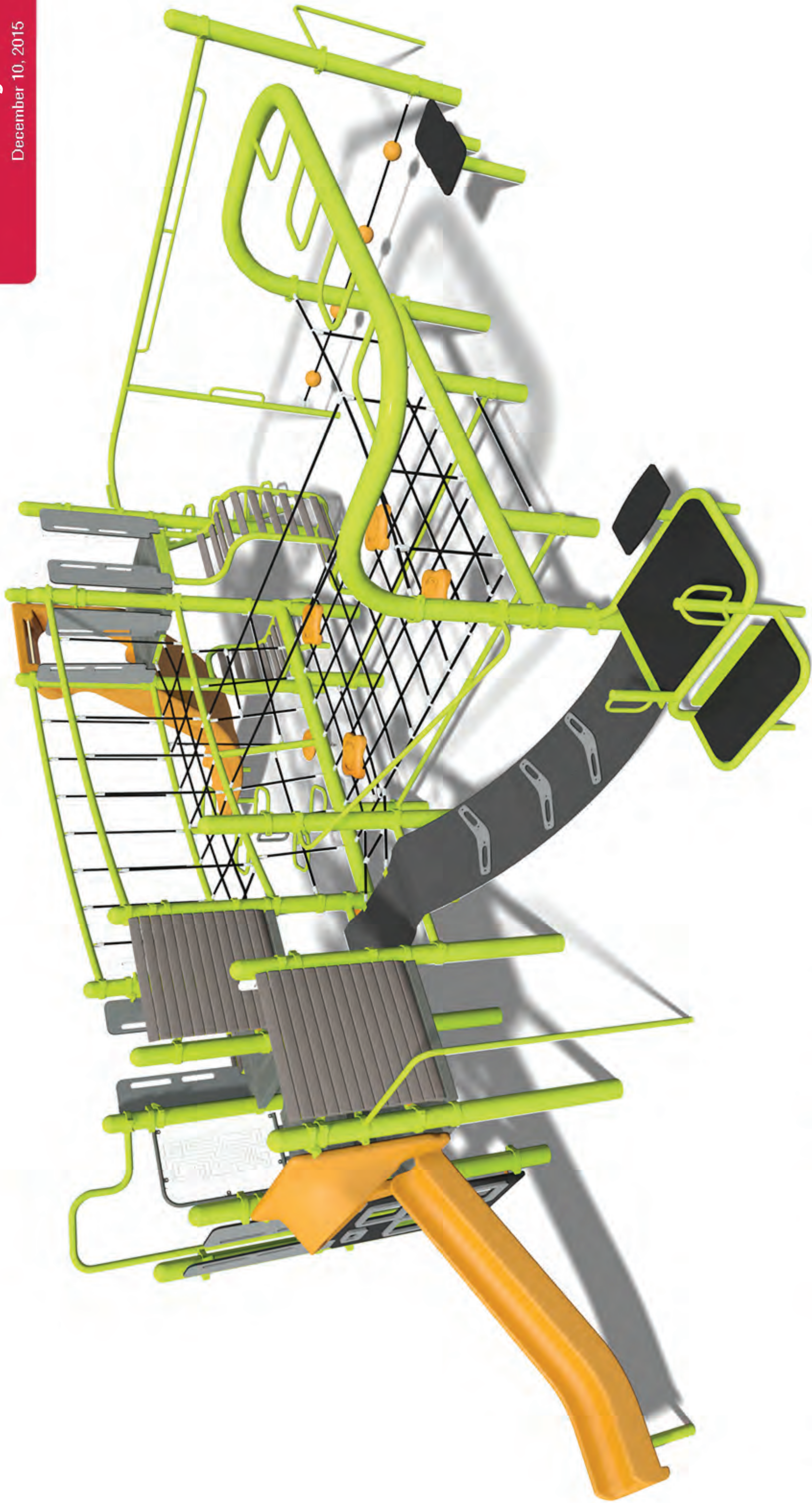
Existing playground structure at Cove Point



NOTE:
SNOW FENCING REQUIRED
AROUND PERIMETER OF PLAY
AREA DURING CONSTRUCTION

SNOW FENCING REQUIRED
AROUND PERIMETER OF PLAY
AREA DURING CONSTRUCTION





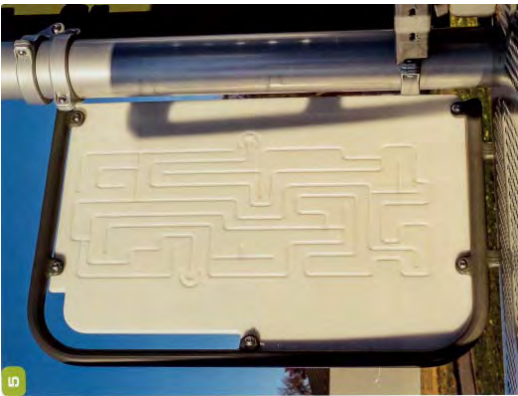
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9 Wood Plank Ladder - Wood grain
10 Cabin Climber - Full body climbing
11 Double Eurooh® Point Slide - Two kids





A Saddle Spinner has been added for children ages 2-5. We will be required to sign the playground for ages 5-12.

B. Saddle Spinner

- 5-degree angle
- Maximum fall height 12" (0,30 m) for ages 2-5; 16" (0,41 m) for ages 5-12
- Minimum area required 13' 8" (4,17 m) diameter
- #152179

C. Single Post Swings

- Seats and chains sold separately (see pages 192-193)
- Maximum fall height 96" (2,44 m)
- Minimum area required 24' 1" x 32' (7,30 m x 9,75 m) for Single Bay; add 11' 8" x 32" (3,56 m x 9,75 m) for Additional Bay
- #177332 Single Bay (shown)
- **#177333 Additional Bay**

***Denotes swingset model to be purchased.**



Single Post Design, 2 Bays with 2 Belt Seats, 1 Bucket Seat and 1 Molded Bucket Seat with Harness for kids with limited upper-body mobility.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria van Rooijen, Senior Buyer
 Project No: State of Michigan, Contract # 071B4300143
 Project Title: Update - Live Auctioneering Service
 Location: Wolcott Mill Metroparks
 Date: April 5, 2016

Action Requested: Motion to Approve

That the Board of Commissioners' approve the use of the State of Michigan Contract #071B4300143 for live auctioneering services to the low responsive, responsible bidder, Chuck Cryderman and Associates as recommended by Senior Buyer Maria van Rooijen and staff.

Fiscal Impact: The auctioneering fee is paid by a 6 percent buyer's commission fee (this fee is included on the per item bid). In the 2106 General Fund budget, staff estimated \$200,000 in revenue from the sale of surplus equipment.

Scope of Work: Provide live auctioneering services for the Metroparks on May 14, 2016 at Wolcott Mill Metropark. Viewing will start at 8:00 a.m. and the auction will start promptly at 10:00 a.m. The service includes advertising and promoting the auction, collecting taxes and verifying all information to Metroparks.

Background: Chuck Cryderman and Associates has provided live auction services to the Metroparks for more than 20 years and is currently the vendor of choice for the state of Michigan auctioneer services.

Due to the state of Michigan MiDeal contract, which are contracts available for use by all governmental agencies, the Metroparks did not bid this service.

Vendor

Chuck Cryderman and Associates

Location

Armanda, MI

GEORGE M. CARR, P.C.

ATTORNEY AND COUNSELOR

121 W. ALLEGAN
LANSING, MICHIGAN 48933

(517) 371-2577
Fax (517) 482-9934
gmcarr@carrlawfirm.com

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

April 5, 2016

Dear Chairman Hertel:

The Legislature will return to session on April 12th for 30 days of scheduled session. The Senate will be one vote short due to the official resignation of Senator Virgil Smith of Detroit. The Governor is expected to announce a special election for the unexpired remainder of Senator Smith's term. A number of candidates are beginning to line up and some have already announced for the seat.

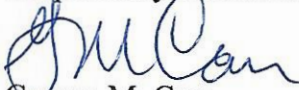
Next Tuesday will mark the beginning of what will be an effective "mini-lame duck session" for the Legislature. To have any chance of passage yet this calendar year, most bills will need to pass the first chamber by the 4th of July summer recess. Therefore, there will be intense pressure to move legislation out of each chamber this spring. It will also compound the problem of advocates seeking "vehicle bills" to piggy back upon to keep their issues alive. These conditions make the upcoming session especially challenging as the both the tempo and number of bills both increase as the summer recess approaches.

An example of the surge to move issues is SB 853, the recently introduced "paper or plastic" legislation. The legislation was introduced just prior to the spring recess and would prohibit local government regulation, prohibition or taxation of "auxiliary containers". The legislation is a direct challenge to a growing movement, including Washtenaw County, to ban or restrict plastic bags and packaging. As introduced, the Authority is not directly impacted but we will continue to monitor the progress of SB 853 when the Legislature returns next week.

Adding to the complexity of the spring session is the upcoming House Primary filing date of April 19th. Look for many major controversial issues to be voted upon after that date. Many of the current, non-term limited Representatives prefer to wait until after the challenger window has closed before taking controversial votes. This will further compress and complicate the balance of the spring session.

We look forward to an intense yet productive spring session.

Respectfully submitted,



George M. Carr

SENATE BILL No. 853

March 15, 2016, Introduced by Senators STAMAS, HORN, BRANDENBURG, SHIRKEY and SCHMIDT and referred to the Committee on Commerce.

A bill to preempt local ordinances regulating the use, disposition, or sale of, prohibiting or restricting, or imposing any fee, charge, or tax on certain containers.

THE PEOPLE OF THE STATE OF MICHIGAN ENACT:

1 Sec. 1. As used in this act:

2 (a) "Auxiliary container" means a bag, cup, bottle, or other
3 packaging, whether reusable or single-use, that meets both of the
4 following requirements:

5 (i) Is made of cloth, paper, plastic, cardboard, corrugated
6 material, aluminum, glass, postconsumer recycled material, or
7 similar material or substrates, including coated, laminated, or
8 multilayer substrates.

9 (ii) Is designed for transporting, consuming, or protecting
10 merchandise, food, or beverages from or at a food service or retail

1 facility.

2 (b) "Local unit of government" means a county, township, city,
3 or village.

4 Sec. 2. Subject to section 3, a local unit of government shall
5 not adopt or enforce an ordinance that does any of the following:

6 (a) Regulates the use, disposition, or sale of auxiliary
7 containers.

8 (b) Prohibits or restricts auxiliary containers.

9 (c) Imposes a fee, charge, or tax on auxiliary containers.

10 Sec. 3. (1) Section 2 shall not be construed to prohibit or
11 restrict any of the following:

12 (a) A curbside recycling program.

13 (b) A designated residential or commercial recycling location.

14 (c) A commercial recycling program.

15 (2) Section 2 does not apply to any of the following:

16 (a) An ordinance that prohibits littering, as described in
17 section 8902 of the natural resources and environmental protection
18 act, 1994 PA 451, MCL 324.8902.

19 (b) The use of auxiliary containers on property owned by a
20 local unit of government.

21 Enacting section 1. This act takes effect 90 days after the
22 date it is enacted into law.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Mike Brahm-Henkel, Manager of Engineering
 Project No: 502-15-666
 Project Title: West Beach Front and Playground Development
 Project Type: Capital Development
 Location: Lake St. Clair Metropark, Macomb County
 Date: April 5, 2016

Quotes Received: January 26, 2014

Action Requested: Motion to Approve

That the Board of Commissioners' (1) award Contract No. 502-15-666 to the low responsive, responsible bidder, LaSalle Group, Inc. in the amount of \$1,839,831.90; and (2) transfer \$258,632 from Fund Balance as recommended by Manager of Engineering Mike Brahm-Henkel and staff.

Fiscal Impact: This project is over the 2016 budget amount by \$258,632. In the 2016 budget, \$1,581,200 was allocated for this project. However, in the 2017 project listing for the current Five-Year-Plan, a project was inadvertently added twice for Kensington Metropark, which created a redundancy for that item of work. The project was titled *Sanitary Sewer rehabilitation-east side* and the other project was *Reline east side sewer lines*. Both items were entered with identical costs of \$320,000.00 each. While not in the 2016 budget, this funding overage would be realized and in the 2017 budget.

Scope of Work: The project includes the demolition of the existing playground equipment, boardwalks, fencing, concrete walkways, and the construction and installation of a 5- to 12-year-old play structure, a 2- to 5-year-old play structure, swings, ZipKrooz structure, spinners, safety surfacing, shade structures, shelter, picnic tables, trash receptacles, walkways, utilities, fencing, site grading, tennis court refurbishment, plantings, site restoration and all incidental work to complete the project.

Background: Johnson Hill Land Ethics Studio of Ann Arbor designed the playground development project for Lake St. Clair Metropark in conjunction with staff. At the Sept. 10, 2015 Board meeting, Johnson Hill Land Ethics Studio presented a presentation to the Board outlining concept and design of the project.

Since that time, there have been additions to the project that were not in the original scope work. These items include a picnic shelter with the associated concrete, tables and grill, the relocation of the existing electrical line, perimeter fencing, and the relocation of new shuffleboard courts. Park operations and maintenance staff were integral with the design. Their input was key to assuring that the project met the operational and maintenance needs of the Park. The existing playground structures are old and failing and are in need of replacement.

West Beach Front and Playground Development

Page 2

As reported at the Dec. 11, 2014 Board meeting, the existing playground does not meet current accessibility and safety standards. The original playground was constructed around 1957, and wooded play structures were subsequently added in 1990 and 1994. The new design incorporates many new features into the playground area including a ZipKrooz, large play structures, seating areas and views of lake.

The project will revitalize not only the playground, but add a completely new character to this area of the park. Integral to the design was formulating ways to address not only different age groups of children, but the parents as well by adding adult fitness equipment, convenient shaded comfortable seating areas and maintaining proximity to the tennis courts. In addition, adult fitness equipment will be installed adjacent to the play structures and paved walkway with the intent of encouraging healthy activity for all ages in this area.

