

# **PUBLIC HEARING**

## **Class I and Class II e-Bikes**

**Huron-Clinton Metropolitan Authority**

**Board of Commission Meeting**

**February 13, 2020**

**Administrative Office**

**10:30 a.m.**

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1. Call to Order
  
2. Chairman's Statement
  
3. Motion to Open Public Hearing
  
4. Class I and II e-Bike Review – Nina Kelly
  
5. Public Participation
  
6. Motion to Close Public Hearing

*Note: Action on Class I and II e-Bikes will be taken during the regular meeting of the Board of Commissioners following the public hearing.*

**AGENDA**  
**Huron-Clinton Metropolitan Authority**  
**Board of Commission Meeting**  
**February 13, 2020 – After Public Hearing**  
**Administrative Office**

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1. Call to Order
2. Chairman's Statement
3. Public Participation
4. Approval – January 9, 2020 Public Hearing, Regular Meeting and Closed Session Minutes
5. Approval – February 13, 2020 Full Agenda
6. Detroit Riverfront Conservancy – Presentation
7. Presentation – PFAS Update from EGLE Water Resources/EGLE Drinking Water/DNR

**Consent Agenda**

8. Approval – February 13, 2020 Consent Agenda
  - a. Bids – Septic Tank Replacement, Kensington Farm Center **pg. 1**
  - b. Approval – Well Pump Repairs, Indian Springs **pg. 2**
  - c. Report – Purchases over \$10,000 **pg. 3**
  - d. Purchases
    1. Accessible and Inclusive Playground, Kensington **pg. 4**
    2. SUV, Administrative Office **pg. 6**
    3. Police Vehicles, Various Locations **pg. 7**
    4. Golf Carts, Huron Meadows **pg. 9**
    5. Heavy Duty Pickup Truck, Hudson Mills **pg. 11**

**Regular Agenda**

9. Reports
  - A. Administrative Department**
    1. Approval – Amended Board Meeting Schedule **pg. 12**
    2. Approval – Intergovernmental Maintenance Agreements **pg. 14**
    3. Report – Consumers Pipeline Easement, Kensington **pg. 23**
  - B. Finance Department**
    1. Approval – Financial Statements
      - a. December 2019 **pg. 24**
      - b. January 2020 **pg. 33**
    2. Approval – Appropriation Adjustments
      - a. December 2019 **pg. 35**
      - b. January 2020 **pg. 38**
    3. Report – Capital Project Fund
      - a. December 2019 **pg. 40**
      - b. January 2020 **pg. 42**
  - C. Marketing Department**
    1. Report – January Marketing Update **pg. 45**
    2. Approval – Major Media Buys **pg. 51**

**AGENDA**  
**Huron-Clinton Metropolitan Authority**  
**Board of Commission Meeting**  
**February 13, 2020 – After Public Hearing**  
**Administrative Office**  
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9. **Reports**

**D. Planning Department**

1. Approval – Class I and II e-Bike Opt-in **pg. 107**
2. Approval/Resolution – WaterTowns™ Initiative Participation **pg. 108**
3. Approval/Resolution – AARP Network of Age-Friendly States and Communities Application **pg. 113**
4. Approval – Village of Milford Sidewalk Easement Agreement **pg. 116**
5. Report – Planning and Development Monthly Update **pg. 124**
6. Approval – Metro Beachfest Entertainment, Lake St. Clair **pg. 138**

**E. Engineering Department**

1. Bids – Pond Dome Refurbishment, Indian Springs **pg. 141**
2. Approval – Boat Launch Engineering/Architectural Services, Stony Creek **pg. 142**
3. Report – Wolcott Mill Historical Center **pg. 181**

10. **Closed Session** – For the purpose of consulting with attorneys to consider material exempt from discussion or disclosure by State law pursuant to Section 15.268 (h) of the Open Meetings Act.
11. Other Business
12. Staff Leadership Update
13. Commissioner Comments
14. Motion to Adjourn

A Pension Committee and Retiree Health Care Trust Meeting will take place  
**Thursday, February 13, 2020 – 9:00pm**  
Administrative Office

The next regular Metroparks Board meeting will take place  
**Thursday, March 12, 2020 – 10:30 a.m.**  
Administrative Office



To: Board of Commissioners  
 From: Mike Henkel, Chief of Engineering Services  
 Project No: 704-19-363  
 Project Title: Bids – Farm Center Septic Tank Replacement  
 Project Type: Major Maintenance  
 Location: Kensington Metropark  
 Date: February 6, 2020

Bids Received: November 26, 2019

**Action Requested: Motion to Approve**

That the Board of Commissioners award Contract 704-19-363 to the low responsive, responsible bidder, Bob Myers Excavating, Inc. in the amount of \$30,250.00 as recommended by Chief of Engineering Services Mike Henkel and staff.

**Fiscal Impact:** The project was budgeted for \$36,000 and is under budget by \$5,750.

**Scope of Work:** The work includes furnishing all labor, equipment and materials necessary to remove and replace two existing septic tanks.

**Background:** The Kensington Farm Center’s septage is handled by a tile field system that includes seven septic tanks in series. The first and second 1000-gallon tanks have deteriorated and need to be replaced. The tanks will be replaced with two 1500-gallon tanks.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Bob Myers Excavating, Inc.	Brighton	\$30,250.00
JW Field Grading & Excavating	Highland	\$33,329.00
San Marino Excavating, Inc.	Howell	\$68,861.00

Budget Amount for Contract Services	\$36,000.00
- Work Order Amount	
- Contract Amount Bob Myers Excavating, Inc.	\$30,250.00
- Contract Administration	<u>\$ 4,000.00</u>
- Total Proposed Work Order Amount	<u>\$34,250.00</u>

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





To: Board of Commissioners  
From: Mike Henkel, Chief of Engineering Services  
Project No: 715-20-030  
Project Title: Approval – Well Pump Repairs  
Project Type: Major Maintenance  
Location: Indian Springs Metropark  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners (1) approve payment to Peerless Midwest, Inc. in the amount of \$25,325; (2) and transfer funds from the Capital Project – Bemis Road Fiber project to cover the cost of the repair as recommended by Chief of Engineering Services Mike Henkel and staff.

**Fiscal Impact:** This is an unbudgeted repair in the amount of \$25,325. The Bemis Road fiber optic low bid was \$13,497.42, which was \$38,502.58 under the \$52,000.00 project budget.

**Scope of Work:** The work included pulling the west turbine pump for repair, installing all-new parts below the pump head, transducer installation and shaft repairs.

**Background:** The two turbine pumps, which are located in the well house building at Indian Springs supplies the Environmental Discovery with heat and water. The two pumps, working in conjunction, supply up to 1750 gallons per minute (GPM) of water to the geothermal system to heat the building.

The transducers in both pumps needed to be replaced and the shaft of the west pump failed. The system was operating on one pump with a bad transducer. Recently, with cold temperatures expected, staff worked with the available contractor to pull the pumps and complete the repairs. The original estimate was \$23,990; however, additional parts and labor were needed to complete the work and as such the final billing was more than the \$25,000 threshold.

The work was an emergency repair in order to maintain heat at the facility.



To: Board of Commissioners  
From: Amy McMillan, Director  
Project Title: Update – Purchases over \$10,000  
Date: February 6, 2020

**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. Metro Parent Media Group	Digital and Print Advertising Marketing and Communications Dept.	\$11,743.00
2. National Composites	Four Paddleboats Kensington Metropark	\$12,746.00
3. Valmec	Trash and Hot Coal Barrels Kensington Metropark	\$13,032.42
4. Gabriel Roeder Smith & Co	Actuarial/Consulting Services Finance Department	\$13,500.00
5. DLT Solutions LLC	Eight AutoCad Subscriptions Engineering Department	\$22,775.20
6. Splash Tacular Inc	Starter Tub Replacement Turtle Cove Family Aquatic Center Lower Huron Metropark	\$24,149.00



To: Board of Commissioners  
From: Heidi Dziak, Senior Buyer  
Project No: RFP 2019-042  
Project Title: Bids – Accessible and Inclusive Playground Equipment, Maple Beach  
Location: Kensington Metropark  
Date: February 6, 2020

**Action Requested: Motion to approve**

That the Board of Commissioners award RFP 2019-042 to two firms, as indicated, for the provision and installation of playground equipment at Maple Beach for a total amount of \$197,048 as recommended by Senior Buyer Heidi Dziak and staff.

- Award \$35,614 to Penchura, LLC of Brighton, Michigan for the provision and installation of a We-Go-Round.
- Award \$161,434 to Midstates Recreation, LLC of New Albany, Ohio, for the provision and installation of the rest of the playground equipment.

**Fiscal Impact:** Funding for this project is included in the Board approved 2020 budget.

**Scope of Work:** Provide and install accessible and inclusive playground equipment in accordance with the Board approved playground project design concept.

**Background:** The RFP was competitively bid was posted on the Michigan Intergovernmental Trade Network (MITN) site which provided notice of the solicitation to 62 vendors, of which 31 downloaded the RFP.

Staff evaluated the proposals based on the vendor's experience, capacity, understanding of the project, references and price. The top three ranked vendors then presented their design concepts to staff and members of the FAIR (Fun, Accessible, Inclusive Recreation) Play Coalition.

After careful consideration and with input from the FAIR Play Coalition, staff worked with Penchura and Midstates Recreation to develop a playground design concept that incorporated the most desired equipment and features to ensure a playground that would be accessible for everyone to enjoy and inclusive of those with cognitive, emotional, physical and intellectual disabilities.

At its Oct. 4, 2019 meeting, the Board approved the design concept for the Maple Beach Playground Project as presented by Chief of Planning and Development Nina Kelly.

<u>Vendor</u>	<u>Location</u>	<u>Price All Equip</u>	<u>Price for Selected Equip</u>
<b>Proposed Price for All Equipment</b>			
Great Lakes Recreation	Holland, MI	\$112,088	
Midwest Miracle	Holly, MI	\$149,452	
Sinclair Recreation	Holland, MI	\$155,800	
Penchura LLC	Brighton, MI	\$158,749	
Midstates Recreation	New Albany, OH	\$161,434	
<b>Price for Selected Equipment</b>			
Penchura LLC*	Brighton, MI		\$ 35,614
Midstates Recreation*	New Albany, OH		<u>\$161,434</u>
	<b>Total for Selected Equipment</b>		<b>\$197,048</b>

*(\*) Indicates recommended award.*



To: Board of Commissioners  
From: Heidi Dziak, Senior Buyer  
Project No: ITB 2020-012  
Project Title: Purchase – SUV  
Location: Administrative Office  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners award ITB 2020-012 to the low responsive, responsible bidder Jack Demmer Ford of Wayne, Michigan for a new 2020 Ford Explorer with four-wheel drive with an extended warranty for a total amount of \$30,671.14 as recommended by Senior Buyer Heidi Dziak and staff.

**Fiscal Impact:** Funds will come from the Board approved 2020 Capital Equipment budget which allowed for \$30,000 for the purchase of the vehicle. The \$30,671.14 for the cost of the vehicle is \$671.14 over budget. The additional \$671.14 will come from savings realized from future capital equipment purchases.

**Scope of Work:** Furnish one (1) 2020 Ford Explorer with four-wheel drive.

**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 125 vendors, of which 11 vendors downloaded the ITB.

The new SUV will replace unit six, a 2016 Ford Edge with 76,626 miles, which will be transferred to the Interpretive Services department to replace 406, a 2010 Dodge Charger with 121,268 miles. The Dodge Charger will be used as a pool vehicle.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>	<u>Extended Warranty</u>	<u>Total Cost</u>
Signature Ford	Owosso	\$30,053.00	Varies	\$30,053.00
Jefferson Chevrolet - Bid was for a Chevy Traverse	Detroit	\$32,540.00	\$1,600.00	\$34,140.00
Jack Demmer Ford*	Wayne	\$29,521.14	\$1,150.00	\$30,671.14

(\* ) Indicates recommended award



To: Board of Commissioners  
 From: Heidi Dziak, Senior Buyer  
 Project No: ITB 2020-005  
 Project Title: Purchases – Five Police Vehicles  
 Location: Kensington, Lower Huron, Lake St. Clair and Stony Creek Metroparks  
 Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners approve the purchase of five new 2020 Utility Police Interceptors with an extended warranty for a total amount of \$177,270 (\$35,454 each) from Signature Ford of Owosso, Michigan the low responsive, responsible bidder for ITB #2020-005 as recommended by Senior Buyer Heidi Dziak and staff.

**Fiscal Impact:** Funds will come from the Board approved 2020 Capital Equipment budget which allowed for \$160,000 for the purchase of the vehicles. The \$177,270 (\$35,454 each) for the cost of the vehicles, which includes an extended warranty is \$17,270 over budget. The additional \$17,270 will come from savings realized from future capital equipment purchases.

**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.

The extended warranty included in the pricing is the Premium Care Warranty. It covers the vehicle from bumper to bumper (except for wear parts such as brakes) with a \$0 deductible. The warranty is good for 60 months or 100,000 miles.

**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 118 vendors, of which 13 vendors downloaded the ITB.

<u>Vendor</u>	<u>Location</u>	<u>Total Price for all Five Vehicles</u>	<u>Ext. Warranty for all Five Vehicles</u>	<u>Total Cost for all Five Vehicles</u>
Signature Ford*	Owosso	\$166,045.00	\$11,225.00	\$177,270.00
Jack Demmer Ford	Wayne	\$167,920.70	\$13,550.00	\$181,460.30

(\* Indicates recommended award.

<u>Description / Location / Unit Replaced</u>	<u>Budget</u>	<u>Unit Cost</u>	<u>Extended Warranty</u>	<u>Total Cost</u>
<b><u>Kensington</u></b>				
(1) 2020 Ford Utility Police Interceptor	\$32,000.00	\$33,209.00	\$2,245.00	\$35,454.00
- Replaces #439: 2015 Ford Explorer with 102,617 miles; will be sold at auction.				
(1) 2020 Ford Utility Police Interceptor	\$32,000.00	\$33,209.00	\$2,245.00	\$35,454.00
- Replaces #415: 2015 Ford Explorer with 94,429 miles; will be sold at auction.				
<b><u>Lower Huron</u></b>				
(1) 2020 Ford Utility Police Interceptor	\$32,000.00	\$33,209.00	\$2,245.00	\$35,454.00
- Replaces #651: 2015 Ford Explorer with 105,210 miles; will be sold at auction.				
<b><u>Lake St. Clair</u></b>				
(1) 2020 Ford Utility Police Interceptor	\$32,000.00	\$33,209.00	\$2,245.00	\$35,454.00
- Replaces #386: 2016 Ford Explorer with 100,244 miles; will be sold at auction.				
<b><u>Stony Creek</u></b>				
(1) 2020 Ford Utility Police Interceptor	\$32,000.00	\$33,209.00	\$2,245.00	\$35,454.00
- Replaces #375: 2015 Ford Explorer with 104,203 miles; will be sold at auction.				



To: Board of Commissioners  
From: Heidi Dziak, Senior Buyer  
Project No: ITB 2020-004  
Project Title: Purchase – Golf Carts  
Location: Huron Meadows Metropark  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners award ITB 2020-004 to Spartan Distributors of Auburn Hills, Michigan, the low responsive, responsible bidder for the purchase of 70 new 2020 EXGO TXT Elite lithium battery golf carts with USB ports and extended charger cord (\$5,940 per cart) for a total cost of \$415,800, as recommended by Senior Buyer Heidi Dziak and staff.

**Fiscal Impact:** Funds will come from the Board approved 2020 Capital Equipment budget which allowed \$413,000 for the golf carts with lithium batteries. The purchase will total \$415,800; a difference of \$2,800 which will come from savings realized from future capital equipment purchases.

Additionally, Spartan Distributors is offering a trade-in allowance of \$98,000 (\$1,400 per cart) for Huron Meadows' current fleet of 70 carts. This trade-in will allow the Metroparks to sell the carts before the September auction, avoiding any additional maintenance, storage and cost to transport the carts to the auction site. The \$98,000 trade-in allowance will be credited to the 2020 revenue account; staff budgeted \$100,000 as revenue from the sale of the carts.

**Scope of Work:** Furnish and deliver 70 new 2020 lithium battery golf carts.

**Background:** The ITB was competitively bid and posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 78 vendors, of which 13 vendors downloaded the ITB.

The new carts replace 70, 2010 DS electric carts which will be sold to Spartan Distributors for a total of \$98,000.

Staff carefully weighed the differences between lithium and lead acid batteries when creating the 2020 budget. Lithium batteries are more expensive to purchase than lead acid batteries; however, they have a life cycle of nine to 10 years where lead acid batteries need to be replaced every four to five years.

Lithium batteries are completely sealed; lead acid batteries are not sealed and can leak. Lithium batteries are also maintenance free; lead acid batteries require regular maintenance which, though considered safe, exposes staff to battery acid and potential contact. Lithium batteries require four to five to charge; lead acid batteries require 10 to 12 hours to charge.

Given the benefits in terms of maintenance, performance, safety and environmental concerns, staff recommends lithium battery golf carts.



### Lithium Battery Option

<u>Vendor</u>	<u>Location</u>	<u>Unit Price</u>	<u>Extended</u>
Spartan Distributors* <i>Offering EZ-Go TXT</i>	Auburn Hills, MI Trade-in Value offered:	\$ 5,905.00 \$ 1,400.0	\$413,350.00 \$ 98,000.00
Decima LLC <i>Offering EZ-Go TXT</i>	Dearborn, MI	\$10,954.00	\$766,780.00
Midwest Golf and Turf <i>Offering Club Car Tempo</i>	Commerce Twp., MI Trade-in Value offered:	\$ 6,145.20 \$ 1,400.00	\$430,164.00 \$ 98,000.00

### Lead/Acid Battery Option

<u>Vendor</u>	<u>Location</u>	<u>Unit Price</u>	<u>Extended</u>
Spartan Distributors <i>Offering EZ-Go TXT</i>	Auburn Hills, MI Trade-in Value offered:	\$4,600.00 \$1,400.00	\$322,000.00 \$98,000.00
Decima LLC <i>Offering EZ-Go TXT</i>	Dearborn, MI	\$11,481.00	\$803,670.00
Midwest Golf and Turf <i>Offering Club Car Precedent</i>	Commerce Twp., MI Trade-in Value offered:	\$4,161.20 \$1,400.00	\$291,284.00 \$98,000.00
Midwest Golf and Turf <i>Offering Club Car Precedent</i> <i>Includes a battery swap after 4 years</i>	Commerce Twp., MI Trade-in Value offered:	\$4,791.20 \$1,400.00	\$335,384.00 \$98,000.00

(\*) Indicated recommended award.



To: Board of Commissioners  
From: Heidi Dziak, Senior Buyer  
Project No: ITB 2020-003  
Project Title: Purchase – Heavy Duty Pickup Truck  
Location: Hudson Mills Metropark  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners approve the purchase of one new 2020 Ford four-wheel-drive F-250 pickup truck with snow plow for a total amount of \$35,102.52 from Jack Demmer Ford of Wayne, Michigan the low responsive, responsible bidder for ITB 2019-003 as recommended by Senior Buyer Heidi Dziak and staff.

**Fiscal Impact:** Funds will come from the Board approved 2020 Capital Equipment budget which allowed \$38,000 for the purchase of the vehicle. The purchase will total \$35,102.52, a difference of \$2,897.48 in favor of the budget.

**Scope of Work:** Furnish and deliver one Ford F-250 pickup truck with a snowplow.

**Background:** The proposed purchase of the truck was competitively bid and the ITB was posted on the Michigan Intergovernmental Trade Network (MITN) site, which provided notice of the solicitation to 104 vendors, of which 20 vendors downloaded the ITB.

The new vehicle replaces unit 1107, a 2008 Ford F-250 pickup truck with 74,988 miles, and substantial rust on the bed and bumper. The outgoing unit will be sold at auction.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Jack Demmer Ford*	Wayne, MI	\$35,102.52
Signature Ford-Lincoln	Owosso, MI	\$36,418.00

(\* ) Indicates recommended award.



To: Board of Commissioners  
From: Amy McMillan, Director  
Subject: Approval – Amended 2020 Board Meeting Schedule  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners approve the amended 2020 Board of Commissioners meeting schedule as recommended by Director McMillan and staff.

**Background:** The 2020 Board of Commissioners' meeting schedule was approved at the December 2019 meeting. The June meeting was originally scheduled for Oakwoods Nature Center. Staff is requesting a location switch for the June and September meetings.

All other dates and times remain the same.

**Attachment: Amended 2020 Board of Commissioners Meeting Schedule**

**HURON-CLINTON METROPARKS  
2020 AMENDED BOARD OF COMMISSIONERS' MEETING SCHEDULE**

*Please note meeting time change beginning with April meeting*

<b>Date</b>	<b>Site</b>	<b>Time</b>	<b>Location/Comments</b>
Jan. 9	<b>Administrative Offices</b> 13000 High Ridge Drive Brighton, MI 48114	10:30am	Administrative Office Board Room
Feb. 13	<b>Administrative Offices</b> 13000 High Ridge Drive Brighton, MI 48114	9:00am	<i>Pension and Retiree Health Care Trust Meeting</i>
		10:30am	Administrative Office Board Room
Mar. 12	<b>Administrative Offices</b> 13000 High Ridge Drive Brighton, MI 48114	9:30am	<i>Board Work Session</i>
		10:30am	Administrative Office Board Room
April 9	<b>Kensington Metropark</b> 4570 Huron River Parkway Milford, MI 48380	1:00pm	Nature Center
May 14	<b>Stony Creek Metropark</b> 4300 Main Park Road Shelby Township, MI 48316	1:00pm	Nature Center
		2:30pm	<i>Pension and Retiree Health Care Trust Meeting</i>
<b>June 11</b>	<b>Lake Erie Metropark</b> 32481 West Jefferson Brownstown, MI 48173	12:00pm	<i>Board Work Session</i>
		1:00pm	Pool Area Food Bar
July 9	<b>Hudson Mills Metropark</b> 8801 North Territorial Road Dexter, MI 48130	1:00pm	Park Office / Activity Center
Aug. 13	<b>Lake St. Clair Metropark</b> 31300 Metro Parkway Mt. Clemens, MI 48046	1:00pm	Thomas Welsh Activity Center
		2:30pm	<i>Pension and Retiree Health Care Trust Meeting</i>
<b>Sept. 10</b>	<b>Oakwoods Metropark</b> 32911 Willow Road New Boston, MI 48164	12:00pm	<i>Board Work Session</i>
		1:00pm	Nature Center
Oct. 8	<b>Administrative Office</b> 13000 High Ridge Drive Brighton, MI 48114	1:00pm	Administrative Office Board Room
Nov. 12	<b>Administrative Office</b> 13000 High Ridge Drive Brighton, MI 48114	1:00pm	Administrative Office Board Room
		2:30pm	<i>Pension and Retiree Health Care Trust Meeting</i>
Dec. 10	<b>Administrative Office</b> 13000 High Ridge Drive Brighton, MI 48114	12:00pm	<i>Board Work Session</i>
		1:00pm	Administrative Office Board Room



To: Board of Commissioners  
From: Dave Kirbach, Deputy Director  
Subject: Approval – Maintenance Agreements with Harrison and Clinton Townships  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners approve renewing the Maintenance Agreements for a five-year period with Harrison Township and Clinton Township for path maintenance as recommended by Deputy Director Dave Kirbach and staff.

**Scope of Work:** The Metroparks will maintain the parkways and trails as described in the recommended submitted contracts (see attached).

**Background:** The Metroparks has partnered with Harrison and Clinton Townships, to provide parkways and trails maintenance contiguous and outside of Lake St. Clair, and Stony Creek for more than 20 years. The terms of the contracts are for an additional five-year period.

**Attachments: Harrison Township Maintenance Agreement  
Clinton Township Maintenance Agreement**

## **MUNICIPAL MAINTENANCE AGREEMENT – HARRISON TOWNSHIP**

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**THIS AGREEMENT**, made and entered into this 13<sup>th</sup> day of February, 2020 by and between the **Charter Township of Harrison** ("Township") whose address is 38151 L'Anse Creuse, Harrison Township, Michigan 48045 and the **Huron-Clinton Metropolitan Authority** ("Authority") whose address is 13000 High Ridge Drive, Brighton, Michigan 48114. In this Agreement, either the Department of Roads and/or Authority may also be referred to individually as a "Party" or jointly as "Parties."

### **RECITALS:**

**WHEREAS**, the township is the owner of a hike/bike path consisting of 9.5 miles and 16 acres located in Harrison Township, Macomb County, Michigan, along the route designated in Exhibit A hereto attached (the "Path"); and

**WHEREAS**, the Authority owns, operates and maintains Lake St. Clair Metropark ("LSC Metropark") which is contiguous to the Path as shown in Exhibit A hereto attached: and

**WHEREAS**, the Township has requested the Authority to assist the Township providing certain maintenance services of the Path, and the authority is adequately staffed and equipped to provide such services and is willing to do so upon certain conditions.

**NOW, THEREFORE**, the Parties hereto agree as follows:

1. **Services.** During the term of this Agreement, the Authority agrees to provide the following maintenance services ("Services") on the Path:
  - a. Snow plowing;
  - b. Grass cutting on path margins; and
  - c. Sweeping.

The Services do not include, and the Authority does not undertake, maintenance or repair of the road surface or other structural elements, any clearance of obstacles or blockages or any activity which is intended to survey, monitor, identify, report, correct, modify, change or improve any condition of the road with respect to the safety of the road for travel of persons or vehicles or the safety in any respect of any person having occasion to use of Metropolitan Parkway. Rather, the Services will be provided on an occasional basis, solely to enhance the recreational characteristics of the Metropark.

2. **Township Obligation to Reimburse the Authority for Services.** The Township agrees reimburse the Authority for the cost of Services provided by the Authority. For 2020, the Township shall reimburse the Authority: **\$27,833.15**. The breakdown of the Authority's costs and expenses, are set forth in Exhibit B. The Township shall pay the Authority's invoice(s) within thirty (30) days of the invoice date. Each year, after 2020, the Authority shall review its personnel costs and any other costs affecting the ability of the Authority to provide the Services under this Agreement. If the Authority's costs have increased, the Authority will notify the Township in writing of the amount of and the reason for the increased costs for Services under the Agreement. Unless the Township notifies the Authority in writing of its intention to terminate this Agreement as provided herein, those increased costs will become effective 30 days after notification by the Authority. Exhibit B to this Agreement shall be revised to reflect the revised Service costs and expenses accordingly.

3. **Term.** This Agreement shall become effective upon execution by the duly authorized agents of the Parties. The Term of this Agreement shall be for five (5) years from April 1, 2020 through March 30, 2025, and unless terminated as provided herein, may be extended for an additional five-year term upon mutual agreement of the Parties. During the term of this Agreement and any renewal or extension, the Parties shall review this Agreement for compliance with state and federal law, and shall negotiate in good faith if any amendments are required to make this Agreement comply with change in state or federal law after the effective date.

**4. Termination.** This Agreement may be terminated by (i) the expiration of the term of this Agreement and any renewal; (ii) upon 30-days' written notice of termination by one Party to the other Party to this Agreement; or, (iii) by operation of law if a court of competent jurisdiction order the termination of this Agreement

**5. Amendment.** This Agreement may be amended only with the prior written approval of the both the Township Board and Authority's Board of Commissioners.

**6. Employees.** The Authority shall be solely responsible for the manner of employing, engaging, compensating, transferring or discharging any of its employees, independent contractors, or personnel for the governmental services provided pursuant to this Agreement.

**7. Independent Contractor.** At all times and for all purposes under this Agreement, the Parties' relationship to each other is that of an independent contractor. No liability, right or benefit arising out of any employer/employee relationship, either express or implied, shall arise or accrue to any Party as a result of this Agreement.

**8. Insurance.** Each Party agrees to self-insure or procure and maintain, during the term of this Agreement, at its sole expense, the following insurance which shall be written for not less than the coverage specified herein:

- a. Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included.
- b. Workers' Compensation insurance including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
- c. Automobile Liability insurance including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000 per occurrence, combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- d. Each Party will provide the other with a certificate or certificates of the insurance described herein upon request, and shall also include an endorsement naming the other Party, it's respective elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof as additional insureds.
- e. All policies, as described above, shall include an endorsement stating that is it understood and agreed Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to the persons identified in paragraph 13, "Notices", in this Agreement.
- f. It is expressly understood and agreed by and between the parties that the liability of the Department of Roads hereunder shall not be limited to the aforementioned insurance coverage.

**9. Indemnification – Township.** To extent permitted by law, the Township agrees to indemnify, defend and hold harmless the Authority, its Commissioners, officers, agents and employees against any and all claims, suits, losses, damage or injury to persons or property of whatever kind or nature, whether direct or indirect, arising out of or in connection with the ownership and maintenance of the road as set forth in this Agreement. The duty to indemnify, defend and hold harmless by the Township shall include all costs of litigation or defense of claims, including attorney fees, costs and expert fees. Notwithstanding the foregoing, nothing in this Agreement shall constitute a waiver of immunities and privileges as provided by law, including governmental immunity.

**10. Indemnification – Authority.** Subject to the disclaimer of warranties set forth in this Agreement and to the extent permitted by law, the Authority agrees to indemnify, defend and hold harmless the Township, its elected officials, officers, agents and employees against any and all claims, suits, losses, damage or injury to persons or property of whatever kind or nature, whether direct or indirect, arising from the Services provided by the Authority provided such damage or injury were proximately caused by the gross negligence of Authority, its officers, employees or agents in the provision of the Services. The duty to indemnify, defend and hold harmless by the Authority shall include all costs of litigation or defense of claims including attorney fees, costs and expert fees. Notwithstanding the foregoing, nothing in this Agreement shall constitute a waiver of immunities and privileges as provided by law, including governmental immunity.

**11. Notice of Claims.** The Parties agree that a Party will promptly deliver to the other Party written notice and copies of any claims, complaints, charges, or any other accusations or allegations of negligence or other wrongdoing, whether civil or criminal in nature, that the other Party becomes aware of which involves, in any way the facility, equipment, personnel and/or services under this Agreement. Unless otherwise provided by law and/or the Michigan Court Rules, the Parties agree to cooperate with one another in any investigation conducted by the other Party of any acts or performances of any services under this Agreement.

**12. Privileges and Immunities.** All of the privileges and immunities from liability, and exemptions from laws, ordinances and rules, and all pensions, relief, disability, worker’s compensation and other benefits which apply to the activity of officers, agency, or employees of any public agency when performing their respective functions within the territorial limits of their respective agencies shall apply to the same degree and extent to the performance of such functions, services and duties under this Agreement. Furthermore, the Parties believe that their performance of services and duties pursuant to this Agreement will be in the exercise or discharge of a governmental function.

**13. Notices.** Any notice, demand or communication required under this Agreement shall be in writing and personally delivered or mailed by first-class mail addressed as follows:

a. If to the Authority: Amy McMillan, Director  
Huron-Clinton Metroparks Administrative Office  
13000 High Ridge Drive  
Brighton, MI 48114  
Tel: (810) 227-2757  
Fax: (810) 225-6212  
Email: [amy.mcmillan@metroparks.com](mailto:amy.mcmillan@metroparks.com)

b. If to the Township: Ken Verkest, Supervisor  
Harrison Township  
38151 L’Anse Creuse  
Harrison Township, MI 48045  
Tel: (586) 466-1406  
Fax:(586) 466-1424  
Email: [kverkest@harrison-township.org](mailto:kverkest@harrison-township.org)

The Parties may, by written notice, designate any further or different address to which subsequent notices, demands or communications may be given.

**14. Governing Law.** This Agreement has been executed and delivered and it shall be interpreted, construed, and enforced under and in accordance with Michigan law. This Agreement was mutually drafted and cannot be construed against the Authority or Department of Roads on the basis that one was the author of the Agreement.



**15. Warranty Waiver; Consequential Damages.** This Agreement does not, and is not intended to include or connote any warranties, promises or guaranties by the Authority of any nature whatsoever, concerning the Services provided under this Agreement. SPECIFICALLY, NO WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR ANY OTHER WARRANTY IS MADE OR TO BE IMPLIED BY THE AUTHORITY WITH RESPECT TO SERVICES UNDER THIS AGREEMENT. IN NO EVENT SHALL THE AUTHORITY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, EXEMPLARY OR CONSEQUENTIAL DAMAGES WHATSOEVER UNDER CONTRACT, TORT OR OTHERWISE.

**16. Assignment.** This Agreement may not be assigned unless approved in writing by both Parties. This Agreement shall be binding on the Parties and their successors in interest.

**17. Severability.** If any provision of this Agreement is held to unenforceable for any reason, the remainder of this Agreement shall remain in full force and effect. If, because of the invalidity of any part of this Agreement either Party determines that the purpose and intent of the Agreement has failed, the Parties shall negotiate in good faith to amend the Agreement to make it valid and satisfactory to both Parties.

**18. Sections and other Headings.** The articles, sections and other headings in this Agreement are for reference purposes only and shall not affect the in any way the meaning or interpretation of this Agreement.

**19. Counterparts.** This Agreement may be executed in any number of counterparts, and each counterpart shall be considered a valid original.

**20. Entire Agreement.** This Agreement constitutes the entire agreement between the Parties. Neither Party shall be entitled to benefits other than those specified in this Agreement. No oral statement or prior or contemporaneous written material not specifically incorporated or referenced in this Agreement shall be of any force and effect, and both Parties specifically acknowledge in entering into and executing this Agreement they rely solely on the representations in this Agreement.

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

**Huron-Clinton Metropolitan Authority**

By: \_\_\_\_\_  
Robert W. Marans, Chairman

\_\_\_\_\_  
Steven E. Williams, Secretary

Date: \_\_\_\_\_

**Charter Township of Harrison**

By: \_\_\_\_\_  
Ken Verkest, Township Supervisor

Date: \_\_\_\_\_

## MUNICIPAL MAINTENANCE AGREEMENT – CLINTON TOWNSHIP

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**THIS AGREEMENT**, made and entered into this 13<sup>th</sup> day of February, 2020 by and between the Charter Township of Clinton (“Township”) whose address is 40700 Romeo Plank Road, Mount Clemens, Michigan 48038 and the Huron-Clinton Metropolitan Authority (“Authority”) whose address is 13000 High Ridge Drive, Brighton, Michigan 48114. In this Agreement, either the Department of Roads and/or Authority may also be referred to individually as a “Party” or jointly as “Parties.”

### Recitals:

**WHEREAS**, the township is the owner of a hike/bike path consisting of 6.5 miles and 26 acres located in Clinton Township, Macomb County, Michigan, along the route designated in Exhibit A hereto attached (the “Path”); and

**WHEREAS**, the Authority owns, operates and maintains Lake St. Clair Metropark (“LSC Metropark”) which is contiguous to the Path as shown in Exhibit A hereto attached: and

**WHEREAS**, the Township has requested the Authority to assist the Township providing certain maintenance services of the Path, and the authority is adequately staffed and equipped to provide such services, and is willing to do so upon certain conditions.

**NOW, THEREFORE**, the Parties hereto agree as follows:

1. **Services.** During the term of this Agreement, the Authority agrees to provide the following maintenance services (“Services”) on the Path:
  - a. Snow plowing;
  - b. Grass cutting on path margins; and
  - c. Sweeping.

The Services do not include, and the Authority does not undertake, maintenance or repair of the road surface or other structural elements, any clearance of obstacles or blockages or any activity which is intended to survey, monitor, identify, report, correct, modify, change or improve any condition of the road with respect to the safety of the road for travel of persons or vehicles or the safety in any respect of any person having occasion to use of Metropolitan Parkway. Rather, the Services will be provided on an occasional basis, solely to enhance the recreational characteristics of the Metropark.

2. **Township Obligation to Reimburse the Authority for Services.** The Township agrees reimburse the Authority for the cost of Services provided by the Authority. For 2020, the Township shall reimburse the Authority: \$33,769.00. The breakdown of the Authority’s costs and expenses, are set forth in Exhibit B. The Township shall pay the Authority’s invoice(s) within thirty (30) days of the invoice date. Each year, after 2020, the Authority shall review its personnel costs and any other costs affecting the ability of the Authority to provide the Services under this Agreement. If the Authority’s costs have increased, the Authority will notify the Township in writing of the amount of and the reason for the increased costs for Services under the Agreement. Unless the Township notifies the Authority in writing of its intention to terminate this Agreement as provided herein, those increased costs will become effective 30 days after notification by the Authority. Exhibit B to this Agreement shall be revised to reflect the revised Service costs and expenses accordingly.

3. **Term.** This Agreement shall become effective upon execution by the duly authorized agents of the Parties. The Term of this Agreement shall be for five (5) years from April 1, 2020 through March 30, 2025, and unless terminated as provided herein, may be extended for an additional five-year term upon mutual agreement of the Parties. During the term of this Agreement and any renewal or extension, the Parties shall review this Agreement for compliance with state and federal law, and shall negotiate in good faith if any amendments are required to make this Agreement comply with change in state or federal law after the effective date.

**4. Termination.** This Agreement may be terminated by (i) the expiration of the term of this Agreement and any renewal; (ii) upon 30-days' written notice of termination by one Party to the other Party to this Agreement; or, (iii) by operation of law if a court of competent jurisdiction order the termination of this Agreement

**5. Amendment.** This Agreement may be amended only with the prior written approval of the both the Township Board and Authority's Board of Commissioners.

**6. Employees.** The Authority shall be solely responsible for the manner of employing, engaging, compensating, transferring or discharging any of its employees, independent contractors, or personnel for the governmental services provided pursuant to this Agreement.

**7. Independent Contractor.** At all times and for all purposes under this Agreement, the Parties' relationship to each other is that of an independent contractor. No liability, right or benefit arising out of any employer/employee relationship, either express or implied, shall arise or accrue to any Party as a result of this Agreement.

**8. Insurance.** Each Party agrees to self-insure or procure and maintain, during the term of this Agreement, at its sole expense, the following insurance which shall be written for not less than the coverage specified herein:

- a. Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$ 1,000,000 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included.
- b. Workers' Compensation insurance including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
- c. Automobile Liability insurance including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000 per occurrence, combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- d. Each Party will provide the other with a certificate or certificates of the insurance described herein upon request, and shall also include an endorsement naming the other Party, it's respective elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof as additional insureds.
- e. All policies, as described above, shall include an endorsement stating that is it understood and agreed thirty (30) days, ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to the persons identified in paragraph 13, "Notices", in this Agreement.
- f. It is expressly understood and agreed by and between the parties that the liability of the Department of Roads hereunder shall not be limited to the aforementioned insurance coverage.

**9. Indemnification – Township.** To extent permitted by law, the Township agrees to indemnify, defend and hold harmless the Authority, its Commissioners, officers, agents and employees against any and all claims, suits, losses, damage or injury to persons or property of whatever kind or nature, whether direct or indirect, arising out of or in connection with the ownership and maintenance of the road as set forth in this Agreement. The duty to indemnify, defend and hold harmless by the Township shall include all costs of litigation or defense of claims, including attorney fees, costs and expert fees. Notwithstanding the foregoing, nothing in this Agreement shall constitute a waiver of immunities and privileges as provided by law, including governmental immunity.

**10. Indemnification – Authority.** Subject to the disclaimer of warranties set forth in this Agreement and to the extent permitted by law, the Authority agrees to indemnify, defend and hold harmless the Township, its elected officials, officers, agents and employees against any and all claims, suits, losses, damage or injury to persons or property of whatever kind or nature, whether direct or indirect, arising from the Services provided by the Authority provided such damage or injury were proximately caused by the gross negligence of Authority, its officers, employees or agents in the provision of the Services. The duty to indemnify, defend and hold harmless by the Authority shall include all costs of litigation or defense of claims including attorney fees, costs and expert fees. Notwithstanding the foregoing, nothing in this Agreement shall constitute a waiver of immunities and privileges as provided by law, including governmental immunity.

**11. Notice of Claims.** The Parties agree that a Party will promptly deliver to the other Party written notice and copies of any claims, complaints, charges, or any other accusations or allegations of negligence or other wrongdoing, whether civil or criminal in nature, that the other Party becomes aware of which involves, in any way the facility, equipment, personnel and/or services under this Agreement. Unless otherwise provided by law and/or the Michigan Court Rules, the Parties agree to cooperate with one another in any investigation conducted by the other Party of any acts or performances of any services under this Agreement.

**12. Privileges and Immunities.** All of the privileges and immunities from liability, and exemptions from laws, ordinances and rules, and all pensions, relief, disability, worker’s compensation and other benefits which apply to the activity of officers, agency, or employees of any public agency when performing their respective functions within the territorial limits of their respective agencies shall apply to the same degree and extent to the performance of such functions, services and duties under this Agreement. Furthermore, the Parties believe that their performance of services and duties pursuant to this Agreement will be in the exercise or discharge of a governmental function.

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a. If to the Authority: Amy McMillan, Director  
Metroparks Administrative Office  
13000 High Ridge Drive  
Brighton, MI 48114  
Tel: (810) 227-2757  
Fax: (810) 225-6212  
Email: [amy.mcmillan@metroparks.com](mailto:amy.mcmillan@metroparks.com)

b. If to the Township: Mary Bednar, Director of Public Services  
Charter Township of Clinton  
40700 Romeo Plank Road  
Mount Clemens, MI 48038  
Tel: (586) 286-8000  
Fax:(586) 723-8181  
Email: [m.bednar@clintontownship-mi.gov](mailto:m.bednar@clintontownship-mi.gov)

The Parties may, by written notice, designate any further or different address to which subsequent notices, demands or communications may be given.

**14. Governing Law.** This Agreement has been executed and delivered and it shall be interpreted, construed, and enforced under and in accordance with Michigan law. This Agreement was mutually drafted and cannot be construed against the Authority or Department of Roads on the basis that one was the author of the Agreement.

**15. Warranty Waiver; Consequential Damages.** This Agreement does not, and is not intended to include or connote any warranties, promises or guaranties by the Authority of any nature whatsoever, concerning the Services provided under this Agreement. SPECIFICALLY, NO WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR ANY OTHER WARRANTY IS MADE OR TO BE IMPLIED BY THE AUTHORITY WITH RESPECT TO SERVICES UNDER THIS AGREEMENT. IN NO EVENT SHALL THE AUTHORITY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, EXEMPLARY OR CONSEQUENTIAL DAMAGES WHATSOEVER UNDER CONTRACT, TORT OR OTHERWISE.

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**20. Entire Agreement.** This Agreement constitutes the entire agreement between the Parties. Neither Party shall be entitled to benefits other than those specified in this Agreement. No oral statement or prior or contemporaneous written material not specifically incorporated or referenced in this Agreement shall be of any force and effect, and both Parties specifically acknowledge in entering into and executing this Agreement they rely solely on the representations in this Agreement.

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

### **Huron-Clinton Metropolitan Authority**

By: \_\_\_\_\_  
Robert W. Marans, Chairman

\_\_\_\_\_  
Steven E. Williams, Secretary

Date: \_\_\_\_\_

### **Charter Township of Harrison**

By: \_\_\_\_\_  
Robert Cannon, Township Supervisor

Date: \_\_\_\_\_



To: Board of Commissioners  
From: Amy McMillan, Director  
Subject: Approval – Consumers Pipeline Easement  
Location: Kensington Metropark  
Date: February 6, 2020

**Background:** The easement agreement is currently under review with outside counsel. This item may be removed from the agenda if an agreement is not reached prior to the Feb. 13 board meeting.



To: Board of Commissioners  
 From: Rebecca Franchock, Chief of Finance  
 Subject: Report – 2019 Year-End Financial Report  
 Date: February 5, 2020

**Action Requested: Motion to Receive and File**

That the Board of Commissioners receive and file the 2019 year-end financial report as submitted by Rebecca Franchock and staff.

**Executive Summary:** The 2019 budget plan, as developed by staff and approved by the Board of Commissioners, included several new initiatives. The cost of many of these programs was included within the administrative office. Expanded data collection, marketing, phase IV of the ERP system implementing an integrated revenue reporting system, program development, as well as increased focus on diversity equity and inclusion were all funded. Financial results for the year were positive, in that revenue budgets were met and expenditure budgets were not exceeded. Total fund balance increased by \$4.2 million.

**Budget to Actual Review:** The original 2019 general fund budget anticipated a use of fund balance of \$2.5 million. The results for the year reflect a gain in fund balance of nearly \$4.2 million, a net variance of \$6.7 million.

