

PUBLIC HEARING

**Michigan Natural Resources Trust Fund Grant Applications
Huron-Clinton Metropolitan Authority
Board of Commissioners Meeting
March 11, 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. Chairman's Statement
3. Motion to Open Public Hearing
4. Grant Applications Overview – Nina Kelly, Chief of Planning and Development
 - a. **Delhi Metropark** located at 3902 E. Delhi, Ann Arbor, MI 48103.
 1. The proposed project would make improvements for accessibility along the Huron River by renovating the site to add a new floating dock system and an expanded sandy launch/take-out area using universal design principals.
 - b. **Lake Erie Metropark** located at 32481 W. Jefferson, Brownstown, MI 48173.
 1. The proposed project for Lake Erie Metropark would improve the Cherry Island Nature Trail and associated amenities for accessibility using universal design principles.
 - c. **Stony Creek Metropark** located at 4300 Main Park Road, Shelby Township, MI 48316.
 1. The proposed project at Stony Creek Metropark would improve accessibility of the Reflection Nature Trail and associated amenities using universal design principles.
5. Public Participation
 - ❖ Public comments required to be submitted in writing and will be accepted through the end of the regular meeting. Please send comments to Shawn Athayde, Recording Secretary at shawn.athayde@metroparks.com.
6. Motion to Close Public Hearing

Note: Action on grant applications will be taken during the regular meeting of the Board of Commissioners following the public hearing.

Agenda
Huron-Clinton Metropolitan Authority
Board of Commissioners
March 11, 2021 – 9:00 a.m.

Remote Meeting – Via Zoom

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1. Call to Order
2. Chairman's Statement
3. Approval – February 11, 2021 Regular Meeting and Closed Session Minutes
4. Approval – March 11, 2021 Full Agenda

Consent Agenda

5. Approval – March 11, 2021 Consent Agenda
 - a. Approval – January / February 2021 Financial Statements
 - b. Approval – February 2021 Appropriation Adjustments **pg. 1**
 - c. Report – February 2021 Capital Project Fund Update **pg. 4**
 - d. Bids – Hike-Bike Trail Reconstruction, Kensington **pg. 6**
 - e. Approval/Resolutions – Grant Applications
 1. Delhi Metropark – Launch Accessibility along Huron River **pg. 8**
 2. Lake Erie Metropark – Cherry Island Nature Trail Improvements **pg. 10**
 3. Stony Creek Metropark – Reflection Nature Trail Improvements **pg. 12**
 - f. Report – Purchases over \$10,000 **pg. 14**
 - g. Purchases
 1. Portable Toilets, Eastern District **pg. 15**
 2. Heavy Duty Pickup, Natural Resources Crew **pg. 16**
 3. Six Carryall Vehicles **pg. 17**
 4. Grounds and Golf Course Mowers and Equipment **pg. 19**
 5. Four Police Vehicles **pg. 23**
 6. Outdoor Carpet for Mini Golf Course, Lake St. Clair **pg. 24**
 7. Total Spent and Vendor Locations for March 2021 **pg. 25**

Regular Agenda

6. Reports
 - A. **Administrative Department**
 1. Report – 2020 Lobbying Review and 2021 Preview, MHSA **pg. 27**
 2. Approval – Renew Michigan Fund, Detroit Riverfront Conservancy **pg. 28**
 3. Report – Marketing Update **pg. 29**
 4. Report – DEI Update **pg. 42**
 5. Report – Interpretive Services Update **pg. 52**
 6. Report – Natural Resources Update **pg. 61**

Regular Agenda

6. Reports (con't)

B. Financial Department

1. Report – Monthly Financial Review **pg. 69**
2. Report – Draft Investment Policy **pg. 80**

C. Planning Department

1. Report – Planning and Development Update **pg. 88**
2. Approval – Beach Restoration Project, Lake St. Clair **pg. 106**

D. Engineering Department

1. Approval – Boat Launch Shade Structure and Site Design, Stony Creek **pg. 108**

7. Public Participation

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

8. Other Business

9. Staff Leadership Update

10. Commissioner Comments

11. Motion to Adjourn

The next regular Metroparks Board meeting will take place
Thursday, April 8, 2020 – 9:00am
Location - TBD



To: Board of Commissioners
From: Rebecca Franchock, Chief of Finance
Subject: Approval – February Appropriation Adjustments
Date: March 5, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the February 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 February, \$30,486 was transferred between general fund operation accounts and \$35,927 was transferred within capital project accounts. Donation funding supported projects totaling \$27,207. Tax adjustments resulted in a net increase in Fund Balance of \$24,481.

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

Attachment: Appropriation Adjustments

Huron-Clinton Metropolitan Authority
February 2021 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>
Funding for Capital Project Fund				
	Funding To/From General Fund	\$ -	\$ 542	\$ (542)
	Total	\$ -	\$ 542	\$ (542)
Capital				
	Hudson Mills	-	4,200	(4,200)
	Huron Meadows	-	4,200	(4,200)
	Total	\$ -	\$ 8,400	\$ (8,400)
Major Maintenance				
	Kensington	-	15,725	(15,725)
	Wolcott Mill	15,725		15,725
	Total	\$ 15,725	\$ 15,725	\$ -
Operations				
	Lake St. Clair	5,000	5,000	-
	Hudson Mills	4,200	-	4,200
	Lake Erie	500	500	-
	Huron Meadows	4,519	319	4,200
	Administrative Office	542	-	542
	Total	\$ 14,761	\$ 5,819	\$ 8,942
Total General Fund Transfers		\$ 30,486	\$ 30,486	\$ -
Capital Project Fund				
	Funding To/From General Fund	\$ 542	\$ -	\$ 542
	Administrative	-	35,430	(35,430)
	Lake St. Clair	3,564	-	3,564
	Kensington	3,183	-	3,183
	Lower Huron/Willow/Oakwoods	9,918	-	9,918
	Hudson Mills	7,274	-	7,274
	Stony Creek	9,450	542	8,908
	Lake Erie	196	-	196
	Wolcott	1,845	-	1,845
	Total	\$ 35,972	\$ 35,972	\$ -

Foundation/Donation Funding

Huron-Clinton Metropolitan Authority
February 2021 Appropriation Transfer Summary

Kensington	\$ 16,218	\$ 15,923	\$ 295
Lower Huron/Willow/Oakwoods	295	5,000	(4,705)
Stony Creek	3,739	4,639	(900)
Administrative Office		1,645	(1,645)
Total	\$ 20,252	\$ 27,207	\$ (6,955)

		<u>Revenue Decrease</u>	<u>Revenue Increase</u>	<u>Net</u>
Tax Adjustment	Current	\$ -	\$ 9,445	\$ (9,445)
	Prior	\$ -	\$ 15,036	\$ (15,036)
	Total	\$ -	\$ 24,481	\$ (24,481)



To: Board of Commissioners
From: Rebecca Franchock, Chief of Finance
Subject: Report – Monthly Capital Project Fund
Date: March 5, 2021

Action Requested: Motion to Receive and File

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

Background: In 2018, the Board of Commissioners approved the creation of a capital project fund. To improve the information provided on specific capital improvement projects Finance is working on developing a monthly performance report.

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)

Project updates include:

- Eleven new projects were added at the beginning of 2021.
- 19 of the 46 capital improvement projects in the capital project fund had staff time spent on them during the month.
- The Lower Huron North Fishing site redevelopment contract was approved.

Attachment: February 2021 Capital Project Fund Update

Capital Project Fund
Period Ending February 28, 2021

Project Code	Project Description	GL Account Number	Location	Category	Life to Date Budget	Year to Date Transactions	Life to Date Transactions	Life to Date Encumbrance	Balance	Project Status
50217.683	Pump Station No. 1 Replacement-SAW Grant	80-5-102-990-88	Lake St Clair	Other Improvements	440,214.71	(30,417.29)	363,455.91	45,004.90	31,753.90	
50219.688	Black Creek Marsh Wetland Filtration Enhancement	80-5-102-990-88	Lake St Clair	Other Improvements	253,000.00	0.00	0.00	0.00	253,000.00	
50220.692	Accessible Kayak Launch & Power Installation	80-5-102-990-88	Lake St Clair	Other Improvements	50,000.00	0.00	0.00	0.00	50,000.00	
50220.693	Backup Internet Fiber Installation	80-5-102-990-89	Lake St Clair	Infrastructure	40,000.00	0.00	0.00	30,815.05	9,184.95	
50220.694	Electrical Grid Replacement - Design in 2020	80-5-102-990-89	Lake St Clair	Infrastructure	801,380.41	1,380.41	1,380.41	109,400.00	690,600.00	
50220.696	Beach Restoration	80-5-102-538-88	Lake St Clair	Other Improvements	401,191.51	7,295.46	17,953.20	6,238.31	377,000.00	
50221.697	Michigan Coastal Management Program-Accessible Launch	80-5-102-990-88	Lake St Clair	Other Improvements	392,850.00	0.00	0.00	0.00	392,850.00	
50417.1107	Maple Beach Site Improvements	80-5-104-538-88	Kensington	Other Improvements	1,080,525.15	31,898.35	1,058,686.73	0.00	21,838.42	
50420.1118	Maple Beach - Universal Accessible Playground	80-5-104-538-89	Kensington	Infrastructure	552,475.30	(17,644.85)	387,037.95	78,168.85	87,268.50	
50420.1120	West Boat Launch - Accessible Kayak Launch	80-5-104-990.88	Kensington	Other Improvements	312,339.24	33.39	4,339.24	0.00	308,000.00	
50421.1121	Farm Center Sidewalk Replacement	80-5-104-881-89	Kensington	Infrastructure	150,000.00	0.00	0.00	0.00	150,000.00	
50520.128	Relocating Concessionaire Canoe Livery Building	80-5-108-990-84	Dexter-Delhi	Building	91,048.63	4,580.49	22,187.13	0.00	68,861.50	
50619.491	North Fishing Site Redevelopment	80-5-106-990-88	Lower Huron	Other Improvements	275,465.33	3,810.88	31,188.69	233,483.00	10,793.64	
50620.493	Backup Internet Fiber Installation	80-5-106-990-89	Lower Huron	Infrastructure	185,361.89	0.00	150,000.00	33,702.39	1,659.50	
50620.496	Woods Creek Playground Development	80-5-106-990-89	Lower Huron	Infrastructure	1,300,347.84	347.84	387.84	0.00	1,299,960.00	
50621.497	Toll Booth Replacement and Paving	80-5-106-990-84	Lower Huron	Building	30,000.00	0.00	0.00	0.00	30,000.00	
50621.498	Turtle Cove Crosswalk Path	80-5-106-532-89	Lower Huron	Infrastructure	90,000.00	0.00	0.00	0.00	90,000.00	
50621.499	Iron Bell Trail Project	80-5-106-990-89	Lower Huron	Infrastructure	841,918.36	0.00	0.00	0.00	841,918.36	
50620.500	Walnut Grove Campground Improvements	80-5-106-610-88	Lower Huron	Other Improvements	784,600.00	0.00	0.00	0.00	784,600.00	
50621.501	Off Leash Dog Area Development	80-5-106-990-82	Lower Huron	Land Improvements	330,800.00	0.00	0.00	0.00	330,800.00	
50820.217	Backup Internet Fiber Installation	80-5-108-990-89	Hudson Mills	Infrastructure	7,993.60	0.00	0.00	0.00	7,993.60	
50820.218	Rapids View area Development	80-5-108-990-89	Hudson Mills	Infrastructure	464,230.54	6,130.91	10,430.54	0.00	453,800.00	
50820.219	Toll Booth Removal and Replacement	80-5-108-590-84	Hudson Mills	Building	80,000.00	0.00	12,346.00	0.00	67,654.00	
50821.221	Picnic Area Development at Canoe Launch	80-5-108-990-88	Hudson Mills	Other Improvements	385,500.00	0.00	0.00	0.00	385,500.00	
50917.542	Baypoint Beach Site Improvements	80-5-109-538-88	Stony Creek	Other Improvements	1,350,881.73	64,716.35	1,147,152.92	110,598.56	93,130.25	
50918.548	Shelden Trails Redevelopment	80-5-109-990-89	Stony Creek	Infrastructure	863,549.20	(27,435.48)	298,017.08	96,061.64	469,470.48	
50920.554	Boat Launch Building Redevelopment	80-5-109-540-84	Stony Creek	Building	1,598,753.30	13,045.26	106,667.30	6,976.50	1,485,109.50	
50920.555	Development of Off Leash Dog Area	80-5-109-990-82	Stony Creek	Land Improvements	139,524.86	0.00	1,024.86	0.00	138,500.00	
50920.556	Backup Internet Fiber Installation	80-5-109-990-89	Stony Creek	Infrastructure	80,000.00	0.00	0.00	70,406.95	9,593.05	
50920.558	26 Mile Rd. Connector - Bike Path	80-5-109-990-89	Stony Creek	Infrastructure	11,329.06	764.18	11,329.06	0.00	-	
50921.559	Baypoint Beach Grinder Pump Installation	80-5-109-538-89	Stony Creek	Infrastructure	150,480.79	480.79	480.79	0.00	150,000.00	
50921.660	Golf Course Pumphouse & Irrigation System Replacement	80-5-109-650-89	Stony Creek	Infrastructure	1,000,000.00	0.00	0.00	0.00	1,000,000.00	
51017.311	Park Office Replacement	80-5-106-990-84	Willow	Building	2,396,817.15	173,950.91	355,417.35	2,037,764.80	3,635.00	
51020.315	Main Park Road Culvert Replacements near Acorn Knoll	80-5-106-990-89	Willow	Infrastructure	40,000.00	0.00	0.00	0.00	40,000.00	
51020.317	Backup Internet Fiber Installation	80-5-106-990-89	Willow	Infrastructure	0.00	0.00	0.00	0.00	-	
51021.319	Big Bend Shoreline Protection	80-5-106-990-88	Willow	Other Improvements	501,593.00	0.00	0.00	0.00	501,593.00	
51118.110	Nature Center Exhibit Design & lighting/electrical	80-5-106-880-88	Oakwoods	Other Improvements	721,783.43	4,453.52	622,117.20	99,666.23	-	
51120.113	Backup Internet Fiber Installation	80-5-106-990-89	Oakwoods	Infrastructure	0.00	0.00	0.00	0.00	-	
51120.114	Accessible Nature Trail Development	80-5-106-880-89	Oakwoods	Infrastructure	248,000.00	0.00	0.00	0.00	248,000.00	
51218.239	Shoreline and Fish Habitat Restoration	80-5-112-990-88	Lake Erie	Other Improvements	1,616,547.00	325.83	116,233.32	78,734.15	1,421,579.53	
51220.240	Boat Launch Fish Cleaning Station	80-5-112-990-88	Lake Erie	Other Improvements	45,000.00	0.00	0.00	0.00	45,000.00	
51220.241	Accessible Kayak Launch with Area Development	80-5-112-990-88	Lake Erie	Other Improvements	245,132.54	0.00	132.54	0.00	245,000.00	
51320.142	Phase Two - Animal Pen Fencing Replacement	80-5-113-881-88	Wolcott	Other Improvements	38,514.08	3,009.46	8,514.08	0.00	30,000.00	
51320.144	Farm to Mill Trail Connector	80-5-113-881-89	Wolcott	Infrastructure	1,000,957.51	0.00	957.51	0.00	1,000,000.00	
51520.159	Backup Internet Fiber Installation	80-5-115-990-89	Indian Springs	Infrastructure	7,757.78	0.00	0.00	0.00	7,757.78	
51620.093	Backup Internet Fiber Installation	80-5-116-990-89	Huron Meadows	Infrastructure	0.00	0.00	0.00	0.00	-	
Grants	50219.688R - Black Creek Marsh Wetland Filtration Grant		Lake St Clair		(160,000.00)	0.00	0.00	0.00	(160,000.00)	
Grants	50220.696R - Beach Restoration		Lake St Clair		(292,167.19)	0.00	0.00	0.00	(292,167.19)	
Grants	50221.697R - Michigan Coastal Accessible Launch Grant		Lake St Clair		(196,425.00)	0.00	0.00	0.00	(196,425.00)	
Grants	50420.1120R - Accessible Kayak Launch Grant		Kensington		(154,000.00)	0.00	0.00	0.00	(154,000.00)	
Grants	50520.128R - Relocate Concessionaire Building		Delhi		(5,000.00)	0.00	0.00	0.00	(5,000.00)	
Grants	50519.126R - Iron Belle Trailhead		Dexter-Huron		(38,742.00)	0.00	0.00	0.00	(38,742.00)	
Grants	50619.491R - North Fishing Site Accessibility Grant		Lower Huron		(144,400.00)	0.00	0.00	0.00	(144,400.00)	
Grants	50621.499R - Iron Bell Trail Grant		Lower Huron		(450,000.00)	0.00	0.00	0.00	(450,000.00)	
Grants	50621.500R - Walnut Grove Campground Grant		Lower Huron		(450,000.00)	0.00	0.00	0.00	(450,000.00)	
Grants	50621.501R - Off Leash Dog Area Development Grant		Lower Huron		(165,400.00)	0.00	0.00	0.00	(165,400.00)	
Grants	50820.218R - Rapids View Area Development Grant		Hudson Mills		(226,900.00)	0.00	0.00	0.00	(226,900.00)	
Grants	50821.221R - Picnic Area Development at Canoe Launch Grant		Hudson Mills		(192,700.00)	0.00	0.00	0.00	(192,700.00)	
Donations	50918.548R - Shelden Trail		Stony Creek		(50,000.00)	0.00	0.00	0.00	(50,000.00)	
Grants	50920.555R - Off Leash Dog Area Grant		Stony Creek		(50,000.00)	0.00	0.00	0.00	(50,000.00)	
Grants	5121.319R - Big Bend Shore Protection Grant		Willow		(250,000.00)	0.00	0.00	0.00	(250,000.00)	
Grants	51120.114R - Accessible Nature Trail Development Grant		Oakwoods		(124,000.00)	0.00	0.00	0.00	(124,000.00)	
Grants	51218.239R - Coastal Marsh Habitat & Trail Development		Lake Erie		(1,404,352.90)	0.00	0.00	0.00	(1,404,352.90)	
Grants	51220.241R - Kayak Launch Area Development Grant		Lake Erie		(122,500.00)	0.00	0.00	0.00	(122,500.00)	
					\$ 16,921,051.85	\$ 241,137.23	\$ 4,727,437.65	\$ 3,037,021.33	\$ 9,156,817.87	



To: Board of Commissioners
From: Mike Henkel, Chief of Engineering Services
Project No: 704-21-371
Project Title: Bids – Hike Bike Trail Reconstruction
Project Type: Capital Improvement
Location: Kensington Metropark
Date: March 5, 2021

Bids Received: February 23, 2021

Action Requested: Motion to Approve

That the Board of Commissioners award Contract No. 704-21-371 to the low responsive, responsible bidder, T&M Asphalt Paving, Inc., in the amount of \$ 215,722 as recommended by Chief of Engineering Services Mike Henkel and Staff.

