

Agenda
Huron-Clinton Metropolitan Authority
Board of Commissioners
April 8, 2021 – 9:00 a.m.

Remote Meeting – Via Zoom

<https://us02web.zoom.us/j/9800687134?pwd=ak1WMTIPNUIUcEUycHpTWW95MTErUT09>

Meeting ID: 980 068 7134 / **Passcode:** HCMABOC

Dial by your location: +1 929 205 6099 US (New York) / +1 301 715 8592 US (Washington, D.C)

1. Call to Order
2. Approval – Resolution Establishing Rules for Remote Meetings **pg. 1**
3. Chairman’s Statement
4. Approval – March 11, 2021 Public Hearing, Regular Meeting and Special Meeting Minutes
5. Approval – April 8, 2021 Full Agenda

Consent Agenda

6. Approval – April 8, 2021 Consent Agenda
 - a. Approval – March 2021 Financial Statements
 - b. Approval – March 2021 Appropriation Adjustments **pg. 2**
 - c. Bids – Bike Trail Reconstruction and North Marina Walk Repair, Lake St. Clair **pg. 4**
 - d. Bids – Sanitary Sewer Filter Tanks, Stony Creek **pg. 6**
 - e. Bids – Bike Trail Reconstruction, Willow **pg. 8**
 - f. Report – Purchases over \$10,000 **pg. 10**
 - g. Purchases
 1. Total Spend and Vendor Location, April 2021 **pg. 11**
 2. Garbage Truck **pg. 14**
 3. Pickup with Liftgate **pg. 15**
 4. Outdoor Park Furnishings **pg. 16**
 5. Work Utility Vehicles (4) **pg. 18**
 6. Heavy-Duty Work Utility Vehicles (2) **pg. 19**
 7. Beach Sifter **pg. 20**
 8. Cargo Van **pg. 21**
 9. Dump Truck **pg. 22**
 10. Pickup Trucks (3) **pg. 23**
 11. Pump House Repairs **pg. 25**
 12. Power Washer **pg. 26**

Regular Agenda

7. Reports
 - A. **Administrative Department**
 1. Approval – Metroparks Branded TV/Video Commercial Production **pg. 27**
 2. Report – Marketing Update **pg. 28**
 3. Report – DEI Update **pg. 35**
 4. Report – Interpretive Services Update **pg. 45**

Regular Agenda

7. Reports (con't)

B. Financial Department

1. Approval – Investment Policy **pg. 55**
2. Report – Monthly Financial Review **pg. 64**
3. Report – March 2021 Capital Project Fund Update **pg. 76**

C. Planning Department

1. Report – Planning and Development Update **pg. 81**
2. Approval – Southeast Michigan Swimming Program Development Plan **pg. 99**
3. Approval – Woods Creek Playground Site Contract, Lower Huron **pg. 124**
4. Approval/Resolution – NFWF Sustain Our Great Lakes Grant, Lake Erie **pg. 125**

D. Engineering Department

1. Bids – Window Replacement, Administrative Office **pg. 129**

E. Natural Resources Department

1. Report – Natural Resources Update **pg. 131**
2. Approval – Aerial Application for Treatment of Invasive Gypsy Moth **pg. 139**

8. Public Participation

- ❖ Public comments required to be submitted in writing and will be accepted through the end of the regular meeting. Please send written comments to Shawn Athayde, Recording Secretary at shawn.athayde@metroparks.com.

9. Other Business

10. Staff Leadership Update

11. Commissioner Comments

12. Motion to Adjourn

The next regular Metroparks Board meeting will take place
Thursday, May 13, 2020 – 1:00 p.m.
Location - TBD

HURON-CLINTON METROPOLITAN AUTHORITY
BOARD OF COMMISSIONERS

A RESOLUTION CONTINUING RULES FOR REMOTE ATTENDANCE BY COMMISSIONERS AND MEMBERS OF THE PUBLIC AT REMOTE MEETINGS DUE TO LOCALLY DECLARED STATE OF EMERGENCY/DISASTER

Resolution No. 2021-04

Motion by: _____

Supported by: _____

WHEREAS, on November 12, 2020, the Board of Commissioners of the Huron-Clinton Metropolitan Authority (the "Authority") adopted Resolution No. 2020-21 (the "Prior Resolution"), continuing rules for remote attendance by commissioners and members of the public at remote meetings due to the coronavirus pandemic, as authorized under the Open Meetings Act, Act 267, Public Acts of Michigan, 1976, as amended (the "OMA"); and

WHEREAS, authorization for remote meetings for any reason under the OMA expired on March 30, 2021; and

WHEREAS, the OMA allows public bodies to continue to meet remotely during a statewide or local state of emergency or state of disaster declared pursuant to law or charter or local ordinance by the governor or a local official, governing body, or chief administrative officer that would risk the personal health or safety of members of the public or the public body if the meeting were held in person; and

WHEREAS, several counties and municipalities within the Authority's five-county region, have declared local states of emergency and/or states of disaster due to the continued coronavirus pandemic in order to authorize public bodies within their respective jurisdictions to continue to meet electronically or telephonically; and

WHEREAS, based on the declared states of emergency and/or states of disaster, the Authority desires to continue to authorize its commissioners and members of the public to attend meetings of the Board of Commissioners of the Authority electronically or telephonically under the rules established pursuant to the Prior Resolution.

NOW THEREFORE BE IT RESOLVED, that:

1. The authorization for remote meetings and the rules established under the Prior Resolution are hereby ratified, confirmed and shall continue in full force and effect.
2. This Resolution shall be effective immediately and shall remain in effect for the duration of the declared local states of emergency/disaster.

All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution by and the same hereby are rescinded.

AYES:

NAYS:

ABSTAIN:

ABSENT

RESOLUTION DECLARED ADOPTED.

Shawn M. Athayde, Recording Secretary

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Board of Commissioners of the Huron-Clinton Metropolitan Authority, at a regular meeting held on the 8th day of April, 2021 and that public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, Act No. 267, Public Acts of Michigan, 1976, as amended, and that minutes of the meeting were kept and will be or have been made available as required by said Act.

Shawn M. Athayde, Recording Secretary



To: Board of Commissioners
From: Rebecca Franchock, Chief of Finance
Subject: Approval – March Appropriation Adjustments
Date: April 1, 2021

Action Requested: Motion to Approve

That the Board of Commissioners' approve the March 2021 Appropriation Adjustments as recommended by Chief of Finance Rebecca Franchock and staff.

Background: The Metroparks ERP system provides a work-flow process to facilitate departmental budget management. Requested transfers are initiated by department staff and routed to the appropriate department head/district superintendent for review and approval. Finance provides a final review of the approved requests to verify that they do not negatively impact Fund Balance.

For the month of March, \$28,339 was transferred between general fund operation accounts and \$40,653 was transferred within capital project accounts. Donation funding supported projects totaling \$27,207.

The result of these changes can be seen by Accounting Function and Location in the attached chart.

Attachment: Appropriation Adjustments

Huron-Clinton Metropolitan Authority
September 2020 Appropriation Transfer Summary

<u>Expense Accounts</u>	<u>Location</u>	<u>Expense Increase/ Revenue Decrease</u>	<u>Expense Decrease/ Revenue Increase</u>	<u>Difference</u>
Capital	Lake St. Clair	\$ 161	\$ 161	\$ -
	Lower Huron/Willow/Oakwoods	4,700	-	4,700
	Indian Springs	-	4,700	(4,700)
	Total	\$ 4,861	\$ 4,861	\$ -
Major Maintenance	Lake St. Clair	\$ 8,900	\$ 8,900	\$ -
	Total	\$ 8,900	\$ 8,900	\$ -
Operations	Lake St. Clair	\$ 400	\$ 400	\$ -
	Hudson Mills	4,845	4,845	-
	Stony Creek	300	300	-
	Administrative Office	133	133	-
	Total	\$ 5,678	\$ 5,678	\$ -
Total General Fund Transfers		\$ 19,439	\$ 19,439	\$ -
Capital Project Fund	Administrative	\$ -	\$ 40,653	\$ (40,653)
	Lake St. Clair	1,480	-	1,480
	Kensington	5,523	-	5,523
	Lower Huron/Willow/Oakwoods	7,780	-	7,780
	Hudson Mills	5,963	-	5,963
	Stony Creek	15,806	-	15,806
	Lake Erie	130	-	130
	Wolcott	3,971	-	3,971
	Total	\$ 40,653	\$ 40,653	\$ -



To: Board of Commissioners
 From: Mike Henkel, Chief of Engineering Services
 Project No: 702-21-330
 Project Title: Bids – Hike Bike Trail Reconstruction and North Marina Walk Repair
 Project Type: Capital Improvement
 Location: Lake St. Clair Metropark
 Date: April 2, 2021

Bids Received: April 1, 2021

Action Requested: Motion to Approve

That the Board of Commissioners award Contract No. 702-21-330 to the low responsive, responsible bidder, Best Asphalt, Inc., in the amount of \$197,685 as recommended by Chief of Engineering Services Mike Henkel and staff.

Fiscal Impact: The project is under budget in the amount of \$65,315. Two budgeted line items will be addressed with this project which includes sidewalk at the North Marina and the shared use trail at park Entrance.

Scope of Work: The project will reconstruct approximately 3,100 feet (0.59 miles) of 10-foot-wide shared use trail which includes, crushing, shaping, bituminous surface placement, restoration, walkway repair and all incidentals required to complete the project.

Background: The project will reconstruct the shared use trail from Jefferson along the park entrance road along with an additional section of trail next to the nature center. The existing paved surface has been repaired and cracked sealed numerous times and needs to be replaced. This work will also address undermining of the walkway along the north marina sheet pile wall. The existing walkway was undermined due to high water levels last year. The concrete surface will be removed, and the void will be filled with aggregate and compact. No new concrete will be placed at this time due to future expected work in the area.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
1. Best Asphalt Inc. DEI Local x Wage x	Romulus	\$197,685.00
2. Asphalt Specialist, Inc. DEI Local Wage	Pontiac	\$211,869.00
3. T&M Asphalt Paving, Inc. DEI Local x Wage x	Milford	\$218,622.00
4. Gibraltar Construction Co. DEI Local x Wage x	Trenton	\$220,310.00
5. Warren Contractors and Development, Inc. DEI Local x Wage x	Shelby Twp.	\$249,299.55
6. James P Contracting Inc. DEI Local x Wage x	Washington	\$266,396.90

Budget for Contract Services

- Trail at Park Entrance Road \$243,600.00
- Sidewalk at North Marina Shore \$ 20,000.00
- Total \$263,000.00

Work Order Amount

- Contract Amount-Best Asphalt, Inc. \$197,685.00
- Contract Administration \$ 8,000.00
- Total Proposed Work Order Amount (Rounded) \$205,685.00

This project was reported and publicly advertised in the following construction reporting outlets: Michigan Inter-governmental trade network, MITN; Construction Association of Michigan, Construction Connect, Washtenaw Contractors Association, Builders Exchange of Lansing and Central Michigan.





To: Board of Commissioners
From: Mike Henkel, Chief of Engineering Services
Project No: 509-21-559 (Contract # 709-21-195)
Project Title: Bids – Sanitary Sewer Filter Tanks
Project Type: Capital Improvement
Location: Stony Creek Metropark
Date: April 2, 2021

Bids Received: March 23, 2021

Action Requested: Motion to Approve

That the Board of Commissioners award Contract No. 709-21-195 to the low responsive, responsible bidder, Teltow Contracting, Inc., in the amount of \$83,250 as recommended by Chief of Engineering Services Mike Henkel and staff.

Fiscal Impact: The project is \$66,750 under budget. The project was budgeted under the title of Baypoint Beach Grinder Pump Installation. However, the project is now titled Sanitary Sewer Filter Tanks to align with the change of scope of work.

Scope of Work: The project will install five precast concrete septic tanks at five locations. The work includes excavation, tank placement, installation of effluent filters, site restoration and all incidental items of work necessary to complete the project.

Background: The pump station at Stony Creek services the restroom facilities at the Boat Rental, Baypoint Beach, Winter Cove and West Branch. Over the last couple of years and in 2020 particularly, with the rise in use of personal protective items, materials have been making their way into the sewer system and clogging and binding up pumps. The result has been downtime to facilities, pump damage and the replacement of the pumps and motors. When the system is not in operation, it becomes necessary to pump the wet well using an outside contractor, which is costly.

The Engineering staff worked on two different tracks to solve the issue. One team was looking at changing out the existing pumps to a shredder or chopper system; the other team looked into alternatives upstream of the pump station. After much consultation with multiple pump manufacturers, park staff, and internal discussions, the recommended solution is to install septic filter tanks at each of the facilities. This is the most cost-effective and complete solution to plastics, fabrics, and other items entering the system.

While chopper and shredder pumps may be able to pass this material, it has to get to the cutting heads first. Last year, plastic material clogged the intake to the pump, which would not have reached the cutting units. The material will also show up downstream where it flows through the metering station and can pose other problems.

The installation of a filter tank outside of the buildings will capture items before entering the sanitary pipes, maintenance holes and pump station. The tanks are located in such a way so the filters can be periodically checked and cleaned so the tanks can be pumped to remove and debris and sludge.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Teltow Contracting, Inc.*	Casco	\$83,250.00
DEI ___ Local ___ Wage ___		

*Only one bid was received.

Budget for Contract Services

- Baypoint Beach Grinder Pump Installation \$150,000.00

Work Order Amount

- Contract Amount Teltow Contracting Inc. \$ 83,250.00
- Contract Administration \$ 12,000.00
 - Total Proposed Work Order Amount (Rounded) \$ 95,250.00

The following bidders viewed plans but did not submit a bid.

Tom Ward & sons, Inc.	Casco
Teltow Contracting, Inc.	Casco
DP Schwehofer Excavating, Inc	St Clair
Mack Industries of Michigan, Inc.	White Lake
Climate Survival Solutions, Inc. PBC	Grand Junction
JSS - Macomb, LLC	Shelby Twp.
D.V.M. Utilities, Inc.	Sterling Heights
Officepartners360	Pittsburgh
School WholesaleSupplies LLC	Nashville
Joshua Meyer, LLC	Veneta
Weiss Construction Co.,LLC	Novi
M-K ConstructionCompany Inc.	Brownstown
Environmental Sales, Inc.	Southfield
Metro EnvironmentalServices, Inc.	Walled Lake
Carbon Activated Corp	Northville
United Resource, LLC	Livonia
Myers Excavating, Inc.	Brighton
Pullman SST, Inc.	Trenton

This project was reported and publicly advertised in the following construction reporting outlets: Michigan Inter-governmental trade network, MITN; Construction Association of Michigan, Construction Connect, Washtenaw Contractors Association, Builders Exchange of Lansing and Central Michigan.



To: Board of Commissioners
 From: Mike Henkel, Chief of Engineering Services
 Project No: 710-21-195
 Project Title: Bids – Hike Bike Trail Reconstruction
 Project Type: Capital Improvement
 Location: Willow Metropark
 Date: April 2, 2021

Bids Received: March 23, 2021

Action Requested: Motion to Approve

That the Board of Commissioners award Contract No. 710-21-195 to the low responsive, responsible bidder, Al's Asphalt Paving Co. Inc., in the amount of \$138,214.50 as recommended by Chief of Engineering Services Mike Henkel and staff.

Fiscal Impact: The project is \$57,785.5 under the combined budgeted amounts; three budgeted line items will be addressed with this project, including Willow Roadway Culvert Replacement and Shared Use Path Reconstruction and the Lower Huron Bike trail Culvert Replacement.

Scope of Work: The project will reconstruct approximately 2,200 feet (0.42 miles) of a 10-foot-wide shared-use trail and includes crushing, shaping, asphalt surface placement, restoration, culvert replacements and all incidental construction.

Background: The project will repair the trail connector from Willow to Oakwoods Metropark. The existing surface poor condition and needs to be replaced. This project will also replace an existing roadway culvert by the Fox Meadows Picnic entrance road and a bike trail culvert at the southern entrance at Lower Huron. Past preventative maintenance measures have included crack sealing and asphalt patching of selected areas.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Al's Asphalt Paving Co. DEI Local Wage x	Taylor	\$138,214.50
Best Asphalt, Inc. DEI Local x Wage x	Romulus	\$142,831.00
Gibraltar Construction Company DEI Local x Wage x	Trenton	\$172,203.95
Spartan Paving, LLC DEI Local Wage x	Waterford	\$167,078.00
R&R Asphalt, Inc. DEI Local x Wage x	Milford	\$217,418.30

Budget for Contract Services

Hike Bike Trail Construction (Trail connector to Oakwoods)	\$151,000.00
Willow Replace Culvert at Southside of (Park-Washago to pool)	\$ 15,000.00
Lower Huron Replace Culvert (Bike Trail at LH South End)	<u>\$ 30,000.00</u>
Total	\$196,000.00

Work Order Amount

- Contract Amount – Al’s Asphalt Paving Co. Inc. \$138,214.50
- Contract Administration \$ 10,000.00
 - Total Proposed Work Order Amount (Rounded) \$148,215.00

This project was reported and publicly advertised in the following construction reporting outlets: Michigan Inter-governmental trade network, MITN; Construction Association of Michigan, Construction Connect, Washtenaw Contractors Association, Builders Exchange of Lansing and Central Michigan.



To: Board of Commissioners
From: Amy McMillan, Director
Project Title: Update – Purchases over \$10,000
Date: April 2, 2021

Action Requested: Motion to Approve

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

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

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

<u>Vendor</u>	<u>Description</u>	<u>Price</u>
1. Aquatic Source	Pool Chemicals Lake St. Clair Metropark	\$10,030.54
2. Entercom Communications Corp.	2021 Radio Ads for Summer Marketing and Communications Dept.	\$10,665.00
3. Kerr Pump and Supply, Inc.	Pump Repairs, Squirt Zone Spray Ground Lake St Clair Metropark	\$10,710.00
4. Prism Environment Group, Inc. DBA Labyrinth Company	Brick Paver Labyrinth Kit Kensington Metropark	\$13,500.00
5. Beasley Media Group	2021 Radio Ads for Winter, Summer, Golf Marketing and Communications Dept.	\$18,010.00



To: Board of Commissioners
From: Amy McMillan, Director
Project Title: Purchases – Total Spent and Vendor Locations
Date: April 2, 2021

Action Requested: Motion to Receive and File

That the Board of Commissioners receive and file the update for the Total Spent and Vendor Locations for April 2021 as submitted by Director Amy McMillan and staff.

Background: Each month Purchasing Department summarizes the total amount spent on Capital Equipment purchases, major maintenance and park projects and includes the location of vendors, either within or outside the Metroparks five-county region as well as the effect of DEI, living wage and the Metroparks local preference policy.

Attachment: Award Requests for April

Award Request for April 2021

Vendor	Vendor Location	Description	Park Location	Total Request	Five-County Area	Greater Michigan	Outside Michigan	Effect of DEI, Living Wage & Local Preference Policy
Factory Detroit Inc	Royal Oak MI	TV/Video Commercials Production	Marketing & Communications	\$ 105,000.00	\$ 105,000.00			
H Barber & Sons	Naugatuck CT	Beach Sifter per ITB 2021-022	Kensington	\$ 41,150.00			\$ 41,150.00	Single bid received; provided by manufacturer
Jack Demmer Ford	Wayne MI	Cargo Van per ITB 2021-023	Stony Creek	\$ 33,069.00	\$ 33,069.00			Lowest local Vendor agreed to match low bid
Tri-County International Trucks	Dearborn MI	Dump Truck per ITB 2021-024	Lake St. Clair	\$ 123,013.00	\$ 123,013.00			
Signature Ford-Lincoln	Owosso MI	Pickup Truck with Liftgate per ITB 2021-015	Kensington	\$ 37,717.00		\$ 37,717.00		Lowest local Vendor declined matching low bid
Jorgensen Ford	Detroit MI	Two (2) of Three (3) Pickup Trucks per ITB 2021-025	Lake Erie, Stony Creek	\$ 62,321.00	\$ 62,321.00			Lowest local Vendor agreed to match low bid
Signature Ford-Lincoln	Owosso MI	One (1) of Three (3) Pickup Trucks per ITB 2021-025	Lower Huron	\$ 46,734.00		\$ 46,734.00		Lowest local Vendor not within range to match low bid
Spartan Distributors	Auburn Hills MI	Four (4) Work Utility Vehicles per ITB 2021-019	Huron Meadows, Lake St. Clair, Stony Creek	\$ 128,589.89	\$ 128,589.89			
Bell Equipment Co	Lake Orion	Garbage Truck per ITB 2021-014	Kensington	\$ 115,900.00	\$ 115,900.00			
Jamestown Advanced Products Co	Jamestown NY	ADA Accessible Standard Grills (Metroparks Outdoor Furnishings)	all locations	\$ 2,970.45			\$ 2,970.45	
R.J. Thomas Manufacturing	Cherokee IA	Universal Access Picnic Tables (Metroparks Outdoor Furnishings)	all locations	\$ 72,959.38			\$ 72,959.38	Two (2) bids received; both from out of state Vendors
Rugged Steel Works	Ft Wayne IN	Lodal Containers (Metroparks Outdoor Furnishings)	all locations	\$ 3,417.00			\$ 3,417.00	
Belson Outdoors	Naperville IL	ADA Accessible Grills (Metroparks Outdoor Furnishings)	all locations	\$ 7,196.72			\$ 7,196.72	Two (2) bids received; both from out of state Vendors
Northwood Contracting	Washington MI	Pump House Repairs per ITB 2021-027	Hudson Mills	\$ 66,000.00	\$ 66,000.00			
Weingartz Supply	Utica MI	Two (2) Heavy Duty Work Utility Vehicles per ITB 2021-020	Hudson Mills, Lake St. Clair	\$ 52,923.63	\$ 52,923.63			
Counsilman-Hunsaker and Associates	St. Louis MO	SE Michigan Swimming Program Development Plan per RFP 2021-012	Planning & Development	\$ 49,982.00			\$ 49,982.00	

Award Request for April 2021

Vendor	Vendor Location	Description	Park Location	Total Request	Five-County Area	Greater Michigan	Outside Michigan	Effect of DEI, Living Wage & Local Preference Policy
Commercial Glass	Novi MI	Administrative Office Window Replacements per Project 700-21-024	Administrative Office	\$ 103,764.00	\$ 103,764.00			
Teltow Contracting Inc	Casco MI	Sanitary Sewer Filter Tanks per Project 509-21-559	Stony Creek	\$ 83,250.00		\$ 83,250.00		
Best Asphalt Inc	Romulus MI	Hike Bike Trail Reconstruction and North Marina Walk Repair per Project 702-21-330	Lake St. Clair	\$ 197,685.00	\$ 197,685.00			
Al's Asphalt Paving Co Inc	Taylor MI	Hike Bike Trail Reconstruction per Project 710-21-195	Willow	\$ 138,214.50	\$ 138,214.50			
		Woods Creek Playground Development - Site Work per Project 506-20-496	Lower Huron					
Totals				\$ 1,471,856.57	\$ 1,126,480.02	\$ 167,701.00	\$ 177,675.55	
Percent of Total Award Request					77%	11%	12%	



To: Board of Commissioners
From: Heidi Dziak, Senior Buyer
Project No: ITB 2021-014
Project Title: Purchase – One Garbage Truck
Location: Kensington Metropark
Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the purchase of one new garbage truck for a total amount of \$115,900 from Bell Equipment Company of Lake Orion, Michigan the low responsive, responsible bidder for ITB 2021-014 as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the Board approved 2021 Capital Equipment budget, which allowed \$125,000 for the purchase of the equipment. The purchase will total \$115,900; a difference of \$9,100 in favor of the budget.

Scope of Work: Furnish and deliver one Hino 195 Chassis with a Pac Mac RL8 body garbage truck.

Background: The proposed purchase was competitively bid and the ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 65 vendors, of which 19 vendors downloaded the ITB.

The new dump truck replaces unit 24, a 2004 GMC C7500 with 74,868 miles. The out-going unit will be sold at auction.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Bell Equipment Company <i>- Offering a Hino chassis with a PacMac body</i>	Lake Orion, MI	\$115,900.00*
Pyramid Equipment, Inc. <i>- Offering an Izuzu chassis with a NewWay body; No local option for service on the body.</i>	Rolling Prairie, IN	\$109,672.00

(*) Indicates recommended award.



To: Board of Commissioners
From: Heidi Dziak, Senior Buyer
Project No: ITB 2021-015
Project Title: Purchase – One Pickup Truck with Liftgate
Location: Kensington Metropark
Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the purchase of a Ford F-250 pickup truck with a liftgate for a total amount of \$37,717 from Signature Ford-Lincoln of Owosso, Michigan the low responsive, responsible bidder for ITB 2021-015 as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the Board approved 2021 Capital Equipment budget, which allowed \$35,454 for the purchase. The price of \$37,717 is \$2,263 over budget. The additional \$2,263 will come from savings realized from future capital equipment purchases.

Scope of Work: Furnish and deliver one (1) Ford F-250 pickup truck with a liftgate.

Background: The proposed purchase of the truck was competitively bid and the ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 125 vendors, of which 17 vendors downloaded the ITB.

The new vehicle replaces unit 444, a 2009 Ford F250 pickup truck with 80,519 miles. The outgoing unit will be sold at auction.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Signature Ford-Lincoln*	Owosso, MI	\$37,717.00
Jorgensen Ford**	Detroit, MI	\$38,947.00
Jefferson Chevrolet - Offering a Chevy Silverado	Detroit, MI	\$43,150.00
Royal Truck & Trailer - Offering liftgate only	Dearborn, MI	\$3,724.00

(*). Indicates recommended award.

(**) Provided vendor verification form to qualify as a local vendor; declined to match low bid offered by non-local vendor.



To: Board of Commissioners
From: Heidi Dziak, Senior Buyer
Project No: ITB 2021-017
Project Title: Purchase – Metroparks Outdoor Furnishings
Location: All Locations
Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve ITB 2021-017 to the low responsive, responsible bidders, as indicated below, for the purchase of the following outdoor furnishings for a total spend of \$86,543.55 as recommended by Senior Buyer Heidi Dziak and staff.

- Award of a purchase order in the amount of \$2,970.45 to Jamestown Advanced Products Company, Inc. of Jamestown, New York for 21 ADA accessible standard grills.
- Award of a purchase order in the amount of \$72,959.38 to R.J. Thomas Manufacturing Company, Inc. of Cherokee, Iowa for 227 six-foot and five (5) eight-foot Universal Access picnic tables.
- Award of a purchase order in the amount of \$3,417.00 to Rugged Steel Works, LLC of Ft. Wayne, Indiana for six (6) 1.5 cubic yard local containers.
- Award of a purchase order in the amount of \$7,196.72 to Belson Outdoors of Naperville, Illinois for 10 large ADA accessible grills.

Fiscal Impact: Funds are available in the Board approved 2021 budget, which included \$80,477 for all outdoor furnishing items across the Metroparks. The total purchase of furnishing will be \$86,543.55. The additional \$6,066.55 will come from the park budgets.

Scope of Work: Furnish and deliver outdoor furnishings in specified quantities. Furnishings include ADA accessible and Universal Access picnic tables, grills and local containers.

Background: The proposed purchases were competitively bid and the ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 44 vendors, of which 26 vendors downloaded the ITB.

As the solicitation included a wide range of items, and Metroparks staff wanted to obtain as much competition per item as possible, vendors were permitted to bid on only the items they regularly provide.

