

**AGENDA**  
**Huron-Clinton Metropolitan Authority**  
**Board of Commissioners Meeting**  
**March 8, 2012, 10:30 a.m.**  
**Administrative Office**

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1. Chairman's Statement
2. Public Participation
3. Minutes – February 2012
4. Financial Statements – February 2012
5. Vouchers – February 2012
6. Purchases
  - A. Bids – Fireworks (pg. 1)
  - B. Bids – Golf Course Furnishings, Kensington (pg. 5)
7. Reports
  - A. Lake St. Clair
    1. Resolution – MNRTF Grant Application (pg. 7)
    2. Report – Main Parking Lot Redevelopment
      - a. Proposal – EPA Quality Assurance Project Plan Monitoring Services (pg. 11)
      - b. Proposal – Electrical Engineering Consulting Services (pg. 15)
    3. Report – Furnace and A/C Unit Replacements (pg. 19)
  - B. Stony Creek
    1. Bids – Golf Course Parking Lot Resurfacing (pg. 21)
  - C. Kensington
    1. Trail Maintenance and Repair Agreement – Milford Township (pg. 23)
    2. Bids – VFD Replacements, Splash & Blast Recirculation Pumps (pg. 29)
  - D. Hudson Mills
    1. Resolution – Michigan Recreation Passport Grant (pg. 31)
  - E. Lake Erie
    1. Bids – Pool Concrete Repairs and Resurfacing (pg. 35)
  - F. Administrative Office
    1. Bids – Golf Course Irrigation Head Replacements, Indian Springs and Lake Erie (pg. 37)
    2. Update – Revised 2012 Golf Rates (pg. 39)
    3. Contract Renewal – Marketing Manager (pg. 45)
    4. Proposal – Labor Consultant (pg. 55)
    5. 2012 Park Entertainment and Dance Programs (pg. 57)
    6. Donations (pg. 61)
    7. Report – Legislative (pg. 63)

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8. Closed Session
  - A. 2012 Collective Bargaining Report
  - B. Litigation
9. Director's Comments
10. Commissioners' Comments
11. Motion to Adjourn

The next regular Board of Commissioners meeting will be held on Thursday, April 12, 2012 at 10:30 a.m. at Farmhouse **GRILLE** at Kensington Metropark.

*The Kensington Hike-Bike Trail dedication will immediately follow the April Board meeting.*



## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Maria van Rooijen, Buyer  
 Project No: RFP-12-002  
 Project Title: 2012 Fireworks Displays  
 Location: Lake Erie, Willow, Kensington, Stony Creek and Hudson Mills Metroparks  
 Date: March 1, 2012

Bids Opened: Friday, Feb. 24, 2012 at 2:00 p.m.

**Scope of Work:** Provide five Fireworks Display shows in June and July for various Metroparks. The bidders were given an amount for each show \$8,000, except Stony Creek, \$10,000 (Stony Creek receives a \$2,000 donation from the city of Washington). The bidders were asked to design a 20 minute fireworks show with no dead air-time within the amount allotted per park. In addition, the bid for fireworks carries a three-year renewal option.

The vendors were evaluated by a four-member committee on a series of questions, meeting certain qualifications, experiences and the design of the fireworks show (shell count with a good mixture of sizes). All of the vendors have done local shows with good reference.

By a unanimous decision Wolverine Fireworks was chosen due to their high number of shell counts for each park, larger shell used (which is needed to clear the tree line of the various parks), and equally exciting shows for all five park locations.

<u>Vendor</u>	<u>City</u>	<u>Amount</u>
Wolverine Fireworks	Kawkawlin, MI	\$42,000.00
American Fireworks	Hudson, OH	\$42,000.00
Great Lakes Fireworks, LLC	Eastpointe, MI	\$42,000.00
Pyrotecnico	New Castle, PA	\$42,000.00
Melrose Pyrotechnics, Inc.	Kingsbury, IN	\$42,000.00

INVITATION FOR BIDS WERE POSTED ON MICHIGAN INTER GOVERNMENTAL WEBSITE AND WAS SENT TO 20 REGISTERED SUPPLIERS.

**Recommendation:** that the Board of Commissioners award RFP-12-002 to Wolverine Fireworks in the amount of \$42,000.00 as recommended by Buyer van Rooijen and staff.



### Total Fireworks Shell Count by Vender

Vendor	Kensington	Lake Erie	Stony Creek	Hudson Mills	Willow
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#### Wolverine Fireworks

Opening	90	450	430	430	450
Body	398	466	583	385	466
Finale	303	444	469	456	444
Total	791	1360	1482	1271	1360

#### American Fireworks

Opening	117	314	195	117	314
Body	448	432	499	448	432
Finale	244	748	401	244	748
Total	809	1494*	1095	809	1494*

\* Includes shell 1.5 which are too small

#### Great Lakes Fireworks, LLC

Opening	106	106	106	106	106
Body	242	396	348	306	396
Finale	315	393	327	327	393
Total	663	895	781	739	895

#### Pyrotechnico

Opening	50	50	50	40	45
Body	253	542	469	427	463
Finale	*	295	285	265	355
Total	303	887	804	732	863

\*Missing finale total

#### Melrose Pyrotechnics, Inc.

Opening	70	66	177	75	73
Body	456	463	558	457	438
Finale	264	262	307	262	266
Total	790*	791*	1042*	794*	777*

\* Includes shell 1.5 which are too small





# HURON-CLINTON METROPOLITAN AUTHORITY

**AMENDED**

To: Board of Commissioners  
 From: Maria van Rooijen, Buyer  
 Project No: ITB-12-005  
 Project Title: Kensington Golf Course Site Furnishings  
 Location: Kensington Metropark, Oakland County  
 Date: March 1, 2012

Bids Opened: Thursday, Feb. 23, 2012 at 2:00 p.m.

**Scope of Work:** Furnish and deliver outdoor furniture for the renovated Kensington Golf Course facility. This project included 48-inch portable tables (10), umbrellas and stands (10), stackable chairs (40) and memorial benches (9), and trash receptacles (12).

<u>Vendor</u>	<u>City</u>	<u>Amount</u>
Miracle of Michigan and Indiana	Okemos, MI	\$30,438.10
Third Coast Contracting	Linden, MI	\$42,753.00

INVITATION FOR BIDS WERE POSTED ON MICHIGAN INTER GOVERNMENTAL WEBSITE AND WAS SENT TO 104 REGISTERED SUPPLIERS.

**Recommendation:** that the Board of Commissioners award ITB-12-005 to the low responsive, responsible bidder, Miracle of Michigan and Indiana in the amount of \$30,438.10 as recommended by Buyer van Rooijen and staff.





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: Susan H. Nyquist, Chief Planner  
Subject: Resolution – MNRTF Grant Application  
Location: Lake St. Clair Metropark, Macomb County  
Date: March 1, 2012

The Michigan Natural Resources Trust Fund (Trust Fund) awards grants for land acquisition and development projects that will provide for the recreation needs of residents throughout the state of Michigan. The Metroparks Five-Year Community Recreation Plan, approved by the Board in 2008, identifies the acquisition of lands within or near our park boundaries as important to the future of recreation and protection of unique natural resources in southeast Michigan. With Board approval, the Metroparks will apply for a Trust Fund grant for the purchase of property adjacent to Lake St. Clair Metropark.

The Metroparks have been in discussions with Macomb County Department of Planning and Economic Development and Six Rivers Regional Land Conservancy (Six Rivers) regarding the acquisition of wetland property adjacent to Lake St. Clair Metropark. The property acquisition consists of five separate parcels totaling 113 acres immediately adjacent to the Lake St. Clair Metropark Black Creek Marsh. Acquiring the parcels adjacent to Lake St. Clair Metropark would increase critical habitat for wetland dependent species, enhance the potential for hydraulic restoration of the marsh as part of the EPA Great Lakes Restoration Initiative grant and simplify future management activities in the marsh by placing the entire ownership of the marsh under a single entity. The properties have been identified as critical areas for acquisition because of the unique nature of the ecosystems.

In order to facilitate this process, Six Rivers has proposed to act as a project coordinator, solicit private foundation funding for the local match and associated costs, negotiate property acquisitions on behalf of the Metroparks and if necessary pre-acquire the properties that would eventually be transferred to the Metroparks. As previously reported to the Board, the Metroparks submitted a grant application through the MDNR Office of the Great Lakes for funding to purchase the property. If successful, those funds together with funds secured by Six Rivers will represent the local match of \$246,000 or 52 percent of the total acquisition cost of \$475,000. The purchase will only proceed if all funds are provided through grants or otherwise secured by parties other than the Metroparks.

In order to apply to the Trust Fund, the application must be accompanied by a Resolution from the Board of Commissioners stating that the project will be undertaken if a Grant is awarded.

**Recommendation:** That the Board of Commissioners approve the Resolution – MNRTF Grant Application as recommended by Chief Planner Nyquist and staff.



**HURON-CLINTON METROPOLITAN AUTHORITY****RESOLUTION**

**WHEREAS**, the Department of Natural Resources of the State of Michigan is accepting applications for Michigan Natural Resources Trust Fund Grants, and one of the requirements of the application is to furnish a resolution from the governing body applying that the project applied for will be undertaken if a grant is awarded; and

**WHEREAS**, the Huron-Clinton Metropolitan Authority desires to apply to the Michigan Natural Resources Trust Fund for a grant to assist in the acquisition of land at Lake St. Clair Metropark; and

**WHEREAS**, the proposed development is in accordance with the Five Year Plan adopted by the Board of Commissioners of the Huron-Clinton Metropolitan Authority at their regular meeting Thursday, February 14, 2008;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HURON-CLINTON METROPOLITAN AUTHORITY:**

1. That an application be made to the Michigan Natural Resources Trust Fund for a grant, authorized by Act 101, P.A. 1985, as amended for a grant for the acquisition of land at Lake St. Clair Metropark.
2. That if this grant is awarded, the Board of Commissioners of the Huron-Clinton Metropolitan Authority will appropriate \$475,000.00, which is the current estimated cost of the land acquisition and of which \$246,000 (52%) will be local cost share, or such other amount as may be necessary in the Budget of the Authority for the implementation of the project.

**I hereby certify that the above is a true and correct copy of the Resolution adopted by the Huron-Clinton Metropolitan Authority, on Thursday, March 8, 2012**

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**George Phifer**  
**Executive Secretary**





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Michael Arens, Chief Engineer  
 Project Title: Proposal, Quality Assurance Project Plan (QAPP) Monitoring and Evaluation, Parking Lot Redevelopment, U.S. EPA Great Lakes Restoration Initiative (GLRI) Grant No. GL-00E00862-0  
 Project Type: Capital Improvement  
 Location: Lake St. Clair Metropark, Macomb County  
 Date: March 1, 2012

As reported at the Feb. 9, 2012 Board of Commissioners meeting, the conceptual design of Main Parking Lot Redevelopment is currently in progress. The project, estimated at \$1,650,000, is eligible for a Grant in the amount of \$1 million; HCMA matching construction funds at \$500,000 are included in the 2012 Capital Improvement Budget, and matching funds for in-kind services for engineering and planning are included in the 2012 Engineering Budget.

The Parking Lot Redevelopment project will redesign and reconstruct the Main Parking Lot, its configuration and drainage system, in order to reduce its total area of impervious service and increase green space. It will reduce, capture and redirect stormwater runoff away from the Black Creek and toward the Point Rosa Marsh to the west, where biological treatment of pollutants can occur. This project will coordinate with the EPA GLRI Coastal Marshlands Restoration grant project (currently in progress), which will improve wetland habitat in the Point Rosa Marsh. Landscape architectural and civil engineering design of the Main Parking Lot project is being provided by HCMA Planning and Engineering staff. The U.S. EPA project period is Oct. 1, 2011 to Sept. 30, 2013, therefore design development must proceed aggressively.