Fiscal Impact: The project is over the budgeted line item of \$165,000 in the amount of \$50,722. The overage is due to adding additional repair areas to the project. However, a total of \$592,000 was budgeted for two shared use trail projects at Kensington for 2021. The overage will be covered by reducing the second project that was budgeted at \$427,000.

Scope of Work: The project includes crushing and shaping of approximately 4,700 feet (0.89 miles) of 10-foot-wide shared use trail. Work includes crushing, shaping, bituminous surface placement, restoration, and all incidental construction.

Background: The project repairs two sections of trail. The first section is located across from the Nature Center and the other is near Possum Hollow. The sections of the existing pave trails are in poor condition and need repair. The existing surface has become cracked and uneven. Past preventative maintenance measures have included crack sealing and asphalt patching selected areas.

	<u>Contractor</u>		<u>City</u>	<u>Amount</u>
1	T&M Asphalt Paving, Inc. DEI <input type="checkbox"/> Local <input checked="" type="checkbox"/> Wage <input checked="" type="checkbox"/>		Milford	\$215,722.00
2	Al's Asphalt Paving Co. DEI <input type="checkbox"/> Local <input checked="" type="checkbox"/> Wage <input checked="" type="checkbox"/>		Taylor	\$223,494.00
3	Spartan Paving, LLC DEI <input type="checkbox"/> Local <input checked="" type="checkbox"/> Wage <input checked="" type="checkbox"/>		Waterford	\$226,185.44
4	R&R Asphalt Inc. DEI <input type="checkbox"/> Local <input type="checkbox"/> Wage <input checked="" type="checkbox"/>		Milford	\$221,994.20
5	Best Asphalt Inc. DEI <input checked="" type="checkbox"/> Local <input checked="" type="checkbox"/> Wage <input checked="" type="checkbox"/>		Romulus	\$232,320.10

6	Pro-Line Asphalt Paving Corp. DEI <input type="checkbox"/> Local <input checked="" type="checkbox"/> Wage <input type="checkbox"/>	Washington	\$254,660.00
7	Birmingham Sealcoat, Inc. DEI <input checked="" type="checkbox"/> Local <input type="checkbox"/> Wage <input checked="" type="checkbox"/>	Oxford	\$264,242.00
8	Gibraltar Construction Company DEI <input type="checkbox"/> Local <input type="checkbox"/> Wage <input checked="" type="checkbox"/>	Trenton	\$274,865.74
9	Warren Contractors & Development, Inc. DEI <input checked="" type="checkbox"/> Local <input checked="" type="checkbox"/> Wage <input checked="" type="checkbox"/>	Shelby	\$294,564.4
10	Total Asphalt Paving, Inc. DEI <input type="checkbox"/> Local <input type="checkbox"/> Wage <input checked="" type="checkbox"/>	Ray Twp.	\$302,489.50
11	Anglin Civil, LLC DEI <input type="checkbox"/> Local <input checked="" type="checkbox"/> Wage <input checked="" type="checkbox"/>	Livonia	\$347,865.85

Budget for Contract Services

- Playfield top of hill (Maple toward Possum) \$165,000.00
- Martindale north to Shore Fishing \$ 50,722.00
- Total \$215,722.00

Work Order Amount

- Contract Amount T&M Asphalt Paving, Inc. \$215,722.00
- Contract Administration \$ 10,000.00
- Total Proposed Work Order Amount (Rounded) \$225,722.00

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: Nina Kelly, Chief of Planning and Development
Subject: Approval/Resolution – Michigan Natural Resources Trust Fund Grant
Project: Launch and Take-out Renovation
Location: Delhi Metropark
Date: March 5, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve a resolution for the Michigan Natural Resources Trust Fund (MNRTF) grant program for the Launch and Take-out Renovation project at Delhi Metropark as recommended by Chief of Planning and Development Nina Kelly and staff.

Fiscal Impact: The proposed project total cost is estimated at \$306,000 with \$153,000 in grant funding (50 percent), \$125,100 in cash outlay and \$27,900 in Metroparks in-kind match, including workforce labor. Grant funds would be provided as an expense reimbursement. If awarded, match funding would be allocated in Capital Project Fund during the 2022 annual budget process.

Background: The proposed project will include (1) launch renovations with new floating dock system and enlarged sandy launch area; (2) an 8-foot concrete walkway to the river; (3) relocation and configuration of water spigot for accessibility; (4) aggregate turn-around improvements; (5) new fenced storage area for paddle-craft; (6) new accessible amenities including picnic tables, bench, and pet waste station; (7) solar lighting on the dock; and (8) additional landscaping features.

Application Timeline

Deadline for submission	April 1, 2021
Notification of award	December 2021
Project Agreement	Spring 2022

Attachment: Grant Resolution

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

MDNR TRUST FUND SUBMISSION FOR
DELHI METROPARK – LAUNCH AND TAKE-OUT RENOVATION

Resolution No. 2021-01

Motion made by: Commissioner _____

Supported by: Commissioner _____

AT A MEETING OF THE BOARD OF COMMISSIONERS OF THE HURON-CLINTON METROPOLITAN AUTHORITY HELD ON MARCH 11, 2021, THE BOARD ADOPTED THE FOLLOWING RESOLUTION:

WHEREAS, the Huron-Clinton Metropolitan Authority (“Authority”) supports the submission of an application titled, Delhi Metropark – Launch and Take-out Renovation, to the Michigan Natural Resources Trust Fund grant program; and

WHEREAS, the proposed improvements are identified in the Five-Year Recreation Plan of the Authority as a priority, adopted by the Board of Commissioners of the Authority at their regular meeting on September 14, 2017; and

WHEREAS, the Authority desires to redevelop the Delhi Metropark launch and take-out site to comprise: (1) launch renovations with new floating dock system and enlarged sandy launch area; (2) an 8-foot concrete walkway to the river; (3) relocation and configuration of water spigot for accessibility; (4) aggregate turn-around improvements; (5) new fenced storage area for paddle-craft; (6) new accessible amenities including picnic tables, bench, and pet waste station; (7) solar lighting on the dock; and (8) additional landscaping features; and

WHEREAS, the Planning and Development Department, under the direction of the Director, has prepared a grant request for \$153,000 from the Michigan Natural Resources Trust Fund grant program to assist in funding the \$306,000 renovation cost; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Huron-Clinton Metropolitan Authority does hereby authorize the commitment of \$125,100 in cash outlay, \$27,900 in workforce labor and other sources of in-kind contributions as necessary in the 2022 fiscal year, toward the completion of the proposed project during the 2023 fiscal year; and

BE IT FURTHER RESOLVED that the Huron-Clinton Metropolitan Authority hereby authorizes submission of a Michigan Natural Resources Trust Fund grant application be made to the Michigan Department of Natural Resources.

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 Thursday, March 11, 2021.

Shawn Athayde, Recording Secretary



To: Board of Commissioners
From: Nina Kelly, Chief of Planning and Development
Subject: Approval/Resolution – Michigan Natural Resources Trust Fund Grant
Project: Nature Trail Improvements
Location: Lake Erie Metropark
Date: March 5, 2021

Action Requested: Motion to approve

That the Board of Commissioners approve resolution for the Michigan Natural Resources Trust Fund (MNRTF) grant program for the Nature Trail Improvements 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 \$871,800 with \$300,000 in grant funding (34 percent), \$300,000 in funding assistance through the Ralph C. Wilson, Jr. Foundation, \$192,500 in cash outlay and \$79,300 in Metroparks in-kind match, including workforce labor. Grant funds would be provided as an expense reimbursement. If awarded, match funding would be allocated in Capital Project Fund during the 2022 annual budget process.

Background: The proposed project will redevelop Lake Erie Metropark’s Cherry Island Nature Trail to comprise: (1) concrete pads for three accessible van parking spaces; (2) an 8-foot wide aggregate trail from parking to new trailhead; (3) a 6-wide wide accessible aggregate path at viewing area; (4) accessible-related amenities [viewing scopes, picnic tables, bike hoops]; (5) removal and replacement of a land-bridge dirt trail with 10-wide boardwalk; (6) new split rail fence; (7) relocation and access to benches; (8) improvements to the existing boardwalk for accessibility; (9) five native trees; and (10) overall elevation and modification of the aggregate trail for accessibility.

Application Timeline

Deadline for submission	April 1, 2021
Notification of award	December 2021
Project Agreement	Spring 2022
Survey, final design, permitting/bidding	Fall 2022
Begin construction	Summer 2023

Attachment: Grant Resolution

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

MDNR TRUST FUND SUBMISSION FOR
LAKE ERIE METROPARK – NATURE TRAIL IMPROVEMENTS

Resolution No. 2021-02

Motion made by: Commissioner _____

Supported by: Commissioner _____

AT A MEETING OF THE BOARD OF COMMISSIONERS OF THE HURON-CLINTON METROPOLITAN AUTHORITY HELD ON MARCH 11, 2021, THE BOARD ADOPTED THE FOLLOWING RESOLUTION:

WHEREAS, the Huron-Clinton Metropolitan Authority (“Authority”) supports the submission of an application titled, Lake Erie Metropark – Nature Trail Improvements, to the Michigan Natural Resources Trust Fund grant program; and

WHEREAS, the proposed improvements are identified in the Five-Year Recreation Plan of the Authority as a priority, adopted by the Board of Commissioners of the Authority at their regular meeting on September 14, 2017; and

WHEREAS, the Authority desires to redevelop Lake Erie Metropark’s Cherry Island Nature Trail to comprise: (1) concrete pads for three accessible van parking spaces; (2) an 8-foot wide aggregate trail from parking to new trailhead; (3) a 6-foot wide accessible aggregate path at viewing area; (4) accessible-related amenities [viewing scopes, picnic tables, bike hoops]; (5) removal and replacement of a land-bridge dirt trail with 10-foot wide boardwalk; (6) new split rail fence; (7) relocation and access to benches; (8) improvements to the existing boardwalk for accessibility; (9) five native trees; and (10) overall elevation and modification of aggregate trail for accessibility; and

WHEREAS, the Planning and Development Department, under the direction of the Director, has prepared a grant request for \$300,000 from the Michigan Natural Resources Trust Fund grant program to assist in funding the \$871,800 redevelopment cost; and

WHEREAS, an additional \$300,000 cash award received from the Ralph C. Wilson, Jr. Foundation will assist in funding the project redevelopment cost; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Huron-Clinton Metropolitan Authority does hereby authorize the commitment of \$192,500 in cash outlay, \$79,300 in workforce labor and other sources of in-kind contributions as necessary in the 2022 fiscal year, toward the completion of the proposed project during the 2023 fiscal year; and

BE IT FURTHER RESOLVED that the Huron-Clinton Metropolitan Authority hereby authorizes submission of a Michigan Natural Resources Trust Fund grant application be made to the Michigan Department of Natural Resources.

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 Thursday, March 11, 2021.

Recording Secretary, Shawn Athayde



To: Board of Commissioners
From: Nina Kelly, Chief of Planning and Development
Subject: Approval/Resolution – Land and Water Conservation Fund Grant
Project: Reflection Trail Accessibility Renovation
Location: Stony Creek Metropark
Date: March 5, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve resolution for the Land and Water Conservation Fund (LWCF) grant program for the Reflection Trail Accessibility Renovation project at Stony Creek Metropark as recommended by Chief of Planning and Development Nina Kelly and staff.

Fiscal Impact: The proposed project total cost is estimated at \$931,200 with \$465,600 in grant funding (50 percent), \$435,600 in cash outlay and \$30,000 in Metroparks in-kind match, including workforce labor. Grant funds would be provided as an expense reimbursement. If awarded, match funding would be allocated in Capital Project Fund during the 2022 annual budget process.

Background: The Reflection Trail is a half-mile nature trail located just outside of Stony Creek Nature Center. The proposed renovations will be entirely accessible using universal design principles, and would include the following: (1) asphalt pathway realignment and removal; (2) realignment and widening of aggregate pathways; (3) boardwalk; (4) three prefabricated footbridges to replace existing bridges; (5) an overlook structure; (6) a pond dipping platform; (7) automatic push button doors at the Nature Center entrance; (8) concrete and aggregate pads for benches with wheelchair companion space; and (9) native plantings.

Application Timeline

Deadline for submission	April 1, 2021
Notification of award	December 2021
Project Agreement	Spring 2022
Survey, final design, permitting/bidding	Fall 2022
Begin construction	Spring/Summer 2023

Attachment: Grant Resolution

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

LAND AND WATER CONSERVATION FUND SUBMISSION FOR STONY CREEK METROPARK
REFLECTION TRAIL ACCESSIBILITY RENOVATION

Resolution No. 2021-03

Motion made by: Commissioner _____

Supported by: Commissioner _____

AT A MEETING OF THE BOARD OF COMMISSIONERS OF THE HURON-CLINTON METROPOLITAN AUTHORITY HELD ON March 11, 2021, THE BOARD ADOPTED THE FOLLOWING RESOLUTION:

WHEREAS, the Huron-Clinton Metropolitan Authority (“Authority”) supports the submission of an application titled, Stony Creek Reflection Trail Accessibility Renovation, to the Land and Water Conservation Fund program as administered by the Michigan Department of Natural Resources; and

WHEREAS, the proposed improvements are identified in the Five-Year Recreation Plan for the Metroparks as a priority, adopted by the Board of Commissioners of the Authority at their regular meeting on September 14, 2017; and

WHEREAS, the Authority desires to renovate the Reflection Trail at Stony Creek Metropark, which is a half-mile nature trail located just outside of Stony Creek Nature Center. Renovations will be entirely accessible using universal design principles which will comprise of; asphalt pathway realignment and removal, realignment and widening of aggregate pathways, boardwalk, three prefabricated footbridges to replace existing bridges, an overlook structure, a pond dipping platform, automatic push button doors at the Nature Center entrance, concrete and aggregate pads for benches with wheelchair companion space, and native plantings.

WHEREAS, the Planning and Development Department, under the direction Director, has prepared a grant request for \$465,600 from the Land and Water Conservation Fund grant program to assist with the \$931,200 development cost.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Huron-Clinton Metropolitan Authority does hereby authorize the commitment of \$435,600 in cash outlay, \$30,000 in workforce labor and other sources of in-kind contributions as necessary, toward the completion of the proposed project during the 2022 and 2023 fiscal years; and

BE IT FURTHER RESOLVED that the Huron-Clinton Metropolitan Authority hereby authorizes submission of a Land and Water Conservation Fund grant application to be made to the Michigan Department of Natural Resources.

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 Thursday, March 11, 2021.

Shawn Athayde, Recording Secretary



To: Board of Commissioners
From: Amy McMillan, Director
Project Title: Update – Purchases over \$10,000
Date: March 5, 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. Center Line Electric	Horse Barn Updates – Emergency Repair Wolcott Mill Metropark	\$15,725.00
2. Blue Water Entertainment	Movie Screen Rental for 14 Summer Events at Hudson Mills, Kensington, Lake St. Clair, Lower Huron, and Stony Creek Planning and Development Department	\$23,558.00
3. Amerinet	One Year Fortigate Subscription Protection Software Information Technology Department	\$24,406.52



To: Board of Commissioners
From: Heidi Dziak, Senior Buyer
Project No: ITB 2021-001
Project Title: Purchases – Portable Toilets and Service
Location: Lake St. Clair, Stony Creek and Wolcott Metroparks
Date: March 5, 2021

Action Requested: Motion to Approve

That the Board of Commissioners award ITB 2021-001 to the low responsive, responsible bidder Cormic Services of Lenox, Michigan for a contract beginning April 1, 2021 for a term of one (1) year with up to four one-year renewal options to provide portable toilets and services as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the park budget. The one-year contract will total \$25,130.

Scope of Work: Provide a mix of standard and ADA-accessible portable toilets and cleaning services for varying durations of time at Lake St. Clair, Stony Creek and Wolcott Metroparks.

Background: The ITB was competitively bid and posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 62 vendors, of which 13 vendors downloaded the ITB. In addition, the ITB notice was emailed to three vendors.