Bid following amounts are for the total quantity of an item requested by HCMA.

<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
6-foot Picnic Tables Bids (227 tables)		
• Jamestown Advanced Products Corp.	Jamestown, NY	\$78,858.00
• R.J. Thomas Mfg. Co. Inc	Cherokee, IA	\$71,241.68*
8-foot Picnic Tables Bids (5 tables)		
• Jamestown Advanced Products Corp.	Jamestown, NY	\$1,740.00
• R.J. Thomas Mfg. Co. Inc	Cherokee, IA	\$1,717.70*

Grill Bids – ADA Small (21 grills)

- | | | |
|-------------------------------------|---------------|-------------|
| • Jamestown Advanced Products Corp. | Jamestown, NY | \$2,970.45* |
| • R.J. Thomas Mfg. Co. Inc | Cherokee, IA | \$3,100.44 |

Grill Bids – ADA Large (10 grills)

- | | | |
|---|----------------|-------------|
| • Jamestown Advanced Products Corp. | Jamestown, NY | no bid |
| • R.J. Thomas Mfg. Co. Inc | Cherokee, IA | no bid |
| • Belson Outdoors
<i>(quote obtained after bid opening
as no bids were received)</i> | Naperville, IL | \$7,196.72* |

Lodal Bids (6 lodal containers)

- | | | |
|---|---------------|-------------|
| • Jamestown Advanced Products Corp. | Jamestown, NY | no bid |
| • R.J. Thomas Mfg. Co. Inc | Cherokee, IA | no bid |
| • Rugged Steel Works, LLC
<i>(quote obtained after bid opening
as no bids were received)</i> | Ft. Wayne, IN | \$3,417.00* |

() indicates recommended award.*



To: Board of Commissioners
 From: Heidi Dziak, Senior Buyer
 Project No: ITB 2021-019
 Project Title: Purchase – Four (4) Work Utility Vehicles
 Location: Huron Meadows, Lake St. Clair and Stony Creek Metroparks
 Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the purchase of four (4) new Toro Workman Utility Vehicles for a total amount of \$128,589.89 from Spartan Distributors of Auburn Hills, Michigan the low responsive, responsible bidder for HCMA ITB 2021-019 as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the Board approved 2021 Capital Equipment budget which allowed \$128,932 for the purchase of the equipment. The purchase will total \$128,589.89; a difference of \$342.11 in favor of the budget.

Background: The proposed purchase was competitively bid. HCMA issued ITB 2021-019 on February 18, 2021. The ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site which provided notice of the solicitation to 68 vendors, of which 20 vendors downloaded the ITB.

Scope of Work: Furnish and deliver four (4) new pieces of equipment as follows:

<u>Vendor</u>	<u>Location</u>	<u>Total Price</u>
JW Turf - offering John Deere Equipment	Brighton, MI	\$132,348.04
Spartan Distributors* - offering Toro Equipment	Auburn Hills, MI	\$128,589.89*
Mobile Business Loan.com - offering Tuatara Electric Vehicles	Atlanta, GA	\$107,680.00

<u>Description / Location / Unit Replaced</u>	<u>Cost</u>	<u>Budget</u>
Huron Meadows		
(1) Toro Workman HDX Model 07386 - Replaces #1353: 2004 Toro Workman 3200 with 4327 hours	\$32,303.44	\$ 32,233.00
Lake St. Clair		
(1) Toro Workman HDX Model 07383 with sprayer - Replaces #745: 1998 Toro Workman 3200 with sprayer attachment and 2567 hours	\$43,525.71	\$ 32,233.00
Stony Creek		
(1) Toro Workman HDX Model 07386 - Replaces #1384: 2006 Toro Workman 3200 with 2567 hours	\$26,424.95	\$ 32,233.00
(1) Toro Workman HDX Model 07386 - New addition; does not replace existing equipment.	\$26,335.79	\$ 32,233.00

(* Indicates recommended award.



To: Board of Commissioners
 From: Heidi Dziak, Senior Buyer
 Project No: ITB 2021-020
 Project Title: Purchase – Two (2) Heavy Duty Work Utility Vehicles
 Location: Hudson Mills, and Lake St. Clair Metroparks
 Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the purchase of two (2) new Kubota Heavy Duty Work Utility Vehicles for a total amount of \$52,923.63 from Weingartz Supply of Utica, Michigan the low responsive, responsible bidder for ITB 2021-020 as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the Board approved 2021 Capital Equipment budget, which allowed \$54,270 for the purchase of the equipment. The purchase will total \$52,923.63; a difference of \$1,346.37 in favor of the budget.

Background: The proposed purchase was competitively bid and the ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice to 69 vendors, of which 21 vendors downloaded the ITB.

Scope of Work: Furnish and deliver two (2) new pieces of equipment as follows:

<u>Vendor</u>	<u>Location</u>	<u>Total Price</u>
Weingartz Supply*	Utica, MI	\$52,923.63*
Carleton Equipment Co.	Livonia, MI	\$53,357.02

<u>Description / Location / Unit Replaced</u>	<u>Cost</u>	<u>Budget</u>
Hudson Mills		
(1) Kubota RTV-X1100CWL-H with Boss plow - Replaces #1183: 2011 Kubota RTV with 2226 hours	\$23,383.97	\$27,365.00
Lake St. Clair		
(1) Kubota RTV-X1100CWL-H with V plow - Replaces #1538: 2011 John Deere Gator HDX with 2600 hours	\$29,539.66	\$26,905.00

(* Indicates recommended award.)



To: Board of Commissioners
From: Heidi Dziak, Senior Buyer
Project No: ITB 2021-022
Project Title: Purchase – Beach Sifter
Location: Kensington Metropark
Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the purchase of one new beach sifter for a total amount of \$41,150 from H. Barber & Sons, Inc. of Naugatauck, Connecticut, the low responsive, responsible bidder for ITB 2021-022 as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the Board approved 2021 Capital Equipment budget, which allowed \$41,150 for the purchase of the equipment.

Scope of Work: Furnish and deliver one beach sifter.

Background: The proposed purchase was competitively bid and the ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 53 vendors of which eight vendors downloaded the ITB.

The proposed equipment is new to Kensington Metropark and does not replace any existing equipment.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
H. Barber & Sons, Inc.*	Naugatauck, CT	\$41,150.00

(* *Indicates recommended award.*)



To: Board of Commissioners
From: Heidi Dziak, Senior Buyer
Project No: ITB 2021-023
Project Title: Purchase – Cargo Van
Location: Stony Creek Metropark
Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the purchase of one (1) new Ford F1150 Transit Van for a total amount of \$33,069.00 from Jack Demmer Ford of Wayne, Michigan the low responsive, responsible bidder for HCMA ITB 2021-023 as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the Board approved 2021 Capital Equipment budget which allowed \$35,454 for the purchase of the vehicle. The purchase will total \$33,069.00; a difference of \$2,385 in favor of the budget.

Scope of Work: Furnish and deliver one (1) Ford F-150 Transit Van.

Background: The proposed purchase of the van was competitively bid and the ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 122 vendors, of which 17 vendors downloaded the ITB.

The new vehicle replaces unit 855, a 2008 Ford F-250 truck with 117,000 miles, and unit 903, a 2012 Ford F-250 truck with 97,895 miles, which will be sold at auction.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Jack Demmer Ford* **	Wayne, MI	\$33,069.00
Jorgensen Ford	Detroit, MI	\$42,158.35
Signature Ford-Lincoln	Owosso, MI	\$33,069.00

() Indicates recommended award.*

*(**) Provided Vendor Verification Form to qualify as a local Vendor and agreed to match low bid offered by non-local Vendor.*



To: Board of Commissioners
From: Heidi Dziak, Senior Buyer
Project No: ITB 2021-024
Project Title: Purchase – Dump Truck
Location: Lake St. Clair Metropark
Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the purchase of a dump truck for a total amount of \$123,013 from Tri-County International Trucks, Inc. of Dearborn, Michigan the low responsive, responsible bidder for ITB 2021-024 as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the Board approved 2021 Capital Equipment budget, which allowed \$120,000 for the purchase. The \$123,013 price is \$3,013 over budget. The additional \$3,013 will come from savings realized from future capital equipment purchases.

Scope of Work: Furnish and deliver one (1) 2022 International HV607 chassis with a Galion 433-foot dump truck body and a Root F8900 underbody scraper.

Background: The proposed purchase was competitively bid and the ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 166 vendors, of which 18 vendors downloaded the ITB.

The new equipment replaces unit 782, a 2002 Chevrolet C7500 truck with 18,549 miles. The outgoing unit will be sold at auction.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Wolverine Freightliner Eastside	Mt Clemens, MI	
- Offering Freightliner with Galion Body, Henke Scraper		\$125,503.00
- Offering Freightliner with Galion Body, Root Scraper		\$124,730.00
Tri-County International Trucks, Inc.	Dearborn, MI	
- Offering International with Galion Body, Root Scraper		\$123,013.00*
- Offering International with Crysteel Body, Monroe Scraper		\$130,228.00
- Offering International with Henderson Body, Henderson Scraper		\$128,407.74

(* Indicates recommended award.



To: Board of Commissioners
From: Heidi Dziak, Senior Buyer
Project No: ITB 2021-025
Project Title: Purchase – Three (3) Pickup Trucks
Location: Lake Erie, Lower Huron, and Stony Creek Metroparks
Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the purchase of three (3) new Ford pickup trucks for a total amount of \$109,055 to the low responsive, responsible bidders, as indicated below for ITB 2021-025 as recommended by Senior Buyer Heidi Dziak and staff.

- Award of a purchase order in the amount of \$62,321 to Jorgensen Ford of Detroit, Michigan for one (1) 2021 Ford F-150 pickup truck for \$28,820, and one (1) 2022 Ford F-250 pickup truck for \$33,501.
- Award of a purchase order in the amount of \$46,734 to Signature Ford-Lincoln of Owosso, Michigan for one (1) 2022 Ford F-250 pickup truck with a plow and a salt spreader.

Fiscal Impact: Funds will come from the Board approved 2021 Capital Equipment budget, which allowed \$121,412 for the purchase of the vehicles. The purchases will total \$109,055; a difference of \$12,357 in favor of the budget.

Background: The proposed purchase of the vehicles was competitively bid and the ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 93 vendors, of which 16 vendors downloaded the ITB.

Scope of Work: Furnish and deliver three (3) new pieces of equipment as follows:

<u>Item by Vendor</u>	<u>Location</u>	<u>Price</u>
2021 Ford F-150 Pickup Truck		
• Signature Ford-Lincoln (upfitting by Knapheide)	Owosso, MI	\$28,831
• Signature Ford-Lincoln (upfitting by Bostick)	Owosso, MI	\$28,831
• Jorgensen Ford (upfitting by NBC Truck)	Detroit, MI	\$28,820*
• Jack Demmer Ford	Wayne, MI	\$29,007
• Corporate Fleet Services	Highland Park, MI	\$37,852
2022 Ford F-250 Pickup Truck		
• Signature Ford-Lincoln (upfitting by Knapheide)	Owosso, MI	\$33,501
• Signature Ford-Lincoln (upfitting by Bostick)	Owosso, MI	\$33,549
• Jorgensen Ford (upfitting by NBC Truck) - <i>Qualified local Vendor agreed to match low bid offered by non-local Vendor</i>	Detroit, MI	\$33,501*
• Jack Demmer Ford	Wayne, MI	\$34,930
• Corporate Fleet Services	Highland Park, MI	\$42,028

2022 Ford F-250 Pickup Truck with Plow and Salt Spreader

• Signature Ford-Lincoln (upfitting by Knapheide)	Owosso, MI	\$47,339
• Signature Ford-Lincoln (upfitting by Bostick)	Owosso, MI	\$46,734*
• Jorgensen Ford (upfitting by NBC Truck)	Detroit, MI	\$50,549
• Jack Demmer Ford	Wayne, MI	\$49,339
• Corporate Fleet Services	Highland Park, MI	\$57,316

Description / Location / Unit Replaced

Cost

Budget

Stony Creek

(1) Ford F-150 Pickup Truck	\$28,820	\$34,706
- Replaces #604: 2011 Ford F150 with 113,325 miles		

Lake Erie

(1) Ford F-250 Pickup Truck	\$33,501	\$34,706
- Replaces #849: 2005 GMC Sierra Truck with 115,595 miles		

Lower Huron

(1) Ford F-250 with plow and salt spreader	\$46,734	\$52,000
- Replaces #12: 2011 International 7400SBA with 20,350 miles		

(* Indicates recommended award.



To: Board of Commissioners
From: Heidi Dziak, Senior Buyer
Project No: ITB 2021-027
Project Title: Purchase – Pump House Repairs
Location: Hudson Mills Metropark Golf Course
Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve repair services and replacement equipment for a total amount of \$66,000 from Northwood Contracting, Inc. of Washington, Michigan the low responsive, responsible bidder for ITB 2021-027 as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the Board approved 2021 Major Maintenance budget which allowed \$67,700 for the repairs. The purchase will total \$66,000; a difference of \$1,700 in favor of the budget.

Scope of Work: Furnish and install new equipment and provide repair services for the pump house at Hudson Mills Metropark Golf Course.

Background: The proposed purchase was competitively bid and the ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 208 vendors, of which 23 vendors downloaded the ITB.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Northwood Contracting, Inc.*	Washington, MI	\$66,000.00
Northern Pump & Well, Inc.	Lansing, MI	\$70,000.00

() Indicates recommended award.*



To: Board of Commissioners
From: Heidi Dziak, Senior Buyer
Project No: ITB 2021-028
Project Title: Purchase – Power Washer
Location: Lake Erie Metropark
Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the purchase of a power washer for a total amount of \$55,230 from Spartan Tool, LLC of Niles, Michigan, the low responsive, responsible bidder for ITB 2021-028 as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the Board approved 2021 Capital Equipment budget, which allowed \$55,230 for the purchase.

Scope of Work: Furnish and deliver a new Warrior 799DAR0 power washer.

Background: The proposed purchase was competitively bid and the ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 79 vendors, of which 17 vendors downloaded the ITB.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Spartan Tool, LLC	Niles, MI	\$55,230*

() Indicates recommended award.*



To: Board of Commissioners
From: Danielle Mauter, Chief of Marketing and Communications
Subject: Approval – Metroparks Branded TV/video Commercials Production, Events, Gatherings, Water Facilities and Golf
Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the Metroparks TV Production Estimate from Factory Detroit, Inc., in an amount not to exceed \$105,000 to include the video shoot, postproduction and contingency for a set of three video commercials as recommended by Chief of Marketing and Communications Danielle Mauter and staff.

Fiscal Impact: This is a 2021 Board approved budget item.

Background: As our agency of record, Factory Detroit, Inc. has priced this production work at cost with no markup. This work is outside of the scope of their agency of record contract with the Metroparks. Factory Detroit, Inc. selected contractors based on industry experience, prior work examples and previous experience working together. As our agency of record, Factory Detroit, Inc. is expert in determining the best fit professional services for this job. This production work is to create events/gatherings, water facilities and golf commercials to directly support the brand identity work that Factory Detroit, Inc. is doing and promote our revenue generating operations.

This work will be in line with both the summer commercial production, fall commercial production and winter commercial production they completed. This is an additional phase to allow us to have TV commercials to use starting this summer (unable to record these in 2020 due to pandemic restrictions).

These commercials will be filmed showing masks with alternate options that do not show masks to be able to use when masks are not a common requirement. For summer 2019 production, \$71,000 was approved; however, the project came in under budget at \$61,255.69. Fall 2019 production was approved at \$75,000 and came in \$14,655 under budget. Winter 2021 production was approved at \$75,000 and came in \$13,376 under budget. This demonstrates confidence in Factory Detroit delivering cost-effective production.

This estimate includes the staff and materials costs needed to cover contractors Factory Detroit, Inc. is using for TV commercial video shoots. It also covers the post productions editing, color correction, voiceover, finishing, voiceover talent, and ad ID's necessary to turn the video shoots into actual commercials. There is a contingency line in the estimate to cover weather-related contingencies, if extra editing is needed, or if they need to cast extra talent. The plan is to again cast using Factory Detroit, Inc. staff, Metroparks employees and volunteers as talent to keep costs down.



To: Board of Commissioners
From: Danielle Mauter, Chief of Marketing and Communications
Subject: Report – January Marketing Update
Date: April 2, 2021

Action Requested: Motion to Receive and File

That the Board of Commissioners receive and file the March 2021 Marketing Report as recommended by Chief of Marketing and Communications Danielle Mauter and staff.

Attachment: March Marketing Report



HURON-CLINTON METROPARKS MARKETING REPORT

March 2021

Administrative Office
13000 High Ridge Drive
Brighton, MI 48814



[METROPARKS.COM](https://www.metroparks.com)

MARCH 2021

March Recap

During March, the Marketing Department spent time moving the major projects of website redesign and public evaluations forward. We ran a campaign around Maple Sugaring programs and release a few press releases. We also hosted several meetings on major upcoming campaigns including event/shelter rentals, golf and water facilities and started putting the campaign pieces together for each of those.

Update on Each of the 2021 Marketing Goals

1. *Continue increasing awareness and understanding of the Metroparks brand and identity.*

Ongoing goal. Small signs of improvement can be seen by increases in attendance and engagement on social and mainstream media.

2. *Maintain at least 20 percent of the attendance increase that was seen in 2020 as measured by overall car counts. This will result in a total of 3,028,358 vehicles through the gates in 2021.*

This goal will be reported on quarterly. See the board statistics in the packet for more recent attendance and revenue information.

3. *Increase 2021 annual pass sales by 5 percent to a total of 199,511 2021 annual passes sold.*

This goal will be reported on quarterly. See the board statistics in the packet for more recent attendance and revenue information.

4. *Collaborate with Planning and Development and Information Technology departments to establish regular reporting and evaluation of marketing performance data.*

This goal will be reported on seasonally with joint scanning reports as the year progresses.

5. *Develop a more comprehensive understanding of the visitor experience of the Metroparks.*

Marketing, DEI, IT, Planning and Interpretive departments as well as all park superintendents met virtually in February to discuss the creation and implementation of public evaluations. Evaluation tools for public programming and passive park use were finalized in March. Marketing and Planning presented the revised event/program planning and evaluation process on an all staff call on March 25 and shared updated documents with staff on March 26.

All Eastern District programming participants will begin receiving automated emails through RecTrac starting April 1. These emails will include links to the surveys to provide feedback on every program. Other districts programming participants will begin receiving automated emails through RecTrac on May 1. This coincides with RecTrac implementation. Passive Park surveys will be live on the website by April 2.

Teacher programming evaluations as well as evaluations from children and incentives to encourage survey completion will be discussed at a later date.

- 6. *Increasing attendance from City of Detroit Zip codes, increase community engagement within the city of Detroit and Other Marketing and Communication Goals Established with the Detroit Riverfront Conservancy Partnership.***

This goal will be reported on quarterly.

- 6B. *Increase annual pass visits from city of Detroit zip codes by 20 percent as measured by annual pass scans.***

This goal will be reported on seasonally in the join scan data reports.

- 7. *Increase summer attendance from underserved, equity population zip codes (as measured by daily and annual pass scans) by at least 5 percent as compared to 2020.***

This goal will be reported on seasonally in the join scan data reports.

- 8. *Use RecTrac and scanning data to establish a set of attendance baselines to measure against in future years.***

This goal will be reported on seasonally in the join scan data reports.

- 9. *Increase Family reunions/picnics/events booked in the parks by at least 3 percent from \$373,500 to at least \$384,705 by end of 2021 (when it is safe to do so).***

Campaign pieces for this communication effort began running on March 22.

- 10. *Maintain at least 20 percent of the increase in golf rounds played in 2020. This would be a total of 201,371 rounds played in 2021.***

Will be reported on during golf season. Golf promo of 2-for-1 coupons for early season golfers start March 26. Radio, social media and digital campaigns around golf start April 1.

- 11. Increase attendance at aquatic facilities through use of consistent messaging, special promotions, pop-up pricing and dynamic pricing (feasibility dependent on pandemic restrictions).**

Will be reported on during summer season. Cross departmental meeting to discuss preliminary details took place in March and campaign materials are being created.

- 12. Increase Instagram followers by 50 percent over 2020 to 4,120 total.**

Currently at 3,067 followers and growing.

- 13. Increase Facebook followers by 20 percent over 2020 followers from 17,573 to 21,088 followers by end of 2021.**

Currently at 18,850 followers and growing.

- 14. Increase average Facebook engagement by 100 percent to 494,592 engagements by end of 2021.**

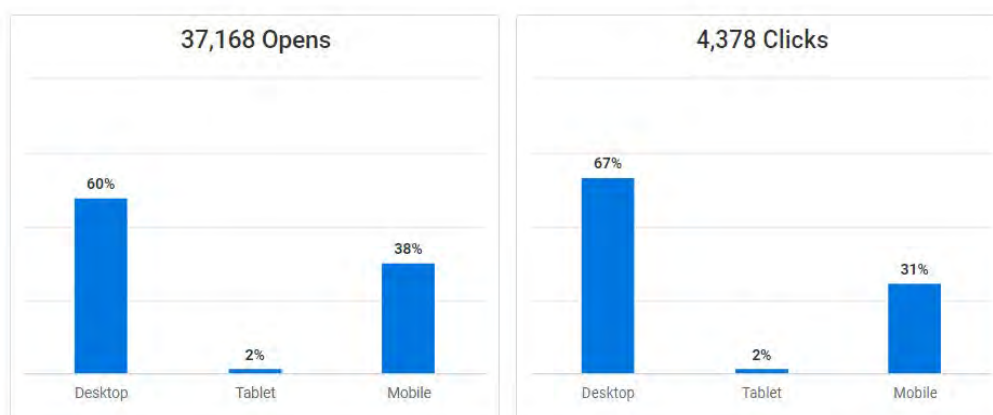
Year-to-date we have had 23,909 daily engaged users with an average daily reach of 9,286.

- 15. Increase Instagram engagement by 20 percent to 19,033 engagements by end of 2021.**

Our reach in the last month is up 138.9 percent compared to the previous 30 days to 7,019 accounts reached Feb 24 – Mar 26. 1,583 accounts engaged with our content during that time.

- 16. Improve marketing email metrics by cleaning up email lists, continually building utilizing RecTrac and sending more targeted and relevant messages.**

Year to date we have an open rate of 22 percent and a click through rate of 12 percent. Both of which are higher than industry averages.



17. *Maintain positive media relationships that were fostered during 2020 and continue building stronger and new relationships with media outlets.*

This month the Metroparks released an article about the new partnership with the Library Network and Suburban Library Cooperative to provide hot spot access. We also sent a release and pitch to media and partners about the first DEI Speaker Series event. Both were picked up by several media outlets across the region.

18. *Continue building library of high-quality owned images and videos utilizing a combination of local photographers and internal staff.*

Marketing staff working with park staff to schedule future photography dates to fill gaps in current photo library.

19. *Outreach and relationship building – The Metroparks marketing department and/or Director will meet with at least one new group or organization per month (12 over the year). Additionally, marketing staff will bolster efforts of increasing attendance from the city of Detroit and underserved areas by creating or attending at least one additional community outreach opportunity in each of the five counties (five in total) over the year (in addition to the previously mentioned efforts specifically with the Detroit Riverfront Conservancy).*

Danielle and Hilary attended a series of DMCVB trainings to create packaging partnerships with other CVB members to promote the region to tourists.

20. *Make coordination with Human Resources department and Chief of Diversity, Equity and Inclusion to create open position campaigns part of our normal ongoing operations. Continue increasing number of qualified applicants for both seasonal and full-time job applications.*

A press release and communications campaign around summer seasonal hiring was sent and started. This campaign will continue through May or beyond as needed. Coordination meetings regularly take place between Marketing, DEI and Human Resources to move these communication pieces forward and a press release and materials to announce the posting of the Chief of Finance are in development.

21. *Continue working across departments to continue or complete multiple projects that were started in 2020.*

This work is ongoing. A couple of projects to note include the website restage project moving forward after a successful cross-departmental initial design review meeting. A website update will be provided during the April board meeting. Also, park maps and brochures are in process of being updated across the system and design work is scheduled to be complete by early May.





To: Board of Commissioners
From: Artina Sadler, Chief of Diversity, Equity and Inclusion
Subject: Report – DEI Monthly Update
Date: April 2, 2021

Action Requested: Motion to Receive and File

That the Board of Commissioners receive and file DEI Update as recommended by Chief of Diversity, Equity and Inclusion Artina Sadler and staff.

Attachment: DEI Update



DEI BOARD REPORT

April, 2021



[METROPARKS.COM](https://www.metroparks.com)



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OVERVIEW

Greetings Commissioners,

Our first DEI Speaker Series event was a success! Thank you for the part you played in making the series happen and for your participation. The Special Board Meeting was awesome, and Ms. McGhee being introduced by the Lieutenant Governor was icing on the cake! The evening session was also well received. In total, we had 162 people attend both sessions. After the evening session, I received several texts and emails congratulating US on the program. The following was a comment I received after the session.

Dear Ms. Sadler,

*Thank you so much for the great privilege of hearing Heather McGhee's talk this evening. I'm just an ordinary white park patron (OK, annual senior pass holder), and I was very excited when this talk was publicized --- signed up right away. Honestly, I couldn't believe my good fortune at hearing a speaker of her stature. And I'm so glad I did. She's a very accessible communicator (I loved her story about eating grapes at dawn as a child), as well as a deep yet practical thinker. I certainly will read her book, *The Sum of Us*, for additional learning and inspiration. I very much appreciate the Metroparks' opening the talk to all who wished to attend and will look forward to others in the series as it unfolds.*

Again, many thanks for a stimulating evening, and all good wishes for your important work.

When I reflect on the day, I am overwhelmed by the teamwork that went into making the Speaker Series a success. We are busy at the Metroparks and few are as busy during this time of year than our Marketing and IT departments. Despite their busy schedules, Danielle and Robert's teams stepped up and did the work of setting up registration, marketing our speaker and program, making the tech work smoothly and educating me on the process. Shawn set up the Board Meeting and was the force who calmed me when I got anxious and Amy, as always, was my greatest support. Without them, I know we would have had a very different experience. I am very thankful and grateful for all they do.

The month of March, as least the time not dedicated to the Speaker Series, has been focused on training. We tested and finalized the curriculum and launched on March 18. By the time you read this report, we will have completed eight training sessions. We will facilitate eight more by the end of April and then pause training until October.

Moving Forward,

Artina

DEI DEPARTMENT

MISCELLANEOUS

- Participated in Youth Mentoring discussing with Interpretative Services.
- Attended the Michigan Diversity Council's Meet and Greet.
- Attended a lecture on Racism as a Public Health Crisis.
- Continuing work on CAPRA.
- Introductory meeting with De'Andrea Matthews of the Detroit Zoological Society.
- Participated on the Return to Work team.
- Attended the SEMI Wild Career Pathways meetings.
- Met with Lisa Perez, Detroit Urban Connections Coordinator for the Eastern Region Forest Service.
- Participated on the Building and Sustaining Collaborative Relationships Strategic Direction Team.

SPECIAL PROJECTS

- DEI Speaker Series.
- Continuing to work with Natural Resources on the Jr. Natural Resources Tech program.

TRAINING

- Launched Tier 3 Training.
- Coordinated Advisory Team "experience" to the Jim Crow Museum at Ferris State University.
- ADA training for the Police Department has been launched.