Emphasis was also placed on trying to preserve, to the extent possible, many of the older trees on the site. Along with new plantings and the existing large trees, the playground is incorporated into the natural surround area.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
LaSalle Group, Inc.	Farmington Hills	\$1,839,831.90
WCI Contractors	Detroit	\$1,894,491.50
Warren Contractors & Development	Shelby Twp.	\$1,976,161.85
Michigan Recreational Construction	Howell	\$2,023,968.00

Budget Amount for Contract Services and Administration	
West Beach Front and Playground Development	\$1,581,200.00
Fund Balance	<u>\$ 258,632.00</u>
Total	\$1,839,832.00

Work Order Amount	
Contract Amount	\$1,839,831.90
Contract Administration	<u>\$ 20,000.00</u>
Total Proposed Work Order Amount	\$1,859,832.00

This project was reported and publicly advertised in the following construction reporting outlets: Michigan Inter governmental trade network (MITN), Construction Association of Michigan, Reed Construction Data, Construction News Corporation, Construction News Service, HCMA Web Site, Builders Exchange of Michigan, McGraw Hill Dodge, Builders Exchange of Lansing and Central Michigan

**Attachments: Current Playground Equipment Photos
 Playground Rendering**

Current Lake St. Clair Playground Equipment

7-A-1-a



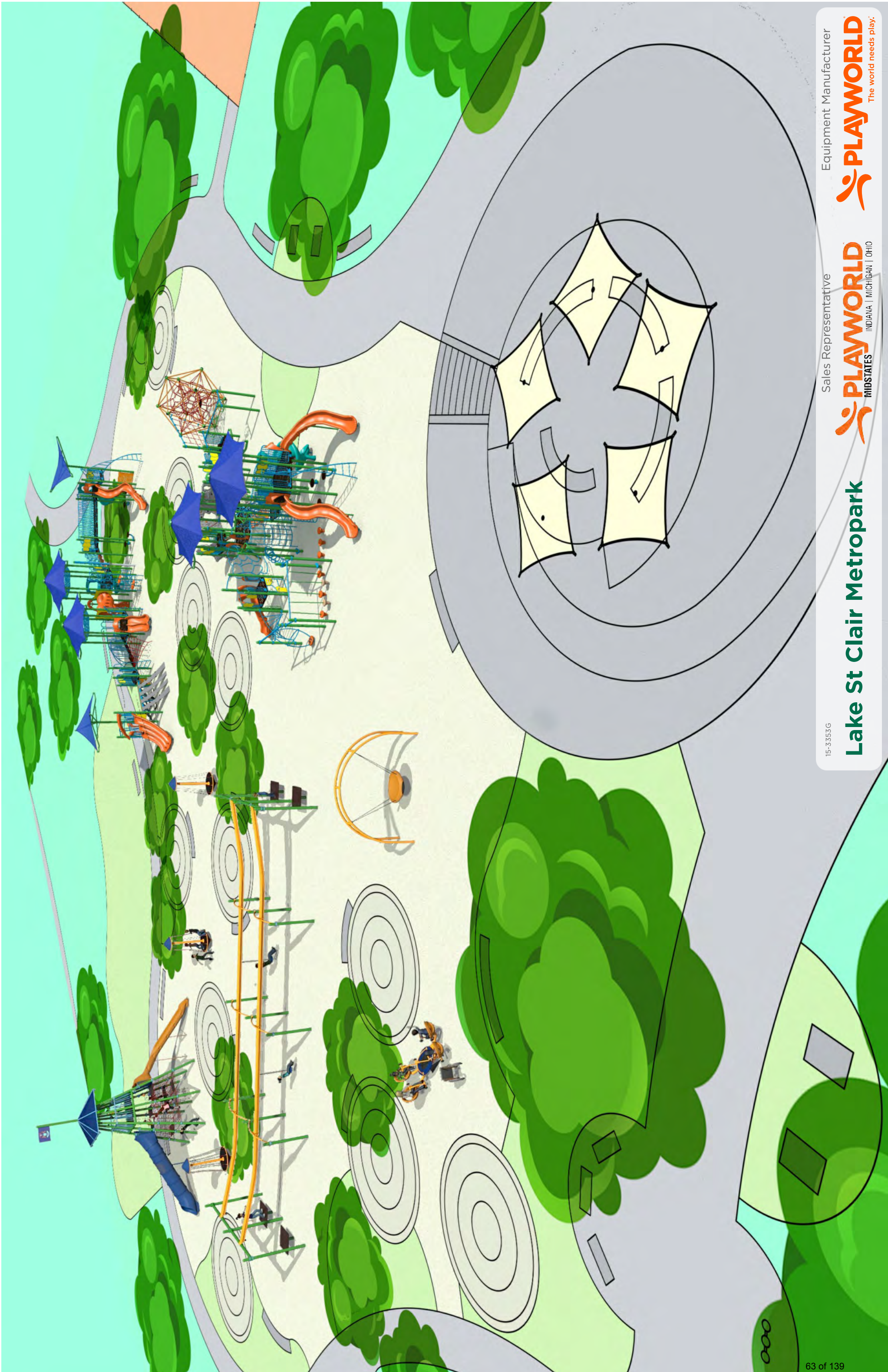






Plan Components Key

- A. Entry From Parking
- B. Mowed Turf Mounds
- C. Tennis Courts
- D. Shuffleboard Courts
- E. Pavilion
- F. Path to West Expansion
- G. Adult Fitness Equipment
- H. Swings
- I. Sky Surfer
- J. Play Area Age 5-12: Structure A
- K. Play Area Age 5-12: Structure B
- L. Net Tower with Lookout
- M. Spinami
- N. Supernova
- O. Overdrive
- P. Double ZipKrooz
- Q. Oodle Swing
- R. Quattro
- S. Synthetic Turf Play Mounds
- T. Poured in Place Safety Surface
- U. Engineered Wood Fiber Safety Surface
- V. Freenotes
- W. Observation Mound
- X. Hypar Shade Structures
- Y. Play Area Age 2-5



15-3353G

Sales Representative

Equipment Manufacturer



Lake St Clair Metropark



15-33553G

Sales Representative

Equipment Manufacturer



Lake St Clair Metropark



15-3353G

Sales Representative

Lake St Clair Metropark



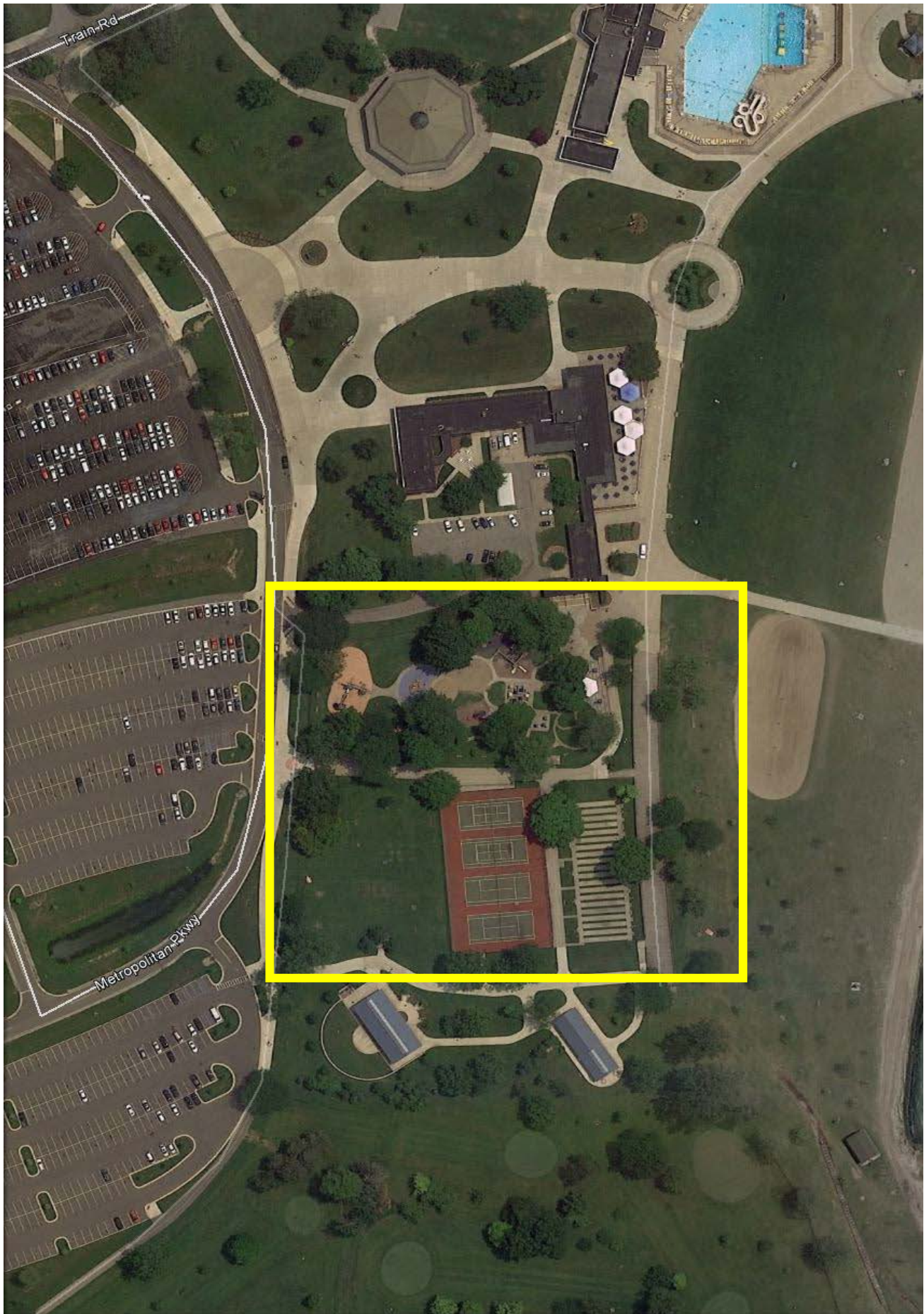
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Project Location





HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Mike Brahm-Henkel, Manager of Engineering
 Subject: Approval – Professional Design Services, Golf Course Cart Paths
 Location: Stony Creek Metropark, Macomb County
 Date: April 5, 2016

Action Requested: Motion to Approve

That the Board of Commissioners' approve the Proposal from Rowe Professional Services, Co. of Farmington Hills in the amount of \$48,387 for engineering design services as recommended by Manager of Engineering Mike Brahm-Henkel and staff.

Fiscal Impact: Funds are currently available in the Engineering Professional Services account to cover the design cost.

Background: In response to the condition of Stony Creek's golf course cart paths in the fall of 2015, staff solicited bids to reconstruct and repair the paths with the target of completing the work by the end of 2015.

At the Oct. 8, 2015 Board meeting a contract was approved for \$455,528.80 and work began on Oct. 16, 2016 with excavating and placing aggregate base material. The unusual warm wet weather, lack of existing base material to support the moving and transporting of material, and the existing inherent poor ground conditions slowed the work progress. Fluctuating temperatures continued through the winter and ground conditions did not improve.

At the Feb. 11, 2016 Board meeting, the current construction contract was terminated at staff's request. The termination was in response to the modification in the scope of work, which changed from the original intent of the project. The current scope of work needs to focus on reevaluating the existing location of the cart paths, drainage and more extensive reconstruction. The cart paths development has evolved from Major Maintenance to a Capital Improvement project.

Due to the necessity of a more time-consuming design effort, a Request for Proposal (RFP) was solicited from engineering firms to address this issue. While all the firms that submitted a proposal are well qualified, staff recommends Rowe Professional Services, Co. based on their qualifications, understanding of the project, and the cost for services. The current cart path is 4.3 miles long.

The following firms submitted proposals:

Rowe Professional Services, Co.	\$48,387.00
Beckett and Raeder, Inc.	\$66,920.00
Anderson, Eckstein & Westrick, Inc.	\$74,700.00
Giffels Webster	\$89,865.00

Proposals were reported and publicly advertised on MITN

Stony Creek Golf Course Cart Path Damage









HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Mike Brahm-Henkel, Manager of Engineering
 Project No: 713-15-037
 Project Title: Bids – Grist Mill Wheel Refurbishment
 Project Type: Major Maintenance
 Location: Wolcott Mill Metropark, Macomb County
 Date: April 5, 2016

Quotes Received: March 29, 2016

Action Requested: Motion to Approve

That the Board of Commissioners' (1) award Contract No. 713-15-037 to the low responsive, responsible bidder, Cross Renovation, Inc. of Livonia in the amount of \$77,777.77; and (2) transfer \$77,778.00 from the Unallocated Major Maintenance account for Lower Huron to cover the cost of the project as recommended by Manager of Engineering Mike Brahm-Henkel and staff.

Fiscal Impact: The project is unbudgeted. Funds are currently available from two projects that can be deferred, which include repairs for the Willow pool parking lot in the amount of \$70,000 and for the replacement of the Lower Huron ice skating rink lighting in the amount of \$24,000.

Scope of Work: The work includes furnishing all labor, equipment and materials necessary to refurbish the existing wood water wheel for the Wolcott Historic Center's Grist Mill. The existing wood is deteriorated and needs to be replaced.

Background: Records indicate the vertical water wheel assembly, associated foundations, control gates and axle were added to the mill in 1992. The original design of the mill used a turbine, which was located beneath the building and could not be seen from the surface. The water flow was directed under the building to rotate the turbine and was located on the east side of the structure.

In order to refurbish the existing water wheel the wood components will have to be disassembled from the associated steel in order to install the new wood pieces. The existing steel and tie rods will be inspected and refurbished or replaced as necessary along with the wood headrace. If feasible, depending on the condition, some existing park timber may be utilized to aid in the fabrication of the replacement wood.

The current wheel is rotated by pumping water from the pond located on the downstream side of the wheel to the north side of the building where it enters the headrace structure. In recent years, the mill and water wheel has become a favorite spot for weddings and photos.

Grist Mill Wheel Refurbishment
Page 2

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Cross Renovations, Inc.	Livonia	\$ 77,777.77
Brock and Associates	Novi	\$ 162,000.00
Budget Amount for Contract Services and Administration		
Willow Parking Lot Repairs		\$ 70,000.00
Lower Huron Ice Skating Lighting Replacement		\$ 24,000.00
Total		\$ 94,000.00
Work Order Amount		
Contract Amount – Cross		\$ 77,777.77
Contract Administration		\$ 2,000.00
Total Proposed Work Order Amount (Rounded)		\$ 79,777.77

The following firms submitted proposals:

Cross Renovation, Inc.	\$ 77,777.77
Brock & Associates	\$162,000.00

This project was reported and publicly advertised in the following construction reporting outlets: MITN, 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.

Attachments: Photos of the Historic Center Grist Mill Wheel

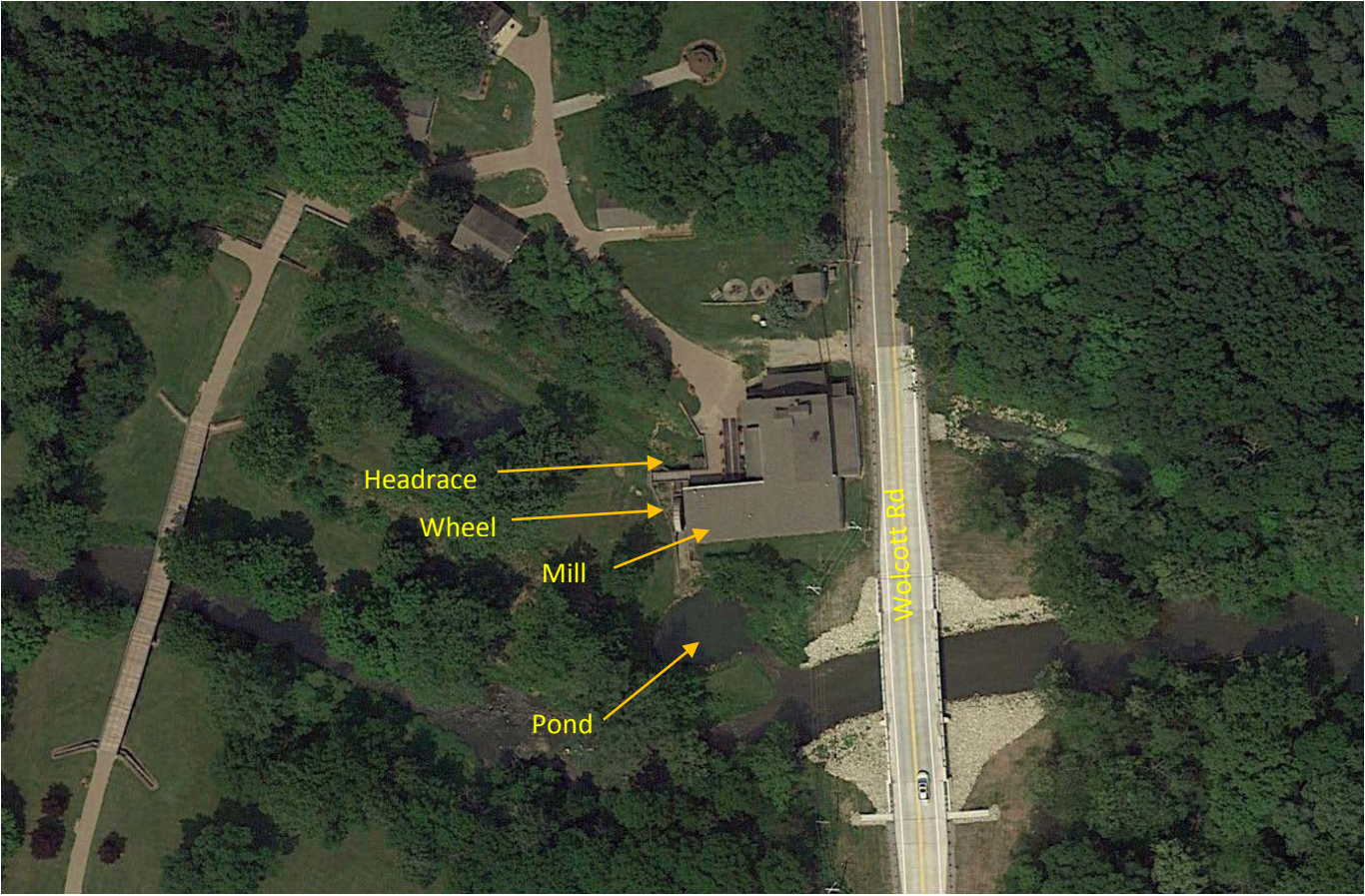
Wheel Construction in 1992



Current Condition of Wheel



Location of Grist Mill Wheel





HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Jennifer Hollenbeck, Interpretive Services Manager
 Subject: Approval – Summer Fun at the Metroparks
 Date: April 5, 2016

Action Requested: Motion to Approve

That the Board of Commissioners' (1) approve this community outreach initiative; and (2) approve a budget transfer from the general Fund Balance in the amount of \$143,000 to the Western, Southern and Eastern District Community Outreach accounts as recommended by Interpretive Services Manager Jennifer Hollenbeck and staff.