<u>Vendor</u>	<u>Location</u>	<u>Price for Contract Period</u>
Cormic Services*	Lenox, MI	\$25,130.00
Don's Lil Johns	Davisburg, MI	\$26,205.00
Tee Pee Inc	Roseville, MI	\$37,952.00

() Indicates recommended award.*



To: Board of Commissioners
From: Heidi Dziak, Senior Buyer
Project No: ITB 2021-004
Project Title: Purchase – One Heavy Duty Pickup Truck
Location: Natural Resources Department
Date: March 5, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the purchase of one new four-wheel drive Ford F-350 pickup truck with front brush guard, winch, and extended warranty for a total amount of \$43,253 from Signature Ford-Lincoln of Owosso, Michigan the low responsive, responsible bidder for ITB 2021-004 as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the Board approved 2021 Capital Equipment budget, which allowed \$51,720 for the purchase of the vehicle. The purchase will total \$43,253; a difference of \$8,467 in favor of the budget.

Scope of Work: Furnish and deliver one Ford F-350 pickup truck with front brush guard, winch and extended warranty.

Background: The proposed purchase was competitively bid the ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 94 vendors, of which 13 vendors downloaded the ITB.

The new vehicle replaces unit #408, a 2003 Chevy Silverado pickup truck with 63,647 miles; the out-going unit will be sold at auction.

<u>Vendor</u>	<u>Location</u>	<u>Price for Truck and Extended Warranty</u>
Signature Ford-Lincoln*	Owosso, MI	\$43,253.00
Jack Demmer Ford	Wayne, MI	\$44,974.00
Jorgensen Ford**	Detroit, MI	\$45,808.56

*Indicates recommended award.

**Provided Vendor Verification Form to qualify as a local Vendor but bid did not fall within the range to match low bid offered by non-local Vendor.



To: Board of Commissioners
 From: Heidi Dziak, Senior Buyer
 Project No: ITB 2021-005
 Project Title: Purchase – Six Utility Cart Vehicles
 Location: Huron Meadows, Kensington and Lake St. Clair Metroparks
 Date: March 5, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve ITB 2021-005 to Midwest Golf & Turf Acquisitions LLC of Commerce Township, Michigan, the low responsive, responsible bidder for the purchase of six (6) new utility carts in the total amount of \$56,551.35 as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the Board approved 2021 Capital Equipment budget, which allowed \$56,401 for the equipment. The \$56,551.35 is \$150.35 over budget. The additional \$150.35 will come from savings realized from future capital equipment purchases.

Scope of Work: Furnish and deliver six new pieces of equipment as follows:

<u>Description / Location / Unit Replaced</u>	<u>Cost</u>	<u>Budget</u>
<u>Lake St. Clair</u>		
• Club Car Carryall 300 utility cart <i>Replaces #1657: 2010 Club Car Turf II with 1465 hours</i>	\$ 8,764.35	\$ 8,705.00
• Club Car Carryall 300 utility cart <i>Replaces #1209: 2003 Club Car Carryall Turf I with 1621 hours</i>	\$ 8,764.35	\$ 8,705.00
• Club Car Carryall Transporter <i>Replaces #1741: 2008 Club Car Villager 6 with 2105 hours</i>	\$11,623.00	\$11,462.00
<u>Huron Meadows</u>		
• Club Car Carryall 500 utility cart <i>Replaces #1519: 2005 Toro Workman 3200 with 3868 hours</i>	\$ 9,446.80	\$ 9,412.00
• Club Car Carryall 500 utility cart <i>This cart will be a new addition.</i>	\$ 9,446.80	\$ 9,412.00
<u>Kensington</u>		
Club Car Carryall 300 utility cart <i>Replaces #279: 1999 Club Car Carryall I with 2058 hours</i>	<u>\$8,506.50</u>	<u>\$8,705.00</u>
TOTALS	\$56,551.35	\$56,401.00

Background: The proposed purchase was competitively bid and ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice to 70 vendors, of which 13 vendors downloaded the ITB.

Metroparks staff received bids for Cushman and Club Car equipment. After reviewing the product details, staff is requesting approval to purchase Club Car equipment as it is built with aluminum and will better resist rust and damage and has a higher towing capacity as well as larger tires. Staff prefers the Club Car equipment due to the interchangeability of parts and accessories that the Metroparks already owns, and for driver training consistency.

<u>Item by Vendor</u>	<u>Location</u>	<u>Price</u>
Club Car Carryall 300 (configuration 1; quantity 2)		
<ul style="list-style-type: none"> • EZGO Division of Textron <ul style="list-style-type: none"> ◦ offering Cushman 800 EFI model • Midwest Golf & Turf Acquisitions LLC <ul style="list-style-type: none"> ◦ offering Club Car 300 • C&C Sports <ul style="list-style-type: none"> ◦ Offering Polaris • Taza Supplies <ul style="list-style-type: none"> ◦ Offering Cushman 	<ul style="list-style-type: none"> Augusta, GA Commerce Twp, MI Brighton, MI Naperville, IL 	<ul style="list-style-type: none"> \$14,900.00 \$17,528.70* \$24,001.94 \$23,397.66
Club Car Carryall 300 (configuration 2)		
<ul style="list-style-type: none"> • EZGO Division of Textron <ul style="list-style-type: none"> ◦ offering Cushman 800 EFI model • Midwest Golf & Turf Acquisitions LLC <ul style="list-style-type: none"> ◦ offering Club Car 300 • C&C Sports <ul style="list-style-type: none"> ◦ Offering Polaris • Taza Supplies <ul style="list-style-type: none"> ◦ Offering Cushman 	<ul style="list-style-type: none"> Augusta, GA Commerce Twp, MI Brighton, MI Naperville, IL 	<ul style="list-style-type: none"> \$7,450.00 \$8,506.05* \$12,000.97 \$10,528.83
Club Car Carryall 500 (quantity 2)		
<ul style="list-style-type: none"> • EZGO Division of Textron <ul style="list-style-type: none"> ◦ offering Cushman 1200 EFI model • Midwest Golf & Turf Acquisitions LLC <ul style="list-style-type: none"> ◦ offering Club Car 500 • C&C Sports <ul style="list-style-type: none"> ◦ Offering Polaris • Taza Supplies <ul style="list-style-type: none"> ◦ Offering Cushman 	<ul style="list-style-type: none"> Augusta, GA Commerce Twp, MI Brighton, MI Naperville, IL 	<ul style="list-style-type: none"> \$17,170.00 \$18,893.60* \$24,001.94 \$24,099.26
Club Car Carryall Transporter		
<ul style="list-style-type: none"> • EZGO Division of Textron <ul style="list-style-type: none"> ◦ offering Cushman Shuttle4 model • Midwest Golf & Turf Acquisitions LLC <ul style="list-style-type: none"> ◦ offering Club Car Transporter • C&C Sports <ul style="list-style-type: none"> ◦ Offering Polaris • Taza Supplies <ul style="list-style-type: none"> ◦ Offering Cushman 	<ul style="list-style-type: none"> Augusta, GA Commerce Twp, MI Brighton, MI Naperville, IL 	<ul style="list-style-type: none"> \$10,875.00 \$11,623.00* \$14,210.97 \$15,442.83

(*) indicates recommended award



To: Board of Commissioners
From: Heidi Dziak, Senior Buyer
Project No: ITB 2021-006
Project Title: Purchase – Grounds and Golf Course Mowers and Equipment
Location: Hudson Mills, Indian Springs, Kensington, Stony Creek, Lake St. Clair, Wolcott and Lower Huron/Willow/Oakwoods Metroparks
Date: March 5, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve purchases per ITB 2021-006 to the low responsive, responsible bidders, as indicated below, for the purchase of 21 pieces of grounds and golf course mowers and equipment as listed below for a total spend of \$677,899.93 as recommended by Senior Buyer Heidi Dziak and staff.

- Award a purchase order in the amount of \$569,228.93 to Spartan Distributors of Auburn Hills, Michigan for 12 pieces of equipment with three-year warranties. Spartan Distributors is offering a total trade-in allowance of \$24,000 for four (4) mowers as follows: \$4,000 for #736, 2006 Toro 3100 with 1847 hours; \$4,000 for #726, 2006 Toro 3100 with 1842 hours; \$4,000 for #1683, 2011 John Deere 1600 with 2432 hours; and \$12,000 for #1561, 2015 Toro 4010D with 2540 hours.
- Award a purchase order in the amount of \$108,671 to Weingartz of Farmington Hills, Michigan for nine pieces of equipment.

Fiscal Impact: Funds will come from the Board approved 2021 Capital Equipment budget, which allowed \$726,753.00 for the purchase of the equipment. The purchase price of \$677,899.93 includes extended warranties where available and is \$48,853.07 under budget.

The \$24, 000 trade-in allowance offered by Spartan Distributors will be added to the Fund Balance and will allow the Metroparks to dispose of the mowers before the annual auction, avoiding any additional maintenance and cost to transport the mowers to the auction site.

Scope of Work: Furnish and deliver 21 new pieces of equipment as follows below. Cost includes extended warranties where available.

<u>Description / Location / Unit Replaced</u>	<u>Cost</u>	<u>Budget</u>
<u>Kensington</u>		
(1) Toro Pro Force Debris Blower Model 44538 • Replaces #118: 2004 Buffalo BTKB10G2 with 263 hours	\$7,520.83	\$7,745.00
<u>Stony Creek</u>		
(2) Toro Greensmaster 3150Q Mower • Replaces #736: 2006 Toro Mower with 1847 hours and #726: 2006 Toro Mower with 1842 hours	\$61,864.16	\$66,536.00

Lower Huron/Willow/Oakwoods

(1) Toro Greensmaster 3320 Mower	\$42,625.51	\$36,918.00
• Replaces #1817: 2009 John Deere Mower with 2650 hours		
(1) Exmark Lazer Z X Series 72" Mower	\$10,639.00	\$14,500.00
• Replaces #1942: 2006 Toro Mower with 1998 hours		
(1) Toro SandPro 3040 Trap Rake Model 08703	\$19,086.44	\$20,000.00
• Replaces #1894: 2013 John Deere 1200A Rake with 1084 hours		

Hudson Mills

(2) Toro Groundsmaster 7000	\$165,267.56	\$177,872.00
• Replaces #653: 2007 Toro with 2035 hours and #1028: 2013 Toro Mower with 2840 hours		
(1) Exmark Lazer Z X Series 72" Mower	\$13,529.00	\$14,500.00
• Replaces #1153: 2004 Toro Mower with 2002 hours		

Lake Erie

(4) Exmark Lazer Z S Series 72" Mower	\$45,476.00	\$58,000.00
• Replaces #771: 2010 Exmark with 3108 hours and #956: 2005 Toro 2588 with 1891 hours and #1084: 2010 Exmark with 2761 hours and #1264:2009 Exmark with 2544 hours		
(2) Toro Greensmaster 3320 Mower	\$71,565.34	\$73,036.00
• Replaces #1101: 2009 John Deere Mower with 3143 hours, and #1104: 2009 John Deere Mower with 3123 hours		

Indian Springs

(1) Toro Groundsmaster 5410	\$58,908.80	\$67,788.00
• Replaces #1393: 2010 John Deere Mower with 2494 hours		

Wolcott Metropark

(1) Exmark Lazer Z X Series 72" Mower	\$13,529.00	\$14,500.00
• Replaces #1686A: 2004 Toro Mower with 1394 hours		

Lake St. Clair Metropark

(2) Exmark Lazer Z X Series 72" Mower	\$25,498.00	\$29,000.00
• Replaces #1801: 2007 Toro Mower with 1034 hours and #1551: 2012 Hustler Mower with 4314 hours		
(1) Toro Groundsmaster 4000D Mower	\$64,448.38	\$67,147.00
• Replaces#1683: 2011 John Deere Mower with 2432 hours		
(1) Toro Groundsmaster 4010D Mower	<u>\$77,941.91</u>	<u>\$79,211.00</u>
• Replaces#1561: 2015 Toro Mower with 2540 hours		

TOTAL	\$677,899.93	\$726,753.00
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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 64 vendors, of which 23 vendors downloaded the ITB.

Toro is the brand of choice for staff and acquiring one brand of equipment allows the Metroparks to develop and maintain consistency of product and service as well as standardize the parts and accessories needed for the routine maintenance and use of the equipment.

Unless otherwise indicated, out-going equipment will be sold at auction.

<u>Item by Vendor</u>	<u>Location</u>	<u>Price</u>
Toro Greensmaster 3150-Q (Qty 2)		
• Spartan Distributors, Inc.	Auburn Hills, MI	\$59,477.90*
• J.W. Turf	Brighton, MI	\$57,523.80
○ offering John Deere		
Toro Greensmaster 3320 (Configuration 1, Qty 1)		
• Spartan Distributors, Inc.	Auburn Hills, MI	\$41,200.56*
• J.W. Turf	Brighton, MI	\$36,679.87
○ offering John Deere		
Toro Greensmaster 3320 (Configuration 2, Qty 2)		
• Spartan Distributors, Inc.	Auburn Hills, MI	\$68,715.44*
• J.W. Turf	Brighton, MI	\$69,727.82
○ offering John Deere		
Toro Groundsmaster 4000-D		
• Spartan Distributors, Inc.	Auburn Hills, MI	\$61,216.86*
• J.W. Turf	Brighton, MI	\$55,765.37
○ offering John Deere		
Toro Groundsmaster 4010-D		
• Spartan Distributors, Inc.	Auburn Hills, MI	\$73,960.05*
• J.W. Turf	Brighton, MI	\$63,097.37
○ offering John Deere		
Toro Groundsmaster 5410D		
• Spartan Distributors, Inc.	Auburn Hills, MI	\$56,726.82*
• J.W. Turf	Brighton, MI	\$53,946.03
○ offering John Deere		
Toro Groundsmaster 7000 (Qty 2)		
• Spartan Distributors, Inc.	Auburn Hills, MI	\$159,121.38*
• J.W. Turf	Brighton, MI	\$147,724.22
○ offering John Deere		
Exmark Lazer Z S Series 72" Mower (Qty 4)		
• Weingartz	Farmington Hills, MI	\$45,476.00*
• D & G Equipment, Inc.	Williamston, MI	\$47,596.00
• Mark's Outdoor Power Equipment	Northville, MI	\$43,980.00
○ offering Toro model		
• J.W. Turf	Brighton, MI	\$44,463.48
○ offering John Deere		

Exmark Lazer Z X Series 72" Mower (Configuration 1)

- Weingartz Farmington Hills, MI \$10,639.00*
- D & G Equipment, Inc. Williamston, MI \$11,000.00
- Mark's Outdoor Power Equipment Northville, MI \$10,995.00
 - offering Toro model
- J.W. Turf Brighton, MI \$10,685.45
 - offering John Deere

Exmark Lazer Z X Series 72" Mower (Configuration 2)

- Weingartz Farmington Hills, MI \$13,529.00*
- D & G Equipment, Inc. Williamston, MI \$13,960.00
- Mark's Outdoor Power Equipment Northville, MI \$12,550.00
 - offering Toro model
- J.W. Turf Brighton, MI \$12,849.77
 - offering John Deere

Exmark Lazer Z X Series 72" Mower (Configuration 3)

- Weingartz Farmington Hills, MI \$12,569.00*
- D & G Equipment, Inc. Williamston, MI \$13,000.00
- Mark's Outdoor Power Equipment Northville, MI \$11,995.00
 - offering Toro model
- J.W. Turf Brighton, MI \$10,844.68
 - offering John Deere

Exmark Lazer Z X Series 72" Mower (Configuration 4)

- Weingartz Farmington Hills, MI \$12,929.00*
- D & G Equipment, Inc. Williamston, MI \$13,360.00
- Mark's Outdoor Power Equipment Northville, MI \$12,195.00
 - offering Toro model
- J.W. Turf Brighton, MI \$11,328.32
 - offering John Deere

Exmark Lazer Z X Series 72" Mower (Configuration 5)

- Weingartz Farmington Hills, MI \$13,529.00*
- D & G Equipment, Inc. Williamston, MI \$14,059.00
- Mark's Outdoor Power Equipment Northville, MI \$12,795.00
 - offering Toro model
- J.W. Turf Brighton, MI \$13,018.30
 - offering John Deere

Toro Pro Force Debris Blower

- Spartan Distributors, Inc. Auburn Hills, MI \$6,987.15*
 - optional 10-gal fuel tank \$ 533.68*
- J.W. Turf Brighton, MI \$7,280.00
 - offering Buffalo Blower KB4

Toro SandPro 3040 Trap Rake

- Spartan Distributors, Inc. Auburn Hills, MI \$18,333.90*
- J.W. Turf Brighton, MI \$16,992.78
 - offering John Deere 1200A

(*) indicates recommended Award



To: Board of Commissioners
 From: Heidi Dziak, Senior Buyer
 Project No: ITB 2021-010
 Project Title: Purchase – Four Police Vehicles
 Location: Hudson Mills, Lake Erie, Lower Huron, Stony Creek Metroparks
 Date: March 5, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the purchase of four new 2021 Utility Police Interceptors for a total amount of \$134,626 from Signature Ford of Owosso, Michigan the low responsive, responsible bidder for ITB 2021-010 as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the Board approved 2021 Capital Equipment budget, which allowed for \$143,272 for the purchase of the vehicles. The \$134,626 for the cost of the vehicles is \$8,646 under budget.

Scope of Work: Furnish and deliver the vehicles listed below to replace worn and aging equipment. The vehicle numbers for the units being replaced are indicated at the end of each new vehicle description.