CROSS- DEPARTMENTAL DEI WORK



CROSS-DEPARTMENTAL DEI WORK

DEI work is not done in a vacuum. The majority of the work coming from the DEI department is done in collaboration with other departments. In fact, removing silos and finding equitable ways of working together are critical to successful and sustainable DEI efforts. Likewise, DEI is an important part of the work of other departments. The following is a list of DEI initiatives across departments; again, some of these initiatives will also be covered in Departmental Updates.

ADMINISTRATION

- Participated and gave a presentation to the Belle Isle Advisory Committee.
- A guest on Rev. Sheffield's radio show.
- Recorded a segment for Rev. Sheffield's TV show highlighting employment opportunities, recreation opportunities and the Metroparks DEI efforts.

HUMAN RESOURCES

- Police Department interviews.
- Seasonal employment.
- Return to work team member.
- Building and Sustaining Collaborative Relationships team member.

INTERPRETATIVE SERVICES

- Many staff participated in Tier III DEI training.
- Many staff listened to HCMA DEI Speaker Series with Heather McGee.
- Kevin participated in DEI discussion through Hawk Migration Association of North America Board.
- Victoria attended THF Conversation on Social Transformation in Education, Interactive webinar.
- Victoria attended Making African America: A Symposium on Immigration and the Changing Dynamics of Blackness | Struggles for Civil and Labor Rights, Interactive webinar, Part of a series presented by the Smithsonian in March.
- Victoria attended Diversity, Equity and Inclusion in the Outdoors, The Michigan DNR's Wildtalk Podcast.
- WD Sensory Friendly Committee (Stephanie Kozak, Melanie Henry, Jessica Getschman, Victoria Taylor Sluder), Further discussion on temporary quiet zone structure as well as creating virtual program content for a series of virtual sensory friendly programs.
- DEI Advisory Team meeting.
- Michigan Activity Pass coordination along with DEI, Marketing, I.T. and Operations.

INFORMATION TECHNOLOGY

- Tech coordination and support for the DEI Speaker Series.

MARKETING AND COMMUNICATIONS

- Coordinating and implementing marketing components for the DEI Speaker Series.
- Supported the work of Interpretative Services, DEI and IT on the Michigan Access Pass program.

NATURAL RESOURCES

- Working with DEI to develop opportunities to connect underrepresented young people to the work and careers in natural resources.

PLANNING AND DEVELOPMENT

- Moving forward on multiple accessible access projects. 😊
- CAPRA.





To: Board of Commissioners
From: Jennifer Jaworski, Chief of Interpretive Services
Subject: Report – Interpretive Services Department Monthly Update
Date: April 2, 2021

Action Requested: Motion to Receive and File

That the Board of Commissioners' receive and file Interpretive Services Department Monthly Update as recommended by Chief of Interpretive Services, Jennifer Jaworski and staff.

Background: The following are highlights of activities in the Interpretive Services Department for April 2021.

Project/Initiative Implementation

- New:
 - National Association for Interpretation
 - Kevin Arnold, Southern District Interpretive Services Supervisor has been awarded the 2021 Regional NAI award for Master Interpreter Manager
 - Staff participated in Certified Interpretive Guide certification
 - Several staff presented at NAI Regional Virtual Conference
 - Deer Management Plan proposal: working in coordination with Natural Resources and Regulatory Compliance to review and update current plan.
 - Event and Programming survey initiative: worked in coordination with Planning and Development, I.T., Marketing and DEI.
- Ongoing:
 - Interpretive Master Plans for 2021
 - Wolcott Mill Metropark Farm and Historic Centers
 - Oakwoods Metropark Nature Center
 - Kensington Metropark Farm Center

Community Engagement

- Ongoing:
 - Detroit Riverfront Conservancy: Developed virtual programming and 2021 schedule.
 - Huron River Committee: Text written for Interpretive signs.

Programming

- New:
 - Get Out and Play 2021: Program proposal is being developed and surveys will be sent to past participants.
 - Spring programming at near capacity limits
- Ongoing:
 - Synchronous and Asynchronous school programming continues
 - In-person programming continues, including “pop-up” programs
 - Virtual programming continues

Grants

- Ongoing:
 - Lake St. Clair Birding Trail – the Metroparks are supporting partner on this grant that is promoting the birding trail in St. Clair and Macomb counties
 - Green Ribbon Initiative with the Nature Conservancy – this grant covers conduct programming that highlights Oak Openings and develop interpretive signage.

Attachment: Interpretive Services Department Report



HURON-CLINTON METROPARKS

INTERPRETIVE SERVICES MONTHLY REPORT

April 2021

Administrative Office
13000 High Ridge Drive
Brighton, MI 48814



[METROPARKS.COM](https://www.metroparks.com)



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PROGRAM/INITIATIVE IMPLEMENTATION

Project/Initiative Implementation

New:

- National Association for Interpretation
 - Kevin Arnold, Southern District Interpretive Services Supervisor has been awarded the 2021 Regional NAI award for Master Interpreter Manager
 - Staff participated in Certified Interpretive Guide certification
 - Several staff presented at NAI Regional Virtual Conference
- Deer Management Plan proposal: working in coordination with Natural Resources and Regulatory Compliance to review and update current plan.
- Event and Programming survey initiative: worked in coordination with Planning and Development, I.T., Marketing and DEI.

Ongoing:

- Interpretive Master Plans for 2021
 - Wolcott Mill Metropark Farm and Historic Centers
 - Oakwoods Metropark Nature Center
 - Kensington Metropark Farm Center



COMMUNITY ENGAGEMENT

Community Engagement

Ongoing:

- Detroit Riverfront Conservancy:
 - virtual programming and 2021 program schedule developed.
- Huron River Committee:
 - Text for Interpretive signs written



PROGRAMMING

Programming

New:

- Get Out and Play 2021: Program proposal is being developed and surveys will be sent to past participants.
- Spring programming at near capacity limits

Ongoing:

- Synchronous and Asynchronous school programming continues
- In-person programming continues, including “pop-up” programs
- Virtual programming continues



GRANTS

Grants

New:

- CMU and EPA grant partnership engaging students in water quality monitoring at Lake Erie Marshlands Museum.

Ongoing:

- Lake St. Clair Birding Trail, the Metroparks are supporting partner on this grant that is promoting the birding trail in St. Clair and Macomb Counties.
- Green Ribbon Initiative with the Nature Conservancy, this grant covers conducting programming that highlights Oak Openings and develop interpretive signage.







To: Board of Commissioners
From: Rebecca L. Franchock, Chief of Finance
Subject: Approval – Investment Policy
Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the Investment Policy as presented by Chief of Finance Rebecca Franchock and staff.

Fiscal Impact: There is no fiscal impact.

Background: The current investment policy was last updated in May 2013. A periodic review of the existing document took place over the past year. This review included examining current best practices as outlined by the Michigan Government Finance Officers Association.

Taken as a whole, the document continues in the conservative path as the original policy. Investments with any individual institution are limited to \$5 million or 15 percent of the total invested in any particular category.


The Plan also calls for all institutions to meet as a minimum, a four or five-star rating with Bauer Star Ratings. The previous document referred to a reputable rating system and excellent or above average being limited to \$5 million and average limited to \$3 million. Both the original and the updated policy limit investment instruments to a more restrictive scope than allowed by law.

The document was also revised to include additional standards of care, expectations around liquidity and return on investment. The language describing “an authorized investment” has also been revised to be more in keeping with the language of Act No. 20 and Act No. 367. The updated plan also specified quarterly reporting to the Board to follow the bylaws.

This document was reviewed by Miller Canfield and includes any suggested revisions.

An updated listing of all institutions is also included for approval.

**Attachment: 2013 Board Approved Investment Policy
Investment Policy
Existing and New Financial Institutions**

 HURON-CLINTON METROPOLITAN AUTHORITY BOARD OF COMMISSION POLICY	EFFECTIVE DATE: 5/9/2013	BC I 1
	SUPERCEDES POLICY DATED: 7/1/2002	
INVESTMENT	PREPARED BY: Lisa Dolan, Controller	

PURPOSE

It is the policy of the Huron-Clinton Metropolitan Authority (the Authority) to invest its funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow needs of the Authority and comply with all state statutes governing the investment of public funds.

SCOPE

This investment policy applied to the investment of funds of the Huron-Clinton Metropolitan Authority exclusive of its employee retirement system funds.

OBJECTIVES

The primary objectives in priority order, of the Authority's investment activities shall be:

Safety of principal is the foremost objective of the Authority's investment program. Accordingly, the investments of Authority funds shall be undertaken to insure the preservation of capital in the overall portfolio.

The Authority's investment program will be structured in a manner which will provide the liquidity necessary to pay obligations as they become due.

The investments will be diversified by institutions in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

The investment portfolio shall be designed to obtain a market average rate of return on all investments throughout economic cycles, taking into account the Authority's investment risk constraints as imposed by the safety objectives, amount limitations outlined in this policy and the cash flow characteristics of the Authority.

The Authority seeks to encourage local economic development in the five-county district of Livingston, Macomb, Oakland, Washtenaw and Wayne counties.

All investment officials in the investment process shall seek to act in a reasonable and prudent manner as custodians of the public trust. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

AUTHORIZATION

Act No. 20 of the Public Acts of 1943, as amended (Act No. 20), provides that the governing body of a political subdivision may authorize its treasurer or other chief fiscal officer to invest surplus funds as provided in Section 1 (1) of Act No. 20. Act 367 of 1982 (Act No. 367), provides that a local unit may enter into a contract with a financial institution to place surplus funds into an investment pool. Further, the Bylaws of the Authority, as amended June 12, 1969, provide that the Controller shall deposit funds as directed by the Board of Commissioners.

Accordingly, overall responsibility for the day-to-day management of the Authority's investment program is hereby delegated to the Controller. The Controller shall manage the investment program in accordance with this investment policy.

In the absence of the Controller, the Chief Accountant acting in concurrence with the Director and the Treasurer of the Board of Commissioners may exercise investment decisions in accordance with this investment policy.

INVESTMENTS

Investments of the Authority shall be scheduled to coincide with projected cash flow needs and shall be limited to instruments maturing within two years at the time of purchase. Investments in U.S. Treasury Notes and Federal Agency Securities will be permitted up to a five-year maturity. In accordance with Section 1 (1) of Act No. 20 and the provisions of this policy, the following authorized investments are approved for Authority investments:

1. Savings accounts
2. Certificates of Deposit
3. U.S. Treasury Bills/Notes
4. Federal Agency Securities (FHLB, FNMA, FHLMC, etc.)
5. Financial institution and municipal pooled investment funds

All security transactions entered into by the Authority shall be on a cash basis. Securities will be held in safekeeping and evidenced by a safekeeping receipt.

INSTITUTIONS

The Authority shall maintain a listing of financial institutions which are approved by the Board of Commissioners for investment purposes. A financial institution must meet the following requirements to be eligible for use as an investment medium for Authority funds:

1. Must satisfy the requirements of Act No. 20 and Act No. 367 (requiring Board of Commissioners approval of investment contract).
2. Must be insured by the Federal Deposit Insurance Corporation (FDIC).
3. The institution must be incorporated under the laws of the State of Michigan or of the United States.
4. The institutions principle office or branches must be located within the five- county district of Livingston, Macomb, Oakland, Washtenaw or Wayne counties. Greater consideration will be given to institutions whose parent holding company is also located within the five-county district.
5. Institutions must maintain an average or above rating from a reputable Bank Rating Service.
6. Bank ratings will be reviewed and updated quarterly.

INVESTMENT AMOUNTS

The Controller, based on the Authority's cash flow needs and within the guidelines of this policy, shall invest funds after obtaining competitive bids from all approved institutions. The following maximum aggregate limits will apply to Certificate of Deposit investments with approved institutions based on a reputable Bank Rating Service:

1. Ratings of excellent or above average (or equivalent) limited to \$5,000,000.
2. Ratings of average (or equivalent) limited to \$3,000,000.
3. Ratings of below average (or equivalent) or extremely troubled will not be permitted for Authority investments.

Due to the short-term nature of funds held in savings, checking, depository and pool investment accounts, the above aggregate maximum limits would not apply to these specific funds. There is no limit on the amount of funds that may be invested in U.S. Treasury Bills/Notes or agency issues.

HURON-CLINTON METROPOLITAN AUTHORITY
Approved Institutions for Huron-Clinton Metropolitan Authority Investments
April 11, 2013

		RATING*
1.	Bank Of America	Good
2.	Chase Bank	Good
3.	Citizens Bank	Good
4.	Comerica Bank	Superior
5.	Fifth Third Bank	Superior
6.	First Independence National Bank	Excellent
7.	First State Bank of East Detroit	Excellent
8.	Flagstar Bank	Average
9.	Huntington National Banks	Superior
10.	Michigan First Credit Union	Superior
11.	PNC	Good
12.	The Private Bank (Bank of Bloomfield Hills)	Excellent
13.	Public Service Credit Union	Excellent
14.	Talmer Bank and Trust	Superior
15.	TCF Bank	Average

*Bauer Bank Ratings as of 3/26/13.

Adopted by Board of Commissioners on: May 9, 2013



HURON-CLINTON METROPOLITAN AUTHORITY
BOARD OF COMMISSIONER POLICY

Effective Date: 4/8/2021

Supersedes Policy Dated: 5/13/2013

INVESTMENT POLICY

PURPOSE

In conformance with Michigan Public Act 20 of 1943, as amended, it is the policy of the Huron-Clinton Metropolitan Authority (Metroparks) to invest its funds in a manner which will ensure the preservation of principal, meet the daily cash flow needs of the Metroparks while providing the highest investment return and conforming to all state statutes governing the investment of public funds.

SCOPE

This investment policy applies to all financial assets of the Metroparks, except for investment of funds of the Huron-Clinton Metropolitan Authority Employees' Retirement Plan and the Retiree Health Care Trust.

STANDARDS OF CARE

Prudence: Investments shall be made with judgment and care, under prevailing circumstances, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment considering the probable safety of their principal and probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officials acting in accordance with this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price change provided deviations from expectations are reported in a timely fashion and appropriate action is taken.

Ethics and Conflicts of Interest: Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution and management of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose any material financial interest in financial institutions that conduct business with the Metroparks, and they shall further disclose any large personal financial or investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Metroparks.

OBJECTIVES

The primary objectives in order of priority, of the Authority's investment activities shall be:

SAFETY

Safety of principal is the foremost objective of the Authority's investment program. Accordingly, the investments of Authority funds shall be undertaken to ensure the preservation of principal in the overall portfolio. The investments will be diversified by institutions in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

LIQUIDITY

The Authority's investment program will be structured in a manner which will provide the liquidity necessary to pay obligations as they become due.

RETURN ON INVESTMENTS

The investment portfolio shall be designed to obtain a market average rate of return on all investments throughout economic cycles, taking into account the Authority's investment risk constraints as imposed by the safety objectives, amount limitations outlined in this policy and the cash flow characteristics of the Authority. Return on investment shall be of secondary importance compared to the safety and liquidity objectives above.

The Authority seeks to encourage local economic development in the five-county district of Livingston, Macomb, Oakland, Washtenaw and Wayne counties. All investment officials in the investment process shall seek to act in a reasonable and prudent manner as custodians of the public trust. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

DELEGATION OF AUTHORITY

Authority and management responsibility for the investment program falls to the Chief of Finance, who is hereby named the Investment Officer of the Metroparks in accordance with the bylaws and the requirements of Act No.20, Public Acts of 1943, as amended. The Chief of Finance shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. No person shall engage in an investment transaction except as provided under the terms of this policy.

AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The Metroparks shall maintain a listing of financial institutions which are approved to provide investment services. In addition, a list shall also be maintained of approved broker/dealers who shall have been selected based on credit worthiness and authorization to conduct business in the State of Michigan. These may include "primary" dealers or regional dealers that qualify under Rule 15c3-1 of the Securities and Exchange Commission (uniform net capital rule). Regional dealers must meet two times the uniform capital rule to be authorized for Metroparks business.

All financial institutions with which the Metroparks conducts business shall certify that they have (1) Received the Metroparks Investment Policy, (2) Have read the policy; and (3) will comply with the policy.

All institutions must meet the following requirements to be eligible for use as an investment medium for Metroparks funds:

1. Must satisfy the requirement of Act No. 20 and Act No. 367 (requiring Board of Commissioners approval of investment contract).
2. Must be insured by the Federal Deposit Insurance Corporation (FDIC).
3. The institution must be incorporated under the laws of the State of Michigan or the United States.
4. The institutions must maintain an office or branch within the five-county region of Livingston, Macomb, Oakland, Washtenaw or Wayne Counties.
5. Institutions must maintain four or five-star rating from Bauer Financial Rating or an equivalent Bank Rating Service.
6. Bank Ratings will be reviewed prior to placing funds.

AUTHORIZED INVESTMENTS

The Metroparks is authorized to invest in the following types of securities which are within the parameters authorized by Public Act 20 of 1943, as amended:

1. Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
2. Certificates of Deposit, savings accounts, deposit accounts, or depository receipts of Michigan financial institutions.
3. Investment pools organized under the surplus funds investment pool act, PA 367 of 1982, MCL 129.111 to 129.118.
4. Investment pools organized under the local government investment pool act, PA 121 of 1985, MCL 129.141 to 129.150.

SAFEKEEPING AND CUSTODY

All securities transactions, except certificates of deposits as described below, shall be conducted on a delivery-versus-payment basis. Securities will be held by a third-party custodian, as designated by the Chief of Finance, and shall be evidenced by a safekeeping receipt.

Certificates of deposits, as is allowed under State of Michigan law, shall be evidenced by a safekeeping receipt from the issuing bank.

INVESTMENT LIMITS AND MAXIMUM MATURITIES

The maximum aggregate investment with any institution shall not exceed \$15 million of the total invested in any particular category. In addition, no more than \$5 million will be invested in CD's with any particular institution.

To the extent possible, the Metroparks shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a particular cash flow need, the Metroparks will not directly invest in securities that mature more than three years from the date of purchase. Funds with longer-term horizons may be invested in securities exceeding the three-year limitation provided that maturity dates coincide, as near as possible, with the expected use of the funds.

PERFORMANCE STANDARD

The investment portfolio will be managed in accordance with the standards established within this policy and should obtain a market rate of return during an economic and budgetary environment of stable rates. Accordingly, the benchmark used to measure portfolio performance shall be the 30 and 90-day U.S. Treasury bill. Performance measurement shall occur quarterly.

REPORTING

The Chief of Finance shall provide at least a quarterly report to the Board of Commissioners in compliance with the bylaws. This report should provide a clear picture of the status and types of investments of the current investment portfolio. The report should also clearly demonstrate compliance with this investment policy.

Adopted by the Board of Commissioners: _____

Existing banks:

Bank Name	Rating
Bank of America	5
CIBC - Formerly Private Bank	5
Citizens Bank	5
Comerica	5
Fifth Third	5
First Independence Bank	4
First State Bank	5
Flagstar	4
Huntington National Bank	5
JP Morgan Chase	5
PNC	4
TCF	4
Michigan First Credit Union	5
Public Service Credit Union	5

New banks for approval:

Bank Name	Rating
Bank of Ann Arbor	5
Chelsea State Bank	5
Dearborn Federal Savings Bank	5
First Community Bank	5
First Merchants Bank	5
First National Bank in Howell	5
Horizon Bank	5
Huron Valley State Bank	5
Independent Bank	5
KeyBank N.A.	5
Level One Bank	4
Liberty Bank and Trust	5
Main Street Bank	4
mBank	5
Mercantile Bank of Michigan	5
Oxford Bank	4
Shelby State Bank	4
Superior National Bank	5
Tri-County Bank	5
University Bank	5
Waterford Bank NA	5



To: Board of Commissioners
From: Rebecca Franchock, Chief of Finance
Subject: Report – March Financial Review
Date: April 5, 2021

Action Requested: Motion to Receive and File

That the Board of Commissioners receive and file the March Financial Review as submitted by Chief of Finance Rebecca Franchock and staff.

Attachment: Financial Review



HURON-CLINTON METROPARKS

MARCH FINANCIAL REVIEW

March 2021

Administrative Office
13000 High Ridge Drive
Brighton, MI 48814



[METROPARKS.COM](https://www.metroparks.com)



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EXECUTIVE SUMMARY

MARCH 2021 FINANCIAL RESULTS

In March, tax revenue collections were strong and have reversed the lagging collections that we have experienced for most of the past year; this is a positive sign all around.

2021 tolling continues to be extremely strong both for daily and annual sales. March daily permit sales are 67 percent higher than 2020 and 236 percent higher than 2019. March annual permit sales are up by 38 percent over 2020. Looking at 2021 annual permit sales from the beginning of November 2020 through the end of March, the sales volume is up by 37.5 percent. As always, we will continue to monitor annual sales to determine if this is a net increase or a shift with permits being purchased earlier in the season. Generally drier, warmer weather supported public demand to get outside and enjoy the Metroparks.

As mentioned last month, it is still early in the year to see any significant trends or changes in our expenses. Currently, year-to-date expenditures for administrative and park operations are very much in line with expenses incurred as of the end of March 2020.

We continue to be observant of property values as they are developed for the 2021 tax levy (our 2022 revenue) to be prepared if there is any indication of an impact on property valuations related to the pandemic.



ADMINISTRATIVE REVENUE

Metroparks administrative revenue consists of all revenue sources that are not generated directly by park operations; tax revenue accounts for the vast majority.

2021 Property tax revenue is expected to increase by \$1.3 million from the prior year. Fortunately, the amount of revenue collected as of March month end has markedly improved from the position at the end of February 2021 as well as the position at the end of March 2020. In 2020 we had collected 71 percent of taxes owed. In 2021 that amount has grown to 77 percent.

This is a continuing improvement from the prior months when collections had shown significant lag times.

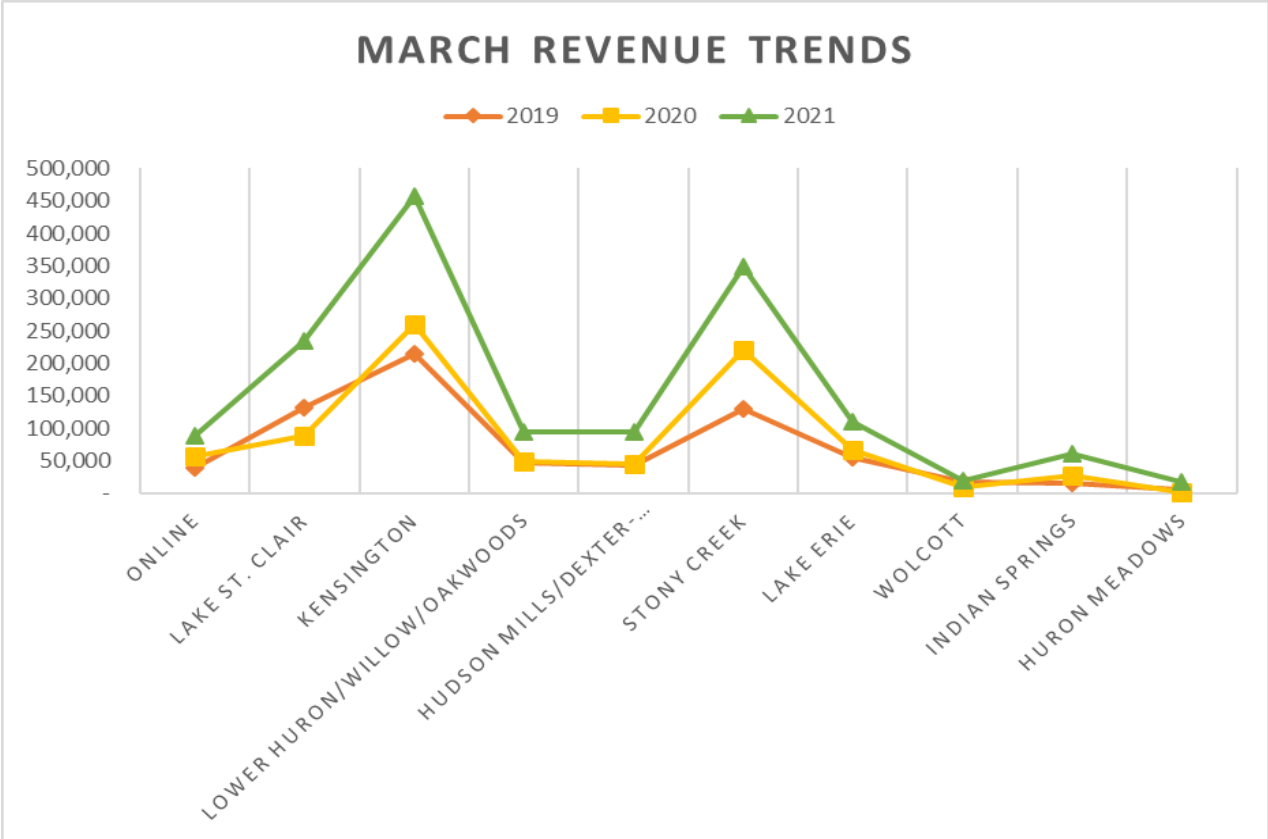


PARK OPERATING REVENUE

BY LOCATION

March 2020 was the first month we started to feel the effects of the pandemic, this month we will be sharing comparisons for March 2019 and 2020 to 2021.

March 2021 park operating revenue more than doubled March 2019 revenue. Parks generated more than \$1.5 million revenue during March 2020 compared to just under \$700,000 in 2019. 2020 March revenue was a little over \$800,000.

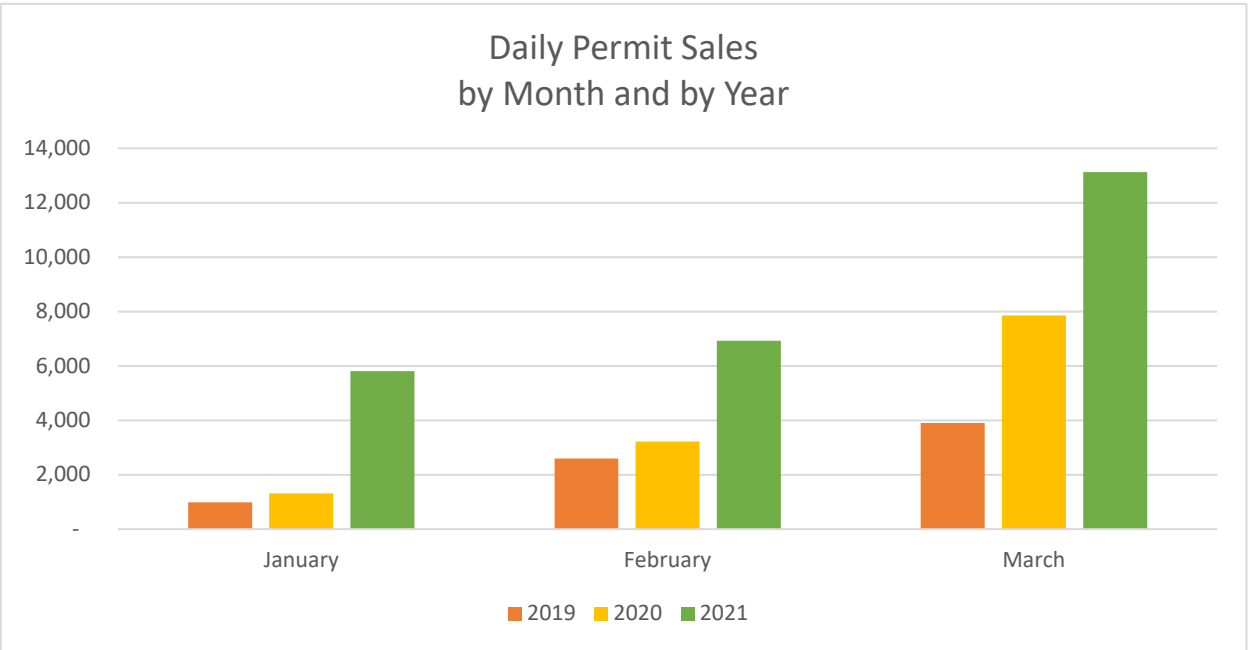


Although the total revenue generated by park ranged from a high of \$458,000 at Kensington to a low of \$17,000 at Huron Meadows, almost every location increased by more than 100 percent, except for Wolcott which was up just 18 percent and Lake St. Clair, which increased by 77 percent.