Fiscal Impact: This is an unbudgeted project and will require a \$143,000 budget transfer from the General Fund Balance account.

Background: Increasing community involvement, and engaging the public's awareness regarding educational opportunities offered at the Metroparks is vital to reinforcing our mission. In addition, this endeavor has the potential of gaining strength and becoming a healthy lifestyle campaign that will involve the Metroparks Foundation and Volunteer Services.

In support of building community involvement, staff would like to offer summer fun opportunities for residents throughout southeast Michigan. The event will allow residents in the five counties to participate in a variety of Metroparks activities such as, but not limited to, interpretive programming, voyageur canoe rides, entrance into the splash-n-blast, interacting with law enforcement personnel and other activities.

Staff recommends that the Metroparks cover transportation, food, T-shirts and park activities for these "Summer Fun at the Metroparks" events. There will be 24 events held during June, July and August; and staff has chosen Lake St. Clair, Stony Creek, Kensington, Lower Huron, Hudson Mills and Lake Erie Metroparks for the events. Metroparks Community Outreach Interpreters will invite a maximum of 200 people to each event and they will coordinate, provide communication and oversight for the events as well as collaborating with various community stakeholders.

Staff will work with various community partners to schedule transportation pick up and drop off locations. Residents who live within the community and outside of the county will be welcome to join the group and ride the bus on a first come, first serve basis. Welcome packets will be given to all participants, which will include clothing requirements, waivers and information about the Metroparks.

Donations and grants to offset transportation and food costs will be solicited from local businesses, foundations and organizations with the potential savings of \$19,000. Approximately 10-20 volunteers will be recruited to assist during these events. The total cost (including staff wages and park activities fees) for all the events will be \$246,403.96. However, with staff will already scheduled to work and eliminating the fees for the park activities, the cost for the events is reduced to \$142,579.92 (or \$5,940.83 per event).

Approval – Summer Fun at the Metroparks

Page 2

These events will provide the Metroparks an opportunity to reach several thousands of residents throughout southeast Michigan that may not otherwise have the chance to visit the Metroparks. The visitors will engage in activities that will promote healthy living, outdoor enjoyment and build lasting memories with their families.

Pre and post-event evaluations will be conducted with a focus on tracking the awareness of the Metroparks, while also seeking feedback pertaining to the “Summer Fun at the Metroparks” events.

Attachments: Cost Estimate

Sample T-shirt Photo

Photos of Summer Activities Available to Participants

Cost Estimates for "Summer Fun at the Metroparks"

Location	Park Activities	Park Staff	Materials	T-Shirts	Food	Transportation	Events	Grand Total (All Costs)	Total (w/o Staff & Activities Fees)
Lake St. Clair	\$ 2,975.00	\$ 2,633.00	\$ 405.00	\$ 894.27	\$ 1,801.56	\$ 2,900.00	4	\$ 46,435.32	\$ 24,003.32
Stony Creek	2,275.00	1,976.00	405.00	894.27	1,801.56	2,900.00	4	41,007.32	24,003.32
Kensington	2,250.00	1,907.00	325.00	894.27	1,801.56	2,900.00	4	40,311.32	23,683.32
Hudson Mills	2,375.00	1,937.00	325.00	894.27	1,801.56	2,900.00	4	40,931.32	23,683.32
Lower Huron	2,425.00	1,814.00	305.00	894.27	1,801.56	2,900.00	4	40,559.32	23,603.32
Lake Erie	1,575.00	1,814.00	305.00	894.27	1,801.56	2,900.00	4	37,159.32	23,603.32
Total	\$ 13,875.00	\$ 12,081.00	\$ 2,070.00	\$ 5,365.62	\$ 10,809.36	\$ 17,400.00	24	\$ 246,403.92	\$ 142,579.92
Fund Transfer Amount (including staff and activities fees)									\$ 246,403.92
Average Price Per Event (including staff and activities fees)									\$ 10,266.83
Fund Transfer Amount (w/o staff and activities fees)									\$ 142,579.92
Average Price Per Event (w/o staff and activities fees)									\$ 5,940.83

Sample Shirts





Stony Creek – Playground at Eastwood Beach



Indian Springs – Dome at the Environmental Discovery Center



Indian Springs Interpretive Programs



Hudson Mills - Ripslide



Playscape



Lake St. Clair – Pool



Kensington Farm Center



Lake Erie Wave Pool





HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: George Phifer, Director
 Subject: Approval – Bylaws Revisions
 Date: April 5, 2016

Action Requested: Motion to Approve

That the Board of Commissioners' approve the revised and restated Bylaws as proposed and recommended by Director Phifer and Steve Mann of Miller Canfield.

Fiscal Impact: There is no fiscal impact.

Background: At the March 10, 2016 Board meeting, the Board of Commissioners approved hiring a CFO, along with changing the Bylaws to reflect authorizing the Director to select this individual, subject to the approval of the Board.

Director Phifer discussed these proposed changes with Steve Mann of Miller Canfield, in order to update, revise and present the recommended HCMA Bylaws at the April 14, 2016 Board meeting. The proposed amended Bylaws changes, reflects previously board approved recommended changes and updates.

The recommendation also reflects changing the HCMA current parliamentary rules from the *Cushing's Manual of Parliamentary Practice* to *Robert's Rules of Order Newly Revised*. This recommended change, is due to *Robert's Rules of Order Newly Revised* being the most commonly used rules of parliamentary procedures and the Cushing's Manual is out of publication.

Miller Canfield highlights the following:

Cushing's Manual

- Written in 1845 to provide guidelines for ordinary, voluntary societies;
- Last updated in 1943;
- Out of print for decades; and
- Rarely used by public bodies.

Robert's Rules

- Written in 1876;
- Frequently updated (latest revision 2011);
- Considered the standard for parliamentary procedure;
- Widely used by public bodies; and
- A wealth of reference resources and aids are available as a result of its popularity.

The attached recommended changes will provide the Metroparks the opportunity to remain current with its Parliamentary Practices, as well as updating previously approved board actions related to the existing Bylaws.

Steve Mann has provided an explanation of these revisions, as highlighted on a memo dated March 17, 2016. In addition, you will find a copy of the current redlined Bylaws, along with a copy of the proposed Bylaws dated April 14, 2016. (See attachments)

Attachments:

- **Summary of Bylaws Revisions**
- **Current Bylaws**
- **Current Redlined Bylaws**
- **Updated Proposed and Recommended Bylaws changes**

Red – Indicates deletions

Blue – Indicates updated changes

Green – Indicates the language was moved from one section of the Bylaws to another section

~~Green – Indicates the language is being removed from that section of the Bylaws to another area within the document.~~

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

MEMORANDUM

TO: George Phifer, Director
Huron-Clinton Metropolitan Authority

FROM: Steven D. Mann
Miller, Canfield, Paddock and Stone, PLC

RE: Summary of Substantive Bylaws Revisions

DATE: March 17, 2016

George,

Set forth below is a summary of the substantial changes proposed to the Authority's bylaws, comparing the draft dated for April 14, 2016 to the bylaws currently in effect (amended January 22, 2013). I have included a brief explanation of the reason for the change, arranged by bylaw article number.

Article	Changes
I. Terms of Office	Clarified to provide expiration date of initial appointment term. Recognize that Board members shall take the constitutional oath of office before assuming duties.
III. Meetings	Provides that a special meeting may be called by three members of the Board of Commissioners. This is change from the current requirement that four members are needed to call a special meeting. This reduces Open Meeting Act concerns associated with the current requirement that a quorum of the Board is required to call a special meeting. Requires two day notice to Board members of a special meeting and allows Board members to waive such notice in writing. Currently three days' notice is required.
IV. Action by Board	Recognize that Board action is taken by resolution or ordinance. Recognizes that Board may exercise fullest powers permitted by law.
V. Officers	Removed language which pertained to Secretary and Treasurer being non-members of the Board.
VI. Director	Provide that the Director is responsible for appointment or employment and discharge of all employees and for directing their activities. Provide authority for the Director to delegate special duties to subordinates at his/her discretion.

VI. Director (Cont.)	<p>Provide that purchasing approvals are governed by the Authority's Purchasing Policy rather than the Bylaws.</p> <p>Provide that the Director may sign contracts, leases, obligations, and other instruments if such power is delegated to the Director by the Board.</p> <p>Provides that the Director is the "keeper of the records" (previously a duty of the Executive Secretary).</p>
VII. Deputy Director	<p>Provides that the responsibilities of office shall be directed by the Director.</p> <p>Authorizes the Deputy Director to counter sign contracts, leases, etc. with the Director.</p> <p>Removes devolution of power from Secretary or Executive Secretary.</p>
VIII. Controller	<p>Retitles position to Chief Financial Officer.</p> <p>Provides that the Director shall appoint a CFO, subject to approval of the Board of Commissioners.</p> <p>Designates the CFO as responsible for preparing annual budget and causing to be prepared an annual audit (currently duties that rest with the Board).</p> <p>Provide that purchasing approvals are governed by the Authority's Purchasing Policy rather than the Bylaws.</p> <p>Removes responsibility for recommendations on appropriate carriers and levels of insurance coverage.</p>
IX. Fiscal Year Budget	<p>Reassigned responsibility from Board to CFO for preparing annual budget and causing to be prepared an annual audit.</p>
X. Contracts	<p>Requires contracts to be executed by the Chairperson or Director and witnessed by the Secretary or Deputy Director.</p> <p>Provides that purchasing procedures are governed by the Authority's Purchasing Policy rather than the Bylaws.</p>
XI. Committees	<p>Provides that committee members are appointed by the Board for terms of one year.</p> <p>Provides for an audit committee consisting of the Chairperson or Vice Chairperson, the Secretary and the Treasurer.</p>
XIII. Amendments	<p>Provides that notice of proposed changes to the Bylaws shall be provided to the Secretary at least ten days before the meeting, and requires the Director to provide copies of such changes to each Commissioner at least five days before the meeting.</p>

	Provides for waiving of the required notice and allows approval of amendment to the Bylaws at the same meeting at which they are introduced by unanimous vote of the Board.
XIII. (Deleted)	Removed provisions regarding Executive Secretary.
XIV. Parliamentary	Provides that the rules of parliamentary procedure shall be Robert's Rules of Order Newly Revised. Robert's Rules are the most commonly used rules of parliamentary procedures and the current rules, Cushing's Manual of Parliamentary Practice, has long been out of publication.
XVII. (Deleted)	Removed provision regarding biannual reports to the Governor and County Boards.
XVIII. (Deleted)	Powers of Board moved to Section IV.

BYLAWS OF THE HURON-CLINTON METROPOLITAN AUTHORITY

As Amended June 18, 2009

I. Terms of Office of Board of Commissioners

In accordance with the provisions of Act No. 147, Public Acts of 1939, the term of office of each member of the first Board of Commissioners shall commence on the date of election or appointment, and shall run for the terms specified by statute.

(a) Elected Commissioners	Original Terms in Years	Original Expiration Date
<u>County</u>		
Wayne	Six	1947
Oakland	Five	1946
Macomb	Four	1945
Washtenaw	Three	1944
Livingston	Two	1943

(b) Appointed Commissioners	Original Terms in Years	Original Expiration Date
One Appointee	Four	1945
One Appointee	Two	1943

From and after the expiration of the first terms herein specified, the term of office for each member of the Board of Commissioners subsequently elected shall be for a term of six (6) years, and the term of office for each Commissioner subsequently appointed shall be for a period of four (4) years or until their successors are appointed, in accordance with Act No. 147.

II. Principal Office

The principal office of the Authority shall be at 13000 High Ridge Drive, Brighton, Michigan 48114, or at such other location as may be determined by the Board of Commissioners from time to time.

III. Meetings

(a) Regular meetings of the Board of Commissioners shall be held monthly on the second Thursday of each month at the principal office of the Authority for the transaction of such business as may be brought before the meeting, provided, however, that the regular monthly meetings of the Board of Commissioners may be held at such other date, location or place as may be determined by a majority of the members of the Board of Commissioners. The regular monthly meeting held in the month of June shall constitute the annual meeting of the Board of Commissioners.

(b) Special meetings of the Board of Commissioners may be called at any time by the Chairman or Secretary, or by a majority of the members of the Board of Commissioners, at such time or place as may be deemed necessary. Commissioners shall be notified in writing of the time, place and purpose of all special meetings of the Board of Commissioners at least three (3) days prior thereto. Notice of special meetings provided to the Board of Commissioners shall describe the business to be transacted at said special meeting. Any Commissioner shall be deemed to have waived such notice by his or her attendance at any such meeting.

(c) Public notice of all meetings of the Board of Commissioners shall be given and posted as required in Act No. 267, Public Acts of 1976, as amended, or other applicable State law.

(d) Closed sessions may be held in accordance with Act No. 267, Public Acts of 1976, as amended, or other applicable State law.

(e) A person shall be permitted to address a meeting of the Board of Commissioners under rules established and recorded by the Board of Commissioners and in accordance with Act No. 267, Public Acts of 1976, as amended, or other applicable State law.

IV. Quorum

A majority of the members of the Board of Commissioners then in office shall constitute a quorum for the transaction of business. The concurrence of a majority of the members of the Board of Commissioners then in office shall be sufficient for the passage of any resolutions, but no business shall be transacted unless there are then in office at least a majority of the full number of Commissioners fixed by law.

V. Officers of Board of Commissioners

The Board of Commissioners shall elect a Chairman, a Vice-Chairman, a Secretary, and a Treasurer, who shall be elected by the Commissioners at the annual meeting of the Board of Commissioners. The term of each office shall be for one (1) year, expiring at the time of the following annual meeting of the Board of Commissioners or until their successors are elected; provided, however, should either the Secretary or the Treasurer be a non-member of the Board of Commissioners, the Secretary's or Treasurer's term of office shall be at the will and pleasure of the Board of Commissioners. The Chairman and Vice-Chairman shall be members of the Board of Commissioners.