	2019 ORIGINAL BUDGET	2019 ACTUAL	Variance
Revenue	\$ 52,387,654	\$ 54,802,616	\$ 2,414,962
Expense	\$ 54,921,155	\$ 50,603,723	\$ (4,317,431)
Increase (Use) of Fund Balance	\$ (2,533,501)	\$ 4,198,893	\$ 6,732,394

Revenue produced a positive variance of \$2.4 million (4.6 percent). Park operating revenue successfully met the budget for the first time in several years, led by tolling and golf results. The surplus generated from operations was \$288,700 or 1.5 percent of the budget. The variance on the revenue side is primarily within the administrative revenue function. The three primary administrative activities giving rise to the unplanned increase are; interest earned, tax revenue and third-party discretionary payments. These payments are made to the Metroparks by outside organizations such as Blue Cross, Michigan Municipal Risk Management, Michigan Association of Counties Workers Comp Fund and others. Since the Metroparks have no reason to count on these payments reliably, they have not been included in the budget development process.

Expense accounts also produced a positive variance. The surplus totaled \$4.3 million or 7.9 percent below the original budget. Conservative budgeting suggests that expenses are estimated to allow sufficient funding for everything that needs to be accomplished. In some cases, staff was overly-optimistic about what could be completed. The weather was also a factor. The percentage of budget used varied by function. Equipment purchases utilized 81.3 percent of the original budget of \$2.4 million and major maintenance expenses utilized 31.7 percent of the original budget of \$2.9 million. Park operations spent 95 percent of the \$35.6 million budget resulting in a surplus of \$1.8 million.

As a result of these and other changes to fund balance, the unassigned fund balance is expected to grow to \$25.9 million. This represents 47.6 percent of 2020 budgeted revenue. In comparison, 2019 unassigned fund balance was 40.4 percent of 2019 budgeted revenue, which is outside the range of 17 – 25 percent of budgeted revenue as defined in the financial policy for fund balance.

**2019 Year over Year Comparison:** This synopsis of each major revenue and expenditure function will highlight financial results compared to the prior year. Variances are shown in the chart below:

	2019	2018	Increase (Decrease)
<b>REVENUES</b>			
<b>Administrative</b>			
Property Tax Levy	\$ 31,903,308	\$ 31,675,974	\$ 227,334
Grant	111,070	976,902	(865,832)
Donations/Foundation	82,561	99,288	(16,727)
Interest	814,573	707,124	107,449
Sale of Capital Assets	160,318	473,716	(313,398)
Other	1,678,832	791,122	887,710
<b>Park Operations</b>			
Operating Revenue	19,932,504	19,328,563	603,941
Donations/Foundation	119,454	131,540	(12,086)
<b>Total Revenues</b>	<b>\$ 54,802,620</b>	<b>\$ 54,184,229</b>	<b>\$ 618,391</b>
<b>EXPENDITURES</b>			
Transfer to Capital Projects	4,400,000	9,377,264	(4,977,264)
Capital Equipment/Land	1,960,797	1,836,784	124,013
Major Maintenance	906,103	2,546,143	(1,640,040)
Park Operations	33,798,665	32,843,627	955,038
Administrative Office	9,538,159	9,254,286	283,873
<b>Total Expenditures</b>	<b>\$ 50,603,724</b>	<b>\$ 55,858,104</b>	<b>\$ (5,254,380)</b>

Revenues are relatively consistent overall, with an increase of \$618,000 representing a minor 1.1 percent increase. The administrative revenue was essentially flat as a reclassification of non-capital auction proceeds to the “other” category as well as a reduction in grant revenue were offset by increases in interest, taxes and third-party discretionary payments.

Park operating revenue generated a \$604,000 net increase, which is primarily the result of increased tolling and golf revenue. Tolling revenue increased by 3.9 percent despite a reported 2.6 percent drop in vehicle counts; a surge in online permit sales in the fourth quarter was a contributing factor. Golf revenue increased by 6.0 percent overall. These results varied by course. Willow golf course produced the largest growth by percentage, up 17.6 percent while Kensington produced the largest dollar increase, up \$106,000. Although it still produces the second-highest gross revenue, Stony Creek struggled with the largest decline in revenue at 2.4 percent. Huron Meadows and Hudson Mills both had significant gains in the eight percent range.

On the expenditure side, the creation of the capital project fund in 2018 triggered the largest change. 2018 capital project funding was unusually high. Virtually all other categories did not quite offset reductions in major maintenance expenditures. Overall expenditures declined by 9.4 percent. Excluding the capital project fund transfer, total expenditures were within 0.6 percent of 2018 levels.

Capital expenditures increased by 6.8 percent or \$124,000. Equipment purchased were quite typical – tractors, trucks, mowers, and other service equipment. There were minor expenditures on land acquisition efforts at Lake St. Clair, Wolcott and Indian Springs Metroparks.



The drop in major maintenance is a result of delays in several large projects. Difficulty finding contractors and the timing of projects contributing factor. Staff anticipates that there will be a large bump in expenditures in this function during 2020. Some of the delayed projects are:

- Lake St. Clair – Roof Painting \$80,000
- Kensington – Dam Concrete Repairs/Cleaning 150,000
- Lower Huron – Marcite Replacement 500,000
- Willow – Shoreline Erosion Remediation 280,000
- Lake Erie – Roof Replacements 340,000
- 

Overall park operation costs grew by 2.9 percent, this is in line with the increase in budget between 2018 and 2019 which grew by 3.1 percent. In both years, actual expenditures were at 95 percent of original budget. Variances between parks are primarily caused by shifting costs associated with golf cart replacement and natural resource department work. The largest increase by activity is the work of the natural resource department. In 2019 the department returned to the original process of charging to the location where the work is done. Farm learning center, golf course and general park costs also increased but were partially offset by decreases in park administration at Wolcott.

Administrative office expenditures were also relatively stable between 2018 and 2019. Overall expenditures increased by \$284,000 or 3.1 percent. At the end of 2018, administrative office departments underwent significant restructuring. Golf, safety, community outreach departments were eliminated. Media relations and graphics was combined within marketing, and web design was combined with IT. A new chief of marketing and chief of diversity, equity and inclusion were hired and funding was used to develop these two departments programs in 2019. Additional staff was also added to planning and development to augment grant and program development. Although not a significant factor in the current variance, at the end of 2019, the fund development department was also eliminated. Resulting separation costs also generated a variance. The addition of a K-9 police handler, new in 2019, also increased administrative police department costs.

**The Decade Review:** We frequently look at our financial results by comparing the budget to the prior year. As the decade comes to an end, it may be insightful to also make comparisons to 2009. (which was before the implementation of the current chart of accounts which makes some comparisons more difficult. But more importantly, it was the point at which the property value decline began first to impact Metroparks tax revenue. It was also around this time the Metroparks began to make conscious, strategic changes to the organization.

**Financial Information:** From a “big picture” perspective, \$55.2 million is higher than the 2009 total revenue of \$53.5 million by \$1.7 million. This represents an increase of just 3.1 percent over 10 years.

	Total Revenues				
	General Fund	Supplemental Major Maint	Capital Project Fund	Total	
2019	\$ 54,802,616	\$ 156,782	\$ 231,044	\$ 55,190,443	
2009	\$ 52,919,568	\$ 309,183	\$ -	\$ 53,228,751	
Increase (Decrease)	\$ 1,883,048	\$ (152,400)	\$ 231,044	\$ 1,961,692	

The Supplemental Major Maintenance Fund income has declined markedly (down 73 percent) and staff anticipates that 2020 will be the final year for oil/gas revenue and future revenue will solely be the result of investment earnings.

On the expense side, 2019 expenditures total \$49.2 million, which is \$4.4 million lower than 2009 total expenditures of \$53.5 million, a decrease of 8.1 percent over 10 years.

	Total Expenditures			
	General Fund	Supplemental Major Maint	Capital Project Fund	Total
2019	\$ 46,203,723	\$ -	\$ 2,980,728	\$ <b>49,184,451</b>
2009	\$ 53,235,153	\$ 309,183	\$ -	\$ <b>53,544,336</b>
Increase (Decrease)	\$ (7,031,430)	\$ (309,183)	\$ 2,980,728	\$ <b>(4,359,885)</b>

The Capital Project Fund did not yet exist in 2009. There are currently also no immediate plans for further Supplemental Major Maintenance expenditures (the last expense occurred in 2015).

**Expenditures:** The majority of the expense of running the Metroparks system is consistently the wages and benefits for employees. In 2019, wage/benefits totaled \$32.2 million or 65 percent of the total expenditures of \$49.2 million. In 2009, wage/benefits totaled \$31.7 million or 59 percent of \$53.5 million. This is less than a \$500,000 increase in wages and benefits over the decade or an increase of 1.5 percent (see figure a). Due to the fact that non-staff expenditures incurred greater declines than staff-related expenditures, wages now make up a larger percentage of total expenditures in 2019.

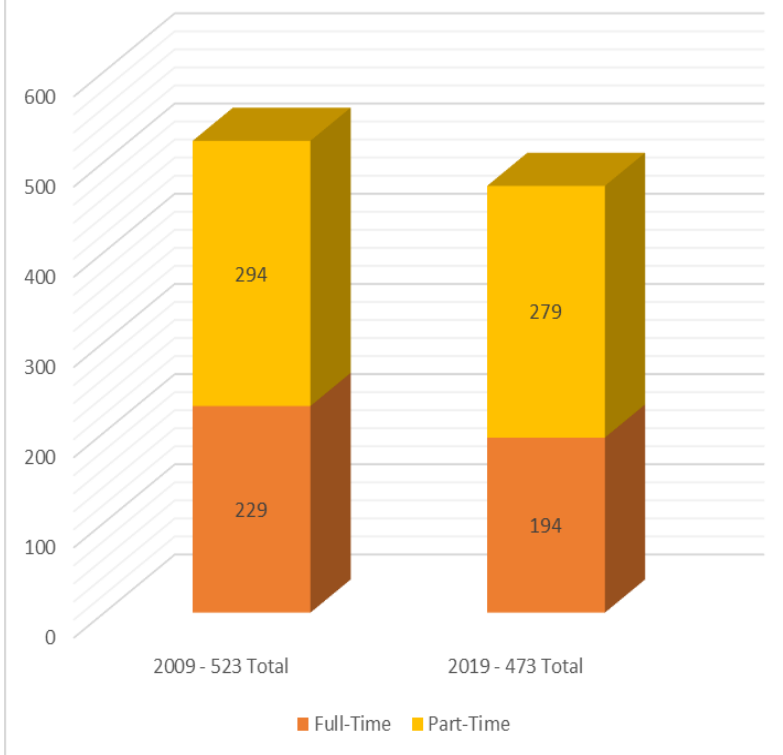
**Staffing Trends:** The main reason for growth so far below inflationary trends is simply that we have less staff working in 2019 (see figure b). In 2009, the Metroparks employed the full-time equivalent (FTE) of 523 employees. FTE is calculated by taking the total hours worked by all employees and dividing by 2,080, which is the standard number of hours a full-time employee is scheduled in a year.

In 2019, the number of FTE's dropped from 523 by 50 FTE's to 473. This is a 9.6 percent decline and represents a decrease of 104,000 hours worked.

Narrowing in on full-time positions, at the end of 2009, the Metroparks had a staff of 229. By the end of 2019, that number stands at 194.



## Full Time Equivalent Positions



The low point occurred in 2012 following an early retirement incentive when the Metroparks employed 182 full-time staff. A net reduction of 35 FTE positions over the decade represents a decline of just more than 15 percent or 72,800 hours.

During this timeframe, part-time FTE's have also declined, but by a smaller percentage. 2009 part-time FTE's totaled 294. A decade later, the total is 279, a decline of 15 FTE's, 5.1 percent, or 31,200 hours.

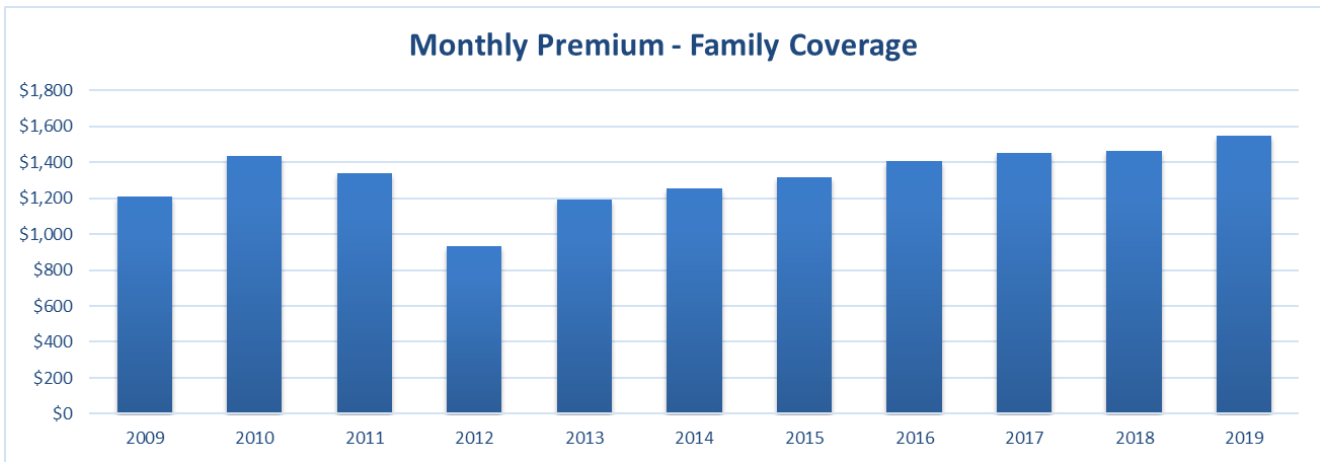
Because more full-time hours have been reduced than part-time hours, there is a shift in the workforce and we are more reliant on part-time staff. In 2009, the percentage of hours worked by full-time staff compared to part-time staff was 43.8 percent. In 2019, it dropped to 41.0 percent. This is a marginal shift from higher compensated full-time staff to part-time staff which

has also contributed to keeping the total amount paid for wages and benefits remaining relatively flat, increasing by \$500,000 or just 1.6 percent over the past 10-year period. To add additional perspective, contractual wage scales over this period have increased by 15.45 percent, which is approximately the same percentage by which staff hours have declined.

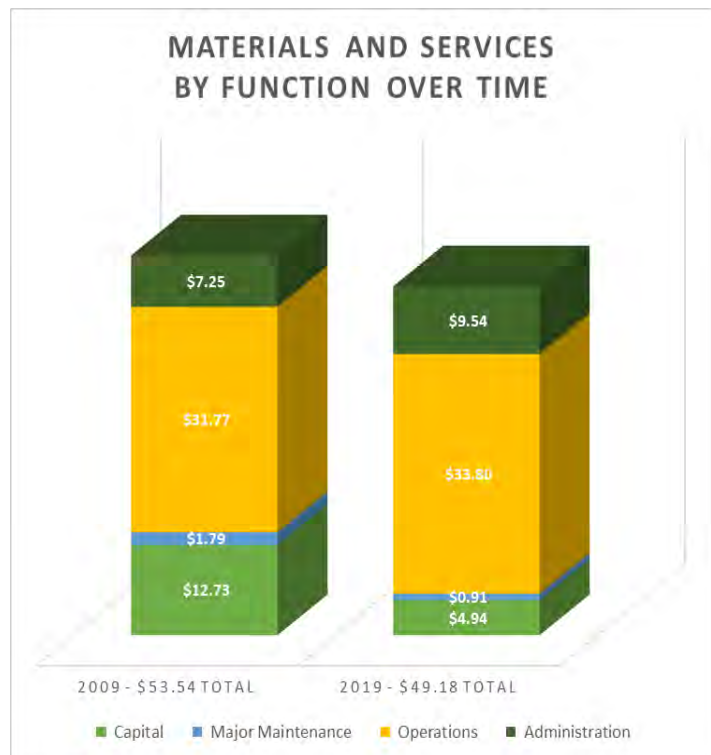
Part-time wages have also increased. While the amount of increase varies by level, overall, the increase has exceeded 23 percent. Because hours have decreased, the actual increase in part-time wages is 21.8 percent or just over 2 percent per year.

In addition to staff hour reductions, another factor in controlling increases in staff costs is that the annual required contribution (ARC) for the Retiree Health Care trust has declined significantly over this period from \$3.4 million in 2009 to \$1.1 million in 2019, a \$2.3 million reduction. Somewhat mitigating this is that the defined benefit pension plan contribution has increased from just more than \$2 million in 2009 to \$2.7 million in 2019. In total, the required contributions for these legacy plans have decreased by more than \$1.6 million. In 2009, the defined contribution pension plan did not yet exist. In 2019, the employer contribution for participants totaled \$292,000.

Negotiated changes to group insurance premiums have also been a significant factor in cost control. Over the past decade, the Metroparks have explored many options to contain costs. Some of the more significant changes included premium cost-share, spousal restrictions, moving to a high deductible health plan (2012-2013) and changing coinsurance and deductible amounts. The impact on the premium is demonstrated in the following chart showing family coverage monthly premiums over time.



**Material and Services:** The cost of materials and services over this same time frame declined by \$4.5 million or 21.1 percent. Breaking materials and services down into functional totals: Capital equipment and improvements have declined by \$7.8 million or 61.2 percent, major maintenance is down \$0.9 million or 49.5 percent. Partially offsetting these decreases, park operations increased by \$2 million or 6.4 percent and the administrative function increased by \$2.3 million or 31.5 percent. For the purpose of consistency, the comparison included the expenditures in the new capital project fund in 2019 and the supplemental major maintenance fund in 2009.

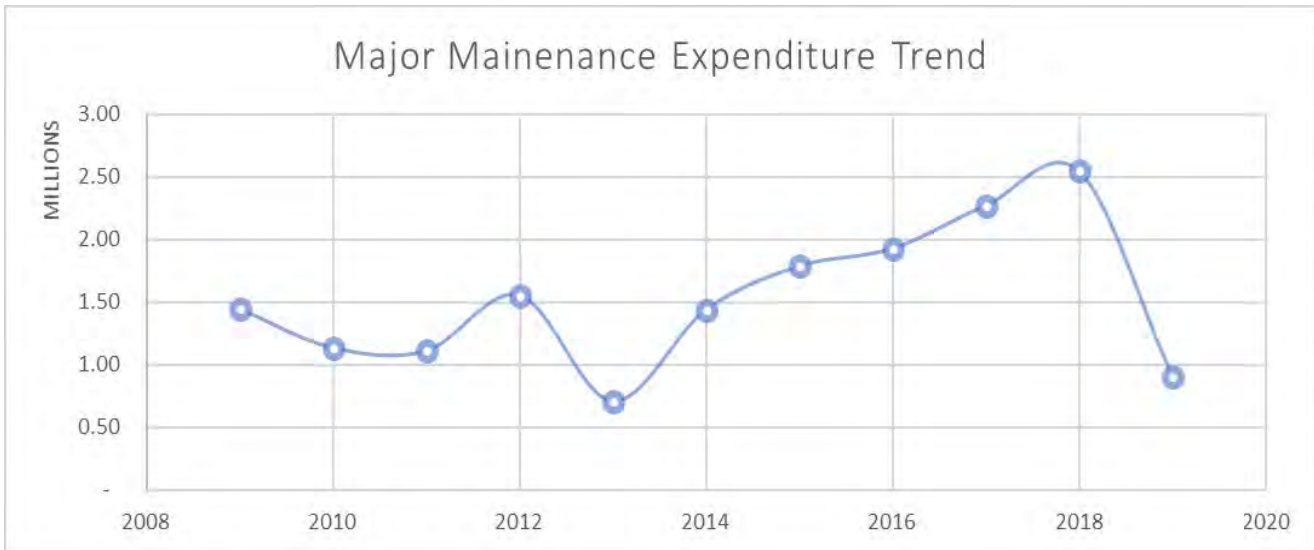


**Functional Breakdown:** The growth in administrative office expense and park operations was more than offset by the reductions in capital and major maintenance. Capital equipment expenditures were \$1.8 million in 2009 and in 2019, they were \$1.9 million, an increase of \$136,000 or 7.5 percent. This has not been a straight-line progression. Annual expenditures over the past decade have ranged from a low of under \$1 million (2011) to a high of \$3.1 million (2016). The average expenditure is just under \$1.8 million.

For capital improvements, the capital project fund was created to track expenditures; however, viewing actual expense without regard to fund, the capital improvement expenditures have also varied widely. In 2009, \$9.7 million was spent on improvements throughout the system. The next year, in an effort to respond to tax revenue declines that amount was cut in half. The average annual expenditure in the past decade has been \$4.9 million. The lowest amount occurred in 2018, with just \$2.1 million being completed. Just under \$3 million was spent in 2019.

Not surprisingly, 2009 was also the high point for land expenditures during the past decade with \$1.6 million of land being acquired. There has been minimal acquisition during this time. The Metroparks Board has a policy of committing all proceeds from the sale of land and grant reimbursements for land acquisition for future land acquisition. Because of this, there is currently \$5.5 million available to fund land acquisitions.

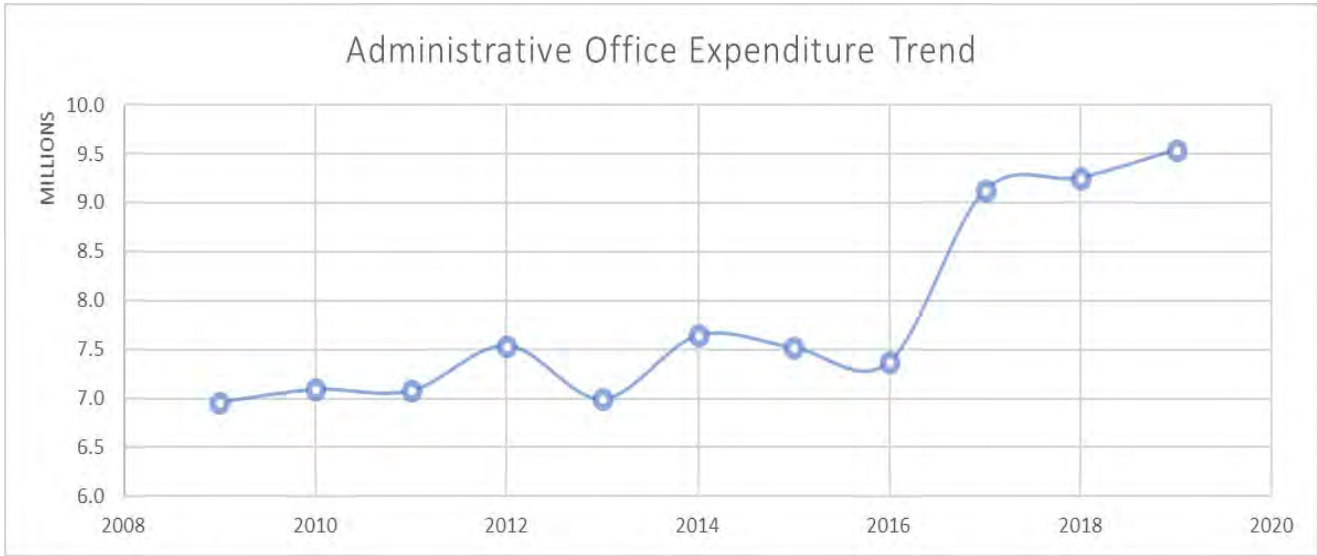
Although the 2019 major maintenance expenditure amount is around half the amount spent in 2009, there is no consistent trend. In 2009, major maintenance expensed totaled \$1.8 million and in 2019 major maintenance expense was \$0.9 million or 49.5 percent of the 2009 total. Over the past decade, major maintenance expenditures have ranged from 50 percent decreases to 100 percent increases on a year-over-year basis. The least spent in any one year occurred in 2013, with only \$700,000 worth of work completed. The highest amount was in 2018 at \$2.5 million and the average amount spent totaled \$1.5 million.



Looking at park operations, unlike major maintenance, there is a very clear trend. For the first half of the decade, staff worked hard to contain costs as much as possible considering the very real decline in tax revenue. The second half of the decade expenditures increased an average of 3.2 percent annually. The net result is an increase of 6 percent over 10 years.



The final functional group of expenditures is the administrative office. With this group, there is a fairly clear trend; administrative office expenses were constrained from 2009 through 2016, ranging from \$7.0 to \$7.6 million. In 2017, expenditures jumped to more than \$9.1 million and have grown by an average of 2.25 percent. The significant increase in 2017 was primarily the result of new staff or increased wages in the executive, finance, human resources, marketing/graphics, community outreach, engineering, planning and development, natural resources and golf.



**Revenue:** Total revenue increased from \$53.5 million in 2009 to \$55.2 million in 2019, a \$1.6 million or 3.1 percent increase over 10 years. During this timeframe, increases in park operations of \$5.9 million offset declines in administrative revenue of \$4.2 million.

The primary decrease in administrative revenue is the residual effect of the reductions in property values triggered by the great recession. Although tax revenue has increased from the low of \$27.7 million received in 2013, 2019 tax revenue of \$31.9 million is still \$4.1 below the 2009 level of \$36.0 million.





On the operations side, total revenue has grown from \$13.8 million in 2009 to \$19.9 million in 2019. This \$6.2 million increase is primarily the result of a \$4.5 million increase in annual tolling revenue. Rate increases account for this growth as estimated attendance declined during this period from 9.2 million to 7.3 million visitors. Rate increases occurred four times during the decade. From the 2009 annual vehicle pass rates of \$20 (senior rate \$12) and daily rate of \$4 to the 2019 rates for annual vehicle passes of \$35 (senior \$29) and daily rate of \$10.



Golf revenue continues to be the second-largest park operating revenue generator. During the past decade, two facilities closed – the Wolcott golf course and the Lower Huron par-three golf course. To allow comparison to 2009 numbers, food, beverage and sundry revenue was excluded. The result shows that revenue fell by \$388,000 or 7.9 percent. It is noteworthy that expenditures were reduced by a greater number (\$495,000) so the golf courses that remain in 2019 generate more surplus than the courses that existed in 2009.

Examining the third most significant operating revenue source, aquatic facilities, revenue grew from less than \$1 million to \$1.7 million, an increase of \$748,000, or 78.8 percent. The addition of a rip-slide at Stony Creek (2015) helped as this facility generated \$120,000 in 2019. It should also be noted that the Willow Pool was closed for renovations generating no income in 2009 as compared to the \$92,000 revenue generated at that facility in 2019.

Overall, the ability of the parks to continue to generate additional operating revenue to offset the loss of property tax revenue has been vital to the Metroparks financial health. Staff resilience to innovate and develop methods to operate the parks in the outstanding manner that the public expects with reduced staffing has also been crucial in ensuring the continued success of the Metroparks.



To: Board of Commissioners  
From: Rebecca Franchock, Chief of Finance  
Subject: Receive – January General Fund Financial Statement Review  
Date: February 6, 2020

**Action Requested: Motion to Receive and File**

That the Board of Commissioners receive and file the January 2020 General Fund Financial Statement Review as recommended by Chief of Finance Rebecca Franchock and staff.

**Balance Sheet:** The January 31 balance sheet reflects cash assets on hand of \$2.3 million. Investments, consisting primarily of CD's, U.S. Treasury/Agency funds and municipal pooled funds totals \$39.7 million. The average rate of return on investments is holding steady in the neighborhood of 1.6 percent. The Net Taxes Receivable is \$24.7 million.

Other assets total \$1.8 million. Anticipated grant funding related primarily to the SAW grants is reflected here as is the MMRMA self-insured retention fund. A change in accounting for the personal property tax reimbursement from the state has increased accounts receivable. These funds were formerly tracked in taxes receivable. Funds are transferred from the Capital Project Fund at the beginning of each month for the payments that have been processed from the General Fund. At the end of January, the amount due to the General Fund from the Capital Project Fund is \$92,900. Liabilities and Fund Equity Categories reflect the balances approved at year end of 2019.

**Park Operating Revenue:** 2020 January operating revenue totaled just over \$858,000. This was a 12.4 percent increase over January 2019. January 2020 revenue includes recognition of \$206,000 of rental revenue received in 2019 that will be earned in 2020. This is 15 percent more than the previous year, which is a good sign that more public are making plans to use the Metroparks in 2020.

Toll revenue earned in January is \$403,000, nearly half of the total revenue recognized for the month. Unfortunately, this is \$81,000 less than earned in January 2019, a reduction of 16.7 percent. The revenue decline occurred at nearly every Metropark. Offsetting this trend was the Administrative Office online sales which increased 74.5 percent from \$20,700 to \$36,200. Lake Erie and Wolcott Mill also showed modest gains.

Cross-country skiing is the only winter activity tracked directly in revenue. Even at Huron Meadows where staff makes snow for cross country skiing when the weather cooperates, revenue is down by 50 percent.

Aside from the increase related to revenue recognition noted above, the other factor increasing January revenue is a timing shift. Macomb County Road Commission made their annual payment for roadside mowing a few months earlier than 2019. The joint government maintenance revenue account increased by \$129,900.



**Other Revenue:** Tax revenue is down by \$284,000 when compared to the prior year. This is offset by the increase in revenue from state sources (up \$400,000). As mentioned earlier in the balance sheet review, there has been an accounting change in classification of the personal property tax reimbursement from the state. These items are now appropriately reflected in the correct account.

**Administrative Expenditures:** Administrative office expenditures total \$514,000, a 10 percent decrease from January 2019. Although too early in the year to draw any real conclusions, the decrease is primarily information technology outside contracted services. Also contributing was one full-time position vacant in the natural resources department in the month of January.

**Park Operating Expenditures:** Total January 2020 park operating expenditures are \$1.5 million compared to \$1.7 million spent at this point in 2019. A decrease of \$151,000 or 9.0 percent. All locations except Huron Meadows produced a decline in expenditures.

In reviewing accounts across the parks, wages and benefits are down. This is primarily the result of four vacant full-time park positions that were vacant for at least a portion of the month. Operating supplies, resale products, outside contractors and utilities all increased when compared to 2019.

**Major Maintenance Expenditures:** No significant work was expensed during January of 2020.



To: Board of Commissioners  
From: Rebecca Franchock, Chief of Finance  
Subject: Approval – December 2019 Appropriation Adjustments  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners approve the December 2019 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 December 2019, \$2,292,987 was transferred within and between the departments to cover over budget accounts or to move funds to the correct account. In addition, revenue accounts were increased by \$2,593 and expense accounts were increased by \$3,018 as a result of Foundation support. Finally, there were various adjustments to taxes receivable resulting in a net decrease of \$142,865. The net impact on Fund Balance is a \$142,440 decrease.

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

**Attachment: December 2019 Appropriation Adjustments**

**Huron-Clinton Metropolitan Authority**  
**December 2019 Appropriation Transfer Summary**

**Expense Accounts**

<b>Location</b>	<b>Expense Increase</b>	<b>Expense Decrease</b>	<b>Difference</b>	
<b>Capital</b>				
Administrative Engineering Staff	\$ 64,100	\$ 40,400	\$ 23,700	
Lake St. Clair	1,850	16,000	(14,150)	
Kensington	4,700	-	4,700	
Stony Creek	-	1,800	(1,800)	
Lake Erie	-	16,000	(16,000)	
Wolcott	1,000	35,000	(34,000)	
Indian Springs	550	-	550	
<b>Total</b>	<b>\$ 72,200</b>	<b>\$ 109,200</b>	<b>\$ (37,000)</b>	
<b>Major Maintenance</b>				
Administrative	\$ 1,650	\$ 148,682	\$ (147,032)	
Lake St. Clair	964	8,495	(7,531)	
Kensington	24,278	22,055	2,223	
Lower Huron	70,387	54,643	15,744	
Hudson Mills	3,804	-	3,804	
Stony Creek	8,538	922	7,616	
Lake Erie	13,754	1,882	11,872	
Wolcott	24,550	17,292	7,258	
Indian Springs	6,180	1,853	4,327	
<b>Total</b>	<b>\$ 154,105</b>	<b>\$ 255,824</b>	<b>\$ (101,719)</b>	
<b>Operations</b>				
Administrative	\$ 250	\$ -	\$ 250	
Lake St. Clair	84,298	121,589	(37,291)	
Kensington	370,275	367,975	2,300	
Lower Huron/Willow/Oakwoods	138,428	173,095	(34,667)	
Hudson Mills	96,160	111,527	(15,367)	
Stony Creek	208,439	124,007	84,432	
Lake Erie	152,180	175,130	(22,950)	
Wolcott	36,735	40,518	(3,783)	
Indian Springs	73,177	55,557	17,620	
Huron Meadows	\$ 146,173	\$ 149,830	\$ (3,657)	
<b>Total</b>	<b>\$ 1,306,115</b>	<b>\$ 1,319,228</b>	<b>\$ (13,113)</b>	
<b>Administration</b>	<b>Total</b>	<b>\$ 760,567</b>	<b>\$ 608,735</b>	<b>\$ 151,832</b>
<b>Total Expense</b>		<b>\$ 2,292,987</b>	<b>\$ 2,292,987</b>	<b>\$ -</b>

**Huron-Clinton Metropolitan Authority**  
**December 2019 Appropriation Transfer Summary**

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<b><u>Foundation/Insurance Support</u></b>		<b><u>Expense Increase</u></b>	<b><u>Revenue Increase</u></b>	<b><u>Net</u></b>
<b>Operations</b>				
	Kensington	\$ 2,593	\$ -	\$ 2,593
	Wolcott Mill	425	-	425
	Administrative	-	2,593	(2,593)
	<b>Total</b>	<b>\$ 3,018</b>	<b>\$ 2,593</b>	<b>\$ 425</b>
<b><u>Total Foundation/Donation/Grant Support</u></b>		<b>\$ 3,018</b>	<b>\$ 2,593</b>	<b>\$ 425</b>

<b><u>Tax Adjustment</u></b>		<b><u>Revenue Decrease</u></b>	<b><u>Revenue Increase</u></b>	<b><u>Net</u></b>
	Current	\$ -	\$ 147,720	\$ (147,720)
	Prior	4,855	-	4,855
	<b>Total</b>	<b>\$ 4,855</b>	<b>\$ 147,720</b>	<b>\$ (142,865)</b>



To: Board of Commissioners  
From: Rebecca Franchock, Chief of Finance  
Subject: Approval – January 2020 Appropriation Adjustments  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners approve the January 2020 Appropriation Adjustments as recommended by Chief of Finance Rebecca Franchock.

**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 January, \$433,720 was transferred within and between the departments to move funds to the correct account. \$93,750 was taken from fund balance to cover an unanticipated 2019 encumbrance that carried over to 2020. In addition, revenue accounts were increased by \$2,000 and expense accounts were increased by \$2,000 as a result of Foundation support. Finally, there were various adjustments to taxes receivable resulting in a net increase of \$88,368. The net impact on Fund Balance is a decrease of \$5,382.

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

**Attachment: January Appropriation Adjustments**

**Huron-Clinton Metropolitan Authority  
January 2020 Appropriation Transfer Summary**

<u>Location</u>	<u>Expense Increase</u>	<u>Expense Decrease</u>	<u>Difference</u>
<b>Administration</b>			
<b>Total</b>	\$ 527,470	\$ 433,720	\$ 93,750
<b>Total Fund Transfers</b>	\$ 527,470	\$ 433,720	\$ 93,750

<u>Foundation/Insurance Support</u>	<u>Expense Increase</u>	<u>Revenue Increase</u>	<u>Net</u>
<b>Operations</b>			
Huron Meadows	\$ 2,000	\$ -	\$ 2,000
Administrative	-	2,000	(2,000)
<b>Total</b>	\$ 2,000	\$ 2,000	\$ -
<b>Total Foundation/Donation/Grant Support</b>	\$ 2,000	\$ 2,000	\$ -

<u>Tax Adjustment</u>	<u>Revenue Decrease</u>	<u>Revenue Increase</u>	<u>Net</u>
Current	\$ 84,709	\$ -	\$ 84,709
Prior	3,659	-	3,659
<b>Total</b>	\$ 88,368	\$ -	\$ 88,368



To: Board of Commissioners  
From: Rebecca Franchock, Chief of Finance  
Subject: Report – December 2019 Monthly Capital Project Fund Update  
Date: February 6, 2020

**Action Requested: Motion to Receive and File**

That the Board of Commissioners receive and file the December 2019 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. In order to improve the information provided on specific capital improvement projects, finance staff 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:

- As of Dec. 31, 2019 – 19 of 38 projects were either completed or canceled.
- Per staff's process, budgets in these projects have been adjusted to actual and surplus funds are available to fund 2020 capital projects. During the budget process, staff estimated this would total \$4.3 million. The total is actually \$4.6 million. The positive variance will remain within the capital project fund unless the Board of Commissioners takes further action.
- During 2019, a total of \$2.9 million was expensed.

**Attachment: December 2019 Capital Project Fund**

**Capital Project Fund Report  
Period Ending 12/31/2019**

Project Code	Project Description	Location	Category	Life to Date Budget	Year to Date Expenditures	Life to Date Expenditures	Life to Date Encumbrance	Balance	Project Status
50217.677	Black Creek Shore Fishing Access	Lake St Clair	Other Improvements	139,522.54	133,104.83	139,338.66	0.00	183.88	
50217.679	Nature Center Improvements-DNR Passport Grant Funded	Lake St Clair	Building	61,028.69	14,188.55	14,188.55	0.00	46,840.14	
50217.683	Pump Station No. 1 Replacement-SAW Grant	Lake St Clair	Other Improvements	419,906.03	345,188.19	373,251.19	45,087.90	1,566.94	
50217.684	Park Maintenance Area Stormwater Improvements-SAW Grant	Lake St Clair	Infrastructure	170,806.47	157,648.23	170,806.47	0.00	0.00	Completed
50218.687	Truck Hoist	Lake St Clair	Building	0.00	0.00	0.00	0.00	0.00	Completed
50416.1098	Shoreline Protection	Kensington	Land Improvements	17,684.05	0.00	17,684.05	0.00	0.00	Completed
50417.1107	Maple Beach Site Improvements	Kensington	Other Improvements	915,111.54	41,630.76	111,120.30	800,000.00	3,991.24	
50417.1111	Sanitary Sewer Connections, Park Area & Farm - SAW Grant	Kensington	Infrastructure	0.00	0.00	0.00	0.00	0.00	Cancelled
50418.1113	Nature Center Exhibits	Kensington	Other Improvements	26,850.68	27,069.20	30,897.88	0.00	(4,047.20)	
50419.1116	Secondary Containment of Fuel Storage	Kensington	Other Improvements	0.00	0.00	0.00	0.00	0.00	Cancelled
50419.1117	Installation of Fiber at Tollbooth near Golf Course	Kensington	Infrastructure	26,966.21	26,966.21	26,966.21	0.00	0.00	Completed
50618.489	Turtle Cove Screen Wall	Lower Huron	Building	0.00	0.00	0.00	0.00	0.00	Completed
50619.491	North Fishing Site Redevelopment	Lower Huron	Other Improvements	11,299.33	11,203.57	11,203.57	0.00	95.76	
50519.126	Iron Belle Trailhead	Dexter-Delhi	Land Improvements	48,485.90	4,308.40	4,308.40	0.00	44,177.50	
50817.213	Golf Course Maintenance Area Stormwater Improvements-SAW Grant	Hudson Mills	Infrastructure	37,274.44	28,984.79	37,274.44	0.00	0.00	Completed
50818.215	Island Bridge Replacement	Hudson Mills	Other Improvements	226,613.34	223,133.73	226,613.34	0.00	0.00	Completed
50916.532	Boat Launch Site Redevelopment	Stony Creek	Other Improvements	1,074,388.40	(39,066.33)	1,074,388.40	0.00	0.00	Cancelled
50917.542	Baypoint Beach Site Improvements	Stony Creek	Other Improvements	1,179,765.62	34,555.55	101,679.19	1,075,000.00	3,086.43	
50917.547	Sanitary Force Main Replacement-SAW Grant	Stony Creek	Infrastructure	443,127.50	401,032.17	443,127.50	0.00	0.00	Completed
50918.548	Shelden Trails Redevelopment	Stony Creek	Infrastructure	211,833.61	24,724.04	48,934.04	0.00	162,899.57	
50918.549	Baypoint Sanitary Pump Replacement	Stony Creek	Infrastructure	46,491.51	3,248.92	46,491.51	0.00	0.00	Completed
50918.550	26 Mile Road Bridge & Desk Rehabilitation-Design/Study	Stony Creek	Infrastructure	860,553.48	783,165.16	860,553.48	0.00	0.00	Completed
50919.552	Sanitary Sewer Rehabilitation	Stony Creek	Infrastructure	-	0.00	0.00	0.00	0.00	Cancelled
50920.553	Boat Launch Parking Lot Reconstruction	Stony Creek	Other Improvements	11,839.81	11,734.73	11,734.73	0.00	105.08	
50920.554	Boat Launch Building Redevelopment	Stony Creek	Building	4,138.50	4,106.01	4,106.01	3,684.00	(3,651.51)	
51017.311	Park Office Replacement	Willow	Building	2,141,415.85	68,543.71	99,973.63	14,537.50	2,026,904.72	
51017.313	Service Yard Stormwater Improvements-SAW Grant	Willow	Infrastructure	124,756.62	85,533.32	95,244.92	27,940.74	1,570.96	
51019.314	Golf Course Culvert Replacement	Willow	Infrastructure	70,935.93	6,728.99	6,728.99	64,190.00	16.94	
51118.110	Oakwoods Nature Center Exhibit Design	Oakwoods	Other Improvements	603,900.00	157,517.00	157,517.00	446,383.00	0.00	
51119.111	Flat Rock Dam Boom Installation	Oakwoods	Other Improvements	28,188.69	3,158.74	3,158.74	0.00	25,029.95	
51215.228	Pool Backwash Connection	Lake Erie	Other Improvements	186,473.43	176,640.23	186,473.43	0.00	0.00	Completed
51218.238	Course Storm Siren	Lake Erie	Building	27,381.00	27,381.00	27,381.00	0.00	0.00	Completed
51218.239	Shoreline and Fish Habitat Restoration	Lake Erie	Other Improvements	1,613,037.56	34,102.72	34,266.74	154,573.56	1,424,197.26	
51319.139	Mill Building Stabilization and Repairs	Wolcott	Building	100,000.00	17,272.00	17,272.00	5,668.00	77,060.00	
51319.140	Generator Hookup at Farm	Wolcott	Infrastructure	30,000.00	0.00	0.00	0.00	30,000.00	
51319.141	Farm Fence Installation along 28 Mile Rd	Wolcott	Other Improvements	0.00	0.00	0.00	0.00	0.00	Completed
51618.091	Demolition of 4 Quonset Huts in Service Yard Area	Huron Meadows	Building	163,220.11	154,333.07	163,220.11	0.00	0.00	Completed
51619.092	Lightning Detection System Installation	Huron Meadows	Building	27,281.00	27,281.00	27,281.00	0.00	0.00	Completed
Grants	50217.677 - Black Creek Shore Fishing Grant	Lake St Clair		(58,500.00)	(58,500.00)	(58,500.00)		0.00	
Grants	50217.679 - Nature Center Building Improvement	Lake St Clair		(45,000.00)	0.00	0.00	0.00	(45,000.00)	
Grants	50217.683 - Pump Station No. 1 SAW Grant	Lake St Clair		(150,000.00)	0.00	0.00	0.00	(150,000.00)	
Grants	50916.535 - Boat Launch Ramp Reconstruction	Stony Creek		(5,000.00)	(5,000.00)	(5,000.00)	0.00	0.00	
Grants	50918.548 - Shelden Trail	Stony Creek		-	0.00	0.00	0.00	0.00	
Grants	50519.126 - Iron Belle Trailhead	Dexter-Huron		(38,742.00)	0.00	0.00	0.00	(38,742.00)	
Grants	51118.110 - Nature Center New Exhibits	Oakwoods		(15,000.00)	(15,000.00)	(15,000.00)	0.00	0.00	
Grants	51218.239 - Coastal Marsh Habitat & Trail Development	Lake Erie		(1,500,000.00)	(21,960.62)	(21,960.62)	0.00	(1,478,039.38)	