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 115 vendors, of 15 vendors downloaded the ITB.

Per the Metroparks Local Preference Policy, the lowest bidder is a not a Metroparks-based business. Fairlane Ford identified as a Metroparks-based business with the lowest bid offered by a local vendor that fell within 5 percent and \$5,000 of the low bid. Accordingly, Fairlane Ford was given the opportunity to match the lowest bid. Fairlane Ford declined to match the low bid for the vehicles.

<u>Vendor</u>	<u>Location</u>	<u>Total Price for all Vehicles</u>
Signature Ford*	Owosso, MI	\$134,626.00
Jorgensen Ford	Detroit, MI	\$135,868.00
Fairlane Ford	Dearborn, MI	\$135,296.56

<u>Description / Location / Unit Replaced</u>	<u>Budget</u>	<u>Unit Cost</u>
<u>Hudson Mills</u>		
(1) 2021 Ford Utility Police Interceptor – Patrol Vehicle <ul style="list-style-type: none"> Replaces #411: 2016 Ford Explorer with 122,995 miles 	\$35,818	\$33,429
<u>Lake Erie</u>		
(1) 2021 Ford Utility Police Interceptor – Patrol Vehicle <ul style="list-style-type: none"> Replaces #645: 2015 Ford Explorer with 100,033 miles 	\$35,818	\$33,429
<u>Lower Huron</u>		
(1) 2021 Ford Utility Police Interceptor – Command Vehicle <ul style="list-style-type: none"> Replaces #434: 2013 Dodge Charger with 108,901 miles 	\$35,818	\$33,884
<u>Stony Creek</u>		
(1) 2021 Ford Utility Police Interceptor – Command Vehicle <ul style="list-style-type: none"> Replaces #386: 2016 Ford Explorer with 127,788 miles 	\$35,818	\$33,884

(*) Indicates recommended award.



To: Board of Commissioners
From: Heidi Dziak, Senior Buyer
Project No: ITB 2021-011
Project Title: Purchase – Outdoor Carpet and Installation
Location: Lake St. Clair Metropark
Date: March 5, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve the purchase of outdoor carpet and installation for a total amount of \$27,612.60 from MBCM of Ann Arbor, Michigan the low responsive, responsible bidder for ITB 2021-011 as recommended by Senior Buyer Heidi Dziak and staff.

Fiscal Impact: Funds will come from the Board approved 2021 Major Maintenance budget, which allowed \$33,000 for new outdoor carpet and installation at Lake St. Clair Metropark’s Shipwreck Lagoon Miniature Golf Course. The purchase will total \$27,612.60; a difference of \$5,387.40 in favor of the budget.

Scope of Work: Provide, deliver and install outdoor carpet and adhesive supplies to recover approximately 940 square yards of outdoor area on the miniature 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 48 vendors, of which 16 vendors downloaded the ITB. Purchasing also notified an additional four additional vendors by email.

The new carpet will replace the existing outdoor carpet which is very worn and unappealing.

<u>Vendor</u>	<u>Location</u>	<u>Price for Carpet and Installation</u>
Turffix LLC	St. Joseph, MI	\$53,529.09
LFI & Co	Naples, FL	\$30,759.75
Conventional Carpet	Sterling Heights, MI	\$40,665.10
MBCM DBA: Luxe Interiors	Ann Arbor, MI	\$27,612.60*
Adventure Golf & Sports <i>- Offering materials only; not installation</i>	Traverse City, MI	\$14,852.82

(*) indicates recommended award.



To: Board of Commissioners
From: Amy McMillan, Director
Project Title: Purchases – Total Spent and Vendor Locations
Date: March 5, 2021

Action Requested: Motion to Approve

That the Board of Commissioners receive and file the update for the Total Spent and Vendor Locations for March 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 March

Award Request for March 2021

Vendor	Vendor Location	Description	Park Location	Total Request	Five-County Area	Greater Michigan	Outside Michigan	Effect of DEI, Living Wage & Local Preference Policy
Cormic Services	Lenox, MI	Portable Toilet Contracted Services	Lake St. Clair, Stony Creek, Wolcott	\$ 25,130.00	\$ 25,130.00			
Signature Ford-Lincoln	Owosso, MI	F-350 Pickup Truck	Natural Resources	\$ 43,253.00		\$ 43,253.00		Lowest local Vendor not within range to match low bid
Midwest Golf & Turf	Commerce Twp, MI	Six Utility Cart Vehicles	Huron Meadows, Kensington, Lake St. Clair	\$ 56,551.35	\$ 56,551.35			
Spartan Distributors	Auburn Hills, MI	12 Pieces of Grounds and Golf Course Equipment	Hudson Mills, Indian Springs, Kensington, Lake Erie, Lake St. Clair, Lower Huron, Stony Creek	\$ 569,228.93	\$ 569,228.93			
Weingartz	Farmington Hills, MI	9 Pieces of Grounds and Golf Course Equipment	Hudson Mills, Lake Erie, Lake St. Clair, Willow, Wolcott	\$ 108,671.00	\$ 108,671.00			
Signature Ford-Lincoln	Owosso, MI	Four Police Vehicles	Hudson Mills, Lake Erie, Lower Huron, Stony Creek	\$ 145,606.00		\$ 145,606.00		Lowest local Vendor declined matching low bid
MBCM - Luxe Interiors	Ann Arbor, MI	Carpet and Installation at Miniature Golf Course	Lake St. Clair	\$ 27,612.60	\$ 27,612.60			
Warren Contractors and Development LLC	Shelby Township, MI	Beach Restoration	Lake St. Clair	\$ 250,961.20	\$ 250,961.20			
T&M Asphalt	Milford, MI	Trail Paving	Kensington	\$ 215,722.00	\$ 215,722.00			
Miracle Midwest	Holly, MI	Shade Structure	Stony Creek	\$ 29,038.00	\$ 29,038.00			

Totals \$ 1,471,774.08 \$ 1,282,915.08 \$ 188,859.00 \$ -
Percent of Total Award Request 87.17% 12.83% 0.00%



To: Board of Commissioners
From: Amy McMillan, Director
Project Title: Report – 2020 Lobbying Review / 2021 Preview
Date: March 5, 2021

Action Requested: Motion to Receive and File

That the Board of Commissioners receive and file the 2020 Lobbying Review / 2021 Preview as presented by Muchmore, Muchmore Harrington Smalley & Associates, LLC.

Background: Patrick Harrington with MHSA will give an update at the March meeting on lobbying efforts conducted on behalf of the Metroparks in 2020 as well as upcoming 2021 projects.



To: Board of Commissioners
From: Amy McMillan, Director
Project Title: Approval – Renew Michigan Fund, Detroit Riverfront Conservancy
Date: March 5, 2021

Action Requested: Motion to Approve

That the Board of Commissioners approve a \$1 million application through the Renew Michigan Fund within EGLE's Brownfield Redevelopment Grant Program as recommended by Director Amy McMillan and staff.

Background: This program provides grants to local units of government for response activities at brownfield sites with redevelopment potential. The Brownfield Redevelopment Grant Program (BRG) is administered by the Remediation and Redevelopment Division (RRD) and is governed by Parts 196, 201, and 213 of Act 451. Under this program, grants are awarded to local units of government for response activities at brownfield sites with redevelopment potential.

The Detroit Riverfront Conservancy is responsible for writing and assembling the application and the Metroparks will serve as the applicant, since the program requires a governmental agency to administer the funds.

Partnering on a grant opportunity such as this is outlined in our approved partnership agreement under Section 1.02, Grant:

The Metroparks acknowledge that portions of Ralph Wilson Park may be improved with State and Federal grants, and that the terms of such grants may place restrictions on the use of property improved with such grants. Schedule 1.02 attached hereto lists all of the current grants in effect as of the Effective Date (if none listed, then none apply), and this Agreement is subject to those restrictions and conditions.

The Conservancy shall provide to the Metroparks copies of the grant agreements and other documents identifying such restrictions and conditions upon written request. In the event future grants become available for the Water Feature, the Conservancy and Metroparks will work together in good faith in determining if the grant is appropriate for their partnership given any limitations established in the grant, and if approved, such grant shall be added to Schedule 1.2; provided, however, that either party may obtain grants without the other parties' consent so long as such grant does not place burdens or restrictions of the rights or limit the intended operations established through the outcomes of the milestone process described below) provided under this Agreement.

This grant opportunity would support the construction of Ralph C. Wilson, Jr. Centennial Park by providing non-federal matching funds for a partnership with the EPA that will provide sediment remediation in the Detroit River at the park site and habitat restoration and creation within the park.



To: Board of Commissioners
From: Danielle Mauter, Chief of Marketing and Communications
Subject: Report – Marketing Update
Date: March 5, 2021

Action Requested: Motion to Receive and File

That the Board of Commissioners receive and file monthly Marketing update as recommended by Chief of Marketing and Communications Danielle Mauter and staff.

Attachment: Marketing Report



HURON-CLINTON METROPARKS MARKETING REPORT

February 2021

Administrative Office
13000 High Ridge Drive
Brighton, MI 48814



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

FEBRUARY 2021

February Recap

February is often a continuation of the prep work started in January each year. It is a timing for creating and solidifying campaigns that will run throughout the year and a time to set up major media buys materials that were approved in January to run smoothly the entire year.

Additionally, this February included some additional projects. One major project was the filming of winter TV commercials. Mother Nature finally delivered snow and cold temperatures and on Feb. 17 and 18 Factory Detroit was able to be on site at Kensington and Huron Meadows Metroparks to record a set of winter TV/video commercials that will be used in future years. Filming started with a temperature of -13 degrees, but the two days delivered a beautiful sunrise, patches of sun, patches of clouds, varying temperatures and even a few snow showers. The result is going to be a GREAT set of winter commercials that highlight the diversity of our visitors, the diversity of our winter activities and the diversity of Michigan winter weather. Metroparks Marketing staff were also on-site with Factory both days to capture still photography and video clips that can be used in future marketing materials and social media. Although it will take some time for Factory to edit and complete the commercials, we are able to provide a small library of still images to showcase what was captured.

This month the Metroparks also released a public update statement around our deer management program and the cancelation at Kensington Metropark due to timing constraints after an investigation into threats of violence. That release was well received by media and covered by many publications in the region. All coverage has been accurate and social media engagement has been from opinions on both sides of the issue. The goal of the statement was to promote public trust by being as transparent about the details surrounding the issue as we could be. That goal was met.

Further updates from February are included below in updates from each marketing goal.

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% 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 stats in the packet for more recent attendance and revenue information.

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

This goal will be reported on quarterly. See the board stats 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 are currently in development. Revised survey tools will be complete in first week of March. Eastern District programming surveys will be implemented by April 1. Other districts programming surveys will be implemented by May 1. This coincides with RecTrac implementation. Passive Park surveys will be live on the website by April 1.

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% 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% 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 are currently being produced for an early March start.

- 10. Maintain at least 20% 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.

- 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 is scheduled for March.

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

Currently at 3,022 followers and growing.

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

Currently at 18,650 followers and growing.

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

Year to date we have had 17,725 daily engaged users with an average daily reach of 8k.

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

Engagement currently at 3,446 and growing.

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

Stats will begin in March board report.

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 a public update statement around our deer management program and the cancelation at Kensington Metropark due to timing constraints after an investigation into threats of violence. That release was well received by media and covered by many publications in the region. All coverage has been accurate and social media engagement has been from opinions on both sides of the issue. The goal of the statement was to promote public trust by being as transparent about the details surrounding the issue as we could be. That goal was met.

Leading up to the release, marketing fielded several calls about the deer management program with answers that could be provided prior to official release.

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

Metroparks Marketing staff were also on-site with Factory during both days of winter commercial filming this month to capture still photography and video clips that can be used in future marketing materials and social media. Here is a small selection of what was captured to showcase the diversity of activities that will be featured in our commercials.













- 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 (5 in total) over the year (in addition to the previously mentioned efforts specifically with the Detroit Riverfront Conservancy).**

This month, the Metroparks made a joint presentation with the Detroit Riverfront Conservancy as the mParks conference. Amy, Danielle and Artina met with several positions within the Detroit Convention and Visitors Bureau and Danielle and Hilary attended a series of trainings to create packaging partnerships with other CVB members to promote the region to tourists. The meeting with DMCVB was successful in establishing a new relationship and understanding of the Metroparks and opening doors to future opportunities with that organization.

- 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.**

Marketing has begun work around a press release and communications campaign around summer seasonal hiring. This campaign will begin in early March and 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 releases for the Deputy Director position and other full and part time positions open earlier this year were also sent.

- 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. 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: March 5, 2020

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

March 11, 2021



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



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OVERVIEW

Greetings Commissioners,

The month of February has been very busy! Here are a few highlights...

DEI Speaker Series

We have a signed contract with Heather McGhee, and I am working with Marketing and IT to get the promotion and registration components up and running. As a reminder, the date for Ms. McGhee's session is **Wednesday March 24 at 10:00-11:00am AND 6:00-7:00pm.**

We have also created a schedule of March, June, September and December going forward.

DEI Assistant Interviews

We had **16 candidates** for the DEI Assistant position; four were selected to interview. Interviews were held on February 23 and 25; two candidates (A and B) were selected. The process is now with HR and we will hopefully be able to announce my new assistant at the March Board meeting.

DEI Advisory Team

The DEI Advisory Team has selected a project for 2021 (we will vote on the name for this program at the March meeting). They will organize virtual tours and experiences for Metroparks staff.

- **Tours** are local (including regional and state) self-guided tours that will be linked to the DEI section on the website.
- **Experiences** will be tours, with **national organizations** (i.e. the Smithsonian, Museum of African American History in Washington, D.C. etc.) we will tour as a group and have a debrief afterward. We will start with two experiences in 2021.

The purpose of this project is to increase the learning for the Advisory Team and to continue spreading the work of the Team and DEI office across the Metropark system.

Youth Employment

I am working across departments to explore youth employment opportunities; beyond seasonal employment. We are looking at intern and apprentice opportunities. More to come on this!

DEI DEPARTMENT

MISCELLANEOUS

- Joined the SEMIWILD Career Pathway work group for the purpose of increasing the level of diversity among seasonal employees and exploring options for apprenticeships
- Participated in police interviews
- Conducted DEI Assistant interviews
- Hosted an Advisory Team Meeting
- Worked toward CAPRA goals (I am the Chapter 10 chair)
- Participated in the Public/Program evaluation meetings
- Participated in the Detroit Convention and Visitors Bureau/Metroparks meeting
- Attended the Henry Ford Museum's Speaker Series: *Culturally Responsive Teaching and the Brain w/ Zaretta Hammond*
- Participated in Vision and Mission statement work sessions
- Participated in two interviews:
 - On the Line with Rev. Sheffield
 - Real Talk with Rev
- Participated in the *Taking Nature Black Conference*

SPECIAL PROJECTS

- DEI Speaker Series
 - Executed contract
 - Worked with Marketing and IT on promotion and registration
 - Determined the series' schedule: March, June, September and December
 - Communicating with Ms. McGhee's coordinator to finalize arrangements
- Michigan Access Pass
 - Working with Interpretative Services, Park Operations, Marketing and IT to figure out the "how" the program will work on the MP's side.
- Working with HR, Planning, Interpretative Services and Natural Resources to explore opportunities related to youth employment.

TRAINING

- Created and distributed the Tier 3 training schedule
- ADA training for the Police Department has been launched
- Finalizing the curriculum for Tier 3 training

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

- Initiated discussions with city of Detroit and Detroit Riverfront Conservancy to develop partnership to support learn to swim program at Brennan Pool in Rouge Park, where we have an existing partnership with the city of Detroit. We will provide updates as details come into focus.

HUMAN RESOURCES

- Coordinating multiple interviews
- Youth Employment
- Seasonal Employment

INTERPRETATIVE SERVICES

- Kelsey Lang attended a webinar called “Safe in every space: a forum about safety and inclusion in business and outdoor spaces”. It was put on by Inclusive Journeys. This webinar involved a panel of community members discussing their experiences of not feeling welcomed by business and in outdoor spaces. This included some information on how to make your space more inclusive.
- Melanie Henry and Danielle Wilemski participated in the virtual MAEOE session on Justice, Equity, Diversity and Inclusion in EE (1 hour).
- Danielle Wilemski also participated in “InterpTalk: Planning, design and construction of interpretive trails and self-guiding trail experiences webinar by John Veverka, which she says “wasn’t a full DEI webinar but as he talked about these things we did speak on the topic of DEI. How to make trails accessible while also keeping in mind the area you are working in, if placing signs make sure they are in a spot that makes sense- based on what it’s talking about, people accessing it, etc. Lastly, for self-guiding trail booklets you can offer them in multiple languages.”

- Victoria Taylor Sluder and Danielle Wilemski attended the THF Conversation with Zaretta Hammond: Culturally Responsive Teaching and the Brain webinar
- I should add, it was not a training or program, but the WD Sensory Friendly Committee had a meeting on 2/22 to discuss quiet zone temporary structures and brainstorming for virtual sensory friendly programming.
- 40 staff members attended the Autism and Intellectual Disorders training.
- DEI training in February attended by staff at Kensington Metropark Farm Center
- Four Kensington Metropark Farm Center Staff attended: Cabin Fever Conversations - Ngnawenmidizomin (we look out for each other): Indigenous Community Gardening as Community-Building <https://www.canr.msu.edu/events/cabin-fever-conversations-feb-12>
- Julie Champion, Dani Weng and Sam Volz attended the Great Lakes Parks Training Institute session was called “Am I Creating Barriers.”
- Jennifer Jaworski is leading the Michigan Access Pass program team

IT

- Working with DEI, Interpretative Services, Marketing, and Park Operations to finalize participation in the Michigan Activity Pass (MAP) program.