As reported at the February 9, 2012 meeting, the USEPA GLRI program requires that this project comply with an approved QAPP for water quality monitoring and assessment. The QAPP is intended to (1) monitor environmental data to characterize specific parameters, (2) demonstrate project performance, and (3) evaluate innovative processes. To this end, staff has requested a proposal from Wayne State University's Department of Civil and Environmental Engineering to provide QAPP monitoring services. WSU is a partner on the Coastal Marshlands Restoration project (along with Macomb County and the Clinton River Watershed Council). WSU is familiar with the monitoring and assessment requirements of that project, as well as water quality issues in the region. The credentials of WSU as a research university will also help to assure the U.S. EPA that the QAPP will be successful.

WSU's Department of Civil and Environmental Engineering has submitted a proposal dated Feb. 27, 2012 in response to staff's request. Their estimated total proposed amount is \$26,240; actual billings will be based on actual time and material expenditures for collection, sampling, testing and laboratory analyses at existing and proposed stormwater outfall locations.

### **Attachment: Wayne State University QAPP Proposal**

**Recommendation:** That the Board of Commissioners accept WSU's Department of Civil and Environmental Engineering proposal to provide QAPP monitoring services in the estimated total amount of \$26,240 as recommended by Chief Engineer Arens and staff.



WAYNE STATE  
UNIVERSITY  
COLLEGE OF ENGINEERING

Mike Arens, P.E.  
Chief Engineer  
Huron-Clinton Metropolitan Authority

February 27, 2012

Dear Mike Arens:

This letter confirms my willingness, on behalf of Wayne State University (WSU), to coordinate water quality monitoring during and after the redesign of the parking area at Lake St. Clair Metropark. As discussed on February 15, 2012, initial monitoring (Phase I) is expected to occur March 1, 2012 to September 1, 2012 and cost approximately \$26,240.

Monitoring during Phase I will include collecting chemical, biological and flow data at two locations – preliminary identified as the outfall to Black Creek and the drainage ditch discharging the Point Rosa Marsh – over the course of multiple storm events. This will require the instillation of stormwater monitoring equipment as well as a weather station at the Lake St. Clair Metropark. Chemical and biological parameters that will be measured are expected to include E. coli, nutrients and an assortment of heavy metals (e.g. Pb). Additionally, a small number of sediment samples will also be collected in the Point Rosa Marsh to establish a water quality baseline that can be referenced during future sampling to evaluate the impact of stormwater discharges to the marsh. I plan to oversee all sampling that will be conducted by WSU students and Huron-Clinton Metropolitan Authority (HCMA) employees.

No monitoring is currently scheduled during construction (Phase II) but may be requested if needed. It is anticipated that additional monitoring will be required following construction (Phase III, expected late 2013) to comply with the U.S. EPA requirements associated with GLRI funding; however, Phase III monitoring is beyond the scope of this commitment. Monitoring during Phase III is likely to require a much larger quantity of samples that will be collected at a greater number (3-4) of locations during multiple flow events (at least 5 storms). Additionally, a more extensive modeling effort will be required to quantify changes in water quality attributed to green infrastructure renovations.

I look forward to working with HCMA during all phases of the parking lot redevelopment and am committed to leading Phase I of the monitoring effort.

Sincerely,



Shawn P. McElmurry, Ph.D., P.E.  
Assistant Professor

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DEPARTMENT OF CIVIL AND ENVIRONMENTAL ENGINEERING





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Michael Arens, Chief Engineer  
 Project Title: Proposal, Electrical Engineering Design Services, Parking Lot Redevelopment, U.S. EPA Great Lakes Restoration Initiative (GLRI) Grant No. GL-00E00862-0  
 Project Type: Capital Improvement  
 Location: Lake St. Clair Metropark, Macomb County  
 Date: March 1, 2012

As reported at the Feb. 9, 2012 Board of Commission meeting, the conceptual design of Main Parking Lot Redevelopment is currently in progress. The project, estimated at \$1.65 million, is eligible for a Grant in the amount of \$1 million; HCMA matching construction funds at \$500,000 are included in the 2012 Capital Improvement Budget, and matching funds for in-kind services for engineering and planning are included in the 2012 Engineering Budget.

The Parking Lot Redevelopment project will redesign and reconstruct the Main Parking Lot, its configuration and drainage system, in order to reduce its total area of impervious service and increase green space. It will reduce, capture and redirect stormwater runoff away from the Black Creek and toward the adjacent coastal marshlands to the west, where biological treatment of pollutants can occur. Landscape architectural and civil engineering design of the project is being provided by HCMA Planning and Engineering staff. The U.S. EPA project period is Oct. 1, 2011 to Sept. 30, 2013; therefore design development must proceed aggressively.

As reported at the Feb. 9 meeting, the project will impact the main electrical primary power service into Lake St. Clair Metropark, as well as portions of the perimeter roadway lighting system and the Nature Center walkway lighting. Electrical engineering consulting services will be necessary to complete the conceptual design of the project. The existing conditions and locations of the affected electrical system must be assessed, alternatives for revisions must be developed and estimated, and a basis of design will be needed prior to preparing construction documents for the electrical system, the parking lot and the proposed stormwater system.

To this end, staff has requested a proposal from the engineering firm of J. A. Lombardo & Associates, Inc. J. A. Lombardo has extensive experience with and knowledge of the primary and secondary distribution systems at Lake St. Clair Metropark, having provided electrical design services at the park for many years. Upon finalization of the overall concept for the project, a separate proposal will be requested to provide design development and construction drawings for the project, after the scope of work for electrical engineering is more clearly defined.

J. A. Lombardo has submitted the attached proposal dated Feb. 29, 2012 in response to staff's request. Their estimated total proposed amount is \$16,700; actual billings will be based on J. A. Lombardo's standard hourly rates.

### **Attachment: J.A. Lombardo & Associates Engineering Design Services Proposal**

**Recommendation:** That the Board of Commissioners accept the J.A. Lombardo Lombardo & Associates proposal to provide electrical design services in the estimated total amount of \$16,700 be accepted as recommended by Chief Engineer Arens and staff.





# J.A. LOMBARDO & ASSOCIATES, INC.

CONSULTING ENGINEERS

February 29, 2012

Mr. Michael Arens, P.E.  
Huron-Clinton Metropolitan Authority  
13000 High Ridge Drive  
Brighton, MI 48116-9058

RE: Parking Lot Electrical Modifications  
Lake St Clair Metropark

Dear Mr. Arens:

We are pleased to submit this proposal for professional engineering services for the schematic design of modifications to the electrical system at the Lake St Clair Metro Park parking lot. The scope of the proposed project will include:

- Site visit to review areas impacted by the proposed parking lot redevelopment
- Preparation of cost opinions for: existing duct bank replacement; partial existing duct bank replacement at conflicts with storm water swales and ponds; and possible exposed duct banks at bridges
- Determine parking lot lighting electrical changes required due to conflicts with storm water system, impact on parking lot interior and perimeter lighting and possible costs
- Determine impact on existing Nature Center walkway lighting due to conflicts with reconfigured parking lot and possible costs

We propose to provide the above services on a time and material basis with an estimated maximum cost broken down as follows:

Electrical Distribution	\$ 8,600.00
Parking Lot Lighting	5,700.00
Walkway Lighting	<u>2,400.00</u>
TOTAL	\$ 16,700.00

The fee would be earned at our standard rate schedule, a copy of which is attached. We are prepared to start work on this project upon receipt of your acceptance of this proposal and the schedule for completion would be determined by the progress of work by the project design team.

Thank you for the opportunity to present this proposal to the Huron-Clinton Metropolitan Authority. Please let me know if any additional information is required.

Sincerely,

  
Joseph A. Lombardo, P.E.  
President

## RATE SCHEDULE

CLASSIFICATION	HOURLY RATE
Senior Engineer	\$ 106.00
Engineer	\$ 75.00
Junior Engineer	\$ 59.00
Cad Operator/Drafter	\$ 59.00
Technician	\$ 52.00

Effective through December 31, 2012



## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Michael Arens, Chief Engineer  
 Project Name: Report, Furnace and Air Conditioning Unit Replacements, Nature Center and Service Building  
 Project Type: Major Maintenance  
 Location: Lake St. Clair Metropark, Macomb County  
 Date: March 1, 2012

At the Feb. 9, 2012 Board of Commission meeting, staff presented bids for a project to install two commercial forced air furnaces and two air conditioning units at the Nature Center Building, and two commercial forced air furnaces and one air conditioning unit at the Service Building. Existing furnaces and air conditioning units are deteriorated, failing and beyond repair. Bids were received, opened and presented to the Board of Commissioners as follows.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Temperature Services, Inc.	Livonia, MI	\$17,748.00
Long Mechanical	Northville, MI	\$18,491.00
Budget Amount		
Nature Center - Replace Furnaces and AC Units		\$13,000.00
Service Building - Replace Furnaces and AC Unit		<u>\$ 4,000.00</u>
Total Budget Amount		\$17,000.00

At the Feb. 9 meeting, staff was directed to contact at least four (4) businesses within a 15 mile radius of the project location for additional bids, to coordinate additional bids with Chairman Marrocco so these replacements would not be held up, and to provide a report at the March Commission meeting as to the final outcome. The following additional bids were subsequently requested and received.

Main Heating and Cooling, Inc.	Shelby Township	\$ 9,329.00
Randazzo Heating and Cooling	Macomb Township	\$12,000.00
Fraser Mechanical, Inc.	Washington	\$13,200.00
C & C Heating and Air Conditioning	Roseville	\$13,700.00
Tony's Refrigeration, Heating & AC, Inc.	Anchorville	\$14,053.00
Michigan Climate Control, Inc.	Clinton Township	\$15,550.00

The new low bidder is Main Heating and Cooling, Inc., and its bid is within the Director's approval limit. The Director has coordinated with Chairman Marrocco and has authorized issuance of a Purchase Order to Main Heating and Cooling, Inc.

**Recommendation:** That the Board of Commissioners receive and file Report for Furnace and Air Conditioning Unit Replacements, Nature Center and Service Buildings as recommended by Chief Engineer Arens and staff.





# HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Michael Arens, Chief Engineer  
 Project No: 509-11D  
 Project Title: Golf Course Parking Lot Resurfacing  
 Project Type: Capital Improvement  
 Location: Stony Creek Metropark, Macomb County  
 Date: March 1, 2012

Bids Opened: Thursday, Feb. 16, 2012 at 2:00p.m.