BY ACTIVITY

Examining park operating revenue by the activity, tolling is not only the most significant source of revenue; it is also producing the greatest growth. Monthly vehicle entry data shows that 2021 visitation was 52 percent above the average of the previous three years. Revenue generated is 111 percent higher.

While the fee increase that went into effect in 2020 contributed to the revenue increase, it is not the sole or even the main reason for the increase in revenue. The continued strong use of the parks and the increase in daily and annual permit sales are generating additional revenue. While annual permit sales may be a shift or an increase, the increase in daily permit revenue absolutely shows additional visitation. The chart below demonstrates just how much daily permits sales in each month of Q1 have jumped during what is traditionally a relatively slower period of park use.



It will be important to keep an eye on how both daily and annual permit sales evolve in the months to come.

Another positive point in March is the \$103,000 in revenue generated at our seven regulation golf courses. The three-year average is near zero as the weather, the pandemic, or other constraints have not allowed us to open our courses this early in several years. The demand for golf that we saw right up and through the end of the 2020 season appears to still be very strong. March also saw the “go-live” for an updated point-of-sale (POS) system for our regulation golf courses. The G1 system rollout will eventually provide customer service-oriented enhancements such as increased mobile check-in use and pay for food and beverage service.

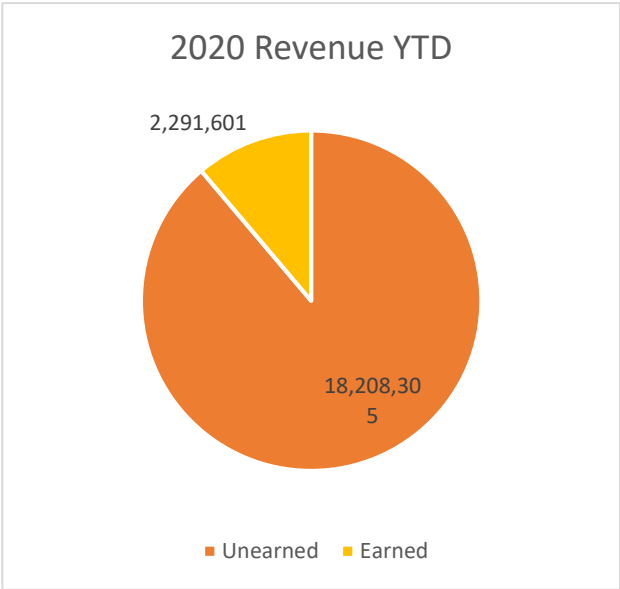
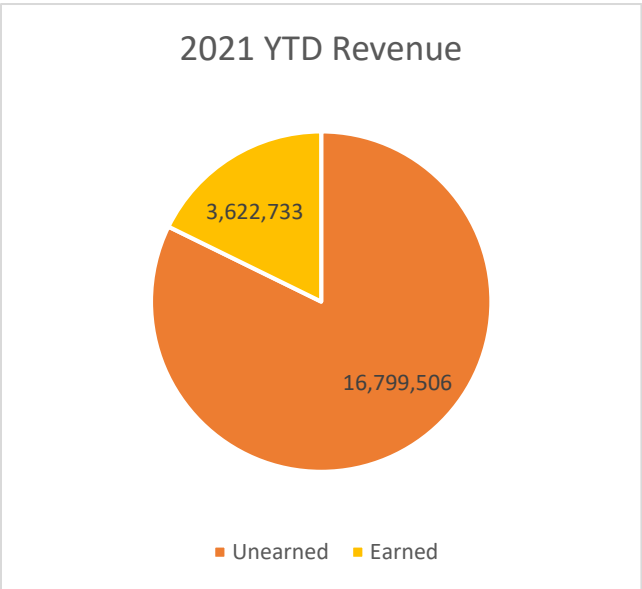
Another bright spot is that year-to-date dockage/bat storage revenue is up by \$37,000 (39 percent) from 2019. The 2021 March portion is around 25 percent higher than 2019 March revenue.

Finally, although not an increase, shelter reservations are not far below the year-to-date level of 2019 and 2020, which is a hopeful sign that groups and the public have plans to gather together again and use these facilities.

Activity	2019	2020	2021
Aquatic	2,300	1,475	-
Dockage/Boat Storage	96,285	89,234	133,733
X-Country Skiing	29,277	38,133	85,502
Tolling	1,234,329	1,586,622	2,694,818
Shelter Reservations	128,700	127,360	116,377
Golf	564	55	103,170
Interpretive	111,722	64,979	48,558
Other	280,869	380,560	440,575
	1,884,045	2,288,418	3,622,733

It is still very early in the year; our most significant revenue-producing months are still to come. We have a long way to go before we know how and when aquatic facilities will open and operate and how things like the pandemic or even more normal things like the weather will impact the summer months. Still, there is a running term intended to help a runner focus and keep from going out too hard and too fast, “You can’t put it in the bank.” In our case, the opposite is true. We can literally put it in the bank.

The current year-to-date revenue is not only ahead of last year and 2019 and the previous three-year average, but we currently have nearly 18 percent of the 2021 park operating revenue budget earned and “in the bank.” In a typical year, this percentage would be around 10 percent. We are well over \$1.0 million ahead of where we would typically expect to be. To put this in some context, Turtle Cove is budgeted to produce close to a \$1 million in revenue. Boat rental, dockage, and boat storage combined are budgeted near a similar amount. So, while we are cautious about it, we are also very encouraged by both the revenue earned that can support the parks as well as the use the public is continuing to make of the parks.



EXPENSE

ADMINISTRATIVE OFFICE

Overall, year-to-date Administrative Office expenses are incredibly within \$50 of 2020. There is some fluctuation between accounts as the DEI account was just getting off of the ground in 2020, and some of these costs were still reflected in the Executive department. Last month the expenditures were slightly behind 2020.

Year-to-Date Expense as of March			
Department	2020	2021	Change
Executive	\$232,959	\$148,437	\$(84,523)
Diversity, Equity & Inclusion Dept	6,122	60,257	54,135
Finance Department	162,476	182,722	20,247
Human Resource Dept	133,615	137,613	3,998
Marketing/Communications Dept	205,446	262,430	56,984
Information Technology Dept	303,023	367,080	64,057
Purchasing Dept	35,453	35,536	83
Fund Development	53,061	-	(53,061)
Natural Resources	122,344	147,569	25,225
Planning	162,601	159,038	(3,564)
Engineering	261,815	198,336	(63,479)
Administrative	133,204	111,948	(21,256)
Police	93,655	62,756	(30,899)
Interpretive Center/Mill	35,830	32,654	(3,176)
Partnerships	-	35,278	35,278
	<u>\$1,941,603</u>	<u>\$1,941,653</u>	<u>\$50</u>

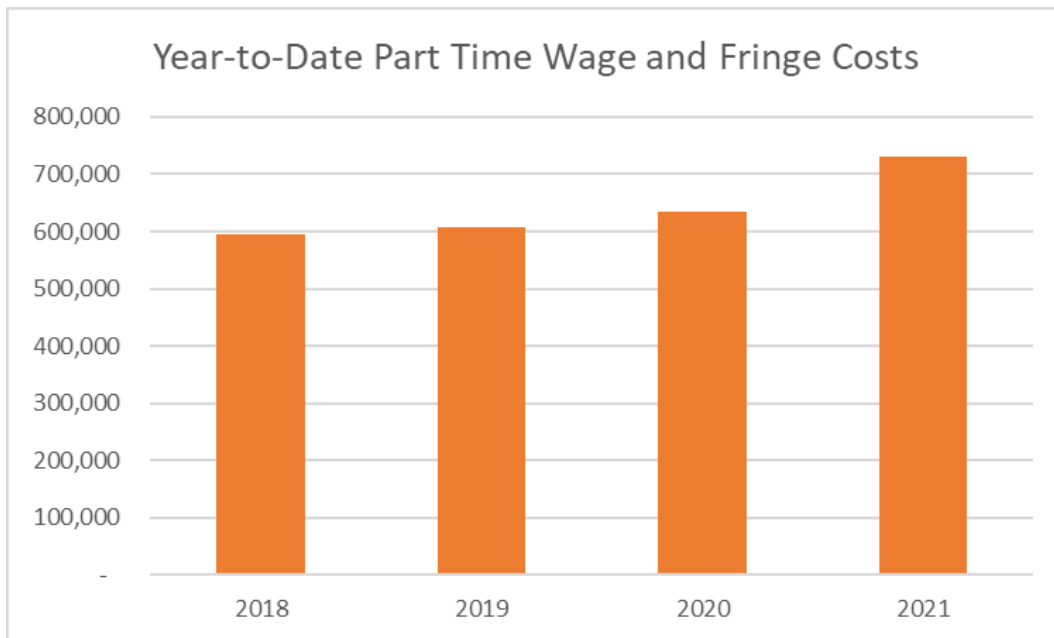
MAJOR MAINTENANCE AND CAPITAL

Work on major maintenance projects continues with projects related to Lake St. Clair Spray zone, shelter access and adventure golf; Kensington spray zone, beach and general park, Lower Huron Turtle Cove and general park; Hudson Mills general park; Stony Creek general park; Lake Erie general park; Wolcott farm and mill; Indian Springs EDC and spray zone.

March also saw the acquisition of several pieces of golf course mowing equipment throughout the parks and a parcel of land at Wolcott Metroparks. The land acquisition was not included in the original budget. Funds will need to be transferred from the fund balance committed for land acquisition. This will not have an impact on the unassigned fund balance.

PARK OPERATIONS

Across all locations, operating expenses are within one percent in year-to-date expenditures from 2020. This is a decline of \$35,000 out of a \$36.7 million budget. Full-time wage and benefits are very slightly lagging behind 2020, which is likely reflective of vacant positions as wages are budgeted to increase in line with the 3 percent contractual increase. Part-time wages are ahead of 2020. While some growth would be expected in line with wage increases, the year-to-date bump in 2021 seems out of line with expectation.



Drilling in, half the growth is in tolling, which given the revenue in that area makes complete sense. The other department that is showing growth in part-time wages and fringes is the police department. This department is just now returning its full-time staff to full strength following several vacancies. It is not anticipated that either of these will result in a significant overall variance; of course, we will continue to watch and monitor.





To: Board of Commissioners
From: Rebecca Franchock, Chief of Finance
Subject: Report – Monthly Capital Project Fund
Date: April 6, 2021

Action Requested: Motion to Receive and File

That the Board of Commissioners receive and file the Capital Project Fund report as submitted by Rebecca Franchock and staff.

Background: In 2018, the Board of Commissioners approved the creation of a capital project fund. To support the information provided on specific capital improvement projects, Finance initially provided the following data:

The following columns of data are provided by project:

- Life-To-Date Total Project Budget
- Year-To-Date Total Project Expenditures
- Life-To-Date Total Project Expenditures
- Current Project Encumbrances (*Funds committed through the purchase order process*)
- Balance (*Life-To-Date Budget less Life-To-Date Expenditures and Current Encumbrances*)

This information has now been augmented to include the original budget. In addition, a new page has been added, which provides a more detailed description of the project as well as the current status of the project and the current estimate of what year the project will be completed. It is anticipated that this additional information will allow the board and the general public to stay up-to-date on the capital project work underway throughout the Metroparks.

Expenditures during March 2021 were primarily related to staff time.

Attachment: March 2021 Capital Project Fund Update

Capital Project Status Report
As of March 31, 2021

Location	Original Project Title	Project Description	Original Budget	Amended Budget	Year to Date Transactions	Life to Date Transactions	Life to Date Encumbrance	Remaining Budget	Available Grant Funding	Project Status	Estimated Completion Year
Lake St Clair	Pump Station No. 1 Replacement-SAW Grant	Sewer pump station replacement near Nature Center	\$ 350,990	\$ 440,899	\$ (29,733)	\$ 364,141	\$ 45,005	\$ 31,754		Substantially Completed	2021
Lake St Clair	Black Creek Marsh Wetland Filtration Enhancement	A natural shoreline project which will remove rip-rap, regrade slope and install native vegetation which will improved filtration of water entering the marsh and improve habitat as well as reducing erosion.	253,000	253,000	-	-	-	253,000	160,000	In Design	2022
Lake St Clair	Accessible Kayak Launch & Power Installation	Accessible Kayak Launch & Power Installation	50,000	50,000	-	-	-	50,000			
Lake St Clair	Backup Internet Fiber Installation	Comcast installation of underground fiber network	40,000	40,000	-	-	30,815	9,185		Complete	2021
Lake St Clair	Electrical Grid Replacement - Design in 2020	Assessments, cost estimates, and project development for future projects to address electrical power infrastructure upgrades and repairs.	1,000,000	801,654	8,294	8,294	102,760	690,600		Scope Assessment Underway	2026
Lake St Clair	Beach Restoration	Multi-year EGLE grant project through 2023. Plantings and bird deterrents installation to improve water quality funding includes follow up water quality monitoring.	400,000	401,713	10,157	20,815	3,898	377,000	292,167	Under Contract	2023
Lake St Clair	Michigan Coastal Management Program-Accessible Launch	Accessible Kayak Launch - grant application has been made to Michigan Coastal Management Program.	392,850	392,850	-	-	-	392,850	196,425	Awaiting grant award	2023
Kensington	Maple Beach Site Improvements	Construction of site and restroom facilities	820,396	1,085,318	37,341	1,064,130	-	21,188		Complete	2021
Kensington	Maple Beach - Universal Accessible Playground	Construction of a new playground at Maple Beach	525,000	552,475	(17,645)	387,038	78,169	87,269		Substantially Completed	2021
Kensington	West Boat Launch - Accessible Kayak Launch	Michigan Natural Resources Trust Fund grant funded project to develop an accessible kayak launch and associated site amenities at West Boat Launch.	308,000	312,339	33	4,339	-	308,000	154,000	In Design	2022
Kensington	Farm Center Sidewalk Replacement	Replacement of the looped walkway around the animal pens for the public	150,000	150,730	730	730	-	150,000		In Design	2021
Dexter-Delhi	Relocating Concessionaire Canoe Livery Building	Construction of a new building and use area for concessionaire operation within East Delhi. The expanded Border to Border trail development utilizes the former site. The project moves operations to Delhi to address current tolling and overflow parking issues.	75,000	93,040	17,583	35,190	-	57,851	5,000	Design Complete - Permitting Underway	2021
Lower Huron	North Fishing Site Redevelopment	Land and Water Conservation Fund grant funded project to develop an accessible kayak launch and associated site amenities at the North Fishing Site.	288,800	275,739	4,085	31,463	233,483	10,794	144,400	Under Contract	2021
Lower Huron	Backup Internet Fiber Installation	Comcast installation of underground fiber network	205,000	185,362	-	150,000	33,702	1,660		In Construction	2021
Lower Huron	Woods Creek Playground Development	Space-themed regional playground near the Woods Creek picnic area on the former pool site.	1,300,000	1,300,553	553	553	-	1,300,000		Out for Bid	2021
Lower Huron	Toll Booth Replacement and Paving	Toll Booth replacement on existing pedestal at Oakwoods and Lower Huron - Beemis Road entrance.	30,000	30,000	-	-	-	30,000		Awaiting Quote from Sole Source Provider	2021
Lower Huron	Turtle Cove Crosswalk Path	Construction of a path and crosswalk from the Foxwoods parking lot to Turtle Cove	90,000	90,000	-	-	-	90,000		Funded	2021
Lower Huron	Iron Bell Trail Project	Michigan Natural Resources Trust Fund grant funded project to extend the Iron Bell trail from its current terminus to the north park entrance (Huron River Drive)	716,700	841,918	-	-	72,187	769,731	488,742	In Design	2022
Lower Huron	Walnut Grove Campground Improvements	Land and Water Conservation Fund grant funded project to improve accessibility and site amenities at the Walnut Grove Campground.	784,600	784,600	-	-	-	784,600	450,000	Awaiting Grant Agreement	2023

Capital Project Status Report
As of March 31, 2021

Location	Original Project Title	Project Description	Original Budget	Amended Budget	Year to Date Transactions	Life to Date Transactions	Life to Date Encumbrance	Remaining Budget	Available Grant Funding	Project Status	Estimated Completion Year
Lower Huron	Off Leash Dog Area Development	Land and Water Conservation Fund grant funded project to develop a new fenced in area for off leash dog activities	330,800	330,800	-	-	-	330,800	165,400	Awaiting Grant Agreement	2023
Hudson Mills	Backup Internet Fiber Installation	Comcast to install new fiber network lines. No construction costs at this location in contract with Comcast - funds may be needed at other locations	40,000	7,994	-	-	-	7,994		Cancel - funding available	
Hudson Mills	Rapids View area Development	Michigan Natural Resources Trust Fund grant funded project to develop an accessible kayak launch and associated site amenities at Rapids View	453,800	468,202	10,102	14,402	-	453,800	226,900	In Design	2022
Hudson Mills	Toll Booth Removal and Replacement	Toll Booth replacement on existing pedestal, unit delivered awaiting installation spring 2021.	80,000	80,000	-	12,346	-	67,654		In Construction	2021
Hudson Mills	Picnic Area Development at Canoe Launch	Michigan Natural Resources Trust Fund grant funded project to develop an accessible kayak launch and associated site amenities at Dexter-Huron	385,500	385,500	-	-	-	385,500	192,700	Awaiting Grant Agreement	2022
Stony Creek	Baypoint Beach Site Improvements	Construction of restroom and site work for support of Baypoint Beach	847,736	1,355,606	70,091	1,152,528	110,599	92,480		Complete	2021
Stony Creek	Shelden Trails Redevelopment	Redevelopment of the multi-use natural surface Shelden Trails system	182,689	863,549	(26,957)	298,496	96,062	468,992	50,000	In Construction	2021
Stony Creek	Boat Launch Building Redevelopment	Construction of a new restroom and shade structure at the boat launch facility	1,750,000	1,608,624	26,263	119,885	5,237	1,483,503	50,000	In Design	2021
Stony Creek	Development of Off Leash Dog Area	Michigan Natural Resources Trust Fund grant funded project to develop a new fenced in area for off leash dog activities	138,500	139,525	-	1,025	-	138,500		In Design	2021
Stony Creek	Backup Internet Fiber Installation	Comcast installation of underground fiber network	80,000	80,000	-	-	70,407	9,593		Substantially Completed	2021
Stony Creek	26 Mile Rd. Connector - Bike Path	Transportation Alternatives Program grant (obtained by Macomb County) funded project to connect into the park from 26 Mile Road	-	11,799	1,234	11,799	-	-		Design Complete	2021
Stony Creek	Baypoint Beach Grinder Pump Installation	Installation of five septic tank filter systems to resolve the issue.	150,000	151,220	1,220	1,220	-	150,000		Out for Bid	2021
Stony Creek	Golf Course Pumphouse & Irrigation System Replacement	Replacement of intakes, pumps, controls, piping and heads. One year of design before construction.	1,000,000	1,000,000	-	-	-	1,000,000		Funded	2023
Willow	Park Office Replacement	Construction of a new park office building at the north end of Willow Metropark to replace the sub-standard legacy facility at Lower Huron Metroparks.	2,121,300	2,402,886	182,399	363,866	2,037,765	1,255		In Construction	2021
Willow	Main Park Road Culvert Replacements near Acorn Knoll	Replacement of failing culvert on main loop road.	40,000	40,000	-	-	-	40,000		Out for Bid	2021
Willow	Backup Internet Fiber Installation	Comcast to install new fiber network lines. Initial proposal - zero construction cost - now deemed unservable - IT reviewing options with Comcast	40,000	-	-	-	-	-		In Review	
Willow	Big Bend Shoreline Protection	National Fish and Wildlife Foundation SE MI Resilience Fund grant project to mitigate Huron River streambank erosion and improve habitat	501,593	501,593	-	-	-	501,593	250,000	Awaiting Grant Agreement	2023
Oakwoods	Nature Center Exhibit Design & lighting/electrical	Design, production and installation of interpretive exhibits. Includes updated flooring, lighting and electrical.	720,000	723,016	5,686	623,349	99,666	0		In Construction	2021
Oakwoods	Backup Internet Fiber Installation	Comcast to install new fiber network lines. Initial proposal - zero construction cost - now deemed unservable - IT reviewing options with Comcast	40,000	-	-	-	-	-		In Review	2021

Capital Project Status Report
As of March 31, 2021

Location	Original Project Title	Project Description	Original Budget	Amended Budget	Year to Date Transactions	Life to Date Transactions	Life to Date Encumbrance	Remaining Budget	Available Grant Funding	Project Status	Estimated Completion Year
Oakwoods	Accessible Nature Trail Development	Land and Water Conservation Fund grant funded project to develop an accessible nature trail and make associated site improvements	248,000	248,000	-	-	-	248,000	124,000	Awaiting Grant Agreement	2022
Lake Erie	Shoreline and Fish Habitat Restoration	This shoreline project will regrade the existing shoreline, install native vegetation as well as creating near-shore shoals. Channels and pools will also be created in the nearby marsh. This work will improve fish spawning habitat.	1,600,000	1,616,677	1,128	117,036	78,062	1,421,580	1,404,353	In Design	2022
Lake Erie	Boat Launch Fish Cleaning Station	Installation of an onsite fish cleaning station at the boat launch facility	45,000	45,000	-	-	-	45,000		Funded	2023
Lake Erie	Accessible Kayak Launch with Area Development	Land and Water Conservation Fund grant funded project to develop an accessible kayak launch and associated site amenities at the Boat Launch	245,000	245,133	-	133	-	245,000	122,500	Awaiting grant agreement	2023
Wolcott	Phase Two - Animal Pen Fencing Replacement	Replacement of deteriorated animal pen fencing	30,000	38,514	6,981	8,514	-	30,000		Complete	2021
Wolcott	Farm to Mill Trail Connector	Development of a connector trail from the Farm to the Mill. Multi year project design and construction	1,000,000	1,000,958	-	958	-	1,000,000		Funded	2024
Indian Springs	Backup Internet Fiber Installation	Comcast to install new fiber network lines. No construction costs at this location in contract with Comcast - funds may be needed at other locations	40,000	7,758	-	-	-	7,758		Cancel - funding available	2021
Huron Meadows	Backup Internet Fiber Installation	Comcast to install new fiber network lines. Initial proposal - zero construction cost - now deemed unservable - IT reviewing options with Comcast	80,000	-	-	-	-	-		In Review	2021
			\$ 21,434,545	\$ 309,548	\$ 4,792,247	\$ 3,097,817	\$ 13,544,482	\$ 4,476,587			

**Capital Project Status Report
As of March 31, 2021**

Location	Project Title	Original Budget	Amended Budget	Year-to-Date Transactions	Life-to-Date Transactions	Life-to-Date Encumbrance	Remaining Budget	Available Grant Funding
Lake St Clair	Pump Station No. 1 Replacement-SAW Grant	\$ 350,990	\$ 440,899	\$ (29,733)	\$ 364,141	\$ 45,005	\$ 31,754	
Lake St Clair	Black Creek Marsh Wetland Filtration Enhancement	253,000	253,000	-	-	-	253,000	160,000
Lake St Clair	Accessible Kayak Launch & Power Installation	50,000	50,000	-	-	-	50,000	
Lake St Clair	Backup Internet Fiber Installation	40,000	40,000	-	-	30,815	9,185	
Lake St Clair	Electrical Grid Replacement - Design in 2020	1,000,000	801,654	8,294	8,294	102,760	690,600	
Lake St Clair	Beach Restoration	400,000	401,713	10,157	20,815	3,898	377,000	292,167
Lake St Clair	Michiagn Coastal Management Program-Accessible Launch	392,850	392,850	-	-	-	392,850	196,425
Kensington	Maple Beach Site Improvements	820,396	1,085,318	37,341	1,064,130	-	21,188	
Kensington	Maple Beach - Universal Accessible Playground	525,000	552,475	(17,645)	387,038	78,169	87,269	
Kensington	West Boat Launch - Accessible Kayak Launch	308,000	312,339	33	4,339	-	308,000	154,000
Kensington	Farm Center Sidewalk Replacement	150,000	150,730	730	730	-	150,000	
Dexter-Delhi	Relocating Concessionaire Canoe Livery Building	75,000	93,040	17,583	35,190	-	57,851	5,000
Lower Huron	North Fishing Site Redevelopment	288,800	275,739	4,085	31,463	233,483	10,794	144,400
Lower Huron	Backup Internet Fiber Installation	205,000	185,362	-	150,000	33,702	1,660	
Lower Huron	Woods Creek Playground Development	1,300,000	1,300,553	553	553	-	1,300,000	
Lower Huron	Toll Booth Replacement and Paving	30,000	30,000	-	-	-	30,000	
Lower Huron	Turtle Cove Crosswalk Path	90,000	90,000	-	-	-	90,000	
Lower Huron	Iron Bell Trail Project	716,700	841,918	-	-	72,187	769,731	488,742
Lower Huron	Walnut Grove Campground Improvements	784,600	784,600	-	-	-	784,600	450,000
Lower Huron	Off Leash Dog Area Development	330,800	330,800	-	-	-	330,800	165,400
Hudson Mills	Backup Internet Fiber Installation	40,000	7,994	-	-	-	7,994	
Hudson Mills	Rapids View area Development	453,800	468,202	10,102	14,402	-	453,800	226,900
Hudson Mills	Toll Booth Removal and Replacement	80,000	80,000	-	12,346	-	67,654	
Hudson Mills	Picnic Area Development at Canoe Launch	385,500	385,500	-	-	-	385,500	192,700
Stony Creek	Baypoint Beach Site Improvements	847,736	1,355,606	70,091	1,152,528	110,599	92,480	
Stony Creek	Shelden Trails Redevelopment	182,689	863,549	(26,957)	298,496	96,062	468,992	50,000
Stony Creek	Boat Launch Building Redevelopment	1,750,000	1,608,624	26,263	119,885	5,237	1,483,503	50,000
Stony Creek	Development of Off Leash Dog Area	138,500	139,525	-	1,025	-	138,500	
Stony Creek	Backup Internet Fiber Installation	80,000	80,000	-	-	70,407	9,593	
Stony Creek	26 Mile Rd. Connector - Bike Path	-	11,799	1,234	11,799	-	-	
Stony Creek	Baypoint Beach Grinder Pump Installation	150,000	151,220	1,220	1,220	-	150,000	
Stony Creek	Golf Course Pumphouse & Irrigation System Replacement	1,000,000	1,000,000	-	-	-	1,000,000	
Willow	Park Office Replacement	2,121,300	2,402,886	182,399	363,866	2,037,765	1,255	
Willow	Main Park Road Culvert Replacements near Acorn Knoll	40,000	40,000	-	-	-	40,000	
Willow	Backup Internet Fiber Installation	40,000	-	-	-	-	-	
Willow	Big Bend Shoreline Protection	501,593	501,593	-	-	-	501,593	250,000
Oakwoods	Nature Center Exhibit Design & lighting/electrical	720,000	723,016	5,686	623,349	99,666	0	
Oakwoods	Backup Internet Fiber Installation	40,000	-	-	-	-	-	
Oakwoods	Accessible Nature Trail Development	248,000	248,000	-	-	-	248,000	124,000
Lake Erie	Shoreline and Fish Habitat Restoration	1,600,000	1,616,677	1,128	117,036	78,062	1,421,580	1,404,353
Lake Erie	Boat Launch Fish Cleaning Station	45,000	45,000	-	-	-	45,000	
Lake Erie	Accessible Kayak Launch with Area Development	245,000	245,133	-	133	-	245,000	122,500
Wolcott	Phase Two - Animal Pen Fencing Replacement	30,000	38,514	6,981	8,514	-	30,000	
Wolcott	Farm to Mill Trail Connector	1,000,000	1,000,958	-	958	-	1,000,000	
Indian Springs	Backup Internet Fiber Installation	40,000	7,758	-	-	-	7,758	
Huron Meadows	Backup Internet Fiber Installation	80,000	-	-	-	-	-	
			<u>\$ 21,434,545</u>	<u>\$ 309,548</u>	<u>\$ 4,792,247</u>	<u>\$ 3,097,817</u>	<u>\$ 13,544,482</u>	<u>\$ 4,476,587</u>



To: Board of Commissioners
From: Nina Kelly, Chief of Planning and Development
Subject: Report – Planning and Development Department Monthly Update
Date: April 2, 2021

Action Requested: Motion to Receive and file

That the Board of Commissioners receive and file the Planning & Development Department Monthly Update as recommended by Chief of Planning and Development Nina Kelly and staff.