MARKETING AND COMMUNICATIONS

- Developed Hiring Ads for DEI Assistant and others
- Worked with HR and DEI on the Earned Media Buys
- 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: March 5, 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 the activities in the Interpretive Services Department for March 2021.

Project/Initiative Implementation

- Ongoing:
 - Interpretive Master Plans for 2021
 - Wolcott Mill Metropark Farm and Historic Centers
 - Oakwoods Metropark Nature Center
 - Kensington Metropark Farm Center
 - Michigan Activities Pass through the Library Network, working with Park Operations, DEI, I.T. and Marketing to develop proposal for participation

Community Engagement

- Ongoing:
 - Detroit Riverfront Conservancy: virtual programming and 2021 program schedule developed.
 - Huron River Committee, collaborative effort with Huron River Watershed Council and other organizations to engage with community during pandemic
 - Downriver Linked Greenways, engaged with community partners on development of interpretive signs

Programming

- New:
 - All interpretive centers developed April – June programming
- Ongoing:
 - Synchronous and Asynchronous school programming continues
 - In-person programming continues, including “pop-up” programs
 - Virtual programming continues

Grants

- Ongoing:
 - Lk. 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: Monthly Interpretive Services Department Report



HURON-CLINTON METROPARKS

INTERPRETIVE SERVICES MONTHLY REPORT

March 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

- Ongoing:
 - Interpretive Master Plans for 2021
 - Wolcott Mill Metropark Farm and Historic Centers
 - Oakwoods Metropark Nature Center
 - Kensington Metropark Farm Center
 - Michigan Activities Pass through the Library Network, working with Park Operations, DEI, I.T. and Marketing to develop proposal for participation



COMMUNITY ENGAGEMENT

Community Engagement

- Ongoing:
 - Detroit Riverfront Conservancy: virtual programming and 2021 program schedule developed
 - Huron River Committee, collaborative effort with Huron River Watershed Council and other organizations to engage with community during pandemic
 - Downriver Linked Greenways, engaged with community partners on development of interpretive signs



PROGRAMMING

Programming

- New:
 - All interpretive centers developed April – June programming
- Ongoing:
 - Synchronous and Asynchronous school programming continues
 - In-person programming continues, including “pop-up” programs
 - Virtual programming continues



GRANTS

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







To: Board of Commissioners
From: Tyler Mitchell, Chief of Natural Resources and Regulatory Compliance
Subject: Report – Monthly Natural Resources Update
Date: March 5, 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



NATURAL RESOURCES MONTHLY REPORT

MARCH 2021

Administrative Office
13000 High Ridge Drive
Brighton, MI 48814



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

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SYSTEM-WIDE

ADMINISTRATIVE

- Evaluation of Contracted Prescribed Fire for 2021
- Deer management program review, biodata collation and submittal
- Beaver Nuisance program planning for 2021
- Lake Erie Metropark Shoreline Restoration and Wetland Enhancement project permitting
- Lake St. Clair Black Creek Marsh Shoreline Restoration design and permitting
- Permitting for multiple ROW line clearance projects
- Detroit Parks Partnership – Rouge Park Stewardship planning 2021



SOUTHERN DISTRICT

OAKWOODS METROPARK

- Invasive Shrub Removal – Floodplain Forest
- Oak Openings Rapid Assessment – Floodplain Forest

WILLOW METROPARK

- Prescribed fire planning – Cedar Ridge Prairie

LOWER HURON METROPARK

- Prescribed Fire – Bob White Wetland



WESTERN DISTRICT

KENSINGTON METROPARK

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

INDIAN SPRINGS METROPARK

- Invasive Shrub Removal – EDC Prairie
- Prescribed Fire – EDC Prairie Hibernacula

HURON MEADOWS METROPARK

- Invasive Shrub Removal – Maltby lake woodland and Fen



EASTERN DISTRICT

STONY CREEK METROPARK

- Gypsy Moth Egg Mass treatment

WOLCOTT MILL METROPARK

- Invasive Shrub Removal – Historic Center Drive
- Seasonal Mowing at various locations

LAKE ST. CLAIR METROPARK

- Shoreline assessment at Black Creek Marsh Shoreline site continues



WHAT'S NEXT?

SYSTEM-WIDE

- Aquatic Nuisance Plant control – Survey and permitting
- Ash mortality evaluation in floodplain forests
- Early season vegetation surveys for spring ephemerals

SOUTHERN DISTRICT

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

WESTERN DISTRICT

- Invasive shrub control – Wildwing Lake woods continues
- Invasive shrub control – Tamarack Swamp Hudson Mills
- Invasive shrub Control – Maltby Lake Woods Huron Meadows

EASTERN DISTRICT

- Annual Mowing – Stony Creek Nature Center Area
- Invasive shrub control – Nature Center Prairie West



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

Action Requested: Motion to Receive and File

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

Attachment: Financial Review



HURON-CLINTON METROPARKS FEBRUARY FINANCIAL RECAP

February 2021

Administrative Office
13000 High Ridge Drive
Brighton, MI 48814



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



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EXECUTIVE SUMMARY

FEBRUARY 2021 FINANCIAL RESULTS

Tax revenue for 2021 is expected to increase by \$1.3 million. Collections are slower than prior years. This is consistent with experience in the latter part of 2020. It is expected that all revenue will be collected.

2021 tolling is strong both for daily and annual sales. We will continue to monitor annual sales to determine if this is growth or a shift in timing of buying annuals. The public have already made use of the trade up program for dailies.

Winter weather boosted cross-country skiing and presumably some toll revenue.

It is early in the year to see any significant trends or changes in our expenses. Currently, year-to-date expenses for both administrative and park operations are below the same time last year.

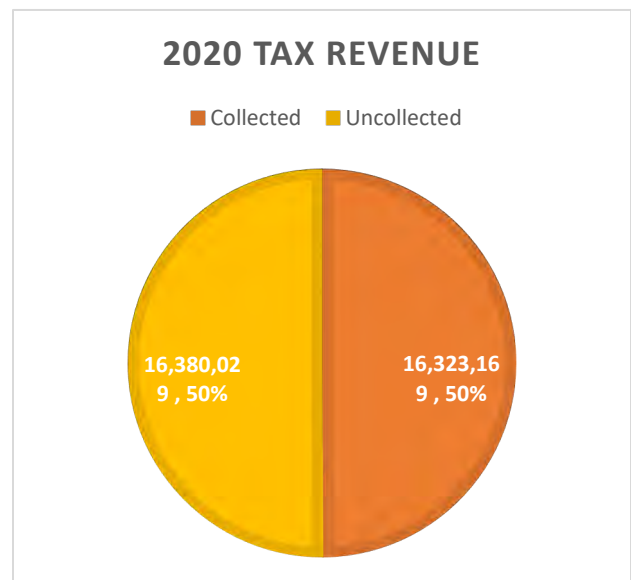
We will be watching the property values as they are developed for the 2021 tax levy (our 2022 revenue) to see if there is an impact on commercial property related to the pandemic. At this time, it seems likely that growth in residential will offset this, however it is clearly something we continue to monitor.

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.

At the end of February total tax revenue recognized by the Metroparks increased from 2020 by \$1.3 million. Unfortunately, the amount of revenue collected as of February month end has declined from the position the prior February month end. In 2020 we had collected 50 percent of taxes owed. In 2021 that amount is lower at 43 percent.

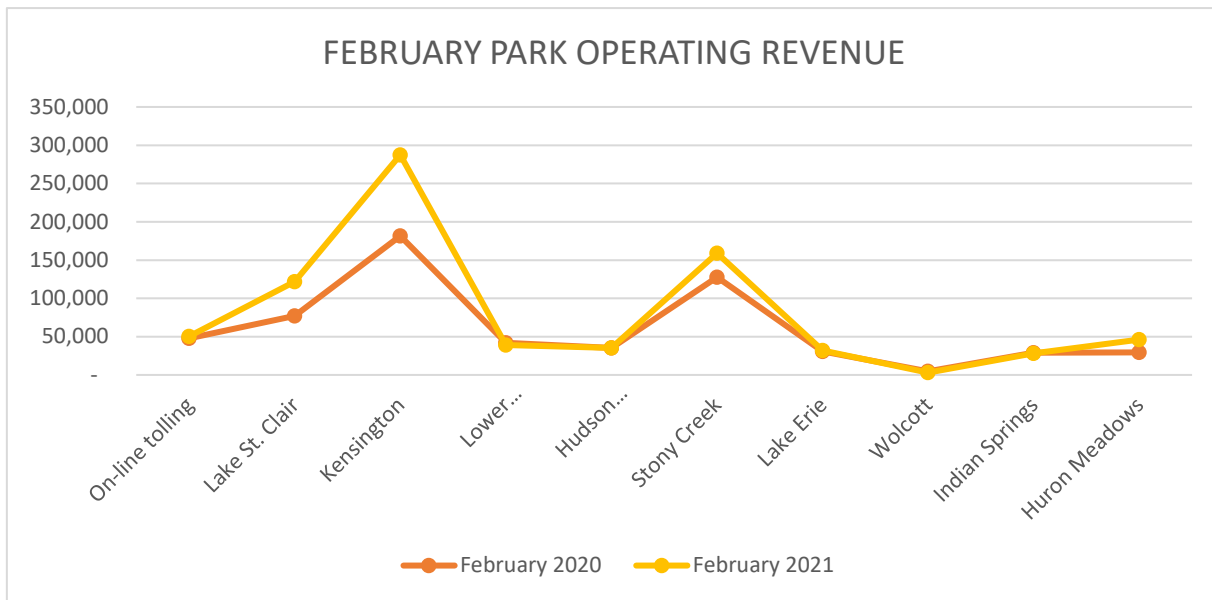
This is an improvement from the end of January when collections had declined year-over-year from 25 to 8 percent. Large payments from Wayne and Oakland County at the end of February have helped.



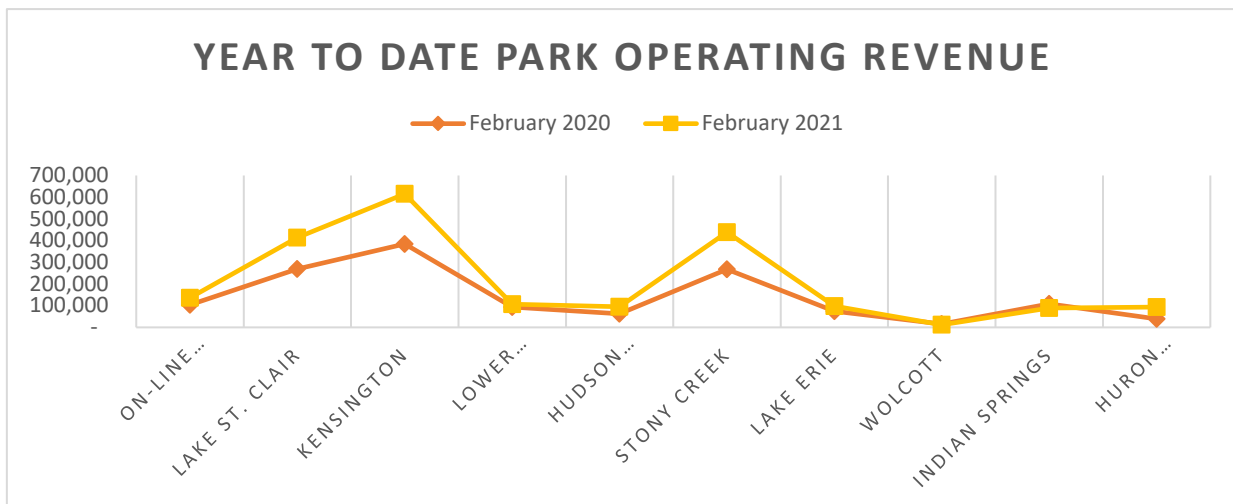
PARK OPERATING REVENUE

BY LOCATION

February park operating revenue overall increased from February 2020 by 33 percent. As shown in the chart below, this increase was primarily driven by increases at Lake St. Clair, Kensington, Stony Creek and Huron Meadows.



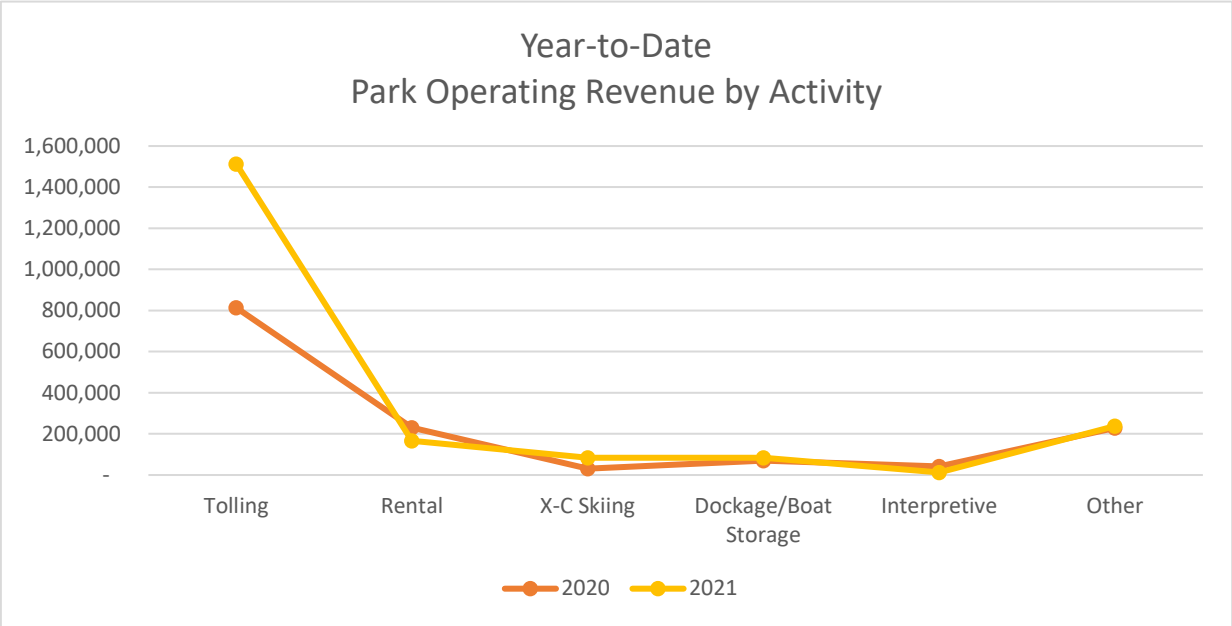
Including January results below, year-to-date revenue by location the park locations individual results are consistent with February. These are the last two months where we will be comparing to 2020 pre-pandemic results.



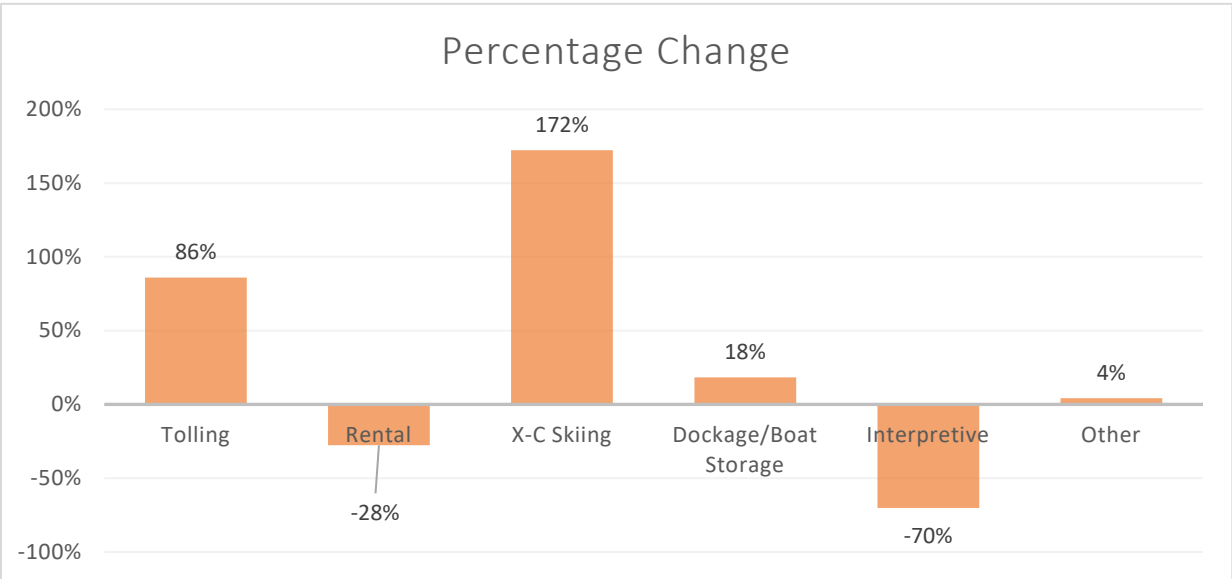
BY ACTIVITY

Breaking down park operating revenue by the activity, it is not surprising that the most significant source of revenue is tolling. The continued strong growth in tolling is good news for the Metroparks and evidence that we continue to be an important source of a safe outlet even as some COVID-19 restrictions are starting to lift. Both daily permit and annual permit sales are markedly increased.