**Scope of Work:** Provide asphalt resurfacing of parking lot, to include repairs of select areas of existing pavement, grading, drainage improvements, and placement of 720 tons of hot-mix asphalt and related work. Existing pavement surface is deteriorated and failing. Also, existing lot is under-sized for current levels of use, causing parking to frequently overflow to adjacent turf areas. Therefore the project will also increase parking lot width and revise parking configuration from angle parking to 90-degree parking, to increase capacity.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Pro-Line Asphalt Paving Corporation	Washington	\$ 92,974.48
James P Contracting, Inc.	Washington	\$111,778.50
Asphalt Specialists, Inc.	Pontiac	\$117,910.00
Best Asphalt, Inc.	Romulus	\$121,376.00
Nagle Paving Company	Novi	\$124,349.50
Ajax Paving Industries, Inc.	Troy	\$128,601.00
Al's Asphalt Paving Co., Inc.	Chesterfield	\$130,302.50
Teltow Contracting, Inc.	Casco Township	\$136,491.30
Ahern Contracting, Inc.	Chesterfield	\$136,662.50
Total Asphalt Paving, Inc.	Washington Township	\$138,231.00
Pavex Corporation	Trenton	\$141,559.50
Cadillac Asphalt, LLC	Clarkston	\$150,130.01
Florence Cement Company	Shelby Township	\$152,551.30
Total Budget Amount for Contract Services and Administration Work Order No. 509.03-503S		\$146,000.00
Proposed Work Order Amount		
Contract Amount – Pro-Line Asphalt (Rounded)		\$ 93,000.00
Contract Administration plus Force Account Work		<u>\$ 7,000.00</u>
Total Proposed Work Order Amount		\$100,000.00
Funds to be returned to Reserve Account		\$ 46,000.00

The following contractors obtained bidding documents but did not submit a bid:  
 Ideal Concrete, Flint

Board of Commissioners  
Golf Course Parking Lot Resurfacing  
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This project was reported and publicly advertized in the following construction reporting outlets:

Construction Association of Michigan  
Construction News Corporation  
Construction News Service  
Builders Exchange of Michigan  
Builders Exchange of Lansing and Central Michigan  
McGraw Hill Dodge  
Reed Construction Data  
Reprographics One DFS Plan Room  
HCMA Web Site

**Recommendation:** That the Board of Commissioners award Contract No. 509-11D to the lowest responsive, responsible bidder, Pro-Line Asphalt Paving Corporation, in the amount of \$92,974.48, and that \$46,000 of Capital Improvement funds be transferred from the Work Order to Reserves as recommended by Chief Engineer Arens and staff.



## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: Gregory J. Almas, Deputy Director  
Subject: Trail Maintenance and Repair Agreement – Milford Township  
Date: March 1, 2012

Attached is the proposed 2012 Trail Maintenance and Repair Agreement for grass cutting, sweeping, garbage pick-up, removal of tree limbs and debris from the trail, as well as safety patrol of the trail between HCMA and Milford Township which is located in and contiguous to Kensington Metropark for the period of April 15, 2012 through Oct. 31, 2012.

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

The Charter Township of Milford will reimburse the Authority for the services listed below against the Authority's invoice for the period beginning April 15, 2012 and ending Oct. 31, 2012 based on the following rates:

- a. Full-Time employee labor wages at \$50.23 per hour
- b. Seasonal employee labor wages at \$11.78 per hour and \$17.67/OT
- c. Equipment rates at \$105.00 per 8-hour period
- d. Material, supplies or contract services at best available prices
- e. Full-time police wages at \$53.22 per hour
- f. Part-time police wages at \$32.68 per hour
- g. Public Safety Attendant wages at \$8.75 per hour

**Recommendation:** That the Board of Commissioners approve the Annual Trail Maintenance and Repair Agreement with the Charter Township of Milford for the period of April 15, 2012 through Oct. 31, 2012 as recommended by Deputy Director Almas and staff.



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

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**THIS AGREEMENT**, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2012 by and between the CHARTER TOWNSHIP OF MILFORD, a Michigan municipal corporation, whose address is 1100 Atlantic, Milford, Michigan 48381 (the "Township") and the HURON-CLINTON METROPOLITAN AUTHORITY, a Michigan public body corporate organized and operating under the provisions of Act 147, Public Acts of Michigan, 1939, as amended, whose address is 13000 High Ridge Drive, Brighton, Michigan, 48114 ("HCMA").

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

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

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

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

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

1. During the term of this contract, HCMA agrees to provide the following maintenance services (the "Services") on the path:
  - a. Grass cutting on the trail margins.
  - b. Brooming/sweeping of the trail.
  - c. Weekly garbage pick-up.
  - d. Removal of tree limbs, blockages and debris from the trail.
  - e. Other minor maintenance and repair including pavement marking, crack filling, asphalt patching, shoulder repairs and minor repairs to trail structures.

- f. When minor repairs are estimated to exceed \$5,000, HCMA will notify and consult with the Township before proceeding with repairs.
  - g. Patrolling of the trail south of General Motors Road including and not limited to Public Service Attendants and Metropark Police Officers. Response to emergency calls, participants call (810) XXX-XXXX. This arrangement does not exclude the right of the Township to provide similar or supplemental public safety services.
2. The Township agrees to maintain the insurance coverages described below and to indemnify and hold harmless HCMA, its Commissioners, officers, officials, agents, volunteers and employees against any and all claims, suits, losses (including attorneys' fees), damage or injury to persons or property of whatever kind or nature, whether direct or indirect, arising out of or in connection with performance of the Services or otherwise in connection with performance of the Services or otherwise in connection with this Contract. The Township shall procure at its own expense Comprehensive General Liability Insurance coverage, including personal injury liability and property damage liability coverage, together with Broad Form Contractual Insurance coverage sufficient to protect the Township and HCMA, its Commissioners, officers, agents and employees from any claims for damage to property and for personal injuries which may arise in connection with performance of the Services or otherwise in connection with this Contract.

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

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

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

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

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

3. This Contract shall become effective upon execution by the duly authorized agents of the parties, and shall remain in effect from April 15, 2012 through October 31, 2012 unless and until thirty (30) days after either party shall notify the other party in writing of its election to terminate.
  
4. It is further agreed that the Township will reimburse HCMA for the services listed below against the Authority's invoice for the period beginning the 15<sup>th</sup> day of April, 2012 and ending the last day of October 2012 at the following rates:
  - a. Full-Time employee labor wages at \$50.23 per hour
  - b. Seasonal employee labor wages at \$11.78 per hour/\$17.67/OT
  - c. Equipment rates at \$105.00 per 8-hour period
  - d. Material, supplies or contract services at best available prices
  - e. Full-time police wages at \$53.22 per hour
  - f. Part-time police wages at \$32.68 per hour
  - g. Public Safety Attendant wages at \$8.75 per hour

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

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

**HURON-CLINTON METROPOLITAN AUTHORITY**

**CHARTER TOWNSHIP OF MILFORD**

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

By: \_\_\_\_\_  
Donald Green, Supervisor

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

By: \_\_\_\_\_  
Holly Brandt, Clerk





# HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Michael Arens, Chief Engineer  
 Project Title: VFD Replacement, Recirculation Pumps – Splash & Blast  
 Project Type: Major Maintenance  
 Location: Kensington Metropark, Oakland County  
 Date: March 1, 2012

Bids Opened: Tuesday, Feb. 28, 2012 at 2:00pm

**Scope of Work:** Remove and replace existing variable frequency drive (VFD) controllers and appurtenances for two existing vertical turbine recirculation pumps at the Kensington Metropark Splash and Blast. Existing VFD's are faulty, require excessive servicing and have become unreliable. Work must be completed prior to opening the facility.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Patti Electric, Inc.	Bruce Township	\$16,900.00
Perceptive Controls, Inc.	Plainwell	\$22,300.00
Corby Energy Services, Inc.	Belleville	\$23,500.00
Great Lakes Power & Lighting, Inc.	Casco	\$24,000.00
Total Budget Amount for Contract Services and Administration		\$17,000.00
Proposed Work Order Amount		
Purchase Order Amount –Patti Electric (Rounded)		\$17,000.00
Contract Administration		<u>\$ 1,000.00</u>
Total Proposed Work Order Amount		\$18,000.00

If a Purchase Order is issued, no additional appropriation of funds will be necessary. Sufficient funds exist in the Kensington Metropark Major Maintenance account to cover the difference between Budget Amount and low bid plus contract administration.

**Recommendation:** That the Board of Commissioners approve the issuance of a Purchase Order to the lowest responsive, responsible bidder, Patti Electric, Inc., in the amount of \$16,900.00 as recommended by Chief Engineer Arens and staff.





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: Susan H. Nyquist, Chief Planner  
Subject: Resolution – Michigan Recreation Passport Grant  
Location: Dexter-Huron Metropark, Washtenaw County  
Date: March 1, 2012

Under the Recreation Passport program, P.A. 32 of 2010 created the Local Public Recreation Facilities Fund to be used for the development of public recreation facilities for local units of government. Money for this fund is derived from the sale of the Recreation Passport which replaces the resident Motor Vehicle Permit (MVP) for state park entrance. The first \$12,730,000 will be distributed to replace lost revenue from the elimination of the motor vehicle permit and boating access site permits, as well as to pay for administration by the Secretary of State. Ten percent of remaining revenue will be used to fund the Recreation Passport local grant program. The grant program may only be used for local development projects. The program is focused on renovating and improving existing parks and grants will range from \$7,500 to a maximum of \$45,000.

With Board approval, the Metroparks will submit an application for a Recreation grant. The project will replace a deteriorated picnic shelter at Dexter-Huron Metropark. In addition to a 24-foot x 36-foot shelter the project includes a concrete floor, accessible asphalt connector walks, grills, new picnic tables, and handicap parking updates.

In order to apply to the Trust Fund, the application must be accompanied by a Resolution from the Board of Commissioners stating that the project will be undertaken if a Grant is awarded.

**Recommendation:** That the Board of Commissioners approve the Resolution – Michigan Recreation Passport Grant as recommended by Chief Planner Nyquist and staff.



**HURON-CLINTON METROPOLITAN AUTHORITY****RESOLUTION**

**WHEREAS**, the Department of Natural Resources of the State of Michigan is accepting applications for Michigan Natural Resources Trust Fund Grants, and one of the requirements of the application is to furnish a resolution from the governing body applying that the project applied for will be undertaken if a grant is awarded; and

**WHEREAS**, the Huron-Clinton Metropolitan Authority desires to apply to the Michigan Department of Natural Resources for a Recreation Passport grant to assist in the replacement of a picnic shelter at Dexter-Huron Metropark; and

**WHEREAS**, the proposed development is in accordance with the Five-Year-Plan adopted by the Board of Commissioners of the Huron-Clinton Metropolitan Authority at their regular meeting Thursday, February 14, 2008;

**WHEREAS**, funds for the proposed development is reserved in the 2012 Budget of the Authority adopted by the Board of Commissioners of the Huron-Clinton Metropolitan Authority at their regular meeting Thursday, December 8, 2011;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HURON-CLINTON METROPOLITAN AUTHORITY:**

1. That an application be made to the Michigan Department of Natural Resources for a Recreation Passport grant, authorized by P.A. 32 of 2010, as amended for a grant for the construction of a picnic shelter at Dexter-Huron Metropark.
2. That if this grant is awarded, the Board of Commissioners of the Huron-Clinton Metropolitan Authority will dedicate and reserve \$50,000.00, which is currently held for this project in the 2012 Budget of the Authority; and which is the current estimated cost of the project; and of which \$12,500 (25%) will be local cost share, or such other amount as may be necessary in the Budget of the Authority for the implementation of the project.

**I hereby certify that the above is a true and correct copy of the Resolution adopted by the Huron-Clinton Metropolitan Authority, on Thursday, March 8, 2012**

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**George Phifer**  
**Executive Secretary**





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Michael Arens, Chief Engineer  
 Project No: 712-12G  
 Project Title: Pool Concrete Repairs and Resurfacing  
 Project Type: Major Maintenance  
 Location: Lake Erie Metropark, Wayne County  
 Date: March 1, 2012

Bids Opened: Thursday, Feb. 16, 2012 at 2:00p.m.