Executive Summary: The following are highlights of the activities of the Planning and Development Department for April 2021:

Project/Initiative Implementation

- Approval of the site construction contract on the April Board agenda for the Woods Creek playground at Lower Huron Metropark.
- Completion of poured-in-place rubber surfacing installation at the new Maple Beach playground at Kensington Metropark anticipated for early April. A grand opening is anticipated in May.
- CAPRA documentation assembly for the Planning (2.0) and Recreation Programming (6.0) chapters assigned to the Planning & Development Department. Significant amount of P&D staff time being allocated toward assisting with the Maintenance & Operations (7.0) and Public Safety (8.0) chapters. Facilitating the development and assembly of documentation with Finance, Marketing, DEI, Maintenance/Operations, Human Resources, and the Executive departments.
- Ordered labyrinth kit and developed installation plan with Maintenance, Operations, Engineering, and Volunteer Services for the Dave Kirbach memorial site at Kensington Metropark.
- Shelden Trails Redevelopment Project starting once again; Flowtrack (contractor) is back on site as of early April.

Planning & Community Engagement

- Finalized engagement strategy with Harrison Township and OHM Advisors for the Lake St. Clair Transit Access Plan. First stakeholder and community meetings tentatively scheduled for early to mid-May.

Programming

- Detroit Riverfront Conservancy/Metroparks Programming Plan to be brought before the Board in May.
- Swim Program Development Plan consultant proposal on April 2021 Board agenda for approval. This consultant to assist in developing a strategy for swimming/water safety programming at pools within the Metroparks (Lake St. Clair, Willow, Lake Erie) and with partners at the regional scale.
- Working with city of Detroit Parks & Recreation and the Detroit Riverfront Conservancy to support free swim lessons this summer at Brennan Pool in Rouge Park.

Land Issues

- Draft access and encroachment policy tentatively scheduled for review by the Board at the May meeting.
- Working with Miller Canfield on executing the agricultural lease for the Schmidt property to include a 100-foot buffer along the North Branch of the Clinton River (per the recently developed North Branch Greenway Vision).

Grants

- Awarded funding through the National Fish and Wildlife Foundation Southeast Michigan Resilience Fund for addressing soil erosion and habitat improvements at the Big Bend picnic area in Willow Metropark.
- Submitted DNR grants on April 1 (two Michigan Natural Resource Trust Fund applications, one Land and Water Conservation Fund application).
- Design underway for several grant-funded projects.

Attachment: Planning and Development Monthly Report



PLANNING AND DEVELOPMENT MONTHLY REPORT

April 2021

Administrative Office
13000 High Ridge Drive
Brighton, MI 48114



[METROPARKS.COM](https://www.metroparks.com)

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Western District 10

Eastern District. 12












What's Next 15

OTHER DEPARTMENT INPUT KEY	
	Natural Resources and Regulatory Compliance
	Planning and Development
	Diversity, Equity and Inclusion
	Interpretive Services and Community Outreach
	Engineering

SYSTEM-WIDE


- Restoration** – Linear feet or acreage of project impact for shoreline protected or restored, wetlands protected or restored, floodplain protected or mitigated
- Invasive Species Management** – Linear feet or acreage of project impact treating invasive species
- Habitat and Wildlife Protected** – Linear feet or acreage of project impact for fish habitat, fish barriers removed or bypassed, species moved or avoided
- Partnerships** – Outside agency funding sources (total cost/sharing percentage)
- Volunteers** – Total number of volunteers/workdays
- Grant/Foundation Funding** – Total funding/match
- Visitor Counts** – Total number of visitors weekend/weekday
- Best practices education** – Project emphasizes educational and interpretational opportunities
- Estimated cost** – Total estimated or actual cost of project
- Accessibility** – Determine if facility or programs designed for accessibility (A) or if barriers (B) exist based on ADA checklist
- Staff time** – Total number of staff hours estimated

Administrative






	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
DISTRICT-WIDE	Planning and Development monthly reports	Report		Monthly	Staff time	Report assembly
	Tollbooth scanning reports	Report		Monthly	Staff time	Will resume in spring 2021
	Foundation administrative Tasks	Various		Ongoing	Staff time	Administrative tasks, preparation for 2020 audit
	Sign request processing/signage transition plans	Infrastructure/ Small Facilities		Ongoing	Actual cost	Administrative tasks
	CAPRA accreditation preparation/initiation	Report	Various	Ongoing	Staff time	Chapter 6 and 7 standards reviewed with actions performed for compliance.
	SEM-TAT participation	Report		Ongoing	Staff time	Meeting attendance for Capacity Building & Planning/Mapping committees
	FAIR Play Coalition maintenance and development	Various		Ongoing	Volunteers	Consultations on projects, added Life Skills Center to the Coalition
	Agency/org partnership maintenance. and development	Various	Various	Ongoing	Staff time	Currently working on programmatic coordination
	CAPRA Programming Ch. 6	Various		Ongoing	Staff time	Documentation assembly
	CAPRA Planning Ch. 2	Report		Ongoing	Staff time	Documentation assembly
	Commemorative trees and benches	Various		Ongoing	Staff time	Administrative tasks
	Great Lakes Way advisory committee participation	Various		Ongoing	Staff time	Meeting attendance, review of project website
Playground mulch contract	Various		Ongoing	Staff time	Installation underway	

SYSTEM-WIDE



Facility Concept Planning

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
	David Kirbach Memorial Site	Plan		5 months	Staff time	Labyrinth kit on order. Spring 2021 construction anticipated. SESC Permit in process.

HCMA Studies/Initiatives





	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
	Volunteer Management	Plan		Spring 2021	Staff time	Phase two re-engagement is anticipated to begin spring 2021 with Earth Day clean-ups the weekend of April 24/25, 2021. First quarterly organization-wide meeting held in March. Updated remote volunteer opportunities and Natural Resources volunteer days posted.
	Sustainability Plan projects coordination	Various		Ongoing	Various	Sustainability committee held.
	Trail Ambassador program	Report		April 2021	Staff time	Program in development and anticipated to begin May 2021, will be utilizing Survey123 as an option for capturing data.
	ADA Transition Plan	Plan		Ongoing	Staff time	ADA webpage and Programming Transition Plan under development.
	Visitor count program	Various		Ongoing	Staff time	Zoom meeting took place with WATS to discuss complementary counter programs

Grants/Fundraising

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
uquir	REI Grant Rouge Park	Plan		Ongoing	Staff time	2021 work plan in development. Met with new REI representative
	Mobile Learning Center PNC Early Education Grant	Plan		Early 2021	Staff time	Letter of inquiry sent on 2/2/21. Awaiting reply.
	EGLE Recycling Bin Grant	Plan	Various	May 2021	Staff time	Recycle Away selected for bins. Field meetings with three districts completed to coordinate implementation.

SYSTEM-WIDE

Recreation Programming

Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
2021 Recreation Programming	Various		On going	Staff time	Finalizing 2020 evaluation, 2021 planning and DRFC work plan.
DIA's Inside/Out program	Various		On going	Staff time	Installation agreements signed for 2021
Programming Evaluation	Various		On going	Staff time	Completed staff training on how to proceed with program evaluations beginning early April.
Swim program development plan (SE Michigan region)	Plan & Program		Fall 2021	Consultant Report	Proposals evaluated for planning initiative (recommendation at April Board meeting), planning with DRFC and the City of Detroit regarding 2021 swim lessons at Brennan Pool

SOUTHERN DISTRICT

Haddon Mills
Metropark


Deater-Huron
Metropark

Delhi
Metropark




SOUTHERN DISTRICT

Grants/Fundraising



	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
LEF	2021 TF- Accessible Trail Development	Large Facilities		April 2021	Staff	Submitted DNR Trust Fund application for improvements to the Cherry Island Trail.
Willow	SE Michigan Resilience Fund	Large Facilities	Eng/NR	2021	Staff	Grant awarded for \$250,000. Anticipate project agreement in April.
LHu	2020 TF - LHu Iron Belle Trail Connector	Documentation	Various	2021.	Staff time	Trust Fund grant recommended for funding. Entering Project Agreement phase. Design engineering bids came in and contractor (PEA Inc.) selected
	2020 LWCF - Walnut Grove Campground & Off-Leash Dog Area	Documentation	Various	2021	Staff time	LWCF grant recommended for funding. Entering Project Agreement phase.

Project Implementation/Oversight

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
LHu	2018 LWCF - LH North Fishing Site	Large Facilities		Ongoing	Staff time	Proceeding with Best Asphalt, Inc. contract.
	2019 IBT funding	Design	Eng	Sept 2021	Completed design engineering	Design engineering with PEA Inc. underway for aforementioned Iron Belle Trail section as well as Huron River Drive crossing.
	Woods Creek Playground	Large Facilities	Various	2021 Completion	Construction	Contract recommendation for site work at April Board meeting..

SOUTHERN DISTRICT

Project Implementation/Oversight, cont.

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
OAK	2019 LWCF - Oakwoods Accessible Nature Trail	Large Facilities		Waiting on Project Agreement Execution	Staff time	SHPO submittals have received clearance letter.; DNR does not anticipate agreements executed until early 2021
LEr	2019 LWCF - Lake Erie Accessible Boat/Kayak Launch	Large Facilities		1 month	Staff time	SHPO response requested State file review (archaeological study by Commonwealth Heritage Group and submitted to SHPO for review.) Awaiting project agreement for execution.

Facility Concept Planning

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
	None beyond grant projects at this time.					

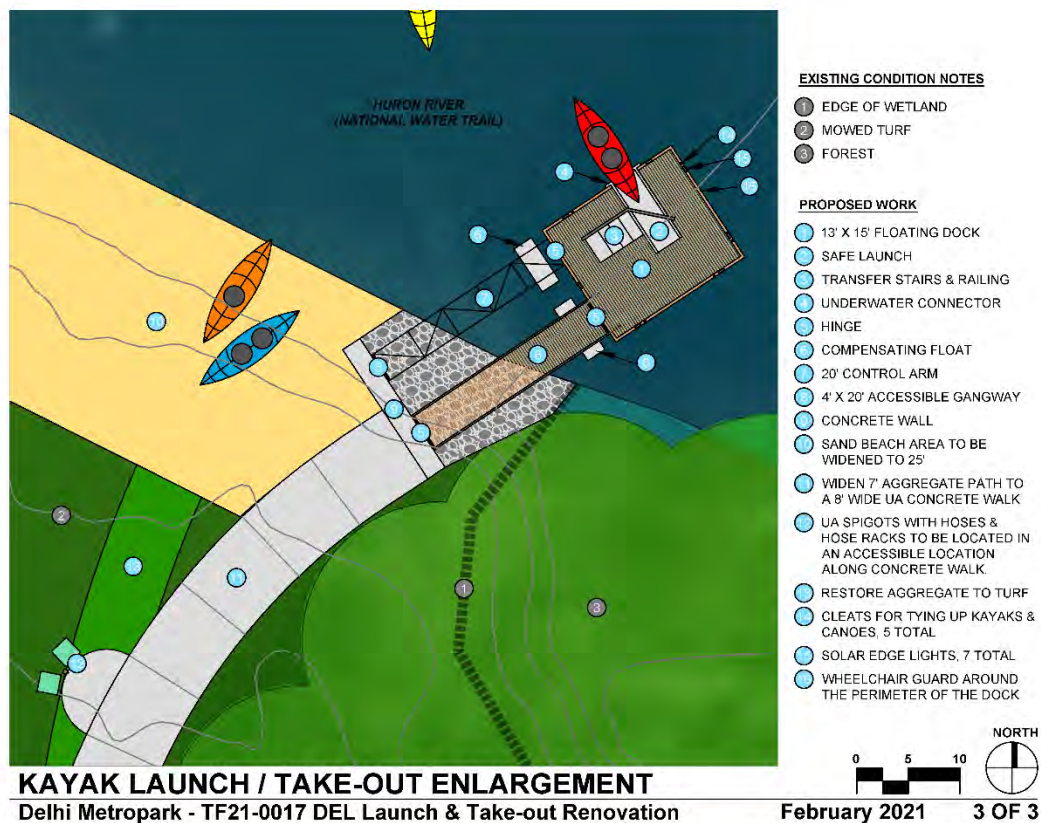
HCMA Studies/Initiatives

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
WIL	Accessible pathway crossing improvements at Huron River Dr. railroad	Small Facilities		March	Contractor	MDOT Office of Rail regulatory order form undergoing engineering estimates for ADA improvements.

WESTERN DISTRICT






Delhi Accessible Launch/Take-Out Grant Project





WESTERN DISTRICT

Administrative




	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
DELHI	Border-to-Border trail design and construction	Large Facilities		Ongoing	Estimated Cost	Washtenaw County leading design efforts; attendance at meetings as necessary
	Skip's Livery relocation	Large Facilities		Ongoing	Consultant fee	Submitted Skip's Livery relocation site plan for Township approval; administrative review granted.
KEN	Public art initiative for Maple Beach	Large Facilities		Ongoing	Staff time	Public art guidelines, RFP and evaluation criteria drafted; internal review with staff to be scheduled for spring.

Grants/Fundraising

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
DHU	2020 TF – Dex-Huron Accessible Launch	Documentation	Various	2021	Staff time	Trust Fund recommended for funding. Entering Project Agreement phase.
DELHI	2021 TF – Accessible Takeout Development	Large Facilities		2021	Staff time	Submitted DNR Trust Fund application.
HMe	Feasibility study for connection between Huron Meadows & Island Lake Rec Area	Plan		May 2021	Staff time	Grant application submitted to CFSEM Ralph C. Wilson Fund- Design and Access Fund

WESTERN DISTRICT

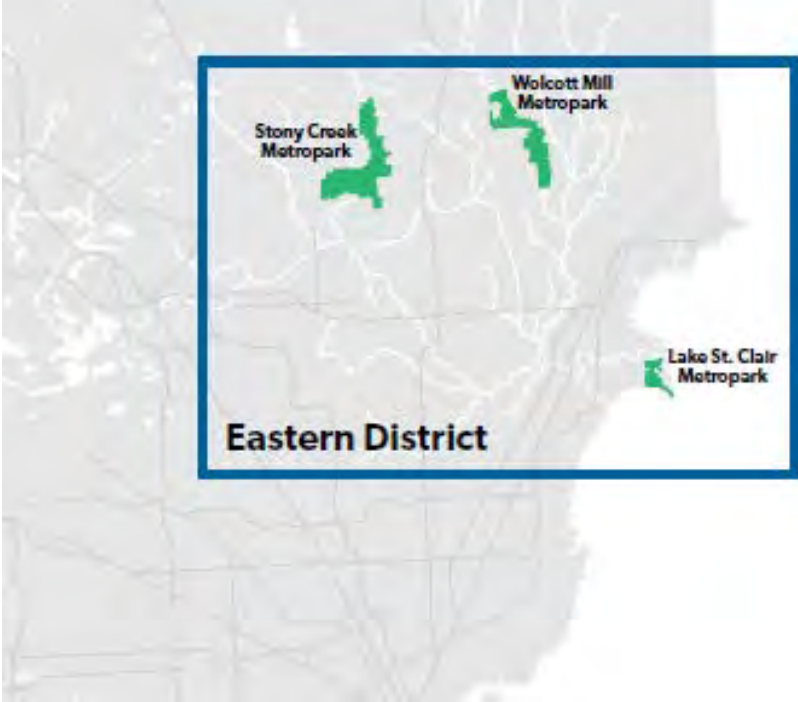
Project Implementation/Oversight

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
KEN	Maple Beach Playground	Large Facilities		6 months	Staff time	Awaiting installation date for poured-in-place rubber surfacing.
HMIIIs	2019 TF West Boat Launch Accessible Launch Project	Large Facilities		Ongoing	Staff time	Project agreement executed; design underway
	2019 TF Rapids View Accessible Launch Project	Large Facilities		Ongoing	Staff time	Project agreement executed; design underway

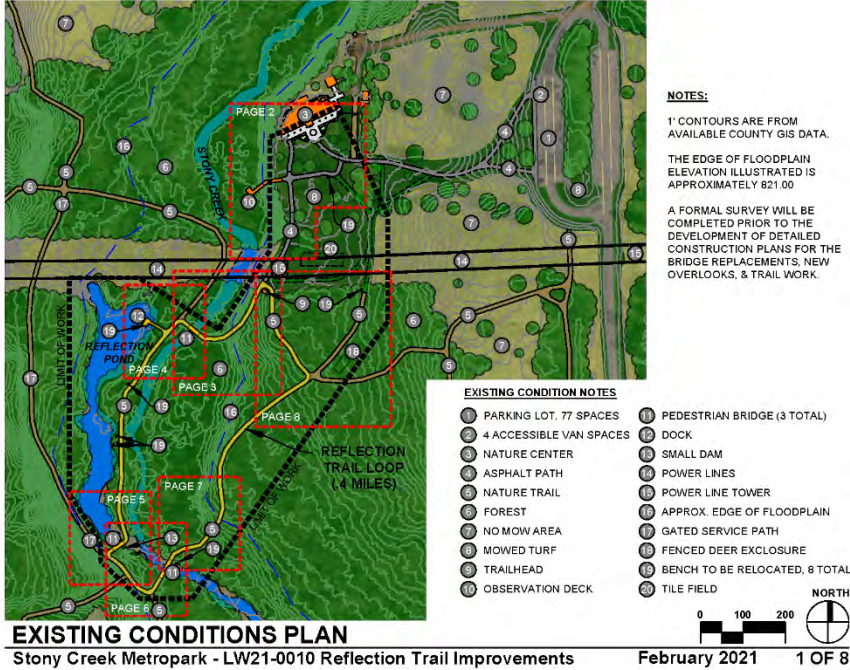
Facility Concept Planning

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
	None beyond grant projects at this time.					

EASTERN DISTRICT





Stony Creek Reflection Trail Grant Project






EASTERN DISTRICT




Administrative

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
WMIII	Schmidt Property Acquisition	Land Acquisition		Fall 2020	Acquisition	Working on demolition of deteriorated barns and other structures on site.
LSC	Nona (S. River Road) Potential Property Acquisition	Land Acquisition		Fall 2020	Consultant fees	Appraisal complete, acquisition strategy in progress

Grants/Fundraising


	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
LSC	Transit Planning for Access to LSC	Large Facilities		2021 Completion	Consultant/Staff	Client teamkick-off meeting was held; engagement strategy established.
	2021 LWCF- Accessible Trail Development	Large Facilities		April 2021	Staff time	Submitted DNR Trust Fund application for improvements to the Reflection Trail.
SCR	Urban Community Forestry Grant	Application	Various	2021 Completion	Staff time	Grant received for 13 trees to be planted near the Stony Creek Starter Building
	2019 TF – Off-leash Dog Area Development	Large Facilities		Ongoing	Staff time	Project agreement executed; design underway

Project Implementation/Oversight

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
	LSC Beach Restoration Project- Nonpoint Source Pollution Project	Large Facilities		2023 Completion	Staff time	Contractor selected, pre-construction meeting scheduled for early April
LSC	LSC Nature Center-DNR Grant Admin	Large Facilities		Completed	Project closeout	Project complete. DNR approved reimbursement for \$45,000
SCR	Shelden Trails Redevelopment	Large Facilities		Ongoing	Staff time	Permit is pending approval for northern connector bridge. Contractor back on site in April to restart construction.
	Shelden Trails Signage Plan	Small Facilities	Mkting	3 months	Staff time	Will implement additional signage as project progresses throughout 2021.

EASTERN DISTRICT

Recreation Programming

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
	Meet me on the Trail day planning committee	Programming		September	Staff time	Brainstorming and planning for Metroparks participation

Facility Concept Planning

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	April 2021 Actions
SCR	Initial discussions about future of the banquet tent area.	Conceptual Plan		April-May	Staff time	Will begin conceptual planning effort in coordination with Operations staff.

WHAT'S NEXT?

	Description	Action Type
SYSTEM WIDE	Trail Counts/Parking Lot Counts 2021 Program Planning	Staff time
	CAPRA documentation assembly	Staff time
	Sustainability Committee meeting scheduled	Staff time
	Draft Access & Encroachment Policy development	Staff time
	Swim Program Development Plan initiation	Consultant/Staff time
EASTERN DISTRICT	Additional meetings with consultant for LSC transit access plan	Consultant/Staff time
	Programming Evaluations	Staff time
WESTERN DISTRICT	Programming Evaluations	Staff time
SOUTHERN DISTRICT	Programming Evaluations	Staff time
	LHU Iron Belle Trail design engineering	Consultant





To: Board of Commissioners
From: Nina Kelly, Chief of Planning and Development
Project No: RFP 2021-012
Project Title: Approval – Southeast Michigan Swimming Program Development Plan
Date: April 2, 2021

Action Requested: Motion to approve

That the Board of Commissioners award RFP 2021-012 to Counsilman-Hunsaker and Associates, Inc. of St. Louis, Missouri for an amount of \$49,982 for the development of a plan to provide a swimming program across southeast Michigan as recommended by Chief of Planning and Development Nina Kelly and staff.

Fiscal Impact: Funding for this project is included in the Board approved 2021 budget in the Planning and Development Department’s Professional Services account.

Scope of Work: Metroparks staff are alarmed by the systemic disparities in swim ability and water competence as depicted in the following demographic and socioeconomic statistics:

- Drowning is among the top three causes of unintentional death for persons 29 years old and younger;
- Native Americans aged 29 years and younger were twice as likely as whites to die from drowning, and Black people are 1.4 times as likely;
- In swimming pools, Black children aged 5-19 are 5.5 times as likely as white children in the same age group to die from drowning; among ages 11-12, this rate increases to 10 times as likely;
- While drowning rates in general have been trending downward, they have risen in one age group: those aged 45 to 84; and
- 79 percent of children in households with annual incomes less than \$50,000 do not know how to swim and learning to swim through formal lessons may reduce the likelihood of drowning by 88 percent.

To address these statistics for Detroit and southeast Michigan, the Metroparks invited qualified consultants to submit proposals for the development of a programming plan, in coordination with partner recreation agencies, with the goal of improving swimming ability and water competence. This plan will focus on public swimming programs and facilities across the five-county region, and will involve three key components:

1. Existing Conditions – “State of Swimming” Report
2. Development of swimming-related goals/objectives for the region
3. Development of a programming action plan

Background: The RFP was competitively bid and posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 39 vendors, of which nine downloaded the RFP. Metroparks staff also notified seven vendors of the solicitation by email.

Four vendors submitted Proposals. Staff evaluated the proposals based on the vendors understanding of the project, methodology, experience and capacity. Partners from the Detroit Riverfront Conservancy and the city of Detroit Parks and Recreation Department participated in evaluating the proposals and presentations by the consultants. After careful consideration staff recommend awarding a contract to Counsilman-Hunsaker and Associates, Inc.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Counsilman-Hunsaker and Associates Inc*	St. Louis, MO	\$49,982
Gamechanger Consulting Inc	Indianapolis, IN	\$49,800
The Leadership Group LLC	Sterling Heights, MI	\$30,400
Aquatic Council LLC	Rochester, NY	\$97,800

(*) Indicates recommended award.

Attachment: Counsilman-Hunsaker Technical Proposal



Councilman-Hunsaker Proposal for Huron-Clinton Metroparks

7-C-2-a



Councilman · Hunsaker
AQUATICS FOR LIFE



Counselman · Hunsaker
AQUATICS FOR LIFE

Letter of Transmittal

22 February 2021

Heidi Dziak
Huron-Clinton Metroparks
heidi.dziak@metroparks.com
13000 High Ridge Dr.
Brighton, Michigan 48114

Dear Heidi Dziak,

Counselman-Hunsaker has reviewed RFP 2021-012, including Addendum #1 and #2 and is pleased to present this submittal packet to the Huron-Clinton Metroparks for the Southeast Michigan Swimming Program Development Plan. Counselman-Hunsaker welcomes the Huron-Clinton Metroparks's leadership team in the analysis and evaluation of the qualifications, experience, and competence of our consultant team and our approach. We are confident that our services and expertise will more than satisfy the needs and expectations outlined by the Huron-Clinton Metroparks for this project.

The details, scope, and requirements described in the Request for Qualifications perfectly align with Counselman-Hunsaker's Aquatic Management Program. The approach we have outlined is based on our extensive prior experience with similar projects across the U.S., as well as the requirements and directives included in your Request for Proposals. To add to Counselman-Hunsaker's expertise and to fully meet the requirements and goals of the RFP, Counselman-Hunsaker has teamed with Total Aquatic Programming and Left Brain Concepts, Inc.

We believe that our response will effectively detail our industry expertise and experience, while also providing the project stakeholders with an overview of our proposed scope of work and fees. We appreciate this opportunity and we are looking forward to collaborating with the Huron-Clinton Metroparks for the Southeast Michigan Swimming Program Development Plan. If you have any questions or comments related to this information, please do not hesitate to contact us.

The proposal from Counselman-Hunsaker will remain valid for ninety (90) days from the date of the submission. Counselman-Hunsaker and Associates is registered as a Corporation, Federal ID Number 43-0957615 at 10733 Sunset Office Dr. St. Louis, MO 63127.

Sincerely,

Miklos Valdez
Counselman-Hunsaker
miklosvaldez@chh2o.com
972-370-3743



COMPANY INFORMATION

Main Office:

Counselman-Hunsaker
10733 Sunset Office Dr.
St. Louis, MO 63127
314.894.1245

Primary Point of Contact:

Miklos Valdez
miklosvaldez@chh2o.com
972-370-3743

Legal Structure: Corporation

Certificate of Authority: Counselman-Hunsaker is licensed to do business in Michigan.