Although winter sports, represented here by cross country skiing had a strong season, the amount of revenue generated is far less significant than the revenue generated by tolling.



Although not significant to the total bottom line, the chart below shows how significant on a percentage basis the changes were. Cross country skiing benefitting both from natural in addition to the man-made snow rose by 172 percent. Interpretive and rental revenues are still showing negative impacts of COVID-19. One hopeful sign is that Dockage/Boat Storage revenue is above pre-pandemic 2020 levels.



EXPENSE

ADMINISTRATIVE OFFICE

Overall, year-to-date Administrative Office expenses are 6 percent behind the end of February 2021. This is early in the year of course. Most departments show a decline although DEI, HR, Marketing and IT all show growth. January and February total around 16 percent of the year. As of the end of February, no Administrative Office department has reached that level. The average department has spent less than 10 percent of their budget.

YTD Expense as of February			
Department	2020	2021	Change
Executive	154,700	80,100	(74,600)
Diversity, Equity & Inclusion	2,400	29,000	26,600
Finance	101,900	94,900	(7,000)
Human Resources	90,900	96,400	5,500
Marketing/Communications	98,200	101,600	3,400
Information Technology	146,500	237,700	91,200
Purchasing	23,100	21,400	(1,700)
Fund Development	53,100	-	(53,100)
Natural Resources	64,300	78,700	14,400
Planning	102,500	96,600	(5,900)
Engineering	174,700	123,700	(51,000)
Administrative	79,900	48,700	(31,200)
Police	59,900	38,400	(21,500)
Interpretive	23,300	19,900	(3,400)
Partnerships	-	35,100	35,100
	1,175,400	1,102,200	(73,200)

MAJOR MAINTENANCE AND CAPITAL

Although there has been a significant amount of work in both the planning and the acquisition process for major maintenance and capital there have been no significant expenditures recorded as of the end of February. Funds have been encumbered representing contracts to acquire.

March activity is expected to demonstrate a significant increase expense in these functions. Land acquisition (Wolcott) capital equipment (mowers, vehicles) and major maintenance projects will also continue to have both payments and additional contract work developed.

Function	Budget	YTD Expense	Encumbrance
Capital	2,126,200	14,400	140,000
Major Maintenance	3,662,200	48,400	775,600

PARK OPERATIONS

Across all locations, operating expenses are three percent behind the year-to-date expense from 2020. This is a decline of \$84,000 out of a \$36.7 million budget. It is very early in the year to look for significant trends. At this point in time, there is nothing of note to report.







To: Board of Commissioners
From: Rebecca L. Franchock, Chief of Finance
Subject: Report – Draft Investment Policy Update
Date: March 5, 2021

Action Requested: Motion to Review

That the Board of Commissioners review the draft Investment Policy as presented by Chief of Finance Rebecca Franchock. The policy, including any requested changes will come back to the Board for final approval at the April 2021 meeting.

Fiscal Impact: There is no fiscal impact.

Background: The current investment policy was last updated in May 2013. As is prudent, our 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 (GFOA).

Taken as a whole, the document continues in the same 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.

Upon approval of the policy, the Board will be provided with an updated listing of all institutions for approval.

**Attachment: 2013 Board Approved Investment Policy
Draft Investment Policy**

 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: _____

DRAFT



To: Board of Commissioners
From: Nina Kelly, Chief of Planning and Development
Project Title: Report – Planning and Development Update
Date: March 5, 2021

Action Requested: Motion to Receive and File

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

Background: The following are highlights of the activities of the Planning and Development Department for March 2021:

Project/Initiative Implementation

- EGLE Recycling Infrastructure grant for recycling bins received bids and selected Recycle Away as the vendor. District meetings with staff completed to coordinate implementation of recycle bins systemwide.
- Skips Livery Relocation: Design and permitting near 95 percent completion. Site plan approval process underway with allocated budget proposing a phased approach for implementation.
- Site construction plans underway for the Woods Creek playground at Lower Huron Metropark.
- Initiating transit planning project for Lake St. Clair with Harrison Township and OHM Advisors.
- Initiating design engineering project for the Lower Huron Iron Belle Trail extension with PEA Inc.
- Construction contract for the Lake St. Clair beach restoration project on March 2021 Board agenda for approval.
- CAPRA documentation assembly for the Planning (2.0) and Recreation Programming (6.0) chapters assigned to the Planning and Development Department. Significant amount of staff time being allocated toward assisting with the Maintenance and 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.

Planning & Community Engagement

- Summarizing 2021 TF/LWCF DNR grant public outreach via social media, project webpage, A-frame signs at project sites, online survey, three public input meetings, one meeting with FAIR Play Coalition members.

Programming

- Detroit Riverfront Conservancy/Metroparks Programming Plan development, to include three primary components: Swimming, Interpretive and Special Events support.
- DIA's Inside/Out program installation agreement signed for 2021.
- Swim Program Development Plan consultant proposal on March 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.
- Quarterly volunteer services calls to begin in March with Interpretive, Operations/Maintenance staff. Planning for transition into Phase 2 of the volunteer reengagement strategy (enabling gardening activities, litter/clean-up, farm and nature center daily chores/tasks, light maintenance).

Land Issues

- Schmidt property acquisition closing scheduled for March 8, 2021.

Grants

- Developing 2021 Trust Fund applications through March:
 - Lake Erie Metropark Accessible Trail Development. Preparing DNR Trust Fund application for submittal.
 - Delhi Metropark Accessible Launch & Take-out Development. Preparing DNR Trust Fund application for submittal.
- Developing 2021 Land and Water Conservation Fund project application through March:
 - Stony Creek Metropark Reflection Trail Improvements. Preparing DNR Trust Fund application for submittal. SHPO report completed by Commonwealth Associates contracted to complete Section 106 application.
- Design underway for several grant-funded projects.

Attachment: Planning and Development Monthly Report



PLANNING AND DEVELOPMENT MONTHLY REPORT

March 2021

Administrative Office
13000 High Ridge Drive
Brighton, MI 48114



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

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Metroparks System-Wide 3

Southern District 6

Western District 9

Eastern District. 11












What's Next 14

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	March 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
	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 draft plan
Playground mulch contract	Various		Ongoing	Staff time	Contract awarded to Playworld Midstates	

SYSTEM-WIDE



Facility Concept Planning

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	March 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	March 2021 Actions
	Volunteer Management	Plan		Spring 2021	Staff time	Phase two re-engagement is anticipated to begin spring 2021
	Sustainability Plan projects coordination	Various		Ongoing	Various	Tree planting volunteer program in partnership with GM Proving Grounds staff underway. PFAS wash stations recommended for launch projects.
	Trail Ambassador program	Report		April 2021	Staff time	Program in development and anticipated to begin spring/summer 2021.
	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	March 2021 Actions
	REI Grant Rouge Park	Plan		Ongoing	Staff time	2021 work plan in development. Prairie signs completed and dropped off for spring installation.
	Mobile Learning Center PNC Early Education Grant	Plan		Early 2021	Staff time	Letter of inquiry sent on 2/2/21. Awaiting reply.
uquir	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	March 2021 Actions
	2021 Recreation Programming	Various		On going	Staff time	2020 evaluation underway, 2021 planning and DRFC work plan in development
	DIA's Inside/Out program	Various		On going	Staff time	Installation agreements signed for 2021
	Programming Evaluation	Various		On going	Staff time	Implementing program evaluation process with Ops, Interpretive, DEI
	Swim program development plan (SE Michigan region)	Plan & Program		Fall 2021	Consultant Report	Proposals evaluated for planning initiative, discussions on going with DRFC and the City of Detroit regarding 2021 swim lessons

SOUTHERN DISTRICT



Lake Erie Accessible Trail Grant Project

EXISTING CONDITION NOTES

- 1 EXISTING CHANNEL / OPEN WATER
- 2 EXISTING FLOODPLAIN FOREST
- 3 EXISTING TURF
- 4 EXISTING AGGREGATE PATH
- 5 EXISTING DETROIT RIVER HERITAGE WATER TRAIL
- 6 EXISTING PAVED SEGMENT OF THE CHERRY ISLAND TRAIL



PROPOSED WORK

- 1 EXISTING TRAIL SECTION TO BE ELEVATED TO 575.00. SEE PAGE 4 FOR ADDITIONAL DETAILS.
- 2 EXISTING TRAIL SECTION TO BE CAPPED WITH LIMESTONE FINES, SEE PAGE 4 FOR ADDITIONAL DETAILS.
- 3 DISTURBED SIDE SLOPES CREATED DUE TO TRAIL IMPROVEMENTS SHALL BE RESTORED WITH TOPSOIL & SEED.
- 4 TRANSITIONS ON TO & OFF OF THE EXISTING BOARDWALKS & PROPOSED BOARDWALK SHALL BE IMPROVED WITH LIMESTONE FINES TO ELIMINATE TRIP HAZARDS GREATER THAN 1/2".
- 5 EXISTING BENCH TO BE REMOVED. A REPLACEMENT BENCH WILL BE INSTALLED ON ONE OF THE NEW BOARDWALK BUMP OUTS.
- 6 EXISTING BENCH TO BE RELOCATED TO AN ACCESSIBLE LOCATION ALONG A UA AGGREGATE PATH. A WHEELCHAIR SPACE WILL BE PROVIDED ADJACENT TO EACH BENCH.
- 7 630' LONG, 10' WIDE BOARDWALK WITH TWO 45' WIDE BUMP OUT VIEWING AREAS. STRUCTURE TO BE DESIGNED FOR MAINTENANCE VEHICLE USE.
- 8 EXISTING CULVERT TO BE REMOVED. THE PROPOSED BOARDWALK SHALL BE ELEVATED ALLOWING KAYAK ACCESS UNDER THE STRUCTURE.
- 9 6' WIDE SURFACE MOUNTED BENCHES TO BE INSTALLED ON THE NEW BOARDWALK. WHEELCHAIR SPACES SHALL BE PROVIDED ADJACENT TO THE BENCHES.
- 10 EXISTING LAND BRIDGE & VEGETATION TO BE REMOVED ALLOWING THE RECONNECTION OF OPEN WATER & ECOSYSTEMS ON BOTH SIDES OF THE PROPOSED BOARDWALK.
- 11 EXISTING BENCH TO BE RELOCATED TO AN ACCESSIBLE LOCATION WITH 21AA AGGREGATE & LIMESTONE FINES PLACED UNDER & ADJACENT TO IT.
- 12 25% OF THE RAILING LENGTH AT THE OVERLOOKS WILL BE LOWERED TO 34" MAXIMUM HEIGHT FOR VIEWING FROM A LOWERED HEIGHT.
- 13 SEECOAST DUAL BASE MARK 1 NON COIN OPERATED TELESCOPE. RAILING HEIGHT TO BE LOWERED FOR THE ACCESSIBLE VIEWING SCOPE.



BOARDWALK ENLARGEMENT PLAN


Lake Erie Metropark - TF21-0016 LE Accessible Trail

February 2021


6 OF 7

SOUTHERN DISTRICT

Grants/Fundraising



	Description	Action Type	Dept. Input	Timing	Implementation Indicator	March 2021 Actions
LEF	2021 TF- Accessible Trail Development	Large Facilities		April 2021	Staff	Preparing DNR Trust Fund application for improvements to the Cherry Island Trail.
Willow	SE Michigan Resilience Fund	Plan	Eng/NR	Spring 2021	Staff	Project submitted to implement OHM stormwater recommendations for the Big Bend area and expand prairie habitat and river buffer. Awards announced in March 2021.
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	March 2021 Actions
LHu	2018 LWCF - LH North Fishing Site	Large Facilities		Ongoing	Staff time	Proceeding with Best Asphalt, Inc. contract.
	Woods Creek Playground	Large Facilities	Various	2021 Completion	Construction	Construction drawings are underway for the playground site.

SOUTHERN DISTRICT


Project Implementation/Oversight, cont.

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

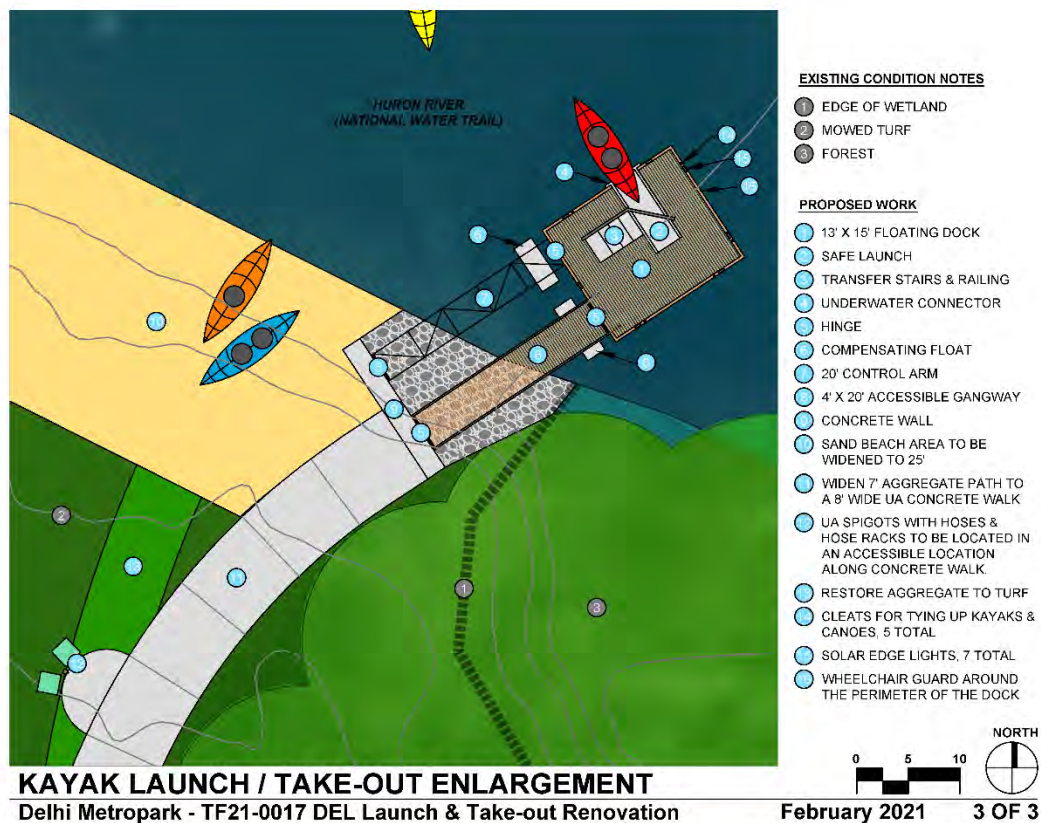
HCMA Studies/Initiatives

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	March 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	March 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	Design and permitting in progress. Assisting with site plan review process.
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	March 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	Preparing DNR Trust Fund application for submittal.
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

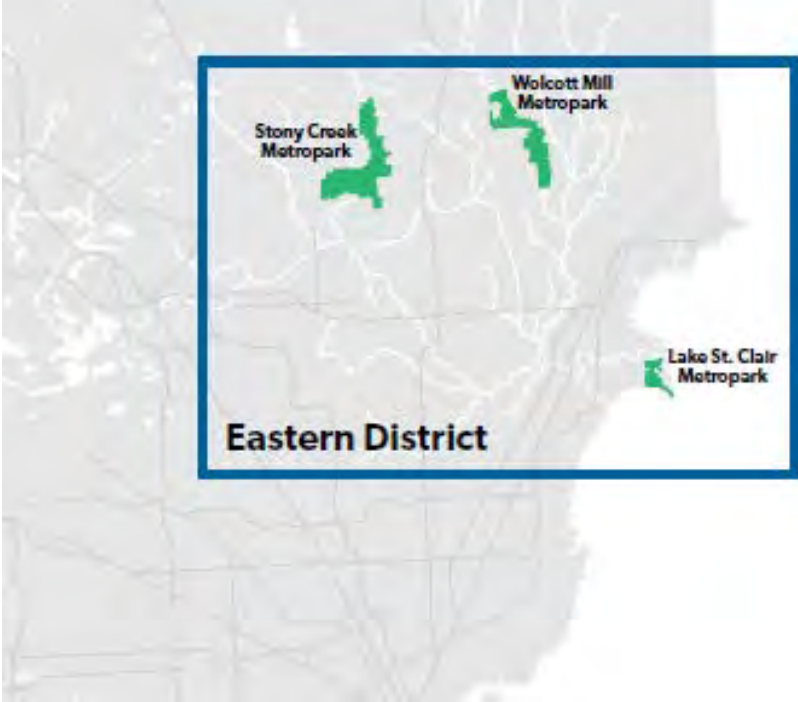
Project Implementation/Oversight

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	March 2021 Actions
KEN	Maple Beach Playground	Large Facilities		6 months	Staff time	Construction on hold until spring for the poured-in-place rubber surfacing. All other work completed in November 2020
	2019 TF West Boat Launch Accessible Launch Project	Large Facilities		Ongoing	Staff time	Project agreement executed; design underway
HIMITS	2019 TF Rapids View Accessible Launch Project	Large Facilities		Ongoing	Staff time	Project agreement executed; design underway

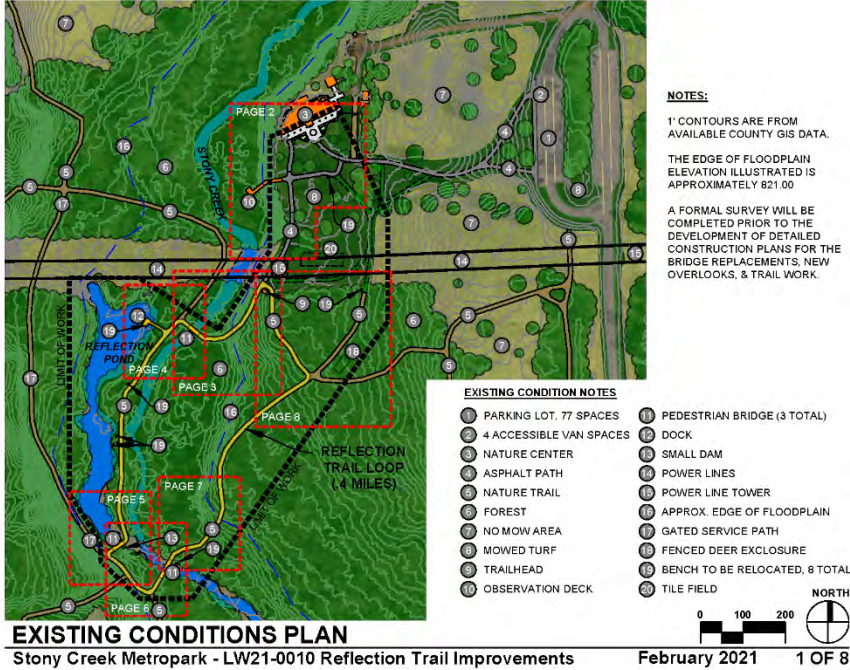
Facility Concept Planning

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	March 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	March 2021 Actions
WMIII	Schmidt Property Acquisition	Land Acquisition		Fall 2020	Acquisition	Closing date scheduled for March 8 th .
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	March 2021 Actions
LSC	Transit Planning for Access to LSC	Large Facilities		2021 Completion	Consultant/Staff	Project kick-off meeting scheduled for early March.
	2021 LWCF- Accessible Trail Development	Large Facilities		April 2021	Staff time	Preparing 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	March 2021 Actions
	LSC Beach Restoration Project- Nonpoint Source Pollution Project	Large Facilities		2023 Completion	Staff time	EGLE approved bid package and design, recommendation for board approval in March
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	Loops Section B and Section A near ready for official opening, closed due to site conditions; The northern connector will open up once the bridge is installed. The contract extension to finish D, and do Loops C/E approved under annual budget
	Shelden Trails Signage Plan	Small Facilities	Mkting	3 months	Staff time	Signage installed for Beach and Bee Line. Additional work on signage continue in 2021 as other loops completed.