**Scope of Work:** Work includes selective removal and replacement of deteriorated pool shell concrete substrate; selective removal and refinishing of deteriorated "Diamond Brite" pool surfacing; provide necessary caulking, preparation and related work. Work must be completed prior to opening the facility.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Baruzzini Construction Company	Brighton	\$30,800.00
S.A. McKenzie LLC	Northville	\$58,995.50
Advanced Pool Services, Inc.	Milford	\$60,851.00
Total Budget Amount for Contract Services and Administration		\$93,000.00
Proposed Work Order Amount		
Contract Amount – Baruzzini Construction (Rounded)		\$31,000.00
Contract Administration		<u>\$ 3,000.00</u>
Total Proposed Work Order Amount		\$34,000.00

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

Quality Pool Plastering, Brighton  
 Michigan Pool Plastering, Ann Arbor  
 B & B Pools and Spas, Livonia

This project was reported and publicly advertized in the following construction reporting outlets:

Construction Association of Michigan  
 Construction News Corporation  
 Construction News Service  
 Builders Exchange of Michigan  
 Builders Exchange of Lansing and Central Michigan  
 McGraw Hill Dodge  
 Reed Construction Data  
 Reprographics One DFS Plan Room  
 HCMA website

**Recommendation:** That the Board of Commissioners award Contract No. 712-12G to the lowest responsive, responsible bidder, Baruzzini Construction Company, in the amount of \$30,800.00 as recommended by Chief Engineer Arens and staff.





# HURON-CLINTON METROPOLITAN AUTHORITY

**AMENDED**

To: Board of Commissioners  
 From: Michael Arens, Chief Engineer  
 Project No: 700-120  
 Project Title: Golf Course Irrigation Head Replacements, Phase II  
 Project Type: **Major Maintenance**  
 Location: Lake Erie and Indian Springs Metroparks  
 Date: March 1, 2012

Bids Opened: Thursday, Feb. 16, 2012 at 2:00 pm

**Scope of Work:** Work to include the removal and replacement of golf course irrigation heads; at Lake Erie Metropark, replace 60 irrigation heads on the fairways and supply five extra stock heads; at Indian Springs Metropark, replace 85 irrigation heads on the greens/tees/fairways and supply five extra stock heads for the fairways. Existing irrigation heads are deteriorated, obsolete and repair parts are no longer available. This project is the second phase of a multi-phase effort to replace obsolete and failing irrigation heads on these golf courses.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Thielen Turf Irrigation, Inc.	Mt. Pleasant, MI	\$47,645.50
Marc Dutton Irrigation, Inc.	Waterford, MI	\$49,150.00
Commercial Irrigation & Turf, Inc.	East Peoria, IL	\$52,285.00
Total Budget Amount for Contract Services and Administration		
	Lake Erie Major Maintenance Item	\$18,000.00
	Indian Springs Major Maintenance Item	<u>\$27,000.00</u>
	Total Budget Amount	\$45,000.00
Proposed Work Order Amount		
	Contract Amount – Thielen Turf Irrigation (Rounded)	\$48,000.00
	Contract Administration	<u>\$ 2,000.00</u>
	Total Proposed Work Order Amount	\$50,000.00

If a Contract is awarded, no additional appropriation of funds will be necessary. Sufficient funds exist in the Major Maintenance accounts of the respective park budgets to cover the difference between Budget Amount and low bid plus contract administration.

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

Nagle Paving, Novi

This project was reported and publicly advertized in the following construction reporting outlets:

Construction Association of Michigan	Construction News Corporation
Construction News Service	Builders Exchange of Michigan
Builders Exchange of Lansing and Central Michigan	McGraw Hill Dodge
Reed Construction Data	Reprographics One DFS Plan Room
HCMA website	

**Recommendation:** That the Board of Commissioners award Contract No. 700-120 to the lowest responsive, responsible bidder, Thielen Turf Irrigation, Inc., in the amount of \$47,645.50 as recommended by Chief Engineer Arens and Staff.



**HURON-CLINTON METROPOLITAN AUTHORITY**

To: Board of Commissioners  
From: Gregory J. Almas, Deputy Director  
Subject: 2012 Revised Golf Rates  
Date: March 1, 2012

Per the request of the Board of Commissioners, attached is a proposed revision to the 2012 Golf Rates. Changes are highlighted in red. Please note the following:

- A \$1.00 increase in golf cart rental fees to \$10 for 9-holes and \$15 for 18-holes. (Stony Creek Golf Course is currently at these rates).
- A \$1.00 or \$2.00 increase (as necessary) to the 18-hole rates to \$27 for 18-holes on weekends and holidays and \$23 for 18-holes on weekdays at Indian Springs, Kensington, Huron Meadows, Hudson Mills, Willow and Lake Erie.
- Willow will remain at reduced rates until flood damage repairs are completed.
- If approved, all courses other than Stony Creek and Wolcott Mill Golf Courses will charge the same rates. Stony Creek rates are currently above other Metropark courses. Wolcott Mill Golf Course is a short course with small greens. The golf cart fee increase, a \$1.00 increase to the 18-hole rates and a small adjustment to the 9-hole senior and junior rate are recommended as shown.
- It is anticipated the originally quoted and contracted 2012 fees will be honored for golf leagues and contract tee times.
- Tiered pricing and specials during low use periods are expected to continue.

These proposed changes will retain Metropark Golf Course fees in line with comparable golf courses.

**Recommendation:** That the Board of Commissioners approve the revised 2012 Golf Rates as presented by Deputy Director Almas and staff.



## HCMA Golf Course Rates

	Proposed 2012 Rate	2012 Rate
<b>Stony Creek</b>		
18 Holes - Weekends and holidays	\$32.00	\$32.00
18 Holes - Monday - Friday	\$25.00	\$25.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$17.00	\$17.00
9 Holes - Weekends and holidays	\$21.00	\$21.00
9 Holes - Monday - Friday	\$18.00	\$18.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$14.00	\$14.00
Motorized carts (1/2 cart charge)		
18 Holes	\$15.00	\$15.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$12.00	\$12.00
9 Holes	\$10.00	\$10.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$8.00	\$7.50
<b>Wolcott Mill</b>		
18 Holes - Weekends and Holidays	\$26.00	\$25.00
18 Holes - Monday - Friday	\$22.00	\$21.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$14.00	\$14.00
9 Holes - Weekends and Holidays	\$16.00	\$16.00
9 Holes - Monday - Friday	\$13.00	\$13.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$10.00	\$10.00
Motorized carts (1/2 cart charge)		
18 Holes	\$15.00	\$14.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$12.00	\$11.00
9 Holes	\$10.00	\$9.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$8.00	\$7.50
<b>Indian Springs</b>		
18 Holes - Weekends and Holidays	\$27.00	\$26.00
18 Holes - Monday - Friday	\$23.00	\$22.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$15.00	\$15.00
9 Holes - Weekends and Holidays	\$18.00	\$17.00
9 Holes - Monday - Friday	\$14.00	\$14.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$11.00	\$11.00
Motorized Carts (1/2 cart charge)		
18 Holes	\$15.00	\$14.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$12.00	\$11.00
9 Holes	\$10.00	\$9.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$8.00	\$7.50

## HCMA Golf Course Rates

	Proposed 2012 Rate	2012 Rate
<b>Kensington</b>		
18 Holes - Weekends and Holidays	\$27.00	\$26.00
18 Holes - Monday - Friday	\$23.00	\$22.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$15.00	\$15.00
9 Holes - Weekends and Holidays	\$18.00	\$17.00
9 Holes - Monday - Friday	\$14.00	\$14.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$11.00	\$11.00
Motorized Carts (1/2 cart charge)		
18 Holes	\$15.00	\$14.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$12.00	\$11.00
9 Holes	\$10.00	\$9.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$8.00	\$7.50
<b>Huron Meadows</b>		
18 Holes - Weekends and Holidays	\$27.00	\$27.00
18 Holes - Monday - Friday	\$23.00	\$22.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$15.00	\$15.00
9 Holes - Weekends and Holidays	\$18.00	\$18.00
9 Holes - Monday - Friday	\$14.00	\$14.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$11.00	\$11.00
Motorized Carts (1/2 cart charge)		
18 Holes	\$15.00	\$14.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$12.00	\$11.00
9 Holes	\$10.00	\$9.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$8.00	\$7.50
<b>Hudson Mills</b>		
18 Holes - Weekends and Holidays	\$27.00	\$27.00
18 Holes - Monday - Friday	\$23.00	\$22.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$15.00	\$15.00
9 Holes - Weekends and Holidays	\$18.00	\$18.00
9 Holes - Monday - Friday	\$14.00	\$14.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$11.00	\$11.00
Motorized Carts (1/2 cart charge)		
18 Holes	\$15.00	\$14.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$12.00	\$11.00
9 Holes	\$10.00	\$9.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$8.00	\$7.50

## HCMA Golf Course Rates

	Proposed 2012 Rate	2012 Rate
<b>Willow</b>		
18 Holes - Weekends and Holidays	\$27.00	\$26.00
18 Holes - Monday - Friday	\$23.00	\$21.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$15.00	\$14.00
9 Holes - Weekends and Holidays	\$18.00	\$16.00
9 Holes - Monday - Friday	\$14.00	\$13.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$11.00	\$10.00
Motorized Carts (1/2 cart charge)		
18 Holes	\$15.00	\$14.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$12.00	\$11.00
9 Holes	\$10.00	\$9.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$8.00	\$7.50

*\* Retain reduced rates until course recovers*

<b>Lake Erie</b>		
18 Holes - Weekends and Holidays	\$27.00	\$25.00
18 Holes - Monday - Friday	\$23.00	\$21.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$15.00	\$14.00
9 Holes - Weekends and Holidays	\$18.00	\$16.00
9 Holes - Monday - Friday	\$14.00	\$13.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$11.00	\$10.00
Motorized Carts (1/2 cart charge)		
18 Holes	\$15.00	\$14.00
18 Holes - Sr. Citizen and Jr. (M-F only)	\$12.00	\$11.00
9 Holes	\$10.00	\$9.00
9 Holes - Sr. Citizen and Jr. (M-F only)	\$8.00	\$7.50

*\*HCMA rates are reduced \$5.00 for 18 holes or \$3 for 9 holes on weekdays from 11am to 3pm and on weekends after 3pm.*





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: David C. Moilanen, Director  
Subject: Contract Renewal – Marketing Manager  
Date: March 1, 2012

At the April 14, 2011, Board meeting the Commission approved entering into a one-year contract with Kassie Kretzchmar to serve as marketing manager for the Metroparks. That contract will expire May 15, 2012. Her job responsibilities are to develop and implement a marketing program designed to increase attendance at the Metroparks through stronger brand recognition, increased awareness of the parks and the development of sponsored events and festivals that are self sustaining.

From the beginning, Ms. Kretzchmar has worked diligently to boost attendance at various Metroparks primarily by planning and developing larger programs and marketing campaigns while controlling costs by seeking partnering organizations and businesses that are willing to sponsor these events and campaigns. Starting in the middle of May, Ms. Kretzchmar first learned more about the Metroparks and what they offer, then outlined ideas for larger programs and festivals, and then began to market partnership opportunities to a variety of businesses and organizations. While good progress was made developing ideas and soliciting potential partners, it was very late in the busy season for the Metroparks to actually conduct some of the programs and campaigns.

The first big program that Ms. Kretzchmar coordinated was the 9/11 Michigan Remembers ceremony commemorating the 10-year anniversary of the attacks on the World Trade Center. Ceremonies were held at both Lake St. Clair and Lake Erie Metroparks with 8,000 attending the event at Lake St. Clair and 2,000 attending at Lake Erie. There was much organizing that had to be done, several partners were involved and the events provided much positive publicity for the Metroparks. As an initial example of Ms. Kretzchmar's capabilities, it was very successful.