**\$ 9,238,035.84   \$ 2,894,957.87   \$ 4,472,724.86   \$ 2,637,064.70   \$ 2,128,246.28**

**Capital Funding Available for 2020 (4,618,938.97)**





To: Board of Commissioners  
From: Rebecca Franchock, Chief of Finance  
Subject: Report – January 202 Capital Project Fund Update  
Date: February 6, 2020

**Action Requested: Motion to Receive and File**

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

**Background:** In 2018, the Board of Commissioners approved the creation of a capital project fund. To 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:

- \$3.8 million remaining budget balances for 19 projects open at Dec. 31, 2019 has been carried forward
- \$9.8 million representing 30 new capital projects has been added
- \$1.7 million in reimbursing grant payments is anticipated
- Minimal expenditures in January 2020

**Attachment: January 2020 Capital Project Fund Update**

**Capital Project Fund Report  
Period Ending 1/31/2020**

Project Code	Project Description	Location	Category	Life to Date Budget	Year to Date Transactions	Life to Date Transactions	Life to Date Encumbrance	Balance
50217.677	Black Creek Shore Fishing Access	Lake St Clair	Other Improvements	139,522.54	0.00	139,338.66	0.00	183.88
50217.679	Nature Center Improvements-DNR Passport Grant Funded	Lake St Clair	Building	61,028.69	14,703.45	28,892.00	22,500.00	9,636.69
50217.683	Pump Station No. 1 Replacement-SAW Grant	Lake St Clair	Other Improvements	419,906.03	(27,512.62)	345,738.57	45,087.90	29,079.56
50219.688	Black Creek Marsh Wetland Filtration Enhancement	Lake St Clair	Other Improvements	253,000.00	0.00	0.00	0.00	253000
50220.692	Accessible Kayak Launch & Power Installation	Lake St Clair	Other Improvements	50,000.00	0.00	0.00	0.00	50,000.00
50220.693	Backup Internet Fiber Installation	Lake St Clair	Infrastructure	40,000.00	0.00	0.00	0.00	40,000.00
50220.694	Electrical Grid Replacement - Design in 2020	Lake St Clair	Infrastructure	1,000,000.00	0.00	0.00	0.00	1000000
50417.1107	Maple Beach Site Improvements	Kensington	Other Improvements	915,111.54	1,533.04	112,653.35	800,000.00	2,458.19
50418.1113	Nature Center Exhibits	Kensington	Other Improvements	26,850.68	0.00	30,897.88	0.00	(4,047.20)
50420.1118	Maple Beach - Universal Accessible Playground	Kensington	Infrastructure	525,000.00	0.00	0.00	0.00	525,000.00
50420.1119	Hike-Bike Trail Reconstruction	Kensington	Infrastructure	400,000.00	0.00	0.00	0.00	400,000.00
50420.1120	West Boat Launch - Accessible Kayak Launch	Kensington	Other Improvements	308,000.00	0.00	0.00	0.00	308,000.00
50619.491	North Fishing Site Redevelopment	Lower huron	Other Improvements	300,099.33	1,723.02	12,926.59	0.00	287,172.74
50620.492	Bemis Road Entrance Fiber Connectivity	Lower huron	Infrastructure	52,000.00	1,860.90	1,860.90		50,139.10
50620.493	Backup Internet Fiber Installation	Lower huron	Infrastructure	205,000.00	0.00	0.00	0.00	205,000.00
50620.494	Hike-Bike Trail Reconstruction	Lower huron	Infrastructure	300,000.00	0.00	0.00	0.00	300,000.00
50519.126	Iron Belle Trailhead	Dexter-Delhi	Land Improvements	48,485.90	0.00	4,308.40	0.00	44,177.50
50520.127	Delhi Relocating Border to Border Trail	Dexter-Delhi	Infrastructure	100,000.00	0.00	0.00	0.00	100,000.00
50520.128	Relocating Concessionaire Canoe Livery Building	Dexter-Delhi	Building	75,000.00	0.00	0.00	0.00	75,000.00
50820.216	Hike-Bike Trail Reconstruction	Hudson Mills	Infrastructure	300,000.00	0.00	0.00	0.00	300,000.00
50820.217	Backup Internet Fiber Installation	Hudson Mills	Infrastructure	40,000.00	0.00	0.00	0.00	40,000.00
50820.218	Rapids View area Development	Hudson Mills	Infrastructure	453,800.00	0.00	0.00	0.00	453,800.00
50820.219	Toll Booth Removal and Replacement	Hudson Mills	Building	80,000.00	0.00	0.00	0.00	80,000.00
50917.542	Baypoint Beach Site Improvements	Stony Creek	Other Improvements	1,179,765.62	1,126.59	102,805.78	1,075,000.00	1,959.84
50918.548	Shelden Trails Redevelopment	Stony Creek	Infrastructure	211,833.61	0.00	48,934.04	0.00	162,899.57
50920.553	Boat Launch Parking Lot Reconstruction	Stony Creek	Other Improvements	1,011,839.81	2,878.02	14,612.75	0.00	997,227.06
50920.554	Boat Launch Building Redevelopment	Stony Creek	Building	1,754,138.50	2,620.44	6,726.45	3,684.00	1,743,728.05
50920.555	Development of Off Leash Dog Area	Stony Creek	Land Improvements	138,500.00	0.00	0.00	0.00	138,500.00
50920.556	Backup Internet Fiber Installation	Stony Creek	Infrastructure	80,000.00	0.00	0.00	0.00	80,000.00
50920.557	Shore Fishing Replace Vault Latrine	Stony Creek	Building	60,000.00	0.00	0.00	0.00	60,000.00
51017.311	Park Office Replacement	Willow	Building	2,141,415.85	662.70	100,636.33	14,537.50	2,026,242.02
51017.313	Service Yard Stormwater Improvements-SAW Grant	Willow	Infrastructure	124,756.62	(3,609.01)	91,635.91	27,940.74	5,179.97
51019.314	Golf Course Culvert Replacement	Willow	Infrastructure	295,935.93	66.27	6,795.26	64,190.00	224,950.67
51020.315	Main Park Road Culvert Replacements near Acorn Knoll	Willow	Infrastructure	40,000.00	0.00	0.00	0.00	40,000.00
51020.316	AO and Existing Maintenance Building-Gas Service Line	Willow	Infrastructure	200,000.00	0.00	0.00	0.00	200,000.00
51020.317	Backup Internet Fiber Installation	Willow	Infrastructure	80,000.00	0.00	0.00	0.00	80,000.00
51118.110	Nature Center Exhibit Design	Oakwoods	Other Improvements	603,900.00	0.00	157,517.00	446,383.00	0.00
51119.111	Flat Rock Dam Boom Installation	Oakwoods	Other Improvements	28,188.69	107.39	3,266.13	0.00	24,922.56
51120.113	Backup Internet Fiber Installation	Oakwoods	Infrastructure	40,000.00	0.00	0.00	0.00	40,000.00
51120.114	Accessible Nature Trail Development	Oakwoods	Infrastructure	248,000.00	0.00	0.00	0.00	248,000.00
51218.239	Shoreline and Fish Habitat Restoration	Lake Erie	Other Improvements	1,613,037.56	93.45	34,360.19	154,573.56	1,424,103.81
51220.240	Boat Launch Fish Cleaning Station	Lake Erie	Other Improvements	45,000.00	0.00	0.00	0.00	45,000.00
51220.241	Accessible Kayak Launch with Area Development	Lake Erie	Other Improvements	245,000.00	0.00	0.00	0.00	245,000.00
51319.139	Mill Building Stabilization and Repairs	Wolcott	Building	100,000.00	0.00	17,272.00	5,668.00	77,060.00
51319.140	Generator Hookup at Farm	Wolcott	Infrastructure	50,000.00	0.00	0.00	0.00	50,000.00
51320.142	Phase II - Animal Pen Fencing Replacement	Wolcott	Other Improvements	30,000.00	0.00	0.00	0.00	30,000.00

**Capital Project Fund Report  
Period Ending 1/31/2020**

51320.144	Farm to Mill Trail Connector	Wolcott	Infrastructure	1,000,000.00	0.00	0.00	0.00	1,000,000.00
51520.159	Backup Internet Fiber Installation	Indian Springs	Infrastructure	40,000.00	0.00	0.00	0.00	40,000.00
51620.093	Backup Internet Fiber Installation	Huron Meadows	Infrastructure	80,000.00	0.00	0.00	0.00	80,000.00
Grants	50217.679R - Nature Center Building Improvement	Lake St Clair		(45,000.00)	0.00	0.00	0.00	(45,000.00)
Grants	50217.683R - Pump Station No. 1 SAW Grant	Lake St Clair		(150,000.00)	0.00	0.00	0.00	(150,000.00)
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	50420.1120R - Accessible Kayak Launch Grant	Kensington		(154,000.00)	0.00	0.00	0.00	(154,000.00)
Grants	50619.491R - North Fishing Site Accessibility Grant	Lower Huron		(144,400.00)	0.00	0.00	0.00	(144,400.00)
Grants	51120.114R - Accessible Nature Trail Development Grant	Oakwoods		(124,000.00)	0.00	0.00	0.00	(124,000.00)
Grants	50820.218R - Rapids View Area Development Grant	Hudson Mills		(226,900.00)	0.00	0.00	0.00	(226,900.00)
Grants	50520.128R - Relocate Conecssionaire 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	50920.555R - Off Leash Dog Area Grant	Stony Creek		(50,000.00)	0.00	0.00	0.00	(50,000.00)
Grants	51218.239R - Coastal Marsh Habitat & Trail Development	Lake Erie		(1,478,039.38)	0.00	0.00	0.00	(1,478,039.38)
Grants	51220.241R - Kayak Launch Area Development Grant	Lake Erie		(122,500.00)	0.00	0.00	0.00	(122,500.00)

**\$ 14,835,535.52    \$ (3,746.36)    \$ 1,261,178.19    \$ 2,659,564.70    \$ 11,037,292.63**



To: Board of Commissioners  
From: Danielle Mauter, Chief of Marketing and Communications  
Subject: Report – January Marketing Update  
Date: February 6, 2020

**Action Requested: Motion to Receive and File**

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

**Attachment: January Marketing Report**



# MONTHLY MARKETING REPORT

**January 2020**

Administrative Office  
13000 High Ridge Drive  
Brighton, MI 48814



[METROPARKS.COM](http://METROPARKS.COM)

# JANUARY 2020

## UPDATES ON GOALS

- 1. Increase awareness and understanding of the Metroparks brand and identity**  
Ongoing and measured through the increases in the other goals until such time a follow-up public poll is conducted.
- 2. Increase overall attendance by 30,000 vehicles over and above the 2019 car count goal**  
Will begin reporting on (and comparing) car counts starting in March.
- 3. Collaborate with Planning and Development and Information Technology departments to establish regular reporting and evaluation of marketing performance data**  
The marketing department campaign and project calendar has been shared with all department heads. As media buys for large campaigns and new are placed, the geographic zip code areas and dates they are placed will be shared with Planning so that these areas can be incorporated into the scanning data reports for those date ranges. We will be looking to compare previous years' attendance on those event dates in those zip codes to see if ad placements are impactful.  
  
Work with the IT department continued to begin set up of late winter/spring campaign pages and tracking of ad campaigns to these pages will take place.
- 4. Increase attendance at Interpretive Series programs by 30 percent over 2019 attendance**  
All series programs have been set up with a Facebook event page and posts are posted after each occurrence as well as the cover photo being swapped. Graphic design staff have started creating flyers for each series program that includes dates and info of all occurrences. Some digital ads and boosting will begin in February
- 5. Increase Family reunions/picnics/events booked in the parks by at least 3-5 percent from \$373, 500 to at least \$384,705 - \$392,175 by end of 2020**  
Met with all park managers and superintendents to discuss some special promotions for 2020 and ideas for reaching new audiences. Promotions to start in February.
- 6. Increase golf outings booked at Metroparks courses by 10 percent in 2020 with an average of at least 50 golfers per outing.**  
Will begin reporting on results in April.

- 7. Increase attendance at aquatic facilities through use of consistent messaging, special promotions, pop-up pricing and dynamic pricing**  
Met with all park managers and superintendents to discuss special promotions for water facilities in 2020. A plan was created to incorporate annual family pool passes, dynamic weather-based pricing and a process for advertising it, pre-paid pool punch card at LSC and special pop-up BOGO days. Also included in the special promotion plan was a set of loyalty cards for disc golf, adventure golf, water craft rental and Splash 'N' Blast to encourage repeat visitation. Logistical details and graphic elements for all of the above are now being worked through.
- 8. Increase Instagram followers by 20 percent over the 2019 goal to 2,400 total**  
Currently at 1755.
- 9. Increase Facebook followers by 20 percent over 2019 goal from 14,000 to 16,800 followers by end of 2020**  
Currently at 13,791.
- 10. Increase average Facebook engagement by 100 percent**  
Year to Date engagement is 970. Comparisons will begin being reported on in February.
- 11. Increase average Instagram engagement by 20 percent**  
Year-to-date engagement is 301. Comparisons will begin being reported on in February.
- 12. Continue growing email subscriber list by 10 percent**  
Currently at 85,673 subscribers. A list clean-up will take place in February.
- 13. Maintain email open rate at industry benchmark**  
For campaigns sent in January, the open rate was 24.11 percent and the click through rate was 5.21 percent.
- 14. Increase earned media**  
Continued working with Truscott Rossman to set up media meet and greets. Also networked at mParks conference to set up some additional media meet-ups. Sent Trade-up program press release to media contact list.
- 15. Reduce reliance on, and cost of, stock imagery by using at least 90 percent owned images in marketing materials by end of 2020**  
Unusual winter weather prevented ability to capture good winter photos.
- 16. Develop a more comprehensive understanding of the visitor experience of the Metroparks.**

OBJECTIVE 1: Make visitor evaluations available on the Metroparks website by May 2020 for passive park visitors and advertise their availability through email and social media. Test



temporary signage within three parks to evaluate if having signage about the availability results in a higher number of completed evaluations.

OBJECTIVE 2: Send evaluations directly to participants of at least 50 percent of all 2020 Metroparks organized programs and events. (The 2021 objective will be to provide these evaluations to 100 percent of program and event attendees).

OBJECTIVE 3: Achieve an average of 10 percent response rate on program and event evaluations sent in 2020. The Metroparks will track the number of people directly sent program and event evaluations through email to determine this rate. (An average evaluation response rate is approximately 25 percent of those surveyed. Initially, the Metroparks will aim for a modest 10 percent response rate on program and event evaluations. Passive park visitor and children evaluations will be more sporadic and are not included as part of this objective.)

OBJECTIVE 4: Utilize an interactive tool or strategy to gather youth evaluations at all interpretive programming during Summer Fun and at the three Movies in the Parks events this summer. Use the knowledge gathered during these evaluations to develop better youth evaluations for future programs and events.

**17. Outreach and relationship building – The Metroparks marketing department will meet with at least one new group or organization per month (12 over the year). Additionally, the Metroparks staff, as a whole, will present or speak at five conferences over the course of 2020.**

This month was the mParks annual conference. Both the Interpretive and Natural Resources Departments presented sessions during the conference schedule and the two departments collaborated to host an off-site tour of Kensington Metropark to showcase our Interpretive operations and Natural Resources management.

Additionally, marketing staff were able to connect with marketing staff at Washtenaw County Parks, West Bloomfield Parks, Independence Township Parks and City of Novi and resulted in some new connections. Through the website sign-up page, we received two new requests for speakers.

**18. Improve the timing of projects within the marketing department**

The marketing department campaign and project calendar was share with all department heads, interpretive supervisors, park managers and superintendents. This was a request from several departments to have a better understanding of dates and project timing for things the department is working on.

Programming and event content was also submitted and proofed for all July-Dec programming so that materials can be created and the next round of rack cards is on schedule.



- 19. Collaborate with the Planning and Development Department and park operations staff to promote new signature events and work towards smooth logistics, solid media partnerships, social media engagement and modest attendance success in 2020.**

Currently working on sponsorship packets for signature events and finalizing titles and event details so that campaign creation can begin. Radio media buys were considered and included for these events when purchasing major buys for the year.

- 20. Coordinate with Human Resources department and Chief of Diversity, Equity and Inclusion to create a campaign that noticeably increases qualified pre-season seasonal job applications.**

Discussed what is already being done in Human Resources and started collecting information from park managers on staff that have been with the Metroparks for a number of years. Marketing will gather content for staff testimonials to use on social media and ads. The goal will be to showcase why the Metroparks are a great place to work and to get people to think of the Metroparks as a place for summer jobs.

An ad and business feature in MI Makers was placed. This publication will be distributed to Southeast MI high school students, counselor offices, college admissions offices, etc.





To: Board of Commissioners  
From: Danielle Mauter, Chief of Marketing and Communications  
Subject: Approval – Major Media Buys for 2020  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners approve the major media buys from various vendors as recommended by Chief of Marketing and Communications, Danielle Mauter and staff.

**Fiscal Impact:** The media buys are included in the Board approved 2020 budget.

**Background:** These media buys are the large provider ad buys. These fit within the already approved marketing budget.

The out-of-home placements were chosen to be all digital board placements from March through November. There are some weeks where the Metroparks will be dark so that frequency can be increased in other weeks. Two of the larger southeast Michigan providers (Outfront Media and Adams Outdoor) were selected to achieve placements in geographic locations across all five counties. Throughout the summer, there will be nine boards running per week on average. Some weeks will be as high as 13 boards.

Digital placements will rotate locations for each period and will have multiple artworks per placement for a variety of messages and location. Outfront media included a free bonus board placement in each week that the Metroparks will run.

The TV/video media buys were selected to place a mixture of live local broadcast placements, syndicated programming placements, label cable network placements and digital over-the-top (OTT) advertising and video placements.

Cable networks were selected in summer to best reach moms with families and to fit into our budget. Cable networks were also selected to best reach urban Detroit and fall sports audiences. Schedules were negotiated to avoid heavy political “bumping” times as best as possible and to accommodate a variety of parts of the day for each schedule. The breakdown of TV/Video budget was selected based on Neilson ratings and viewer tendencies. The contract with Detroit Public TV still needs to be negotiated, not to exceed the amount listed.

Radio buys were selected to ensure a mixture of genres and audience demographics across each campaign/season. Stations were also selected based on ratings for the best reach.

**MEDIA BUYS BREAKDOWN**

**Out of Home (Total of \$69,875)**

- Outfront Media (Mar – Nov): \$45,500
- Adams Outdoor (Mar – Nov): \$24,375

## **TV/Video (Total of \$134,891)**

### **Fox 2 – WJBK Detroit: Total of \$31,725**

- \$28,875 for summer
- \$2,850 for fall

### **Local 4 – WDIV: Total of \$24,000**

- \$20,000 for summer
- \$4,000 for fall

### **Channel 7 ABC – WXYZ: Total of \$15,150 for summer**

### **Effectv: Total of \$54,016**

- \$35,670 for Summer
- \$18,346 for Fall

### **Detroit Public TV: Total of \$10,000**

## **Radio (Total of \$95,673)**

### **Beasley Media – Total = \$26,500**

- 94.7 (WCSX) – Metro Beachfest: \$10,000 (plus partnership benefits and in-kind benefits)
- 101.1 (WRIF) – Winter Annual Pass/Trade Up: \$1,500
- 105.1 (WMGC) The Bounce – Winter Annual Pass/Trade Up: \$1,500
- 105.1 (WMGC) The Bounce – Summer: \$4,000
- Praise Network – Summer: \$4,000
- 105.1 (WMGC) The Bounce – Fireworks: \$2,000
- 101.1 (WRIF) WRIF – Fireworks: \$2,000
- RDS scrolling radio text ads (Jun, Jul, Aug): \$1,500

### **Cumulus Media – Total = \$28,530**

- 760 (WJR) – Winter Annual Pass/Trade Up: \$2,500
- 760 (WJR) – Summer: \$8,000
- 93.1 Nash FM (WDRQ) – Winter Annual Pass/Trade Up: \$2,000
- 96.3 (WDVD) – Winter Annual Pass/Trade Up: \$2,000
- 96.3 (WDVS) and 93.1 Nash FM (WDRQ) – Summer: \$10,030
- Summer Concert Series: \$4,000

### **iHeart Media – Total = \$15,512**

- Summer Concert Series (WJLB, WKQI, WLLZ, WNIC & WMXD): \$5,042
- Summer (WJLB & WKQI): \$10,470

### **Entercom Communications Corp. – Total = \$18,131**

- 99.5 (WYCD) – Winter Annual Pass/Trade Up: \$2,700
- 98.7 The Breeze (WDZH) – Winter Annual Pass/Trade Up: \$2,435
- 99.5 (WYCD) – Summer: \$2,070
- 104.3 (WOMC) – Summer: \$1,950
- Discounted Memorial week on WYCD, WOMC and 98.7 the Breeze: \$3,696
- Promotion for Hudson Mills Signature Event (WYCD, WOMC & 98.7 the Breeze): \$5,280

### **93.5 FM (WHMI) – Total = \$7,000**

- Winter Annual Pass/Trade Up: \$1,000
- Summer + Fireworks: \$6,000



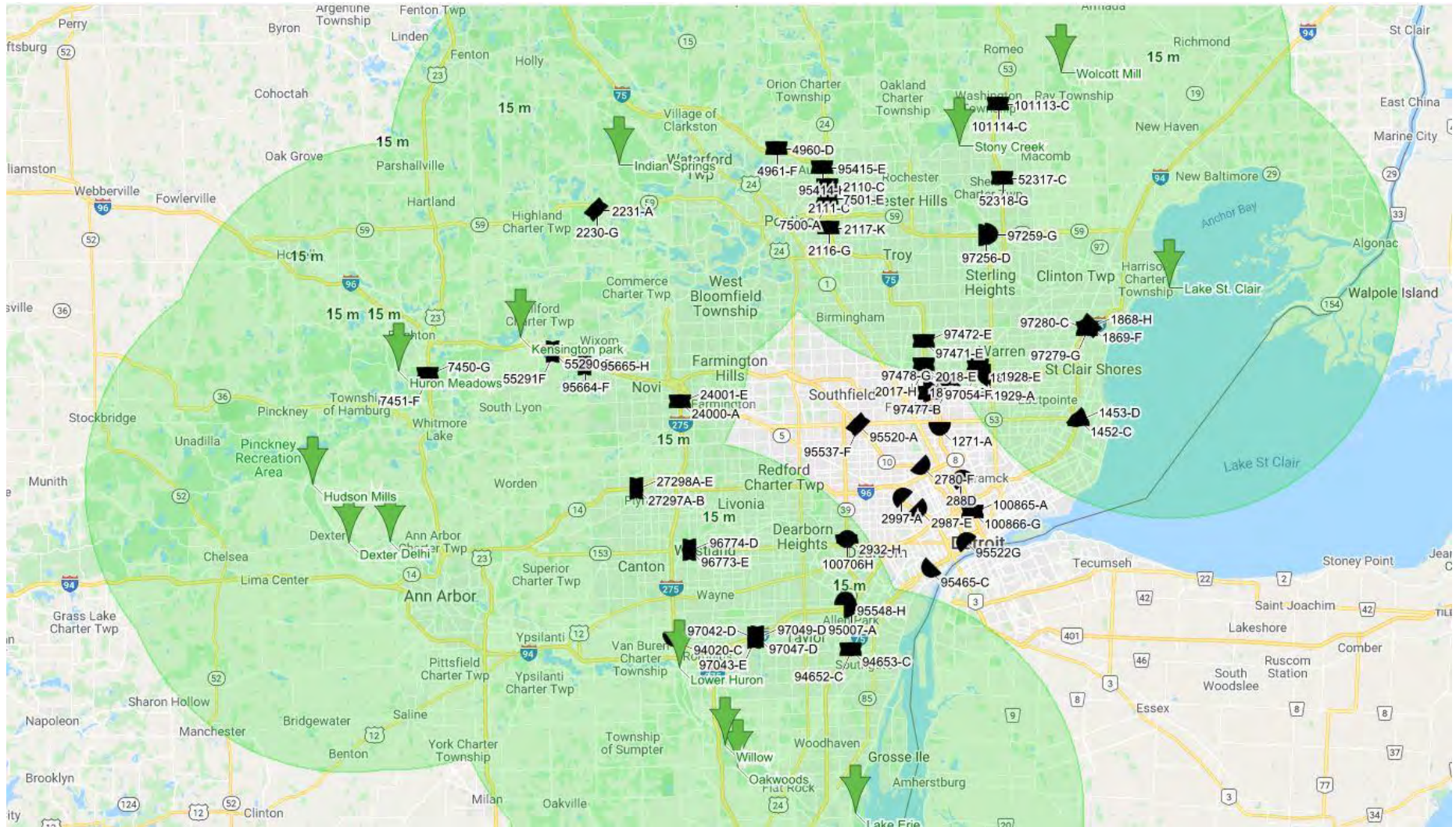
**Huron-Clinton MetroParks**  
**Prepared By: Hapuarachchi, Ranil**

Space Available Boards						
Media	Qty	Bonus	Total Boards	Available	4 Week Net Cost	Total Per Week
<b>March</b>						
Digital Billboard	3	1	4	03/02-03/15	\$400	\$2,400
Digital Billboard	3	1	4	03/16-03/29	\$400	\$2,400
<b>Memorial Day Weekend</b>						
Digital Billboard	5	1	6	05/4-05/17	\$400	\$4,000
Digital Billboard	4	1	4	05/18-05/24	\$400	\$1,600
<b>June</b>						
Digital Billboard	4	1	5	06/01-06/14	\$400	\$3,200
<b>July 4th Weekend</b>						
Digital Billboard	5	1	6	06/15-06/28	\$400	\$4,000
Digital Billboard	4	1	3	06/29-07/05	\$375	\$1,500
<b>July - Aug</b>						
Digital Billboard	3	1	4	07/06-07/12	\$400	\$1,200
Digital Billboard	3	1	4	07/13-07/26	\$400	\$2,400
Digital Billboard	3	1	4	07/27-08/09	\$400	\$2,400
<b>Labor Day Weekend</b>						
Digital Billboard	6	1	7	08/10-08/23	\$400	\$4,800
Digital Billboard	5	1	5	08/24-08/30	\$400	\$2,000
<b>October-November</b>						
Digital Billboard	3	1	4	10/05-10/18	\$400	\$2,400
Digital Billboard	3	1	4	10/19-11/01	\$400	\$2,400
Digital Billboard	3	1	4	11/02-11/15	\$400	\$2,400
Digital Billboard	3	1	4	11/16-11/29	\$400	\$2,400

Cherry Picked Boards						
Board #	Qty	Bonus	Total Boards	Available	4 Week Net Cost	Total
<b>Rally at River's End-Lake Erie</b>						
94653	1	1	2	07/20-07/26	\$800	\$800
<b>Metro Beachfest - Lake St. Clair</b>						
1868	1	1	2	07/27-08/02	\$800	\$800
<b>Movies in the Park-Kensington, Willow, &amp; Stony Creek Metroparks</b>						
55291	1	1	2	08/03-08/09	\$800	\$800
94020	1	1	2	08/10-08/16	\$800	\$800
97256	1	1	2	08/17-08/23	\$800	\$800

**Total Program: \$45,500**









COMPANY: **All Detroit Digitals**

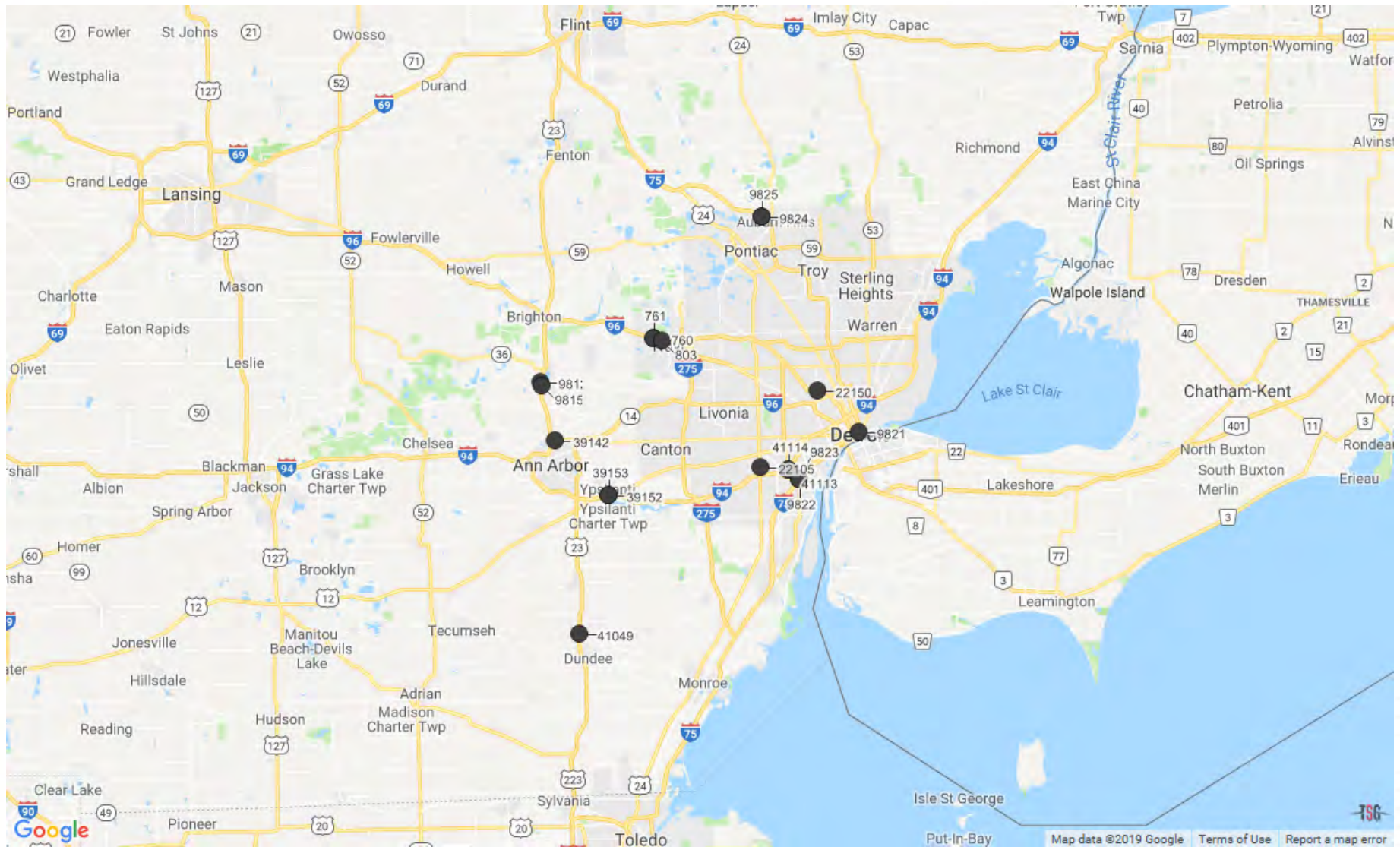
START DATE:

END DATE:


NAME:

PHONE:

EMAIL:



**LOCATION MAP**

 **adams**



Huron Clinton Metroparks 2020

Book: December 2019/LP May 2019 LiveSD (LPM)

Proposal ID: 10054  
 Station: WJBK  
 Schedule Date: 6/1/2020 - 11/22/2020  
 Advertiser: HCMA  
 Product: 2020  
 Agency: Direct HCMA  
 Buyer: Danielle Mauter  
 Spot Length(s): :30  
 Author: Mary Jo Mercier

Acct. Exec: Mary Jo Mercier

Flight 1

Flight Dates: 6/1/2020-8/30/2020

Program Time	Spot Length	JN	JN	JN	JN	JN	JL	JL	JL	JL	AU	AU	AU	AU	DMA F25-49 RTG	DMA F25-49 000	DMA P25-49 RTG	DMA P25-49 000	Wk	Rate Spots
<b>WJBK</b>																				
FOX 2 NEWS 6-9AM	:30	--	1	--	1	--	1	--	1	--	1	--	1	--	2.3	14.8	2.2	28.5	6	\$700.00
GRPs/Impressions															13.8	88.8	13.2	171		6
CPP/CPM															\$304.35	\$47.30	\$318.18	\$24.56		
Mo-Fr 6:00a-9:00a																				
FOX 2 NEWS AT 9AM	:30	1	--	1	--	1	--	1	--	1	--	1	--	1	1.5	9.8	1.4	17.4	7	\$400.00
GRPs/Impressions															10.5	68.6	9.8	121.8		7
CPP/CPM															\$266.67	\$40.82	\$285.71	\$22.99		
Mo-Fr 9:00a-10:00a																				
FOX 2 NEWS AT 10AM	:30	--	1	--	1	--	1	--	1	--	1	--	1	--	1.3	8.4	1.2	14.9	6	\$250.00
GRPs/Impressions															7.8	50.4	7.2	89.4		6
CPP/CPM															\$192.31	\$29.76	\$208.33	\$16.78		
Mo-Fr 10:00a-11:00a																				
FOX 2 11AM NEWS	:30	1	--	1	--	1	--	1	--	1	--	1	--	1	1.3	8.5	1.2	14.7	7	\$300.00
GRPs/Impressions															9.1	59.5	8.4	102.9		7
CPP/CPM															\$230.77	\$35.29	\$250.00	\$20.41		
Mo-Fr 11:00a-12:00p																				
WENDY WILLIAMS	:30	--	1	--	1	--	1	--	1	--	1	--	1	--	1.5	10.0	1.1	14.4	6	\$300.00
GRPs/Impressions															9	60	6.6	86.4		6
CPP/CPM															\$200.00	\$30.00	\$272.73	\$20.83		
Mo-Fr 12:00p-1:00p																				
ACCESS HOLLYWOOD/EXTRA	:30	--	1	--	1	--	1	--	1	--	1	--	1	--	0.8	5.0	0.6	7.3	6	\$225.00
GRPs/Impressions															4.8	30	3.6	43.8		6
CPP/CPM															\$281.25	\$45.00	\$375.00	\$30.82		
Mo-Fr 2:00p-3:00p																				
TMZ LIVE	:30	1	--	1	--	1	--	1	--	1	--	1	--	1	1.0	6.7	0.8	10.0	7	\$200.00
GRPs/Impressions															7	46.9	5.6	70		7
CPP/CPM															\$200.00	\$29.85	\$250.00	\$20.00		
Mo-Fr 3:00p-4:00p																				
JUDGE JUDY	:30	1	--	1	--	1	--	1	--	1	--	1	--	1	1.5	9.6	1.1	13.6	7	\$300.00
GRPs/Impressions															10.5	67.2	7.7	95.2		7
CPP/CPM															\$200.00	\$31.25	\$272.73	\$22.06		
Mo-Fr 4:00p-5:00p																				





Huron Clinton Metroparks 2020

Book: December 2019/LP May 2019 LiveSD (LPM)

Proposal ID: 10054  
 Station: WJBK  
 Schedule Date: 6/1/2020 - 11/22/2020  
 Advertiser: HCMA  
 Product: 2020  
 Agency: Direct HCMA  
 Buyer: Danielle Mauter  
 Spot Length(s): :30  
 Author: Mary Jo Mercier

Acct. Exec: Mary Jo Mercier

Flight 1

Flight Dates: 6/1/2020-8/30/2020

Program Time	Spot Length	JN	JN	JN	JN	JN	JL	JL	JL	JL	AU	AU	AU	AU	DMA F25-49 RTG	DMA F25-49 000	DMA P25-49 RTG	DMA P25-49 000	Wk s	Rate Spots
<b>WJBK</b>																				
FOX 2 NEWS 4-5AM	:30	1	--	1	--	1	--	1	--	1	--	1	--	1	1.2	7.6	1.1	13.5	7	\$175.00
GRPs/Impressions															8.4	53.2	7.7	94.5		7
CPP/CPM															\$145.83	\$23.03	\$159.09	\$12.96		
Mo-Fr 4:00a-5:00a																				
FOX 2 NEWS SAT AT 630AM	:30	1	1	1	1	1	1	1	1	1	1	1	1	1	1.1	6.8	1.3	16.7	13	\$400.00
GRPs/Impressions															14.3	88.4	16.9	217.1		13
CPP/CPM															\$363.64	\$58.82	\$307.69	\$23.95		
Sat 6:30a-10:00a																				
FOX 2 NEWS SUN AT 630A	:30	1	1	1	1	1	1	1	1	1	1	1	1	1	1.0	6.6	1.1	13.5	13	\$400.00
GRPs/Impressions															13	85.8	14.3	175.5		13
CPP/CPM															\$400.00	\$60.61	\$363.64	\$29.63		
Sun 6:30a-10:00a																				



Huron Clinton Metroparks 2020

Book: December 2019/LP May 2019 LiveSD (LPM)

Proposal ID: 10054  
 Station: WJBK  
 Schedule Date: 6/1/2020 - 11/22/2020  
 Advertiser: HCMA  
 Product: 2020  
 Agency: Direct HCMA  
 Buyer: Danielle Mauter  
 Spot Length(s): :30  
 Author: Mary Jo Mercier

Acct. Exec: Mary Jo Mercier

Flight 1

Flight Dates: 6/1/2020-8/30/2020

Flight 1 General Summary (DMA F25-49 D.RTG)

Name	Spots	Cost	Grps	Imp(000)	CPP	CPM	Reach	Freq	Eff Reach	Net Reach
WJBK	85	\$28,875.00	108.2	698.8	\$266.87	\$41.32	47.3	2.3	24.6	307,672

Flight 1 Week Summary (DMA F25-49 D.RTG)

Week	Spots	Cost	Grps	Imp(000)	CPP	CPM	Reach	Freq	Acc Reach	Acc Freq
6/1/2020	7	\$2,175.00	8.6	55.6	\$252.91	\$39.12	6.0	1.4	6.0	1.4
6/8/2020	6	\$2,275.00	8.0	51.6	\$284.38	\$44.09	5.9	1.4	11.1	1.5
6/15/2020	7	\$2,175.00	8.6	55.6	\$252.91	\$39.12	6.0	1.4	15.8	1.6
6/22/2020	6	\$2,275.00	8.0	51.6	\$284.38	\$44.09	5.9	1.4	20.2	1.6
6/29/2020	7	\$2,175.00	8.6	55.6	\$252.91	\$39.12	6.0	1.4	24.2	1.7
7/6/2020	6	\$2,275.00	8.0	51.6	\$284.38	\$44.09	5.9	1.4	28.0	1.8
7/13/2020	7	\$2,175.00	8.6	55.6	\$252.91	\$39.12	6.0	1.4	31.4	1.9
7/20/2020	6	\$2,275.00	8.0	51.6	\$284.38	\$44.09	5.9	1.4	34.7	1.9
7/27/2020	7	\$2,175.00	8.6	55.6	\$252.91	\$39.12	6.0	1.4	37.7	2.0
8/3/2020	6	\$2,275.00	8.0	51.6	\$284.38	\$44.09	5.9	1.4	40.6	2.0
8/10/2020	7	\$2,175.00	8.6	55.6	\$252.91	\$39.12	6.0	1.4	43.0	2.1
8/17/2020	6	\$2,275.00	8.0	51.6	\$284.38	\$44.09	5.9	1.4	45.3	2.2
8/24/2020	7	\$2,175.00	8.6	55.6	\$252.91	\$39.12	6.0	1.4	47.3	2.3
Total (DMA F25-49)	85	\$28,875.00	108.2	698.8	\$266.87	\$41.32	47.3	2.3	0.0	0.0

Flight 1 Monthly Summary (DMA F25-49 D.RTG)

Month	Spots	Cost	Grps	Imp(000)	CPP	CPM
Jun/20	26	\$8,900.00	33.2	214.4	\$268.07	\$41.51
Jul/20	26	\$8,900.00	33.2	214.4	\$268.07	\$41.51
Aug/20	33	\$11,075.00	41.8	270.0	\$264.95	\$41.02
Total (DMA F25-49)	85	\$28,875.00	108.2	698.8	\$266.87	\$41.32

Flight 1 Multi-Demo Summary (DMA F25-49 D.RTG)

Demo	Spots	Cost	Grps	Imp(000)	CPP	CPM	Reach	Freq	Eff Reach	Net Reach
DMA F25-49	85	\$28,875.00	108.2	698.8	\$266.87	\$41.32	47.3	2.3	24.6	307,672



Huron Clinton Metroparks 2020

Book: December 2019/LP May 2019 LiveSD (LPM)

Proposal ID: 10054  
 Station: WJBK  
 Schedule Date: 6/1/2020 - 11/22/2020  
 Advertiser: HCMA  
 Product: 2020  
 Agency: Direct HCMA  
 Buyer: Danielle Mauter  
 Spot Length(s): :30  
 Author: Mary Jo Mercier

Acct. Exec: Mary Jo Mercier

Flight 1

Flight Dates: 6/1/2020-8/30/2020

Flight 1 Multi-Demo Summary ( DMA F25-49 D.RTG )

Demo	Spots	Cost	Grps	Imp(000)	CPP	CPM	Reach	Freq	Eff Reach	Net Reach
DMA P25-49	85	\$28,875.00	101.0	1267.6	\$285.89	\$22.78	44.4	2.3	23.0	566,450



Huron Clinton Metroparks 2020

Book: December 2019/LP May 2019 LiveSD (LPM)

Proposal ID: 10054  
 Station: WJBK  
 Schedule Date: 6/1/2020 - 11/22/2020  
 Advertiser: HCMA  
 Product: 2020  
 Agency: Direct HCMA  
 Buyer: Danielle Mauter  
 Spot Length(s): :30  
 Author: Mary Jo Mercier

Acct. Exec: Mary Jo Mercier

Flight 2

Flight Dates: 8/31/2020-11/22/2020

Program Time	Spot Length	OC	OC	OC	DMA F25-49 RTG	DMA F25-49 000	DMA P25-49 RTG	DMA P25-49 000	Wk s	Rate Spots
<b>WJBK</b>										
FOX 2 NEWS AT 10AM	:30	1	1	1	1.3	8.4	1.2	14.9	3	\$250.00
GRPs/Impressions					3.9	25.2	3.6	44.7		3
CPP/CPM					\$192.31	\$29.76	\$208.33	\$16.78		
Mo-Fr 10:00a-11:00a										
JUDGE JUDY	:30	1	1	1	1.5	9.6	1.1	13.6	3	\$300.00
GRPs/Impressions					4.5	28.8	3.3	40.8		3
CPP/CPM					\$200.00	\$31.25	\$272.73	\$22.06		
Mo-Fr 4:00p-5:00p										
FOX 2 NEWS SAT AT 630AM	:30	1	1	1	1.1	6.8	1.3	16.7	3	\$400.00
GRPs/Impressions					3.3	20.4	3.9	50.1		3
CPP/CPM					\$363.64	\$58.82	\$307.69	\$23.95		
Sat 6:30a-10:00a										



Huron Clinton Metroparks 2020

Book: December 2019/LP May 2019 LiveSD (LPM)

Proposal ID: 10054  
 Station: WJBK  
 Schedule Date: 6/1/2020 - 11/22/2020  
 Advertiser: HCMA  
 Product: 2020  
 Agency: Direct HCMA  
 Buyer: Danielle Mauter  
 Spot Length(s): :30  
 Author: Mary Jo Mercier

Acct. Exec: Mary Jo Mercier

Flight 2

Flight Dates: 8/31/2020-11/22/2020

Flight 2 General Summary ( DMA F25-49 D.RTG )

Name	Spots	Cost	Grps	Imp(000)	CPP	CPM	Reach	Freq	Eff Reach	Net Reach
WJBK	9	\$2,850.00	11.7	74.4	\$243.59	\$38.31	7.9	1.5	2.4	51,161

Flight 2 Week Summary ( DMA F25-49 D.RTG )

Week	Spots	Cost	Grps	Imp(000)	CPP	CPM	Reach	Freq	Acc Reach	Acc Freq
10/5/2020	3	\$950.00	3.9	24.8	\$243.59	\$38.31	3.0	1.3	3.0	1.3
10/12/2020	3	\$950.00	3.9	24.8	\$243.59	\$38.31	3.0	1.3	5.6	1.4
10/19/2020	3	\$950.00	3.9	24.8	\$243.59	\$38.31	3.0	1.3	7.9	1.5
Total (DMA F25-49)	9	\$2,850.00	11.7	74.4	\$243.59	\$38.31	7.9	1.5	0.0	0.0

Flight 2 Monthly Summary ( DMA F25-49 D.RTG )

Month	Spots	Cost	Grps	Imp(000)	CPP	CPM
Oct/20	9	\$2,850.00	11.7	74.4	\$243.59	\$38.31

Flight 2 Multi-Demo Summary ( DMA F25-49 D.RTG )

Demo	Spots	Cost	Grps	Imp(000)	CPP	CPM	Reach	Freq	Eff Reach	Net Reach
DMA F25-49	9	\$2,850.00	11.7	74.4	\$243.59	\$38.31	7.9	1.5	2.4	51,161
DMA P25-49	9	\$2,850.00	10.8	135.6	\$263.89	\$21.02	7.2	1.5	2.2	91,882

Total Cost: \$31,725.00



Huron Clinton Metroparks 2020

Book: December 2019/LP May 2019 LiveSD (LPM)

Proposal ID: 10054  
 Station: WJBK  
 Schedule Date: 6/1/2020 - 11/22/2020  
 Advertiser: HCMA  
 Product: 2020  
 Agency: Direct HCMA  
 Buyer: Danielle Mauter  
 Spot Length(s): :30  
 Author: Mary Jo Mercier

Acct. Exec: Mary Jo Mercier

Flight Summary ( DMA F25-49 D.RTG )

Flight	Spots	Cost	Grps	Imp(000)	CPP	CPM	
Flight 1	85	\$28,875.00	108.2	698.8	\$266.87	\$41.32	
Flight 2	9	\$2,850.00	11.7	74.4	\$243.59	\$38.31	
Total (DMA F25-49)	94	\$31,725.00	119.9	773.2	\$264.60	\$41.03	

General Summary ( DMA F25-49 D.RTG )

Name	Spots	Cost	Grps	Imp(000)	CPP	CPM	Reach	Freq
WJBK	94	\$31,725.00	119.9	773.2	\$264.60	\$41.03	51.7	2.3



Metro Parks Summer 2020

Book: 2Q ES

Proposal ID: 21029  
 Market: DETROIT [14]  
 Station: WDIV  
 Schedule Date: 6/1/2020 - 8/30/2020  
 Spot Length(s): :30  
 Book: 2Q ES  
 Report: Planner  
 Author: Teri Spencer

Acct. Exec: Teri Spencer  
 Phone #: 313-222-0636  
 Email: terik@wdiv.com

Advertiser or Agency warrants that all the necessary rights, including music rights, have been obtained for the use of any advertiser material on television and, to the extent applicable, via internet delivery.