EASTERN DISTRICT

Recreation Programming

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

WHAT'S NEXT?

	Description	Action Type
SYSTEM WIDE	Trail Counts/Parking Lot Counts 2021 Program Planning	Staff time
	Updates to website with accessible facilities and amenities	Staff time
	CAPRA documentation assembly	Staff time
	Sustainability Committee meeting scheduled	Staff time
	Swim Program Development Plan initiation	Staff time
EASTERN DISTRICT	Project kick off meeting with consultant for LSC transit access plan	Staff time
	Programming Evaluations	Staff time
WESTERN DISTRICT	Programming Evaluations	Staff time
SOUTHERN DISTRICT	Programming Evaluations	Staff time
	Project kick off for LHU Iron Belle Trail design engineering	Consultant





To: Board of Commissioners
From: Nina Kelly, Chief of Planning and Development
Project No: ITB 2021-013
Project Title: Approval – Beach Restoration Project
Location: Lake St. Clair Metropark
Date: March 5, 2021

Action Requested: Motion to Approve

That the Board of Commissioners award ITB 2021-013 to Warren Contractors and Development LLC of Shelby Township, MI for an amount of \$250,961.20 for the installation of plantings and bird deterrents at Lake St. Clair Metropark as recommended by Chief of Planning and Development Nina Kelly and staff.

Fiscal Impact: The Metroparks was awarded a grant from the Michigan Department of Energy, Great Lakes, and the Environment (EGLE) to install water quality best management practices (BMPs) and perform monitoring through 2023 at the beach at Lake St. Clair Metropark. The total project was estimated at \$400,000 and \$300,000 in grant funding was awarded. The matching funding was budgeted in the Capital Project Fund in 2020. Within the project budget, a total of \$186,628 is allocated for the BMP installation, with the remainder dedicated to design and to water quality monitoring. At the time the contract for monitoring is brought for approval, a request will be made to allocate the additional funding necessary to implement the project.

Scope of Work: This contract is part of the larger EGLE project and will include the installation of plantings and solar-powered bird deterrents at the beach at Lake St. Clair Metropark. The goal for this project is to install these BMPs in 2021. Upon installation, the Metroparks will enter into a separate contract with the U.S. Geological Survey (USGS) to perform water quality monitoring for this project in coordination with the Macomb County Health Department.

Background: The ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site which, provided notice of the solicitation to 167 vendors, of which 55 downloaded the ITB. Metroparks staff also notified 11 vendors of the solicitation by email.

Four vendors submitted Bids. After careful consideration, staff recommend awarding a contract to Warren Contractors and Development LLC. Staff, in coordination with our design consultant, believe that Warren Contractors has the capacity crucial to completing this large and robust project within the aggressive timeline which is necessary to secure the plantings and bird deterrents prior to the end of spring and the beginning of the park’s busiest season.

<u>Vendor</u>	<u>Location</u>		<u>Price</u>
Anglin Civil LLC	Livonia, MI	Base bid	\$310,967.00
		Alternate	<u>\$ 45,355.99</u>
		Total	\$356,322.99

JSS-Macomb LLC	Shelby Township, MI	Base bid	\$464,394.00
		Alternate	<u>\$ 51,721.00</u>
		Total	\$516,115.00
Natural Community Services (NCS) LLC	West Bloomfield, MI	Base bid	\$199,728.59 <i>rev</i>
		Alternate	<u>\$ 25,996.04</u>
		Total	\$225,724.63 <i>rev</i>
Warren Contractors and Development, Inc.	Shelby Township, MI	Base bid	\$250,961.20 <i>rev*</i>
		Alternate	\$ 46,311.80
		Total	\$297,273.00 <i>rev</i>

(*) Indicates recommended award.



To: Board of Commissioners
From: Mike Henkel, Chief of Engineering Services
Subject: Approval – Stony Creek Boat Launch Shade Structure
Location: Stony Creek Metropark
Date: March 11, 2021

Action Requested: Motion to Approve

That the Board of Commissioners (1) approve the proposed shelter design for the Stony Creek Boat Launch facility; and (2) approve staff issuing a purchase order to Miracle Midwest contract Sourcwell ID# 16841 in the amount of \$29,038 as recommended by Chief of Engineering Services Mike Henkel and staff.

Fiscal Impact: The shade structure cost is included in the total budgeted project cost of \$1.75 million. The project costs will be reduced by the amount of the purchase order.

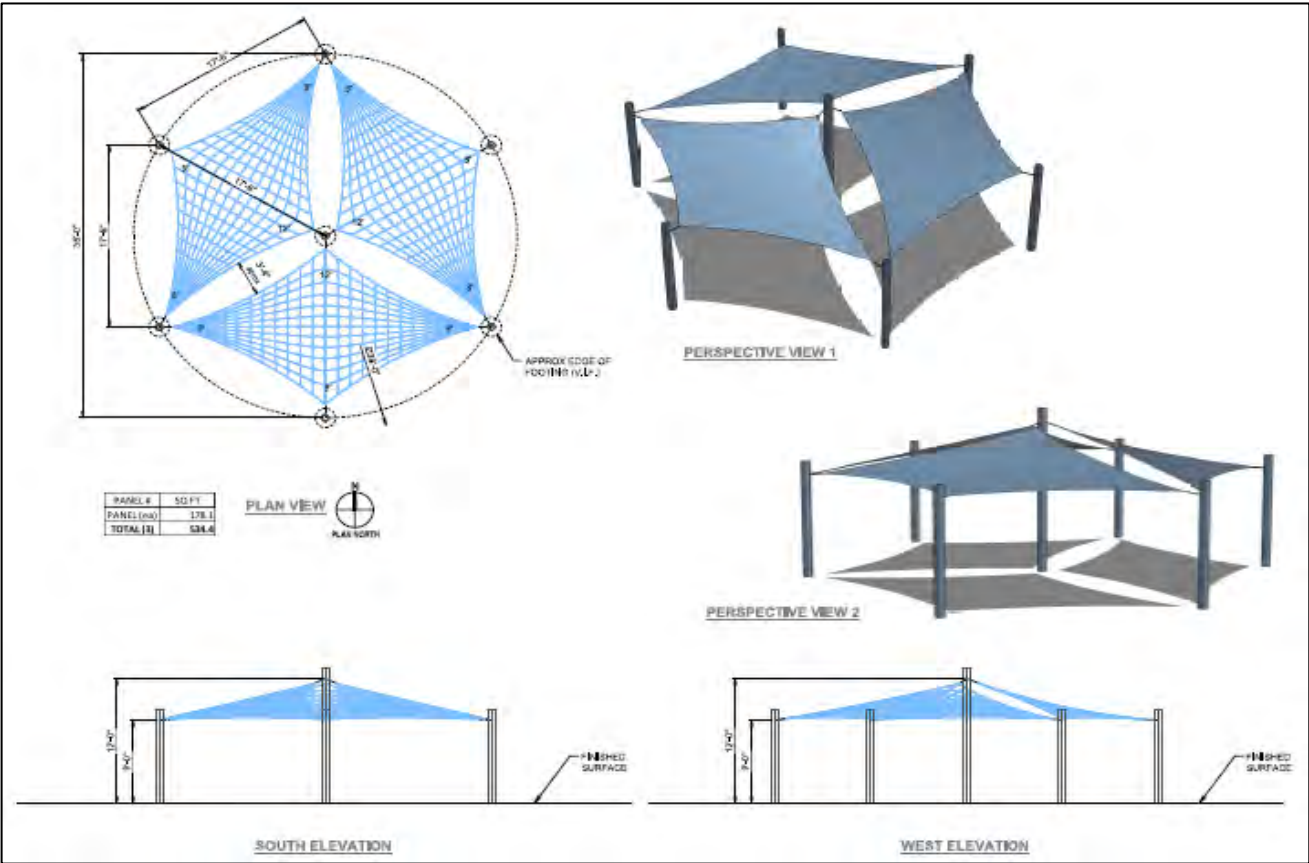
Background: The shade structure for the boat launch site redevelopment project is the last piece to be incorporated into the project. Staff has reviewed many different structures and the attached structure has been proposed for the site.

The structure is intended to be a resting and gathering area for trail users and groups. The posts and fabric come in different colors and provides varying degrees of shade depending on the fabric color. The project site and conceptual plan was approved at the November 2019 Board meeting and the floorplan for the building was reviewed at the July 2020 Board meeting.

Elements that were addressed at that time and have been incorporated into the design included separate changing rooms, touchless fixtures and a gathering area.

Attachment: Proposed Shade Structure Photos

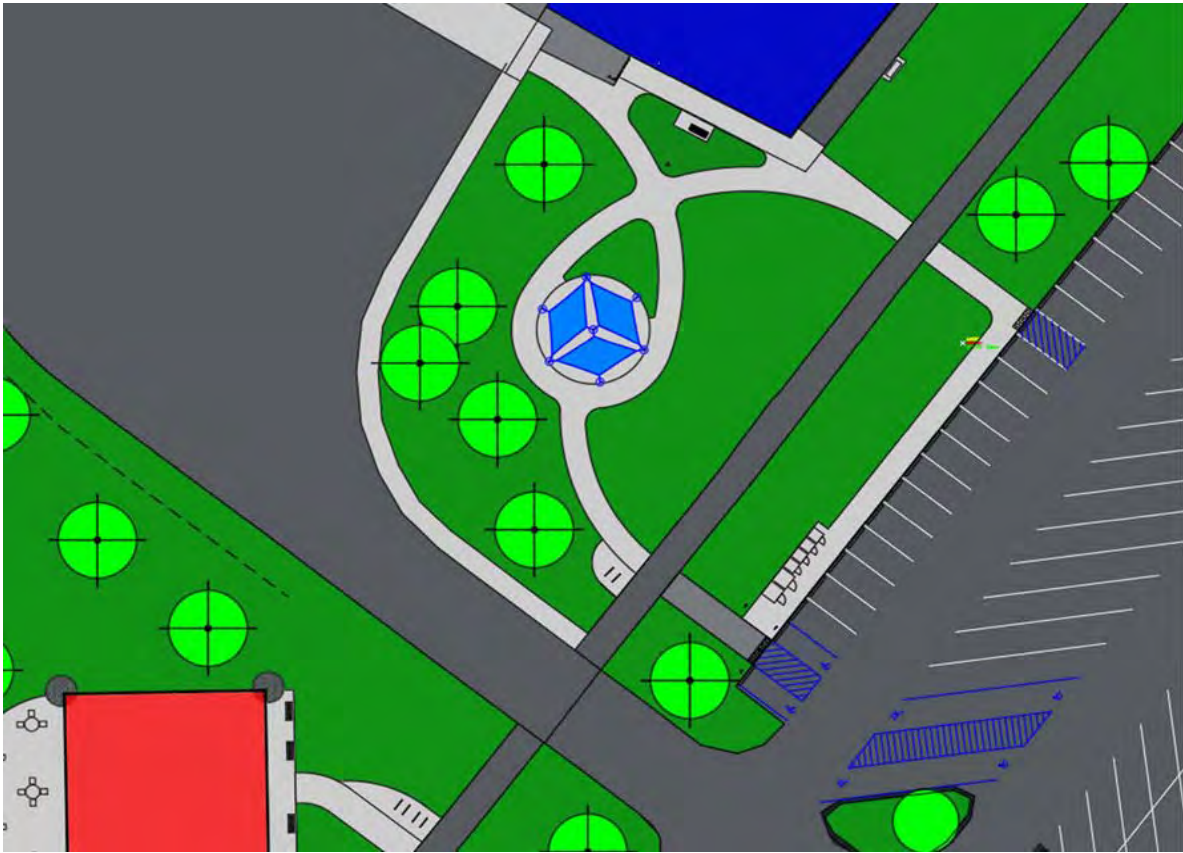
Proposed Shade Structure



Site Plan with Shade Structure



Shade Structure Site Location



HURON-CLINTON METROPARKS MONTHLY STATISTICS

February, 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	26,500	15,085	16,229	63%	\$ 103,823	\$ 51,107	\$ 53,496	94%
Wolcott Mill	2,045	1,466	1,757	16%	\$ 377	\$ 1,016	\$ 834	-55%
Stony Creek	30,408	19,953	19,467	56%	\$ 133,427	\$ 111,998	\$ 82,075	63%
Indian Springs	4,217	2,894	2,529	67%	\$ 22,232	\$ 17,131	\$ 13,075	70%
Kensington	46,194	35,678	33,433	38%	\$ 180,660	\$ 141,069	\$ 105,199	72%
Huron Meadows	10,017	4,724	4,144	142%	\$ 18,312	\$ 11,879	\$ 8,921	105%
Hudson Mills	14,604	10,294	8,786	66%	\$ 33,840	\$ 30,471	\$ 21,828	55%
Lower Huron/Willow/Oakwoods	31,790	27,808	26,665	19%	\$ 35,394	\$ 35,383	\$ 28,850	23%
Lake Erie	9,357	6,656	6,005	56%	\$ 31,600	\$ 28,364	\$ 23,690	33%
Monthly TOTALS	175,132	124,558	119,016	47%	\$ 559,665	\$ 428,418	\$ 337,969	66%

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	49,377	26,733	31,878	55%	\$ 216,110	\$ 81,761	\$ 119,577	81%
Wolcott Mill	4,617	2,593	2,925	58%	\$ 1,026	\$ 1,648	\$ 1,852	-45%
Stony Creek	63,046	35,623	37,004	70%	\$ 347,189	\$ 209,317	\$ 186,229	86%
Indian Springs	8,801	5,386	4,893	80%	\$ 50,396	\$ 28,365	\$ 25,888	95%
Kensington	99,389	68,336	66,191	50%	\$ 482,720	\$ 261,290	\$ 238,059	103%
Huron Meadows	18,661	8,025	8,307	125%	\$ 41,576	\$ 19,960	\$ 20,461	103%
Hudson Mills	30,262	19,047	16,833	80%	\$ 90,332	\$ 56,915	\$ 50,734	78%
Lower Huron/Willow/Oakwoods	66,840	54,788	53,197	26%	\$ 91,996	\$ 67,527	\$ 63,608	45%
Lake Erie	19,606	12,095	12,073	62%	\$ 94,595	\$ 69,279	\$ 63,642	49%
Monthly TOTALS	360,599	232,626	233,302	55%	\$ 1,415,940	\$ 796,062	\$ 770,050	84%