Ms. Kretzchmar's efforts at obtaining a media partner for the Heritage Holiday programs at Wolcott Mill Historic Center helped boost the attendance at those programs considerably. A big event planned for winter, the Cardboard Classic, was showing promise as she obtained media and other partners for it, but with no snow, the event had to be canceled.

Ms. Kretzchmar has also been working on campaigns that will market the Metroparks in different, new venues – Costco stores and Dunkin Donut restaurants. These marketing campaigns are set to take place later in spring and early summer of 2012.

A marketing report is attached that recaps activities in 2011 and outlines other major events that Ms. Kretzschmar has been developing for 2012. Planning and obtaining sponsors for these programs is well underway and should provide a number of attractive new or enhanced events in the Metroparks this year. Staff feels it would be premature to discontinue Kassie's work on these events at this time and not reap the benefits of seeing these programs to fruition. Ms. Kretzschmar collaborates well with Metroparks staff; works hard, and has the skills, knowledge and contacts necessary to build an outstanding marketing program for the Metroparks.

It would be worthwhile for the Metroparks to take more time to evaluate the effectiveness of Ms. Kretzchmar's work and offer her a one-year extension on her contract under the same compensation, terms and conditions as her current contract.

**Attachments: 2012 Marketing Overview  
Employment Contract**

**Recommendation:** That the Board of Commissioners approve staff extending Kassie Kretzschmar's contract as marketing manager for the Metroparks under the same terms, conditions and compensation as her initial contract for a period of one year from May 16, 2012, to May 15, 2013, as recommended by Director Moilanen and staff.



## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: Kassie Kretzschmar, Marketing Manager  
Subject: Marketing Report  
Date: March 1, 2012

I have been working for the Metroparks since May 16, 2011 and have accomplished and/or am working on the following:

### Focusing on three areas:

- Ways to increase awareness and focusing on how we can brand the Metroparks
  - By building bigger partnerships with metro Detroit media outlets
  - By partnering with various corporations, groups etc.
- Ways to increase number of visitors to the Metroparks
  - Through new events and new partnerships
  - Looking at how to build on existing programs and events
- Ways to bring in more money
  - Sponsorships
  - Event fees
  - Grants

### 2011 KEY EVENTS:

- **Sept. 2011 – the 9/11 Michigan Remembers** 10<sup>th</sup> anniversary event for Michigan military, police and firefighters at Lake Erie and Lake St. Clair Metroparks. There were approximately 10,000 attendees on a Sunday evening between 5:00 – 9:30pm. The Authority received a 9/11 military award for our 9/11 Michigan Remembers events. In addition, I received the same award, plus received a presidential award (one of 50 that were given out in the U.S.) which was an American flag that flew over the U.S. Capitol during the time of our event on Sept. 11, 2011. The additional award was for me creating the event and for inviting the military along with police, firefighters and first responders.
  - Received a \$500 sponsor check for the event from Paragon Properties for a booth they set up at Lake St. Clair Metropark.
  - Received in-kind advertising from CBS Detroit Radio stations (98.7 AMP Radio, WWJ 950 Newsradio, 97.1 The Ticket, 99.5 WYCD, 104.3 WOMC) valued at \$111,600.
  - Received in-kind advertising from WRIF 101.1 (a non-sponsor) valued at \$4,000.
  - HCMA Cash Expense for the event was \$8,300.

- **Heritage Holidays** at Wolcott Mill, Dec. 2011 – built upon this existing event by working with Magic 105.1. Commercials ran on Magic 105.1 and the station did a live appearance with on-air host Lisa Jesswein. Prizes were given away every hour including 60 gift certificates for live (cut) Christmas trees from Blake’s Orchards. Families came to see Santa in an intimate, old-fashioned setting, old-fashioned children’s games, Victorian Era candles, old-time television and outdoor Christmas lights; kids created holiday crafts indoors, and made s’mores at the outside bonfire too.
  - Spent \$5450 on the radio commercials and the talent on-site appearance.
  - Attendance more than doubled from 2010 to 2011 as did donations made on-site too.
    - 2010 attendance – 797                      2011 attendance – 1,630
    - 2010 donations – \$591                      2011 donations – \$1,369

## **2012 KEY BUDGETED EVENTS AND PROGRAMS**

*(I continue to solicit sponsors for the events below to cover the budgeted amounts as well):*

- Created a partnership with **Costco** – for three months beginning in April, we will offer a Metroparks package for sale at all nine Michigan Costco locations. The package includes a \$25 annual permit and a \$25 Metroparks Gift card.
- **Golf promotion with WJR’s Frank Beckmann** – “Beat Beckmann” golf challenge where he would invite listeners out to four Metorpark golf courses which he will play and the public is encouraged to participate. Two golf courses a month in late spring/summer. *(\$6,000 budgeted)*
- **Metroparks Passport** – secured Dunkin’ Donuts as our partner, they will distribute Metropark Passports for the public to pick up, and then over a three month period (May, June, July) the public that picked up the Metroparks Passport would visit each of the 13 parks to get a “passport” stamp. Once all the stamps are collected they are entered in a contest to win a “grand prize” trip for four. The Passport will include a page for each Metropark and Dunkin’ Donuts’ coupons as well. *(\$15,000 budgeted)*
- **Outdoor Expo with Cabela’s, Beaumont and Boy Scouts** – a public event, the focus will be on healthy eating and getting active (scouts will attend for merit badges); Cabela’s will do demonstrations and have interactive activities; Beaumont will have health stations. Slated for summer/early fall. *(\$9,000 budgeted)*
- **Motorsports event at Willow** – expanding on the Monster Truck event we currently have to bring in other motorsport activities and displays. Event is scheduled for Aug. 11 and 12. *(\$7,000 budgeted)*
- **Country Fest at Lake Erie** – country bands over a summer weekend with family activities etc. *(\$9,500 budgeted)*
- **Metroparks and the War of 1812 Bicentennial Commemoration/Navy Week 2012** – Michigan Philharmonic along with members of the U.S. Navy Band and Choir from Washington, D.C. will perform at Lake St. Clair Metropark on Sept. 7, where we will also

have two ships the entire week and War of 1812 memorabilia on display near the marina. There will also be 1812 War re-enactments as well; Navy Week is Sept. 5-10, 2012.

In addition, I am working with companies including Power Distributing, General Motors and Masco to secure sponsorships as well as other companies. Tentative events (depending on sponsor confirmation) include: Military Tribute concerts at Lake St. Clair July 7 and Sept. 7 or 8. (*\$18,500 budgeted*)

- **Fall Festival at Wolcott Mill** – since it was originally a flour mill, the idea is to tie in King Arthur Flour as a sponsor of a baking contest, family activities, hayrides, pumpkins, etc. (*\$7,000 budgeted*)
- Have met with McCann Worldwide to discuss Metroparks branding, Focus Groups, and research as well of users and non-users of the Metroparks. (*\$15,000 budgeted*)

#### **OTHER EVENTS/PROGRAMS THAT I CONTINUE TO WORK ON:**

- **Metroparks Freedom Fireworks** – seeking sponsors for the parks fireworks displays and looking to pre-promote the War of 1812 Bicentennial events at the fireworks with military presence as well as on-site sponsors. Power Distributing said they will provide \$15,000, possibly more, and I am still working on these sponsors. I will be bringing more detail to the Board in April regarding Power Distributing and their product tie-in as well in the parks for approval. Event dates are planned June 16 at Kensington, June 30 at Lake Erie, July 1 at Stony Creek, July 3 at Hudson Mills, and July 4 at Willow.
- Camper and RV event for the fall in Lake Erie Metropark.
- Final Major 2013 FLW Outdoors Bass Fishing Tournament at Lake St. Clair Metropark in June or July. Working on securing WRIF and WCSX as the media sponsors for this national fishing event. If the media partnership is confirmed, the Metroparks would receive \$116,000 worth of promotional exposure with those two radio stations. I am working with Macomb County leadership and members of the Lake St. Clair initiative group on the event details and execution with FLW Outdoors.
- A Summer Blue Grass, Blues and Jazz Festival at Hudson Mills. I am working with a promoter who wants to bring in southeastern Michigan Cumulus radio stations to sponsor this event.
- Working with the Michigan Humane Society on pet events in the parks. One major event I am trying to secure has the potential for 5,000 – 6,000 people and pets to attend. The Michigan Humane Society is considering Kensington Metropark for a late September event.
- WRIF/Monster Energy Drink BMX and Motorcross event at Lake St. Clair Metropark in July or August. Working to secure this event where the Metroparks will receive in-kind media through on-air and on-site radio exposure for being the host location. Monster Energy Drink sponsors this event nationally.

- To date, I have brought in \$3,000 in revenue as I continue to contact companies/organizations to promote bulk annual permit purchases at the corporate discount rate. I also contacted all Michigan schools and received two orders for 50 annual permit purchases. In addition, I sold 50 annual permits to one corporation with a total of 150 annual permits sold to date.
- Working on park signage opportunities and potential sponsors.
- Soliciting sponsorships for the HCMA maps, newsletter and back of the annual permits.

## EMPLOYMENT AGREEMENT

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THIS AGREEMENT dated this \_\_\_\_ day of March 2012, by and between Huron-Clinton Metropolitan Authority, a public body corporate of the State of Michigan having offices at 13000 High Ridge Drive, Brighton, Michigan, 48114, hereinafter referred to as "Authority," and Kassie Kretzchmar hereinafter referred to as "Employee."

WHEREAS, the Authority desires to employ Employee and Employee desires to become employed by the Authority, upon the terms and subject to the conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements hereinafter set forth, the parties hereby agree as follows:

### **1. Employment and Duties.**

The Authority agrees to employ Employee as a Marketing Manager. Employee is employed with those working duties and responsibilities as may be determined and assigned to Employee by the Chairman and Director of the Authority from time to time. In performing her duties under this Agreement, the Marketing Manager is responsible for developing and implementing a marketing program designed to increase attendance at the Huron-Clinton Metroparks through stronger brand recognition, increased awareness of the parks in the Southeast Michigan region and the development of sponsored events and festivals that are self-sustaining. This position collaborates with other members of the Metroparks Marketing Steering Team to promote the purpose and vision of the 13 Metroparks, and to assure that all the marketing opportunities, marketing quality, brand identification and goal attainments are being met. Employee agrees to accept employment with the Authority on the terms and conditions set forth in this Agreement and agrees to devote Employee's full and exclusive business time, best efforts, energy and skill to fulfilling the duties of the Marketing Manager position as detailed in the Position Overview, which is attached hereto and made a part of this Agreement as Exhibit A. Employee must comply with the policies and procedures of the Authority regarding personal conduct, conflicts of interests, anti-harassment and other policy statements applicable to employees.

### **2. Duration of Contract and Termination.**

This Agreement shall commence on May 16, 2012, and shall continue to and including May 15, 2013, unless earlier terminated by either the Authority or the Employee pursuant to this Section. This Agreement and Employee's employment relationship with the Authority may be terminated at any time by either party with or without cause, and for any or no reason, and shall be regarded as an "employment at will." The Authority shall not be required to provide Employee with any prior notice of termination, written or otherwise, and may affect termination of this Agreement immediately upon giving oral or written notice. Employee may terminate this Agreement upon providing the Authority with ten (10) days' advance written notice. In the event the Authority terminates this Agreement within six (6) months from the commencement date, Authority will pay Employee a severance benefit of \$7,692. This Agreement may be extended only by mutual written agreement signed by both the Employee and the Chairman and Secretary of the Authority, and Employee shall have no expectancy that this Agreement or Employee's employment will be renewed or extended without such mutual written extension.