NONDISCRIMINATION POLICY: The Company does not discriminate in the sale of advertising time, and will not accept any advertising placed with intent to discriminate on the basis of race, ethnicity, or gender. Any provision in any order or agreement for advertising that purports to discriminate on the basis of race, ethnicity, or gender, regardless of its form, is hereby rejected. Advertiser hereby certifies that its purchase of broadcasting air time pursuant to this advertising sales contract is not for a discriminatory purpose, including but not limited to, decisions not to place advertising on particular stations on the basis of race, ethnicity, or gender.

Flight Dates: 6/1/2020-8/30/2020

Program Time	Spot Length	JN	JN	JN	JN	JN	JL	JL	JL	JL	AU	AU	AU	AU	DMA P18+	DMA P18+	Wks	Rate Spots
		1	8	15	22	29	6	13	20	27	3	10	17	24	RTG	000		
WDIV																		
LIVE IN THE D	:30	--	--	2	2	--	--	1	--	--	--	--	1	--	p1.4	p46.5	4	\$225.00
GRPs/Impressions															8.4	279.0		6
SHR															7.9	7.9		
CPP/CPM															\$160.71	\$4.84		
Mo-Fr 10:00a-11:00a																		
RTF Comment																		
Live in the D Segment	:30	--	--	1	--	--	--	--	--	--	--	--	--	--	1.3	43.9	1	\$2,850.00
GRPs/Impressions															1.3	43.9		1
SHR															7.5	7.5		
CPP/CPM															\$2,192.31	\$64.92		
Mo-Fr 10:00a-11:00a																		
RTF Comment																		
ELLEN 3PM	:30	--	3	--	3	--	--	3	--	--	--	--	3	--	p1.6	p56.3	4	\$450.00
GRPs/Impressions															19.2	675.6		12
SHR															8.0	8.0		
CPP/CPM															\$281.25	\$7.99		
Mo-Fr 3:00p-4:00p																		
RTF Comment																		
NEWS 4 AT 6P	:30	--	1	--	1	--	--	--	--	--	--	--	--	--	p5.4	p185.4	2	\$1,200.00
GRPs/Impressions															10.8	370.8		2
SHR															18.3	18.3		
CPP/CPM															\$222.22	\$6.47		
Mo-Fr 6:00p-6:30p																		
RTF Comment																		
Wheel/Jeop Rotator	:30	--	2	--	2	--	--	2	--	--	--	--	2	--	6.0	206.5	4	\$1,000.00
GRPs/Impressions															48.0	1,652.0		8
SHR															17.4	17.4		
CPP/CPM															\$166.67	\$4.84		
Mo-Fr 7:00p-8:00p																		
RTF Comment																		
WDIV Totals		0	6	3	8	0	0	6	0	0	0	0	6	0				
															GRP/(000)	87.7	3021.3	Spts: 29
															CPP/CPM:	\$228.05	\$6.62	
															Reach:	47.7	47.7	
															Frequency:	1.8	1.8	



Metro Parks Summer 2020

Book: 2Q ES

Proposal ID: 21029  
 Market: DETROIT [14]  
 Station: WDIV  
 Schedule Date: 6/1/2020 - 8/30/2020  
 Spot Length(s): :30  
 Book: 2Q ES  
 Report: Planner  
 Author: Teri Spencer

Acct. Exec: Teri Spencer  
 Phone #: 313-222-0636  
 Email: terik@wdiv.com

Advertiser or Agency warrants that all the necessary rights, including music rights, have been obtained for the use of any advertiser material on television and, to the extent applicable, via internet delivery.

NONDISCRIMINATION POLICY: The Company does not discriminate in the sale of advertising time, and will not accept any advertising placed with intent to discriminate on the basis of race, ethnicity, or gender. Any provision in any order or agreement for advertising that purports to discriminate on the basis of race, ethnicity, or gender, regardless of its form, is hereby rejected. Advertiser hereby certifies that its purchase of broadcasting air time pursuant to this advertising sales contract is not for a discriminatory purpose, including but not limited to, decisions not to place advertising on particular stations on the basis of race, ethnicity, or gender.

General Summary ( DMA P18+ D.RTG )											
Description	Spots	Cost	GRPs	Impressions (000)	Reach	Freq	3+ Reach	CPP	CPM	Net Reach	Population
WDIV	29	\$20,000.00	87.7	3,021.3	47.7	1.8	21.0	\$228.05	\$6.62	1,631,262	3,420,965





Metro Parks Fall 2020

Book: 3 Q ES

Proposal ID: 21030  
 Market: DETROIT [14]  
 Station: WDIV  
 Schedule Date: 9/28/2020 - 11/29/2020  
 Spot Length(s): :30  
 Book: 3 Q ES  
 Report: Planner  
 Author: Teri Spencer

Acct. Exec: Teri Spencer  
 Phone #: 313-222-0636  
 Email: terik@wdiv.com

Advertiser or Agency warrants that all the necessary rights, including music rights, have been obtained for the use of any advertiser material on television and, to the extent applicable, via internet delivery.

NONDISCRIMINATION POLICY: The Company does not discriminate in the sale of advertising time, and will not accept any advertising placed with intent to discriminate on the basis of race, ethnicity, or gender. Any provision in any order or agreement for advertising that purports to discriminate on the basis of race, ethnicity, or gender, regardless of its form, is hereby rejected. Advertiser hereby certifies that its purchase of broadcasting air time pursuant to this advertising sales contract is not for a discriminatory purpose, including but not limited to, decisions not to place advertising on particular stations on the basis of race, ethnicity, or gender.

Flight Dates: 9/28/2020-11/29/2020

Program Time	Spot Length	OC	OC	DMA P18+ RTG	DMA P18+ 000	Wk	Rate Spots
		5	19				
WDIV							
ELLEN 3PM	:30	4	4	p1.5	p52.8	2	\$500.00
GRPs/Impressions				12	422.4		8
SHR				8.0	8.0		
CPP/CPM				\$333.33	\$9.47		
Mo-Fr 3:00p-4:00p							
RTF Comment							
WDIV Totals		4	4			Spts:	8
		GRP/(000)		12.0	422.4		
		CPP/CPM:		\$333.33	\$9.47		
		Reach:		7.6	7.6		
		Frequency:		1.6	1.6		

**General Summary ( DMA P18+ D.RTG )**

Description	Spots	Cost	GRPs	Impressions (000)	Reach	Freq	3+ Reach	CPP	CPM	Net Reach	Population
WDIV	8	\$4,000.00	12.0	422.4	7.6	1.6	2.2	\$333.33	\$9.47	259,275	3,420,965

- M-F 6-9A 12x 7 Action News at 6A/ Good Morning America
- M-F 4-730P 18x 7 Action Early News
- M-F 7-9A 50x 7 Action News at 7A
- M-SU 10-11P 30x 7 Action News at 10P

**Total Spots 110x**





WXYZ 24/7 OTT



DIGITAL STRATEGY

Digital Campaign: June – August 2020

- Audience Targeting: A25+, Families & Active Lifestyle

2020 PROPOSAL				
3-Month Campaign				
	JUNE	JULY	AUGUST	TOTAL
WXYZ OTT Pre-Roll	80,000 IMPRESSIONS	80,000 IMPRESSIONS	80,000 IMPRESSIONS	\$6,000
	\$2,000	\$2000	\$2,000	\$6,000*

- TV Schedule
  - 6x 6-9A Morning News on WXYZ
  - 12x 4-730P Early News on WXYZ
  - 18x 7-9A Morning News on WMYD
  - 12x 10-11P Late News on WMYD
- OTT
  - 80,000 monthly Impressions on WXYZ OTT

**Total Spots: 110**

**Total OTT Impressions: 240,000**

**Total Investment: \$15,150**

Signature: \_\_\_\_\_

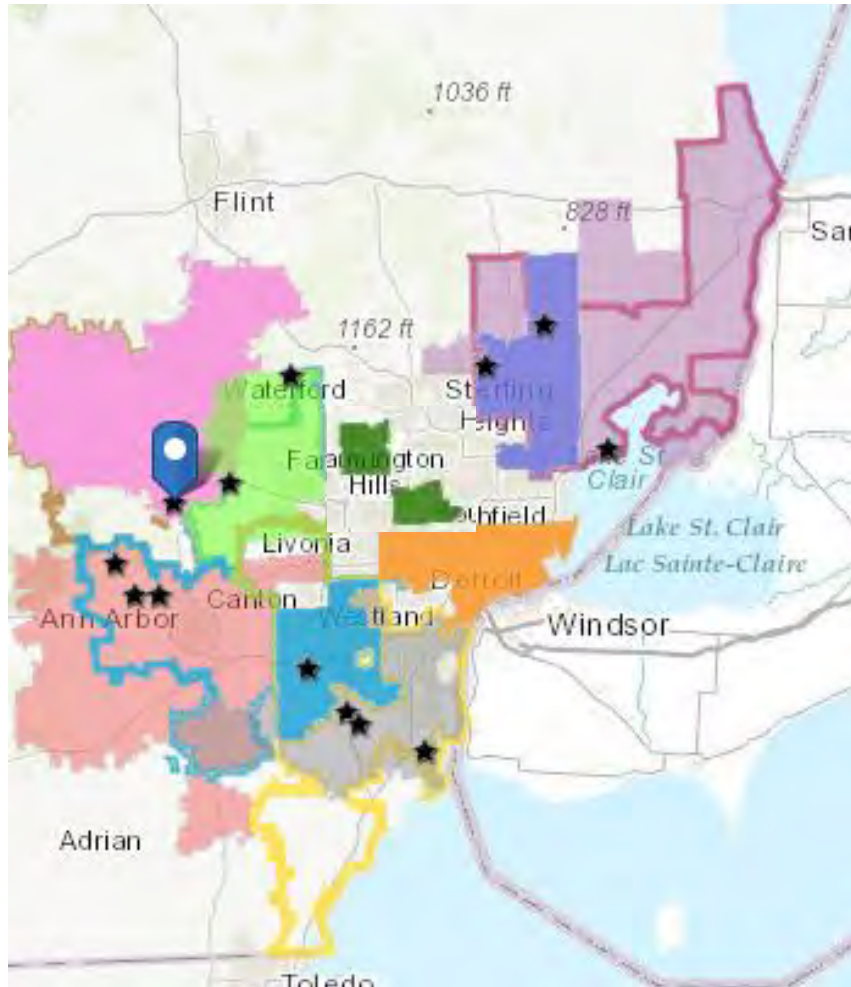
Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

KNOWING WHERE

# GEOGRAPHIC ZONE TARGETING



## Park Locations



## Zone Coverage

- Ann Arbor
- Ann Arbor U-verse
- Canton-Westland U-verse
- Chesterfield
- Detroit
- Downriver U-verse
- Livingston MI ← Streaming only
- Livngstn-WhtLk U-verse
- Livonia-Wld Lk U-Verse
- Macomb
- Macomb-Chest U-verse
- Southfield
- Taylor
- Walled Lake
- Westland



# ZONE ZIP CODES

## Ann Arbor Xfinity

Ann Arbor	48103
Ann Arbor	48104
Ann Arbor	48105
Ann Arbor	48108
Chelsea	48118
Dexter	48130
Dundee	48131
Manchester	48158
Milan	48160
Saline	48176
Ypsilanti	48197
Ypsilanti	48198
Clinton	49236

## Canton-Westland

<b>U-verse</b>	
Belleville	48111
Northville	48167
Northville	48168
Plymouth	48170
Romulus	48174
Wayne	48184
Westland	48185
Westland	48186
Canton	48187
Canton	48188

## Livingston-

## Whitmore U-verse

Brighton	48114
Brighton	48116
Lakeland	48143
Pinckney	48169
Whitmore Lake	48189
Cohoctah	48816
Fowlerville	48836
Howell	48843
Howell	48855

## Westland Xfinity

Belleville	48111
Romulus	48174
Wayne	48184
Westland	48185
Westland	48186

## Livingston Xfinity

Brighton	48114
Brighton	48116
Hartland	48353
Howell	48843
Howell	48855

## Chesterfield Xfinity

Algonac	48001
Armada	48005
Fair Haven	48023
Harsens Island	48028
Marine City	48039
Marysville	48040
Memphis	48041
Harrison Twp	48045
New Baltimore	48047
New Haven	48048
North Street	48049
New Haven	48050
New Baltimore	48051
East China	48054
Fort Gratiot	48059
Port Huron	48060
Richmond	48062
Columbus	48063
Casco	48064
Romeo	48065
Smiths Creek	48074
St Clair	48079
Washington	48094
Washington	48095

## Downriver U-verse

Allen Park	48101
Carleton	48117
Melvindale	48122
Erie	48133
Flat Rock	48134
Garden City	48135
Grosse Ile	48138
Inkster	48141
La Salle	48145
Lincoln Park	48146
Monroe	48161
Monroe	48162
New Boston	48164
Rockwood	48173
Taylor	48180
Trenton	48183
Wyandotte	48192
Riverview	48193
Southgate	48195
River Rouge	48218
<u>Ecorse</u>	<u>48229</u>

## Macomb Xfinity

Fraser	48026
Clinton Township	48035
Clinton Township	48036
Clinton Township	48038
Macomb	48042
Mount Clemens	48043
Macomb	48044
Ray	48096
Utica	48315
Utica	48316
<u>Utica</u>	<u>48317</u>

## Livonia-Walled Lake

<b>U-verse</b>	
Livonia	48150
Livonia	48152
Livonia	48154
New Hudson	48165
South Lyon	48178
Redford	48239
Redford	48240
Farmington	48331
Farmington	48334
Farmington	48335
Farmington	48336
Novi	48374
Novi	48375
Novi	48377
Milford	48380
Milford	48381
Commerce Twp	48382
White Lake	48386
Walled Lake	48390
<u>Wixom</u>	<u>48393</u>

## Walled Lake Xfinity

New Hudson	48165
Highland	48356
Highland	48357
Milford	48380
Milford	48381
Commerce Twp.	48382
White Lake	48383
White Lake	48386
Walled Lake	48390
<u>Wixom</u>	<u>48393</u>

## Macomb-Chesterfield

<b>U-verse</b>	
Algonac	48001
Fair Haven	48023
Fraser	48026
Clinton Township	48035
Clinton Township	48036
Clinton Township	48038
Marysville	48040
Macomb	48042
Mount Clemens	48043
Macomb	48044
Harrison Twp	48045
New Baltimore	48047
New Haven	48048
North Street	48049
New Haven	48050
New Baltimore	48051
East China	48054
Fort Gratiot	48059
Port Huron	48060
Casco	48064
Romeo	48065
Smiths Creek	48074
Saint Clair	48079
Washington	48094
Washington	48095
Ray	48096
Utica	48315
Utica	48316
<u>Utica</u>	<u>48317</u>

## Taylor Xfinity

Allen Park	48101
Melvindale	48122
Flat Rock	48134
Garden City	48135
Grosse Ile	48138
Inkster	48141
Lincoln Park	48146
New Boston	48164
Rockwood	48173
South Rockwood	48179
Taylor	48180
Trenton	48183
Whittaker	48190
Willis	48191
Riverview	48193
Southgate	48195
River Rouge	48218
<u>Ecorse</u>	<u>48229</u>

## Southfield Xfinity

Southfield	48033
Southfield	48034
Southfield	48075
Keego Harbor	48320
West Bloomfield	48322
West Bloomfield	48323
<u>West Bloomfield</u>	<u>48324</u>

## Detroit Xfinity

Detroit	48201
Detroit	48202
Detroit	48203
Detroit	48204
Detroit	48205
Detroit	48206
Detroit	48207
Detroit	48208
Detroit	48209
Detroit	48210
Detroit	48211
Detroit	48213
Detroit	48214
Detroit	48215
Detroit	48216
Detroit	48217
Detroit	48219
Detroit	48221
Detroit	48223
Detroit	48224
Detroit	48226
Detroit	48227
Detroit	48228
Detroit	48234
Detroit	48235
<u>Detroit</u>	<u>48238</u>

# Summer Campaign

**Flight Dates:**  
6/1/2020-9/6/2020

**Zones:**

Ann Arbor, Chesterfield, Detroit, Southfield, Macomb, Taylor, Walled Lake, Westland, Ann Arbor U-verse, Canton-Westland U-verse, Downriver U-verse, Livingston-Wht Lk U-verse, Livonia-Wld Lk U-verse, Macomb-Chesterfld U-verse

**TV**

8 networks (Comcast), 3 networks (U-verse)  
9,352 total Spots  
1,169 total Spots per week

**Primary Demo, Households**  
Reach: 94.7%  
Frequency: 9.4x  
Impressions: 3,137,985

**Premium Digital TV (June-Aug)**

266,667 total commercial impressions  
11,111 total commercial impression per month per zone  
Zone Target: Ann Arbor, Chesterfield, Detroit, Southfield, Macomb, Taylor, Walled Lake, Westland

**Premium Digital Video (June-Aug)**

180,009 total commercial impressions  
6,667 total commercial impression per month per zone  
Zone Target: Ann Arbor, Chesterfield, Detroit, Southfield, Macomb, Taylor, Walled Lake, Westland, Livingston  
Audience Target: W 25-54 +Parents w/ Children OR Adults 18-49 +Outdoor enthusiasts (or toddlers and infants)

Huron Clinton Metroparks	AE: Jenna Martin
Authorized Acceptance:	Date:
Zone(s): See above	Investment Total: \$35,670

Mon-Sun 5a-12a	Sample Programming	Spots per week per zone
----------------	--------------------	-------------------------

<b>MSNBC</b>	Morning Joe, Rachel Maddow Show	20
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Sun 3p-12a	Sample Programming	Spots per week per zone
------------	--------------------	-------------------------

<b>TLC</b>	Sister Wives, Counting On	2
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Sat-Sun 5a-12a	Sample Programming	Spots per week per zone
----------------	--------------------	-------------------------

<b>BET</b>	Chasing Destiny, Wendy Williams	8 *Southfield/Detroit Only
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Sat-Sun 5a-12a	Sample Programming	Spots per week per zone
----------------	--------------------	-------------------------

<b>VH1</b>	Love & Hip hop	3 *Southfield/Detroit Only
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Mon-Sun 3p-12a	Sample Programming	Spots per week per zone
----------------	--------------------	-------------------------

<b>animal planet</b>	Pit Bulls & Parolees, Lone Star Law	9
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<b>GAME SHOW NETWORKS</b>	Jeopardy!, Amazing Race	10
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<b>Hallmark CHANNEL</b>	Good Witch, Movies	10
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<b>TLC</b>	Say Yes to the Dress, Sister Wives	9
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<b>TV LAND</b>	Younger, Teachers	8
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Sat-Sun 5a-12a	Sample Programming	Spots per week per zone
----------------	--------------------	-------------------------

<b>LMN</b>	Original Movies	10
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<b>GAME SHOW NETWORKS</b>	Jeopardy!, Amazing Race	10
---------------------------	-------------------------	----

<b>Hallmark CHANNEL</b>	Original Movies	10
-------------------------	-----------------	----

Fri-Sun 6a-12a	Sample Programming	Spots per week per zone
----------------	--------------------	-------------------------

<b>GOLF</b>	Live Events	12
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\*not inserted on U-verse

**Cost per Month:**  
June: \$10,167  
July: \$10,167  
Aug: \$12,751  
Sept: \$2,584  
June-Labor day: \$35,670



# Fall Campaign

**Flight Dates:**  
9/21/2020-10/25/2020

**Zones:**

Ann Arbor, Chesterfield, Detroit, Southfield, Macomb, Taylor, Walled Lake, Westland, Ann Arbor U-verse, Canton-Westland U-verse, Downriver U-verse, Livingston-Wht Lk U-verse, Livonia-Wld Lk U-verse, Macomb-Chesterfld U-verse

**TV**

5,220 total Spots  
1,305 total Spots per week

**Primary Demo, Households**  
Reach: 94.7%  
Frequency: 9.4x  
Impressions: 1,584,428

**Premium Digital TV (Oct)**

88,889 total commercial impressions  
11,111 total commercial impression per month per zone  
Zone Target: Ann Arbor, Chesterfield, Detroit, Southfield, Macomb, Taylor, Walled Lake, Westland

**Premium Digital Video (Oct)**

60,003 total commercial impressions  
6,667 total commercial impression per month per zone  
Zone Target: Ann Arbor, Chesterfield, Detroit, Southfield, Macomb, Taylor, Walled Lake, Westland, Livingston  
Audience Target: W 25-54 +Parents w/ Children OR Adults 18-49 +Outdoor enthusiasts (or toddlers and infants)

Huron Clinton Metroparks	AE: Jenna Martin
Authorized Acceptance:	Date:
Zone(s): See above	Investment Total: \$18,346

Cost per Month:  
Sept: \$3,337  
Oct: \$15,010  
Fall campaign: \$18,346

\*not inserted on U-verse

Mon-Sun 5a-12a	Sample Programming	Spots per week per zone	Mon-Sun 3p-12a	Sample Programming	Spots per week per zone		
MSNBC	Morning Joe, Rachel Maddow Show	20	animal planet	Pit Bulls & Parolees, Lone Star Law	9		
<b>Sun 3p-12a</b>	<b>Sample Programming</b>	<b>Spots per week per zone</b>	GAME SHOW NETWORK	Jeopardy!, Amazing Race	10		
TLC	Sister Wives, Counting On	2	Hallmark CHANNEL	Good Witch, Movies	10		
<b>Sat-Sun 5a-12a</b>	<b>Sample Programming</b>	<b>Spots per week per zone</b>	TLC	Say Yes to the Dress, Sister Wives	9		
<b>BET</b> Chasing Destiny, Wendy Williams	8	<b>Sa 5a-12m</b>	<b>Sample Programming</b>	<b>Spots per week per zone</b>	TV LAND	Younger, Teachers	8
BTN	NCAA, Pre/Post coverage	6*	<b>Sat-Sun 5a-12a</b>	<b>Sample Programming</b>	<b>Spots per week per zone</b>		
<b>Sat-Sun 5a-12a</b>	<b>Sample Programming</b>	<b>Spots per week per zone</b>	<b>Sa-Mon 6a-12m</b>	<b>Sample Programming</b>	<b>Spots per week per zone</b>		
VH1	Love & Hip hop	3	ESPN	Sports Coverage	8*		
<b>Th 3p-12m</b>	<b>Sample Programming</b>	<b>Spots per week per zone</b>	NFL NETWORK	NFL pre/post, sports coverage	3*		
LMN	Original Movies	10	GAME SHOW NETWORK	Jeopardy!, Amazing Race	10		
Hallmark CHANNEL	Original Movies	10	Hallmark CHANNEL	Original Movies	10		
<b>Fri-Sun 6a-12a</b>	<b>Sample Programming</b>	<b>Spots per week per zone</b>	GOLF	Live Events	12		





Your message can appear during the Local Forecast

## WEATHER CHANNEL CRAWL LOCAL ON THE 8's WITH FULL COMMITMENT

Only The Weather Channel offers local  
advertisers the crawl:

- Every 10 minutes during local on the 8's placed within the Local Forecast
- Seen by TWC viewers at the bottom of the screen during every Local Forecast
- An attention-getting customizable advertising message
- Up to 280-character message capability
- Message can be modified instantly without production costs



Now the "local forecast and crawl" are  
predictable and easy to find...

6 times an hour, 144 times in 24 hours!



# METRO BEACHFEST



# WCSX/Metro Beachfest 2020



## Paid Ad Schedule

*Schedule to run 3 weeks leading up to event*

DAY	TIME	LENGTH	FREQ.
M-F	6a-7p	:30	12x
M-F	7p-12m	:30	4x
Sa-Su	9a-9p	:30	10x
M-Su	12m-12m	:30	8x
			<b>34x/wk 102x/total</b>

## PLUS...

- RDS Display on Radio Screen
  - Up to 64 characters + image
- Targeted display banners to run across web – 100,000 impressions
  - Targeting strategies can include mix of geofencing, search retargeting, contextual retargeting, site retargeting

**TOTAL NET INVESTMENT = \$10,000**

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_



# WINTER COMMERCIALS

To run approx. 4 weeks Feb-Mar

# AD SCHEDULE



<b>WRIF-FM</b>		<b>64</b>		<b>376,700</b>		<b>1.9</b>		<b>700,200</b>
Flight A - 2 wks (02/10, 02/17)								
		64		376,700		1.9		700,200
<b>One Week Total</b>		<b>32</b>		<b>222,000</b>		<b>1.6</b>		<b>350,100</b>
	Sa-Su 8A-10P	5	60	31,600		1.1		36,000
	Sa-Su 8A-10P	6	30	36,800		1.2		43,200
	M-Su 4A-12M	8	60	89,400		1.2		103,200
	M-Su 4A-12M	13	30	132,700		1.3		167,700

2 week schedule. 32 spots a week, 64 spots total. Reach approx. 376,000 people average of 1.9 times for over 700,000 gross impressions per month.

**TOTAL NET INVESTMENT= \$1,500**

Weeks to run: \_\_\_\_\_

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

# AD SCHEDULE



<b>WMGC-FM</b>		<b>58</b>		<b>313,400</b>	<b>1.7</b>	<b>519,000</b>
Flight A - 2 wks (02/10, 02/17)						
		58		313,400	1.7	519,000
<b>One Week Total</b>		<b>29</b>		<b>179,000</b>	<b>1.4</b>	<b>259,500</b>
	Sa-Su 8A-10P	4	60	33,800	1.1	38,400
	Sa-Su 8A-10P	4	30	33,800	1.1	38,400
	M-Su 4A-12M	9	60	69,700	1.1	78,300
	M-Su 4A-12M	12	30	89,200	1.2	104,400

2 week schedule. 29 spots a week, 58 spots total. Reach approx. 313,000 people average of 1.7 times for over 519,000 gross impressions per month.

**TOTAL NET INVESTMENT= \$1,500**

Weeks to run: \_\_\_\_\_

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

# SPRING/SUMMER COMMERCIALS

To run Memorial Day-Labor Day

# AD SCHEDULE



*Detroit's Throwback Hip Hop and R&B*

<b>WMGC-FM</b>		<b>112</b>	<b>540,500</b>	<b>1.9</b>	<b>1,041,600</b>
Flight A - 4 wks (05/25, 06/22, 07/20, 08/24)					
		112	540,500	1.9	1,041,600
One Week Total		28	179,300	1.5	260,400
	M-F 6A-10P	6 30	56,800	1.1	63,600
	Sa-Su 8A-10P	6 30	47,100	1.2	57,600
	M-Su 4A-12M	16 30	112,900	1.2	139,200

4 week schedule. 28 spots a week, 112 spots total. Reach approx. 540,000 people average of 1.9 times for over 1.04 million gross impressions total.

**TOTAL NET INVESTMENT= \$4,000**

Weeks to run: \_\_\_\_\_

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_



# AD SCHEDULE



<b>WDMK-FM HD2</b>		<b>116</b>		<b>98,500</b>	<b>3.2</b>	<b>314,000</b>
Flight A - 4 wks (05/25, 06/22, 07/20, 08/24)						
		116		98,500	3.2	314,000
<b>One Week Total</b>		<b>29</b>		<b>39,900</b>	<b>2.0</b>	<b>78,500</b>
	M-F 6A-7P	13	30	24,200	1.6	37,700
	M-F 7P-12M	8	30	8,900	1.3	12,000
	Sa-Su 10A-7P	8	30	17,900	1.6	28,800

4 week schedule. 29 spots a week, 116 spots total. Reach approx. 98,000 people average of 3.2 times for over 314,000 gross impressions total.

**TOTAL NET INVESTMENT= \$4,000**

Weeks to run: \_\_\_\_\_

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

# FIREWORKS APPEARANCES

Willow - July 1st  
Lake Erie - July 3rd



**AD SCHEDULE:**

DAY	TIME	LENGTH	FREQ.
M-F	6a-7p	:30	5x
M-F	7p-12m	:30	6x
Sa-Su	9a-9p	:30	6x
M-Su	5a-12m	:30	10x
			<b>27x</b>

**BOUNCE LIVE APPEARANCE:**

- BOUNCE on-air talent on-site for 2-hours\*
- BOUNCE Street team on-site for 2-hours
- Fifteen (15) recorded :15 second promotional announcements
- Two (2) :60 live on-air breaks from the event
- Listing on 1051theBOUNCE.com events page
  - BOUNCE van and street signage
- BOUNCE games & prizes (i.e., giant Jenga, prize wheel, t-shirts, concert tickets)

*\*talent based on availability on first come first served basis\**

*Total mentions in one week: 44*

**TOTAL NET INVESTMENT= \$2,000**

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_



AD SCHEDULE:

DAY	TIME	LENGTH	FREQ.
M-F	6a-10:30a	:10 LIVE D+C	2x
M-F	10:30a- 10p	:30	5x
Sa-Su	9a-9p	:30	8x
M-F	6a-10:30a	:30 D+C STREAM	8x
			<b>23x</b>

WRIF LIVE APPEARANCE:

- WRIF on-air talent on-site for 2-hours\*
- WRIF Street team on-site for 2-hours
- Fifteen (15) live/recorded :15 second promotional announcements
- Two (2) :60 live on-air breaks from the event
  - Listing on WRIF.com events page
  - WRIF van and street signage
- WRIF games & prizes (i.e., giant Jenga, prize wheel, t-shirts, concert tickets)

*\*talent based on availability on first come first served basis\**

*Total mentions in one week: 40*

**TOTAL NET INVESTMENT= \$2,000**

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

# RDS (Radio Data System)

RDS is where the artist, song title and station information display on your vehicle's radio. RDS advertising allows your business to display a custom text message and call-to-action to drivers and passengers that are listening to their favorite radio station. It's a rotating billboard right on the dashboard!

## What You Receive:

**Scrolling text message, synced to display when your radio commercials air, displayed to all station listeners with RDS capable vehicles (approx. 90% of all vehicles on the road today).**

Your 64 character message will be displayed in one of 3 formats (scrolling, full message, 8-character blocks).

## Sample Messaging:

**ENGINE LIGHT ON? [BUSINESS NAME] CAN FIX IT!  
MENTION RDS AND SAVE \$!**

Engage consumers with a short, direct message and clear call-to-action for optimal results.



NEWS • TALK • 760 AM

**WJJR**

WHERE **DETROIT**  
COMES TO **TALK!**



## 2020 Winter Partnership

**Presented By:**

Mike Pierce

Senior Account Executive

248.515.4232

Michael.pierce@cumulus.com

## 2020 Winter Campaign

### On-Air and Online Streaming Campaign: 2/17/20 – 3/15/20 (4 Weeks)

(Tapscan Schedule in next slide)

#### On-Air Commercials:

- 2 weekly :30second commercials airing W-F 5a-8p
- 2 weekly :60second commercials airing W-F 5a-8p

#### Online Streaming Commercials:

- 4 weekly :30second commercials airing W-F 6a-7p
- 3 weekly :60second commercials airing W-F 6a-7p

#### Contesting:

WJR will also do contesting throughout the campaign whenever Metro Parks would like.

**Total Weekly Commercials: 11**

**Total Campaign Commercials: 44**

**Total WJR Investment: \$2,500**





# 2020 Winter Campaign Ad Schedule



## METRO PARKS WINTER 2020 Weekday

From: michael pierce  
 Phone: (313) 873-9812  
 Email: michael.pierce@cumulus.com  
 1/27/2020 5:29 PM



Flight Dates: 02/17/2020 - 03/15/2020  
 Demo: P 35+

Radio Market: DETROIT  
 Survey: MAR19 / FEB19 / JAN19  
 Geography: Metro

ScheduleDescription:  
 METRO PARKS WINTER 2020

	Daypart	Daypart Code	Notes	Length	Spots	Unit Rate	Total Cost	Average Rating	CPP	GRPs	Net Reach	Frequency	Gls	CPM
<b>Radio Total</b>					<b>44</b>	<b>\$34.09</b>	<b>\$1,500.00</b>	<b>0.5%</b>	<b>\$68.18</b>	<b>22.0</b>	<b>191,900</b>	<b>2.8</b>	<b>534,400</b>	<b>\$2.82</b>
<b>WJZR-AM</b>					<b>44</b>	<b>\$34.09</b>	<b>\$1,500.00</b>	<b>0.5%</b>	<b>\$68.18</b>	<b>22.0</b>	<b>191,900</b>	<b>2.8</b>	<b>534,400</b>	<b>\$2.82</b>
Flight A - 4 wks (02/17, 02/24, 03/02, 03/09)					44	\$34.09	\$1,500.00	0.5%	\$68.18	22.0	191,900	2.8	534,400	\$2.82
<b>One Week Total</b>					<b>11</b>	<b>\$34.09</b>	<b>\$375.00</b>	<b>0.5%</b>	<b>\$68.18</b>	<b>5.5</b>	<b>77,400</b>	<b>1.7</b>	<b>133,600</b>	<b>\$2.82</b>
	W-F 6A-8P			30	2	\$65.00	\$130.00	0.5%	\$130.00	1.0	21,900	1.1	23,400	\$5.56
	W-F 6A-8P		WEEKEND	60	2	\$105.00	\$210.00	0.5%	\$210.00	1.0	21,900	1.1	23,400	\$8.97
	W-F 6A-7P		WJR DIGITAL STREAM	60	3	\$5.00	\$15.00	0.5%	\$10.00	1.5	32,300	1.2	37,200	\$0.40
	W-F 6A-7P		WJR DIGITAL STREAM	30	4	\$5.00	\$20.00	0.5%	\$10.00	2.0	40,500	1.2	49,600	\$0.40

### Schedule Grand Totals: 4 Weeks

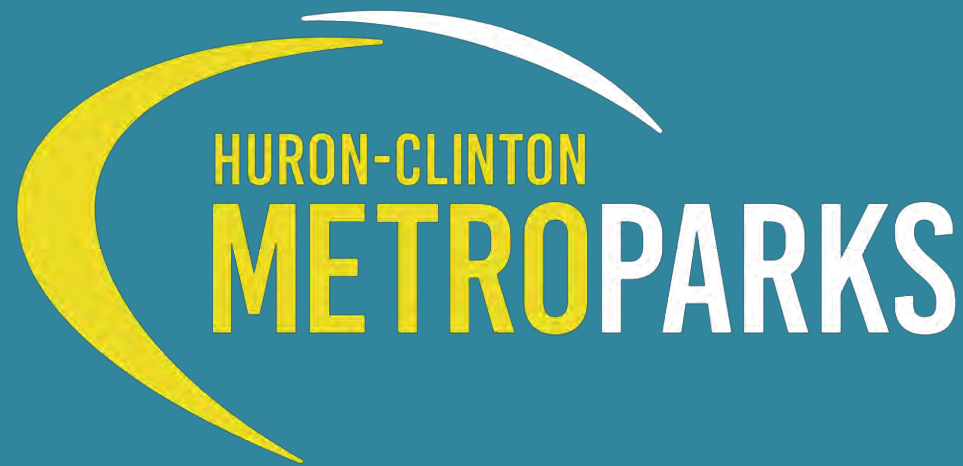
Stations	Spots	Unit Rate	Total Cost	Average Rating	CPP	GRPs	Net Reach	Frequency	Gls	CPM
<b>Radio Total</b>	<b>44</b>	<b>\$34.09</b>	<b>\$1,500.00</b>	<b>0.5%</b>	<b>\$68.18</b>	<b>22.0</b>	<b>191,900</b>	<b>2.8</b>	<b>534,400</b>	<b>\$2.82</b>
<b>WJZR-AM</b>	<b>44</b>	<b>\$34.09</b>	<b>\$1,500.00</b>	<b>0.5%</b>	<b>\$68.18</b>	<b>22.0</b>	<b>191,900</b>	<b>2.8</b>	<b>534,400</b>	<b>\$2.82</b>



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**WJJR**

**WHERE DETROIT  
COMES TO TALK!**



**2020 Summer Partnership**

**Presented By:**

Mike Pierce

Senior Account Executive

248.515.4232

Michael.pierce@cumulus.com

## 2020 Summer Campaign



## On-Air and Online Streaming Campaign: (Tapscan Schedule in next slide)

### On-Air Commercials:

- 6 Weekly :30second commercial airing W-F 5a-9pm

### Online Streaming Commercials:

- 13 weekly :30second commercials airing W-F 6a-12p (Paul W. Smith and Frank Beckmann Shows)

**Total Weekly Commercials: 19**

**Total Campaign Commercials: 285**

**Total WJR Investment: \$10,000**

## The 5<sup>th</sup> Annual Paul W. Smith Harbor Tour



### Added Value:

WJR will make the Metro Parks a co-sponsor of their 5<sup>th</sup> annual Paul W. Smith Harbor Tour 6/15/20 – 6/19/20.

### Metro Parks will receive:

- An interview the week of 6/15/20 in the Paul W. Smith Show
- Inclusion in 6 promotional sponsorship mentions during the week of 6/15/20 – 6/19/20
- Logo and Link placed on the wjr.com Harbor Tour Page.

### Contesting:

WJR will also do contesting throughout the summer whenever Metro Parks would like.



# 2020 Summer Campaign Ad Schedule



## METRO PARKS SUMMER 2020 Weekday

From: michael.pierce  
 Phone: (313) 873-8812  
 Email: michael.pierce@cumulus.com  
 1/27/2020 5:34 PM



Flight Dates: 05/18/2020 - 08/30/2020  
 Demo: P 35+

Radio Market: DETROIT  
 Survey: AUG19 / JUL19 / JUN19 / MAY19  
 Geography: Metro

ScheduleDescription:  
 METRO PARKS SUMMER 2020

	Daypart	Daypart Code	Notes	Length	Spots	Unit Rate	Total Cost	Average Rating	CPP	GRPs	Net Reach	Frequency	GIs	CPM
<b>Radio Total</b>					285	\$35.00	\$9,975.00	0.3%	\$116.67	85.5	247,200	9.7	2,398,500	\$4.17
<b>WJR-AM</b>					285	\$35.00	\$9,975.00	0.3%	\$116.67	85.5	247,200	9.7	2,398,500	\$4.17
Flight A - 15 wks (05/18, 05/25, 06/01, 06/08, 06/15, 06/22, 06/29, 07/06, 07/13, 07/20, 07/27, 08/03, 08/10, 08/17, 08/24)														
					285	\$35.00	\$9,975.00	0.3%	\$116.67	85.5	247,200	9.7	2,398,500	\$4.17
<b>One Week Total</b>					19	\$35.00	\$665.00	0.3%	\$116.67	5.7	82,400	1.9	159,900	\$4.17
	W-F 5A-9P		WEEKEND	30	6	\$100.00	\$600.00	0.3%	\$333.33	1.8	37,000	1.3	46,800	\$12.82
	M-F 6A-1P		WJR DIGITAL STREAM	30	13	\$5.00	\$65.00	0.3%	\$16.67	3.9	62,200	1.8	113,100	\$0.57

### Schedule Grand Totals: 15 Weeks

Stations	Spots	Unit Rate	Total Cost	Average Rating	CPP	GRPs	Net Reach	Frequency	GIs	CPM
<b>Radio Total</b>	285	\$35.00	\$9,975.00	0.3%	\$116.67	85.5	247,200	9.7	2,398,500	\$4.17
<b>WJR-AM</b>	285	\$35.00	\$9,975.00	0.3%	\$116.67	85.5	247,200	9.7	2,398,500	\$4.17



NASH-FM 93.1 presents:

# Huron-Clinton MetroParks: Feb-March program

4 weeks 2/17/2020-3/15/2020

- On-air :30 commercial schedule will run for Monday through Sunday each week for 4 weeks as follows:

Mon-Fri	6a-7p	5x	:30
Sat-Sun	6a-7p	3x	:30
Mon-Fri	6a-7p	2x	:60
Sat-Sun	6a -7p	3x	:60



- Online Digital Streaming :30 second commercials as follows:

Mon-Sun	6a-7p	14x	:30/:60
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- Added Value Opportunities: In addition to your 4-week schedule, HuronClinton MetroParks will be included in our Weekday Feature, D-Town Countdown. **Detroit's 93.1 NASH FM's Bru** starts off the lunch hour with the five most requested songs of the day. Once the most requested song starts to play, Bru cues listeners to dial by and win! Simply by reciting back the top five songs in the correct order, our caller scores a top prize an annual park pass courtesy of Huron Clinton MetroParks. Feature sponsorship / prize provision offers three live mentions per day for a total of 15 weekly mentions to air the week of Feb 10<sup>th</sup> -14th. (Total Weekly Value: \$3,750)

**Total Weekly Commercials: 27**

**Total Promotional Announcements: 15**

**Total Campaign Commercials: 108**

**Total Campaign Investment: \$2,000**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

96.3 WDVD presents:

## Huron-Clinton MetroParks Feb-Mar Programs



96.3 WDVD is pleased to promote winter activities with Huron-Clinton MetroParks!

- On-air :30 weekly commercial schedule will run as follows 2/24-3/08:

Wed-Fri	6a-7p	4x	:30
Sat-Sun	6a-7p	3x	:30
Wed-Fri	6a-7p	3x	:60
Sat-Sun	6a-7p	2x	:60

- Online Digital Streaming :30 weekly commercials as follows:

Mon-Sat	6a-7p	12x	:30/:60
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- Added Value: In addition to your 4-week schedule, HuronClinton MetroParks will also be included for the week of 2/17 in our Weekday Feature, Blaine's Brainbusters. This popular, long-running feature from *"The Blaine Fowler Morning Show"* challenges listeners to guess the pop-culture habits of their fellow citizens. Guessing the most popular answer will score our caller the day's featured prize of an annual pass to HuronClinton MetroParks. Five prizes nets 15 mentions. Feature airs weekday mornings at 7:35 a.m. **Total Weekly Value: \$3,750**

**Total Campaign Commercials: 48**

**Total Promotional Announcements: 10**

**Total WDVD Investment: \$2,000**

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Signature

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Date



**96.3 WDVD presents:**  
**Huron-Clinton MetroParks Summer Programs**

**16 weeks 5/21/2020-9/7/2020**

96.3 WDVD is pleased to promote summer activities at Huron-Clinton MetroParks!

- On-air :30 commercial schedule will run for Thursday through Sunday each week for 8 weeks on each station from pre-Memorial Day through Labor Day (5/21-9/7) as follows:

<b>WDVD</b>	Thurs-Fri	6a-7p	4x
	Sat-Sun	6a-7p	3x
<b>NASH-FM</b>	Thurs-Fri	6a-7p	6x
	Sat-Sun	6a-7p	5x

- Online Digital Streaming :30 second commercials as follows for each on-air week for each station:      Thurs-Sun    6a-7p    12x
- Added Value: Two times throughout the summer, each station will provide free sponsorship on one our weekly features with a minimum of 10 promotional announcements each week. (Four weeks total)
- Added Value: 15x :15 promotional announcements each on-air week showcasing upcoming events for that weekend.