In the event of a vacancy occurring in the office of Chairman, the Vice-Chairman shall assume the duties and responsibilities of Chairman until a new Chairman is elected by the Board of Commissioners. In the event of a vacancy in any of the offices hereinbefore mentioned, the Board of Commissioners at any subsequent regular meeting may fill said vacancy for the remainder of the unexpired term.

VI. Chairman

(a) The Chairman shall preside at all meetings of the Board of Commissioners, and shall have a vote upon all resolutions as a Commissioner.

(b) The Chairman shall sign, with the Secretary or Executive Secretary, in the name of the Authority, all contracts and legal documents approved by the Board of Commissioners.

VII. Vice-Chairman

In the event the office of Chairman shall become vacant by death, resignation or otherwise, or in the event of the absence of the Chairman or the Chairman's inability to discharge the duties of the office, such duties for the time being devolve upon the Vice-Chairman.

VIII. Secretary

The Secretary shall consult with the Executive Secretary from time to time respecting the Authority's administrative affairs, and otherwise shall perform the customary duties of such office, and such other duties as the Board of Commissioners shall direct. The Secretary shall sign, with the Chairman, in the name of the Authority, all contracts and legal documents approved by the Board of Commissioners.

IX. Treasurer

The Treasurer shall consult with the Controller from time to time respecting the Authority's financial affairs and otherwise shall perform the customary duties of such office pursuant to applicable law, and such other duties as the Board of Commissioners shall direct. The Treasurer shall provide the Authority with a fidelity bond to indemnify the Authority from any loss caused by any fraudulent or dishonest act on the part of the Treasurer. The premium for said bond shall be paid out of the funds of the Authority.

X. Director

The Board of Commissioners shall appoint a chief executive officer of the Authority who shall be known as the Director. The Director shall hold office at the will and pleasure of the Board. The Director shall supervise, and be responsible for, the day-to-day operation of the Authority and shall provide general direction to the work and general management of all activities of the Authority. This, among other things, specifically includes the following:

(a) The Director shall be responsible for the appointment or employment and discharge of all employees, and for the direction of their activities (except those whose appointment is made by the Board of Commissioners), or as otherwise directed by the Board of Commissioners. Decisions regarding the employment of management personnel shall be made in consultation with the Board of Commissioners, with emphasis placed on the recommendations and advice of members of the Board of Commissioners with special knowledge or experience relating to a given position for which an appointment is being considered.

(b) The Director may, with the advice and consent of the Board of Commissioners, delegate to subordinates any of the special duties assigned to the Director.

(c) The Director shall approve of such purchases and make such certifications as shall be required or permitted under the purchasing authority and approval set forth in these bylaws and otherwise as authorized and directed by the Board of Commissioners.

(d) The Director shall certify the rates of pay and the payrolls of all employees.

(e) The Director shall take such other actions and assume such other responsibilities as may be provided by federal and state law.

XI. Deputy Director

The Board of Commissioners shall appoint a chief operating officer of the Authority who shall be known as the Deputy Director. The Deputy Director shall hold office at the will and pleasure of the Board. The Deputy Director, under the immediate supervision of the Director, is responsible for the administration, operations, maintenance, marketing, community relations and volunteer services of the Authority, and such other responsibilities as shall be directed from time to time by the Director. In the event the office of Director shall become vacant by death, resignation or otherwise, or in the event of the absence of the Director or the Director's inability to discharge the duties of the office, such duties for the time being devolve upon the Deputy Director. The Deputy Director, in the absence of the Secretary or the Executive Secretary or in the event of the Secretary's or Executive Secretary's inability to act, shall perform the duties of the Secretary or Executive Secretary, and when so acting, shall have all the powers of and be subject to all the restrictions upon the Secretary or Executive Secretary.

XII. Controller

The Board of Commissioners shall appoint a chief financial officer of the Authority who shall be known as the Controller. The Controller shall hold office at the will and pleasure of the Board and shall perform the usual duties of such office and such other duties as the Board of Commissioners may direct or as are required by law. This, among other things, includes the following:

(a) The Controller shall receive all money due the Authority from taxes, fees, charges and all other sources, and shall deposit all such money in such bank or banks, and in such separate accounts, as the Controller shall deem prudent and appropriate, subject to the approval of the Board of Commissioners. The Controller may co-sign on such bank accounts as the Board of Commissioners may designate.

(b) The Controller shall be responsible to the Board of Commissioners for a record of all property acquired by the Authority. The Controller shall keep accounting records showing all financial transactions of the Authority in accordance with a financial report at each regular meeting of the Board of Commissioners, and shall permit inspection of all financial records by any Commissioner at any reasonable time.

(c) The Controller shall issue and approve of such vouchers for payment of obligations and make such certifications as shall be required or permitted under the purchasing authority and approval set forth in these bylaws and otherwise as authorized and directed by the Board of Commissioners.

(d) The Controller shall issue regular pay checks to all employees on payrolls certified by the Executive Secretary and approved by the Director.

(e) The Controller shall be the chief investment officer of the Authority and shall advise the Board of Commissioners in respect of an investment policy satisfying the requirements of Act No. 20, Public Acts of 1943, as amended. The Controller shall prepare reports respecting the Authority's investments from time to time as directed by the Board of Commissioners.

(f) The Controller shall monitor and evaluate the Authority's risk profile from time to time and provide direction to the Authority's risk management efforts. The Controller shall

present recommendations to the Board on appropriate carriers and levels of coverage insuring against risks assumed by the Authority and shall prepare and make reports respecting the Authority's risk profile from time to time as directed by the Board of Commissioners.

(g) The Controller shall provide the Authority with a fidelity bond to indemnify the Authority from any loss caused by any fraudulent or dishonest act on the part of the Controller. The premium for said bond shall be paid out of the funds of the Authority.

(h) The Controller shall advise the Treasurer on the financial affairs of the Authority.

XIII. Executive Secretary

The Board of Commissioners shall appoint an Executive Secretary, who shall hold office at the will and pleasure of the Board. The Executive Secretary shall perform the following duties and such other duties as the Board of Commissioners shall direct:

(a) The Executive Secretary shall attend all meetings of the Board of Commissioners and of all Committees, and shall record the minutes of such meetings. The Executive Secretary shall have custody of the minute book and of the corporate seal of the Authority.

(b) The Executive Secretary shall have charge of all correspondence and communications to and from the Board of Commissioners, and the giving and receiving of all notices pertaining to the work of the Authority.

(c) The Executive Secretary shall be the custodian of all records, except the financial records of the Controller, and shall keep, at the office of the Board of Commissioners, and open to public examination in accordance with Act No. 267, Public Acts of 1976, as amended, at all reasonable times, all records, maps, charts, plans and documents pertaining to the work of the Authority.

(d) The Executive Secretary shall see that all property acquired is vested in the name of the Authority. The Executive Secretary shall notify the Board of Commissioners and the Controller when any such property is disposed of for cash consideration or otherwise.

(e) In the event the office of Secretary shall become vacant by death, resignation or otherwise, or in the event of the absence of the Secretary or the Secretary's inability to discharge the duties of the office, such duties for the time being devolve upon the Executive Secretary, and the Executive Secretary may sign, with the Chairman or Vice Chairman, in the name of the Authority, all contracts and legal documents approved by the Board of Commissioners, and when necessary shall affix the corporate seal thereto.

(f) The Executive Secretary shall review and approve all such vouchers for payment of obligations and make such certifications as shall be required or permitted under the purchasing authority and approval set forth in these bylaws and otherwise as authorized and directed by the Board of Commissioners.

(g) The Executive Secretary shall co-sign on such bank accounts as the Board of Commissioners may designate. The Executive Secretary shall provide the Authority with a fidelity bond to indemnify the Authority from any loss caused by any fraudulent or dishonest act on the part of the Executive Secretary. The premium for said bond shall be paid out of the funds of the Authority.

(h) The Executive Secretary shall be the Authority's FOIA Coordinator as defined in Act No. 442, Public Acts of 1976, as amended, unless the Board of Commissioners shall make another designation of FOIA Coordinator.

XIV. Budget; Fiscal Year; Annual Financial Report; Audit

The fiscal year of the Authority shall begin on January 1 and shall end on December 31 of each calendar year, or such other annual period as may be established by the Board of Commissioners. Prior to the beginning of each fiscal year, but not later than the December regular meeting, the Board of Commissioners shall cause to be prepared a budget containing an itemized statement of the estimated current operational expenses and the expenses for capital outlay including funds for the operation and development of all property and facilities under the jurisdiction of the Board of Commissioners, including any amounts necessary to pay the obligations of the Authority maturing during the ensuing fiscal year, and an estimate of the anticipated revenue of the Authority from all sources for the ensuing fiscal year. The Board of Commissioners shall adopt the budget in accordance with and subject to the requirements of the Uniform Budget and Accounting Act, Act No. 2, Public Acts of 1968, as amended. The Board of Commissioners also shall cause to be prepared an annual financial report of the Authority, and shall obtain an annual audit of the Authority's financial records, accounts, and procedures, all in accordance with the Uniform Budget and Accounting Act, Act No. 2, Public Acts of 1968, as amended.

XV. Contracts; Purchasing Authority and Approval

Contracts shall be executed on behalf of the Authority by the Chairman, Director or Deputy Director and by the Secretary, Executive Secretary or Controller, or otherwise as directed by the Board. Procurement procedures shall be established to secure purchases at the lowest possible cost commensurate with the quality needed; to provide for the efficient purchase of supplies, equipment and services in a timely and creditworthy fashion; to exercise positive financial control over all purchases; and to clearly define authority for the purchasing function, subject to the following:

(a) The Director shall approve all purchase orders and commitments for equipment and material and the employment of all services for the activities of the Authority authorized or directed by the Board of Commissioners.

(b) For any expenditure in an amount in excess of Ten Thousand Dollars (\$10,000.00), bids shall be obtained and presented to the Board of Commissioners for its approval. Bids will not be required for the purchase of land or for payrolls or the employment of professional or specialized services. This paragraph shall be effective except in case of written contracts which have previously been approved by the Board of Commissioners. In such cases, the terms of the Contract itself shall govern.

(c) Purchases, contracts or commitments in an amount not exceeding Ten Thousand Dollars (\$10,000.00) may be made without specific prior approval of the Board of Commissioners and pursuant to the authorization under the general appropriations act adopted by the Board of Commissioners under the Uniform Budget and Accounting Act, Act No. 2 of the Public Acts of 1968, as amended, provided that (i) the Director and the Executive Secretary concur that the purchase, contract or commitment is authorized under the general appropriations act, (ii) such purchase, contract or commitment is made only after having received as many quotations as practicable from qualified bidders, and (iii) the procedures in

this Article respecting the issuance, certification, presentation and approval of vouchers for payment of obligations shall be adhered to. In the case of emergency, the Director, with the approval of the Chairman, may approve of purchases, contracts or commitments in an amount not exceeding Fifty Thousand Dollars (\$50,000.00) without specific prior approval of the Board of Commissioners and pursuant to the authorization under the general appropriations act.

(d) Upon the receipt of an invoice, together with certification that the property or service was duly ordered, has been received, and is satisfactory, the Controller shall issue a voucher and shall certify on each voucher that an appropriation has been made for such expenditure and that there remains an unexpended balance sufficient to pay such voucher. If there be not sufficient money appropriated and available, the Controller shall not issue the voucher until an appropriation is made. When a voucher has been so issued and certified by Controller, the Controller shall deliver it to the Executive Secretary to be approved for payment. When such voucher has been approved by the Executive Secretary, the Controller shall issue payment.

(e) The Executive Secretary shall inspect all vouchers for payment of obligations presented by the Controller and verify that they are duly certified. If satisfied of their authenticity, the Executive Secretary shall sign them as approved for payment. The Executive Secretary then shall present the voucher for certification by the Director that the property or service was duly ordered, has been received, and is satisfactory. The Executive Secretary thereafter shall present the vouchers to the Board of Commissioners at each regular meeting of the Board for approval.

XVI. Committees

The Board of Commissioners shall establish a Pension Committee and a Retiree Health Care Benefits and Trust Board of Trustees for the purpose of overseeing matters pertaining to the Authority's pension and retirement health care benefit programs. The Board of Commissioners from time to time may establish such other committees, standing or special, as the Board shall deem necessary or convenient to carry out the work of the Authority. The Chairman shall be ex officio a member of all committees.

XVII. Biannual Report

The Board of Commissioners, on or before the first day in June of every even year, shall submit a written report to the Governor and to the Board of County Commissioners of each of the Counties of Wayne, Oakland, Macomb, Washtenaw and Livingston, which report shall contain a statement of the doings of the Board of Commissioners during the preceding two calendar years.

XVIII. Powers of Board of Commissioners

The Board of Commissioners shall exercise all such powers and perform such duties to the fullest extent authorized and provided by Act No. 147 and the statutes and the laws of the State of Michigan.

XIX. Immunity, Indemnification and Insurance

(a) Immunity. A member of the Board of Commissioners or an officer, appointee or employee of the Authority shall not be subject to personal liability when acting in good faith within the scope of his or her authority or on account of the liability of the Authority.

(b) Indemnification. The Authority shall indemnify and procure insurance indemnifying each member of the Board of Commissioners and each officer and appointee of the Authority against liability arising out of the discharge of his or her official duties, or for liability asserted by a person with regard to bonds or other obligations of the Authority, the issuance of bonds or other obligations of the Authority, or by reason of any other action taken or the failure to act by the Authority.

(c) Insurance. The Authority, in addition to the insurance referred to above, shall purchase and maintain insurance on behalf of each member of the Board of Commissioners and each officer and appointee of the Authority against any liability arising out of the status of that person or asserted against that person and incurred by that person in any capacity.

(d) Eligible Expenses. Indemnification or other payment under this Article may be for expenses, including attorneys' fees, actually and reasonably incurred, and for judgments, penalties, fines and amounts paid in settlement actually and reasonably incurred.

XX. Amendments

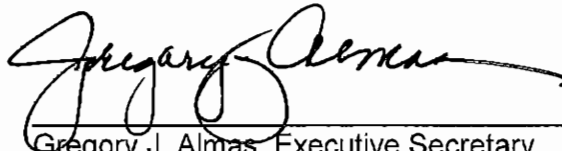
These bylaws or any of them may be altered, amended, added to or repealed by a majority of the members of the Board of Commissioners then in office at any regular meeting of said Board of Commissioners or at any special meeting, providing any of such changes are not inconsistent with or contravene the laws of the State of Michigan. Provided, that before any changes are made in said bylaws, a copy of the proposed changes shall be filed with the Executive Secretary at least ten (10) days prior to the meeting at which action thereon is to be taken, and the Executive Secretary shall cause a copy of said proposed changes to be sent each Commissioner at least five (5) days prior to said meeting, together with written notice of the time and place of such meeting.

XXI. Parliamentary Practice

The rules of parliamentary procedure comprised in "*Cushing's Manual of Parliamentary Practice*" shall govern in all cases in which they are not inconsistent with the standing rules and orders of this Board and not contrary to any existing laws of the State of Michigan.

CERTIFICATION:

I, Gregory J. Almas, Executive Secretary of the Huron-Clinton Metropolitan Authority, do hereby certify that the above is a true copy of the Bylaws of the Authority, as last amended on June 18, 2009.