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	\$ 110,423	\$ 65,329	\$ 104,931	5%	\$ 362,763	\$ 226,881	\$ 225,565	61%
Wolcott Mill	\$ 3,043	\$ 4,713	\$ 13,377	-77%	\$ 9,834	\$ 13,886	\$ 23,081	-57%
Stony Creek	\$ 157,777	\$ 128,742	\$ 105,775	49%	\$ 408,811	\$ 256,076	\$ 230,434	77%
Indian Springs	\$ 28,607	\$ 29,093	\$ 23,089	24%	\$ 61,139	\$ 50,063	\$ 41,759	46%
Kensington	\$ 271,576	\$ 180,760	\$ 137,441	98%	\$ 590,515	\$ 322,762	\$ 294,843	100%
Huron Meadows	\$ 46,463	\$ 29,286	\$ 21,787	113%	\$ 93,724	\$ 42,639	\$ 41,698	125%
Hudson Mills	\$ 35,195	\$ 35,168	\$ 27,642	27%	\$ 95,224	\$ 65,594	\$ 61,296	55%
Lower Huron/Willow/Oakwoods	\$ 38,880	\$ 42,030	\$ 36,061	8%	\$ 99,193	\$ 83,668	\$ 81,400	22%
Lake Erie	\$ 32,196	\$ 30,817	\$ 25,892	24%	\$ 96,040	\$ 73,953	\$ 67,725	42%
Y-T-D TOTALS	\$ 724,161	\$ 545,938	\$ 495,994	46%	\$ 1,817,244	\$ 1,135,523	\$ 1,067,799	70%

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	117,040	64,949	71,807	63%	781,408	496,844	479,079	63%
Western	157,113	100,794	96,225	63%	840,602	481,058	439,595	91%
Southern	86,446	66,883	65,270	32%	195,233	157,621	149,125	31%

HURON-CLINTON METROPARKS MONTHLY STATISTICS

February, 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	0	0	0	-	\$ -	\$ -	\$ -	-
Indian Springs	0	0	0	-	\$ -	\$ -	\$ -	-
Kensington	0	0	0	-	\$ -	\$ -	\$ -	-
Huron Meadows	0	0	0	-	\$ -	\$ -	\$ -	-
Hudson Mills	0	0	0	-	\$ -	\$ -	\$ -	-
Willow	0	0	0	-	\$ -	\$ -	\$ -	-
Lake Erie	0	0	0	-	\$ -	\$ -	\$ -	-
Total Regulation	0	0	0	-	\$ -	\$ -	\$ -	-
LSC Par 3	0	0	0	-	\$ -	\$ -	\$ -	-
LSC Foot Golf	0	0	0	-	\$ -	\$ -	\$ -	-
Total Golf	0	0	0	-	\$ -	\$ -	\$ -	-

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	0	0	0	-	\$ -	\$ -	\$ -	-
Indian Springs	0	0	0	-	\$ -	\$ -	\$ -	-
Kensington	0	0	0	-	\$ -	\$ -	\$ -	-
Huron Meadows	0	0	0	-	\$ -	\$ -	\$ -	-
Hudson Mills	0	0	0	-	\$ -	\$ -	\$ -	-
Willow	0	0	0	-	\$ -	\$ -	\$ -	-
Lake Erie	0	0	0	-	\$ -	\$ -	\$ -	-
Total Regulation	0	0	0	-	\$ -	\$ -	\$ -	-
LSC Par 3	0	0	0	-	\$ -	\$ -	\$ -	-
LSC Foot Golf	0	0	0	-	\$ -	\$ -	\$ -	-
Total Golf	0	0	0	-	\$ -	\$ -	\$ -	-

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	-	\$ -	\$ -	\$ -	-
Stony Creek Rip Slide	0	0	0	-	\$ -	\$ -	\$ -	-
KMP Splash	0	0	0	-	\$ -	\$ 600	\$ 500	-
Lower Huron	0	0	0	-	\$ -	\$ -	\$ -	-
Willow	0	0	0	-	\$ -	\$ -	\$ 67	-
Lake Erie	0	0	0	-	\$ -	\$ -	\$ -	-
TOTALS	0	0	0	-	\$ -	\$ 600	\$ 567	-

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	-	\$ -	\$ -	\$ -	-
Stony Creek Rip Slide	0	0	0	-	\$ -	\$ -	\$ -	-
KMP Splash	0	0	0	-	\$ -	\$ 800	\$ 633	-
Lower Huron	0	0	0	-	\$ -	\$ -	\$ -	-
Willow	0	0	0	-	\$ -	\$ -	\$ 67	-
Lake Erie	0	0	0	-	\$ -	\$ -	\$ -	-
TOTALS	0	0	0	-	\$ -	\$ 800	\$ 700	-

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	3	3	5	-40%	\$ 1,200	\$ 4,900	\$ 3,600	-67%
Shelters	14	26	24	-41%	\$ 3,625	\$ 6,550	\$ 6,200	-42%
Boat Launches	23	0	0	6800%	\$ -	\$ -	\$ -	-
Marina	0	0	0	-	\$ -	\$ -	\$ -	-
Mini-Golf	0	0	0	-	\$ -	\$ -	\$ -	-
Wolcott								
Activity Center	0	5	5	-	\$ -	\$ -	\$ 1,683	-
Stony Creek								
Disc Golf Daily	163	0	715	-77%	\$ 501	\$ -	\$ 12	4075%
Disc Golf Annual	4	4	36	-89%	\$ 240	\$ 220	\$ 245	-2%
Total Disc Golf	167	4	751	-78%	\$ 741	\$ 220	\$ 257	188%
Shelters	17	23	23	-26%	\$ 3,825	\$ 5,175	\$ 4,950	-23%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Boat Launches	24	12	0	-	\$ -	\$ -	\$ -	-
Indian Springs								
Shelters	0	2	3	-	\$ -	\$ 238	\$ 504	-
Event Room	4	4	5	-14%	\$ 6,300	\$ 7,800	\$ 7,633	-17%
Kensington								
Disc Golf Daily	458	103	104	339%	\$ 1,374	\$ 309	\$ 313	339%
Disc Golf Annual	21	19	15	40%	\$ 1,180	\$ 1,140	\$ 873	35%
Total Disc Golf	479	122	119	301%	\$ 2,554	\$ 1,449	\$ 1,186	115%
Shelters	19	51	39	-52%	\$ 4,500	\$ 11,250	\$ 8,775	-49%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Huron Meadows								
Shelters	4	5	3	33%	\$ 800	\$ 900	\$ 567	41%
Hudson Mills								
Disc Golf Daily	83	157	107	-22%	\$ 249	\$ 471	\$ 320	-22%
Disc Golf Annual	5	22	17	-70%	\$ 300	\$ 1,280	\$ 950	-68%
Total Disc Golf	88	179	123	-29%	\$ 549	\$ 1,751	\$ 1,270	-57%
Shelters	2	2	5	-57%	\$ 400	\$ 400	\$ 933	-57%
Canoe Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Lower Huron / Willow / Oakwoods								
Disc Golf Daily	100	39	31	219%	\$ 300	\$ 117	\$ 94	219%
Disc Golf Annual	0	2	2	-	\$ -	\$ 120	\$ 98	-
Total Disc Golf	100	41	33	203%	\$ 300	\$ 237	\$ 192	56%
Shelters	12	23	20	-41%	\$ 2,550	\$ 4,825	\$ 4,425	-42%
Lake Erie								
Shelters	1	6	5	-80%	\$ 200	\$ 1,400	\$ 1,100	-82%
Boat Launches	66	144	111	-41%	\$ -	\$ -	\$ -	-
Marina	0	0	0	-	\$ 66	\$ 500	\$ 685	-90%

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	8	7	14	-41%	\$ 15,750	\$ 9,300	\$ 11,342	39%
Shelters	22	43	39	-44%	\$ 6,350	\$ 11,650	\$ 10,433	-39%
Boat Launches	45	0	0	13400%	\$ -	\$ -	\$ -	-
Marina	0	0	0	-	\$ -	\$ -	\$ -	-
Mini-Golf	0	0	0	-	\$ -	\$ -	\$ -	-
Wolcott								
Activity Center	0	13	10	-	\$ 500	\$ 1,500	\$ 3,550	-86%
Stony Creek								
Disc Golf Daily	168	1	5	3500%	\$ 518	\$ 2	\$ 19	2675%
Disc Annual	6	9	18	-67%	\$ 360	\$ 520	\$ 950	-62%
Total Disc Golf	174	10	23	657%	\$ 878	\$ 522	\$ 969	-9%
Shelters	30	44	41	-27%	\$ 6,900	\$ 9,900	\$ 9,300	-26%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Boat Launches	53	24	8	563%	\$ -	\$ -	\$ -	-
Indian Springs								
Shelters	1	5	4	-77%	\$ 200	\$ 838	\$ 796	-75%
Event Room	6	8	8	-22%	\$ 10,400	\$ 16,600	\$ 12,933	-20%
Kensington								
Disc Golf Daily	900	103	106	746%	\$ 2,700	\$ 309	\$ 319	746%
Disc Annual	67	31	31	118%	\$ 3,920	\$ 1,840	\$ 1,755	123%
Total Disc Golf	967	134	137	606%	\$ 6,620	\$ 2,149	\$ 2,074	219%
Shelters	38	86	69	-45%	\$ 8,550	\$ 19,125	\$ 15,450	-45%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Huron Meadows								
Shelters	4	10	7	-40%	\$ 800	\$ 1,900	\$ 1,300	-38%
Hudson Mills								
Disc Golf Daily	393	209	190	107%	\$ 1,179	\$ 627	\$ 569	107%
Disc Annual	26	49	43	-40%	\$ 1,520	\$ 2,860	\$ 2,435	-38%
Total Disc Golf	419	258	233	80%	\$ 2,699	\$ 3,487	\$ 3,004	-10%
Shelters	3	4	9	-67%	\$ 600	\$ 800	\$ 1,800	-67%
Canoe Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Lower Huron / Willow / Oakwoods								
Disc Golf Daily	194	78	87	122%	\$ 582	\$ 234	\$ 262	122%
Disc Annual	3	4	5	-36%	\$ 180	\$ 240	\$ 265	-32%
Total Disc Golf	197	82	92	114%	\$ 762	\$ 474	\$ 527	45%
Shelters	19	54	43	-56%	\$ 4,350	\$ 11,425	\$ 9,442	-54%
Lake Erie								
Shelters	2	14	10	-79%	\$ 400	\$ 3,300	\$ 2,167	-82%
Boat Launches	240	275	243	-1%	\$ -	\$ -	\$ -	-
Marina	0	0	0	-	\$ 66	\$ 500	\$ 704	-91%

HURON-CLINTON METROPARKS MONTHLY STATISTICS

February, 2021

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	\$ 14,905	\$ 2,264	\$ 3,289	353%	\$ 17,305	\$ 3,391	\$ 4,374	353%
Kensington	\$ 13,382	\$ 7,505	\$ 6,134	118%	\$ 15,812	\$ 9,979	\$ 9,627	64%
Huron Meadows	\$ 27,491	\$ 16,577	\$ 12,102	127%	\$ 51,488	\$ 20,939	\$ 19,557	163%
Hudson Mills	\$ 90	\$ 1,239	\$ 2,154	-96%	\$ 90	\$ 1,929	\$ 3,299	-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	30	0	3	1025%	30	0	5	463%
Ice Skaters	387	0	49	695%	481	0	61	689%
Sledders	508	0	77	563%	636	0	130	388%
Ice Fishermen	1,783	45	1,089	64%	2,026	45	2,125	-5%
Stony Creek								
XC Skiers	2,610	349	455	474%	3,198	599	681	370%
Ice Skaters	33	0	17	90%	93	0	19	381%
Sledders	2,725	1,180	927	194%	3,735	1,720	1,420	163%
Ice Fishermen	295	100	137	115%	425	109	244	74%
Indian Springs								
XC Skiers	172	32	58	197%	258	76	98	164%
Sledders	485	65	138	252%	846	183	224	278%
Kensington								
XC Skiers	1,285	1,086	819	57%	1,868	1,446	1,253	49%
Ice Skaters	0	0	4	-	8	0	8	0%
Sledders	4,654	1,862	1,625	186%	7,694	2,385	2,374	224%
Ice Fishermen	173	21	24	611%	247	21	78	215%
Huron Meadows								
XC Skiers	3,760	2,175	1,612	133%	6,915	2,765	2,975	132%
Ice Fishermen	0	0	0	-	0	0	0	-
Hudson Mills								
XC Skiers	1,080	339	514	110%	1,170	497	841	39%
Willow								
XC Skiers	65	0	10	572%	67	7	21	219%
Sledders	1,814	0	103	1661%	1,936	110	257	654%
Lake Erie								
XC Skiers	3	0	5	-44%	3	0	19	-84%
Sledders	94	0	8	1028%	94	0	28	232%
Ice Fishing	869	0	445	95%	951	0	767	24%

INTERPRETIVE FACILITIES								
PARK	Monthly Patrons Served				YTD Patrons Served			
	(total program participants and non-program visitors)				(total program participants and non-program visitors)			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	9,038	9,566	7,832	15%	13,904	15,094	12,551	11%
Wolcott Mill	3,084	556	1,597	93%	6,324	1,857	3,584	76%
Wolcott Farm	1,422	1,414	1,271	12%	3,087	2,356	2,477	25%
Stony Creek	9,117	9,344	9,225	-1%	19,358	20,362	19,777	-2%
Eastern Mobile Center	25	435	254	-90%	132	847	506	-74%
Indian Springs	2,355	2,253	2,377	-1%	4,212	5,132	4,679	-10%
Kens NC	20,812	19,449	16,887	23%	50,680	34,308	37,472	35%
Kens Farm	10,852	12,000	9,822	10%	21,596	18,810	18,151	19%
Western Mobile Center	258	768	717	-64%	480	1,523	1,312	-63%
Hudson Mills	2,584	2,539	2,563	1%	5,147	5,043	5,085	1%
Oakwoods	9,961	9,864	9,166	9%	21,388	17,923	18,279	17%
Lake Erie	13,229	10,184	10,421	27%	27,727	18,427	20,687	34%
Southern Mobile Center	460	770	653	-30%	875	1,487	1,200	-27%
Totals	83,197	79,142	72,784	14%	174,910	143,169	145,760	20%

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	\$ 105	\$ 2,842	\$ 1,347	-92%	\$ 162	\$ 5,544	\$ 3,733	-96%
Wolcott Mill	\$ 290	\$ 10	\$ 71	310%	\$ 290	\$ 10	\$ 254	14%
Wolcott Farm	\$ 54	\$ 501	\$ 685	-92%	\$ 54	\$ 701	\$ 978	-94%
Wagon Rides	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ 5	-
Livestock/Produce	\$ 948	\$ 2,301	\$ 8,177	-88%	\$ 5,076	\$ 6,011	\$ 12,220	-58%
FARM TOTAL	\$ 1,002	\$ 2,802	\$ 8,862	-89%	\$ 5,130	\$ 6,712	\$ 13,203	-61%
Stony Creek	\$ 425	\$ 1,931	\$ 1,776	-76%	\$ 458	\$ 3,126	\$ 2,970	-85%
Eastern Mobile Center	\$ -	\$ 1,275	\$ 1,692	-	\$ -	\$ 2,175	\$ 2,738	-
Indian Springs	\$ 75	\$ 3,924	\$ 1,873	-96%	\$ 143	\$ 4,260	\$ 2,070	-93%
Kens NC	\$ 113	\$ 1,787	\$ 1,194	-91%	\$ 878	\$ 3,126	\$ 2,923	-70%
Kens Farm	\$ 2,495	\$ 5,249	\$ 3,691	-32%	\$ 2,718	\$ 6,206	\$ 5,581	-51%
Wagon Rides	\$ -	\$ 1,476	\$ 907	-	\$ 50	\$ 2,125	\$ 1,551	-97%
Livestock/Produce	\$ -	\$ -	\$ 232	-	\$ -	\$ -	\$ 480	-
FARM TOTAL	\$ 2,495	\$ 6,725	\$ 4,830	-48%	\$ 2,768	\$ 8,331	\$ 7,612	-64%
Western Mobile Center	\$ -	\$ 1,375	\$ 1,529	-	\$ -	\$ 3,163	\$ 3,313	-
Hudson Mills	\$ 224	\$ 223	\$ 311	-28%	\$ 525	\$ 263	\$ 483	9%
Oakwoods	\$ 236	\$ 709	\$ 675	-65%	\$ 938	\$ 1,066	\$ 1,075	-13%
Lake Erie	\$ 330	\$ 589	\$ 429	-23%	\$ 1,009	\$ 920	\$ 935	8%
Southern Mobile Center	\$ -	\$ 722	\$ 1,461	-	\$ -	\$ 2,852	\$ 3,048	-
Totals	\$ 5,295	\$ 24,915	\$ 26,049	-80%	\$ 12,301	\$ 41,547	\$ 44,356	-72%

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	6	75	38	1,242	1	13	-	-
Wolcott Mill	-	-	1	2	-	-	-	-
Wolcott Farm	-	-	5	88	-	-	-	-
Stony Creek	37	217	45	1,394	-	-	-	-
Eastern Mobile Center					1	25	19	435
Indian Springs	5	66	15	183	-	-	4	162
Kens NC	23	379	37	901	-	-	5	395
Kens Farm	20	340	74	768	-	-	8	138
Western Mobile Center					20	258	33	768
Hudson Mills	9	84	6	39	-	-	-	-
Oakwoods	12	159	9	129	-	-	2	46
Lake Erie	10	115	12	124	-	-	1	20
Southern Mobile Center					9	460	24	770
Totals	122	1,435	242	4,870	31	756	96	2,734

BREAKDOWN OF ATTENDANCE	OTHER VISITORS (Non-programs)	
	Current	Previous
Lake St Clair	8,950	8,324
Wolcott Mill	3,084	554
Wolcott Farm	1,422	1,326
Stony Creek	8,900	7,950
Indian Springs	2,289	1,908
Kens NC	20,433	18,153
Kens Farm	10,512	11,094
Hudson Mills	2,500	2,500
Oakwoods	9,802	9,689
Lake Erie	13,114	10,040
Totals	81,006	71,538

"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.