**Total Weekly Commercials: 19 (WDVD) / 23 (NASH-FM)**

**Total # of Commercials for Campaign: 336**

**Total Campaign Promotional Announcements: 280 Total Campaign Investment: \$10,030**

Cumulus Detroit presents:

## Huron-Clinton MetroParks: Summer Concert Series

Cumulus Detroit is proud to promote all of your summer concert series throughout the summer with each of our powerful brands. The following schedules will apply each week prior to the concert (there are 2 weeks with only a Friday event. In that instance, we will run commercials Wed-Fri only)

- On-air :15 commercials on Nash Detroit and 96.3 WDVD will run for Wednesday through Sunday each week (5/24-9/6)

<b>WDVD:</b>	Wed-Sun	6a-12m	4x	:15
<b>NASH:</b>	Wed-Sun	6a-12m	5x	:15

- Online Digital Streaming :15 second commercials as follows:

<b>WDVD:</b>	Wed-Sun	6a-12m	10x	:15
<b>NASH:</b>	Wed-Sun	6a-12m	10x	:15

**Total Campaign Commercials: 304**  
**Total Campaign Investment: \$4,000**



# PROPOSAL



Prepared for:

**Huron Clinton Metro Parks**

Date: 01/28/2020 12:00

Advertiser: Huron Clinton Metro Parks

Spots: 80

Total Gross **\$10,470.00**  
Cost:

Rates guaranteed until 02/04/2020

## Summary

<b>Advertiser</b>	Huron Clinton Metro Parks
<b>Customer ID</b>	00028290
<b>Title</b>	Memorial Day-Labor Day 2020
<b>Proposal Number</b>	6502279
<b>Billing Options</b>	Broadcast

## Spot Schedule

### WJLB-FM

3 Weeks: 6/1-6/15

Daypart/Program	Len	Spots	Rate	Gross
Mon-Fri 6am-7pm	30	10	\$130.00	\$3,900.00
Sat-Sun 10am-6pm	30	6	\$45.00	\$810.00
<b>Weekly Total</b>		<b>16</b>		<b>\$1,570.00</b>
<b>Flight Total</b>		<b>48</b>		<b>\$4,710.00</b>

### WKQI-FM

2 Weeks: 6/1-6/8

Daypart/Program	Len	Spots	Rate	Gross
Mon-Fri 6am-7pm	30	10	\$237.00	\$4,740.00
Sat-Sun 10am-6pm	30	6	\$85.00	\$1,020.00
<b>Weekly Total</b>		<b>16</b>		<b>\$2,880.00</b>
<b>Flight Total</b>		<b>32</b>		<b>\$5,760.00</b>

## Proposal Totals

	Spots	Gross
<b>WJLB-FM</b>	48	\$4,710.00
<b>WKQI-FM</b>	32	\$5,760.00
<b>Total</b>	<b>80</b>	<b>\$10,470.00</b>



# PROPOSAL



Prepared for:

**Huron Clinton Metro Parks**

Date: 01/28/2020 12:17

Advertiser: Huron Clinton Metro Parks

Spots: 70

Total Gross  
Cost: **\$5,042.00**

Rates guaranteed until 02/04/2020

## Summary

<b>Advertiser</b>	Huron Clinton Metro Parks
<b>Customer ID</b>	00028290
<b>Title</b>	Summer Concert Series
<b>Proposal Number</b>	6502279
<b>Billing Options</b>	Broadcast

## Spot Schedule

### WJLB-FM

1 Week: 7/13

Daypart/Program	Len	Spots	Rate	Gross
Thu-Fri 6am-7pm	15	8	\$62.00	\$496.00
Sat-Sun 10am-6pm	15	6	\$23.00	\$138.00
<b>Weekly Total</b>		<b>14</b>		<b>\$634.00</b>
<b>Flight Total</b>		<b>14</b>		<b>\$634.00</b>

### WKQI-FM

1 Week: 7/13

Daypart/Program	Len	Spots	Rate	Gross
Thu-Fri 6am-7pm	15	8	\$168.00	\$1,344.00
Sat-Sun 10am-6pm	15	6	\$50.00	\$300.00
<b>Weekly Total</b>		<b>14</b>		<b>\$1,644.00</b>
<b>Flight Total</b>		<b>14</b>		<b>\$1,644.00</b>

### WLLZ-FM

1 Week: 7/13

Daypart/Program	Len	Spots	Rate	Gross
Thu-Fri 6am-7pm	15	8	\$55.00	\$440.00
Sat-Sun 10am-6pm	15	6	\$30.00	\$180.00
<b>Weekly Total</b>		<b>14</b>		<b>\$620.00</b>
<b>Flight Total</b>		<b>14</b>		<b>\$620.00</b>

### WMXD-FM

1 Week: 7/13

Daypart/Program	Len	Spots	Rate	Gross
Thu-Fri 6am-7pm	15	8	\$83.00	\$664.00
Sat-Sun 10am-6pm	15	6	\$27.00	\$162.00
<b>Weekly Total</b>		<b>14</b>		<b>\$826.00</b>
<b>Flight Total</b>		<b>14</b>		<b>\$826.00</b>

**WNIC-FM**

1 Week: 7/13

Daypart/Program	Len	Spots	Rate	Gross
Thu-Fri 6am-7pm	15	8	\$122.00	\$976.00
Sat-Sun 10am-6pm	15	6	\$57.00	\$342.00
<b>Weekly Total</b>		<b>14</b>		<b>\$1,318.00</b>
<b>Flight Total</b>		<b>14</b>		<b>\$1,318.00</b>

**Proposal Totals**

	Spots	Gross
<b>WJLB-FM</b>	14	\$634.00
<b>WKQI-FM</b>	14	\$1,644.00
<b>WLLZ-FM</b>	14	\$620.00
<b>WMXD-FM</b>	14	\$826.00
<b>WNIC-FM</b>	14	\$1,318.00
<b>Total</b>	<b>70</b>	<b>\$5,042.00</b>

# Feb-Mar: Winter Commercials & Trade Up Pass Program

WYCD 99.5 "Winter Commercials" :30's. The below schedule would air 1 week Mid Feb-Mar

	Daypart	Daypart Code	Spots	Length	Unit Rate	Notes	Average Rating	Net Reach	Frequency	Total Cost
Radio Total			30		\$90.00		0.3%	235,500	1.5	\$2,700.00
WYCD-FM										
Flight A - 1 wk (TBD)										
One Week Total			30		\$90.00		0.3%	235,500	1.5	\$2,700.00
	M-F 6A-7P	PROT	10	30	\$210.00		0.4%	117,400	1.3	\$2,100.00
	M-F 7P-11P	EVE	5	30	\$40.00		0.2%	27,200	1.2	\$200.00
	Sa-Su 8A-8P	WKND	5	30	\$75.00		0.4%	56,600	1.2	\$375.00
	M-Su 5A-12M	ROT	5	30	\$5.00		0.3%	52,700	1.1	\$25.00
	M-F 5A-12M	ROT	5	5	\$0.00 Bonus		0.3%	54,500	1.1	\$0.00



WDZH 98.7 "Trade Up Pass Program" :60's. The below schedule would air 1 week Mid Feb-Mar


	Daypart	Daypart Code	Spots	Length	Unit Rate	Notes	Average Rating	Net Reach	Frequency	Total Cost
Radio Total			33		\$73.79		0.3%	248,000	1.5	\$2,435.00
WDZH-FM										
Flight A - 1 wk (TBD)										
One Week Total			33		\$73.79		0.3%	248,000	1.5	\$2,435.00
	M-F 6A-7P	PROT	11	60	\$165.00		0.4%	128,600	1.3	\$1,815.00
	M-F 7P-11P	EVE	6	60	\$40.00		0.1%	26,100	1.2	\$240.00
	Sa-Su 8A-8P	WKND	6	60	\$55.00		0.3%	54,500	1.2	\$330.00
	M-Su 5A-12M	ROT	5	60	\$10.00		0.3%	48,800	1.1	\$50.00
	M-F 5A-12M	ROT	5	5	\$0.00 Bonus		0.3%	52,600	1.1	\$0.00




**Total Investment = \$5,135 NET**

# Memorial-Labor Day: Spring/Summer Commercials

WYCD 99.5 "Spring Summer" :30's. The below schedule would air 2 weeks Memorial-Labor Day

	Daypart	Daypart Code	Spots	Length	Unit Rate	Notes	Average Rating	Net Reach	Frequency	Total Cost
Radio Total			27		\$76.67		0.3%	216,100	1.5	\$2,070.00
WYCD-FM										
Flight A - 1 wk (TBD)										
One Week Total			27		\$76.67		0.3%	216,100	1.5	\$2,070.00
	M-F 6A-7P	PROT	7	30	\$210.00		0.4%	88,500	1.2	\$1,470.00
	M-F 7P-11P	EVE	5	30	\$40.00		0.2%	27,200	1.2	\$200.00
	Sa-Su 8A-8P	WKND	5	30	\$75.00		0.4%	56,600	1.2	\$375.00
	M-Su 5A-12M	ROT	5	30	\$5.00		0.3%	52,700	1.1	\$25.00
	M-F 5A-12M	ROT	5	5	\$0.00 Bonus		0.3%	54,500	1.1	\$0.00

WOMC 104.3 "Spring Summer" :30's. The below schedule would air 1 weeks Memorial-Labor Day

	Daypart	Daypart Code	Spots	Length	Unit Rate	Notes	Average Rating	Net Reach	Frequency	Total Cost
Radio Total			27		\$72.22		0.4%	267,100	1.5	\$1,950.00
WOMC-FM										
Flight A - 1 wk (TBD)										
One Week Total			27		\$72.22		0.4%	267,100	1.5	\$1,950.00
	M-F 6A-7P	PROT	7	30	\$200.00		0.5%	118,400	1.2	\$1,400.00
	M-F 7P-11P	EVE	5	30	\$30.00		0.2%	26,700	1.2	\$150.00
	Sa-Su 8A-8P	WKND	5	30	\$75.00		0.4%	60,800	1.2	\$375.00
	M-Su 5A-12M	ROT	5	30	\$5.00		0.4%	65,300	1.1	\$25.00
	M-F 5A-12M	ROT	5	5	\$0.00 Bonus		0.4%	70,600	1.1	\$0.00

**Total Investment = \$5,970 NET**

# Memorial-Labor Day: Spring/Summer Commercials (Discount)

WYCD 99.5, WOMC 104.3, WDZH 98.7. The below 3 schedules will air Memorial week at 30% off discount

	Daypart	Daypart Code	Spots	Length	Unit Rate	Notes	Average Rating	Net Reach	Frequency	Total Cost
Radio Total			81		\$65.19		0.3%	625,800	1.6	\$5,280.00
WYCD-FM			27		\$76.67		0.3%	216,100	1.5	\$2,070.00
Flight A - 1 wk (TBD)										
One Week Total			27		\$76.67		0.3%	216,100	1.5	\$2,070.00
	M-F 6A-7P	PROT	7	30	\$210.00		0.4%	88,500	1.2	\$1,470.00
	M-F 7P-11P	EVE	5	30	\$40.00		0.2%	27,200	1.2	\$200.00
	Sa-Su 8A-8P	WKND	5	30	\$75.00		0.4%	56,600	1.2	\$375.00
	M-Su 5A-12M	ROT	5	30	\$5.00		0.3%	52,700	1.1	\$25.00
	M-F 5A-12M	ROT	5	5	\$0.00 Bonus		0.3%	54,500	1.1	\$0.00
WOMC-FM			27		\$72.22		0.4%	267,100	1.5	\$1,950.00
Flight A - 1 wk (TBD)										
One Week Total			27		\$72.22		0.4%	267,100	1.5	\$1,950.00
	M-F 6A-7P	PROT	7	30	\$200.00		0.5%	118,400	1.2	\$1,400.00
	M-F 7P-11P	EVE	5	30	\$30.00		0.2%	26,700	1.2	\$150.00
	Sa-Su 8A-8P	WKND	5	30	\$75.00		0.4%	60,800	1.2	\$375.00
	M-Su 5A-12M	ROT	5	30	\$5.00		0.4%	65,300	1.1	\$25.00
	M-F 5A-12M	ROT	5	5	\$0.00 Bonus		0.4%	70,600	1.1	\$0.00
WDZH-FM			27		\$46.67		0.3%	211,600	1.4	\$1,260.00
Flight A - 1 wk (TBD)										
One Week Total			27		\$46.67		0.3%	211,600	1.4	\$1,260.00
	M-F 6A-7P	PROT	7	30	\$130.00		0.4%	89,300	1.2	\$910.00
	M-F 7P-11P	EVE	5	30	\$25.00		0.1%	22,400	1.1	\$125.00
	Sa-Su 8A-8P	WKND	5	30	\$40.00		0.3%	47,000	1.2	\$200.00
	M-Su 5A-12M	ROT	5	30	\$5.00		0.3%	48,800	1.1	\$25.00
	M-F 5A-12M	ROT	5	60	\$0.00 Bonus		0.3%	52,600	1.1	\$0.00

**Total Investment = \$5,280 – 30% = \$3,696 NET**

# May-June 13th: Hudson Mills Signature Event

WYCD 99.5, WOMC 104.3, WDZH 98.7. The below 3 schedules would air May-June 13th

	Daypart	Daypart Code	Spots	Length	Unit Rate	Notes	Average Rating	Net Reach	Frequency	Total Cost
Radio Total			81		\$65.19		0.3%	625,800	1.6	\$5,280.00
WYCD-FM			27		\$76.67		0.3%	216,100	1.5	\$2,070.00
Flight A - 1 wk (TBD)										
One Week Total			27		\$76.67		0.3%	216,100	1.5	\$2,070.00
	M-F 6A-7P	PROT	7	30	\$210.00		0.4%	88,500	1.2	\$1,470.00
	M-F 7P-11P	EVE	5	30	\$40.00		0.2%	27,200	1.2	\$200.00
	Sa-Su 8A-8P	WKND	5	30	\$75.00		0.4%	56,600	1.2	\$375.00
	M-Su 5A-12M	ROT	5	30	\$5.00		0.3%	52,700	1.1	\$25.00
	M-F 5A-12M	ROT	5	5	\$0.00 Bonus		0.3%	54,500	1.1	\$0.00
WOMC-FM			27		\$72.22		0.4%	267,100	1.5	\$1,950.00
Flight A - 1 wk (TBD)										
One Week Total			27		\$72.22		0.4%	267,100	1.5	\$1,950.00
	M-F 6A-7P	PROT	7	30	\$200.00		0.5%	118,400	1.2	\$1,400.00
	M-F 7P-11P	EVE	5	30	\$30.00		0.2%	26,700	1.2	\$150.00
	Sa-Su 8A-8P	WKND	5	30	\$75.00		0.4%	60,800	1.2	\$375.00
	M-Su 5A-12M	ROT	5	30	\$5.00		0.4%	65,300	1.1	\$25.00
	M-F 5A-12M	ROT	5	5	\$0.00 Bonus		0.4%	70,600	1.1	\$0.00
WDZH-FM			27		\$46.67		0.3%	211,600	1.4	\$1,260.00
Flight A - 1 wk (TBD)										
One Week Total			27		\$46.67		0.3%	211,600	1.4	\$1,260.00
	M-F 6A-7P	PROT	7	30	\$130.00		0.4%	89,300	1.2	\$910.00
	M-F 7P-11P	EVE	5	30	\$25.00		0.1%	22,400	1.1	\$125.00
	Sa-Su 8A-8P	WKND	5	30	\$40.00		0.3%	47,000	1.2	\$200.00
	M-Su 5A-12M	ROT	5	30	\$5.00		0.3%	48,800	1.1	\$25.00
	M-F 5A-12M	ROT	5	60	\$0.00 Bonus		0.3%	52,600	1.1	\$0.00

**Total Investment = \$5,280 NET**

## Added Value:

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In addition to the 30% off discount on all 3 stations for Memorial week,

For every week the Metropark's are on the air (including every station), Entercom will provide a "Feature Sponsorship" which includes (5x) :05 name mentions per week, Monday-Friday 5a-12m.  
Total mentions = (55)

Entercom will also provide 1x "Winning Weekend" on WOMC 104.3 and WYCD 99.5  
This includes (48x) total mentions per station over the course of 1 weekend, Friday-Sunday.  
Weekend TBD by Metropark's.  
Total mentions = (96)

# LOCAL METROPARKS CAMPAIGN (WINTER)

## (FEBRUARY 18<sup>TH</sup>- MARCH 12<sup>TH</sup>)

Days	Time	Weekly # of Spots	Length	# of Weeks	Cost Per Spot	Cost Per Week
Tuesday/Thursday	5a-6a	2X	:30	4	\$25	\$50
Tuesday/Thursday	6a-8p	2X	:30	4	\$40	\$80
Tuesday/Thursday	6a-8p	2X	:60	4	\$50	\$100
Tuesday/Thursday	12a-5a	5X	:30	4	\$1	\$5
Tuesday/Thursday	12a-12a	2X	:30	4	\$5	\$15
Streaming "Live"	12a-12a	13X	:30 & :60	4	\$0	\$0

Fifty Two :30 Second Announcements!  
Total Investment: \$1000

### Added Value to Enhance Radio Campaign:

- Listing of ALL Southeast Michigan Parks on our Advertiser's Directory.
- Opportunity to Participate in a WHMI Promotional Games and On-Air Giveaways.
- Fifty Two Streaming "Live" Digital Announcements Monthly via our WHMI Listen Live Link.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

\*Three Week Cancellation Required.





# LOCAL METROPARKS CAMPAIGN (SPRING/SUMMER)

## (MAY 27<sup>TH</sup>-SEPTEMBER 6<sup>TH</sup>)

Days	Time	Weekly # of Spots	Length	Cost Per Spot	Cost Per Week
Wednesday-Friday	5a-6a	3X	:30	\$25	\$75
Wednesday-Friday	6a-8p	3X	:30	\$40	\$120
Wednesday-Friday	6a-12a	3X	:30	\$30	\$90
Saturday	6a-2p	2X	:30	\$25	\$50
Wednesday-Saturday	12a-5a	4X	:30	\$0	\$0
Wednesday-Saturday	12a-12a	4X	:30	\$0	\$0
Streaming "Live"	12a-12a	19X	:30	\$0	\$0

Nineteen :30 Second Announcements Weekly Plus Streaming "Live".  
Total Investment: \$5025

Live Remote Broadcast for the 2020 Firework Display: \$275 Talent Fee Plus: \$700 for Package. (\*Contingent on Campaign)

- Minimum of Thirty Pre-Produced Promotional Mentions Leading up to Live Appearance.
- Twenty Weather Sponsorships Live Billboards and Mentions the Week of the Firework Display.
- Four Live :60-:90 Second "Updates" during the Live Appearance.
- Brand Exclusivity throughout the two hour duration of your live appearance.
- WHMI Vehicle, Banners, and Giveaways on Location during the event.
- Prominent signage on WHMI's Website.

Added Value to Enhance Radio Campaign:

- Listing of ALL Southeast Michigan Parks on our Advertiser's Directory.
- Printed Advertisement in the "2020 WHMI Fall Football Guide".

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

\*Three Week Cancellation Required.





To: Board of Commissioners  
From: Nina Kelly, Manager of Planning  
Subject: Approval – E-Bike Opt-In (Class I and Class II)  
Location: System-wide  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners authorize staff to amend the Metroparks Rules and Regulations to enable (1) the use of Class II e-bikes on paved hike-bike trails; and (2) the use of both Class I and Class II e-bikes on designated mountain bike trails as recommended by Chief of Planning and Development Nina Kelly and staff.

**Fiscal Impact:** None. Future trail sign modifications when warranted may incur fabrication costs.

**Background:** Three bills regarding electric bicycles, or e-bikes, passed legislation Oct. 29, 2017. The bills, HB 4781, 4782, and 4783, make amendments to the Michigan Vehicle Code (MVC) to establish three definitions and classifications for e-bikes along with an outline of conditions for lawfully operating them on trails and roadways.

Class 1 e-bike: equipped with an electric motor that provides assistance only when the rider is pedalling and that stops providing assistance when the e-bike reaches a speed of 20 miles per hour. The 2017 legislation enabled the use of Class I e-bikes on all paved trails.

Class 2 e-bike: equipped with a motor that propels the electric bicycles to a speed of no more than 20 miles per hour whether the rider is pedalling or not and that disengages or ceases to function when the brakes are applied.

Class 3 e-bike: equipped with a motor that provides assistance only when the rider is pedalling and stops providing that assistance when the electric bicycle reaches a speed of 28 miles per hour.

A hearing was held before the Board of Commissioner's meeting on Feb. 13, 2020 to obtain public comment on the proposed action to opt-in to Class II e-bikes on paved hike-bike trails and to both Class I and Class II e-bikes on designated mountain bike trails. This public hearing was advertised in the Detroit News and Detroit Free Press on Jan. 30, 2020.



To: Board of Commissioners  
From: Nina Kelly, Manager of Planning  
Subject: Approval/Resolution – WaterTown® Initiative  
Location: Lake St. Clair, Stony Creek and Wolcott Mill Metroparks  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners approve a resolution to participate in the WaterTowns® initiative through the Clinton River Watershed Council (CRWC) as recommended by Chief of Planning and Development Nina Kelly and staff.

**Fiscal Impact:** There is no immediate fiscal impact.

**Background:** The CRWC leverages the placemaking and community development potential of the Clinton River and Lake St. Clair through its WaterTowns® initiative, which began in 2013, by enhancing watershed management, the blue economy, and green infrastructure. Currently, there are 22 designated WaterTowns® communities:

Participating in the WaterTowns® program further solidifies the years-long partnership between the Metroparks and CRWC and opens opportunities for collaboration on projects of mutual benefit to the two agencies.

**Attachments: Resolution to Participate in WaterTowns™ Initiative  
WaterTowns® Outline  
WaterTowns® Map**

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

WaterTowns® Initiative  
through the Clinton River Watershed Council

Resolution No. 2020-02

Motion made by: Commissioner \_\_\_\_\_

Supported by: Commissioner \_\_\_\_\_

**AT A MEETING OF THE BOARD OF COMMISSIONERS OF THE HURON-CLINTON METROPOLITAN AUTHORITY HELD ON FEBRUARY 13, 2020, THE BOARD ADOPTED THE FOLLOWING RESOLUTION:**

**STATEMENT OF PURPOSE:** The purpose of this resolution is to declare the Huron-Clinton Metroparks formal participation in the WaterTowns® initiative through the Clinton River Watershed Council. The resolution reflects the Huron-Clinton Metroparks support for the Clinton River and its tributaries as valuable community assets and the Huron-Clinton Metroparks commitment to collaborate with residents, businesses, neighboring cities, non-profit organizations, and other stakeholders to advance watershed management, the blue economy, tourism, and green infrastructure.

**WHEREAS,** WaterTowns® is a water-oriented community development initiative designed to assist towns and cities within the Clinton River Watershed to leverage the assets of the Clinton River and Lake St. Clair and to protect and improve water quality;

**WHEREAS,** the WaterTowns® initiative is managed by the Clinton River Watershed Council, an organization dedicated to protecting, enhancing, and celebrating the Clinton River, its watershed, and Lake St. Clair;

**WHEREAS,** Huron-Clinton Metroparks recognizes the recreational and economic potential of its water resources;

**WHEREAS,** Huron-Clinton Metroparks desires to incorporate environmental best management practices as an integral part in community planning and development;

**WHEREAS,** Huron-Clinton Metroparks is located within the Clinton River Watershed, and is a member of the Clinton River Watershed Council;

**WHEREAS,** there is no financial commitment required to participate in the WaterTowns® initiative;

**WHEREAS,** Huron-Clinton Metroparks desires to collaborate with the Clinton River Watershed Council to develop and implement a local WaterTowns® strategy;

**NOW, THEREFORE,** be it resolved, that the Huron-Clinton Metroparks Board of Commissioners declare Huron-Clinton Metroparks a participant in the WaterTowns® initiative.

AYES: Commissioners: \_\_\_\_\_

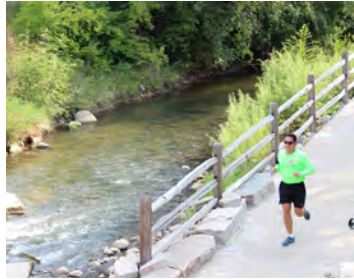
NAYS: Commissioners: \_\_\_\_\_

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, February 13, 2020.

\_\_\_\_\_  
Shawn Athayde, Recording Secretary



## BACKGROUND

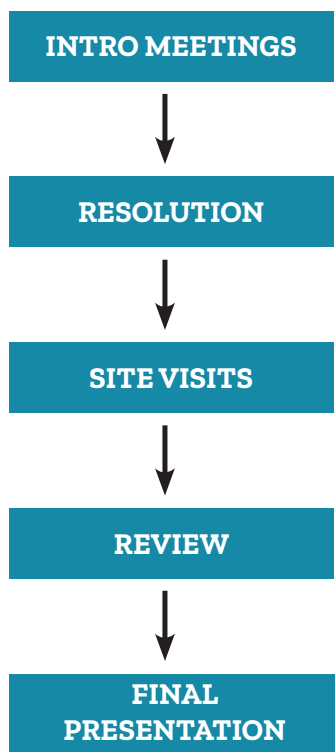
WaterTowns® began in 2013 as a community-based initiative designed to help municipalities leverage assets of the Clinton River and Lake St. Clair. With support from the Fred A. and Barbara M. Erb Family Foundation, this program encourages public interactions with our lakes and rivers by improving accessibility to natural resources. CRWC uses WaterTowns® as a unifying platform to help communities improve water quality, mitigate local climate-change impacts, and advance water-oriented community development.

This initiative currently supports 22 WaterTowns®, with two additional communities slated for 2020.

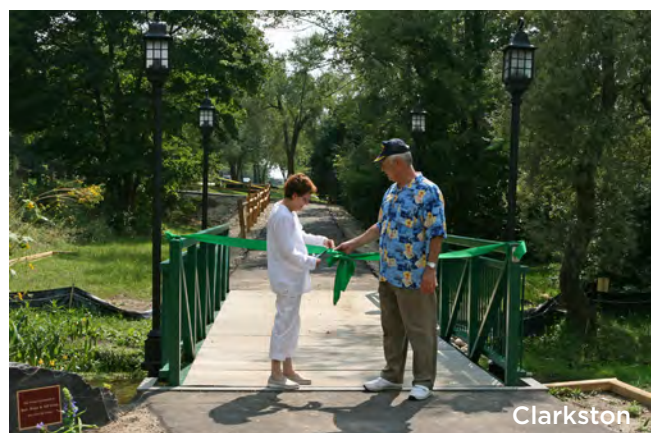
Objectives of WaterTowns® are to help communities with:

1. Engaging the public in visioning and strategic community planning centered on protecting water resources
2. Identifying and enhancing water-oriented leisure and recreation opportunities
3. Developing educational curriculum focused on environmental stewardship
4. Introducing green infrastructure concepts and opportunities

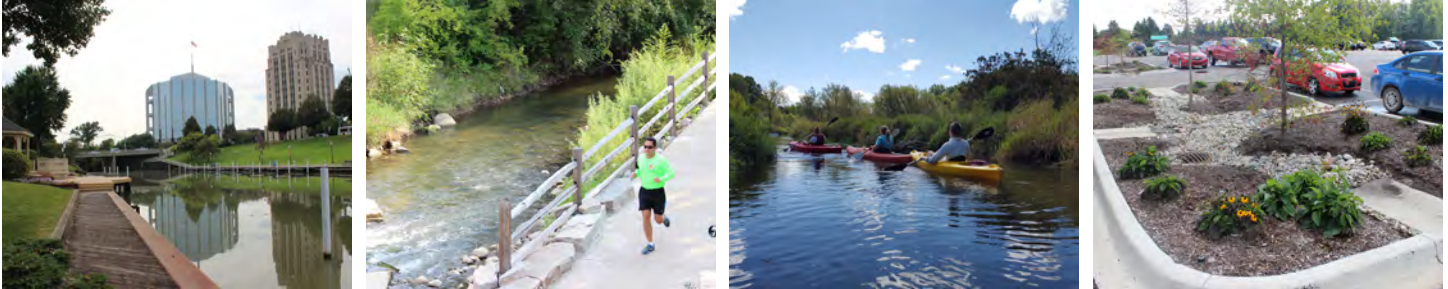
## PROJECT OUTLINE



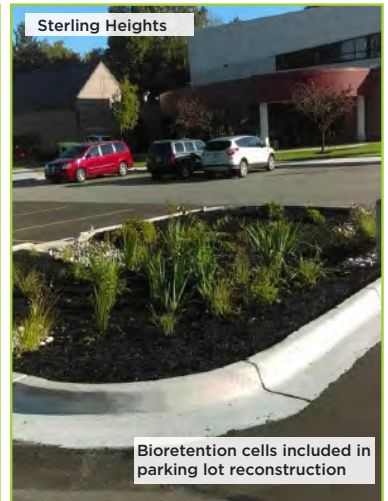
- 1. Intro meetings**
  - a. Explore opportunities
  - b. Identify points of contact
- 2. Obtain Resolution**
  - a. Present idea to Council
  - b. Ensure community involvement
- 3. Site Visits**
  - a. Select sites
  - b. Identify specific project
- 4. Review Meetings**
  - a. Agree on graphic renderings
  - b. Revise plans as needed
- 5. Final presentation**
  - a. Report: Site-specific graphic renderings and computations
  - b. Large printed graphic boards







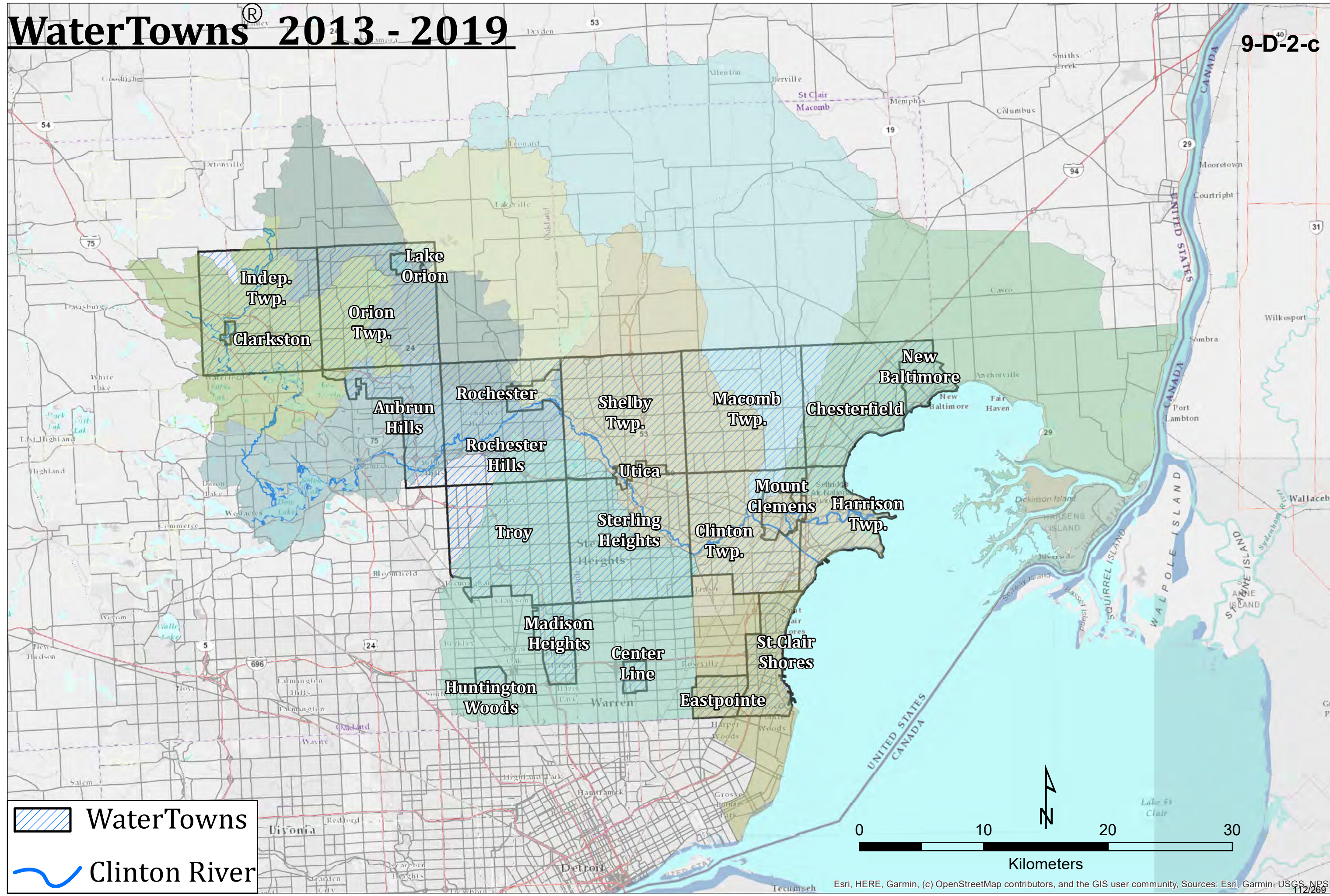
## EXAMPLES FROM OUR WATERTOWNS®







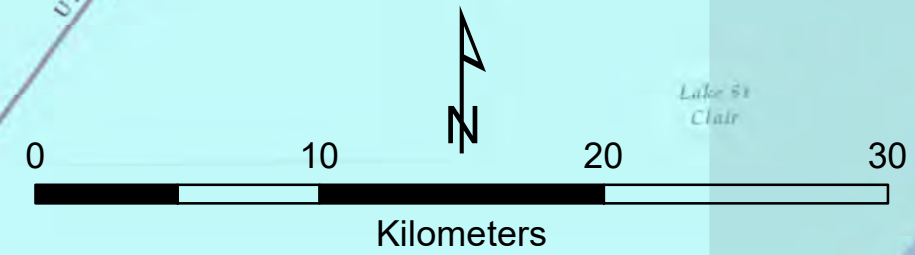
# WaterTowns<sup>®</sup> 2013 - 2019

9-D-2-c



 WaterTowns

 Clinton River







To: Board of Commissioners  
From: Nina Kelly, Chief of Planning and Development  
Subject: Approval/Resolution – AARP Network of Age-Friendly States and  
Communities Application  
Location: System-wide  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners (1) approve a resolution; and (2) authorize staff to execute a letter of commitment in support of an application to become a member of the AARP Network of Age-Friendly States and Communities as recommended by Chief of Planning and Development Nina Kelly and staff.

**Fiscal Impact:** There is no immediate fiscal impact.

**Background:** The Metroparks has been working towards greater inclusivity for people of all abilities. As indicated in the individual park master plans, the Community Recreation Plan and in other data analyses, the communities surrounding the Metroparks are rapidly aging. To be relevant to this increasingly larger population, the Metroparks is seeking to evaluate recreation and program offerings with input from older adults.

Membership with the AARP Network of Age-Friendly States and Communities will allow the Metroparks to have access to expertise and resources to develop an age-friendly plan. It will also provide for increased grant opportunities.

**Attachment: Resolution for AARP Network of Age-Friendly States and Communities  
Membership Application**

**AARP Letter of Commitment**

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

AMERICAN ASSOCIATION OF RETIRED PERSONS (AARP)  
NETWORK OF AGE-FRIENDLY STATES AND COMMUNITIES  
MEMBERSHIP APPLICATION

Resolution No. 2020-03

Motion made by: Commissioner \_\_\_\_\_

Supported by: Commissioner \_\_\_\_\_

**AT A MEETING OF THE BOARD OF COMMISSIONERS OF THE HURON-CLINTON METROPOLITAN AUTHORITY HELD ON FEBRUARY 13, 2020, THE BOARD ADOPTED THE FOLLOWING RESOLUTION:**

**WHEREAS**, the population of the United States is rapidly aging such that by 2030, one of every five people will be 65 or older, and by 2035, the number of adults older than 65 will be greater than the number of children under 18; and

**WHEREAS**, Michigan’s median age of 39.8 years ranks it the 12th oldest in the country; and

**WHEREAS**, the number of households with seniors over age 65 in southeast Michigan is projected to increase by nearly 78 percent by 2045 (482,933 in 2015 to 859,553 in 2045; SEMCOG); and

**WHEREAS**, research shows that older Americans overwhelmingly want to remain in their homes and communities as they age; and

**WHEREAS**, research also shows that 75 percent of the ways people age are due to external/environmental conditions including behavioral choices (25 percent genetics); and

**WHEREAS**, active aging involves staying active, to the fullest extent possible, within all areas of life and having access to places that accommodate age-related limitations; and

**WHEREAS**, active aging is a life-long process, whereby an age-friendly community is not just “elder-friendly” but intended to be friendly for all ages; and

**WHEREAS**, the Metroparks belief, that the use of parks and exposure to natural environments enhance society’s health and quality of life, should be inclusive of all abilities.

**WHEREAS**, the Planning and Development Department, under the direction of the Chief of Planning and Development, has prepared an application to the AARP Network of Age-Friendly States and Communities to assist the Metroparks in becoming more age-friendly.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Huron-Clinton Metropolitan Authority does hereby support initiatives and opportunities to make the Metroparks a more livable community for people age 50 or older and encourages programs, projects, and policies that support healthy aging.

**BE IT FURTHER RESOLVED** that the Huron-Clinton Metropolitan Authority hereby authorizes submission of an application to the AARP Network of Age-Friendly States and Communities program.

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, February 13, 2020.

\_\_\_\_\_  
Shawn Athayde, Recording Secretary



# THEY'RE YOUR METROPARKS. TAKE A WALK ON OUR WILD SIDE.

Administrative Office | 13000 High Ridge Drive, Brighton MI 48114-9058 | 1-800-477-2757 | metroparks.com

February 13, 2020

Paula Cunningham, State Director  
AARP Michigan State Office  
309 N. Washington Square, Ste. 110  
Lansing, MI 48933

Dear Ms. Cunningham:

On behalf of the Metroparks I am pleased to apply to be a part of the AARP's Network of Age-Friendly States and Communities. Since becoming Director of the Metroparks, I have been working diligently to make the entire park system a more equitable place for recreation and education.

The premise of the Metroparks' mission is that we are guided by the belief that the use of parks and exposure to natural environments enhance society's health and quality of life. It is imperative to me that our park system be open to all members of society so that everyone can receive the benefits that the Metroparks offer.

As we strive to become an Age-Friendly Community, the Huron-Clinton Metroparks are committed to the following:

- Establishing mechanisms to involve older people in planning programs and facilities
- Developing a baseline assessment of the age-friendliness of the Metroparks
- Creating a community-wide action plan (based on the findings of the assessment) to increase the age-friendliness of the Metroparks
- Identifying specific indicators of progress and monitoring them against the action plan
- Promoting new age-friendly changes to our constituents

In the development of park master plans over the last few years, population trends were analyzed, and it became evident that our constituents are aging rapidly. The AARP's encouragement of active aging aligns beautifully with the Metroparks desire to provide a place where all people can engage in active, healthful activities and receive the benefit of being in a natural environment.

We are looking forward to working with the AARP Michigan State Office to begin the process to become Age-Friendly Community.

Warm regards,

Amy McMillian  
Director

**BOARD OF COMMISSIONERS:**

Robert W. Marans  
Washtenaw County

Jaye Quadrozzi  
Oakland County

Bernard Parker  
Wayne County

Steven E. Williams  
Livingston County

Kurt L. Heise  
Governor Appointee

Timothy J. McCarthy  
Governor Appointee

John Paul Rea  
Macomb County



To: Board of Commissioners  
From: Nina Kelly, Chief of Planning and Development  
Subject: Approval – Village of Milford Sidewalk Easement  
Location: Kensington Metropark  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners approve the sidewalk easement with the village of Milford as recommended by Chief of Planning and Development Nina Kelly and staff.

**Fiscal Impact:** None at this time.

**Background:** In 1966, the Metroparks entered into a long-term (99-year) lease for land north of General Motors Road and Kensington Metropark for local recreational use by the village of Milford. Proposed development activities within the leased land must be approved by the Metroparks per this agreement.

The village seeks to make sidewalk and intersection improvements along Peters Road between John R. and Commerce streets as part of an upcoming road reconstruction project. Approximately 800 feet of sidewalk is located on the west side of Peters Road on the property leased by the village.

**Attachment: Peters Road FAQs  
Sidewalk Easement Agreement**



## **Peters Road Reconstruction**

### ***Frequently Asked Questions***

**1) What work will this project include?**

Peters Road will be reconstructed starting at Commerce Road and extending down to the north end of the bridge, as well as to the end of both side streets, Liberty and Leverett. In order to construct the road, the existing surface will be excavated, graded, and compacted before gravel base and asphalt will be placed. The project will also include sidewalk and ramp work at most intersections as well as some driveways and approaches. A map showing the limits of the project has been provided on the back of this sheet.

**2) How long will the project take?**

The project will take approximately five to six months to complete. We anticipate construction to start in early spring and work will extend through most of the summer and into fall.

**3) How will traffic be managed during the project?**

The road will be closed to thru traffic for the duration of the project. Provisions will be made for resident access. Further information will be provided at a future public meeting with the contractor once the project has been bid.

**4) How will this affect access to my driveway?**

Most driveways are proposed to be removed and replaced with concrete approaches from the road to the edge of the Right-of-Way (in most cases). This means that at some point during the project, you will not have access to your normal driveway for approximately one (1) week.

**5) Will my water or sewer service be affected?**

No water or sewer work is proposed to occur within this project.

**6) How will mail delivery and trash pickup be affected?**

Mail service will continue throughout the duration of the project with minimal interruptions. Provisions will be made to ensure that the contractor allows trash services to be maintained.

**7) Will school buses be affected?**

School bus routes and pick-up locations may be affected during the project. This will be coordinated with the Village of Milford and Huron Valley Schools and any changes to usual procedures will be communicated by the schools.

**8) Will my lawn, landscaping, or trees be affected by the project?**

Your lawn and existing landscaping may be affected by the project in some areas. If work is to be performed outside of the Village Road Right-of-Way, you will be contacted to obtain a grading easement or letter of consent. Any disturbed lawn areas will be restored at the end of the project.

**9) Who do I contact if I have questions, concerns, or problems?**

Please contact the Village engineer, Sally Bos, at (734) 466-4584 or [sally.bos@ohm-advisors.com](mailto:sally.bos@ohm-advisors.com), if you have any questions, concerns, or problems.





**Safety: Please understand that this is the most important aspect of this project. Please work with us in respecting all construction signs and drive at a lower speed when in a construction zone. When concrete or asphalt is being placed, please remain off of the concrete until all barricades, barrels, and/or caution tape have been removed. Disregarding barricades, barrels, and/or caution tape could result in delays in construction.**



We realize that this project may be the cause of inconveniences but reconstructing the road and performing other associated work will improve the community for years to come by providing safe roads and better drainage to the residents in the area. Thank you in advance for your cooperation and patience. Please feel free to contact us if you have any questions or concerns.

**SIDEWALK EASEMENT**

KNOW ALL MEN BY THESE PRESENTS, that, HURON-CLINTON METROPOLITAN AUTHORITY, whose address is 13000 High Ridge Drive, Brighton, MI 48114 (hereinafter referred to as "Grantor"), being title holder to the following described parcel of land, to wit:

Description of Parcel:

**See Exhibit "A"**

*Tax Identification Number: LM-16-10-151-009*

for and in consideration of One (\$1.00) Dollar, receipt of which is hereby acknowledged, does hereby grant and convey to the Village of Milford, a Michigan Municipal Corporation, whose address is 1100 Atlantic Street, Milford, MI 48381, (hereinafter referred to as "Grantee"), a perpetual easement for sidewalk, over, upon, across, in, through, and under the following described real property to wit:

**See Exhibit "A"**

and to enter upon sufficient land adjacent to said sidewalk easement for the purpose of exercising the rights and privileges granted herein.