Gregory J. Almas, Executive Secretary
Huron-Clinton Metropolitan Authority

Approved as to legal form
and conformity with law:



Michael P. McGee, Esq.
Miller Canfield Paddock and Stone, PLC
150 West Jefferson Ave., Suite 2500
Detroit, Michigan 48226

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BYLAWS OF THE HURON-CLINTON METROPOLITAN AUTHORITY

As Amended ~~January 22~~April 14, 20136

I. Terms of Office of Board of Commissioners

In accordance with the provisions of Act No. 147, Public Acts of 1939, the term of office of each member of the first Board of Commissioners shall commence on the date of election by the respective County or appointment by the Governor in the year 1941, and shall run for the terms specified by statute.

	<u>Elected</u>	Original	Original <u>Second</u>
(a) Elected Commissioners		Terms in Years	<u>Expiration Date</u>
<u>Expiration Date</u>			

County

Wayne	Six	1947	<u>1953</u>
Oakland	Five	1946	<u>1951</u>
Macomb	Four	1945	<u>1949</u>
Washtenaw	Three	1944	<u>1947</u>
Livingston	Two	1943	<u>1945</u>

	<u>Appointed</u>	Original	Original <u>Second</u>
(b) Appointed Commissioners		Terms in Years	<u>Expiration Date</u>
<u>Expiration Date</u>			

One <u>Governor</u> Appointee	Four	1945	<u>1949</u>
One <u>Governor</u> Appointee	Two	1943	<u>1945</u>

From and after the expiration of the first terms herein specified, the term of office for each member of the Board of Commissioners subsequently elected by a County shall be for a term of six (6) years, and the term of office for each Commissioner subsequently appointed by the Governor shall be for a period of four (4) years or until their successors are elected or appointed, in accordance with Act No. 147.

Before assuming the duties of office, a Board member shall qualify by taking and subscribing to the constitutional oath of office.

II. Principal Office

The principal office of the Authority shall be at 13000 High Ridge Drive, Brighton, Michigan 48114, or at such other location as may be determined by the Board of Commissioners from time to time.

III. Meetings

(a) Regular meetings of the Board of Commissioners shall be held monthly on the second Thursday of each month at the principal office of the Authority for the transaction of such business as may be brought before the meeting, provided, however, that the regular monthly meetings of the Board of Commissioners may be held at such other date, location or place as may be determined from time to time by a majority of the members of the Board of Commissioners. The regular monthly meeting held in the month of June shall constitute the annual meeting of the Board of Commissioners.

(b) Special meetings of the Board of Commissioners may be called at any time by the Chair~~maperson~~ or Secretary, or by ~~a majority of the three~~ members of the Board of Commissioners, at such time or place as may be deemed necessary. Commissioners shall be notified in writing of the time, place and purpose of all special meetings of the Board of Commissioners at least ~~threetwo~~ (32) days prior thereto. Notice of special meetings provided to the Board of Commissioners shall describe the business to be transacted at said special meeting. Any Commissioner may waive such notice in writing, and shall be deemed to have waived such notice by his or her attendance at any such meeting.

(c) Public notice of all meetings of the Board of Commissioners shall be given and posted as required in Act No. 267, Public Acts of 1976, as amended, or other applicable State law.

(d) Closed sessions may be held in accordance with Act No. 267, Public Acts of 1976, as amended, or other applicable State law.

(e) A person shall be permitted to address a meeting of the Board of Commissioners under rules established and recorded by the Board of Commissioners and in accordance with Act No. 267, Public Acts of 1976, as amended, or other applicable State law.

IV. ~~Quorum~~Action by the Board

(a) The Board may act only by resolution or ordinance. The Secretary of the Board shall provide for the collection, codification and publication of all ordinances and resolutions of the Authority in accordance with law.

(b) A majority of the members of the Board of Commissioners then in office shall constitute a quorum for the transaction of business.

(c) The concurrence of a majority of the members of the Board of Commissioners then in office shall be necessary and sufficient for the passage of any resolutions, but no business shall be transacted unless there are then in office at least a majority of the full number of Commissioners fixed by law.

(d) The Board shall exercise all such powers and perform such duties to the fullest extent authorized and provided by Act No. 147 and the statutes and the laws of the State of Michigan.

V. Officers of Board of Commissioners

The Board of Commissioners shall elect a Chair~~maperson~~, a Vice-~~Chairman, a Secretary,~~ ~~and Chairperson~~, a Treasurer, and a Secretary, who shall be elected by the Commissioners at the

annual meeting of the Board of Commissioners. The term of each office shall be for one (1) year, expiring at the time of the following annual meeting of the Board of Commissioners or until their successors are elected; ~~provided, however, should either the Secretary or the Treasurer be a non-member of the Board of Commissioners, the Secretary's or Treasurer's term of office shall be at the will and pleasure of the Board of Commissioners. The Chairman and Vice Chairman, The officers~~ shall be members of the Board of Commissioners.

~~In the event of a vacancy occurring in the office of Chairman, the Vice Chairman shall assume the duties and responsibilities of Chairman until a new Chairman is elected by the Board of Commissioners.~~ In the event of a vacancy in any of the offices ~~hereinbefore mentioned~~of the Board, the Board of Commissioners at any ~~subsequent regular~~ meeting may fill ~~said~~the vacancy for the remainder of the unexpired term.

VI. Chairman

(a) Chairperson

(i) ~~(a)~~ The Chair~~ma~~person shall preside at all meetings of the Board of Commissioners, and shall have a vote upon all resolutions as a Commissioner.

(ii) ~~(b) The Chairman shall sign, with the Secretary or Executive Secretary~~Chairperson may sign, in the name of the Authority, all contracts and legal documents approved by the Board of Commissioners.

(b) ~~VII.~~ Vice-Chair~~ma~~person

In the event the office of Chair~~ma~~person shall become vacant by death, resignation or otherwise, or in the event of the absence of the Chair~~ma~~person or the Chair~~ma~~person's inability to discharge the duties of the office, ~~such duties for the time being devolve upon the Vice the Vice-Chairperson shall assume the duties and responsibilities of Chair~~ma~~person.~~

VIII. Secretary

~~The Secretary shall consult with the Executive Secretary from time to time respecting the Authority's administrative affairs, and otherwise shall perform the customary duties of such office, and such other duties as the Board of Commissioners shall direct. The Secretary shall sign, with the Chairman, in the name of the Authority, all contracts and legal documents approved by the Board of Commissioners.~~

(c) ~~IX.~~ Treasurer

The Treasurer shall consult with the ~~Controller~~CFO (hereafter defined) from time to time respecting the Authority's financial affairs and otherwise shall perform the customary duties of such office pursuant to applicable law, and such other duties as the Board of Commissioners shall direct. The Treasurer shall provide the Authority with a fidelity bond to indemnify the Authority from any loss caused by any fraudulent or dishonest act on the part of the Treasurer. The premium for said bond shall be paid out of the funds of the Authority.

(d) Secretary

The Secretary shall perform the customary duties of such office, and such other duties as the Board of Commissioners shall direct. The Secretary shall sign, with the Chairman, in the name of the Authority, all contracts and legal documents approved by the Board of Commissioners.

VI. ~~X~~ Director

The ~~Board of Commissioners shall appoint a~~ chief executive officer of the Authority ~~who~~ shall be known as the Director. The Director shall be appointed by the Board of Commissioners and hold office at the will and pleasure of the Board. The Director shall supervise, and be responsible for, the day-to-day operation of the Authority and shall provide general direction to the work and general management of all activities of the Authority. This, among other things, specifically includes the following:

(a) The Director shall be responsible for the appointment or employment and discharge of all employees, and for the direction of their activities ~~(except those whose appointment is made by the Board of Commissioners), or as otherwise directed by the Board of Commissioners. Decisions regarding the employment of management personnel shall be made in consultation with the Board of Commissioners, with emphasis placed on the recommendations and advice of members of the Board of Commissioners with special knowledge or experience relating to a given position for which an appointment is being considered.~~

(b) The Director may, ~~with the advice and consent of the Board of Commissioners,~~ delegate to subordinates any of the special duties assigned to the Director.

(c) The Director shall approve of such purchases and make such certifications as shall be required or permitted under the purchasing authority and approval procedures set forth in ~~these bylaws~~ the Authority's Purchasing Policy and otherwise as authorized and directed by the Board of Commissioners.

(d) The Director shall certify the rates of pay and the payrolls of all employees.

(e) The Director shall have the power and authority to execute and deliver, and to delegate signatory power for, contracts, leases, obligations, and other instruments approved by the Board or for which power to execute and deliver has been delegated by the Board to the Director.

(f) The Director shall arrange for the recording of minutes of meetings of the Board of Commissioners and shall have custody of the minute book and of the corporate seal of the Authority.

(g) The Director shall be the custodian of all records, except the financial records of the ~~Controller~~ CFO, and shall keep, at the office of the Board of Commissioners, and open to public examination in accordance with Act No. 267, Public Acts of 1976, as amended, and Act 442, Public Acts of 1976, as amended, at all reasonable times, all records, maps, charts, plans and documents pertaining to the work of the Authority.

(h) The Director may co-sign on such bank accounts as the CFO may designate. The Director shall provide the Authority with a fidelity bond to indemnify the Authority from any loss

caused by any fraudulent or dishonest act on the part of the ~~Executive Secretary~~ Director. The premium for said bond shall be paid out of the funds of the Authority.

(i) ~~(e)~~ The Director shall take such other actions and assume such other responsibilities as may be provided by federal and state law.

VII. ~~XI.~~ Deputy Director

The Director shall appoint a chief operating officer of the Authority who shall be known as the Deputy Director. The Deputy Director shall hold office at the will and pleasure of the Director. The Deputy Director, under the immediate supervision of the Director, is responsible for ~~the administration, operations, maintenance, marketing, community relations and volunteer services of the Authority, and such others~~ such responsibilities as shall be directed from time to time by the Director. The Deputy Director may witness the signature of the Director on contracts, leases, obligations, and other instruments which the Director has been authorized to sign. In the event the office of Director shall become vacant by death, resignation or otherwise, or in the event of the absence of the Director or the Director's inability to discharge the duties of the office, such duties, including the authority to execute and deliver contracts, leases, obligations, and other instruments approved by the Board, for the time being devolve upon the Deputy Director. ~~—The Deputy Director, in the absence of the Secretary or the Executive Secretary or in the event of the Secretary's or Executive Secretary's inability to act, shall perform the duties of the Secretary or Executive Secretary, and when so acting, shall have all the powers of and be subject to all the restrictions upon the Secretary or Executive Secretary.~~

~~XII. Controller~~

VIII. Chief Financial Officer

~~The Board of Commissioners shall appoint a~~ There is hereby created the position of chief financial officer ("CFO") of the Authority ~~who shall be known as the Controller. The Controller. The~~ Director shall appoint a CFO, subject to approval by the Board of Commissioners. The CFO shall hold office at the will and pleasure of the ~~Board and~~ Director. The CFO shall perform the usual duties of such office and such other duties as the ~~Board of Commissioners~~ Director may direct or as are required by law. This, among other things, includes the following:

(a) The ~~Controller~~ CFO shall prepare an annual budget for the Authority containing an itemized statement of the estimated current operational expenses and the expenses for capital outlay including funds for the operation and development of all property and facilities of the Authority, including any amounts necessary to pay the obligations of the Authority maturing during the ensuing fiscal year, and an estimate of the anticipated revenue of the Authority from all sources for the ensuing fiscal year. ~~—The~~

(b) The CFO shall receive all money due the Authority from taxes, fees, charges and all other sources, and shall deposit all such money in such bank or banks, and in such separate accounts, as the ~~Controller~~ CFO shall deem prudent and appropriate, subject to the approval of the Board of Commissioners. The ~~Controller~~ CFO may co-sign on such bank accounts ~~as the Board of Commissioners may designate.~~

(c) ~~(b)~~ The ~~Controller~~ CFO shall keep accounting records showing all financial transactions of the Authority in accordance with ~~a financial report at each~~

~~regular meeting of the Board of Commissioners~~the law, and shall permit inspection of all financial records by any Commissioner at any reasonable time.

(d) ~~(c)~~ The ~~Controller~~CFO shall issue and approve of such vouchers for payment of obligations and make such certifications as shall be required or permitted under the ~~purchasing authority and approval set forth in these bylaws and otherwise as authorized and directed by the Board of Commissioners~~Authority's Purchasing Policy.

(e) ~~(d)~~ The ~~Controller~~ shall ~~issue regular pay checks to all employees on payrolls certified by the Executive Secretary and approved by the Director~~CFO shall cause an annual audit of the Authority to be performed by independent certified public accountants in the manner required by Act No. 2, Public Acts of Michigan, 1968, as amended.

(f) ~~(e)~~ The ~~Controller~~CFO shall be the chief investment officer of the Authority and shall advise the Board of Commissioners in respect of an investment policy satisfying the requirements of Act No. 20, Public Acts of 1943, as amended. The ~~Controller~~CFO shall prepare reports respecting the Authority's investments from time to time ~~as directed by the Board of Commissioners~~but no less often than semi-annually.

(g) ~~(f)~~ The ~~Controller~~CFO shall monitor and evaluate the Authority's risk profile from time to time and provide direction to the Authority's risk management efforts. ~~The Controller shall present recommendations to the Board on appropriate carriers and levels of coverage insuring against risks assumed by the Authority and shall prepare and make reports respecting the Authority's risk profile from time to time as directed by the Board of Commissioners.~~

(h) ~~(g)~~ The ~~Controller~~CFO shall provide the Authority with a fidelity bond to indemnify the Authority from any loss caused by any fraudulent or dishonest act on the part of the ~~Controller~~CFO. The premium for said bond shall be paid out of the funds of the Authority.

(i) ~~(h)~~ The ~~Controller~~CFO shall advise the Treasurer on the financial affairs of the Authority.

XIII. Executive Secretary

~~The Board of Commissioners shall appoint an Executive Secretary, who shall hold office at the will and pleasure of the Board. The Executive Secretary shall perform the following duties and such other duties as the Board of Commissioners shall direct:~~

(a) ~~The Executive Secretary shall attend all meetings of the Board of Commissioners and of all Committees, and shall record the minutes of such meetings. The Executive Secretary shall have custody of the minute book and of the corporate seal of the Authority.~~

(b) ~~The Executive Secretary shall have charge of all correspondence and communications to and from the Board of Commissioners, and the giving and receiving of all notices pertaining to the work of the Authority.~~

(c) ~~The Executive Secretary shall be the custodian of all records, except the financial records of the Controller, and shall keep, at the office of the Board of Commissioners, and open to public examination in accordance with Act No. 267, Public Acts of 1976, as amended, at all reasonable times, all records, maps, charts, plans and documents pertaining to the work of the Authority.~~

~~(d) The Executive Secretary shall see that all property acquired is vested in the name of the Authority. The Executive Secretary shall notify the Board of Commissioners and the Controller when any such property is disposed of for cash consideration or otherwise.~~

~~(e) In the event the office of Secretary shall become vacant by death, resignation or otherwise, or in the event of the absence of the Secretary or the Secretary's inability to discharge the duties of the office, such duties for the time being devolve upon the Executive Secretary, and the Executive Secretary may sign, with the Chairman or Vice Chairman, in the name of the Authority, all contracts and legal documents approved by the Board of Commissioners, and when necessary shall affix the corporate seal thereto.~~

~~(f) The Executive Secretary shall review and approve all such vouchers for payment of obligations and make such certifications as shall be required or permitted under the purchasing authority and approval set forth in these bylaws and otherwise as authorized and directed by the Board of Commissioners.~~

~~(g) The Executive Secretary shall co sign on such bank accounts as the Board of Commissioners may designate. The Executive Secretary shall provide the Authority with a fidelity bond to indemnify the Authority from any loss caused by any fraudulent or dishonest act on the part of the Executive Secretary. The premium for said bond shall be paid out of the funds of the Authority.~~

~~(h) The Executive Secretary shall be the Authority's FOIA Coordinator as defined in Act No. 442, Public Acts of 1976, as amended, unless the Board of Commissioners shall make another designation of FOIA Coordinator.~~

IX. ~~XIV. Budget; Fiscal Year; Annual Financial Report; Audit~~Budget

The fiscal year of the Authority shall begin on January 1 and shall end on December 31 of each calendar year, or such other annual period as may be established by the Board of Commissioners. Prior to the beginning of each fiscal year, but not later than the December regular meeting, the ~~Board of Commissioners shall cause to be prepared a budget containing an itemized statement of the estimated current operational expenses and the expenses for capital outlay including funds for the operation and development of all property and facilities under the jurisdiction of the Board of Commissioners, including any amounts necessary to pay the obligations of the Authority maturing during the ensuing fiscal year, and an estimate of the anticipated revenue of the Authority from all sources for the ensuing fiscal year.~~ The Board of Commissioners shall adopt the budget in accordance with and subject to the requirements of ~~the Uniform Budget and Accounting Act, Act No. 2, Public Acts of 1968, as amended. The Board of Commissioners also shall cause to be prepared an annual financial report of the Authority, and shall obtain an annual audit of the Authority's financial records, accounts, and procedures, all in accordance with~~ the Uniform Budget and Accounting Act, Act No. 2, Public Acts of 1968, as amended.