### **3. Compensation.**

The Authority shall compensate Employee at rate of \$100,000 per annum, payable at a rate of \$3,846.15 biweekly in accordance with the Authority's normal payroll practices.

### **4. Benefits.**

Employee agrees that he shall not receive and is not eligible or entitled to receive or participate in those benefits made available to the Authority's other employees, including, but not limited to, group term life insurance programs, disability insurance programs, medical, dental, vision and hospitalization insurance coverages, medical expense reimbursement plans, flexible benefit plans, pension or retirement plans, 457 plans and other reasonable and customary fringe benefits which may from time-to-time be made available by the Authority. Nothing in this Agreement shall be construed to deprive Employee of any benefits or leave provided by state or federal statute.

### **5. Vacations, Personal Leave, Paid Sick Leave, and Holidays.**

Employee agrees that she shall not receive and is not eligible or entitled to receive any paid vacation leave, paid personal leave, or paid sick leave. Employee is eligible to receive paid holidays as are available to other non-bargaining unit employees of the Authority.

### **6. Expenses.**

The Authority shall reimburse Employee for cellular phone charges and travel expenses Employee incurs in connection with Authority-related business activities. Reimbursement shall be made in accordance with the Authority's Mobile Phone Policy and Travel Reimbursement Policy applicable generally to other Authority employees.

### **7. Confidential Information.**

Employee agrees to treat the following types of information as confidential trade secret property of the Authority: development and design specifications, advertising and promotional materials, forecasts, marketing plans and strategies, pricing of services, events and products; computer programs and instructions relating to the Authority's publications; employee benefits and personnel information and any other documents or information which the Authority designates from time-to-time as confidential or information which relates to the activities of the Authority and which is not generally available to third persons, including without limitation all specifications, designs, and plans relating to efforts to market the Authority's parks, events, services and facilities.

### **8. Confidentiality.**

During and after the term of Employee's services, Employee agrees to keep and maintain the confidentiality of all trade secret and confidential information described in Paragraphs 7 and 9 of this Agreement, and other documents and property of Authority and shall make no use of any trade secret information, confidential information, documents or property of Authority except in the performance of the Employee's services rendered on behalf of Authority.

### **9. Intellectual Property.**

All rights, title and interest in and to any copyrights, patents, trade secrets, trademarks, service marks, discoveries, inventions (whether patented or not), developments or other intellectual property rights recognized by the laws of any country or state (the "Intellectual

Property") in any works created individually or jointly by Employee (the "Works") shall vest exclusively in the Authority. To the extent that, by operation of law, Employee owns any Intellectual Property rights in the Works, Employee hereby irrevocably assigns and transfers to the Authority all rights, title and interest in and to such Works. Employee agrees to execute all documents and perform all acts that the Authority may reasonably request in order to assist the Authority in perfecting its rights to the Works.

**10. Entire Agreement.**

This Agreement constitutes the entire agreement of the parties regarding the terms and conditions of Employee's employment with the Authority and supersedes any and all prior written or oral communications, representations, promises, commitments or understandings regarding Employee's employment. This Agreement may be changed or amended only by an agreement in writing signed by the Employee and by the Chairman and Secretary of the Authority.

**11. Severability.**

If any provision of this Agreement shall for any reason be held invalid or unenforceable, such invalidity or unenforceability shall not affect any other provision of this Agreement, but this Agreement shall then be construed as if such invalid and/or unenforceable provision had never been contained herein.

**12. Choice of Law and Severability.**

The terms of this Agreement are contractual and not a mere recital. The terms and conditions of this Agreement shall be governed by and construed in accordance with the laws of the state of Michigan.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement the date and year written above in the first paragraph of this Agreement.

**Employee**

\_\_\_\_\_

Dated

**Huron-Clinton Metropolitan Authority**

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

And: \_\_\_\_\_  
John C. Hertel, Secretary

\_\_\_\_\_  
Dated





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Carol Stone, Human Resources Manager  
 Subject: Proposal – Labor Consultant  
 Date: March 1, 2012

At the February Board meeting, staff was directed to obtain cost information for consultants to provide assistance during upcoming union contract negotiations based on the following scope of services.

- Assist in assembling best practices and salary and benefit information in preparation for negotiations to include a review of the wage and benefit study prepared by HCMA to validate accuracy of the information.
- Review existing labor contracts and cost containment measures taken to date. Work with HCMA negotiating team to identify issues to be addressed during the collective bargaining process.
- Utilizing the five year plan, external comparables, and the wage & benefit study, assist in development and/or review of contract proposals prepared by HCMA staff to ensure that the wages and benefits proposed accurately reflect the current labor market and support HCMA's strategic plan with a focus on structural cost containment/cost reductions.
- Provide recommendations and feedback to the HCMA negotiating team and the Board.

Three consultants were contacted:

1. **Tom Eaton:** Mr. Eaton has worked for Oakland County for more than 36 years and is currently serving as Deputy Director of Human Resources and Chief Labor Negotiator. Mr. Eaton charges \$100 per hour plus mileage.
2. **Amy Sullivan:** Ms. Sullivan is currently employed as Village Administrator for the village of Franklin and is also a labor relations consultant. Ms. Sullivan charges \$50 per hour for the prep work and \$60 per hour to attend negotiations. Although initially interested in providing all of the services requested, due to pending changes in her full-time work commitments, she is unable to participate in labor negotiations at this time. However, she is still interested in providing the other services.
3. **Michael Polzin:** Although initially expressing interest in providing services to HCMA, Dr. Polzin declined to submit a proposal and has indicated that the services requested are outside of the scope of the consulting work performed by the MSU School of Labor Relations. Their primary focus is as an independent facilitator for interest based bargaining.

**Recommendation:** That the Board of Commissioners select a consultant to assist HCMA staff in preparing for contract negotiations and to attend negotiations and provide feedback to the Board as recommended by Human Resources Manager and staff.





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Gregory J. Almas, Deputy Director  
 Subject: 2012 Park Entertainment Programs  
 Date: March 1, 2012

The 2012 Entertainment program continues to offer a variety of entertainment for our park visitors. The attached list includes the major entertainment events planned for the various Metroparks totaling \$91,600.

Firework displays are planned for the following:

- Kensington June 16
- Lake Erie June 30
- Stony Creek July 1
- Hudson Mills July 3
- Willow July 4

Regrettably, the Detroit Symphony Orchestra will not perform at the Metroparks in 2102 due to lack of sponsorship. However, the Michigan Philharmonic will be playing at Kensington on June 22.

In addition, the "Movies in the Park" night at Lake Erie and Willow Metroparks and two polka bands at Willow Metropark have been removed from the schedule due to low interest.

Other special events however, will be added such as the expansion of the Monster Truck program at Willow Metropark and the War of 1812 Bicentennial events at Lake St. Clair and Lake Erie Metroparks.

**Recommendation:** That the Board of Commissioners approve the 2012 Park Entertainment Program and that staff execute the corresponding entertainment agreements as recommended by Deputy Director Almas and staff.



## 2012 Entertainment and Dance Program

Park	Date	Event	Amount
Hudson Mills	7/3/2012	Fireworks Entertainment	\$ 1,000
	7/3/2012	Wolverine Fireworks Display	\$ 8,000
Kensington	6/16/2012	Wolverine Fireworks Display	\$ 8,000
	6/22/2012	Michigan Philharmonic	\$ 10,000
Lake St. Clair	6/3/2012	Purdy Good	\$ 1,700
	6/10/2012	Rythem Society	\$ 2,700
	6/17/2012	Rich Eddy's Rockin' Oldies	\$ 500
	6/24/2012	Dr. Pocket	\$ 2,000
	7/1/2012	Intrigue	\$ 2,300
	7/8/2012	80's Inc.	\$ 2,050
	7/15/2012	Marly - Ritaville	\$ 1,300
	7/22/2012	Dream Catcher	\$ 1,400
	7/29/2012	Rea Deal Big Band	\$ 1,500
	8/5/2012	Justin Blazer	\$ 1,500
8/12/2012	Sun Messengers	\$ 1,750	
Lake Erie	6/30/2012	Flash Back Band	\$ 1,950
	6/30/2012	Wolverine Fireworks Display	\$ 8,000
	7/15/2012	Kids' Appreciation Day Entertainment	\$ 1,850
Stony Creek	6/22/2012	Intrigue	\$ 2,300
	7/1/2012	Wolverine Fireworks Display	\$ 10,000
	7/6/2012	80's Inc.	\$ 2,050
	7/20/2012	Air Margaritaville	\$ 3,200
	8/3/2012	Justin Blazer	\$ 1,500
	8/10/2012	Dr. Pocket	\$ 2,000
Willow	7/4/2012	Wolverine Fireworks Display	\$ 8,000
	7/4/2012	Rick and Dayna 2-Piece Band	\$ 1,450
	7/4/2012	Hidden Agenda Band (includes sound production)	\$ 3,600

**TOTAL \$ 91,600**





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: Gregory J. Almas, Deputy Director  
Subject: February Donations (3)  
Date: March 1, 2012

The following donations were received through Feb. 29, 2012:

1. Commissioner John Hertel donated a registered Percheron mare to the Wolcott Farm Center.
2. Roslynn Standriff made a \$300 cash donation for a bench to be used at Kensington Metropark along the nature trail.
3. McKillen Tents donated use of two tents for the Frosty Freestyle cross country race held at Huron Meadows and the "Chillin" at the Mills" event held at Hudson Mills; itemizing a value of \$692.

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



**GEORGE M. CARR, P.C.**

ATTORNEY AND COUNSELOR

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

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

February 29, 2012

Dear Chairman Marrocco:

Michigan's Presidential Primary is over, the candidates have left the state and the fighting over the delegates won is on. While Romney won the popular vote the Republican delegates are awarded by congressional district. Exit polling indicated that up to 10% of the voters in the Republican Primary were Democrats crossing over to vote. As of today that gives 14 delegates to both Romney and Santorum with 2 additional delegates still in play. A final decision is expected yet this week.

Two open seats in the Michigan House of Representatives were decided bringing the lower chamber back to the former 63 Republican/47 Democratic split. In Grand Blanc the 51<sup>st</sup> District seat of recalled Paul Scott was easily won by Republican Graves. In Pontiac, the 29<sup>th</sup> District seat of retired Tim Melton was also easily won by Oakland County Commissioner Tim Greimel.

The opponents to Michigan's Emergency Financial Manager (EFM) law have collected nearly 250,000 petition signatures to repeal the act. The group needs 161,305 valid signatures to place the issue on the November 2012 General Election ballot. Once the petitions are filed the Secretary of State has a 60 day window to certify their authenticity. If sufficient signatures are certified the EFM law will be stayed pending the General Election's outcome. The EFM law is the backbone of the Snyder Administration's efforts to address financially failing local governments and school districts.

With the elections over the Legislature will be in full session up to the March 29<sup>th</sup> Easter break.