Federal ID: 43-0957615

Area of Expertise: Aquatic Design and Operations

Length of Time in Business: 50 years

Number of Employees: 39

Project Team: Total Aquatic Programming, Left Brain Concepts, Inc.

Additional Contributors: Diversity in Aquatics, International Water Safety Foundations, The Zac Foundation, National Drowning Prevention Alliance, American Red Cross, Stop Drowning Now





ABOUT COUNSILMAN-HUNSAKER

AT COUNSILMAN-HUNSAKER, OUR MISSION IS AQUATICS FOR LIFE. WE ARE DRIVEN TO CREATE AQUATIC EXPERIENCES THAT TRANSFORM PEOPLE AND PLACES. WE BELIEVE EVERY DECISION AND EVERY INTERACTION SHOULD SERVE AND ENHANCE THE HUMAN EXPERIENCE.

Counsilman-Hunsaker is a pioneering aquatics organization whose vast global experience and holistic, full-circle approach — from design, to execution, to operations — has established us as the trusted authority and respected thought leader on planning, design, operation and management of all types of aquatic facilities.

Since our founding five decades ago, we have created experiences that have shaped and inspired individuals and communities, from the neighborhood pool around the corner to large scale waterparks that draw thousands of tourists. A myriad of successful projects in parks and recreation, hospitality and resorts, universities, K-12, wellness, and world-class destinations have validated the transformative power of what we do.

Counsilman-Hunsaker is made up of an integrated team of design professionals and operational specialists with unrivaled aquatic industry experience. Our team brings exceptional collaboration skills for the delivery of high-quality, innovative services. Our operational specialists will not only help you prepare for a successful launch, but will serve as your guide in achieving long-term operational success.

In addition, we have completed hundreds of Audits and Studies for the development of new or existing facilities or programs and, having studied a multitude of facilities, we will help you complete your project efficiently.



History

Counsilman-Hunsaker was founded in 1970 as a collaboration between a world-famous swimming coach and one of his former athletes. Through his coaching career and extensive writings, James E. “Doc” Counsilman, Ph.D., revolutionized the swimming world through research and innovation, training numerous Olympic and National champions along the way. One was Joe Hunsaker, a former three-time National Champion and World Record holder. With Doc Counsilman serving primarily in a consulting role, Joe Hunsaker developed the firm into one of today’s foremost authorities on design and operation of aquatic facilities.

Visit our website at
counsilmanhunsaker.com
for additional information.



AWARDS

**COUNSILMAN-HUNSAKER HAS RECEIVED
OVER 240 AWARDS OVER THE PAST 50 YEARS.**

Selected Awards:

Aquatics International Power Issue - Positive
Messenger - 2021

COVID - 19 Response - North Texas Aquatics
Association - 2020

Chehalem Aquatic Center, OR - DJC Top Projects
Award, Daily Journal of Commerce (DJC) Oregon -
2020

George Deines - AI Tuner Award - World Waterpark
Association

Kevin Post - All-Around Specialist - Aquatics
International Power Issue - 2019

Eastside Community Center, OR - NAIOP Community
Impact Award - 2019

Wave Review Award - World Waterpark Association -

Blue Water YMCA, MI - Editor's Choice Profile,
Recreation Management - 2010

COUNSILMAN-HUNSAKER
2021 POWER ISSUE

POSITIVE MESSENGER

STORY BY REBECCA ROBLEDO



Kevin Post *principal and studio director*

When it first became clear that the COVID-19 pandemic would result in widespread shutdowns throughout the country, the team at Counselman-Hunsaker noticed a trend that concerned them: Some government officials seemed to believe that local pools should not only be closed to the public, but that the equipment should be shut down as well.

So, as one of its first moves in response to the closures, the aquatics powerhouse reached out to public officials and facility managers to make it clear that pools could not be turned off like a lamp — that they still needed chemistry maintenance and water recirculation.

"They were originally under the assumption that it would be better to just turn everything off and save the energy," says Kevin Post, principal and studio director with the St. Louis-based company. "But leaving a stagnant pool or leaving equipment with water not running properly, and not properly winterizing would cause more problems."

This comprised just the first act in the company's leadership through the COVID-19 crisis. Especially during the early days, the team dedicated its efforts toward compiling and presenting as much information as possible, and to keep the focus on the industry's strengths.

Hopeful chronicling

Whether during industry presentations or while developing company plans, Counselman-Hunsaker made it a strategy to acknowledge challenges but focus on the positive.

Early on, for instance, quite a bit of industry talk addressed which aquatics facilities across the country had to close, with some entities publishing lists. While this is understandable, the team at Counselman-Hunsaker worried it would give outside observers the wrong idea.

"I had a lot of concerns that if government officials started seeing the promotion of pool closures,

they would follow suit, and it would start a trickle effect," Post says.

So the company sought to switch up the public perspective and provide some inter-industry encouragement. The team compiled and maintained a list of aquatics facilities that were open, encouraging aquatics managers to send notification when they opened. Gathering as much data as possible, the team frequently updated the list as restrictions loosened and pools began to open.

"We wanted to solve the problem, not sit back and complain and let things happen to us," Post says. "We said, 'We need to have these pools ready to reopen, so let's start talking about pools that are reopening and how they're doing it safely.'"

In addition to providing hope in a scary time, the map delivered more tangible benefits. In one of the most impressive examples, it helped one center find a new income source.

"A private club had lost a lot of membership due to the restrictions and shutdowns," Post says. "Because of our openings map, three swim teams that had been kicked out of their pools found [the private club]. Rental from that swim team was able to offset the loss in memberships."

Like so many aquatics teams, Counselman-Hunsaker was trying to corral as much information as



OUR CIRCLE OF EXPERTISE

WE BELIEVE OUR FULL CIRCLE OF EXPERTISE— VISIONING, PLANNING, DESIGN, BUSINESS MANAGEMENT, TRAINING AND OPERATIONS – WILL PROVIDE HURON-CLINTON METROPARKS WITH THE ADVANTAGE OF A HOLISTIC APPROACH AND A 360-DEGREE PERSPECTIVE UNAVAILABLE ANYWHERE ELSE IN THE AQUATIC INDUSTRY.

We are industry leaders, operational specialists, planning and design professionals (licensed in 50 states), educators, and management experts. No other team is better qualified or positioned to consult Huron-Clinton Metroparks on all aspects of aquatics, because we deeply understand the combination of essentials and innovation required to deliver an amazing customer experience.

Our integrated team has spent decades cultivating the knowledge of what absolutely must be delivered. We have developed and implemented successful aquatic programs in all types of aquatic facilities all over the country. We anticipate issues and challenges, and we improve and refine procedures until they are seamless, and because we so deeply understand the basics, and they are ingrained in our processes. We are free to challenge ourselves to explore more imaginative ways to serve and surprise you and, ultimately, your guests.

Our depth of understanding comes from decades of experience consulting on thousands of national and international aquatic projects of varied uses and complexity – no two are ever alike. We configure and customize our services to precisely fit the needs, desires, challenges and objectives unique to each client.



The Councilman-Hunsaker team is committed to sharing its combined wisdom, experience, capabilities, leadership and passion for aquatic experiences to the safety and service of aquatic facilities of all types. We know creativity doesn't have to be sacrificed for safety. We know safety need not be compromised for excellent service. We believe an aquatic facility is a living entity, and every decision plays a role in its life and the lives of those who enjoy it.

With our full circle of services, Councilman-Hunsaker provides Huron-Clinton Metroparks with a one-stop shop for audits, studies, design, operations consulting, and digital technology.



RELEVANT EXPERIENCE

Bahamas Red Cross Society, Nassau, Bahamas

Lifeguard Program Plan Completed: February 2021

In June of 2020, Councilman-Hunsaker was contracted by the American Red Cross in partnership with the Bahamas Red Cross Society (BRCS) to produce an operational plan for the creation of the first BRCS Lifeguard Program. The BRCS Lifeguard Program initiative's purpose is to bring lifeguard training services to the public with the overall goal of preventing annual drownings around the islands. The project tasks included: a budget review of the draft budget provided by BRCS, a market survey of potential clients and partners on the Bahamas islands, a revenue model for the implementation of a successful lifeguard program, and job descriptions for the roles necessary to operate the program. The project also included a feasibility study for the potential of a BRCS owned and operated aquatic center on BRCS property. Lastly, Councilman-Hunsaker provided a Lifeguard Training Course and Lifeguard Instructor Course to the BRCS which resulted in the agency's first class of lifeguard instructors.

Reference:

Amy Bruins

Field Representative | Hurricane Dorian | Bahamas

Phone: +1-242-828-0964 (Mobile and WhatsApp)

Email: amy.bruins@redcross.org

City of New Braunfels, TX

Operations Assessment Completed: April 2019

In June of 2018, Councilman-Hunsaker was contracted by the City of New Braunfels to conduct an operations assessment of the city-run Lifeguard and Tubing operations on the Comal River. The assessment centered on the City's safety policies and procedures, outreach, education to patrons utilizing the river, and lifeguard policies. The assessment included benchmark research of other similar tubing operations around the United States to compare safety policies and provide recommendations for policies, procedures and public information and education. The final report included structural changes and recommendations to the Tube Chute facility, signage and marketing recommendations, policy recommendations and public education recommendations.

Reference:

Ms. Amy Niles

River Operations Manager

550 Landa St.

New Braunfels, TX 78130

Phone: 830.221.4628

Email: aniles@nbtexas.org



RELEVANT EXPERIENCE

Maui County, HI

Countywide Master Plan Completed: November 2018

The County of Maui commissioned an Aquatics Master Plan Study in June 2017 as a follow up to the 2017 Recreation Needs and Preferences Survey and as a part of the Maui Department of Parks and Recreation System Plan. The Aquatics Master Plan was prepared by PRB Hawaii and Associates, Inc. and Councilman-Hunsaker. Plan support was provided by KAI Hawaii, Inc., Okahara & Associates, Inc., and J. Uno & Associates, Inc. The County of Maui Parks and Recreation Department staff, stakeholder groups, and public meetings also provided consultation.

Councilman-Hunsaker reviewed the physical and functional aspects of the eight existing aquatic facilities, reviewed changes in Maui's demographics, and met with the community to gather input on the diverse aquatic needs of Maui County. The Master Plan included an assessment of both the physical and functional aspects of each pool and included recommendations on repairs or replacements for each facility. It also included data collection, needs analysis, conceptual plans of potential facilities, and a recommended implementation strategy.

Upon completion, the Aquatics Master Plan will be incorporated into the seven District Master Plans that will help guide the vision and mission of Maui County.

Mr. David Yamashita
Senior Parks Planner
700 Halia Nakoa St. Unit 2
Wailuku, HI 96793
808.270.6508
David.yamashita@mauicounty.gov



ADDITIONAL TEAM MEMBERS

TOTAL AQUATIC PROGRAMMING (TAP)

Total Aquatic Programming, LLC. has become the mainstay consultant for financially successful aquatics facilities. TAP specializes in all aquatic programming, both public and private sector including:

- Learn to Swim for all ages and stages, including Children and Adults with Challenges (CWC)
- Adult health and wellness aquatic exercise lifestyle programs (CAAP)
- Pre and Post Aquatic Therapy
- Recreation and Water Safety
- Competitive Swimming – all levels



LEFT BRAIN CONCEPTS, INC. (LBC)

Left Brain Concepts, Inc. is a 33 - year-old market research and consulting firm. Since their inception, they have conducted community surveys nationwide, from large cities to small towns. Based on direct input from their clients, they outperform virtually all other research firms with their custom research, data analysis, senior-level recommendations and for their client service. Their parks and recreation-focused surveys range from community-wide to department-specific, and have been conducted via mail, telephone and internet.



Left Brain Concepts, Inc.
Research / Consulting



KEY PERSONNEL

Miklos Valdez - Project Director

Miklos Valdez specializes in aquatic facility operational and feasibility studies, master planning, employee training and development, customer service and risk management. Miklos has 19 years of experience in aquatic operations and training, and has managed both indoor and outdoor waterparks and waterfront properties.



As Project Director, Miklos will be the single point of contact for Huron-Clinton Metroparks and will respond to all inquiries within 48 hours. Miklos will create and coordinate project time lines and meetings and will provide leadership to the project team to ensure a seamless delivery of services.

Notable Projects:

Bahamas Red Cross (Lifeguard Program Plan) - Nassau
 City of New Braunfels (Operations Assessment) - TX
 The Salvation Army (Operations Assessment, Training) - IL
 Maui (County-Wide Aquatics Master Plan and Audit) - HI
 Kootenai Wellness Aquatic Center (Study) - MT
 Yakima - MLK Park Pool (Study) - WA
 DeSoto - Moseley Pool (Audit and Study) - TX

Certifications:

Certified Pool Operator Instructor - PHTA
 Certified Pool Operator - PHTA
 Aquatic Examiner - American Red Cross
 Lifeguard Instructor Trainer - American Red Cross
 Lifeguard Instructor - American Red Cross

miklosvaldez@chh2o.com

Phone: 972.370.3743

Kevin Post - Principal

Kevin's objective is helping clients prepare for the development and capital investment of a new or existing aquatic facility serving a variety of user groups, program requirements, and owner types including municipalities, universities, YMCAs, and school districts. Having been involved in aquatics for more than 15 years, he has multiple



certifications and is a CPO Instructor certifying pool operators and providing individuals with the basic knowledge, techniques, and skills of pool and spa operations. Being a trusted source of aquatic facility knowledge has earned him a designation as an Aquatics International Power 25 award recipient.

Notable Projects:

Bridgeport Aquatic Center (Study) - WV
 Calgary Outdoor Pool (Master Plan) - Alberta, Canada
 Clarke Memorial Swim Center (Pro-Forma Analysis) - Walnut Creek - CA
 Dallas Aquatic Centers (Master Plan) - Dallas - TX
 Fort Mojave Indian Reservation Waterpark (Study) - Needles - CA
 South Suburban Parks and Recreation District (Audit and Study) - CO

Certification/Affiliations:

Revenue Management School - NRPA
 Certified Pool/Spa Operator - PHTA
 Association of Aquatic Professionals
 CMAHC Standing Committee-Annex Revision and Update

kevinpost@chh2o.com

Phone: 314.416.2080



KEY PERSONNEL

Sue and Mick Nelson - TAP

Sue Nelson worked as the Aquatic Programming Specialist for USA Swimming providing resources and information for members, potential members for 15 years. She holds a BS in



Exercise Science and her specialty areas are program development, implementation and facility design. Sue was the recipient of AEA's 2012 Lifetime Achievement Award.

Mick was the Club Facilities Development Director for USA Swimming. He comes from a club coaching background along with extensive experience in business and aquatic management. He holds a BS in Business administration and an MS in Education.

Notable Projects:

- Created the National and Regional Build a Pool Conferences
- Author of the Aquatic Resource Manual as part of the Drowning Prevention Plan for the National Drowning Prevention Alliance and the Consumer Product Safety Commission
- Co-Author of the Children with Challenges Manual and Online Course
- Created the Make a Splash Initiative as part of the USA Swimming Foundation

sue@totalaquatic.llc

mick@totalaquatic.llc

Phone: 719.238.1561

Jeff Haugen - Left Brain Concepts, Inc.

Jeff Haugen, who possesses thirty-four years of research and consulting experience and four years sales experience, is the president of Left Brain Concepts, Inc. Haugen graduated with a Bachelor of Arts in Business Administration from the University of Puget Sound in Tacoma, Washington in 1980.



Notable Projects:

- VA in Ann Arbor, Michigan to conduct surveys of Veterans in ten cities in North America and Puerto Rico to improve the delivery of prescription medicine to Veterans.
- Three surveys for a state economic development department. We determined business owners' needs and thus, how the agency could best serve them by developing new and/or revising programs and services.
- National survey for the National Recreation and Parks Association to determine the public's views of the benefits from the availability and use of parks and recreation facilities in communities.
- Survey for the Oakland Museum of California to learn how OMCA is perceived by Oakland area residents and to determine how it can better engage the community.

leftbrain@qwestoffice.net

Phone: 303.936.3781



LINES OF COMMUNICATION

MIKLOS VALDEZ AND COUNSILMAN-HUNSAKER WILL BE THE POINT OF CONTACT FOR HURON-CLINTON METROPARKS. AS THE PROJECT DIRECTOR, MIKLOS VALDEZ WILL RESPOND TO COMMUNICATIONS FROM HURON-CLINTON METROPARKS WITHIN 48 HOURS.





PROJECT METHODOLOGY AND APPROACH

A METHODOLOGY AND PROJECT APPROACH TO ENSURE SUCCESS FOR HURON-CLINTON METROPARKS.

Project Planning

Our team understands the project to be a comprehensive study of swimming programs and facilities across Southeast Michigan and Detroit, with the goal of developing a programming plan to improve swimming ability and water competency throughout Southeast Michigan and to reach constituents that are statistically at a higher risk for drowning.

After a rigorous inventory and exploration process process, the final program plan will address the unique needs of Southeast Michigan and Detroit and the systemic disparities in swimming ability and water competence.

We recognize the value of the Southeast Michigan Swimming Program Development Plan for all five counties and believe deeply in implementing an in-depth, efficient and open process as part of all community projects. That's why we've developed a



“Councilman-Hunsaker presented areas where each facility could be improved, brought up to code and industry standards, and evaluated several of these updates through a sustainability and operational cost lens which were important goals for the school district and the bond as a whole.”

- Jason Bing, RA, LEED AP

Construction Projects Auditor, Capital Projects
Ann Arbor Public Schools, MI

detailed, public, and key-stakeholder needs assessment methodology, which helps identify the local needs, issues, and opportunities for the project.

The processes outlined for each task are ones that have proven successful for projects of similar goals and elements. Each phase of the process can only be successful when it's monitored through regular meetings of a consistent group of clients and team members. The following project planning process is created specifically to meet the needs of the Southeast Michigan Swimming Program Development Plan scope and schedule.



93 Drownings in 2020

Source: TAP Drowning Report



PROJECT METHODOLOGY AND APPROACH

Task I: Existing Conditions - "State of Swimming" Report

Through this process we will inventory public and nonprofit aquatic facilities within the five-county area and create a matrix of amenities and features that can be used to compare facilities across the region. The team will also create a matrix and inventory of swim instruction and water safety programs within the five-county area.

As part of the "State of Swimming" process, we will also conduct a representative survey across Southeast Michigan with a particular focus on the city of Detroit to get a baseline determination of:

- Swimming abilities
- Barriers to access for swimming
- Barriers to access for learning to swim
- Other factors that may contribute to systemic disparities in swimming ability and water competence

Representative Survey

Developing the survey

Crafting the survey is a critical part of the process and it takes time and effort to assure that all applicable issues are covered, that the questions are objective and unbiased and, most importantly, the results will be actionable. The key difference between Left Brain Concepts (LBC) and other research firms is the effort spent in crafting surveys. While we will make suggestions based on our extensive experience, more time is spent on a collaborate process leveraging the expertise of LBC, Councilman-Hunsaker and TAP and the specific needs of the Huron-Clinton Metroparks and other stakeholders.

Sampling

The most important issue when selecting a survey methodology is being able to defend the sample as representative of the area of focus. Left Brain Concepts will host an electronic survey that will be publicized through Huron-Clinton Metroparks, the City of Detroit, the five-county agencies, and other partners to reach as many constituents as possible. To obtain a statistically significant sample size, the goal is to obtain 1,200 surveys in total from all six areas, however, 600 is very defensible.

The most difficult part of the survey process will likely be obtaining a representative and defensible sample of constituents from the six areas. Not all constituents have access to the internet or have the time to return surveys. To combat this, the Metroparks can help gather surveys in areas where there has been traditionally low representation. It will not be enough to survey current recreation centers or aquatic centers and pools. Other ways of presenting the survey may be needed. This may include:

- Marketing at community centers and libraries
- Marketing at water billing locations
- Survey stations at community events
 - Car shows
 - Family festivals

Drownings 2018-2019



Centers for Disease Control and Prevention, National Center for Health Statistics. Underlying Cause of Death 2018-2019 on CDC WONDER Online Database, released in 2020. Data are from the Multiple Cause of Death Files, 2018-2019, as compiled from data provided by the 57 vital statistics jurisdictions through the Vital Statistics Cooperative Program. Accessed at <https://wonder.cdc.gov/ucd1030-expanded.html> on Feb 20, 2021 3:39:12 PM



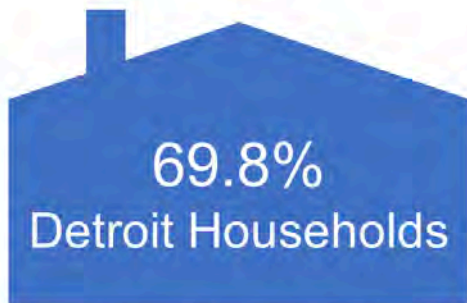
PROJECT METHODOLOGY AND APPROACH

Data Analysis and Reporting

Once the surveying is complete, we will compile and share responses to the survey and perform cross tabulations (raw data in lay speak) and statistical analyses. To improve the representativeness of a sample, LBC can and often does weigh the results of the survey to mirror known demographics in the population. The survey deliverable will be detailed, thorough, and most importantly actionable.

Deliverables:

1. **Survey results: Word files with numeric tables, verbiage, and graphs**
2. **"State of Swimming" Report**



Annual income less than \$50,000

Source: 2019 Estimate - 2012 Experian, Inc. All Rights Reserved, Alteryx, Inc.

"Councilman-Hunsaker is a trusted resource in the aquatics industry. As a result of our collaboration with Councilman-Hunsaker, we have identified problems, created solutions and enhanced our business strategies. I cannot say enough about the service and support they have provided us throughout the past few years. "

- Will Winer

Assistant VP, Health, Wellness and Membership
 JCC Greater Boston

Task II: Develop Swimming Related Goals and Objectives

Through this process, we will establish the goals and objectives of the Swimming Program Development Plan. We will begin by working closely with Huron-Clinton Metroparks, stakeholders and facility owners to identify ways the participating agencies can assist in developing and accomplishing the goals and objectives of the Swimming Program Development Plan. Then as a team, we will:

- Review amenities, features and equipment necessary to improve inclusivity
 - Temperature, Access, Depth
- Evaluate the existing conditions report to develop swimming program goals and objectives
- Blend the expertise of the planning team with the Huron-Clinton Metroparks' and stakeholders' understanding of needs
- Coordinate with contributor resources : Diversity in Aquatics, National Drowning Prevention Alliance
- Gather and value the input of all stakeholders in the project
- Seek creative opportunities to involve participating groups in goals and solutions
- Define the most efficient use of each partner's assets



PROJECT METHODOLOGY AND APPROACH

To develop a complete understanding and consensus among all stakeholders in the project, we will carefully document the process for the participants and provide updates at each meeting. Maintaining this reference document throughout the process will enhance support for the project. We will summarize our findings in an outlined program that defines goals and objectives and identifies the roles that partners and participating agencies may play to achieve those goals.

Deliverables:

1. ***Presentation of Existing Conditions Report***
2. ***Presentation of survey findings***
3. ***Presentation of participating agency roles during implementation***

Task III: Develop Programming Action Plan

Through this phase we will use the conditions found in the “State of Swimming” report and the goals and objectives developed in Phase II, to create an action plan. This action plan will include:

- Recommended improvements to Metroparks facilities including:
 - Willow Metropark Pool
 - Lake Erie Metropark Great Wave Pool and Bathhouse
 - Lake St. Clair Metropark Pool

- Recommendations for essential amenities and improvements that can be made by partner facilities including:
 - City of Detroit Parks and Recreation Department
 - YMCA
 - Southeast Michigan municipal agencies
- Program outreach strategies to reach underserved areas and communities with higher risk of drowning
- Other program focus areas that may include:
 - Community water safety
 - Lifejacket programs and safe swimming attire
 - Swimming supervision
 - Home water safety
- Strategies for hiring and training lifeguards and methods for increasing lifeguard retention
- Marketing strategies to raise awareness regarding swimming inequities and to increase participation in swimming programs

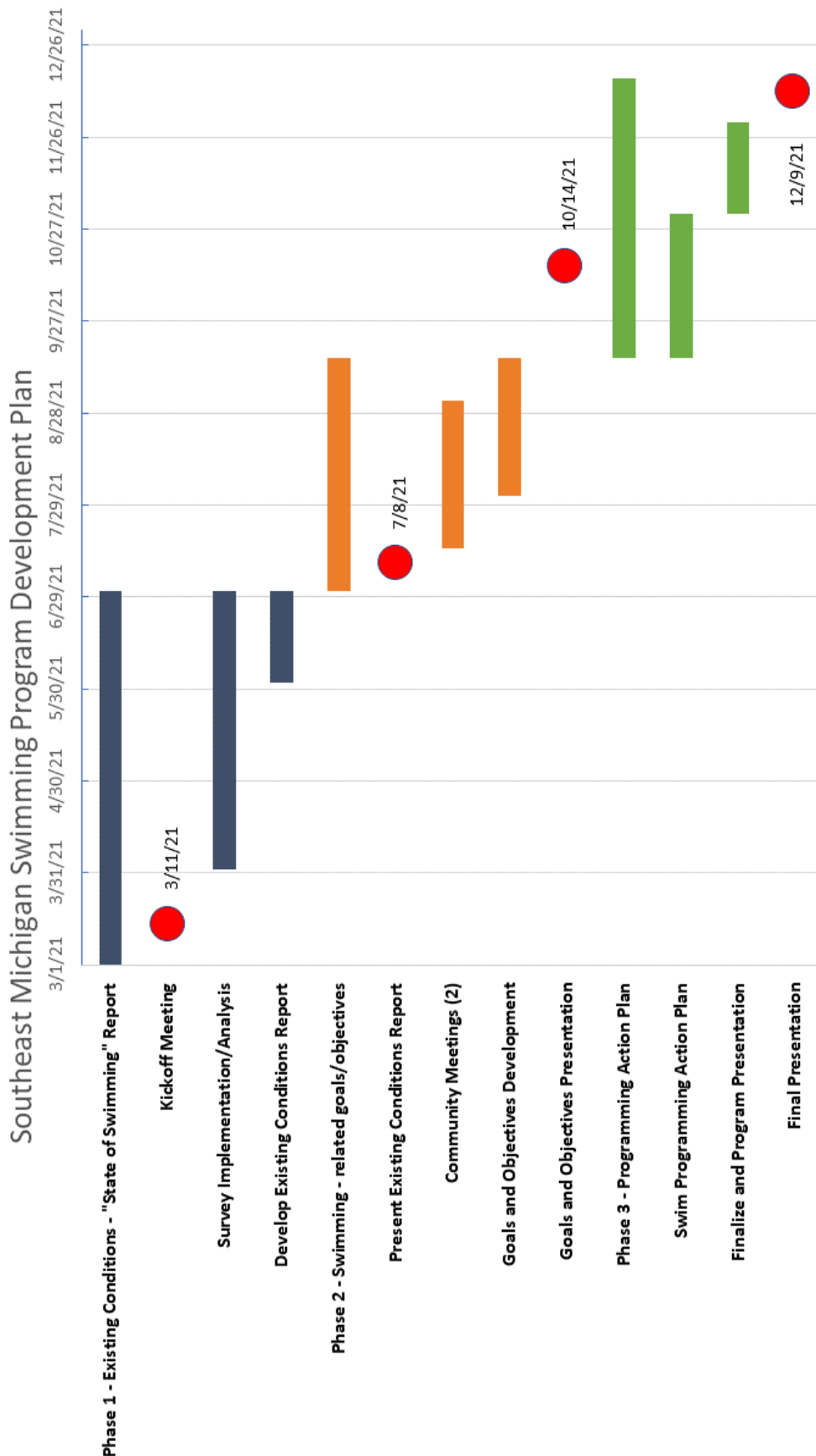
Deliverables:

1. ***Presentation of Programming Action Plan***
2. ***Programming Action Plan Report***





PROJECT TIMELINE





QUALITY CONTROL PROCESSES

CONTINUOUS QUALITY CONTROL AND IMPROVEMENT

Councilman-Hunsaker's reputation as the industry thought leaders is due in part to our quality control and assurance methodology. Our detailed internal processes allow us to produce final documents that are recognized as industry leading and that have been prepared under the strictest of quality control measures.