Grantee may install, repair, replace and maintain lines and all necessary appurtenances thereto, within the easement herein granted.

Grantor agrees not to build or to convey to others permission to build any permanent structures on the above described easement.

The premises so disturbed by reason of the exercise of any of the foregoing powers, rights and privileges, shall be reasonably restored to its prior condition by Grantee.

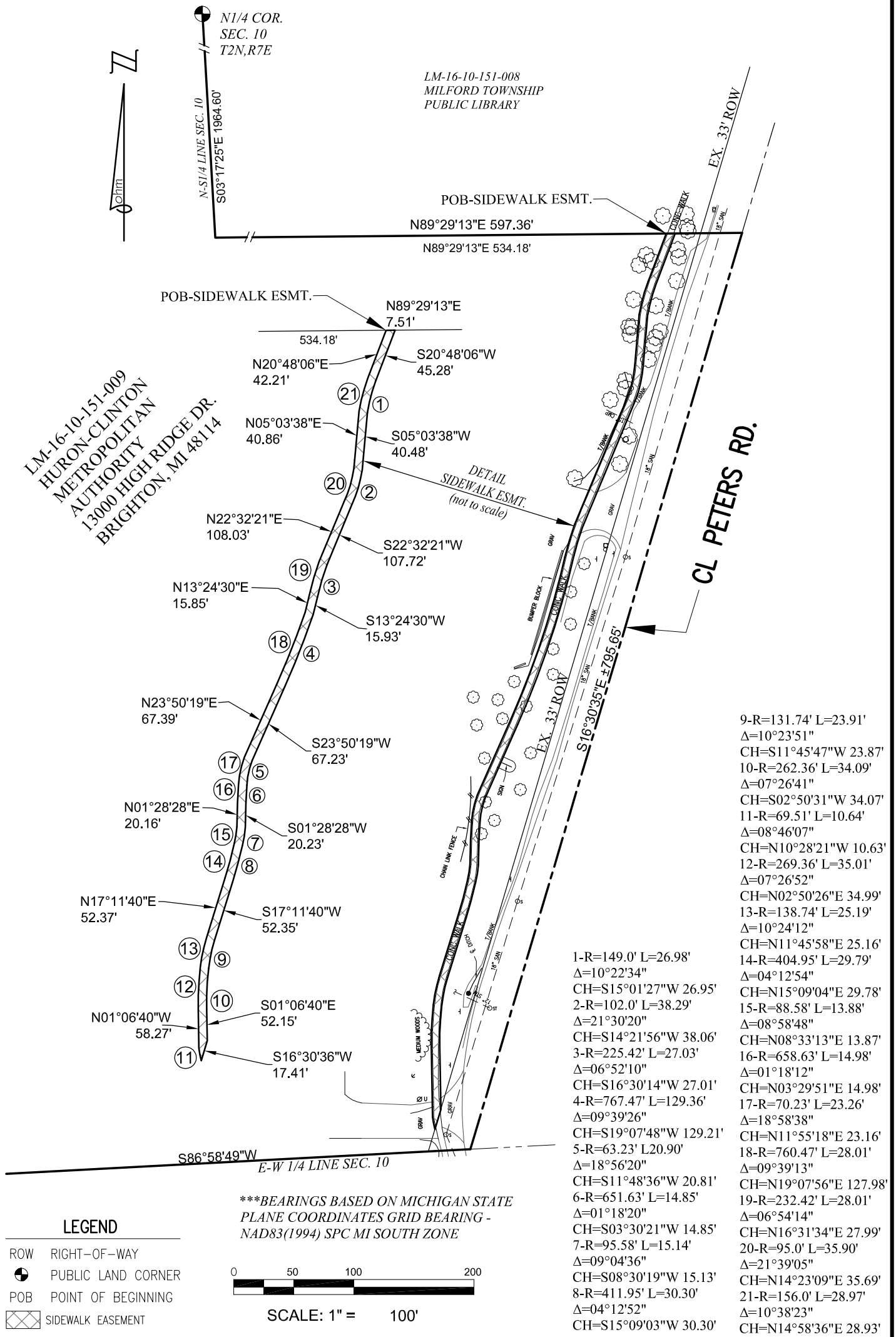
This instrument shall be binding upon and inure to the benefit of the parties hereto, their heirs, representatives, successors and assigns.





# SIDEWALK EASEMENT SKETCH

Exhibit "A"



LM-16-10-151-009  
HURON-CLINTON  
METROPOLITAN  
AUTHORITY  
13000 HIGH RIDGE DR.  
BRIGHTON, MI 48114

LM-16-10-151-008  
MILFORD TOWNSHIP  
PUBLIC LIBRARY

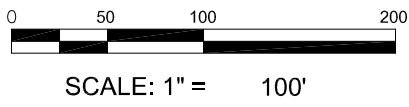
- 9-R=131.74' L=23.91'  
Δ=10°23'51"  
CH=S11°45'47"W 23.87'
- 10-R=262.36' L=34.09'  
Δ=07°26'41"  
CH=S02°50'31"W 34.07'
- 11-R=69.51' L=10.64'  
Δ=08°46'07"  
CH=N10°28'21"W 10.63'
- 12-R=269.36' L=35.01'  
Δ=07°26'52"  
CH=N02°50'26"E 34.99'
- 13-R=138.74' L=25.19'  
Δ=10°24'12"  
CH=N11°45'58"E 25.16'
- 14-R=404.95' L=29.79'  
Δ=04°12'54"  
CH=N15°09'04"E 29.78'
- 15-R=88.58' L=13.88'  
Δ=08°58'48"  
CH=N08°33'13"E 13.87'
- 16-R=658.63' L=14.98'  
Δ=01°18'12"  
CH=N03°29'51"E 14.98'
- 17-R=70.23' L=23.26'  
Δ=18°58'38"  
CH=N11°55'18"E 23.16'
- 18-R=760.47' L=28.01'  
Δ=09°39'13"  
CH=N19°07'56"E 127.98'
- 19-R=232.42' L=28.01'  
Δ=06°54'14"  
CH=N16°31'34"E 27.99'
- 20-R=95.0' L=35.90'  
Δ=21°39'05"  
CH=N14°23'09"E 35.69'
- 21-R=156.0' L=28.97'  
Δ=10°38'23"  
CH=N14°58'36"E 28.93'

- 1-R=149.0' L=26.98'  
Δ=10°22'34"  
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- 2-R=102.0' L=38.29'  
Δ=21°30'20"  
CH=S14°21'56"W 38.06'
- 3-R=225.42' L=27.03'  
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- 4-R=767.47' L=129.36'  
Δ=09°39'26"  
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- 5-R=63.23' L=20.90'  
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- 6-R=651.63' L=14.85'  
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- 7-R=95.58' L=15.14'  
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- 8-R=411.95' L=30.30'  
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CH=S15°09'03"W 30.30'

\*\*\*BEARINGS BASED ON MICHIGAN STATE  
PLANE COORDINATES GRID BEARING -  
NAD83(1994) SPC MI SOUTH ZONE

**LEGEND**

ROW	RIGHT-OF-WAY
⊙	PUBLIC LAND CORNER
POB	POINT OF BEGINNING
▨	SIDEWALK EASEMENT



<b>SIDEWALK EASEMENT</b>		SCALE H: 1"=100'
PART OF THE W 1/2 OF THE NE 1/4 OF SECTION 10 T.2N., R.7E., VILLAGE OF MILFORD, OAKLAND COUNTY <b>PARCEL ID# LM-16-10-151-009</b>		SHEET <b>3</b> OF 5
DATE: 09-06-19	CLIENT: VILLAGE OF MILFORD	JOB # 0013-14-0060
34000 Plymouth Road   Livonia, MI 48150   P (734) 522-6711   F (734) 522-6427   WWW.OHM-ADVISORS.COM		



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# SIDEWALK EASEMENT DESCRIPTION

Exhibit "A"

## PARCEL DESCRIPTION (LM-16-10-151-009)

(Per Title Commitment No. 63-19649037, Issued by ATA national Title Group)

A parcel of land being in the Village of Milford, Oakland County, Michigan, Section 10, Town 2 North, Range 7 East, described as follows:

That part of the West 1/2 of the NE 1/4 lying Westerly of centerline of Peters Road and lying Southerly of the centerline of Commerce Road. Also that part of the East 1/2 of the NW 1/4 lying Southerly of the centerline of Commerce Road, Except that part lying below the 902.50 feet contour as established from US PBM No. 946, said contour also being the shore line of Mill Pond. Also Except beginning at a point distance S 02°42'22" E 1164.45 feet from the N 1/4 corner of said Section 10; thence a curve to the left, radius 649.40 feet, chord bears S 87°31'40" E 117.63 feet, distance of 117.79 feet; thence N 87°16'34" E 512.23 feet; thence N 88°16'56" E 261.96 feet; thence S 17°11'24" W 865.80 feet; thence N 89°55'44" W 597.36 feet; thence N 02°42'22" W 315.38 feet; thence along curve to the right, radius 422.50 feet, chord bears N 73°56'49" W 227.16 feet, distance of 229.99 feet; thence along a curve to the left, radius 377.50 feet, chord bears N 80°35'55" W 285.83 feet, distance of 293.14 feet; thence S 77°09'19" W 116.01 feet; thence along curve to the right, radius 292.50 feet, chord bears S 83°29'03" W 64.49 feet, distance of 64.62 feet; thence along curve to the right, radius 213 feet, chord bears S 31°37'51" W 178.59 feet, distance of 184.29 feet; thence S 41°34'27" E 5.57 feet; thence along curve to the right, radius 52.50 feet, chord bears S 15°00'36" E 46.96 feet, distance of 48.68 feet; thence along curve to the left, radius 1105 feet, chord bears S 05°48'46" W 221.09 feet, distance of 221.46 feet; thence S 00°04'17" W 175.07 feet; thence N 68°55'44" W 564.38 feet; thence N 02°41'12" W 1354.65 feet; thence S 66°45'46" E 1279.36 feet; thence along curve to the left, radius 649.40 feet, chord bears S 74°32'50" E 175.92 feet, distance of 176.46 feet to the Point of Beginning. Subject to all easements and restrictions of record, if any.

<b>SIDEWALK EASEMENT</b> PART OF THE W 1/2 OF THE NE 1/4 OF SECTION 10 T.2N., R.7E., VILLAGE OF MILFORD, OAKLAND COUNTY <b>PARCEL ID# LM-16-10-151-009</b>		SCALE H: 1"=100'
		SHEET <b>4</b> OF 5
DATE: 09-06-19	CLIENT: VILLAGE OF MILFORD	JOB # 0013-14-0060
34000 Plymouth Road   Livonia, MI 48150   P (734) 522-6711   F (734) 522-6427   WWW.OHM-ADVISORS.COM		



# SIDEWALK EASEMENT DESCRIPTION


Exhibit "A"

## SIDEWALK EASEMENT

A 7 foot wide easement for sidewalk purposes being a part of the NE 1/4 of Section 10, Town 2 North, Range 7 East, Village of Milford, Oakland County, Michigan, more particularly described as follows:

Commencing at the North 1/4 corner of said Section 10; thence S 03°17'25" E 1964.60 feet along the N-S 1/4 line of said Section 10; thence N 89°29'13" E 534.18 feet along the North line of said parcel to the Point of Beginning; thence continuing N 89°29'13" E 7.51 feet; thence S 20°48'06" W 45.28 feet; thence 26.98 feet along a curve to the left having a radius of 149.0 feet, delta 10°22'34", chord bears S 15°01'27" W 26.95 feet; thence S 05°03'38" W 40.48 feet; thence 38.29 feet along a curve to the right having a radius of 102.0 feet, delta 21°30'20", chord bears S 14°21'56" W 38.06 feet; thence S 22°32'21" W 107.72 feet; thence 27.03 feet along a curve to the left having a radius of 225.42 feet, delta 06°52'10", chord bears S 16°30'14" W 27.01 feet; thence S 13°24'30" W 15.93 feet; thence 129.36 feet along a curve to the right having a radius of 767.47 feet, delta 09°39'26", chord bears S 19°07'48" W 129.21 feet; thence S 23°50'19" W 67.23 feet; thence 20.90 feet along a curve to the left having a radius of 63.23 feet, delta 18°56'20", chord bears S 11°48'36" W 20.81 feet; thence 14.85 feet along a curve to the left having a radius of 651.63 feet, delta 01°18'20", chord bears S 03°20'21" W 14.85 feet; thence S 01°28'28" W 20.23 feet; thence 15.14 feet along a curve to the right having a radius of 95.58 feet, delta 09°04'36", chord bears S 08°30'19" W 15.13 feet; thence 30.30 feet along a curve to the right having a radius of 411.95 feet, delta 04°12'52", chord bears S 15°09'03" W 30.30 feet; thence S 17°11'40" W 52.35 feet; thence 23.91 feet along a curve to the left having a radius of 131.74 feet, delta 10°23'51", chord bears S 11°45'47" W 23.87 feet; thence 34.09 feet along a curve to the left having a radius of 262.36 feet, delta 07°26'41", chord bears S 02°50'31" W 34.07 feet; thence S 01°06'40" E 52.15 feet; thence S 16°30'36" W 17.41 feet; thence 10.64 feet along a curve to the right having a radius of 69.51 feet, delta 08°46'07", chord bears N 10°28'21" W 10.63 feet; thence N 01°06'40" W 58.27 feet; thence 35.01 feet along a curve to the right having a radius of 269.36 feet, delta 07°26'52", chord bears N 02°50'26" E 34.99 feet; thence 25.19 feet along a curve to the right having a radius of 138.74 feet, delta 10°24'12", chord bears N 11°45'58" E 25.16 feet; thence N 17°11'40" E 52.37 feet; thence 29.79 feet along a curve to the left having a radius of 404.95 feet, delta 04°12'54", chord bears N 15°09'04" E 29.78 feet; thence 13.88 feet along a curve to the left having a radius of 88.58 feet, delta 08°58'48", chord bears N 08°33'13" E 13.87 feet; thence N 01°28'28" E 20.16 feet; thence 14.98 feet along a curve to the right having a radius of 658.63 feet, delta 01°18'12", chord bears N 03°29'51" E 14.98 feet; thence 23.26 feet along a curve to the right having a radius of 70.23 feet, delta 18°58'38", chord bears N 11°55'18" E 23.16 feet; thence N 23°50'19" E 67.39 feet; thence 28.01 feet along a curve to the left having a radius of 760.47 feet, delta 09°39'13", chord bears N 19°07'56" E 127.98 feet; thence N 13°24'30" E 15.85 feet; thence 28.01 feet along a curve to the right having a radius of 232.42 feet, delta 06°54'14", chord bears N 16°31'34" E 27.99 feet; thence N 22°32'21" E 108.03 feet; thence 35.90 feet along a curve to the left having a radius of 95.0 feet, delta 21°39'05", chord bears N 14°23'09" E 35.69 feet; thence N 05°03'38" E 40.86 feet; thence 28.97 feet along a curve to the right having a radius of 156.0 feet, delta 10°38'23", chord bears N 14°58'36" E 28.93 feet; thence N 20°48'06" E 42.21 feet to the Point of Beginning.

Contains 5,380 square feet or 0.124 acres of land, more or less. Subject to all easements and restrictions of record, if any.

<b>SIDEWALK EASEMENT</b> PART OF THE W 1/2 OF THE NE 1/4 OF SECTION 10 T.2N., R.7E., VILLAGE OF MILFORD, OAKLAND COUNTY <b>PARCEL ID# LM-16-10-151-009</b>		SCALE H: 1"=100' SHEET <b>5</b> OF 5	
DATE: 09-06-19	CLIENT: VILLAGE OF MILFORD	JOB # 0013-14-0060	
34000 Plymouth Road   Livonia, MI 48150   P (734) 522-6711   F (734) 522-6427   WWW.OHM-ADVISORS.COM			
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To: Board of Commissioners  
From: Nina Kelly, Chief of Planning and Development  
Subject: Report – Planning and Development Monthly Update  
Date: February 6, 2020

**Action Requested: Motion to Receive and File**

That the Board of Commissioners receive and file the Planning and Development monthly update as recommended by Chief of Planning and Development Nina Kelly and staff.

**Background:** The monthly update for the Planning and Development department is attached for Board review.

**Attachment: Planning and Development Monthly Update**





# PLANNING AND DEVELOPMENT MONTHLY REPORT

FEBRUARY 2020

Administrative Office  
13000 High Ridge Drive  
Brighton, MI 48814



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

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



# SYSTEM-WIDE

## METRICS FOR ACTIONS UNDER WAY, COMPLETED OR ONGOING

**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	February 2020 Actions
DISTRICT-WIDE	Planning and Development monthly reports	Report		Monthly	Staff time	Report assembly
	Foundation administrative Tasks	Various		Monthly	Grant/Foundation Funding	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	mParks conference related sessions
	Regional transportation/recreation opportunities	Various	Various	Ongoing	Staff time	Transportation Coalition meeting
	SEMTAT participation	Report		Ongoing	Staff time	Meeting attendance
	FAIR Play Coalition maint. and development	Various		Ongoing	Volunteers	Engagement re: Maple Beach playground
	Agency/org partnership maint. and development	Various	Various	Ongoing	Staff time	Meeting attendance (Env Council, TWLA, DIA, Healthy Kids Healthy Futures Coalition, Wright and Filippis, SELCRA)
	CAPRA Programming Ch. 6	Various		Ongoing	Staff time	Research
	CAPRA Planning Ch. 2 documentation	Report		Ongoing	Staff time	Research

# SYSTEM-WIDE

## Facility Concept Planning

Description	Action Type	Dept. Input	Timing	Implementation Indicator	February 2020 Actions
Accessible picnic shelter layouts for parks	Plan		4 months	Staff time	Respond to requests from staff

## HCMA Studies/Initiatives

Description	Action Type	Dept. Input	Timing	Implementation Indicator	February 2020 Actions
Rec Plan amendment/Programming Plan completion	Plan		1 month	Staff time	Public hearing/Adoption of Plan
Property Acquisition/Divestment Strategy Report	Plan		Ongoing	Staff time	Report development
Volunteer Development Plan	Plan		2 months	Staff time	Report development
ADA Transition Plan	Plan		Ongoing	Staff time	Accessible webpage development

## Grants/Fundraising






Description	Action Type	Dept. Input	Timing	Implementation Indicator	February 2020 Actions
Sit-Stand Workstations	Small Facility		2 months	Grant/Foundation Funding	Application development

## Project Implementation/Oversight

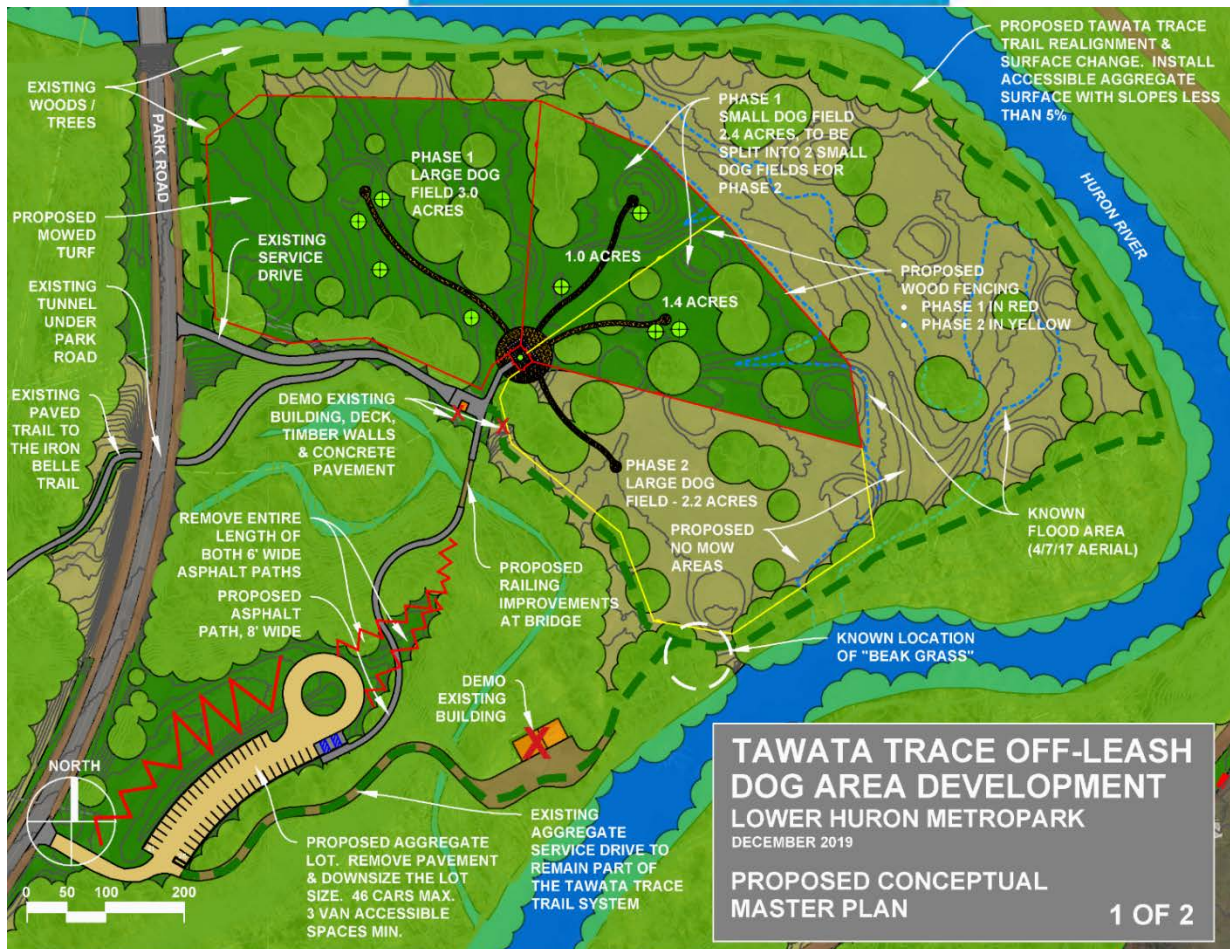
Description	Action Type	Dept. Input	Timing	Implementation Indicator	February 2020 Actions
Collaborative projects coordination	Various		Ongoing	Staff time	
Sustainability Plan projects coordination	Various		Ongoing	Various	Zero waste event, Brighton Fishing Derby

# SYSTEM-WIDE

## Recreation Programming

Description	Action Type	Dept. Input	Timing	Implementation Indicator	February 2020 Actions
Approval of annual recreation programming workplan	Plan		1 month	Staff time	Presented to Board in January
Event/program evaluation analysis/reporting	Report		On going	Staff time	Met with interpretive, DEI, Marketing
DPSCD Field Trips (pending)	Report		6 months	Staff time	
Signature Events support/oversight	Various		On going	Staff time	Developed sponsorship packages, solidified vendors and acts
DIA's Inside/Out program	Various		On going	Staff time	Selected locations at LSC, Oakwoods, and IS. Attended orientation at the DIA, discussing installation and promotion




# SOUTHERN DISTRICT




Proposed Lower Huron Off-Leash Dog Area

# SOUTHERN DISTRICT

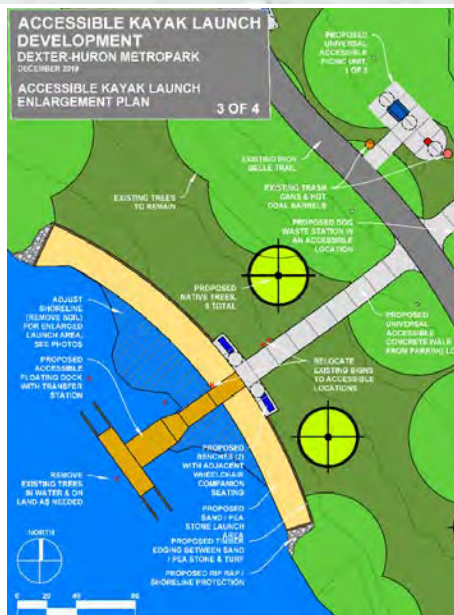
## Grants/Fundraising

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	February 2020 Actions
LOWER HURON	LH IBT Connector TF Application	Large Facilities		3 months	Grant/Foundation Funding	Staff working on application
	LH Off-Leash Dog Area TF application	Large Facilities		3 months	Grant/Foundation Funding	Staff working on application
	LH Walnut Grove Campground TF application	Large Facilities		3 months	Grant/Foundation Funding	Staff working on application

## Project Implementation/Oversight

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	February 2020 Actions
LOWER HURON	LH N. Fishing Site LWCF grant administration	Large Facilities		Ongoing	Staff time	Engineering Dept. working on construction plans

# WESTERN DISTRICT






Proposed Dexter-Huron Kayak Launch





# WESTERN DISTRICT

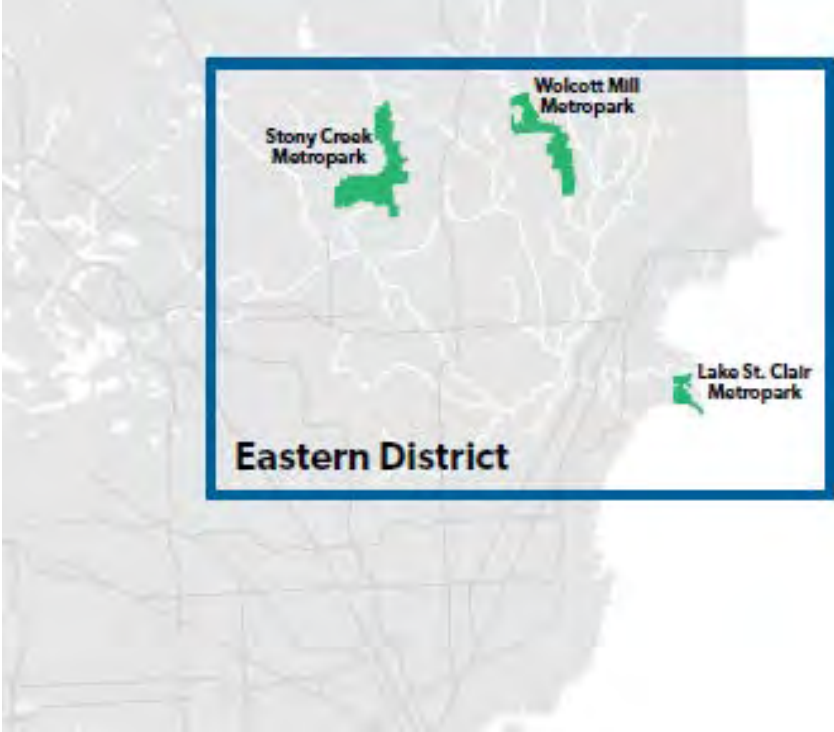
## Administrative

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	February 2020 Actions
DELHI	Border To Border trail design and implementation	Large Facilities		Ongoing	Estimated Cost	Preliminary design underway by WCPARC
KEN	Kensington CMS pipeline coordination	Large Facilities		Ongoing	Staff time	Public meeting led by Village of Milford and Consumers Energy (HCMA will attend)
KEN	Public art initiative for Maple Beach	Large Facilities		Ongoing	Staff time	Public art studio selection process ongoing

## Grants/Fundraising

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	February 2020 Actions
KENSINGTON	KMP AARP Fitot application	Small Facilities		2 months	Grant/Foundation Funding	Staff working on application
DEXTER-HURON	Dexter-Huron Accessible Kayak Launch TF application	Large Facilities		3 months	Grant/Foundation Funding	Staff working on application


# EASTERN DISTRICT




Proposed Lake St. Clair Boardwalk Improvements

# EASTERN DISTRICT




## Administrative

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	February 2020 Actions
STONY CREEK	North Branch Greenway Planning	Plan		Ongoing	Staff Time	Meeting attendance


## Grants/Fundraising

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	February 2020 Actions
	LSC Boardwalk Restoration TF application	Small Facilities		3 months	Grant/Foundation Funding	Staff working on an application

## Project Implementation/Oversight

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	February 2020 Actions
LSC	LSC Nature Center-DNR Grant Admin	Large Facilities		Ongoing	Staff time	Interpretive services overseeing implementation.
SCR	Sheldon Trails Grant Admin	Large Facilities		Ongoing	Staff time	
	Sheldon Trails Signage Plan	Small Facilities		3 months	Staff time	

## Recreation Programming

	Description	Action Type	Dept. Input	Timing	Implementation Indicator	February 2020 Actions
LSC	Swimming pilot at Lake St. Clair	Large Facilities		Ongoing	Visitor counts	Met with potential partners

# WHAT'S NEXT?

Description	Action Type
<p>SOUTHERN DISTRICT</p> <p>LE Marina Facility Concept Plan</p>	<p>Plan</p>
<p>EASTERN DISTRICT</p> <p>LSC Marina Facility Concept Plan</p> <p>LSC Accessible Kayak Launch with concessionaire</p>	<p>Plan</p> <p>Plan</p>
<p>WESTERN DISTRICT</p> <p>Maple Beach playground</p>	<p>Construction Project</p>









To: Board of Commissioners  
From: Nina Kelly, Chief of Planning and Development  
Project Title: Approval – Metro Beachfest Entertainment  
Location: Lake St. Clair Metropark  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners' award a contract in the amount of \$32,100 to Funfest Productions, Inc. of Mount Clemens, Michigan for the provision of a concert featuring musical artist Mark Farner's American Band and Larry Lee and the Back in the Day Band for Lake St. Clair Metropark's signature event, Metro Beachfest 2020, as recommended by Chief of Planning and Development Nina Kelly and staff.

**Fiscal Impact:** Funding for entertainment is included in the Board approved 2020 budget.

**Scope of Work:** Schedule, develop and execute a concert headlined by Mark Farner's American Band with opening act Larry Lee and the Back in the Day Band to provide high-quality, family-friendly entertainment at Lake St. Clair Metropark's first signature event, Metro Beachfest, on Aug. 2.

The \$32,100 includes \$17,000 for talent; \$12,500 for stage, sound and light systems, technicians, production manager and execution of the event; and \$2,600 for accommodations and ground transportation for the musicians.

**Background:** Metropark staff has reviewed several production companies and talent to provide entertainment at Metro Beachfest. After careful consideration of the cost, feasibility and entertainment value, staff determined that the combination of this talent and company will provide the highest quality entertainment and reach the widest audience within the budgeted amount for this signature event.

This request is for a sole source procurement of professional services as provided for in the Metroparks Purchasing Policy.

**Attachment: Metro Beachfest Talent**



**Partnership with Beasley Media and Talent  
for  
Lake St. Clair Metropark Signature Event – Metro Beachfest**

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The Metroparks are partnering with Beasley Media to bring in the talent for Metro Beachfest. Beasley Media owns WCSX, Bounce, WRIF and KISS FM. Between these stations, Beasley reaches a large and diverse portion of metro Detroit.

The WRIF (101.1 FM) reaches 23 percent of the Detroit market with 398,800 listeners. Most of these listeners live in Wayne County (34 percent) and Macomb County (28 percent).

KISS-FM (105.9 FM) reaches 350,000 adults each week, with a median age of 45 years old. KISS-FM delivers to a diverse audience which is 83 percent African American, with most of its listenership being female.

WCSX (94.7 FM) reaches 463,600 listeners aged 35-64, which is a quarter of the Detroit market. Most of these listeners live in Wayne County (32 percent) and Macomb County (29 percent).

The Bounce (105.1 FM) reaches 552,000 weekly listeners and reaches a diverse audience; 56 percent of listeners are White, 37 percent are African American, and 7 percent are Asian. Listeners have a median age of 38 and 54 percent are female.

Lake St. Clair Metropark visitors pull heavily from Macomb and Wayne counties, including Detroit. The goals of securing talent for Metro Beachfest were to find local bands and musicians that reflect the community and have strong local followings.

**Headliner – Mark Farner’s American Band**

Mark Farner is an American singer from Flint, Michigan. He is also a guitarist, and songwriter best known as the lead singer and lead guitarist for Grand Funk Railroad. With Grand Funk Railroad, he was the songwriter for most of their material.

Mark has many hit singles including “The Locomotion”, “We’re an American Band”, “Some Kind of Wonderful”, “I’m your Captain (Closer to Home)”, “Footstompin’ Music” and “Rock & Roll Soul”.



## **Opening Act – Larry Lee and the Back in the Day Band**

Larry Lee and the Back in the Day Band hail from Detroit and are loaded with veteran musicians and vocalists that performed for iconic groups like The Temptations, The Four Tops, The Spinners and more.

Their mix of old-school Funk combined with R&B, Pop, Soul, Blues, Motown, Hip-Hop and even Rock gives them a unique sound. Larry Lee and the Back in the Day Band play a mix of cover songs and originals spanning many genres. If you can move and groove to it, they can play it.

They have played nationally at Carnegie Hall and Super Bowl XL in Detroit. Their high-energy music and funky sound electrifies audiences and gets them singing and dancing.





To: Board of Commissioners  
From: Mike Henkel, Chief of Engineering Services  
Project Title: Approval – Dome Polishing and Seal Replacement  
Project Type: Major Maintenance  
Location: Environmental Discovery Center, Indian Springs Metropark  
Date: February 6, 2020

Quote Received: January 30, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners approve the proposal from Reynolds Polymer in the amount of \$89,235 as recommended by Chief of Engineering Services Mike Henkel and staff.

**Fiscal Impact:** Funding was included in the Board approved budget in the amount of \$85,000; the project is \$4,235 over budget. The project amount is an estimate and may be higher or lower depending on the actual work performed. The manufacturer requires a 50 percent upfront payment before scheduling or sending a crew to the site.

**Scope of Work:** work includes, mobilization, polishing the outer surfaces of the dome, removing and replacing the existing seals, which includes the dome and windows. The work is estimated to take 19 days.

**Background:** The dome was and installed in 2004 by Reynolds Polymer of Grand Junction, Colorado who is the manufacturer. Volunteer divers and staff periodically clean the dome to remove debris that has settled on the surface. Due to the nature off the pond environment, scratches and organism growth attach to the outer surface over time.

Reynolds Polymer does periodic site visits to Indian Springs to look at the condition of the structure. Their observations of the dome’s polymer is that it is in good condition and shows very little crazing, which is indicative of aging. The main issue has been with the seals. As the seals get old, they become less pliable and tend to leak with fluctuating temperatures. The seals are located where the structure abuts the building foundation wall, dome foundation, and where the two polymer sections are seated together. Pressure injection of additional sealant into the leaking seal has been the current repair method. The leaks have been occurring more frequently and injection has not always worked. In order to prepare the site for the contractor, staff will work with state and local permitting agencies to drain the pond to facilitate the work.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Reynolds Polymer	Colorado	\$ 89,235.00
Budget Amount for Contract Services		
- Indian Springs Pond Dome Leak Repairs		\$ 85,000.00
Work Order Amount		
- Reynolds Polymer		\$ 89,235.00
- Contract Administration		<u>\$ 12,000.00</u>
- Total Proposed Work Order Amount (Rounded)		<u>\$101,235.00</u>



To: Board of Commissioners  
From: Mike Henkel, Chief of Engineering Services  
Project No.: RFP 509-20-554P  
Project Title: Boat Launch Engineering/Architectural Services, Stony Creek  
Location: Stony Creek Metropark  
Date: February 6, 2020

**Action Requested: Motion to Approve**

That the Board of Commissioners accept the proposal from Straub, Pettitt, Yaste dated Dec. 18, 2019 in the amount of \$64,500 for engineering and architectural design services for the development of the Stony Creek Boat Launch restroom building as recommended by Chief of Engineering Services Mike Henkel and staff.

**Fiscal Impact:** The architectural portion of the project was budgeted at \$100,000 resulting in this portion of the project to be under budget by \$35,500.

**Background:** Straub, Pettitt, and Yaste, is the designer for the current projects to replace the beach restroom facilities at both Kensington and Stony Creek Metroparks and is also in the process of designing the Willow Park Office building. In addition, the firm has completed facilities for the state, county and other municipalities.

Three proposals were received, and staff scored the proposals on the following criteria: general information, project team, qualified personnel, understanding of project and tasks, management summary work plan and schedule, relevant project experience, references, budget review and adherence to cost proposal guidelines. Straub, Pettitt, Yaste was selected based on the scoring criteria.

<u>Vendor</u>	<u>City</u>	<u>Amount</u>
JFR Architects	Sterling Heights	\$ 46,400.00
<a href="#">Straub, Pettitt, Yaste*</a>	<a href="#">Clawson</a>	<a href="#">\$ 64,500.00</a>
Anderson, Eckstein and Westrick	Shelby Township	\$102,500.00

Budgeted Amount for Design, Contract Services and Administration \$100,000.00

Proposed Design Work Order Amount	
- Design Services – Straub, Pettitt, Yaste	\$ 64,500.00
- Contract Administration	<u>\$ 10,000.00</u>
o Total Proposed Design Work Order Amount	\$ 74,500.00

**Attachment: Straub, Pettitt, Yaste Proposal**

*(\*) Indicates recommended award*

# **HURON-CLINTON METROPOLITAN AUTHORITY**

Professional Architectural / Engineering Design Services Proposal  
for the



## **STONY CREEK METROPARK** **BOAT LAUNCH BUILDING REDEVELOPMENT**

Project Number: P-509-20-554

December 18, 2019



Straub  
Pettitt  
Yaste





**Straub  
Pettitt  
Yaste**

ARCHITECTURE

850 NORTH CROOKS, SUITE 200  
CLAWSON, MICHIGAN 48017-1311

PLANNING

248-658-7777 P H O N E  
248-658-7781 F A X  
mail@straubpettityaste.com  
www.straubpettityaste.com

INTERIOR DESIGN

December 18, 2019

**Karin Ely, PE, *Project Representative***  
**HURON-CLINTON METROPOLITAN AUTHORITY**  
**Department of Engineering**  
**13000 High Ridge Drive**  
**Brighton, Michigan 48114**

**RE: Architectural / Engineering Design Services Proposal for the  
Stony Creek Metropark  
Boat Launch Building Redevelopment  
RFP Number: P-509-20-554**

**Dear Ms. Ely:**

**Straub Pettitt Yaste Architects** is pleased to have this opportunity to submit a Proposal for Professional Architectural / Engineering Design Services for the **Stony Creek Metropark - Boat Launch Building Redevelopment Project**.

The purpose of this project is to provide design services for the development of a new 2,000 square foot restroom building and recommendations for a neighboring shade structure with associated site amenities which will serve the Boat Launch area at Stony Creek Metropark. Architectural and engineering services will focus on review of the existing concept and proposing value engineering, development of detailed building and site plans, and design of electrical and mechanical systems.

As one of the premier architects in Michigan for the last 60 years, **Straub Pettitt Yaste Architects** and its associated consultant design team are well equipped to face the project challenges for the following reasons:

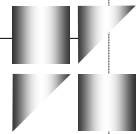
1. Our *experience and expertise*, including that of our consultant team, in the design and planning of park and public facilities, is extensive. This same design team is currently working on the following projects:

**Huron-Clinton Willow Metropark New Office Building**  
**Maple Beach Restroom Facility Building Replacement**  
**Baypoint Beach Restroom Facility Building Replacement**  
**Muskegon State Park Channel Campground Toilet Shower Building Replacement**  
**Muskegon County Pioneer Park Bath House and Maintenance Building Replacement**

The team has also recently completed:

**Straits State Park Lower Campground Toilet Shower Building Replacement**  
**Grand Haven State Park Channel Restroom Building Replacement**





Our design team includes:

<b>Straub Pettitt Yaste Architects</b>	<i>Architecture / Planning</i>
<b>Potapa-Van Hoosear Engineering</b>	<i>Mechanical Engineering</i>
<b>TAC Associates</b>	<i>Electrical Engineering</i>
<b>SME</b>	<i>Geotechnical Investigation</i>

2. Our design *method of collaboration* between all Project Team members (Architect, Consultants, Huron-Clinton Metropolitan Authority administration and staff, governing authorities, Contractors, and the Public) ensures that every person's energy and ideas are properly incorporated into the successful project results. This is focused on the early identification and understanding of the design problem that needs to be solved. In fact, at the beginning of the project, our team will immerse themselves in the park operations to gain a good understanding of the project problem. This immersive experience will give us the kind of insight into the project needs that could not be gathered in any other way. This process and collaborative method of our past performances should be confirmed with our references.
3. Our *recognitions* include *peer recognitions* of 64 Honors and Awards, of which 40 are for public facilities, and *client recognitions* of simply continuing to retain us for their projects. In fact, we are very proud of our long term, repeat clients and have built our practice around this philosophy of providing high quality, professional, personal, and ethical services on a perpetual basis.
4. Our ability to *manage* the **Project Cost Models, Quality Considerations, and Schedule Parameters** is superior. Schedule, cost, and quality coordination is especially important in park projects.

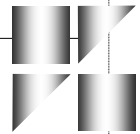
On a personal note, I worked for the Huron-Clinton Metropolitan Authority for two summers at the Lower Huron Metropark as a lifeguard and even some time on the grounds crew. In addition, I have launched and raced my Sunfish at Stony Creek Metropark well over 100 times over the years.

Please feel free to contact us if there is further need for information of any kind or you would like to meet in person. We look forward to again collaborating and to meeting where we can discuss in more detail your goals for this project. Thank you for your consideration.

Sincerely,

**Straub Pettitt Yaste Architects**

**J. Stuart Pettitt, FAIA, LEED AP**  
*Principal*



## I-A GENERAL INFORMATION AND PROJECT TEAM

### STONY CREEK METROPARK

#### Boat Launch Building Redevelopment

##### Firm

**Straub Pettitt Yaste Architects**  
850 North Crooks, Suite 200  
Clawson, Michigan 48017-1311  
248-658-7777  
248-658-7781 fax  
www.straubpettityaste.com

##### Contact Persons

**J. Stuart Pettitt, FAIA, LEED AP, Principal**  
spettitt@straubpettityaste.com

**Richard A. Mann, AIA, Principal**  
rmann@straubpettityaste.com

##### Principals

**J. Stuart Pettitt, FAIA, LEED AP**  
**Richard A. Mann, AIA**  
The Principals are each licensed  
to practice architecture in Michigan.

##### Type of Legal Entity and Year of Organization

Michigan Professional Corporation  
Incorporated 1959  
Federal ID 38-1855501

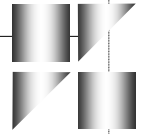
##### Consultant Team

*Mechanical Engineering*  
**Potapa – Van Hoosear Engineering, Inc.**  
47810 Van Dyke Avenue  
Shelby Township, Michigan 48317  
586-997-0922 / 586-997-0912 fax

*Electrical Engineering*  
**TAC Associates, LLC**  
4321 East Camden Road  
Osseo, Michigan 49266  
517-254-4789 / 517-254-4886 fax

*Geotechnical Investigation Consultant*  
**Soil and Materials Engineers, Inc.**  
4705 Clyde Park Avenue SW  
Grand Rapids, Michigan 49509-5114  
616-406-1756 / 616-406-1749 fax





## **STONY CREEK METROPARK**

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### **Boat Launch Building Redevelopment**

#### Understanding of the Project Requirements

The Huron-Clinton Metroparks consist of 13 beautiful parks, covering over 25,000 acres throughout Southeast Michigan, encompassing Livingston, Macomb, Oakland, Washtenaw, and Wayne counties. This park system was created in 1940 by the citizens of Southeast Michigan, providing excellent recreational and educational opportunities while serving as stewards of its natural resources.

This proposal responds to the Huron-Clinton Metropolitan Authority request for professional architectural and engineering design services for the design of a new restroom building and recommendations for a prefabricated shade structure at the Boat Launch area.