Respectfully submitted,







**HURON-CLINTON METROPOLITAN AUTHORITY  
FEBRUARY MONTHLY REPORT  
FOR  
BOARD OF COMMISSIONERS  
MARCH 8, 2012**

**Director's Comments**

- With winter essentially a no show, several cold and snow dependant programs/events were cancelled and popular winter activities such as ice fishing, cross-country skiing and sledding were minimal. Surprisingly, though, with some modifications many of the seasonal programs were able to take place.
- Staff spent considerable time on the Five-Year Plan development process. Costs for proposed capital improvement projects were estimated and the list of projects was reviewed and sequenced for the next five years. Large equipment purchases for the next five years were similarly reviewed. Accounting is putting together projected costs and revenues, and operational changes, as well as fee changes are being discussed and plugged into the plan.
- An integral part of the Five-Year-Plan involves examining staffing levels and costs, and how to bring those in line with declining property tax revenues. With that in mind, the actuarial valuation of changes in several benefit provisions of the Metroparks retirement plan was received and a benefit/cost analysis of making any changes to the benefits has been completed. Staff met with members of the subcommittee to discuss this analysis and will be ready to present the report to the entire Board for discussion during a closed session at the March meeting.
- Staff continues to work on the business plan for the Wolcott Mill Farm Center. Updated budget figures for alternative farm operation scenarios have been completed, including one where the Metroparks continues sole operation of the farm with modifications in staffing and programming structure, and one where the crop production part of the operation is done by another organization, Forgotten Harvest. Additionally, at the request of the board members on the sub-committee, staff has made inquiries with other agencies and businesses to determine whether there is other outside interest to partner with the Metroparks in operating the farm or to take over complete operation of the Farm.
- The summer DSO concerts in the Metroparks (Kensington, Stony Creek and Lake St. Clair) will not take place again this year. The DSO was unable to obtain the sponsorships needed to financially support the concerts.
- Included with the agenda packet is an 8-minute video promoting the Metroparks. It was produced by Cavalier Pictures and will be used by Metroparks staff as part of presentations to various groups throughout the region. It can be played on a DVD player or computer.

***Eastern District***

**Lake St. Clair, Stony Creek, Wolcott Mill, –  
Mike Lyons**

- The ski center at Stony Creek was not able to open during the month due to the lack of adequate snow cover. Fortunately, patrons were able to enjoy some mild and sunny days which aided visitation numbers.
- The unseasonably mild temperatures have allowed maintenance staff to get a jump start on several projects that normally could not be done in the winter. Work has been progressing on the new campground at the Stony Creek's Ridgewood Picnic area with the sites being marked and mapped. Much of the work on the gravel road base has also been completed. The camping reservation system is operational and reservations are now being accepted for the 2012 camping weekends.

### ***Eastern District (con't)***

- Work also continues on the additional three holes at the Buckhorn disc golf course. The tee pads have been prepped and are ready for cement once temperatures are conducive. These holes will be completed this spring which will increase the course to a 27-hole layout.
- Banquet tent rentals at Stony Creek appear to be slightly higher for the upcoming season with 26 bookings to date.
- A meeting was held with representatives from Easter Seals in the hopes of organizing a walk/run in conjunction with the Veterans of America that would take place in November.
- Winter activities were limited at Lake St. Clair Metropark. There was no ice skating; a few skiers and less than 1,000 ice fishermen. Patrons were able to take advantage of the above average temperatures to get out and play by walking, hiking and biking.
- Lake St. Clair's catering service held their annual bridal show on Feb. 9 at the Thomas Welsh Activity Center. Nearly 200 brides, grooms and their families participated in the event.
- The Detroit Boat Show took place at Cobo Hall Feb. 11 – 19. Once again, the Metroparks staffed a booth at the event and helped market all of the parks by offering information, answering questions and distributing maps.
- Summer concerts have been booked for the upcoming season and an emphasis was made on offering a diverse array of music for everyone to enjoy.
- The Lake St. Clair Tourism Initiative, along with the Macomb County Department of Planning and Economic Growth has installed nearly 50 signs with Macomb County around Lake St. Clair designating the circle tour. These signs direct and encourage travel around the lake promoting business and all that the area has to offer. Lake St. Clair Metropark is a gold member of the Lake St. Clair Tourism Initiative and has one of these circle tour signs installed at the park's entrance.

### ***Western District***

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

- The month ended with snow which allowed staff to open the Winter Sports area at Kensington and to rent skis at both Huron Meadows and Kensington.
- Maintenance crews at Hudson Mills continue to work on the building upgrades at the Canoe Livery at Delhi; the inside of the rental building is nearly complete.
- Kensington Nature Center and Mobile Learning Center staffs worked the Metropark booth at the Cottage and Lakefront Living Show held in conjunction with the Outdoorama. More than 7,950 visitors stopped by the booth and obtained information about the park system.

### ***Southern District***

#### **Lower Huron, Willow, Oakwood, Lake Erie – Jim Pershing**

- With little snow accumulation, sledding at Willow was able to open only for two days during the month with no cross country skiing or ice skating.
- Work on the newly renamed "Walnut Grove" campground at Lower Huron continues. It was decided a name other than "Tulip Tree" was needed to avoid confusion with the picnic area that would retain the name.
- It was also determined that a state of Michigan regulation for campgrounds requires that a sanitary waste station will need to be installed so that recreational vehicles can dump their holding tanks. With a three-year window to install the sanitary waste station, there should be no problem finishing initial work on the campground in time for the May 4 opening.
- On Feb. 9, staff met with "Rock the World" representatives. This group would like to hold an obstacle course type race at Willow Metropark. No definitive date has been set.

### **Southern District (con't)**

- On Feb. 22, Oakwoods Nature Center closed unexpectedly due to a water leak in the building.
- The first "Leap Year 4 Miler" race took place at Willow Metropark on Feb. 29. Approximately 437 runners turned out for the event.

### **Interpretive Services –**

#### **Mike George**

- All facilities adjusted to the "planned ahead" winter type programming, to still offer an array of programs that attracted visitors. At month's end, several facilities were gearing-up for maple sugaring activities to be held in late February through March.

#### **Lake St. Clair Nature Center**

- Schools visited the nature center for "Winter Predator & Prey." Out-of-park presentations included a family nature program, an adult rain garden program, and a teacher workshop.
- Public programs were well attended and Science Olympiad training filled. Interpretive staff added extra programs and had waiting lists.
- Staff met with Tom Knuth and a representative from the Walleye Fishing Association to discuss cooperative programming and the upcoming "Wind, Waves & Weather" special event.
- A lot of visitors came to see the Snowy Owls and Great Horned Owl.
- Managing interpreters from Lake St. Clair, Wolcott Mill and Stony Creek met to discuss Eastern District cooperative activities.

#### **Wolcott Mill Historic Center**

- The mild winter continued and this benefited the Mill with more visitors, especially during some nice, sunny weekend days that brought walkers out to enjoy the trails.
- The big event of the month was the kick-off of the "Maple Sweetness" programs. Three of the four time slots were filled for the first weekend. High praises for the program were received, with visitors greatly enjoying learning how to make their own sweet treat.
- The Warren Astronomical Society provided the Mill with a donation of \$100 in honor of their 50<sup>th</sup> anniversary. For 41 of those years, the group had the observatory at Camp Rotary. Their cooperation with astronomy programs and willingness to help groups has greatly benefited the Metroparks.

#### **Wolcott Mill Farm Center**

- "Harness & Hitch," a newer program at the farm, did exceptionally well, and the "Family Farm Chores" and "Family Farm Tour" were mostly booked or filled, during the month.
- Farm staff also conducted regular school group tours, an unusual occurrence for February.
- Also, a new and exciting addition to the farm was the opening of the Wolcott General Store. Available are organic dairy products provided by the local Crooked Creek Dairy, honey, t-shirts and goat soap. Soon, the store will also be selling maple syrup. New products are added daily and staff expects all products will be in by early summer.
- Farm staff proudly displayed two recently received awards, the "Silver Milk Quality Award" and the "Grade A Survey Perfect Score Award."

#### **Stony Creek Nature Center**

- The 35<sup>th</sup> Annual Pancake Walk held on Feb. 5 had 90 participants who enjoyed a beautiful day and hearty breakfast. Three walks were conducted – one just for adults and two for families.

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

### **Stony Creek Nature Center**

- Another program highlight for the month was the Junior Girl Scout “Frosty Fun” program which actually enjoyed a rare day of snow! The center’s “Brownies - Science in Action” was also filled to capacity.
- Interpretive staff visited nine schools during the month and conducted 25 programs. In addition, 22 volunteers contributed 81 hours of their time caring for the animals and greeting visitors.

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

- Pierce Middle School and Mason Middle School, both from Waterford, dominated the February schedule. During a period of two and a half weeks, every seventh grader from this district examined microscopic pond organisms with compound microscopes in the lab, took winter ecosystem hikes that involved data collection and analysis, and used the center’s exhibits to complete a scavenger hunt allowing them to learn more about the park ecosystems. Pierce Middle School was so pleased with their winter ecology experience last year, they doubled the amount of time they spent with EDC staff this year, “upgrading” from two-hour field trips in 2011 to four-hour trips in 2012.
- “Fun Science Experiments” and “Owls by Moonlight” were both well-reviewed and well-attended.
- Scout groups also had several activities at the EDC in February. Several sessions of “Webelos - Scientist” were held, as was a “Bears and Webelos Indian Lore” program.
- Staff offered a weekend workshop for a group of 26 pre-service teachers from Oakland University’s M.A.C. program on wetlands, watersheds and water quality. This was the center’s third year offering the workshop in partnership with Oakland University

### **Kensington Farm Center**

- Farm staff prepared for the usual arrival of spring babies by giving the main barn a face lift. Walls received a fresh coat of paint and the pens received minor repairs.
- The “Daddy-Daughter Dance” on Feb. 11 was filled to capacity and made for a memorable evening for all who attended.
- Staff began preparing the Sugar Shack for tours and the boiling down operation which begins in March.

### **Kensington Nature Center**

- Due to the warm February weather, all of the ice fishing programs had to be cancelled which is normally a major revenue producer.
- The nature center has two new exhibits. One, now complete, is on winter birds. The other features photographs taken by visitors in Kensington. Both will be rotated during the year.
- Three nature center staff members and select visitors participated in the “Great Backyard Bird Count,” a four-day event sponsored by Cornell University throughout the U.S. and Canada.

### **Mobile Learning Center**

- Mobile Learning staff visited 12 schools doing 38 programs for 943 people. It was a good February which paired close to even with 2011 numbers.
- The month marked the end of the “In-school only” program schedule. Staff will be back on the road with the tractor-trailer during March through December.
- All staff members assisted at the Metroparks booth during the Outdoorama/Cottage and Lakefront Living Show held at the Suburban Collection Showplace in Novi.

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

### **Hudson Mills Activity Center**

- An Eagle Scout finished his building bluebird nest boxes project. The Eagle Scout made 23 nest boxes and replaced 11.
- The Howell Nature Center presented its “Birds of Prey” program at the park. The program featured live birds and was a huge success with 80 people attending.
- Other activities staff participated in during the month included preparing for the maple sugaring programs, assembling bluebird nest box kits to sell to the public, preparing Bluebird monitoring packets and contacting volunteers regarding the startup.

### **Oakwoods Nature Center**

- The Center offered a new two-day program in February called “Winterfest.” This event began on Friday Feb. 17 at the Willow Food Bar with a chili dinner, hike and bonfire. Saturday activities included geocaching, scavenger hunts, logging and maple sugaring demonstrations, bird I.D. programs, crafts, a winter pond study, and hot dogs and s’mores around a fire.
- The center also hosted birthday parties during the month. These programs continue to be a big hit and staff looks forward to more as time goes on.

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

- Although the month only included one in-house school program, weekend programming did very well, both in regards to quality and attendance.
- “Crack O’ Dawn Coffee Club,” which always does well, set a new record with 22 people attending. Both the “Muskrat Club” and “Mink Link” programs also did well.
- The best attended presentation of the month was the annual “Rum-running Tales” session. The room was filled to capacity with visitors interested in both hearing (and telling) prohibition stories from the Detroit River region.

## **Human Resources –**

### **Carol Stone**

- The seven non-represented employees will transition to a high deductible health plan on March 1.
- Employee meetings were held Feb. 28 and 29 to provide information on the proposed high deductible health plan and health savings account programs currently under consideration by the Employee Associations.
- Preparations are underway for hiring seasonal employees. The Seasonal Employee Handbook is being reviewed and updated.