We fully understand aquatic facilities consist of a unique and complex mix of attractions, systems, and staff that combine to create the ultimate aquatic experience. Each of these areas must be prepared for and monitored through intensive planning and extreme quality control measures. One of our key project goals is to maximize the safety and service of your facility while seamlessly meeting all required operating parameters, which is why our approach to each project results in exemplary services that have been executed under our strict quality control processes.

Our first step to ensure we meet the needs of our customers is listening to their requirements, which allows us to respond to your needs with a customized plan that is drawn from our extensive industry-specific experience. Services are performed and reports are produced utilizing standard procedures and tools, flowcharts, and an internal peer review process to ensure accuracy.



Councilman-Hunsaker strives for the highest quality and constant improvement in all facets of our organization. Our Improvement Log Process was developed to strengthen individual and team performance, share knowledge, and foster new ideas. We value stimulating debate, open communication and idea sharing as not only beneficial, but crucial to our success. Our unique systematic approach to this ideology includes a monthly assessment and a 90-day completion cycle for effective and efficient results. Our process begins at our monthly improvement log meeting where any employee can bring a recommendation or new idea to improve the quality or services Councilman-Hunsaker provides. All items in our log include a description of a situation, observations, possible recommendations and an ultimate decision on action to be taken. The path to a decision and the outcome are shared to promote alignment of work systems and maintain current knowledge assets.



CONTRIBUTORS

THESE ORGANIZATIONS HAVE AGREED TO BE PART OF THE CONVERSATION FOR THE SOUTHEAST MICHIGAN SWIMMING PROGRAM DEVELOPMENT PLAN AND ARE COMMITTED TO SOLVING THE PROBLEM OF DROWNING THROUGH EDUCATION, ACCESS AND FIXING THE SYSTEMIC DISPARITIES IN SWIMMING ABILITY AND WATER COMPETENCE.

DIVERSITY IN AQUATICS

The mission of diversity in aquatics is to educate, promote, and support swimming, water safety, and healthy aquatics activities for vulnerable populations.

Organization contact:

Miriam Lynch, Executive Director

miriam@diversityinaquatics.org



DIVERSITY
 IN
AQUATICS

INTERNATIONAL WATER SAFETY FOUNDATION

The International Water Safety Foundation is a non-profit organization raising drowning awareness while bringing basic swimming, water safety, and safe rescue skills to children. Their mission is “Striving to make a planet that’s 70% water, 100% water safe!”

Organization contact:

Tiffany Monique Quash, Ph.D., Director of Operations

tiffany@drowningawareness.org



**INTERNATIONAL WATER
 SAFETY FOUNDATION**



CONTRIBUTORS

THESE ORGANIZATIONS HAVE AGREED TO BE PART OF THE CONVERSATION FOR THE SOUTHEAST MICHIGAN SWIMMING PROGRAM DEVELOPMENT PLAN AND ARE COMMITTED TO SOLVING THE PROBLEM OF DROWNING THROUGH EDUCATION, ACCESS AND FIXING THE SYSTEMIC DISPARITIES IN SWIMMING ABILITY AND WATER COMPETENCE.

NATIONAL DROWNING PREVENTION ALLIANCE

The National Drowning Prevention Alliance (NDPA) is a 501(c)3 non-profit organization for public benefit. The NDPA's mission is "United, we can prevent the tragedy of drowning." The NDPA is committed to advancing drowning prevention and water safety by fulfilling its role as a national leader.

Organization contact:

Dr. Adam Katchmarchi, Executive Director

adam@ndpa.org



NDPA
 NATIONAL DROWNING
 PREVENTION ALLIANCE



AMERICAN RED CROSS - CENTENNIAL CAMPAIGN

The American Red Cross Aquatics Centennial Campaign was launched in 2014 to mark the 100-year milestone of the Red Cross adding drowning prevention to its mission. The Centennial Campaign is working in communities where drowning rates or numbers are high to help make swim lessons, water safety education, and aquatics available, accessible and affordable, especially to those who would not otherwise likely gain these lifesaving skills.

Organization contact:

Connie Harvey, Director, Aquatics Centennial Initiatives

Connie.Harvey@redcross.org

Becky Fischer, Aquatic Representative

rebecca.fischer@redcross.org

American Red Cross



CONTRIBUTORS



Councilman · Hunsaker
AQUATICS FOR LIFE

THESE ORGANIZATIONS HAVE AGREED TO BE PART OF THE CONVERSATION FOR THE SOUTHEAST MICHIGAN SWIMMING PROGRAM DEVELOPMENT PLAN AND ARE COMMITTED TO SOLVING THE PROBLEM OF DROWNING THROUGH EDUCATION, ACCESS AND FIXING THE SYSTEMIC DISPARITIES IN SWIMMING ABILITY AND WATER COMPETENCE.

STOP DROWNING NOW

SDN was founded by a group of educators who believe that drowning can be prevented. We believe that awareness, skills, knowledge, and practice can help parents and kids realize the risks they face, learn how to protect themselves, and react effectively if an emergency happens. Stop Drowning Now educates to eliminate drowning. We know it is possible, necessary, and urgent to reach kids and families. We invite you to join us and make drowning a distant memory.

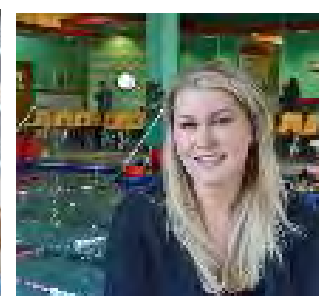
Organization contact:

Jim Spiers, President

jim.spiers@swimjim.com

Sara Biskie, Membership Services Manager

info@stopdrowningnow.org



**STOP
DROWNING
NOW**

THE ZAC FOUNDATION

The ZAC Foundation was established to prepare children and families for a lifetime of water safety. The organization works to strengthen pool safety legislation and funds advocacy, education and effective programming surrounding water safety. Zachary's memory is the inspiration for the Foundation's mission and activities.

Organization contact:

Megan Ferraro, Executive Director

megan@thezacfoundation.com

The
ZAC
FOUNDATION
Advancing Water Safety



CONTACT INFORMATION

For more information contact:

Miklos Valdez

Project Director

Counselman-Hunsaker

miklosvaldez@chh2o.com

(972) 370-3743

Kevin Post

Principal

Counselman-Hunsaker

kevinpost@chh2o.com

(314)894-1245

Visit our website:

counselmanhunsaker.com

for additional information.

OUR CUSTOMER COMMITMENT

As a trusted aquatics industry leader, our customers expect and receive exceptional value that only Counselman-Hunsaker can deliver. To meet our level of excellence in quality, service and innovation, we start with a knowledgeable team of experts. In serving hundreds of repeat clients in our 50 years, we have made customer relationships and engagement a high priority. We measure customer satisfaction through surveying — and the results reflect the success of our dedication to creating a culture of continual process improvement.

To ensure quality, Counselman-Hunsaker uses a third party to survey our customer's satisfaction. These customer surveys of our product reveal a consistent focus on our performance measures relative to each customer's key requirements. When customers were asked — If you had to do this project again, would you select Counselman-Hunsaker? — 99% of our customers strongly agreed.


Counselman · Hunsaker
 AQUATICS FOR LIFE

10733 Sunset Office Drive
 Suite 400
 St. Louis, MO 63127
 (314) 894-1245



HURON-CLINTON METROPOLITAN AUTHORITY
Request for Proposal (RFP) #2021-012
for
Southeast Michigan Swimming Program Development Plan
RFP Issued February 5, 2021

ADDENDUM #1 issued February 11, 2021

Below are Questions and Requests for Clarification that Huron-Clinton Metropolitan Authority (HCMA) has received regarding the above referenced RFP. HCMA's responses follow each question and request for clarification.

Questions and Requests for Clarification

1. Is the representative community survey expected to be statistically significant?

ANSWER: Yes. The survey must be as representative of the community as possible.

2. What is the budget for this project?

ANSWER: HCMA has budgeted \$50,000 for this project. If a proposing firm finds additional funds are necessary to provide the best work on this project, the Proposer should detail this in their Proposal and indicate what additional amount is necessary and how it will improve the results.

3. Will the selected Consultant work solely with HCMA or with another/other organizations?

ANSWER: The selected Consultant will be contracted to work with HCMA and will have direct contact with HCMA staff.

No other changes to the RFP have been made. Additional questions or comments must be directed in writing to Heidi Dziak, Senior Buyer at heidi.dziak@metroparks.com.

The Proposer is to acknowledge receipt of this Addendum by signing below and including the signed form with their Proposal.

Acknowledgement of Addendum #1

Huron-Clinton Metropolitan Authority
Heidi Dziak, CPPB
Senior Buyer

Counsilman-Hunsaker

Proposer/Firm Name Printed

Miklos Valdez

Contact Name Printed

Contact Signature

2/22/21

Date



To: Board of Commissioners
From: Nina Kelly, Chief of Planning and Development
Project No: 506-20-496
Project Title: Approval – Woods Creek Playground Development
Location: Lower Huron Metropark
Date: April 6, 2021

Action Requested: Motion to approve

That the Board of Commissioners award a contract to Michigan Recreational Construction, Inc. for an amount of \$519,677 for the construction of the Woods Creek Playground Development project as recommended by Chief of Planning and Development Nina Kelly and staff.

Fiscal Impact: Funding for this project in the amount of \$1.3 million is included in the Board approved 2021 Capital Project Fund budget. The equipment contract was approved in January 2021 for \$874,353, and therefore the total project is over budget by \$94,030 with the approval of the site work contract. The Metroparks Foundation can apply \$122,141 from the Ralph C. Wilson, Jr. Foundation “Outdoor Recreation Projects in Wayne County” toward this project, which will more than cover the current overage and any incidentals that arise during construction.

Scope of Work: The work includes furnishing all labor, equipment and materials necessary to complete the construction of a large playground including concrete and asphalt removal, storm pipe removal, topsoil stripping and earthwork, reinforced concrete walks and concrete curbs, installation of 4-inch perforated drain tile, installation of 13,068 square feet of poured-in-place rubber surfacing, turf restoration, tree and shrub plantings, accessible parking space striping and signage, and all incidental construction at Lower Huron Metropark.

The contractor will coordinate work on the playground project with Penchura LLC, who was awarded a separate contract in January 2021 for the purchase and installation of the “space” themed playground equipment and site furnishings for the project. That contract included playground equipment for ages 2-5, ages 5-12, picnic tables, benches, bike hoops, trash receptacles and a bike repair station.

Background: The proposed project was competitively bid and posted on the Michigan Intergovernmental Trade Network (MITN) site; two vendors submitted proposals. Staff evaluated the proposals based on the vendor’s understanding of the project, experience and capacity. After careful consideration staff recommend awarding a contract to Michigan Recreational Construction, Inc.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Michigan Recreational Construction, Inc.	Howell, MI	\$519,677.00*
Universal Consolidated Enterprises, Inc.	Rochester, MI	\$493,214.85

() Indicates recommended award.*



To: Board of Commissioners
From: Nina Kelly, Chief of Planning and Development
Subject: Approval/Resolution – NFWF Sustain Our Great Lakes Grant
Project: Green Stormwater Infrastructure Plan
Location: Lake Erie Metropark
Date: April 2, 2021

Action Requested: Motion to approve

That the Board of Commissioners approve a resolution for the National Fish and Wildlife Foundation (NFWF) Sustain Our Great Lakes grant program for the Green Stormwater Infrastructure Plan project at Lake Erie Metropark as recommended by Chief of Planning and Development Nina Kelly and staff.

Fiscal Impact: The proposed project total cost is estimated at \$379,582 with \$189,791 in grant funding (50 percent), \$168,961 in cash outlay and \$20,830 in Metroparks in-kind match, including workforce labor. Grant funds would be provided as an expense reimbursement. These matching funds will need to be allocated in the Capital Project Fund.

Background: The Green Stormwater Infrastructure Plan would implement green infrastructure projects within Lake Erie Metropark to capture stormwater and improve the water quality and resiliency of this important coastal wetland. If funded, the following projects would be constructed:

- (16) Naturalized Swales totaling 197,892 square feet
- (1) Rain Garden totaling 2,980 square feet near the Marshlands Museum

During the development of the 2019 Stormwater Management Plan, water quality issues in each park were identified through community outreach and GIS data analysis. Green infrastructure concept plans were then created to address these issues. Sites were initially chosen based on existing drainage patterns and infrastructure, land use, field reconnaissance (hired consultant), soil type, impact on water quality improvement with final input and approval from Metroparks Operations, Maintenance, Engineering, Natural Resources and the Planning and Development staff.

Planning and Development staff submitted a pre-proposal to NFWF in February and have been invited to submit a full proposal by April 20, 2021.

**Attachment: NFWF Sustain Our Great Lakes Grant Resolution
Great Lakes Factsheet**

**HURON-CLINTON METROPOLITAN AUTHORITY
13000 HIGH RIDGE DRIVE, BRIGHTON, MICHIGAN 48114**

**The National Fish and Wildlife Foundation (NFWF) Sustain Our Great Lakes Grant Program
for the Green Stormwater Infrastructure Plan project**

Resolution No. 2021-05

Motion made by: Commissioner _____

Supported by: Commissioner _____

AT A MEETING OF THE BOARD OF COMMISSIONERS OF THE HURON-CLINTON METROPOLITAN AUTHORITY HELD ON April 8, 2021, THE BOARD ADOPTED THE FOLLOWING RESOLUTION:

WHEREAS, the Huron-Clinton Metropolitan Authority (HCMA) is submitting a proposal through the National Fish and Wildlife Foundation’s Sustain Our Great Lakes program to implement green infrastructure at Lake Erie Metropark

WHEREAS, the project will implement seventeen site specific green infrastructure projects that are part of the Huron-Clinton Metropolitan Authority’s Stormwater Management Plan, approved in 2019

WHEREAS, funding is available from the National Fish and Wildlife Foundation’s Sustain Our Great Lakes program, and total project cost is estimated at \$379,582, 50 percent of which would be funded through the National Fish and Wildlife Foundation and 50 percent would be a local match (\$20,830 in in-kind engineering, and \$168,961 in cash);

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Huron-Clinton Metropolitan Authority does hereby approve the submission of the grant application to the National Fish and Wildlife Foundation’s Sustain Our Great Lakes program for up to \$189,791 for the improvements to Lake Erie Metropark and commits that the local match shall be provided if the project is funded.

AYES: Commissioners: _____

NAYS: Commissioners: _____

ABSTAIN: Commissioners: _____

ABSENT: Commissioners: _____

I hereby certify that the above is a true and correct copy of the Resolution adopted by the Huron-Clinton Metropolitan Authority, on April 8, 2021

Shawn Athayde, Recording Secretary



Sustain Our Great Lakes

SUSTAIN OUR
GREATLAKES

NFWF CONTACTS

Aislinn Gauchay
Program Director,
Great Lakes
aislinn.gauchay@nfwf.org
612-564-7284

Traci Giefer
Program Manager,
Great Lakes
traci.giefer@nfwf.org
612-564-7296

Daley Burns
Coordinator,
Regional Programs
daley.burns@nfwf.org
202-595-2440

PARTNERS

- ArcelorMittal
- Careus Foundation
- Crown Family Philanthropies
- Milwaukee Metropolitan Sewerage District
- Walder Foundation
- U.S. Environmental Protection Agency
- U.S. Fish and Wildlife Service
- USDA Forest Service
- USDA Natural Resources Conservation Service
- NOAA

ABOUT NFWF

Chartered by Congress in 1984, the National Fish and Wildlife Foundation (NFWF) protects and restores the nation's fish, wildlife, plants and habitats. Working with federal, corporate and individual partners, NFWF has funded more than 5,000 organizations and generated a total conservation impact of \$6.1 billion.

Learn more at www.nfwf.org

NATIONAL HEADQUARTERS

1133 15th Street, NW
Suite 1000
Washington, D.C., 20005
202-857-0166



Big Sable Point Lighthouse on the Lake Michigan shoreline

MISSION

Administered by National Fish and Wildlife Foundation (NFWF), the Sustain Our Great Lakes (SOGL) grant program is a bi-national, public-private partnership that supports restoration in the Great Lakes Basin. This program receives funding and other support from ArcelorMittal, Careus Foundation, the Crown Family, Milwaukee Metropolitan Sewerage District, Walder Foundation, U.S. Environmental Protection Agency, U.S. Fish and Wildlife Service, USDA Forest Service, National Oceanic and Atmospheric Administration and USDA Natural Resources Conservation Service. The mission of this program is to restore and enhance fish, wildlife, and habitat in the Great Lakes Basin by leveraging funding, building conservation capacity, and focusing partners and resources toward key ecological issues. A significant portion of program funding is provided by the Great Lakes Restoration Initiative, a federal program designed to conserve, restore and enhance the Great Lakes ecosystem.

PROGRAM ACHIEVEMENTS

To date, SOGL has awarded a total of \$88 million to 372 grants. Grantees matched SOGL's investment with an additional \$109 million, bringing the total on-the-ground conservation impact to \$197 million.

These investments have supported the restoration of:

- 2,243 STREAM MILES** of aquatic connectivity
- 493 MILES** of stream and riparian habitat
- 238 MILLION GALLONS** of stormwater storage
- 42,515 ACRES** of wetland and associated upland habitat



**HURON-CLINTON METROPOLITAN AUTHORITY
13000 HIGH RIDGE DRIVE, BRIGHTON, MICHIGAN 48114**

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AYES: Commissioners: _____

NAYS: Commissioners: _____

ABSTAIN: Commissioners: _____

ABSENT: Commissioners: _____

I hereby certify that the above is a true and correct copy of the Resolution adopted by the Huron-Clinton Metropolitan Authority, on April 8, 2021

Shawn Athayde, Recording Secretary



To: Board of Commissioners
From: Mike Henkel, Chief of Engineering Services
Project No: 700-21-024
Project Title: Bids – Administrative Window Replacements
Project Type: Major Maintenance
Location: Kensington Metropark, Livingston County
Date: April 2, 2021

Bids Received: March 23, 2021

Action Requested: Motion to Approve

That the Board of Commissioners award Contract No. 700-21-024 to the low responsive, responsible bidder, Commercial Glass, in the amount of \$103,764 as recommended by Chief of Engineering Services Mike Henkel and Staff.

Fiscal Impact: The project is under budget in the amount of \$11,236.

Scope of Work: The project will remove and replace 38 windows throughout the administration building.

Background: The current windows in the administrative building cannot be opened and the existing air exchange for the building is integrated with the heating and air conditioning system.

As such there is one fresh air intake for the building in which a percentage of outside air is mixed with the inside air and then redistributed back through the building. By providing operable windows with screens multiple point sources to outside fresh air will be achieved throughout the building.

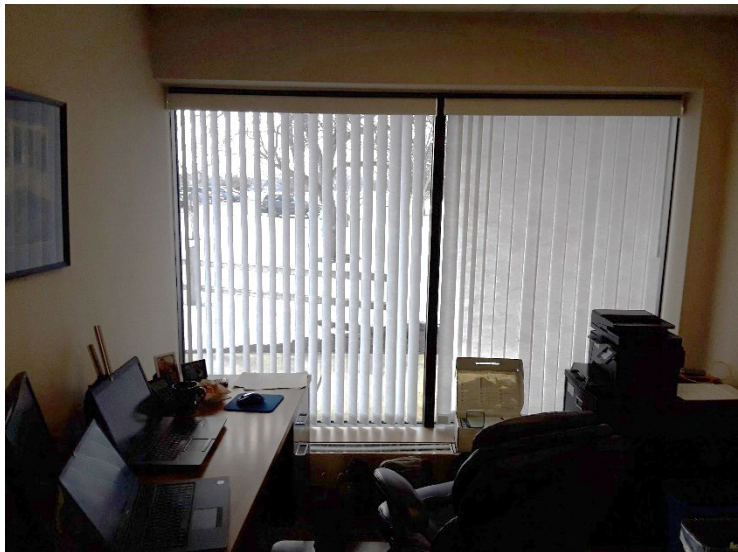
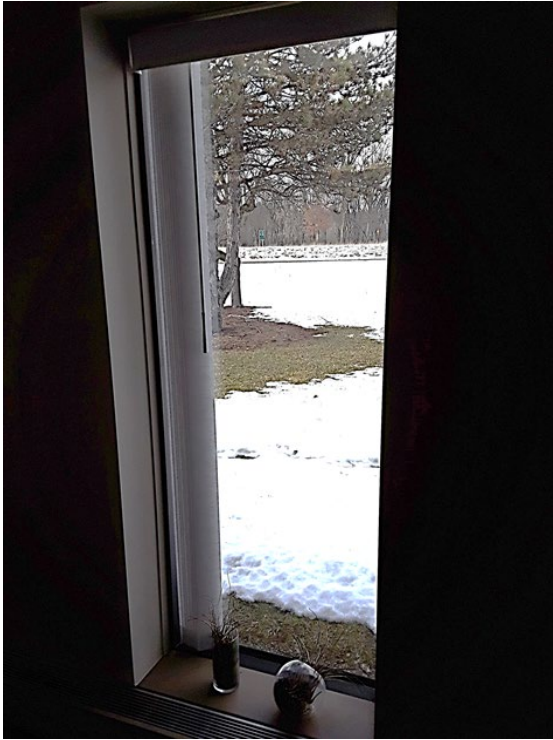
The advantage is to have more localized air exchanges that are not all tied together. Adding windows will also help save energy by allowing days where the air temperature outside will allow the mechanical system to be idle. Also, individual office spaces will have more flexibility to control their individual office temperature. Due to the existing window sizes, the replacement windows will be casement and sliding glass configurations to maximize the openings.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Commercial Glass	Novi	\$103,764.00
Budget for Contract Services		
• Administrative Window Replacement		\$115,000.00
Work Order Amount		
• Contract Amount Commercial Glass		\$103,764.00
• Contract Administration		<u>\$ 8,000.00</u>
○ Total Proposed Work Order Amount (Rounded)		\$111,764.00

(* Only one bid was received.

The following reviewed documents but did not submit a bid; Great Lakes roofing, Troy; Washtenaw Contractors, Ann Arbor; Andersen Windows, Bayport; Butcher and Butcher Construction, Rochester Hills; Genoa Contracting, St. Clair Shores; Shay Enterprise, Tacoma; Climate Survival Solutions, Grand Junction; Grunwill-Cashero, Detroit; H&H Glass and Metal, Detroit; School Wholesale Supplies, Nashville; Officepartners360, Pittsburgh; DMC Consultants, Detroit; Weatherseal Home Improvements, Shelby Twp.

This project was reported and publicly advertised in the following construction reporting outlets: Michigan Inter-governmental trade network, MITN; Construction Association of Michigan, Construction Connect, Washtenaw Contractors Association, Builders Exchange of Lansing and Central Michigan.





To: Board of Commissioners
From: Tyler Mitchell, Chief of Natural Resources and Regulatory Compliance
Subject: Report – Monthly Natural Resources Update
Date: April 2, 2021

Action Requested: Motion to Receive and File

That the Board of Commissioners receive and file the monthly Natural Resources Report as recommended by Chief of Natural Resources and Regulatory Compliance and staff.

Attachment: Monthly Natural Resources Report

7-E-1-a



NATURAL RESOURCES MONTHLY REPORT

APRIL 2021

Administrative Office
13000 High Ridge Drive
Brighton, MI 48814



[METROPARKS.COM](https://www.metroparks.com)

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SYSTEM-WIDE

ADMINISTRATIVE

- Storm water Permit Application
- Beaver Nuisance program for 2021 permitting
- Lake Erie Metropark Shoreline Restoration and Wetland Enhancement project permitting
- Lake St. Clair Black Creek Marsh Shoreline Restoration design and permitting continues
- Permitting for multiple ROW line clearance projects
- Detroit Parks Partnership – Rouge Park early season vegetation survey
- Annual Lake Treatment permitting and planning
- Quarterly Environmental inspections at most parks
- Deer Management program review continues



SOUTHERN DISTRICT

OAKWOODS METROPARK

- Outfall Assessment
- Streambank assessments (ongoing)

WILLOW METROPARK

- Invasive Species Removal – Garlic Mustard

LOWER HURON METROPARK

- Prescribed Fire – Bob White Wetland (Weather Permitting)



WESTERN DISTRICT

KENSINGTON METROPARK

- Removal of trees affected with Oak Wilt
- Hazardous Tree removal at various offseason locations

INDIAN SPRINGS METROPARK

- Early season swallow-wort mapping
- Prescribed Fire – EDC Prairie Hibernacula (Weather Permitting)

HURON MEADOWS METROPARK

- Invasive Shrub Removal – Maltby lake woodland and Fen continues



EASTERN DISTRICT

STONY CREEK METROPARK

- Gypsy Moth Egg Mass treatment (weather permitting)

LAKE ST. CLAIR METROPARK

- Shoreline assessment at Black Creek Marsh Shoreline site continues



WHAT'S NEXT?

SYSTEM-WIDE

- Volunteer Natural Resources workdays – Garlic Mustard Pulls
- Early season vegetation surveys at Rouge Park Prairie
- Aquatic Nuisance Plant Treatments

SOUTHERN DISTRICT

- Construction of Shoreline project at Lake Erie Metropark
- Invasive Shrub Control – Bobwhite Woodland

WESTERN DISTRICT

- Prescribed Fire at Tamarac Swamp – Kensington Metropark

EASTERN DISTRICT

- Garlic Mustard Removal – Stony Creek Nature Center Area



To: Board of Commissioners
From: Tyler Mitchell, Chief of Natural Resources and Regulatory Compliance
Project Title: Approval – Aerial Application for Treatment of Invasive Gypsy Moth
Location: Stony Creek and Wolcott Mill Metroparks
Date: April 2, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the Metroparks opting into the Macomb County aerial spray program for the control of invasive gypsy moth, at the cost of \$19,358 as recommended by Chief of Natural Resources and Regulatory Compliance Tyler Mitchell and staff.

Fiscal Impact: This project was not budgeted for 2021. As gypsy moth populations vary from year-to-year and do not require treatment on an annual basis, this treatment will cover roughly 120 acres at Stony Creek and 13 acres at Wolcott Mill at a cost of \$145 per acre. The cost per acre may decrease as more landowner’s opt-in to treatment. The cost of this treatment will be covered by reducing the scope of budgeted invasive species treatments at these parks.