A conceptual site plan has been previously developed and approved by the Authority's Board of Commissioners. After reviewing, it was determined to implement a three phase redevelopment. The goal for Phase II is to provide the park with a year-round public facility with amenities including accessible restrooms, warming area, and exterior patio for seating. The proposed shade structure will provide a scenic location for gathering park users and provide protection from sun and heat. The Authority is requesting architectural and engineering design services to focus on:

#### New Restroom Building

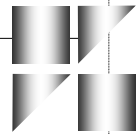
Architectural and engineering services for the new restroom building shall include the following:

- Review of record drawings, reports and other relevant documents as necessary
- Review of geotechnical investigation reports to determine the groundwater elevation, soil types, foundation design, suitable compaction methods, and the impact of these factors on the design
- Evaluation of existing site conditions and potential utility conflicts
- Refinement of the existing concept
- Detailed design of the building including design of utilities to 10' outside the building envelope
- Sizing and detailed design of all site electric from the transformer
- Recommendations for furnishings in the warming area
- Detailed estimate of construction costs
- Preparation of technical specifications
- Bidding assistance
- Permitting assistance

#### Shade Structure

Architectural and engineering services for the shade structure include the following:

- Review of record drawings, reports and other relevant documents as necessary
- Review of geotechnical investigation reports to determine the groundwater elevation, soil types, foundation design, and suitable compaction methods, and the impact of these factors on the design
- Evaluation of existing site conditions and potential utility conflicts



- Evaluation of commercially available shade structure kits and sizes
- Recommendations for three (3) shade structure kits that would function well at the site
- Recommendations for furnishings under the shade structure
- Detailed estimate of construction costs
- Detailed design of the electrical system

The Authority will be responsible for all components related to the design and construction of site amenities including the concrete patio, concrete walks, bike racks, trailhead, bike repair station, site drainage and landscaping.

#### Bidding Assistance / Construction Administration (Allowance)

The Authority will administer the bidding process. The Proponent shall be responsible for the following:

- Provide responses to RFIs, issue addendums, attend meetings, and maintain logs
- Review construction submittals, maintain submittal logs, and issue bulletins.
- Provide construction oversight as needed.
- Verify operation, startup, and confirm adherence to the contract and design specifications.

#### Additional Requirements

- The Proponent shall plan for four (4) meetings with Authority staff throughout the design process.
- The Proponent shall generate agendas for all meetings with the Authority.
- The Proponent shall provide detailed meeting minutes following all meetings with the Authority.
- The Proponent shall manage all sub-consultants as necessary.

#### Project Work Plan

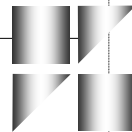
This project will encompass the need for Program Analysis, Schematic Design, Design Development, Construction Documents, and Construction.

The most important factor in shaping and proposing a Design Solution is people involvement. Many should be involved in the planning and design process, particularly the occupants and users of Stony Creek Metropark. In fact, Straub Pettitt Yaste Architects insists that all stakeholders (Huron-Clinton Metropolitan Authority and Staff, Consultants, and the public, if possible) be members of our design and planning team.

## ***WE ARE GOOD LISTENERS!***



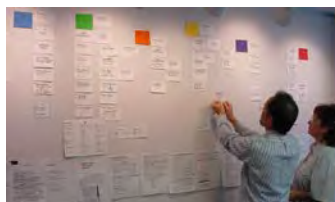
The programming process is the development of a program of space requirements – finding out what spaces are needed and determining the affinities of these spaces.



## ***WE ARE GOOD INTERPRETERS!***

Programming is the prelude to design.

Programming seeks out and defines the client's facility problems; planning and design solve them. Without good programming, the client doesn't know whether budget and space requirements are in balance; or whether assumptions are correct; or whether needs and wants are being confused.



*We have already started to develop the Project Work Plan as we have done many times before by using the story board process.*

## ***WE FOLLOW A WORK PLAN!***

This has resulted in the following tasks, which are an orderly framework for study phase; making sure that all points with any bearing are brought out; and serving to classify and document, in a methodical way, the information the design team will use as design alternatives *are developed, analyzed, and compared.*

### ESTABLISH GOALS

- Review proposed design & planning process and methodology with the whole project team. Make revisions as necessary and gain commitment.
- Interview Authority and Staff to determine overall goals in terms of desired physical or psychological environments, quality, how the facilities will affect the activities to be housed, costs, and expected timelines.
- Set up structure and techniques to obtain necessary information from the project team and the community – anyone with necessary knowledge of significant influence.
- Determine and document project goals.

### GATHER INFORMATION

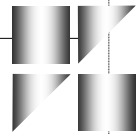
#### *Collect, Organize, and Analyze Project Facts*

- Obtain Stony Creek Metropark surveys, site drawings, building drawings, etc.
- Document and evaluate the present macro and micro site conditions.
- Interview Authority's Staff to determine their functional requirements, needs, and wants. Discover how the Metroparks operate, how services are delivered, and how it should operate in the future.

### EXPLORE OPTIONS

#### *Analyze Organization and Operation*

- Evaluate flow charts dealing with the movement of people, vehicles, services, goods, and information.
- Determine and understand the organizational concepts and functional relationships.



- Discuss and identify the general character of architectural form which the Metroparks intend to project as an image. Describe the role of the facility in the surrounding site including symbolic and aesthetic goals.
- Identify the importance of energy conservation.

### DEVELOP DESIGN ALTERNATIVES

- Identify and document new building option.
- Develop two-dimensional studies of Conceptual Site Plans and Conceptual Floor Plans for each alternative option.
- Review and evaluate with Authority's Administration and Staff each alternative option.
- Calculate areas and volumes, and analyze plan efficiency.
- Develop the Project Cost Model as a *detailed simulation* of the whole project cost for each alternative option based on budget, historical cost data, and local construction market conditions. Consider life cycle costs.
- Some of the cost elements to be considered are as follows:
  - Site Development*
  - Building Construction*
  - Professional Services*
  - Government Code Reviews*
  - Phasing or Schedule Issues*
  - Geotechnical Investigation*
  - Surveys*
  - Construction Testing*
- Choose appropriate alternative option based on best overall value.

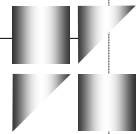
### Similar Experience

Currently, Straub Pettitt Yaste is in the design stage for the Huron-Clinton Metropolitan Authority Willow Metropark Park Office Building and the Muskegon County Pioneer Park Bath House and Maintenance Building. We are also in the midst of building replacement projects for Muskegon State Park Channel Campground Toilet Shower Buildings and the HCMA Maple Beach and Baypoint Beach Restroom Facilities. The challenge is to produce a long-lasting and economical facility.

We are intimately familiar with the HCMA Park Sites and Facilities.

Other recent experience includes the replacement of two existing toilet / shower buildings in the Straits State Park Lower Campground that have exceeded their useful visitor service and operational life expectancy. Michigan Department of Natural Resources Parks and Recreation Division has collaborated with Straub Pettitt Yaste Architects on designs for the replacement toilet / shower buildings which opened to the public in spring of 2016 and the Grand Haven State Park Channel Campground Restroom Building opened in spring of 2019.





East

Straits State Park  
Lower Campground Toilet / Shower Building



West

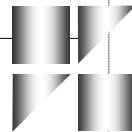
The Straits State Park project started out with a Study. The Study Report recommendation was to proceed with the design of two facilities with the prefabricated construction methodology. The floor plan layout and elevations of the prefabricated units were appropriately designed specifically for the Straits State Park requirements. A number of esthetic options were available for consideration as the design process moved into the Preliminary Design Phase. Masonry walls, metal roofs, low or non-maintenance materials and systems will be incorporated into the design and specifications. In addition, the design character was appropriate for the Straits State Park environment while also incorporating all the detailed functional requirements.

The project design challenges included designing a quality and harmonious prefabricated building while taking into consideration all the limits and opportunities of the prefabricated systems. The tasks encompassed creating covered and protected building entrances, facilitating daily and seasonal operational efficiencies, and developing the proper design expression with appropriate forms, materials, and finishes. The overall goal was to not be limited by the prefabricated companies catalog suggestions and standards but to use design thinking and creativity to successfully respond to the functional needs and achieve all the project goals.

Design options and professional recommendations took into account natural features, visitor use patterns and desired visitor needs, existing park infrastructure, and overall park operations. The above requirements and challenges were addressed as the project moved into future design stages.

Ultimately, the Construction Documents were prepared to allow for a Prefabricated Building System or a Conventional Site Built System. The hope was to determine definitively the best value construction method for the DNR Parks and Recreation Division since there are 100 State Parks with multiple Toilet Facilities. The bids for the Conventional Site Built System were nearly 25% less than the Prefabricated Building System. Thus, the Conventional Site Built Construction was built at the Straits State Park and became the methodology in the future for State of Michigan projects.

In many respects the Stony Creek Metropark Boat Launch Building project is also similar to projects we completed in Petoskey, Michigan. We teamed with Beckett and Raeder, who designed a new park within the Bear River Valley through Petoskey. Our portion of the project was to design two, low maintenance toilet room structures, two picnic shelters, a stair tower for access into the valley, and a new Petoskey Parks and Recreation Headquarters Office Facility.



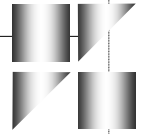
## Best Team

Straub Pettitt Yaste Architects has assembled a competent, experienced and motivated team which is the same team completing the above mentioned projects. Most important is our reputation as good problem solvers. Our team has the proven leadership skills to collaboratively follow a methodical process that culminates in successful solutions. Please contact our references to confirm how successful our collaborative team efforts were in facing their challenges and solving their facility problems.

The Straub Pettitt Yaste Team has provided professional services on many challenging projects. We like unusual and tough projects because it gives us a chance to grow our relationship with the client. Straub Pettitt Yaste Architects would like to continue a fruitful, long-term relationship with the Huron-Clinton Metropolitan Authority by proving that we can properly manage your projects, meet project schedules, and successfully solve facility challenges.

Our goal is to provide value to our clients. We aim to produce quality design deliverables which provide thorough information on the project to successfully produce facility results.

The following pages represent some of our park experiences.



**STATE OF MICHIGAN – DEPARTMENT OF NATURAL RESOURCES  
GRAND HAVEN STATE PARK CHANNEL RESTROOM BUILDING REPLACEMENT**

Grand Haven, Michigan

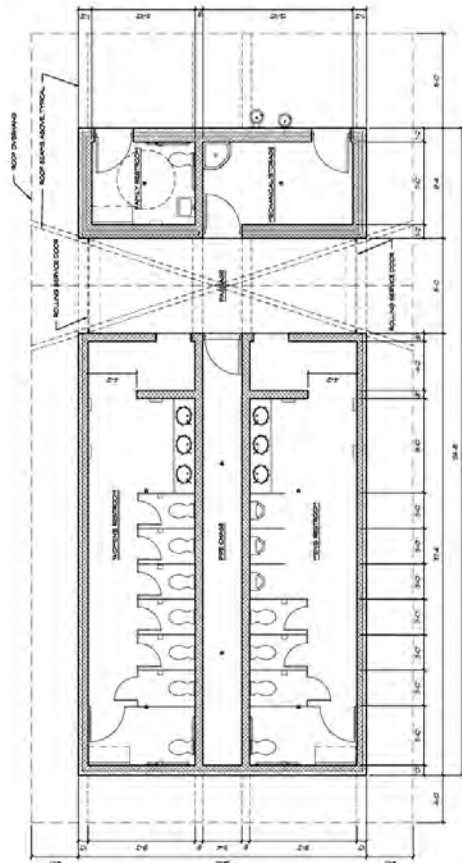
Projected Completion Date: April 2019

Gross Square Feet: 1,380

Construction Cost: \$ 673,699



The goals for this project are to design a structure that is attractive, functional, and durable toilet building which fits the character of five current Grand Haven State Park buildings.



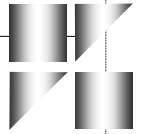
The durable, economic design solution employs natural stone masonry, sealed concrete floors, anodized aluminum doors and windows, metal roofing, solid plastic toilet compartments and solid surface counters.

**References:**

**Joe Strach**, Regional Field Planner, AICP, DNR Parks and Recreation Division  
Michigan Department of Natural Resources  
517-284-4746

**Jan Miller**, Project Director  
State of Michigan DTMB, Facilities & Business Services Administration  
Design and Construction Division  
3111 W. St. Joseph St., Lansing, Michigan 48917  
517-284-7969





**HURON-CLINTON METROPOLITAN AUTHORITY**  
**KENSINGTON METRO PARK MAPLE BEACH &**  
**STONY CREEK METRO PARK BAYPOINT BEACH RESTROOM FACILITIES**



*Projected Completion Date: May 2020*  
*Square Feet: 1,072*  
*Construction Cost Estimate: \$ 895,136*

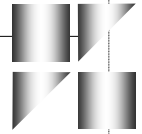
The goal for these projects is to design a structure that is attractive, functional, and durable toilet buildings which are more economical and meet current building codes. There will be replacement restrooms for two beaches, one at Kensington Park and one at Stony Creek Park. The buildings will be of high quality natural stone, brick, and metal roofing with full heating, ventilating, and air conditioning for year round use

*References:*

*Jason Kulongowski, PE, Design Engineer*  
810-494-6018  
*Andy Storer, PE, Civil Engineering*  
810-494-6054

HURON-CLINTON METROPARKS  
13000 High Ridge Drive  
Brighton, MI 48114-9058

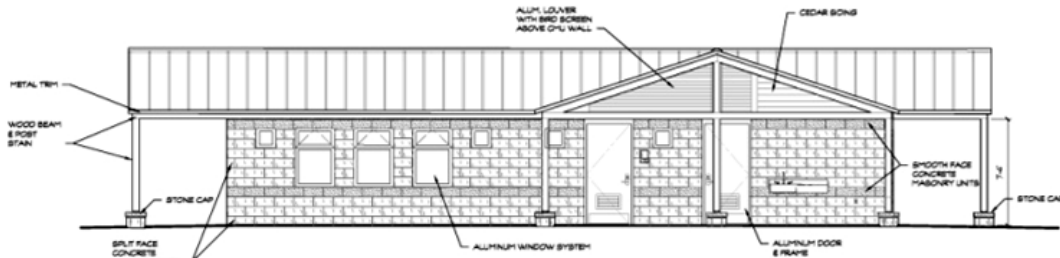




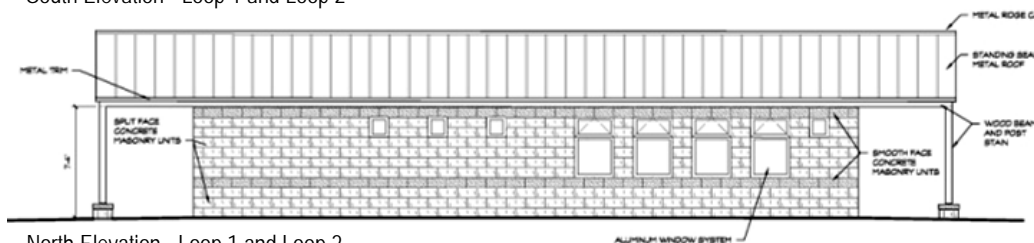
**MUSKEGON STATE PARK  
CHANNEL CAMPGROUND TOILET / SHOWER BUILDING**

Muskegon, Michigan

Projected Completion Date: 10% Design Development Phase  
 Gross Square Feet: 1,088 Each (Loop 1 and Loop 2 Buildings)  
 Construction Cost Estimate: \$ 962,800

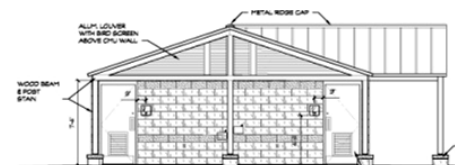


South Elevation - Loop 1 and Loop 2

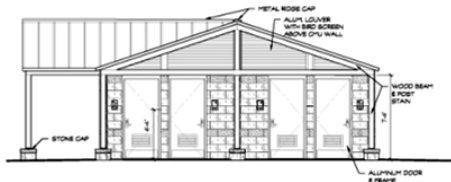


North Elevation - Loop 1 and Loop 2

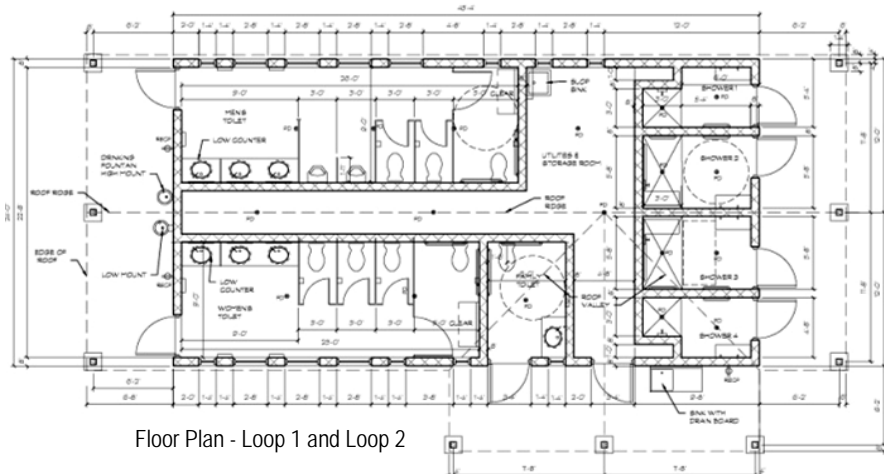
The goals for this project are to design a toilet / shower building that is attractive, functional, durable, and is more economical than current design standards and meets current building codes. This design will replace two existing structures located one in each Loop 1 and Loop 2 within the Channel Campgrounds.



East Elevation - Loop 1 and Loop 2



West Elevation - Loop 1 and Loop 2



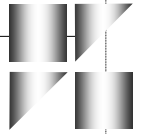
Floor Plan - Loop 1 and Loop 2

REFERENCES:

**Jan Miller, RA, Project Director**  
 517-284-7969 office  
 517-388-6406 cell  
 millerj1@michigan.gov

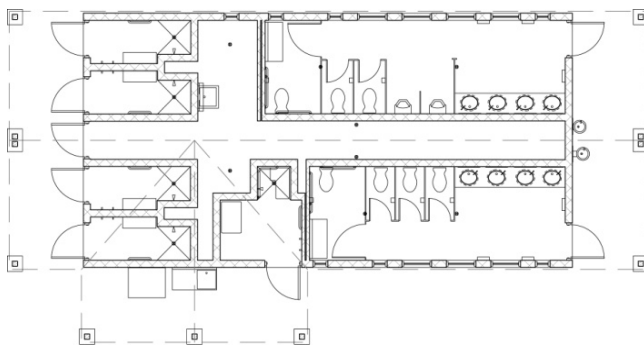
**Annamarie Bauer, DNR Regional Planner**  
 231-775-9727  
 bauera1@michigan.gov

State of Michigan  
 DTMB, DCD  
 Lansing, Michigan 48917



**STATE OF MICHIGAN – DEPARTMENT OF NATURAL RESOURCES  
STRAITS STATE PARK TOILET AND SHOWER BUILDINGS**

*St. Ignace, Michigan*



PLAN - EAST & WEST CAMPGROUNDS



*Completion Date: June 2016  
Gross Square Feet: 1,994 (Two Buildings)  
Construction Cost: \$861,779*

The goals for this project are to design a structure that is attractive, functional, and durable toilet shower building which is more economical than the current design standard.

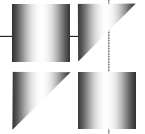
The durable, economic design solution employs split-faced concrete masonry, polished and sealed concrete floors, anodized aluminum doors and windows, solid plastic toilet compartments and solid surface counters. The only maintenance items are the routine toilet and shower room cleaning.



*REFERENCES:*

**Robert Adams, Project Director**  
State of Michigan DTMB  
Facilities & Business Services Administration  
Design and Construction Division  
1000 Cedar Ave. - P.O. Box 555  
Iron Mountain, Michigan 49801  
517-242-1088





**CITY OF PETOSKEY DEPARTMENT OF PARKS & RECREATION  
BEAR RIVER VALLEY PARK STRUCTURES**

*Petoskey, Michigan*

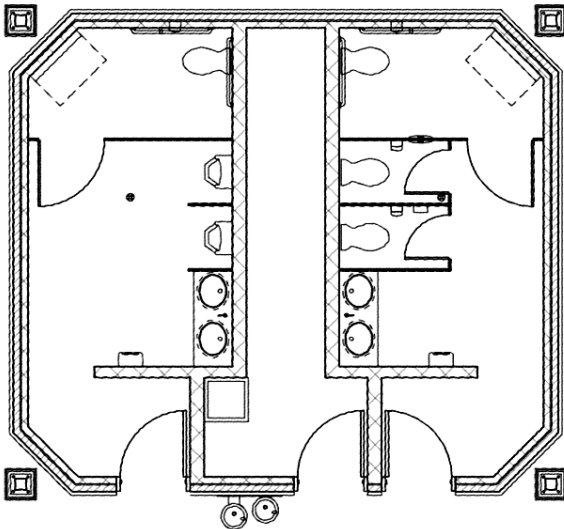
*Completion Date: 2011  
Stair Tower Cost: \$155,000  
Park Buildings Cost: \$530,000*



The City of Petoskey began developing an inner city park for public use. Amenities such as picnic shelters, toilet facilities, and an observation tower were included to help promote community use.

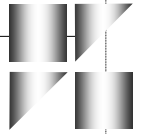
All of the structural elements were designed on a module to provide economy and ease of construction. The use of concrete, brick and steel are intended to compliment the existing civic center complex.

Two restroom buildings, two park shelters, and one stair tower were included in this project.



REFERENCE:

**Mike Robbins, DPW Director**  
City of Petoskey Department of Parks & Recreation  
101 East Lake Street  
Petoskey, Michigan 49770  
231-347-2500



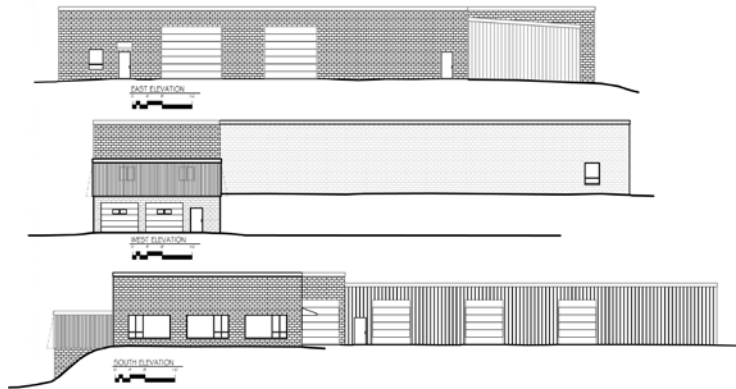
**PETOSKEY PARKS & RECREATION BUILDING  
HEADQUARTERS OFFICE BUILDING**

*Petoskey, Michigan*

*Completion Date: October 2007  
Estimated Construction Cost: \$575,000*

Part of the Master Plan for Petoskey’s Parks and Recreation Department called for the renovation of several existing buildings. We were charged with upgrading a newly purchased office and garage/storage building to meet the current needs of the city. Part of the garage area was converted to a vehicle wash bay to allow the city to better maintain their fleet of vehicles. The existing front office area was converted to house the department staff. Other improvements included a replacement of the existing restroom facilities, removal of an existing mansard roof, rehabilitation of the exterior finishes and restoration of the loft storage areas of the garage.

A 2009 study called for the northwest portion of the building is to be converted to house two ambulances. The second floor space above the ambulance bays would then be converted to house the emergency crews assigned to the ambulances below, including shower and restroom facilities.

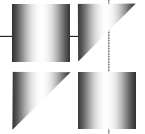


*REFERENCE:*

Mr. Mike Robbins, Director  
Department of Public Works  
City of Petoskey  
101 E. Lake Street  
Petoskey, Michigan 49770  
(231)-347-2500







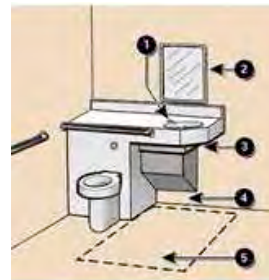
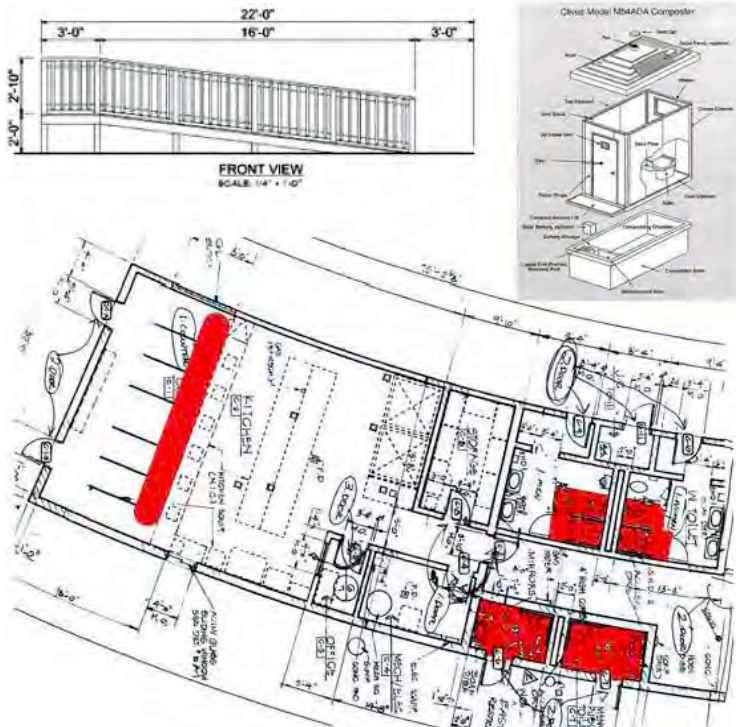
**OAKLAND COUNTY DEPARTMENT OF PARKS & RECREATION  
AMERICANS WITH DISABILITIES ACT ASSESSMENT AND MASTER PLAN**

Oakland County, Michigan

**Study Completion Date: 2011**  
**Estimated Construction Cost: \$7,043,630**  
**Proposed Schedule per Individual Project**

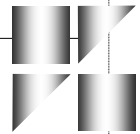
Oakland County Parks and Recreation is perhaps one of the most progressive such organizations in the country. They were determined to provide accessibility to all residents of the county. Straub Pettitt Yaste Architects was retained because of their extensive master planning, experience, and emphasis on programming, and unique staff familiarity with the ADA.

The firm was challenged by the size of the project with eleven parks and many building structures. Careful and meticulous project management efforts lead to a thorough and detailed Master Plan. Priorities established areas of greatest need allowing for phased completion of the modifications and improvements. Such a solution also provided a funding package that could be addressed over several years.



**REFERENCE:**

Mike Donnellon, Chief of Park Facilities  
Maintenance & Development  
248-343-6290  
DonnellonM@oakgov.com



# Straub Pettitt Yaste Architects

## HONORS AND AWARDS

### AMERICAN INSTITUTE OF ARCHITECTS MICHIGAN HONOR AWARD

Montcalm Community College <i>Beatrice E. Doser Building</i>	Oakland Community College/Southfield Campus
Bay de Noc Community College <i>Joseph L. Heirman University Center</i>	Sterling Heights Public Works Facility
Henry Ford Community College <i>Child Activity Center</i>	Staman Garage and Salt Storage Facility
Saint Paul of Tarsus Catholic Church	Troy Public Library
Bay de Noc Community College Learning Resource Center	

### AMERICAN INSTITUTE OF ARCHITECTS DETROIT HONOR AWARD

1300 Lafayette East Apartments	University of Michigan-Dearborn Recreation Building
Bay de Noc Community College <i>Joseph L. Heirman University Center</i>	Kinross Correctional Facility
Henry Ford Community College <i>Child Activity Center</i>	Sterling Heights Public Works Facility
Oakland/Troy Airport Terminal	Staman Garage and Salt Storage Facility
Oakland Community College/Royal Oak Campus	Troy Public Library
Brighton Civic Center	Peoples Federal Savings and Loan
Sterling Heights Nature Interpretive Center	Schwartz House
Oakland Community College/Southfield Campus	

### AMERICAN INSTITUTE OF ARCHITECTS FIRST HONOR AWARD

Schwartz House

### AMERICAN INSTITUTE OF ARCHITECTS ARCHITECTURAL PHOTOGRAPHY COMPETITION SPECIAL COMMENDATION

### MASONRY INSTITUTE OF MICHIGAN EXCELLENCE IN MASONRY DESIGN AWARD

Wayne County Community College District <i>Western Campus</i>	Brighton Civic Center
Henry Ford Community College <i>Child Activity Center</i>	Sterling Heights Nature Interpretive Center
Saint Paul of Tarsus Catholic Church	Troy Fire Station No. 2
Maple Development Associates Office Building	North Hills Christian Reformed Church

### ENGINEERING SOCIETY OF DETROIT OUTSTANDING ACHIEVEMENT AWARD FOR BUILDING DESIGN AND CONSTRUCTION

Montcalm Community College <i>Beatrice E. Doser Building</i>	Troy Fire Station No. 2
Bay de Noc Community College <i>Learning Resource Center</i>	Nissan Engineering Research Institute
Oakland Community College/Royal Oak Campus	Cavell Vacation Home
Oakland Community College/Southfield Campus	Sterling Heights Public Works Facility
Kinross Correctional Facility	Staman Garage and Salt Storage Facility

### CONSTRUCTION ASSOCIATION OF MICHIGAN CONSTRUCTION SHOWCASE AWARD

TRW Vehicle Safety Systems Corporate Office Building

### ASSOCIATION OF SCHOOL BUSINESS OFFICIALS ARCHITECTURAL AWARD FOR EXCELLENCE

Oakland Community College/Southfield Campus  
Bay de Noc Community College *Learning Resource Center*

### AMERICAN ARCHITECTURE STATE OF THE ART IN THE 1980S AWARD

Oakland Community College/Royal Oak Campus  
Oakland Community College/Southfield Campus

### GREAT LAKES FABRICATORS AND ERECTORS ASSOCIATION ARCHITECTURAL AND ENGINEERING MERIT AWARD OF DISTINCTION

Oakland Community College/Royal Oak Campus  
Sterling Heights Library and Justice Facility

### THE AMERICAN INSTITUTE OF ARCHITECTS AND AMERICAN CORRECTIONAL ASSOCIATION DESIGN EXHIBITION OF ARCHITECTURE FOR JUSTICE

Kinross Correctional Facility

### CONCRETE REINFORCING STEEL INSTITUTE DESIGN AWARD

Oakland Community College/Southfield Campus

### AMERICAN SCHOOL AND UNIVERSITY AWARD OF MERIT

Oakland Community College/Southfield Campus  
Bay de Noc Community College *Learning Resource Center*

### THE CHURCH ARCHITECTURAL GUILD OF AMERICA HONOR AWARD

University Reformed Church

### ARCHITECTURAL RECORD AWARD OF EXCELLENCE

Schwartz House

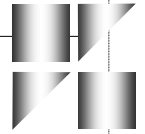
### PROGRESSIVE ARCHITECTURE DESIGN AWARD

Troyton Manor Swimming Club

### TROY CHAMBER OF COMMERCE BEAUTIFICATION AWARD

Oakland / Troy Airport Terminal  
First Citizen's Bank Building  
J&M Reproductions

### NEENAH PAPER BRONZE MEDAL



## **STONY CREEK METROPARK**

### **Boat Launch Building Redevelopment**

#### Management

**Over the past 60 years Straub Pettitt Yaste Architects has developed a proven design methodology and project flow process.**

Our collaborative design approach involves and includes the Huron-Clinton Metropolitan Authority Administration and Staff and Stony Creek Metropark Park Managers and Staff, Contractors, Consultants, and Government Review Agencies. This process generates a better project result and a happier client.

We will elicit from the entire Project Team the elemental issues and together we will explore responses to these issues. We will review the project scope with the Project Team and discuss the issues, determine the goals, and establish priorities for consideration and implementation. Our client's facility problems are therefore solved successfully not only functionally and technically but creatively.

The secret to successful projects is effective project management by both owner and architect. The most important issues for this project are good communication between all Team Members and adherence to the cost, quality, and schedule requirements.

Project scope, schedule, and cost are inextricably related. Any two of these variables can be fixed and controlled in design; the marketplace takes care of the third. Priorities set within these three will help establish the final scope, schedule and cost.

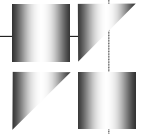
The Straub Pettitt Yaste team will ask questions about the project scope and budget. Even when these have been developed through painstaking effort, it helps all to come to understand the project requirements and reveal any existing or potential problem areas.

As design proceeds, important issues will surface. The design process will bring increased understanding of the project. As a result, the project will evolve.

Each milestone, at key decision meetings, will be used to ensure continuing consensus on project scope, levels of quality, schedule expectations, construction cost, and overall budget.

The secret to successful projects is effective project management by the owner and architect design team. A summary of what can be done to keep the project running smoothly throughout design and construction is presented here:

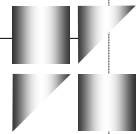
**Project Plan:** A project plan will be developed. The plan will be updated on a regular basis and after any major change in scope, services, or schedule.



- Project Team:** The Authority will be part of the project-planning process and all project meetings. Deadlines, as well as decision processes, will be reflected in the project plan.
- Owner Project Manager:** A single person representative should be identified. The scope of the representative's authority should be understood by all involved.
- Coordination:** Care will be taken since several people or departments may be involved in the project work. The representative will clarify conflicting advice or requirements to avoid later problems.
- Meetings:** Regular meetings of the project team will be planned with clear agendas and follow up assignments. Minutes will be prepared that clearly identify what was decided, what items require decision making, and who is responsible for the next steps. Minutes will be circulated to all team members.
- Documentation:** Contacts between the architectural team and owner team (for example – phone conversations and data-gathering sessions) will be documented and the results shared with appropriate members of the project team. This system keeps everyone informed of what is being discussed and decided outside of the formal project meetings and presentations.
- Milestones:** The owner-architect agreement will designate design phases and submissions by the architectural team. These milestones are to review what has been done and to approve moving forward.
- Decision Process:** The owner team and the architectural team must understand the decision-making – who requires what information, who requires whose approval before deciding, and how much time should be allocated for review of submissions.
- Decisions:** Owner decisions should be made when they are called for to not upset the delicate balance between project time, cost and quality.
- Questions:** The owner is encouraged to ask questions and pay particular attention to design submissions, for the work of each phase is further developed in the next. The submissions should be looked at carefully and anything unclear or incorrect questioned. Questions should be cleared up before the construction contract documents phase begins to save time and money.
- Problems:** Problems and concerns will be addressed as they arise and not ignored.

The above *Management Approach* methodology is used on all *Straub Pettitt Yaste Architects* projects.





## Technical Approach

In the 1980's, the late Charles Moore, FAIA, said that the only architectural truth that he had discovered was that "participatory design always works." Over the years, ***Straub Pettitt Yaste Architects*** and their ***Consultant Team Members*** have adopted this philosophy.

All architects say that they collaborate. Most clients and owners say that they collaborate. Some contractors say that they collaborate. In reality we have found that each project and each architect/client/contractor relationship is unique and the collaborative process is not always the same or predictable. What we do at the beginning of each project is develop a unique collaboration process based on many factors including the particular project definition itself and the wishes of the client based on their operational culture. This collaborative plan will be the first issue addressed. Perhaps the best way to understand the success of our collaborative process is to contact our past clients and ask them about their projects. They will have an individual viewpoint based on their particular project experience, which will give key insights.

Straub Pettitt Yaste Architects and our accomplished Consultant Team treat each new architectural assignment as a new challenge with each site or building having its own special conditions and each client having his or her own unique goals and requirements.

All aspects of each particular project are synthesized, discovering the uniqueness and resolving the conflicts in an atmosphere of social, cultural, aesthetic, moral and environmental responsibility.

Straub Pettitt Yaste is open to collaboration of other minds and energies so that as many people as possible get involved with making a building and then caring for it. In fact, we employ an Integrated Consultant Team Approach with each consultant taking the lead in existing conditions investigation, gathering information, analysis, and specific problem identification in their own area of expertise.

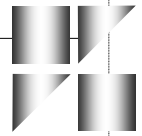
The diversity of our assignments, including size and cost over the years has caused us to never lose sight of the "big picture."

Our Design Team believes each major task in our Collaborative Work Plan is a challenge. It is only by concerted effort and commitment to you that each challenge can be conquered. Straub Pettitt Yaste and our ***Consultant Team Members*** pledge that both qualities shall be honored.

A flow chart, as a graphic representation of the Collaborative Work Plan, is developed to form the basis of the ***Straub Pettitt Yaste Project Approach*** customized for each individual project assignment.

## Proposed Services Outline

This outline is intended to identify in brief form the pertinent responsibilities and tasks particular to this project.



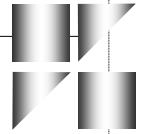
Some tasks are identified with minimal narrative. Others are more specific to this project and are described in or with greater detail.

### Design

- Obtain existing building drawings, site drawings, and utilities information/location
- Kickoff meeting with Project Team (Huron-Clinton Metropolitan Authority and Staff) establishing project plan and schedule
- Organize communication hierarchy
- Describe and document complete project scope of work
- Collaborate on project goals
- Establish functional and operational needs requirements
- Obtain survey including detailed existing site documentation, utility drawings, and topography
- Analyze and review existing site
- Explore options
- Analyze and evaluate options
- Meet and review with Authority and Staff to present recommendations
- Obtain soil borings and geotechnical investigation
- Design architectural, civil, mechanical and electrical
- Verify code compliance of design and determine which Agencies will be required to review
- Establish a projected construction cost estimate/schedule
- Meet and review with Authority and Staff schematic design drawings, renderings, and estimate
- Continue design with more detail
- Draft the architectural, structural, mechanical and electrical drawings
- Determine specification sections for project
- Review cost estimate/schedule, make revisions as necessary
- Review with Authority and the Staff the design development – architectural plans, sections, elevations, material selection, cost estimate, site, structural, mechanical and electrical

### Construction Documents

- Complete design of architectural, structural, mechanical, electrical, and civil systems
- Complete specifications
- Complete drawings and coordinate drawings and specifications
- Review cost estimate for any need of changes
- Review drawings with permitting agencies as necessary
- Meet for Construction Document review at 90% of completion – architectural plans, sections, details, elevations, specifications, cost estimate, site drawings, structural drawings, plumbing drawings, HVAC drawings, and electrical drawings
- Incorporate any necessary changes from review
- Submit 100% completion
- Submit Construction Documents to Agencies having jurisdiction for code review and permitting
- Pre-Bid Conference for contractors
- Receive RFI's and write addenda as necessary
- Review and make recommendation of received bids



### Construction Administration

- Meet with selected Contractor and Authority for pre-construction meeting
- Meet on bi-monthly basis with Contractor and Authority for progress meetings
- Review shop drawings and respond to RFI's
- Review payment requests
- Review contractors progress and progress with respect to the agreed upon schedule
- Evaluate the contractor's performance for adherence to the project manual/construction documents
- Evaluate and respond to any claims
- Review construction at substantial completion in order to create a punch list
- Provide a final inspection to substantiate completion of all punch list items
- Collect and create record documents for the project including operation and maintenance manuals

### Constructability Review and Quality Control Plan

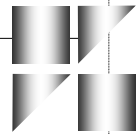
*Straub Pettitt Yaste Architects and all its consultant team members take pride in achieving a high quality of design, documentation, and construction administration.*

Constructability and quality require constant attention. Over the years procedures have been developed to maintain and improve quality and avoid liability exposure. They are as follows:

- All plans and specifications are checked by a principal.
- Principals, staff and clients meet for periodic reviews during projects.
- A clear set of office standards for plans, specifications and documentation guides the coordination work.
- A checklist or program of requirements, wants, need and goals are established at the beginning of the project.
- A list of potential problems is developed before starting a project and is revisited frequently. Anticipating problems improves the quality of design and construction documents.
- Strict hiring standards are used to get employees with the aptitude and the attitude that meet a high level of quality.
- Our whole systematic collaborative design process is thorough and comprehensive to insure end product quality and client satisfaction.

*Straub Pettitt Yaste Architects* implements methods and processes to effectively and successfully follow through in the Construction Administration Phase. The design architect and entire team are meticulous in all actions, decisions, and record keeping as follows:

**Communications:** The Architect is responsible for two types of communications – reporting to the Owner and facilitating communications to the Design and Construction Teams. A preconstruction meeting starts the contract administration process. The project work plan and schedule are reviewed and relationships are clarified, including the processes for submittals, RFI's and change orders.



**Record Keeping:** Record Keeping has an important role in communications and conflict avoidance. It is of value should the contractor make legal claims. An effective filing system will be established. Files will be organized by:

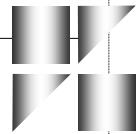
- Correspondence and meeting reports (including telephone)
- Schedules
- Field reports / observations
- Project photography
- Requests for information (RFIs)
- Requests for proposal (RFPs) / Contractor change requests
- Change Orders-Supplemental Instructions
- Quality control reports
- Submittals
- Agency inspections, permits and approvals
- Applications for payments / schedule of values
- Bonds and Insurance
- Project close-out / punch list

**Requests for Information:** Responding to RFIs from the contractor is important and initial response will occur within 24 hours. Any additional response will occur promptly based on the question within the time frame indicated in the initial response. To avoid misunderstandings, the Architect will answer questions from the job site through proper communication channels, in writing, and within the specified time frame. As with telephone and correspondence records, the Architect will keep a log that summarizes the status of all the RFIs.

**Document Changes:** The Architect will track all changes in the construction documents in the form of the Supplemental Instructions, which are written orders for a minor change in the work issued by the Architect or a Change Order. The sequence of steps toward implementing a change order includes a contractor's RFI, the architect's proposal request describing what is being changed or a contractor's change request, the contractor's cost proposal, and the change order.

**Contractor's Payments:** As the Owner's representative, the Architectural Team will review the contractor's draft applications for payment. Upon receipt of the contractor's draft application for payment, the design team member will visit the job site, observe the quantity and quality of the work and materials installed or suitably stored on the site, and compare them, item by item, with the contractor's request. In signing the requisition form or application and certification for payment, the Architect certifies that the work at the site is found to be in compliance with the contract documents and approves the release of money for that work.

**Submittal Review:** Submittals are prepared by the contractor and include shop drawings, product literature, or actual samples of the specific products to be installed; reports from independent testing agencies; operating instructions and maintenance manuals for installed equipment; and warranties from product suppliers and equipment



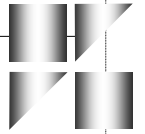
manufacturers. The submittals are reviewed by the Architect including the appropriate consultant, and are part of the permanent record of the project.

***Field Reports and Records:*** The Architect conducts thorough field observations and properly reports relevant information to the Owner. When on site it is important to be accompanied by a contractor's representative to facilitate communication with the contractor and to avoid any appearance that the Architect is providing supervision or instruction to contractor personnel. The field report will include notation of the date, time, weather, and temperature; notes about conditions; potential problems; a plan of the site that is annotated and keyed to the written report as necessary; and photographs to document the condition of the work in progress.

***Completion and Close-Out:*** The Architect's role is especially important during the construction close-out. The Architect maintains the focus on quality construction throughout the project, and even more so at the conclusion when anxiousness to complete can result in overlooking performance related details. As the project concludes the Architect will prepare a certificate of substantial completion and perform an inspection which results in a punch list with items that are yet to be completed to meet the construction document requirements. The punch list is sent to the contractor and owner along with the Certificate of Substantial Completion. This acknowledges the facility to be substantially complete and that the owner can occupy and use the facility.

### Schedule

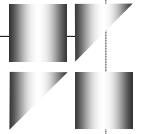
The following page illustrates the above tasks in a proposed schedule. This proposed schedule must be flexible since the timing of the trust fund grant application process is not certain.