X. ~~XV. Contracts; Purchasing Authority and Approval~~

Contracts shall be executed on behalf of the Authority by the ~~Chairman, Chairperson or~~ Chairman, Chairperson or Director ~~or Deputy Director~~ and witnessed by the Secretary, ~~Executive Secretary or Controller or Deputy Director~~, or otherwise as directed by the Board of Commissioners. Procurement procedures shall be established ~~to secure purchases at the lowest possible cost commensurate with the quality needed; to provide for the efficient purchase of supplies, equipment and services in a timely and~~

~~creditworthy fashion; to exercise positive financial control over all purchases; and to clearly define authority for the purchasing function, subject to the following:~~pursuant to the Authority's Purchasing Policy, as approved by the Board of Commissioners from time to time.

~~(a) The Director shall approve all purchase orders and commitments for equipment and material and the employment of all services for the activities of the Authority authorized or directed by the Board of Commissioners.~~

~~(b) For any expenditure in an amount in excess of Ten Thousand Dollars (\$10,000.00), bids shall be obtained and presented to the Board of Commissioners for its approval. Bids will not be required for the purchase of land or for payrolls or the employment of professional or specialized services. This paragraph shall be effective except in case of written contracts which have previously been approved by the Board of Commissioners. In such cases, the terms of the Contract itself shall govern.~~

~~(c) Purchases, contracts or commitments in an amount not exceeding Ten Thousand Dollars (\$10,000.00) may be made without specific prior approval of the Board of Commissioners and pursuant to the authorization under the general appropriations act adopted by the Board of Commissioners under the Uniform Budget and Accounting Act, Act No. 2 of the Public Acts of 1968, as amended, provided that (i) the Director and the Executive Secretary concur that the purchase, contract or commitment is authorized under the general appropriations act, (ii) such purchase, contract or commitment is made only after having received as many quotations as practicable from qualified bidders, and (iii) the procedures in this Article respecting the issuance, certification, presentation and approval of vouchers for payment of obligations shall be adhered to. In the case of emergency, the Director, with the approval of the Chairman, may approve of purchases, contracts or commitments in an amount not exceeding Fifty Thousand Dollars (\$50,000.00) without specific prior approval of the Board of Commissioners and pursuant to the authorization under the general appropriations act.~~

~~(d) Upon the receipt of an invoice, together with certification that the property or service was duly ordered, has been received, and is satisfactory, the Controller shall issue a voucher and shall certify on each voucher that an appropriation has been made for such expenditure and that there remains an unexpended balance sufficient to pay such voucher. If there be not sufficient money appropriated and available, the Controller shall not issue the voucher until an appropriation is made. When a voucher has been so issued and certified by Controller, the Controller shall deliver it to the Executive Secretary to be approved for payment. When such voucher has been approved by the Executive Secretary, the Controller shall issue payment.~~

~~(e) The Executive Secretary shall inspect all vouchers for payment of obligations presented by the Controller and verify that they are duly certified. If satisfied of their authenticity, the Executive Secretary shall sign them as approved for payment. The Executive Secretary then shall present the voucher for certification by the Director that the property or service was duly ordered, has been received, and is satisfactory. The Executive Secretary thereafter shall present the vouchers to the Board of Commissioners at each regular meeting of the Board for approval.~~

XI. ~~**XVI.**~~ **Committees**

~~(a)~~ (a) The Board of Commissioners shall establish a Pension Committee and a Retiree Health Care Benefits and Trust Board of Trustees as standing committees for the purpose of overseeing matters pertaining to the Authority's pension and retirement health care benefit

programs. The members of the foregoing standing committees shall include such members as the Board may appoint. Members of the foregoing standing committees shall serve for terms of 1 year or until their successors are appointed and serving and may be reappointed to additional terms.

(b) The Board of Commissioners shall establish an audit committee consisting of the Chairperson or Vice Chairperson and the Treasurer and Secretary. The audit committee shall meet not less often than annually with the Director, the CFO, and the Authority's independent public auditors to review the reports related to the financial condition, operations, performance, and management of the Authority, and may also recommend special reviews or audits to the Board.

(c) The Board of Commissioners from time to time may establish such other committees, standing or special, as the Board shall deem necessary or convenient to carry out the work of the Authority. The Chair~~maperson~~ shall be *ex officio* a member of all such committees.

XVII. Biannual Report

~~The Board of Commissioners, on or before the first day in June of every even year, shall submit a written report to the Governor and to the Board of County Commissioners of each of the Counties of Wayne, Oakland, Macomb, Washtenaw and Livingston, which report shall contain a statement of the doings of the Board of Commissioners during the preceding two calendar years.~~

XVIII. Powers of Board of Commissioners

~~The Board of Commissioners shall exercise all such powers and perform such duties to the fullest extent authorized and provided by Act No. 147 and the statutes and the laws of the State of Michigan.~~

XII. ~~XIX.~~ Immunity, Indemnification and Insurance

(a) Immunity. A member of the Board of Commissioners or an officer, appointee or employee of the Authority shall not be subject to personal liability when acting in good faith within the scope of his or her authority or on account of the liability of the Authority.

(b) Indemnification. The Authority shall indemnify and procure insurance indemnifying each member of the Board of Commissioners and each officer and appointee of the Authority against liability arising out of the discharge of his or her official duties, or for liability asserted by a person with regard to bonds or other obligations of the Authority, the issuance of bonds or other obligations of the Authority, or by reason of any other action taken or the failure to act by the Authority.

(c) Insurance. The Authority, in addition to the insurance referred to above, shall purchase and maintain insurance on behalf of each member of the Board of Commissioners and each officer and appointee of the Authority against any liability arising out of the status of that person or asserted against that person and incurred by that person in any capacity.

(d) Eligible Expenses. Indemnification or other payment under this Article may be for expenses, including attorneys' fees, actually and reasonably incurred, and for judgments, penalties, fines and amounts paid in settlement actually and reasonably incurred.

XIII. ~~XX.~~ Amendments

(a) These bylaws or any of them may be altered, amended, added to or repealed by a majority of the members of the Board of Commissioners then in office at any regular meeting of said Board of Commissioners or at any special meeting, providing any of such changes are not inconsistent with or contravene the laws of the State of Michigan. ~~Provided, that before~~

(b) ~~Prior to~~ any changes ~~are being~~ made ~~in said to these~~ bylaws, a copy of the proposed changes shall be filed with the ~~Executive~~ Secretary at least ten (10) days prior to the meeting at which action thereon is to be taken, and the ~~Executive Secretary~~ Director shall cause a copy of ~~said the~~ proposed changes to be ~~sent provided to~~ each Commissioner at least five (5) days prior to ~~said the~~ meeting, together with written notice of the time and place of ~~such meeting the meeting;~~ provided that this notice requirement may be waived and bylaws amendments considered and approved at the same meeting at which they were introduced by unanimous vote of the members of the Board of Commissioners then in office.

XIV. ~~XXI.~~ Parliamentary Practice

The rules of parliamentary procedure comprised in ~~"Cushing's Manual of Parliamentary Practice"~~"Robert's Rules of Order Newly Revised," as the same is updated and released from time to time. shall govern in all cases in which they are not inconsistent with the standing rules and orders of this Board and not contrary to any existing laws of the State of Michigan.

CERTIFICATION:

I, ~~Gregory J. Almas, Executive~~Secretary of the Huron-Clinton Metropolitan Authority, do hereby certify that the above is a true copy of the Bylaws of the Authority, as last amended on ~~June 18~~March 10, 200916.

~~Gregory J. Almas, Executive~~ Secretary
Huron-Clinton Metropolitan Authority

Approved as to legal form
and conformity with law:

~~Michael P~~Steven D. McGeeMann, Esq.
Miller Canfield Paddock and Stone, PLC
150 West Jefferson Ave., Suite 2500
Detroit, Michigan 48226

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BYLAWS OF THE HURON-CLINTON METROPOLITAN AUTHORITY

As Amended April 14, 2016

I. Terms of Office of Board of Commissioners

In accordance with the provisions of Act No. 147, Public Acts of 1939, the term of office of each member of the first Board of Commissioners shall commence on the date of election by the respective County or appointment by the Governor in the year 1941, and shall run for the terms specified by statute.

(a)	Elected Commissioners	Original Terms in Years	Original Expiration Date	Second Expiration Date
	<u>County</u>			
	Wayne	Six	1947	1953
	Oakland	Five	1946	1951
	Macomb	Four	1945	1949
	Washtenaw	Three	1944	1947
	Livingston	Two	1943	1945
(b)	Appointed Commissioners	Original Terms in Years	Original Expiration Date	Second Expiration Date
	Governor Appointee	Four	1945	1949
	Governor Appointee	Two	1943	1945

From and after the expiration of the first terms herein specified, the term of office for each member of the Board of Commissioners subsequently elected by a County shall be for a term of six (6) years, and the term of office for each Commissioner subsequently appointed by the Governor shall be for a period of four (4) years or until their successors are elected or appointed, in accordance with Act No. 147.

Before assuming the duties of office, a Board member shall qualify by taking and subscribing to the constitutional oath of office.

II. Principal Office

The principal office of the Authority shall be at 13000 High Ridge Drive, Brighton, Michigan 48114, or at such other location as may be determined by the Board of Commissioners from time to time.

III. Meetings

(a) Regular meetings of the Board of Commissioners shall be held monthly on the second Thursday of each month at the principal office of the Authority for the transaction of such business as may be brought before the meeting, provided, however, that the regular monthly meetings of the Board of Commissioners may be held at such other date, location or place as may

be determined from time to time by a majority of the members of the Board of Commissioners. The regular monthly meeting held in the month of June shall constitute the annual meeting of the Board of Commissioners.

(b) Special meetings of the Board of Commissioners may be called at any time by the Chairperson or Secretary, or by three members of the Board of Commissioners, at such time or place as may be deemed necessary. Commissioners shall be notified in writing of the time, place and purpose of all special meetings of the Board of Commissioners at least two (2) days prior thereto. Notice of special meetings provided to the Board of Commissioners shall describe the business to be transacted at said special meeting. Any Commissioner may waive such notice in writing, and shall be deemed to have waived such notice by his or her attendance at any such meeting.

(c) Public notice of all meetings of the Board of Commissioners shall be given and posted as required in Act No. 267, Public Acts of 1976, as amended, or other applicable State law.

(d) Closed sessions may be held in accordance with Act No. 267, Public Acts of 1976, as amended, or other applicable State law.

(e) A person shall be permitted to address a meeting of the Board of Commissioners under rules established and recorded by the Board of Commissioners and in accordance with Act No. 267, Public Acts of 1976, as amended, or other applicable State law.

IV. Action by the Board

(a) The Board may act only by resolution or ordinance. The Secretary of the Board shall provide for the collection, codification and publication of all ordinances and resolutions of the Authority in accordance with law.

(b) A majority of the members of the Board of Commissioners then in office shall constitute a quorum for the transaction of business.

(c) The concurrence of a majority of the members of the Board of Commissioners then in office shall be necessary and sufficient for the passage of any resolutions, but no business shall be transacted unless there are then in office at least a majority of the full number of Commissioners fixed by law.

(d) The Board shall exercise all such powers and perform such duties to the fullest extent authorized and provided by Act No. 147 and the statutes and the laws of the State of Michigan.

V. Officers of Board of Commissioners

The Board of Commissioners shall elect a Chairperson, a Vice-Chairperson, a Treasurer, and a Secretary, who shall be elected by the Commissioners at the annual meeting of the Board of Commissioners. The term of each office shall be for one (1) year, expiring at the time of the following annual meeting of the Board of Commissioners or until their successors are elected. The officers shall be members of the Board of Commissioners.

In the event of a vacancy in any of the offices of the Board, the Board of Commissioners at any meeting may fill the vacancy for the remainder of the unexpired term.

(a) Chairperson

(i) The Chairperson shall preside at all meetings of the Board of Commissioners, and shall have a vote upon all resolutions as a Commissioner.

(ii) The Chairperson may sign, in the name of the Authority, all contracts and legal documents approved by the Board of Commissioners.

(b) Vice-Chairperson

In the event the office of Chairperson shall become vacant by death, resignation or otherwise, or in the event of the absence of the Chairperson or the Chairperson's inability to discharge the duties of the office, the Vice-Chairperson shall assume the duties and responsibilities of Chairperson.

(c) Treasurer

The Treasurer shall consult with the CFO (hereafter defined) from time to time respecting the Authority's financial affairs and otherwise shall perform the customary duties of such office pursuant to applicable law, and such other duties as the Board of Commissioners shall direct. The Treasurer shall provide the Authority with a fidelity bond to indemnify the Authority from any loss caused by any fraudulent or dishonest act on the part of the Treasurer. The premium for said bond shall be paid out of the funds of the Authority.

(d) Secretary

The Secretary shall perform the customary duties of such office, and such other duties as the Board of Commissioners shall direct. The Secretary may sign, in the name of the Authority, all contracts and legal documents approved by the Board of Commissioners.

VI. Director

The chief executive officer of the Authority shall be known as the Director. The Director shall be appointed by the Board of Commissioners and hold office at the will and pleasure of the Board. The Director shall supervise, and be responsible for, the day-to-day operation of the Authority and shall provide general direction to the work and general management of all activities of the Authority. This, among other things, specifically includes the following:

(a) The Director shall be responsible for the appointment or employment and discharge of all employees, and for the direction of their activities.

(b) The Director may delegate to subordinates any of the special duties assigned to the Director.

(c) The Director shall approve of such purchases and make such certifications as shall be required or permitted under the purchasing authority and approval procedures set forth in the Authority's Purchasing Policy and otherwise as authorized and directed by the Board of Commissioners.

(d) The Director shall certify the rates of pay and the payrolls of all employees.

(e) The Director shall have the power and authority to execute and deliver, and to delegate signatory power for, contracts, leases, obligations, and other instruments approved by the Board or for which power to execute and deliver has been delegated by the Board to the Director.