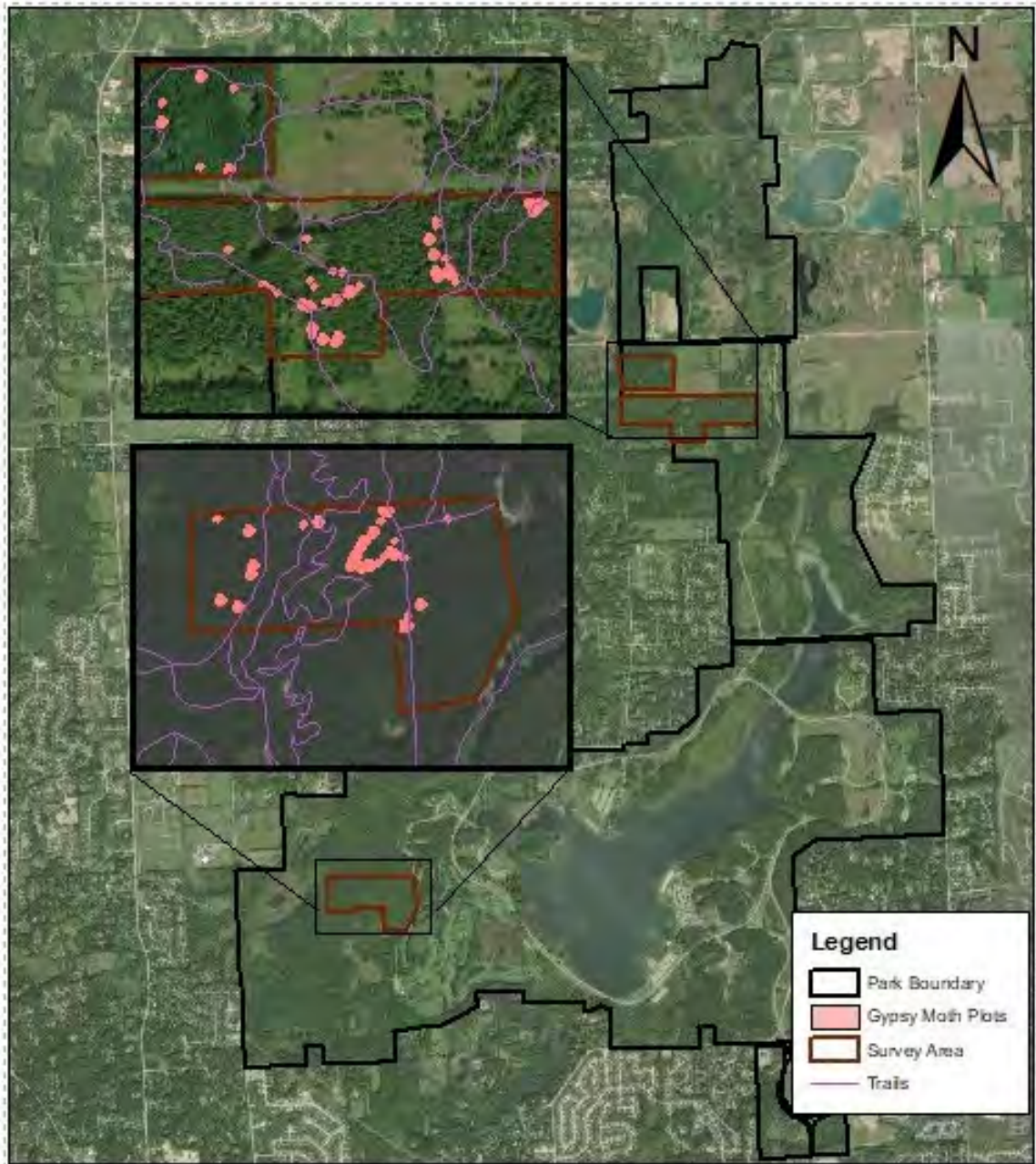
Scope of Work: To suppress gypsy moth populations and prevent native tree defoliation and death.

Background: Macomb County conducts an annual program for the application of *Bacillus thuringiensis var. kurstaki*, commonly referred to as Bt or Btk. This is a naturally occurring bacterium that exists in soils and on plants, is not harmful to pets, birds, fish, plants, beneficial insects or humans.

This bacterium is applied at a specific and vulnerable life stage of the gypsy moth and causes mortality in larval moths.

Attachment: Gypsy Moth Egg Mass Survey Maps

Stony Creek Gypsy Moth Survey Plots



Metropark's Natural Resources Department surveyed Stony Creek Metropark on January 20, 2021 and found 88 plots of 18.5 feet in radius that had 13 or more Gypsy moth dime sized egg nests or four or more quarter size or larger nests.



Figure 1: 2021 Gypsy Moth Egg Masses at Stony Creek Metropark



Figure 2: 2021 Gypsy Moth Egg Mass Survey at Wolcott Mill Metropark

HURON-CLINTON METROPARKS MONTHLY STATISTICS

March, 2021

PARK	MONTHLY VEHICLE ENTRIES				MONTHLY TOLL REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	38,040	30,347	22,762	67%	\$ 185,592	\$ 85,239	\$ 64,555	187%
Wolcott Mill	4,304	1,930	2,764	56%	\$ 6,220	\$ 847	\$ 2,893	115%
Stony Creek	48,308	42,146	31,681	52%	\$ 286,998	\$ 205,029	\$ 136,540	110%
Indian Springs	7,609	7,497	4,820	58%	\$ 44,430	\$ 25,545	\$ 17,418	155%
Kensington	79,794	62,722	52,707	51%	\$ 376,554	\$ 239,952	\$ 186,510	102%
Huron Meadows	6,886	5,465	4,056	70%	\$ 1,814	\$ 647	\$ 1,302	39%
Hudson Mills	24,660	21,316	14,940	65%	\$ 66,283	\$ 40,228	\$ 33,767	96%
Lower Huron/Willow/Oakwoods	51,205	43,810	37,914	35%	\$ 74,222	\$ 44,352	\$ 41,247	80%
Lake Erie	17,071	15,455	11,499	48%	\$ 76,796	\$ 57,359	\$ 46,479	65%
Monthly TOTALS	277,877	230,688	183,142	52%	\$ 1,118,909	\$ 699,198	\$ 530,712	111%

PARK	Y-T-D VEHICLE ENTRIES				Y-T-D TOLL REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	87,417	57,080	54,640	60%	\$ 401,702	\$ 167,000	\$ 184,132	118%
Wolcott Mill	8,921	4,523	5,689	57%	\$ 7,246	\$ 2,495	\$ 4,746	53%
Stony Creek	111,354	77,769	68,685	62%	\$ 634,187	\$ 414,346	\$ 322,770	96%
Indian Springs	16,410	12,883	9,712	69%	\$ 94,826	\$ 53,910	\$ 43,306	119%
Kensington	179,183	131,058	118,899	51%	\$ 857,885	\$ 501,242	\$ 424,568	102%
Huron Meadows	25,547	13,490	12,363	107%	\$ 43,390	\$ 20,607	\$ 21,764	99%
Hudson Mills	54,922	40,363	31,773	73%	\$ 156,615	\$ 97,143	\$ 84,500	85%
Lower Huron/Willow/Oakwoods	118,045	98,598	91,112	30%	\$ 166,218	\$ 111,879	\$ 104,855	59%
Lake Erie	36,677	27,550	23,572	56%	\$ 171,241	\$ 126,638	\$ 110,121	56%
Monthly TOTALS	638,476	463,314	416,445	53%	\$ 2,533,310	\$ 1,495,260	\$ 1,300,762	95%

PARK	MONTHLY PARK REVENUE				Y-T-D PARK REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	\$ 229,739	\$ 92,473	\$ 99,063	132%	\$ 592,502	\$ 319,355	\$ 324,627	83%
Wolcott Mill	\$ 28,880	\$ 9,245	\$ 16,296	77%	\$ 38,714	\$ 23,131	\$ 39,377	-2%
Stony Creek	\$ 340,335	\$ 222,137	\$ 160,877	112%	\$ 749,146	\$ 478,213	\$ 391,310	91%
Indian Springs	\$ -	\$ 29,142	\$ 22,947	-	\$ 61,139	\$ 79,205	\$ 64,706	-6%
Kensington	\$ 445,130	\$ 261,776	\$ 233,567	91%	\$ 1,035,576	\$ 584,538	\$ 528,410	96%
Huron Meadows	\$ 13,776	\$ 2,379	\$ 4,195	228%	\$ 107,500	\$ 45,018	\$ 45,892	134%
Hudson Mills	\$ 85,696	\$ 45,436	\$ 44,776	91%	\$ 180,920	\$ 111,030	\$ 106,072	71%
Lower Huron/Willow/Oakwoods	\$ 85,350	\$ 49,849	\$ 52,363	63%	\$ 184,543	\$ 133,517	\$ 133,763	38%
Lake Erie	\$ 107,189	\$ 66,783	\$ 57,436	87%	\$ 203,109	\$ 140,736	\$ 125,161	62%
Y-T-D TOTALS	\$ 1,336,095	\$ 779,220	\$ 691,519	93%	\$ 3,153,150	\$ 1,914,743	\$ 1,759,318	79%

District	Y-T-D Vehicle Entries by Management Unit				Y-T-D Total Revenue by Management Unit			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Eastern	207,692	139,372	129,014	61%	1,380,362	820,699	755,314	83%
Western	276,062	197,794	172,747	60%	1,385,135	819,791	745,080	86%
Southern	154,722	126,148	114,684	35%	387,652	274,253	258,924	50%

HURON-CLINTON METROPARKS MONTHLY STATISTICS

March, 2021

GOLF THIS MONTH	MONTHLY ROUNDS				MONTHLY REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Stony Creek	636	0	9	7238%	\$ 7,569	\$ -	\$ 215	3423%
Indian Springs	494	0	5	10486%	\$ -	\$ 19	\$ 198	-
Kensington	564	0	30	1780%	\$ 12,688	\$ -	\$ 748	1595%
Huron Meadows	319	0	6	5529%	\$ 9,264	\$ -	\$ 134	6813%
Hudson Mills	205	0	4	5491%	\$ 4,676	\$ -	\$ 70	6548%
Willow	306	0	9	3179%	\$ 10,036	\$ -	\$ 222	4428%
Lake Erie	287	0	3	10663%	\$ 8,842	\$ -	\$ 93	9441%
Total Regulation	2,811	0	65	4247%	\$ 53,075	\$ 19	\$ 1,680	3059%
LSC Par 3	0	0	0	-	\$ -	\$ -	\$ -	-
LSC Foot Golf	0	0	0	-	\$ -	\$ -	\$ -	-
Total Golf	2,811	0	65	4247%	\$ 53,075	\$ 19	\$ 1,680	3059%

GOLF Y-T-D	GOLF ROUNDS Y-T-D				GOLF REVENUE Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Stony Creek	636	0	9	7238%	\$ 7,569	\$ -	\$ 215	3423%
Indian Springs	494	0	5	10486%	\$ -	\$ 19	\$ 198	-
Kensington	564	0	30	1780%	\$ 12,688	\$ -	\$ 748	1595%
Huron Meadows	319	0	6	5529%	\$ 9,264	\$ -	\$ 134	6813%
Hudson Mills	205	0	4	5491%	\$ 4,676	\$ -	\$ 70	6548%
Willow	306	0	9	3179%	\$ 10,036	\$ -	\$ 222	4428%
Lake Erie	287	0	3	10663%	\$ 8,842	\$ -	\$ 93	9441%
Total Regulation	2,811	0	65	4247%	\$ 53,075	\$ 19	\$ 1,680	3059%
LSC Par 3	0	0	0	-	\$ -	\$ -	\$ -	-
LSC Foot Golf	0	0	0	-	\$ -	\$ -	\$ -	-
Total Golf	2,811	0	65	4247%	\$ 53,075	\$ 19	\$ 1,680	3059%

AQUATICS THIS MONTH	PATRONS THIS MONTH				MONTHLY REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair	0	0	0	-	\$ -	\$ 375	\$ 125	-
Stony Creek Rip Slide	0	0	0	-	\$ -	\$ -	\$ -	-
KMP Splash	0	0	0	-	\$ -	\$ 200	\$ 533	-
Lower Huron	0	0	0	-	\$ -	\$ -	\$ -	-
Willow	0	0	0	-	\$ -	\$ -	\$ -	-
Lake Erie	0	0	0	-	\$ -	\$ 75	\$ 25	-
TOTALS	0	0	0	-	\$ -	\$ 650	\$ 683	-

AQUATICS Y-T-D	PATRONS Y-T-D				REVENUE Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair	0	0	0	-	\$ -	\$ 375	\$ 125	-
Stony Creek Rip Slide	0	0	0	-	\$ -	\$ -	\$ -	-
KMP Splash	0	0	0	-	\$ -	\$ 1,000	\$ 1,167	-
Lower Huron	0	0	0	-	\$ -	\$ -	\$ -	-
Willow	0	0	0	-	\$ -	\$ -	\$ 67	-
Lake Erie	0	0	0	-	\$ -	\$ 75	\$ 25	-
TOTALS	0	0	0	-	\$ -	\$ 1,450	\$ 1,383	-

HURON-CLINTON METROPARKS MONTHLY STATISTICS

March, 2021

PARK	Seasonal Activities this Month				Monthly Revenue			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair								
Welsh Center	6	3	7	-18%	\$ 5,800	\$ 2,100	\$ 5,933	-2%
Shelters	53	16	26	104%	\$ 1,060	\$ 4,248	\$ 6,749	-84%
Boat Launches	89	0	5	1569%	\$ -	\$ -	\$ -	-
Marina	0	0	0	-	\$ -	\$ -	\$ -	-
Mini-Golf	0	0	0	-	\$ -	\$ -	\$ -	-
Wolcott								
Activity Center	0	3	4	-	\$ 2,475	\$ 1,500	\$ 2,333	6%
Stony Creek								
Disc Golf Daily	2,078	203	218	855%	\$ 6,711	\$ 642	\$ 664	911%
Disc Golf Annual	70	6	11	518%	\$ 4,100	\$ 360	\$ 657	524%
Total Disc Golf	2,148	209	229	838%	\$ 10,811	\$ 1,002	\$ 1,321	719%
Shelters	63	24	31	101%	\$ 14,075	\$ 5,475	\$ 7,083	99%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Boat Launches	41	18	6	583%	\$ -	\$ -	\$ -	-
Indian Springs								
Shelters	6	3	3	80%	\$ 1,075	\$ 450	\$ 533	102%
Event Room	3	2	2	80%	\$ 5,500	\$ 2,700	\$ 2,900	90%
Kensington								
Disc Golf Daily	2,771	1,206	817	239%	\$ 12,793	\$ 3,618	\$ 2,450	422%
Disc Golf Annual	83	37	43	95%	\$ 4,900	\$ 2,200	\$ 2,447	100%
Total Disc Golf	2,854	1,243	859	232%	\$ 17,693	\$ 5,818	\$ 4,897	261%
Shelters	65	25	44	49%	\$ 13,725	\$ 5,175	\$ 9,675	42%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Huron Meadows								
Shelters	4	1	2	71%	\$ 700	\$ 100	\$ 433	62%
Hudson Mills								
Disc Golf Daily	947	309	322	194%	\$ 2,841	\$ 927	\$ 967	194%
Disc Golf Annual	31	20	29	6%	\$ 1,840	\$ 1,160	\$ 1,662	11%
Total Disc Golf	978	329	352	178%	\$ 4,681	\$ 2,087	\$ 2,629	78%
Shelters	19	4	7	159%	\$ 3,500	\$ 650	\$ 1,883	86%
Canoe Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Lower Huron / Willow / Oakwoods								
Disc Golf Daily	215	53	85	154%	\$ 645	\$ 159	\$ 254	154%
Disc Golf Annual	4	2	1	200%	\$ 220	\$ 100	\$ 72	207%
Total Disc Golf	219	55	86	155%	\$ 865	\$ 259	\$ 326	166%
Shelters	31	11	31	1%	\$ 6,850	\$ 2,300	\$ 6,717	2%
Lake Erie								
Shelters	6	4	8	-25%	\$ 1,400	\$ 800	\$ 733	91%
Boat Launches	720	1,072	141	411%	\$ -	\$ -	\$ -	-
Marina	0	0	0	-	\$ 19,948	\$ 8,500	\$ 9,352	113%

HURON-CLINTON METROPARKS MONTHLY STATISTICS

March, 2021

PARK	Seasonal Activities Y-T-D				Seasonal Revenue Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair								
Welsh Center	14	10	21	-33%	\$ 21,550	\$ 11,400	\$ 17,275	25%
Shelters	75	59	65	15%	\$ 7,410	\$ 15,898	\$ 17,183	-57%
Boat Launches	134	0	6	2265%	\$ -	\$ -	\$ -	-
Marina	0	0	0	-	\$ -	\$ -	\$ -	-
Mini-Golf	0	0	0	-	\$ -	\$ -	\$ -	-
Wolcott								
Activity Center	0	16	14	-	\$ 2,975	\$ 3,000	\$ 5,883	-49%
Stony Creek								
Disc Golf Daily	2,246	204	222	910%	\$ 7,229	\$ 644	\$ 683	959%
Disc Annual	76	15	30	156%	\$ 4,460	\$ 880	\$ 1,607	178%
Total Disc Golf	2,322	219	252	821%	\$ 11,689	\$ 1,524	\$ 2,289	411%
Shelters	93	68	73	28%	\$ 20,975	\$ 15,375	\$ 16,383	28%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Boat Launches	94	42	14	571%	\$ -	\$ -	\$ -	-
Indian Springs								
Shelters	7	8	8	-9%	\$ 1,275	\$ 1,288	\$ 1,329	-4%
Event Room	9	10	9	-4%	\$ 15,900	\$ 19,300	\$ 15,833	0%
Kensington								
Disc Golf Daily	3,671	1,309	923	298%	\$ 15,493	\$ 3,927	\$ 2,769	460%
Disc Annual	150	68	73	105%	\$ 8,820	\$ 4,040	\$ 4,202	110%
Total Disc Golf	3,821	1,377	996	284%	\$ 24,313	\$ 7,967	\$ 6,971	249%
Shelters	103	111	113	-9%	\$ 22,275	\$ 24,300	\$ 25,125	-11%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Huron Meadows								
Shelters	8	11	9	-11%	\$ 1,500	\$ 2,000	\$ 1,733	-13%
Hudson Mills								
Disc Golf Daily	1,340	518	512	162%	\$ 4,020	\$ 1,554	\$ 1,536	162%
Disc Annual	57	69	73	-22%	\$ 3,360	\$ 4,020	\$ 4,097	-18%
Total Disc Golf	1,397	587	585	139%	\$ 7,380	\$ 5,574	\$ 5,633	31%
Shelters	22	8	16	35%	\$ 4,100	\$ 1,450	\$ 3,683	11%
Canoe Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Lower Huron / Willow / Oakwoods								
Disc Golf Daily	409	131	172	138%	\$ 1,227	\$ 393	\$ 516	138%
Disc Annual	7	6	6	17%	\$ 400	\$ 340	\$ 337	19%
Total Disc Golf	416	137	178	134%	\$ 1,627	\$ 733	\$ 853	91%
Shelters	50	65	74	-32%	\$ 11,200	\$ 13,725	\$ 16,158	-31%
Lake Erie								
Shelters	8	18	13	-40%	\$ 1,800	\$ 4,100	\$ 2,900	-38%
Boat Launches	960	1,347	1,047	-8%	\$ -	\$ -	\$ -	-
Marina	0	0	0	-	\$ 20,014	\$ 9,000	\$ 10,056	99%

PARK	Cross Country Ski Rental this Month				Cross Country Ski Rental Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Stony Creek	\$ -	\$ -	\$ -	-	\$ 17,305	\$ 3,391	\$ 4,374	-
Kensington	\$ -	\$ -	\$ 209	-	\$ 15,812	\$ 9,979	\$ 9,836	61%
Huron Meadows	\$ 1,998	\$ 1,632	\$ 2,273	-12%	\$ 53,486	\$ 22,571	\$ 21,830	145%
Hudson Mills	\$ -	\$ 174	\$ 60	-	\$ 90	\$ 2,103	\$ 3,359	-97%

PARK	Winter Sports this Month				Winter Sports Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair								
XC Skiers	0	0	0	-	30	0	5	463%
Ice Skaters	0	0	1	-	481	0	62	676%
Sledders	0	0	1	-	636	0	132	383%
Ice Fishermen	225	0	436	-48%	2,251	45	2,561	-12%
Stony Creek								
XC Skiers	0	0	0	-	3,198	599	681	370%
Ice Skaters	0	0	0	-	93	0	19	381%
Sledders	0	0	0	-	3,735	1,720	1,420	163%
Ice Fishermen	0	0	22	-	425	109	266	60%
Indian Springs								
XC Skiers	0	0	3	-	258	76	100	157%
Sledders	0	0	6	-	846	183	230	268%
Kensington								
XC Skiers	0	0	39	-	1,868	1,446	1,292	45%
Ice Skaters	0	0	0	-	8	0	8	0%
Sledders	0	0	71	-	7,694	2,385	2,445	215%
Ice Fishermen	0	0	0	-	247	21	78	215%
Huron Meadows								
XC Skiers	390	310	389	0%	7,305	3,075	3,364	117%
Ice Fishermen	0	0	0	-	0	0	0	-
Hudson Mills								
XC Skiers	0	52	18	-	1,170	549	859	36%
Willow								
XC Skiers	0	0	0	-	67	7	21	219%
Sledders	0	0	0	-	1,936	110	257	654%
Lake Erie								
XC Skiers	0	0	0	-	3	0	19	-84%
Sledders	0	0	0	-	94	0	28	232%
Ice Fishing	0	0	237	-	941	0	1,005	-6%

HURON-CLINTON METROPARKS MONTHLY STATISTICS

March, 2021

INTERPRETIVE FACILITIES								
PARK	Monthly Patrons Served				YTD Patrons Served			
	(total program participants and non-program visitors)							
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	8,961	9,256	9,129	-2%	22,865	24,350	21,680	5%
Wolcott Mill	6,438	1,176	2,978	116%	12,762	3,033	6,562	94%
Wolcott Farm	4,705	760	2,440	93%	7,792	3,116	4,917	58%
Stony Creek	11,284	11,536	11,482	-2%	30,642	31,898	31,259	-2%
Eastern Mobile Center	0	225	324	-	132	1,072	830	-84%
Indian Springs	4,907	4,817	4,365	12%	9,119	9,949	9,044	1%
Kens NC	42,876	33,404	32,669	31%	93,556	67,712	70,141	33%
Kens Farm	34,076	9,122	20,544	66%	55,672	27,932	38,695	44%
Western Mobile Center	175	431	516	-66%	655	1,954	1,829	-64%
Hudson Mills	3,355	2,768	3,777	-11%	8,502	7,811	8,863	-4%
Oakwoods	10,277	10,844	10,112	2%	31,665	28,767	28,391	12%
Lake Erie	16,270	13,270	13,015	25%	43,997	31,697	33,702	31%
Southern Mobile Center	551	423	571	-4%	1,426	1,910	1,771	-19%
Totals	143,875	98,032	111,923	29%	318,785	241,201	257,684	24%

PARK	Monthly Revenue				YTD Revenue			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	\$ 554	\$ 512	\$ 1,063	-48%	\$ 716	\$ 6,056	\$ 4,796	-85%
Wolcott Mill	\$ 2,902	\$ 835	\$ 2,357	23%	\$ 3,192	\$ 845	\$ 2,612	22%
Wolcott Farm	\$ 802	\$ 1,358	\$ 3,084	-74%	\$ 856	\$ 2,059	\$ 4,062	-79%
Wagon Rides	\$ -	\$ -	\$ 303	-	\$ -	\$ -	\$ 308	-
Livestock/Produce	\$ 4,427	\$ 1,869	\$ 1,724	157%	\$ 9,503	\$ 7,880	\$ 13,944	-32%
FARM TOTAL	\$ 5,229	\$ 3,227	\$ 5,111	2%	\$ 10,359	\$ 9,939	\$ 18,314	-43%
Stony Creek	\$ 1,212	\$ 555	\$ 1,607	-25%	\$ 1,670	\$ 3,681	\$ 4,577	-64%
Eastern Mobile Center	\$ -	\$ 488	\$ 1,454	-	\$ -	\$ 2,663	\$ 4,192	-
Indian Springs	\$ 1,701	\$ 428	\$ 1,890	-10%	\$ 1,844	\$ 4,688	\$ 3,960	-53%
Kens NC	\$ 79	\$ 840	\$ 1,723	-95%	\$ 957	\$ 3,966	\$ 4,646	-79%
Kens Farm	\$ 14,653	\$ 5,188	\$ 12,675	16%	\$ 17,371	\$ 11,395	\$ 18,256	-5%
Wagon Rides	\$ -	\$ 926	\$ 1,195	-	\$ 50	\$ 3,051	\$ 2,746	-98%
Livestock/Produce	\$ -	\$ -	\$ 167	-	\$ -	\$ -	\$ 646	-
FARM TOTAL	\$ 14,653	\$ 6,114	\$ 14,036	4%	\$ 17,421	\$ 14,446	\$ 21,648	-20%
Western Mobile Center	\$ -	\$ 888	\$ 3,558	-	\$ -	\$ 4,050	\$ 6,871	-
Hudson Mills	\$ 3,876	\$ 1,299	\$ 3,081	26%	\$ 4,401	\$ 1,562	\$ 3,565	23%
Oakwoods	\$ 896	\$ 697	\$ 1,210	-26%	\$ 1,834	\$ 1,763	\$ 2,285	-20%
Lake Erie	\$ 203	\$ 248	\$ 677	-70%	\$ 1,212	\$ 1,168	\$ 1,611	-25%
Southern Mobile Center	\$ -	\$ 1,591	\$ 1,653	-	\$ -	\$ 4,443	\$ 4,701	-
Totals	\$ 31,305	\$ 17,722	\$ 39,421	-21%	\$ 43,606	\$ 59,269	\$ 83,777	-48%

BREAKDOWN OF ATTENDANCE	ON-SITE Programs and Attendance				OFF-SITE Programs and Attendance			
	CURRENT YEAR		PREVIOUS YEAR		CURRENT YEAR		PREVIOUS YEAR	
	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
Lake St Clair	17	211	16	341	-	-	1	15
Wolcott Mill	9	786	3	189	-	-	-	-
Wolcott Farm	1	100	1	16	-	-	-	-
Stony Creek	31	784	56	1,036	-	-	-	-
Eastern Mobile Center					-	-	8	225
Indian Springs	25	323	15	479	-	-	-	-
Kens NC	30	543	12	233	-	-	1	108
Kens Farm	199	6,170	56	998	-	-	8	138
Western Mobile Center					12	175	20	431
Hudson Mills	38	855	10	268	-	-	-	-
Oakwoods	14	236	7	102	2	41	1	18
Lake Erie	10	60	1	12	-	-	2	58
Southern Mobile Center					14	551	14	423
Totals	374	10,068	177	3,674	28	767	55	1,416

BREAKDOWN OF ATTENDANCE	OTHER VISITORS (Non-programs)	
	Current	Previous
Lake St Clair	8,750	8,900
Wolcott Mill	5,652	987
Wolcott Farm	4,605	744
Stony Creek	10,500	10,500
Indian Springs	4,584	4,338
Kens NC	42,333	33,063
Kens Farm	27,906	7,986
Hudson Mills	2,500	2,500
Oakwoods	10,000	10,724
Lake Erie	16,210	13,200
Totals	133,040	92,942

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

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

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