## **Community Relations –**

### **Jack Liang**

- Due to minimal commitments for funding support for DSO concerts at the Metroparks, it was decided to cancel the three 2012 DSO concerts.
- Coordinated a meeting of 25 member Chamber marketing committee held at Wolcott Mill Farm which included presentations from the Macomb County Executive’s office and Metroparks Interpretive staff. The committee had first-hand exposure to the site and discussed how it could help support visitation and other efforts at the Farm.
- Met with REI and National Wildlife Federation (NWF) staff regarding Metroparks participating in Great American Campout events taking place in June. Staff anticipates promoting camping experiences for families at Lower Huron and Stony Creek campgrounds for the event. In addition, staff has requested additional donations for camping equipment from the three area REI stores.
- Met with University of Michigan art professors to review last year’s art student program at the Metroparks and to determine future program developments.

## **Planning –**

### **Susan Nyquist**

- Three projects, including (1) the final design of phase one of the reconstruction of the parking lot at Lake St. Clair Metropark, (2) grant applications at Lake St. Clair and Dexter-Huron Metroparks, and (3) the 2013-2017 Five-Year-Plan, have absorbed the time of planners during February.

## **Natural Resources –**

### **Paul Muelle**

- Met with The Nature Conservancy (TNC - Ohio) to review specific sites at both Lake Erie and Oakwoods Metroparks for invasive species control through the Green Ribbon Initiative grant awarded to TNC last year.
- Met with the MDNR and SEMCOG to review the status of the current phragmites removal grant at Lake St Clair Metropark, and assisted other project partners and staff on pursuing funding for land acquisition at Lake St Clair Metropark as well as participating in a public hearing to discuss the project as required by the Michigan Natural Features Trust Fund grant application.
- Hosted a meeting with researchers from The Ohio State University, U.S. Forest Service and U.S. Dept. of Agriculture on current Emerald Ash Borer research that has been conducted in the Metroparks, Michigan State Parks and various Ohio parks over the past four years.
- Met with Dr. Judy Westrick to review data from the 2011 water quality program at Stony Creek, Wolcott Mill and Kensington Metropark. The final report should be available in April. Also met with the president of the Sustainable Agency to discuss various aspects of sustainable programming and marketing in the Metroparks.
- Attended a MDEQ informational meeting regarding the new National Pollutant Discharge Elimination System (NPDES) permit that will now be required for any agency controlling aquatic weeds or other invasive species in lakes, streams or wetlands.
- Natural Resources staff has been busy processing and reporting deer management data and vegetation survey data, preparing updated management plans and other GIS mapping, meeting with park staff regarding the preparation of PIPP and SPCC documents for various facilities.

## **Purchasing –**

### **Scott Michael**

- Staff prepared equipment lists for the Five-Year-Plan.
- Prepared, advertized and published a Request for Proposal (RFP) for food concessions and catering at Lake St. Clair Metropark.
- Staff contacted prospective concessionaires regarding the operation of Huron Meadows Golf Course food services in 2012.

## **Police Department –**

### **George Phifer**

#### **Kensington**

- On Feb. 7 an officer observed a subject sitting inside a parked vehicle at the Administrative Office building parking lot. The Metroparks officer ran the subject through the LEIN system, who came back with several traffic warrants from Livingston County, Michigan State Police and Wayne County Sheriff's departments. The subject was then arrested and turned over to the Livingston County Sheriff's Department.
- An officer responded to the Turtlehead Comfort Station on Feb. 7 regarding a larceny where a water spigot was stolen from the comfort station.

## **Police Department (con't)**

### **Kensington**

- Also on Feb. 7, an officer responded to a Malicious Destruction of Property (MDOP) at the West Boat Launch. An unknown subject attempted to open the interior door to the pipe room damaging the door.

### **Wolcott Mill**

- On Feb. 4 an officer was dispatched to the Wolcott Golf Course in response to a small plane that crashed on the cart path. The plane's one passenger, the pilot, sustained life-threatening injuries, was treated by EMS and transported to a local hospital. The Washington Township resident later died of his injuries.

## **Communications –**

### **Denise Semion**

- Park employees staffed Metroparks booths during The Boat Show at Cobo Hall and Outdoorama/Cottage and Lakefront Living Show at the Suburban Collection in Novi. Nearly 8,000 people visited the booth at Outdoorama, where a new habitat display was debuted. Staff at both shows encouraged visitors to join the mailing list, and also sold annual permits.
- Carl's Golfland annual advertising supplement, with two Metropark ads, was distributed through the Detroit News, Detroit Free Press, Oakland Press and Macomb Daily on Feb. 11. This year staff included an email offer accessible through Carl's Golfland website.
- Although several winter programs were cancelled in February due to warm weather and lack of snow, these cancellations brought in good news stories on how people care coming out to the parks to enjoy the mild weather.

## **Marketing –**

### **Kassie Kretzschmar**

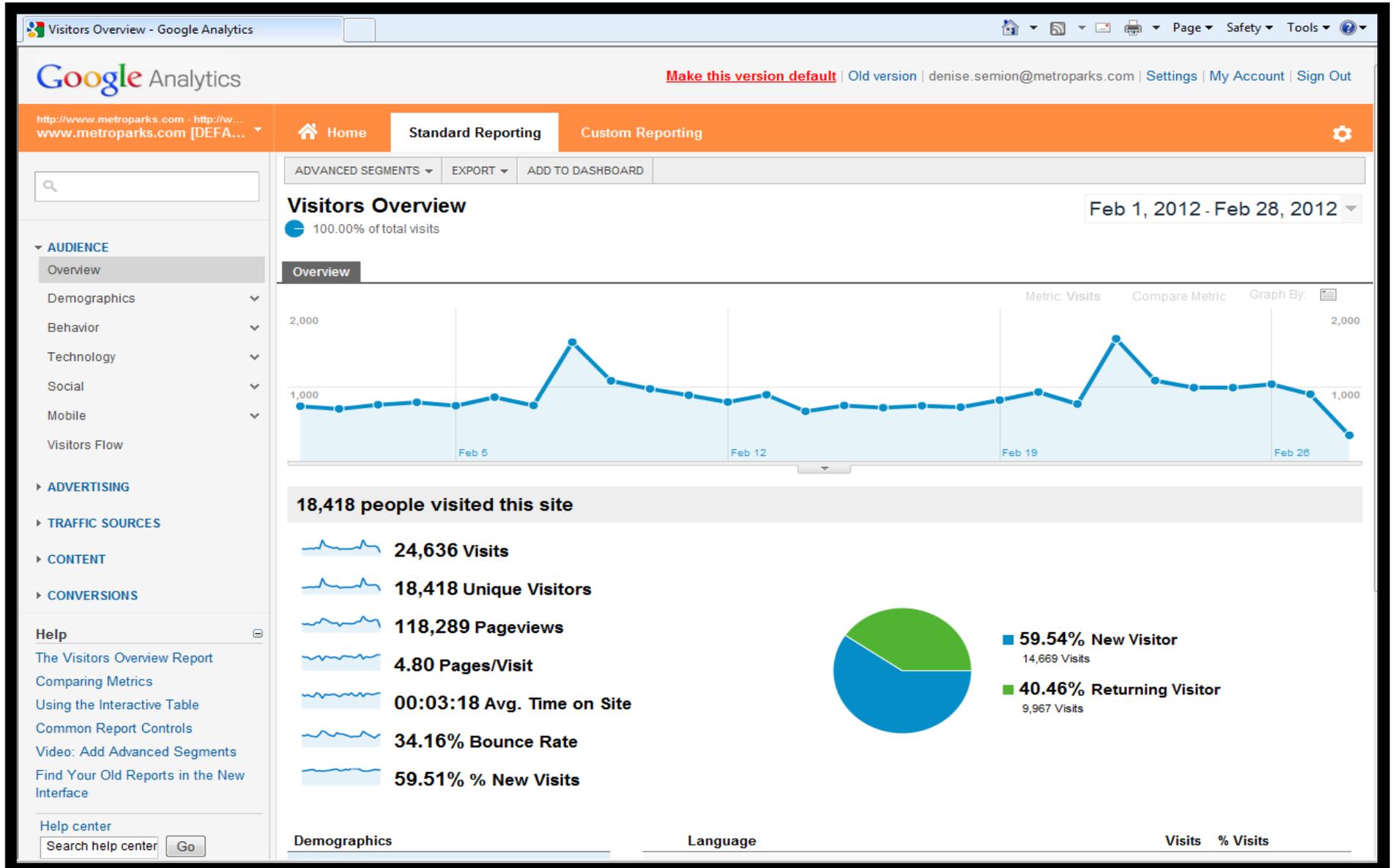
- Continue to work on securing WCSX radio about a possible "Blues, Brews and BBQ" event this summer at Lake St. Clair Metropark for June 24.
- Continue working on a "Sprint and Splash Duathlon" fundraiser at Lake St. Clair Metropark with the Macomb County Executive's office and the Lake St. Clair Tourism Initiative committee for a June event.
- Continuing conversations with McCann Worldwide to discuss branding and positioning for the Metroparks.
- Attended meetings with Macomb County Executive's office to discuss the War of 1812 Bicentennial/Navy Week and other initiatives for Macomb County and Lake St. Clair Metropark.
- Working with Greater Media Radio stations on a media campaign to support the FLW Bass Tournament event we are hosting at Lake St. Clair Metropark in 2013 along with Macomb County.
- Continue to meet with companies to secure sponsorships and sponsorship dollars for War of 1812 Bicentennial week activities along with the Metroparks fireworks.
- Met again with the Michigan Philharmonic regarding a summer concert at Kensington and also for a concert during the War of 1812 Bicentennial week.



## Communications and Marketing Summary February 2012

Activity Type	Activity	Park
<b>Miscellaneous</b>	Facebook - over 5,000 followers	AO
	Park employees staffed the Metroparks booth at The Boat Show	Lake St. Clair
	Interpreters staffed the Metroparks booth at Outdoorama/Cottage & Lakefront Living Show - nearly 8,000 visitors; \$610 in annual permit sales	Kensington
<b>News Release</b>	Metroparks: Sweet on maple sugaring	Hudson Mills, Indian Springs, Kensington, Oakwoods and Wolcott Mill Metroparks
	Make your best sled for Indian Springs Metropark's First Cardboard Classic	Indian Springs
	John P. McCulloch reappointed to Huron-Clinton Metroparks Board of Commissioners	AO
	Huron-Clinton Metroparks ready for a fun snow weekend	All parks
	Sledding at Indian Springs and Ice Fishing Events at Kensington Cancelled	Multiple parks
<b>News Story</b>	Several interviews with Detroit News, Detroit Free Press on winter activities; Port Huron radio show on maple sugaring	AO
	Radio interview (Port Huron) on maple sugaring programs at Wolcott Mill	Wolcott Mill
	Ask Florine segment on Kensington aired Feb 20 on WDIV 6 pm news	AO
<b>Online Store</b>	Online store generated \$1839 in sales, with 43 Annual Permits, 13 HCMA/Oakland County Joint Permits and \$140 in gift card sales	AO
<b>Website</b>	More than 850 Metropark website visitors requested to join our email list during the month	AO

# February Google Analytics





Meeting of March 8, 2012  
**HURON-CLINTON METROPOLITAN AUTHORITY**

To: Board of Commissioners  
From: David C. Moilanen, Director  
Subject: Monthly Statistics  
Date: March 1, 2012

The monthly park statistics report will be available for distribution prior to the March Board meeting.