(f) The Director shall arrange for the recording of minutes of meetings of the Board of Commissioners and shall have custody of the minute book and of the corporate seal of the Authority.

(g) The Director shall be the custodian of all records, except the financial records of the CFO, and shall keep, at the office of the Board of Commissioners, and open to public examination in accordance with Act No. 267, Public Acts of 1976, as amended, and Act 442, Public Acts of 1976, as amended, at all reasonable times, all records, maps, charts, plans and documents pertaining to the work of the Authority.

(h) The Director may co-sign on such bank accounts as the CFO may designate. The Director shall provide the Authority with a fidelity bond to indemnify the Authority from any loss caused by any fraudulent or dishonest act on the part of the Director. The premium for said bond shall be paid out of the funds of the Authority.

(i) The Director shall take such other actions and assume such other responsibilities as may be provided by federal and state law.

VII. Deputy Director

The Director shall appoint a chief operating officer of the Authority who shall be known as the Deputy Director. The Deputy Director shall hold office at the will and pleasure of the Director. The Deputy Director, under the immediate supervision of the Director, is responsible for such responsibilities as shall be directed from time to time by the Director. The Deputy Director may witness the signature of the Director on contracts, leases, obligations, and other instruments which the Director has been authorized to sign. In the event the office of Director shall become vacant by death, resignation or otherwise, or in the event of the absence of the Director or the Director's inability to discharge the duties of the office, such duties, including the authority to execute and deliver contracts, leases, obligations, and other instruments approved by the Board, for the time being devolve upon the Deputy Director.

VIII. Chief Financial Officer

There is hereby created the position of chief financial officer ("CFO") of the Authority. The Director shall appoint a CFO, subject to approval by the Board of Commissioners. The CFO shall hold office at the will and pleasure of the Director. The CFO shall perform the usual duties of such office and such other duties as the Director may direct or as are required by law. This, among other things, includes the following:

(a) The CFO shall prepare an annual budget for the Authority containing an itemized statement of the estimated current operational expenses and the expenses for capital outlay including funds for the operation and development of all property and facilities of the Authority, including any amounts necessary to pay the obligations of the Authority maturing during the

ensuing fiscal year, and an estimate of the anticipated revenue of the Authority from all sources for the ensuing fiscal year.

(b) The CFO shall receive all money due the Authority from taxes, fees, charges and all other sources, and shall deposit all such money in such bank or banks, and in such separate accounts, as the CFO shall deem prudent and appropriate, subject to the approval of the Board of Commissioners. The CFO may co-sign on such bank accounts.

(c) The CFO shall keep accounting records showing all financial transactions of the Authority in accordance with the law, and shall permit inspection of all financial records by any Commissioner at any reasonable time.

(d) The CFO shall issue and approve of such vouchers for payment of obligations and make such certifications as shall be required or permitted under the Authority's Purchasing Policy.

(e) The CFO shall cause an annual audit of the Authority to be performed by independent certified public accountants in the manner required by Act No. 2, Public Acts of Michigan, 1968, as amended.

(f) The CFO shall be the chief investment officer of the Authority and shall advise the Board of Commissioners in respect of an investment policy satisfying the requirements of Act No. 20, Public Acts of 1943, as amended. The CFO shall prepare reports respecting the Authority's investments from time to time but no less often than semi-annually.

(g) The CFO shall monitor and evaluate the Authority's risk profile from time to time and provide direction to the Authority's risk management efforts.

(h) The CFO shall provide the Authority with a fidelity bond to indemnify the Authority from any loss caused by any fraudulent or dishonest act on the part of the CFO. The premium for said bond shall be paid out of the funds of the Authority.

(i) The CFO shall advise the Treasurer on the financial affairs of the Authority.

IX. Fiscal Year; Budget

The fiscal year of the Authority shall begin on January 1 and shall end on December 31 of each calendar year, or such other annual period as may be established by the Board of Commissioners. Prior to the beginning of each fiscal year, but not later than the December regular meeting, the Board of Commissioners shall adopt the budget in accordance with and subject to the requirements of the Uniform Budget and Accounting Act, Act No. 2, Public Acts of 1968, as amended.

X. Contracts; Purchasing Authority and Approval

Contracts shall be executed on behalf of the Authority by the Chairperson or Director and witnessed by the Secretary or Deputy Director, or otherwise as directed by the Board of Commissioners. Procurement procedures shall be established pursuant to the Authority's Purchasing Policy, as approved by the Board of Commissioners from time to time.

XI. Committees

(a) The Board of Commissioners shall establish a Pension Committee and a Retiree Health Care Benefits and Trust Board of Trustees as standing committees for the purpose of overseeing matters pertaining to the Authority's pension and retirement health care benefit programs. The members of the foregoing standing committees shall include such members as the Board may appoint. Members of the foregoing standing committees shall serve for terms of 1 year or until their successors are appointed and serving and may be reappointed to additional terms.

(b) The Board of Commissioners shall establish an audit committee consisting of the Chairperson or Vice Chairperson and the Treasurer and Secretary. The audit committee shall meet not less often than annually with the Director, the CFO, and the Authority's independent public auditors to review the reports related to the financial condition, operations, performance, and management of the Authority, and may also recommend special reviews or audits to the Board.

(c) The Board of Commissioners from time to time may establish such other committees, standing or special, as the Board shall deem necessary or convenient to carry out the work of the Authority. The Chairperson shall be *ex officio* a member of all such committees.

XII. Immunity, Indemnification and Insurance

(a) Immunity. A member of the Board of Commissioners or an officer, appointee or employee of the Authority shall not be subject to personal liability when acting in good faith within the scope of his or her authority or on account of the liability of the Authority.

(b) Indemnification. The Authority shall indemnify and procure insurance indemnifying each member of the Board of Commissioners and each officer and appointee of the Authority against liability arising out of the discharge of his or her official duties, or for liability asserted by a person with regard to bonds or other obligations of the Authority, the issuance of bonds or other obligations of the Authority, or by reason of any other action taken or the failure to act by the Authority.

(c) Insurance. The Authority, in addition to the insurance referred to above, shall purchase and maintain insurance on behalf of each member of the Board of Commissioners and each officer and appointee of the Authority against any liability arising out of the status of that person or asserted against that person and incurred by that person in any capacity.

(d) Eligible Expenses. Indemnification or other payment under this Article may be for expenses, including attorneys' fees, actually and reasonably incurred, and for judgments, penalties, fines and amounts paid in settlement actually and reasonably incurred.

XIII. Amendments

(a) These bylaws or any of them may be altered, amended, added to or repealed by a majority of the members of the Board of Commissioners then in office at any regular meeting of said Board of Commissioners or at any special meeting, providing any of such changes are not inconsistent with or contravene the laws of the State of Michigan.

(b) Prior to any changes being made to these bylaws, a copy of the proposed changes shall be filed with the Secretary at least ten (10) days prior to the meeting at which action thereon

is to be taken, and the Director shall cause a copy of the proposed changes to be provided to each Commissioner at least five (5) days prior to the meeting, together with written notice of the time and place of the meeting; provided that this notice requirement may be waived and bylaws amendments considered and approved at the same meeting at which they were introduced by unanimous vote of the members of the Board of Commissioners then in office.

XIV. Parliamentary Practice

The rules of parliamentary procedure comprised in "*Robert's Rules of Order Newly Revised*," as the same is updated and released from time to time, shall govern in all cases in which they are not inconsistent with the standing rules and orders of this Board and not contrary to any existing laws of the State of Michigan.

CERTIFICATION:

I, _____, Secretary of the Huron-Clinton Metropolitan Authority, do hereby certify that the above is a true copy of the Bylaws of the Authority, as last amended on March 10, 2016.

Secretary
Huron-Clinton Metropolitan Authority

Approved as to legal form
and conformity with law:

Steven D. Mann, Esq.
Miller Canfield Paddock and Stone, PLC
150 West Jefferson Ave., Suite 2500
Detroit, Michigan 48226



To: Board of Commissioners
From: Rebecca Franchock, Controller
Subject: Revised Adoption Agreement ICMA-RC 401 Plan
Date: April 5, 2016

Action Requested: Motion to Approve

That the Board of Commissioners' approve the revised adoption agreement for the 401 plan with ICMA-RC in accordance with IRS regulations as recommended by Controller Franchock and staff.

Fiscal Impact: The restatement itself has no fiscal impact.

Background: The ICMA-RC recently notified staff that the adoption agreement originally approved by the Board at the January 10, 2013 meeting needs to be revised. This is primarily a housekeeping issue to keep the adoption agreement in compliance with current Internal Revenue Service (IRS) regulations.

The process of completing the revised adoption agreement included reviewing the original adoption agreement prepared by the previous controller. During this process an error was found in the eligibility requirements section. The original agreement indicates that all full-time employees are eligible. This should have stated that all full-time employees hired on or after January 1, 2013 are eligible. This matter has been reviewed with Ken Sachs of Miller Canfield and staff anticipates that he will be present at the May Board of Commissioners meeting to provide an update and recommendation.

HURON-CLINTON METROPARKS MONTHLY STATISTICS

March, 2016

PARK	MONTHLY VEHICLE ENTRIES			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	16,558	20,163	18,202	-9%
Wolcott Mill	4,559	2,913	2,940	55%
Stony Creek	24,884	21,795	21,268	17%
Indian Springs	4,413	3,988	3,525	25%
Kensington	47,353	45,712	41,769	13%
Huron Meadows	4,477	4,057	3,594	25%
Hudson Mills	13,149	12,269	11,733	12%
Lower Huron/Willow/Oakwoods	34,784	30,772	28,909	20%
Lake Erie	10,321	7,918	8,204	26%
Monthly TOTALS	160,498	149,587	140,145	15%

MONTHLY TOLL REVENUE			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ 44,056	\$ 45,575	\$ 37,197	18%
\$ 125,510	\$ 101,858	\$ 80,400	56%
\$ 20,849	\$ 16,312	\$ 13,667	53%
\$ 167,778	\$ 127,611	\$ 108,197	55%
\$ 3,300	\$ 4,627	\$ 3,098	7%
\$ 43,002	\$ 39,627	\$ 32,685	32%
\$ 34,343	\$ 43,068	\$ 28,709	20%
\$ 47,579	\$ 27,204	\$ 26,574	79%
\$ 486,417	\$ 405,882	\$ 330,527	47%

PARK	Y-T-D VEHICLE ENTRIES			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	46,706	48,133	46,352	1%
Wolcott Mill	11,687	5,625	5,347	119%
Stony Creek	59,213	50,386	51,843	14%
Indian Springs	9,683	8,069	7,599	27%
Kensington	113,200	104,372	99,438	14%
Huron Meadows	13,103	13,904	13,533	-3%
Hudson Mills	26,742	22,920	24,309	10%
Lower Huron/Willow/Oakwoods	87,070	72,046	70,701	23%
Lake Erie	22,603	19,044	19,075	18%
Monthly TOTALS	390,007	344,499	338,198	15%

Y-T-D TOLL REVENUE			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ 142,915	\$ 135,329	\$ 114,803	24%
\$ 306,959	\$ 234,243	\$ 217,766	41%
\$ 52,184	\$ 36,428	\$ 35,831	46%
\$ 385,035	\$ 277,258	\$ 255,445	51%
\$ 20,703	\$ 29,403	\$ 23,234	-11%
\$ 93,245	\$ 75,683	\$ 73,205	27%
\$ 113,151	\$ 84,904	\$ 72,683	56%
\$ 106,283	\$ 71,855	\$ 67,246	58%
\$ 1,220,475	\$ 945,103	\$ 860,212	42%

PARK	MONTHLY PARK REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	\$ 83,704	\$ 61,010	\$ 51,433	63%
Wolcott Mill	\$ 10,716	\$ 23,696	\$ 16,760	-36%
Stony Creek	\$ 152,195	\$ 133,754	\$ 108,524	40%
Indian Springs	\$ 37,674	\$ 23,855	\$ 24,520	54%
Kensington	\$ 232,780	\$ 177,803	\$ 153,067	52%
Huron Meadows	\$ 14,331	\$ 8,493	\$ 6,255	129%
Hudson Mills	\$ 59,290	\$ 58,236	\$ 47,734	24%
Lower Huron/Willow/Oakwoods	\$ 45,579	\$ 53,440	\$ 37,490	22%
Lake Erie	\$ 68,153	\$ 43,439	\$ 46,588	46%
Y-T-D TOTALS	\$ 704,421	\$ 583,727	\$ 492,373	43%

Y-T-D PARK REVENUE			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ 197,491	\$ 175,858	\$ 148,566	33%
\$ 21,836	\$ 34,188	\$ 30,247	-28%
\$ 356,239	\$ 303,018	\$ 287,923	24%
\$ 87,733	\$ 57,080	\$ 61,695	42%
\$ 503,284	\$ 396,387	\$ 353,842	42%
\$ 49,128	\$ 55,118	\$ 45,552	8%
\$ 120,123	\$ 107,406	\$ 102,863	17%
\$ 135,917	\$ 103,455	\$ 91,165	49%
\$ 134,530	\$ 93,839	\$ 92,236	46%
\$ 1,606,281	\$ 1,326,349	\$1,214,088	32%

District	Y-T-D Vehicle Entries by Management Unit			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Eastern	117,606	104,144	103,542	14%
Western	162,728	149,265	144,879	12%
Southern	109,673	91,090	89,777	22%

Y-T-D Total Revenue by Management Unit			
Current	Previous	Prev 3 Yr Avg	Change from Average
575,567	513,064	466,736	23%
760,268	615,991	563,952	35%
270,447	197,294	183,400	47%

HURON-CLINTON METROPARKS MONTHLY STATISTICS

March, 2016

GOLF THIS MONTH	MONTHLY ROUNDS			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Wolcott Mill	28	0	0	-
Stony Creek	163	0	0	-
Indian Springs	207	0	0	-
Kensington	302	0	0	-
Huron Meadows	337	0	0	-
Hudson Mills	126	0	0	-
Willow	0	4	1	-
Lake Erie	161	0	0	-
Total Regulation	1,324	4	1	992%
LSC Par 3	16	4	4	3%
LSC Foot Golf	4	0	0	-
L. Huron Par 3	0	0	0	-
L. Huron Foot Golf	0	0	0	-
Total Golf	1,344	8	5	268%

GOLF Y-T-D	GOLF ROUNDS Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Wolcott Mill	28	0	0	-
Stony Creek	163	0	0	-
Indian Springs	207	0	0	-
Kensington	302	0	0	-
Huron Meadows	337	0	0	-
Hudson Mills	126	0	0	-
Willow	0	4	1	-
Lake Erie	161	0	0	-
Total Regulation	1,324	4	1	992%
LSC Par 3	16	4	4	3%
LSC Foot Golf	4	0	0	-
L. Huron Par 3	0	0	0	-
L. Huron Foot Golf	0	0	0	-
Total Golf	1,344	8	5	268%

AQUATICS THIS MONTH	PATRONS THIS MONTH			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair	0	0	0	-
Stony Creek Rip Slide	0	0	0	-
KMP Splash	0	0	0	-
Hudson Mills Rip Slide	0	0	0	-
Lower Huron	0	0	0	-
Willow	0	0	0	-
Lake Erie	0	0	0	-
TOTALS	0	0	0	-

AQUATICS Y-T-D	PATRONS Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair	0	0	0	-
Stony Creek Rip Slide	0	0	0	-
KMP Splash	0	0	0	-
Hudson Mills Rip Slide	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 from Average
\$ 648	\$ -	\$ -	-
\$ 4,252	\$ 3,584	\$ 5,685	-25%
\$ 4,642	\$ -	\$ -	-
\$ 6,557	\$ -	\$ -	-
\$ 7,613	\$ -	\$ -	-
\$ 2,319	\$ -	\$ -	-
\$ 2,489	\$ 109	\$ 70	3473%
\$ 3,926	\$ -	\$ 42	9321%
\$ 32,446	\$ 3,693	\$ 5,797	460%
\$ 46	\$ 22	\$ 19	142%
\$ 28	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 32,520	\$ 3,715	\$ 5,816	459%

GOLF REVENUE Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ 648	\$ -	\$ -	-
\$ 4,252	\$ 8,228	\$ 10,295	-59%
\$ 4,642	\$ -	\$ -	-
\$ 6,557	\$ -	\$ -	-
\$ 7,613	\$ -	\$ -	-
\$ 2,319	\$ -	\$ -	-
\$ 2,489	\$ 109	\$ 70	3473%
\$ 3,926	\$ -	\$ 42	9321%
\$ 32,446	\$ 8,337	\$ 10,406	212%
\$ 46	\$ 22	\$ 19	142%
\$ 28	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 32,520	\$ 8,359	\$ 10,425	212%

MONTHLY REVENUE			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 780	\$ 400	\$ 400	95%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 780	\$ 400	\$ 400	95%

REVENUE Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 1,490	\$ 1,250	\$ 750	99%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 1,490	\$ 1,250	\$ 750	99%

HURON-CLINTON METROPARKS MONTHLY STATISTICS

March, 2016

PARK	Seasonal Activities this Month			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair				
Welsh Center	2	4	4	-50%
Shelters	26	46	15	70%
Boat Launches	15	0	0	4400%
Marina	0	0	0	-
Mini-Golf	0	0	0	-
Wolcott				
Activity Center	8	3	5	50%
Stony Creek				
Disc Golf Daily	519	347	319	63%
Disc Golf Annual	33	22	19	74%
Total Disc Golf	552	369	338	63%
Shelters	29	49	39	-26%
Boat Rental	0	0	0	-
Boat Launches	0	0	0	-
Indian Springs				
Shelters	6	3	8	-22%
Event Room	3	0	77	-96%
Kensington				
Disc Golf Daily	1,482	249	117	1163%
Disc Golf Annual	51	32	18	189%
Total Disc Golf	1,533	281	135	1036%
Shelters	37	70	58	-37%
Boat Rental	0	0	0	-
Huron Meadows				
Shelters	1	2	1	0%
Hudson Mills				
Disc Golf Daily	583	427	413	41%
Disc Golf Annual	27	36	25	9%
Total Disc Golf	610	463	438	39%
Shelters	9	22	18	-49%
Canoe Rental	0	0	0	-
Lower Huron / Willow / Oakwoods				
Shelters	33	39	35	-6%
Lake Erie				
Shelters	5	9	9	-42%
Boat Launches	1,031	279	312	230%
Marina	0	0	0	-

Monthly Revenue			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ 1,600	\$ 3,200	\$ 2,500	-36%
\$ 7,225	\$ 9,600	\$ 7,850	-8%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 1,400	\$ 2,800	\$ 2,717	-48%
\$ 1,557	\$ 1,055	\$ 758	105%
\$ 1,735	\$ 1,100	\$ 760	128%
\$ 3,292	\$ 2,155	\$ 1,518	117%
\$ 6,525	\$ 9,800	\$ 8,800	-26%
\$ -	\$ -	\$ -	-
\$ -	\$ 1,500	\$ 1,000	-
\$ 1,200	\$ 600	\$ 1,533	-22%
\$ 7,000	\$ 3,940	\$ 4,180	67%
\$ 4,446	\$ 249	\$ 152	2831%
\$ 2,765	\$ 1,600	\$ 863	220%
\$ 7,211	\$ 1,849	\$ 1,015	610%
\$ 8,475	\$ 15,600	\$ 12,965	-35%
\$ -	\$ -	\$ -	-
\$ 200	\$ 400	\$ 200	0%
\$ 1,749	\$ 1,281	\$ 967	81%
\$ 1,445	\$ 1,720	\$ 1,160	25%
\$ 3,194	\$ 3,001	\$ 2,127	50%
\$ 1,800	\$ 4,400	\$ 3,467	-48%
\$ -	\$ -	\$ -	-
\$ 7,050	\$ 8,400	\$ 7,233	-3%
\$ 1,100	\$ 2,000	\$ 1,950	-44%
\$ -	\$ -	\$ -	-
\$ 13,856	\$ 12,866	\$ 15,732	-12%

HURON-CLINTON METROPARKS MONTHLY STATISTICS

March, 2016

PARK	Seasonal Activities Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair				
Welsh Center	6	13	11	-45%
Shelters	50	80	27	88%
Boat Launches	18	0	1	2600%
Marina	0	0	0	-
Mini-Golf	0	0	0	-
Wolcott				
Activity Center	21	13	18	19%
Stony Creek				
Disc Golf Daily	524	347	324	62%
Disc Annual	50	23	23	117%
Total Disc Golf	574	370	347	65%
Shelters	93	89	88	5%
Boat Rental	0	0	0	-
Boat Launches	0	0	0	-
Indian Springs				
Shelters	10	11	12	-14%
Event Room	14	250	359	-96%
Kensington				
Disc Golf Daily	1,750	291	143	1127%
Disc Annual	75	37	25	204%
Total Disc Golf	1,825	328	167	991%
Shelters	105	151	122	-14%
Boat Rental	0	0	0	-
Huron Meadows				
Shelters	6	6	5	13%
Hudson Mills				
Disc Golf Daily	1,039	547	584	78%
Disc Annual	63	53	47	33%
Total Disc Golf	1,102	600	631	75%
Shelters	25	32	27	-9%
Canoe Rental	0	0	0	-
Lower Huron / Willow / Oakwoods				
Shelters	80	70	76	5%
Lake Erie				
Shelters	17	21	25	-31%
Boat Launches	1,244	357	397	214%
Marina	0	0	0	-

Seasonal Revenue Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ 4,650	\$ 10,450	\$ 6,417	-28%
\$ 13,550	\$ 16,575	\$ 16,533	-18%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ 5,500	\$ 5,300	\$ 5,667	-3%
\$ 1,572	\$ 1,055	\$ 769	105%
\$ 2,670	\$ 1,150	\$ 960	178%
\$ 4,242	\$ 2,205	\$ 1,729	145%
\$ 16,875	\$ 17,800	\$ 18,533	-9%
\$ -	\$ -	\$ -	-
\$ -	\$ 1,625	\$ 1,042	-
\$ 2,000	\$ 2,100	\$ 2,300	-13%
\$ 23,100	\$ 14,040	\$ 16,113	43%
\$ 5,250	\$ 291	\$ 188	2688%
\$ 4,085	\$ 1,880	\$ 1,210	238%
\$ 9,335	\$ 2,171	\$ 1,398	568%
\$ 27,010	\$ 33,775	\$ 26,865	1%
\$ -	\$ -	\$ -	-
\$ 1,200	\$ 1,200	\$ 1,333	-10%
\$ 3,117	\$ 1,641	\$ 1,350	131%
\$ 3,365	\$ 2,530	\$ 2,267	48%
\$ 6,482	\$ 4,171	\$ 3,616	79%
\$ 5,000	\$ 6,400	\$ 5,467	-9%
\$ -	\$ -	\$ -	-
\$ 17,425	\$ 15,700	\$ 15,950	9%
\$ 3,900	\$ 4,800	\$ 4,600	-15%
\$ -	\$ -	\$ -	-
\$ 13,912	\$ 12,922	\$ 16,157	-14%

HURON-CLINTON METROPARKS MONTHLY STATISTICS

March, 2016

PARK	Cross Country Ski Rental this Month			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Stony Creek	\$ -	\$ 2,365	\$ 1,787	-
Kensington	\$ -	\$ 2,902	\$ 2,476	-
Huron Meadows	\$ 1,983	\$ 3,160	\$ 2,691	-26%
Hudson Mills	\$ 882	\$ 1,521	\$ 870	1%

Cross Country Ski Rental Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ -	\$ 11,586	\$ 13,182	-
\$ -	\$ 17,774	\$ 18,435	-
\$ 17,393	\$ 21,627	\$ 19,079	-9%
\$ 1,669	\$ 6,410	\$ 7,334	-77%

PARK	Winter Sports this Month			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair				
XC Skiers	6	5	8	-25%
Ice Skaters	0	38	30	-
Sledders	0	53	29	-
Ice Fishermen	50	1,010	1,297	-96%
Stony Creek				
XC Skiers	0	465	342	-
Ice Skaters	0	115	62	-
Sledders	0	425	290	-
Ice Fishermen	0	55	142	-
Indian Springs				
XC Skiers	19	46	34	-45%
Sledders	53	29	35	50%
Kensington				
XC Skiers	191	383	391	-51%
Ice Skaters	0	434	165	-
Sledders	756	0	0	-
Ice Fishermen	0	116	176	-
Huron Meadows				
XC Skiers	350	1,090	908	-61%
Ice Fishermen	0	70	108	-
Hudson Mills				
XC Skiers	66	350	252	-74%
Lower Huron				
Ice Skaters	0	150	68	-
Willow				
XC Skiers	0	4	12	-
Sledders	0	103	56	-
Ice Fishing	0	22	16	-
Lake Erie				
XC Skiers	0	10	5	-
Sledders	15	18	9	73%
Ice Fishing	0	188	240	-

Winter Sports Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change from Average
6	33	61	-90%
55	385	403	-86%
129	582	369	-65%
1,492	4,708	5,900	-75%
115	3,053	3,018	-96%
0	1,074	713	-
1,255	5,605	5,855	-79%
241	731	771	-69%
68	223	251	-73%
287	307	424	-32%
564	1,941	2,706	-79%
0	1,161	976	-
2,614	0	0	-
82	296	1,028	-92%
3,525	4,990	5,639	-37%
0	203	312	-
297	1,515	1,818	-84%
35	1,201	666	-95%
10	110	275	-96%
80	2,484	2,325	-97%
11	170	131	-92%
0	102	54	-
53	263	150	-65%
358	1,667	1,197	-70%

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 from Average		Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	6,409	9,462	7,964	-20%		13,165	15,068	14,522	-9%
Wolcott Mill	2,918	1,318	2,046	43%		7,388	2,314	4,298	72%
Wolcott Farm	3,740	6,593	4,755	-21%		6,675	7,246	6,665	0%
Stony Creek	15,366	12,720	12,124	27%		39,099	26,344	28,148	39%
Indian Springs	6,233	4,448	5,810	7%		12,586	10,067	12,891	-2%
Kens NC	20,924	19,750	20,687	1%		52,786	44,780	45,184	17%
Kens Farm	22,483	33,030	22,842	-2%		35,318	40,692	32,594	8%
Western Mobile Center	1,842	3,066	2,418	-24%		5,040	8,443	5,965	-16%
Hudson Mills	4,522	6,887	5,214	-13%		10,207	12,715	11,047	-8%
Oakwoods	12,359	8,570	10,392	19%		34,856	21,127	27,142	28%
Lake Erie	6,515	1,935	6,439	1%		16,468	6,778	17,069	-4%
Southern Mobile Center	0	0	0	-		0	0	0	-
Totals	103,311	107,779	100,691	3%		233,588	195,574	205,525	14%

PARK	Monthly Revenue				YTD Revenue			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	\$ 867	\$ 1,738	\$ 1,611	-46%	\$ 6,026	\$ 4,165	\$ 4,120	46%
Wolcott Mill	\$ 2,228	\$ 5,975	\$ 3,404	-35%	\$ 2,733	\$ 6,136	\$ 3,783	-28%
Wolcott Farm	\$ 5,329	\$ 5,269	\$ 4,075	31%	\$ 8,535	\$ 6,560	\$ 5,079	68%
Wagon Rides	\$ 554	\$ 5	\$ 149	273%	\$ 587	\$ 25	\$ 155	278%
Livestock/Produce	\$ 1,205	\$ 4,583	\$ 2,956	-59%	\$ 4,481	\$ 8,545	\$ 8,925	-50%
FARM TOTAL	\$ 7,088	\$ 9,857	\$ 7,179	-1%	\$ 13,603	\$ 15,130	\$ 14,159	-4%
Stony Creek	\$ 1,991	\$ 1,967	\$ 1,781	12%	\$ 6,540	\$ 5,419	\$ 5,686	15%
Indian Springs	\$ 2,266	\$ 2,602	\$ 4,237	-47%	\$ 3,913	\$ 4,057	\$ 6,519	-40%
Kens NC	\$ 1,924	\$ 922	\$ 1,144	68%	\$ 7,722	\$ 4,220	\$ 3,657	111%
Kens Farm	\$ 11,410	\$ 10,869	\$ 11,167	2%	\$ 24,143	\$ 15,887	\$ 15,492	56%
Wagon Rides	\$ 4,134	\$ 3,427	\$ 2,259	83%	\$ 6,946	\$ 7,962	\$ 4,819	44%
Livestock/Produce	\$ 274	\$ 6,268	\$ 5,870	-95%	\$ 1,114	\$ 7,613	\$ 6,696	-83%
FARM TOTAL	\$ 15,818	\$ 20,564	\$ 19,296	-18%	\$ 32,203	\$ 31,462	\$ 27,007	19%
Mobile Center	\$ 2,950	\$ 3,100	\$ 2,368	25%	\$ 9,517	\$ 7,962	\$ 5,728	66%
Hudson Mills	\$ 3,356	\$ 4,242	\$ 3,319	1%	\$ 5,149	\$ 5,936	\$ 5,165	0%
Oakwoods	\$ 1,697	\$ 1,863	\$ 1,478	15%	\$ 2,852	\$ 2,742	\$ 2,462	16%
Lake Erie	\$ 1,342	\$ 1,046	\$ 882	52%	\$ 2,216	\$ 3,570	\$ 2,086	6%
Totals	\$ 41,527	\$ 53,876	\$ 46,697	-11%	\$ 92,474	\$ 90,799	\$ 80,372	15%

BREAKDOWN OF ATTENDANCE	ON-SITE Programs and Attendance			
	CURRENT YEAR		PREVIOUS YEAR	
	Programs	Attendance	Programs	Attendance
Lake St Clair	39	733	72	1,905
Wolcott Mill	10	827	23	1,037
Wolcott Farm	21	2,819	30	2,619
Stony Creek	32	887	26	857
Indian Springs	48	1,582	54	1,085
Kens NC	31	810	38	1,105
Kens Farm	120	5,350	212	3,279
Western Mobile Center				
Hudson Mills	35	1,823	50	2,087
Oakwoods	31	896	32	1,145
Lake Erie	15	370	7	105
Southern Mobile Center				
Totals	382	16,097	544	15,224

OFF-SITE Programs and Attendance			
CURRENT YEAR		PREVIOUS YEAR	
Programs	Attendance	Programs	Attendance
5	108	1	75
-	-	-	-
3	66	-	-
7	742	6	457
14	1,207	3	132
12	713	37	3,207
-	-	-	-
60	1,842	69	3,066
12	199	8	2,300
6	418	12	1,203
1	24	8	928
-	-	-	-
120	5,319	144	11,368

BREAKDOWN OF ATTENDANCE	OTHER VISITORS (Non-programs)	
	Current	Previous
Lake St Clair	5,568	7,482
Wolcott Mill	2,091	281
Wolcott Farm	855	3,974
Stony Creek	13,737	11,406
Indian Springs	3,444	3,231
Kens NC	19,401	15,438
Kens Farm	17,133	29,751
Hudson Mills	2,500	2,500
Oakwoods	11,045	6,222
Lake Erie	6,121	902
Totals	81,895	81,187

"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.