**STONY CREEK METROPARK**  
**Boat Launch Building Redevelopment**

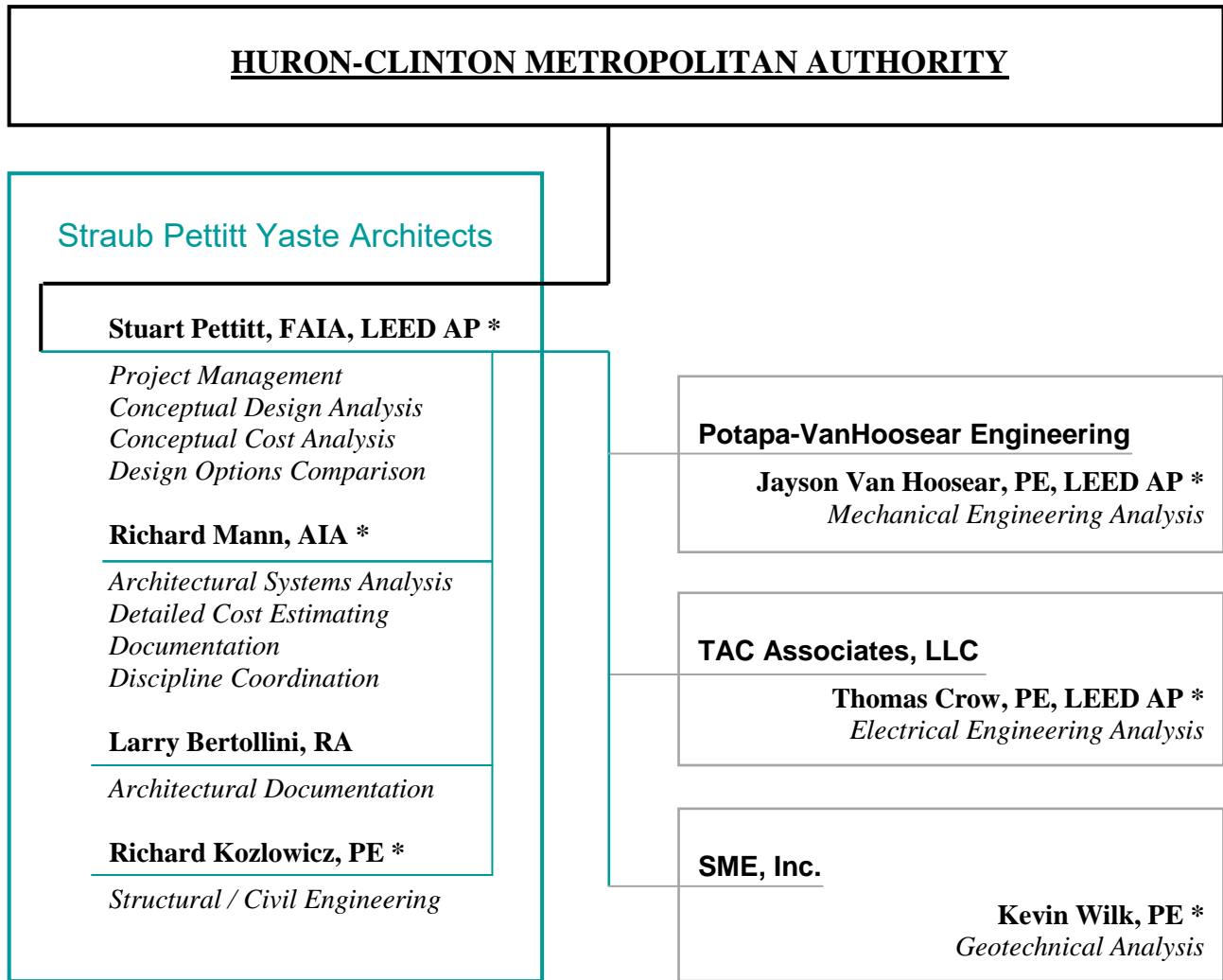
Phase / Task	2020									
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Pre-Design Meeting	█									
Schematic Design	█	█								
Owner Review		█								
Design Development		█	█							
50% Owner Review			█	█						
Construction Documents				█	█	█				
90% Owner Review					█					
Submit 100% Drawings & Specifications					█	█				
Bidding						█	█	█		
Award Construction Contract							█			
Pre-Construction Meeting								█		
Construction										➔



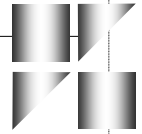


**STONY CREEK METROPARK**  
**Boat Launch Building Redevelopment**

Organization Chart



\* Denotes Key Personnel

**EDUCATION**

**University of Michigan**

*Bachelor of Architecture with High Distinction*

**Travel and Study** in Great Britain, France, Belgium, Holland, Germany, Czech Republic, Denmark, Sweden, Switzerland, Italy, Spain, Canada, and throughout the United States

**Lawrence Technological University Design Juror**

**American School & University Design Juror - 2006**

**AIA ALA Library Building Awards Juror – 2013**

**AIA CAE Education Facility Design Awards Jury Chairman - 2015**

**REGISTRATION**

Michigan

Tennessee

National Council of Architectural Registration Board Certification

North Carolina

Ohio

**ORGANIZATIONS**

**American Institute of Architects**

*Committee on Architecture for Education (1998–Present)*

*Leadership Group (2014-2018)*

*Committee on Design (1982-Present)*

*Religious Art and Architecture Committee (1988-Present)*

*Credentials Committee Chairman (1998)*

**AIA Michigan**

*Board of Directors (1983 - 1988)*

*Beaubien House Planning Committee (1984 - 1987)*

*Government Affairs Committee (1996 - 2013)*

**AIA Detroit**

*Board of Directors (1983 - 1988)*

*Nominating Committee (1992)*

*Long Range Planning Committee (1983 - 1984)*

*By-Laws Committee (1978 - 1980)*

*High School Design Competition Committee (1979)*

*Membership Committee Chairman (1978 - 1979)*

**American Arbitration Association Panel of Arbitrators**

**Society for College and University Planning**

**Mr. Stuart Pettitt** will be responsible for the Project Management, Conceptual Design Analysis, Conceptual Cost Analysis, and Design Options Comparison for the **HCMA Stony Creek Metropark Boat Launch Building Redevelopment** project.

Stu Pettitt joined Straub Pettitt Yaste in 1976 and has been responsible for management and design of numerous park projects. Some of them are:

**Huron-Clinton Metropolitan Authority**

**Kensington Metropark Maple Beach Restroom Facility**

**Stony Creek Metropark Baypoint Beach Restroom Facility**

**Willow Metropark Park Office**

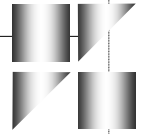
**State of Michigan Department of Natural Resources**

**Muskegon State Park Channel Campground Toilet Shower Building Replacement**

**Grand Haven State Park Channel Restroom Building Replacement**

**Straits State Park Lower Campground Toilet Shower Building Replacement**

**Muskegon County Pioneer Park Bath House & Maintenance Building****City of Petoskey Parks and Recreation Building Renovations****City of Petoskey Bear River Park Structures****Oakland County Parks and Recreation ADA Assessment and Master Plan**



*EDUCATION*

University of Cincinnati  
*Bachelor of Architecture*  
University of Cincinnati / Universität Hamburg  
German Work / Study Exchange Program

*REGISTRATION*

Michigan  
Indiana  
National Council of Architectural Registration Board Certification

*ORGANIZATIONS*

American Institute of Architects  
AIA Michigan  
AIA Detroit  
American Woodworking Institute

**Richard Mann's responsibilities for the HCMA Stony Creek Metropark Boat Launch Building Redevelopment** project will include architectural systems analysis, detailed cost estimating, and discipline coordination. He oversees the technical and detail aspects of all Straub Pettitt Yaste projects.

Rick has participated on several successful park projects. Some of his recent experiences:

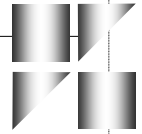
**State of Michigan Department of Natural Resources**

**Grand Haven State Park Channel Restroom Building Replacement**  
**Straits State Park Shower & Toilet Building Replacements**

**Rifle River Observation Tower**

**City of Petoskey Bear River Park – Park Structures**

**City of Petoskey Parks and Recreation Building Renovations**



**EDUCATION**

**Wayne State University**  
*Master of Science in Civil Engineering*  
**Lawrence Technological University**  
*Bachelor of Science in Civil Engineering*

**REGISTRATION**

**Commonwealth of Pennsylvania**  
**Florida**  
**Michigan**

**ORGANIZATIONS**

**American Society of Civil Engineers**



7162 Glenburnie Lane  
Clarkston, Michigan  
48016

**Richard Kozlowicz** will analyze the structural systems and site utility systems as needed for the **Stony Creek Metropark Boat Launch Building Redevelopment** project. Some of Richard's varied experience includes the following projects:

**Huron-Clinton Metropolitan Authority**

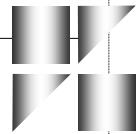
**Kensington Metropark Maple Beach Restroom Facility**  
**Stony Creek Metropark Baypoint Beach Restroom Facility**

**State of Michigan Department of Natural Resources**

**Muskegon State Park Channel Campground Toilet Shower Building Replacement**  
**Grand Haven State Park Channel Restroom Building Replacement**  
**Straits State Park Lower Campground Toilet / Shower Building Replacement**

**Muskegon County Pioneer Park Bath House & Maintenance Building**

**Petoskey Bear River Park - Park Structures**



**JAYSON J. VAN HOOSEAR, PE**  
PRINCIPAL



*EDUCATION*  
Western Michigan University  
*Bachelor of Science in  
Mechanical Engineering*  
Walsh College  
*Master of Business Administration*

*REGISTRATION*  
Michigan  
Indiana  
Virginia

*ORGANIZATIONS*  
American Society of Heating, Refrigeration, and  
Air Conditioning Engineers  
American Society of Plumbing Engineers  
National Fire Protection Association



Potapa - Van Hoosear Engineering, Inc.  
45624 Van Dyke  
Utica, Michigan 478317

**Mr. Jayson Van Hoosear** will be responsible for the management, and mechanical engineering system analysis for the **Stony Creek Metropark Boat Launch Building Replacement** project. Jayson's expertise includes the design of heating, ventilating and air conditioning systems, site and building plumbing systems, temperature control systems, fire protection systems, specifications, feasibility studies, energy audits, cost estimating and coordination of construction follow-up. Past projects consist of park, educational, municipal, institutional, commercial, religious, historical restoration and retrofit, and industrial facilities.

**Huron-Clinton Metropolitan Authority**

**Kensington Metropark Maple Beach Restroom Facility**  
**Stony Creek Metropark Baypoint Beach Restroom Facility**  
**Kensington Metropark - Martindale Beach House**

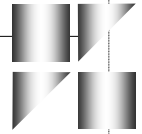
**State of Michigan Department of Natural Resources**

**Muskegon State Park Channel Campground Toilet / Shower Building Replacement**  
**Grand Haven State Park Channel Restroom Building Replacement**  
**Straits State Park Lower Campground Toilet / Shower Building Replacement**

**Muskegon County Pioneer Park Bath House & Maintenance Building**

**Petoskey Bear River Park - Park Structures**

**Macomb Corners Park - Restroom and Concessions Building**



**EDUCATION**  
**Oakland University**  
*Bachelor of Science in  
Electrical Engineering*

**REGISTRATION**  
**Michigan**  
**Indiana**  
**Ohio**

**ORGANIZATIONS**  
**National Fire Protection Association**  
**Illuminating Engineering Society**  
**U.S. Green Building Council**  
**National Society of Professional Engineers**  
**Michigan Society of Professional Engineers**



TAC Associates, Inc.  
4321 East Camden Road  
Osseo, Michigan 49266

**Mr. Thomas Crow** of TAC-Associates, Inc. will be responsible for the electrical engineering systems analysis for the **Stony Creek Metropark Boat Launch Building Replacement** project. Tom's expertise consists of lighting design, low voltage systems, alarm systems, and stand-by power systems. Past projects consist of educational, municipal, institutional, commercial, religious, historical restoration and medical facilities.

**Huron-Clinton Metropolitan Authority**

**Kensington Metropark Maple Beach Restroom Facility**  
**Stony Creek Metropark Baypoint Beach Restroom Facility**

**State of Michigan Department of Natural Resources**

**Muskegon State Park Channel Campground Toilet / Shower Building Replacement**  
**Grand Haven State Park Channel Restroom Building Replacement**  
**Straits State Park Lower Campground Toilet / Shower Building Replacement**

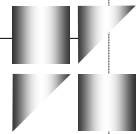
**Muskegon County Pioneer Park Bath House & Maintenance Building**

**Petoskey Bear River Park - Park Structures**

**Eaton County Parks & Recreation - New Comfort Station**

**Belle Isle, Detroit - Flynn Pavilion Restoration**





**KEVIN L. WILK, PE**  
SENIOR PROJECT ENGINEER



Soil and Materials Engineers, Inc.  
43980 Plymouth Oaks Blvd  
Plymouth, Michigan 48170-2584

*EDUCATION*  
**Michigan Technological University**  
*Bachelor of Science in  
Geological Engineering*  
**Wayne State University**  
*Masters of Science in  
Civil Engineering*

*REGISTRATION*  
**Michigan  
Indiana  
Ohio**

*ORGANIZATIONS*  
**American Society of Civil Engineers**

**Kevin Wilk** of SME will be responsible for developing scope and budget for geotechnical evaluations. He also manages and conducts geotechnical evaluations to address design and construction of shallow and deep foundations and other geotechnical concerns. Kevin assists owners, architects, engineers and developers who are concerned about the soil and groundwater conditions at their site. Some recent projects include:

**State of Michigan Department of Natural Resources**

**Grand Haven State Park Channel Restroom Building Replacement**

**Wind Generation Project in Michigan (Confidential)**

**Numerous:**

**High Tension Electrical Line & Electrical Substation Projects**

**In-Situ Pressuremeter Testing, Data Reduction and**

**Engineering Analysis for Various Projects**

**Sewer and Water Main Improvement Projects**

**Geotechnical Evaluations for Medical Facilities**

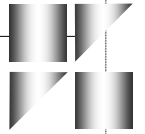
**Geotechnical Evaluations for New Schools & School Additions**

**Geotechnical Evaluations for Banks**

**Geotechnical Engineering Recommendations for Deep Foundations for**

**Various Corporations**

**United States Department of Veterans Affairs Health Ann Arbor Campus**

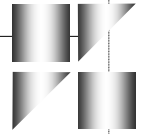


**STONY CREEK METROPARK**

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**Boat Launch Building Redevelopment**

The proposed project budget for the new restroom building, shade structure, furnishings, and site amenities of \$1,150,000 seems adequate.



## **STONY CREEK METROPARK**

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### **Boat Launch Building Redevelopment**

#### **Huron-Clinton Metropark Authority**

#### **Kensington Metropark Maple Beach Restroom Facility**

#### **Stony Creek Metropark Baypoint Beach Restroom Facility**

**Jason Kulongowski, PE**, *Design Engineer*, 810-494-6018

**Andy Storer, PE**, *Civil Engineering*, 810-494-6054

#### **State of Michigan Department of Natural Resources**

#### **Muskegon State Park Channel Campground Toilet Shower Building Replacement**

**Jan Miller, RA**, *Project Director*, 517-284-7969

**Annamarie Bauer**, *DNR Regional Planner*, 231-775-9727

#### **State of Michigan Department of Natural Resources**

#### **Grand Haven State Park Channel Restroom Building Replacement**

**Jan Miller, RA**, *Project Director*, 517-284-7969

**Joe Strach**, *DNR Southwest Regional Planner*, 517-284-4746

#### **State of Michigan Department of Natural Resources**

#### **Straits State Park Lower Campground Toilet / Shower Building Replacement**

**Robert Adams**, *Project Director*, 517-242-1088

**Keith Cheli**, *DNR Regional Planner*, 231-627-4632

#### **City of Petoskey Parks and Recreation Stair Tower and Park Structures**

New park structures – picnic shelters, 2 toilet/restroom buildings, and stair tower for the new Bear River Valley Park.

**John Beckett**, *Principal of Beckett & Raeder*, 734-663-2622

#### **City of Petoskey Parks and Recreation Curtis Avenue Garage Renovation and Master Plan**

Renovation and upgrade of office building - converted garage/storage area to vehicle wash bay - replacement of the existing restroom facilities - removal of existing mansard roof - rehabilitation of exterior finishes and restoration of the loft storage areas of the garage. The 2009 Study called for a conversion of northwest portion of building to house two ambulances and convert second floor space to house emergency crews with shower and restroom facilities.

**Mike Robbins**, *Director, Department of Public Works*, 231-347-2500

#### **Oakland County Parks and Recreation ADA Assessment and Master Plan**

A master plan study which evaluated structures and sites over 11 parks for accessibility and recommended upgrades and solutions to meet accessibility requirements.

**Mike Donnellon**, *Chief of Park Facilities*, 248-858-4623



# HURON-CLINTON metroparks

Administrative Office | 13000 High Ridge Drive | Brighton, MI 48114-9058  
 1-800-477-2757 • www.metroparks.com

## HURON CLINTON METROPOLITAN AUTHORITY REQUEST FOR PROPOSAL STANDARD COST FORM

(TO BE SUBMITTED WITH PROPOSAL PART II)

PROJECT TITLE: Boat Launch Building Redevelopment

PARK NAME: Stony Creek Metropark

RFP No.: P-509-20-554

DUE DATE: Wednesday, December 18, 2019

PROJECT PHASE	ESTIMATED HOURS	ESTIMATED COST
Site Investigation, Data Colleciton, Records Review	16	\$ 2,200
Design Submittals	--	--
- Schematic Design	142	14,400
- 50% Design	108	10,800
- 90% Design	218	29,400
- 100% Design	42	4,200
Miscellaneous	--	--
- Meetings	4 Meetings	No Charge - Unlimited Meetings
- Permit Preparation and Applications	16	1,200
Bidding Assistance / Construction Administation (Allowance)	16 Hours	2,300
Additional Phases / Tasks As Proposed	--	--
-		
-		
-		
-		
-		
-		
-		

Include estimated hours for all work performed except provided by subconsultant as lump sum.

<b>Proposal Cost (Not to Exceed)</b>
<b>\$ 64,500</b>



# HURON-CLINTON metroparks

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## HURON CLINTON METROPOLITAN AUTHORITY REQUEST FOR PROPOSAL STANDARD COST FORM (SUBCONSULTANT INFORMATION)

Subconsultant:	<b>Potapa - VanHoosear Engineering</b>
Discipline:	<b>Mechanical Engineering</b>
Contact Information:	<b>47810 Van Dyke Avenue, Shelby Township, Michigan 48317</b>
	<b>586-997-0922 / 586-997-0912 fax</b>
Subconsultant:	<b>TAC Associates, LLC</b>
Discipline:	<b>Electrical Engineering</b>
Contact Information:	<b>4321 East Camden Road, Osseo, Michigan 49266</b>
	<b>517-254-4789 / 517-254-4886 fax</b>
Subconsultant:	<b>Soil and Materials Engineers, Inc.</b>
Discipline:	<b>Geotechnical Investigation Consultant</b>
Contact Information:	<b>43980 Plymouth Oaks Blvd., Plymouth, Michigan 48170</b>
	<b>734-454-9900 / 734-454-0629 fax</b>
Subconsultant:	
Discipline:	
Contact Information:	



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To: Board of Commissioners  
From: Mike Henkel, Chief of Engineering Services  
Subject: Report – Wolcott Mill Historical Center  
Date: February 6, 2020

**Action Requested: Motion to Receive and File**

That the Board of Commissioners receive and file the Wolcott Mill Historical Center report as recommended by Chief of Engineering Services Mike Henkel and staff.

**Background:** In September 2019, staff authorized Testing, Engineers and Consultants (TEC) to perform a site investigation to address issues with the basement floor slab and the building's foundation. The investigation was initiated due to the loss of material underneath the basement floor slab and the subsequent cracking in other areas (hollow areas could be heard while tapping on the slab in the basement). In the late 1990s, work had previously been completed to address similar issues. As a precaution, the building was closed to the public in September 2019.

TEC evaluated the current condition of the slab and foundation and provided recommendations as to the cause as well as needed corrective actions. The work included digging test pits on the outside of the building to evaluate the condition of the soil and foundation, coring through the basement floor to quantify the depth of the voids and as well as additional soil boring to evaluate the supporting soils and the depth of the water table. A draft report was completed, and a meeting was held on Jan. 8 to review the report.

In general, the foundation is in relatively good condition. The roof of the headrace structure is corrugated metal supported on beams of which both are severely corroded. No strong conclusions were ascertained to explain the loss of material beneath the basement floor slab. The most important repairs items identified were to remediate the basement floor voids since the floor slab supports structural columns and to shore the roof of the headrace. Once these items are completed the building could be opened. TEC has been hired to provide drawing and specification for this work. The work will be divided into two phases to help expedite the work. The first phase will address the basement floor grouting and the second phase will take care of the headrace. In conjunction with this work, staff is working on the abatement of asbestos in the basement and repairs to the fire suppression system. It is anticipated that the grouting work could begin in late March.

**Attachment: TEC Draft Report**

Huron-Clinton Metropolitan Authority  
Engineering Department  
13000 High Ridge Drive  
Brighton, Michigan 48114

GEOTECHNICAL INVESTIGATION

FOR

Foundation and Floor Slab Investigation  
Wolcott Grist Mill  
Wolcott Mill Metropark  
63841 Wolcott Road  
Ray Township, Michigan

TEC Report: 60403

By:

Testing Engineers & Consultants, Inc.  
1343 Rochester Road  
P.O. Box 249  
Troy, Michigan 48099-0249  
(248) 588-6200

December 30, 2019



## Testing Engineers & Consultants, Inc.

1343 Rochester Road • PO Box 249 • Troy, Michigan 48099-0249  
(248) 588-6200 or (313) T-E-S-T-I-N-G • Fax (248) 588-6232  
www.testingengineers.com

*Engineering Client Success*

TEC Report: 60403

Date Issued: December 30, 2019

Mr. Mike Henkel, Chief of Engineering Services  
Engineering Department  
Huron-Clinton Metropolitan Authority  
13000 High Ridge Drive  
Brighton, Michigan 48114

Re: Geotechnical Investigation for  
Foundation and Floor Slab Investigation  
Wolcott Grist Mill, Wolcott Mill Metropark  
63841 Wolcott Road  
Ray Township, Michigan

Dear Mr. Henkel:

Please find enclosed the results of a geotechnical investigation performed at the above referenced site. This geotechnical report presents our field and laboratory results; engineering analysis; and our recommendations for design of foundation and floor slab improvements, as well as important construction considerations.

As you may know, Testing Engineers & Consultants, Inc. (TEC) has fifty-three years of experience in Quality Control Testing and Construction Inspection. We would be pleased to provide these services on this project.

Should you have any questions regarding this report, please let us know. It has been a pleasure to be of service to you.

Respectfully submitted,

TESTING ENGINEERS & CONSULTANTS, INC.

Carey J. Suhan, P.E.,  
Vice President, Geotechnical  
& Environmental Services

CJS/ln  
Enclosure

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All services undertaken are subject to the following policy. Reports are submitted for exclusive use of the clients to whom they are addressed. Their significance is subject to the adequacy and representative character of the samples and the comprehensiveness of the tests, examinations and surveys made. No quotation from reports or use of TEC's name is permitted except as expressly authorized by TEC in writing.

CONSULTING ENGINEERS & FULL-SERVICE PROFESSIONAL TESTING AND INSPECTION  
OFFICES IN ANN ARBOR, DETROIT, AND TROY  
FOUNDED IN 1966



**Testing Engineers & Consultants, Inc.**

Mr. Mike Henkel  
Huron-Clinton Metropolitan Authority  
December 30, 2019

TEC Report: 60403

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DCP TEST RESULTS  
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CUSTOM SOIL RESOURCE REPORT  
GENERAL NOTES FOR SOIL CLASSIFICATION

## Testing Engineers & Consultants, Inc.

Mr. Mike Henkel  
Huron-Clinton Metropolitan Authority  
December 30, 2019

TEC Report: 60403

### 1.0 INTRODUCTION

This report presents the results of a geotechnical investigation for the existing foundation and floor slab investigation for the Wolcott Grist Mill located at 63841 Wolcott Road in Ray Township, Michigan. Authorization to perform this investigation was given by Mr. Mike Henkel, Chief of Engineering Services for the Huron-Clinton Metropolitan Authority in a signed notice to proceed, dated September 13, 2019.

The purpose of this investigation was to determine the level of distress to the foundation and floor slab of the existing Grist Mill through visual examination and by obtaining information necessary to determine basic engineering properties of soils at the site through a series of test borings, test pits, hand auger borings and laboratory tests performed on the soil samples obtained during the field investigation. This information has been evaluated to provide the general recommendations for foundation and floor slab improvements and other geotechnical information.

The investigation also included a review of previous geotechnical and Ground Penetrating Radar (GPR) Survey reports pertaining to past field investigations at the subject site. These documents included the following.

- June 1999 report prepared by NTH Consultants, Ltd.
- July 1999 report prepared by Laboratory Commercial Services (LCS)
- October 1999 report prepared by TEC
- February 2000 report prepared by Anderson, Eckstein and Westrick, INC. (AEW)
- September 2000 Bid prepared by AA Spartan Specialties
- July 2017 report prepared by Ground Penetrating Radar Systems (GPRS)

### 2.0 FIELD INVESTIGATION

Two test borings, one backhoe test pit and six hand auger borings were drilled on the site as well as Dynamic Cone Penetrometer (DCP) testing at the locations shown on the Soil Boring, Test Pit, DCP and Floor Core Location Plan. The locations are accurate to within a short distance of the locations shown on the location plan included in the appendix. The test borings were drilled on November 5, 2019 with All-Terrain Vehicle (ATV) mounted auger equipment, each to a depth of 20 feet below the existing ground surface. The hand borings were also performed on November 5, 2019. The test pit was excavated on November 19, 2019. The borings and test pit were surveyed using a level and Philadelphia rod. The elevations were referenced to an on-site benchmark located west of the existing Grist Mill building.

## Testing Engineers & Consultants, Inc.

Mr. Mike Henkel  
Huron-Clinton Metropolitan Authority  
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### 2.0 FIELD INVESTIGATION (Cont'd)

Drilling methods and standard penetration tests were performed in general accordance with the current ASTM D1452 and D1586 procedures, respectively. These procedures specify that a standard 2-inch O.D. split-barrel sampler be driven by a 140-pound hammer with a free fall of 30 inches. The number of hammer blows required to drive the split-barrel sampler through three successive 6-inch increments is recorded on the Test Boring Log. The first 6-inch increment is used for setting the sampler firmly in the soil and the sum of the hammer blows for the second and third increments is referred to as the "Standard Penetration Index" (N). N values were obtained with an automatic trip hammer.

From the standard penetration test a soil sample is recovered in the liner sampler tubes that are located inside the split-barrel sampler. Upon recovery of a soil sample, the liner tubes are removed from the split-barrel sampler and placed in a container which is sealed to minimize moisture losses during transportation to the laboratory. Standard penetration tests are usually made at depths of 2 ½, 5, 7 ½ and 10 feet and at 5-foot depth intervals thereafter. These parameters may vary for a given project depending on the nature of the subsoils and the geotechnical information required.

Due to the limited access around the building, hand operated Dynamic Cone Penetrometer (DCP) testing was performed at thirteen locations around the east and south sides of the building. The results are discussed later in the report. DCP test results are included in the appendix of this report.

A GPR Subsurface Investigation was performed for the purpose of estimating the extent of voids beneath the two basement floor slabs. The GPR work was performed on October 3, 2019. The results of the GPR survey are discussed later in the report and included in the appendix.

In addition to the above, we performed a visual inspection of the basement walls and a portion of the headrace structure. Photographs were taken as part of the visual inspection and are included in the appendix.

### 3.0 LABORATORY TESTING

The laboratory testing consisted of determining the unconfined compressive strength, the natural bulk density and the natural moisture content of the soil samples recovered in the liner sampler tubes. In the unconfined compression tests, the compressive strength of the soil is determined by axially loading a soil sample until failure is observed or 15% strain, whichever



## Testing Engineers & Consultants, Inc.

Mr. Mike Henkel  
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### 3.0 LABORATORY TESTING (Cont'd)

occurs first. The above referenced test data are recorded on the boring logs. Some test results may deviate from the norm because of variations in texture, imperfect samples, presence of pebbles and/or sand streaks, etc. The results are still reported although they may not be relevant.

The particle size distribution of five granular soil samples was also determined. The distribution provides estimates of the permeability and permeability-related behavior of the granular soils. The results are included in the appendix.

The percent organic content of one soil sample was determined by means of the Loss-On-Ignition test. The results are included on the Log of Soil Test Boring No. 2-2 in the appendix.

Samples taken in the field are retained in our laboratory for 60 days and are then destroyed unless special disposition is requested by the client. Samples retained over a long period of time are subject to moisture loss and are then no longer representative of the conditions initially encountered.

### 4.0 GENERAL SUBSURFACE CONDITIONS

#### 4.1 Subsoil Conditions

The soil conditions encountered in the borings are presented on the individual boring logs. Each log presents the soil types encountered at that location as well as laboratory test data, ground water data, and other pertinent information. Descriptions of the various soil consistencies, relative densities and particle sizes are given in the Appendix. Definitions of the terms and symbols utilized in this report may be found in ASTM D653.

#### Test Borings 2-1 and 2-2

Test Boring No. 2-1 was drilled from an elevation of about 668 feet, approximately 6 feet north of the existing north headrace retaining wall. A brick paver was first removed to expose the underlying subgrade. The boring encountered approximately 4.5 feet of undocumented fill composed of very loose moist brown fine sand with some gravel, followed by about 6 inches of broken concrete. The broken concrete was underlain by dense moist brown to gray fine to clayey sand containing varying amounts of silt and gravel that continued to the bottom of the boring.

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Huron-Clinton Metropolitan Authority  
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### 4.1 Subsoil Conditions (Cont'd)

Test Boring No. 2-2 was drilled from an elevation of about 664.9 feet and adjacent to the east exterior basement wall of the Grist Mill building, about 20 feet north of the southeast building corner. The boring encountered approximately 12.5 feet of undocumented fill composed of a relatively thin layer (6 inches) of moist brown topsoil, very loose moist dark brown silty clayey sand with some gravel and organic content and very soft moist dark brown silty sandy clay with organic content. The granular fill layer was about 9 feet thick and the underlying clay fill layer was about 3 feet thick. The fill soils were underlain by dense moist gray silty sand with some clay and a trace of gravel that continued to the bottom of the boring.

Standard penetration values range from the weight of hammer to 50 blows for 2 inches of penetration with an unconfined compressive strength of 5,190 pounds per square foot (psf) for the 7.5-foot sample recovered from Boring No. 2-1. Bulk densities range from 102 to 138 pounds per cubic foot with moisture contents of 5.6 to 30.4 percent of the dry weight of the soil.

Results of the Loss-On-Ignition test performed on the 2.5-foot soil sample recovered from Boring No. 2-2 indicate an organic content of 6 percent. This soil was described as fill in the boring log. In general, soils containing a percent organic content in excess of 3 percent would not be considered suitable for the support of building foundations or floor slabs.

Similar soils were encountered in our previous Boring No. 3 drilled as part of our 1999 study. Boring No. 3 noted undocumented fill to a depth of about 13 feet below the existing grade on the east side of Wolcott Road.

Similar fill material was not found in any of our hand borings performed below the basement floor slab. It is believed that the deep undocumented fill soils were placed some time after the Grist Mill building was constructed as part of the approach to the bridge spanning the Clinton River.

#### Test Pit 1

Test Pit TP-1 was excavated from an elevation of approximately 658.8 feet, adjacent to the south exterior wall of the Grist Mill building near the southwest corner of the basement. The test pit was excavated to a depth of about 3.5 feet (EL. 655.3 feet +/-), exposing the building's spread footing foundation. The invert of the existing spread footing is located at a depth of approximately 2.7 feet (EL. 656.1 feet). The bearing soils below the spread footing were composed of moist brown to gray clayey silty sand and appeared to be naturally deposited.

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### 4.1 Subsoil Conditions (Cont'd)

#### Basement Floor Slab Cores and Hand Borings C-1 through C-6

Cores C-1 through C-4 were cored from an elevation of approximately 661.7 feet, the lowest part of the Grist Mill building's basement floor slab and ranged in thickness from 3 to 4 inches.

A void space was observed below the bottom of each core location that varied in depth from about 2.5 to 5 inches (EL. 661.5 feet to EL. 661.3 feet), followed by moist brown fine sand that appears to be fill.

Cores C-5 and C-6 were cored from an elevation of approximately 662.2 feet. The full depth of Core C-5 could not be recovered as it appears to be thicker than the core barrel that was used to perform the coring. The technician was able to recover about 5.25 inches of concrete floor core. Core C-6 was approximately 6 inches in thickness and was underlain by an approximate 1-inch deep void space, followed by relatively large diameter cobble stone that appears to be fill. Large void spaces were present between the individual cobble stone with a relatively large void extending laterally north toward the tailrace structure. Please refer to the Floor Slab Core Summary below.

The void space appears to extend laterally for distances that range from about 1.4 feet to in excess of 25 feet from some of the core locations. The following table summarizes the core observations.

**Floor Slab Core Summary**

Core No.	Core Thickness, Inches	T/Floor Slab Elevation, FT	Void Space, Inches	B/Void EL., FT	Lateral Extent of Void, Feet			
					North	South	East	West
C-1	3	661.7	5	661.3	25 +	0.25	1.5	3
C-2	3	661.7	4	661.4	5.7	1.7	6.5	2.8
C-3	3	661.7	2.5	661.5	12	10	3	24
C-4	4	661.7	3	661.4	NVF	NVF	NVF	NVF
C-5	15+	662.2	N/A	NVF	NVF	NVF	NVF	NVF
C-6	6	662.2	1	662.1	1.4	NVF	NVF	NVF

NVF – No Void Found  
N/A – Not applicable

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### 4.2 Ground Water Observations

Water level readings were taken in the bore holes during and after the completion of drilling. These observations are noted on the respective Test Boring Logs.

Ground water was measured in Boring Nos. 2-1 and 2-2 during the drilling operation at depths of approximately 10 to 17 feet (EL. 658 feet to EL. 647.9 feet) below the existing ground surface. Upon completion of drilling, ground water was measured in Boring No. 2-1 at a depth of about 19.75 feet (EL. 648.2 feet). No measurable ground water volume was noted by the driller in Boring No. 2-2 at the completion of drilling.

### 4.3 Visual Inspections

A visual inspection of the interior basement wall foundation and basement floor slab was completed on October 3, 2019. A separate visual inspection of the existing headrace structure was performed on November 19, 2019. These inspections will be discussed in more detail later in the report.

## 5.0 OBSERVATION AND ANALYSIS

It is understood that the original grist mill structure was built around 1847. An addition was added south of the original building at an unknown later date. We have been told that the raceway has not been used for a number of years.

In later years, the building has been used as a tourist attraction until it was closed to the public due to safety concerns. We were informed that below grade fire suppression tanks were installed north of the Grist Mill and north of the existing barn structure some time ago. These tanks are located at a higher elevation than the Grist Mill. The tanks appear to have a leak since the water level in them decreases over time.

### 5.1 Previous Investigations and Remedial Repairs

Previous site investigations and remedial repair work of the Grist Mill building conducted by NTH Consultants, Ltd. (NTH), Laboratory Commercial Services (LCS), TEC, Anderson, Eckstein & Westrick, Inc. (AEW), AA Spartan Specialties and Ground Penetrating Radar Systems, Inc. (GPRS) were reviewed as part of this latest study.

## Testing Engineers & Consultants, Inc.

Mr. Mike Henkel  
Huron-Clinton Metropolitan Authority  
December 30, 2019

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### 5.1 Previous Investigations and Remedial Repairs (Cont'd)

#### NTH Report

The NTH report (Project No. 12-990208-00) dated June 30, 1999 involved materials testing and inspection of the raceway structure. Specifically, a total of fifteen concrete cores were recovered and tested for compressive strength from the Raceway floor, walls, wing walls and ceiling.

The report concluded that the overall condition of the wing walls and headrace was sound and in good condition.

#### TEC Report

TEC performed a geotechnical investigation (TEC Project No. 37964) at the subject site in October of 1999 that involved drilling two soil test borings and two concrete floor cores. The test borings were drilled near the northeast corner of the Grist Mill building and east of the Grist Mill building on the east shoulder of Wolcott Road. The concrete floor cores were recovered near the basement stairs and near the Grist Mill building's northeast corner.

The report concluded that voids were present beneath the basement floor slab beyond the limits of the tailrace structure. The expected cause of loss of soil beneath the basement floor slab was due to possible water leakage occurring from the raceway.

#### AEW Report

The AEW report (AEW Project No. 215-008A) dated February 4, 2000, recommended replacing part of the tailrace structure, the portion located east of the building and abandoning the remaining portion located beneath the building so as not to disturb the equipment supported above that portion of the tailrace. The report also recommends the use of grout injection to fill voids below the floor slab and adjacent to the headrace and tailrace walls.

The Wolcott Road bridge has been replaced since this time and it is believed that the tailrace structure, at least outside of the building has been replaced as a result of this construction.

#### AA Spartan Specialties

Mr. Steve Marinowski of AA Spartan Specialties was contacted as part of this study. Mr. Marinowski stated that he recalled removing two molasses tanks from the property in the early 2000's but did not recall doing any grout injection work on the floor slab or either the Grist Mill's headrace or tailrace structure.

## Testing Engineers & Consultants, Inc.

Mr. Mike Henkel  
Huron-Clinton Metropolitan Authority  
December 30, 2019

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### 5.1 Previous Investigations and Remedial Repairs (Cont'd)

#### GPRS Report

This study was performed in July of 2017 and involved a scan below the existing basement floor slab, storage rooms and outside perimeter of the Grist Mill building. Voids were detected below the basement slab in nearly all of the south addition and portions of the main original part of the building as well as the storage rooms along the south side of the building, but not around the outside perimeter of the Grist Mill building.

#### 5.2 TEC GPR Subsurface Investigation

The latest GPR Subsurface Investigation performed at the Grist Mill building on October 3, 2019 as part of this study concluded that void spaces appear to be present below the existing basement floor slab of the southern addition. Some voids were also found beneath the basement floor of the main building. This agrees closely with what was found during the time of our floor coring. Voids beneath the basement floor slab were found generally under the entire south addition floor slab. More isolated voids were noted beneath the original building floor slab but all south of the raceway. From the earlier investigations it appears that much of the voids have been existing since the 1999 investigations.

#### 5.3 Ground Water Conditions

The position of water levels found in test borings may vary somewhat depending on seasonal precipitation. At the level encountered in the borings, it should present little problems for design or construction of basement floor slab repairs.

While we did not encounter any artesian well conditions during this study, it is worthwhile mentioning that an artesian well is noted on the Core Location Plan included with the AEW report.

#### 5.4 Existing Grist Mill Building Foundation

In general, the portions of the basement walls that were readily visible appeared to be in relatively good condition. Some vertical cracks and isolated spalling were observed. Specifically, a vertical crack was observed in the east foundation wall that has been previously filled with sealant. Spalling, or perhaps what might be described as a cold joint in the basement wall concrete was observed at the southwest corner of the original basement (Photo No. 2).



## Testing Engineers & Consultants, Inc.

Mr. Mike Henkel  
Huron-Clinton Metropolitan Authority  
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### 5.4 Existing Grist Mill Building Foundation (Cont'd)

Some water staining was observed on the basement floor in front of an access door located on the south side of the basement. This water staining appears to be the result of water infiltrating beneath the access door and not from the basement wall (Photo No. 3).

Floor cracks were observed near the east exterior foundation wall (Photo No. 4) oriented parallel with and south of the tailrace structure. However, no significant faulting across the cracks was observed.

The Grist Mill building's south exterior footing at the location of Test Pit TP-1 was found to be bearing on apparent native gray clayey silty sand and gravel at a depth of about 32 inches (EL. 656.1 feet) below the existing grade.

Based on our visual observations of the existing basement walls and spread footing (TP-1), the Grist Mill's exterior building foundation appears to be in relatively good condition and should not require any remedial repairs. Interior foundations appear to be a combination of bearing walls, column foundations and floor supported columns. In addition, columns have been installed bearing on the raceway. It should be noted that the foundation at the rear of the south addition bears at 32 inches below existing grade. The shallow foundations are likely just at the rear portion of the addition. However, from historical photographs it appears that the east side of the building was filled at some point and the foundation may have previously been above frost depth. Ideally and with current code exterior foundations should bear at least 42 inches below grade. Consequently, the foundations could have experienced frost action over the years, resulting in upward and downward movements.

Results of DCP tests performed along the east walls of the original building and addition as well as the south wall of the addition vary considerably. Approximate bearing capacities at expected foundation depth range from about 925 psf to 3200 psf. Most of the bearing capacities appear to be in the 925 to 1300 psf range. The lowest values are at the southeast corner of the original building and along the east wall of the south addition. These bearing capacities are relatively low, however, there are no signs of significant distress to the basement walls around this area.

### 5.5 Existing Headrace Structure

The interior invert of the headrace structure at the entrance is located at an elevation of about 659.6 feet. TEC personnel were able to safely access the first 30 feet, or so into the headrace, just west of where the invert of the headrace drops about 4 feet in elevation. The invert of the headrace was covered with a layer of sediment that we did not attempt to excavate. Several

## Testing Engineers & Consultants, Inc.

Mr. Mike Henkel  
Huron-Clinton Metropolitan Authority  
December 30, 2019

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### 5.5 Existing Headrace Structure (Cont'd)

horizontal steel struts were in place to brace the north and south walls. The bottom of the north and south headrace walls are scoured in various locations (Photos 5 and 6) and vertical cracks were also observed in both the north and south walls in various locations (Photos 7 and 8).

The roof of the headrace structure on the outside of the building is corrugated metal supported on beams. The beams are severely corroded, as are the horizontal steel struts bracing the north and south walls. The roof structure is shown in Photo 9 in the Appendix.

The turbine sump area of the raceway could not be readily inspected since it was full of water. We understand that the tailrace structure was reconstructed outside of the building during the Wolcott Road Bridge replacement.

Based on our visual observations, it would appear that the headrace structure is in fairly good condition and the service life can be extended with repairs.

## 6.0 CONCLUSIONS AND RECOMMENDATIONS

### 6.1 Basement Floor

It is unclear whether any grouting beneath the floor slab has occurred since then. It appears that there are significant deposits of cobbles beneath the floor slab. We surmise that these may have been placed as a subbase during the original construction.

The loss of subgrade soil beneath the basement floor slab could have resulted from one, or a combination of the following:

1. Water leakage from inside the raceway that reached floor supporting fill, then subsided leaving void spaces. However, there appears to be no exit for soil to be removed from beneath the floor slab. It is possible that ground water and soil has migrated into the raceway from beneath the floor slab. From what could be observed in the raceway there was no significant evidence of soil intrusion unless it was in the lower turbine area that could not be accessed and observed. Ground water was encountered at relatively deep depths within the borings and does not currently appear to be an issue.
2. Migration of sand soil through voids between larger cobble stones as the result of machinery vibration and gravity (Photo 1);

## Testing Engineers & Consultants, Inc.

Mr. Mike Henkel  
Huron-Clinton Metropolitan Authority  
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### 6.1 Basement Floor (Cont'd)

3. Significant storm event causing floodwater to reach the underside of the floor slab. While the Grist Mill building is not located within a flood zone, soil survey data did indicate that the area close to the Grist Mill building could be prone to frequent flooding (Map Symbol 697k). Please refer to the attached Custom Soil Resource Report in the appendix. The bearing soils that were encountered in Test Pit TP-1 are described as clayey silty sand and gravel and it is possible that water could have reached the underside of the floor slab at some time.

The previous investigations agree closely with the current study indicating the presence of void spaces beneath the existing basement floor slab.

Options for repair of the basement floor slab could involve the following:

1. Completely remove the lower basement floor slab and place engineered fill up to the bottom of the intended new floor slab. If large cobble stone is present, a layer of geotextile fabric should be placed first on top of the cobble stone. Care must be exercised when working near existing foundations to avoid undermining them. This solution would require extensive temporary shoring of the structure since much of the columns appear to bear on the floor slab.
2. Install underfloor drain tile, allowing the tile to gravity drain toward the Clinton River. A backflow preventer should be placed in the outlet drain.
3. Sawcut and remove the existing floor slab immediately adjacent to the existing headrace/tailrace structure that is located within the limits of the Grist Mill building.
4. Backfill space behind the headrace/tailrace walls with grout.
5. Remove additional floor slab as needed and place new engineered fill up to intended bottom of basement floor slab, along with an underfloor drain tile system. As previously mentioned, if large cobble stone is present, a geotextile fabric may be required prior to placing engineered fill and underfloor drain tile.
6. Replace the present system of wood posts and shoring with a permanent structural system to support the upper levels of the existing building, allowing for loads to be transferred to suitable bearing soils located below the present headrace/tailrace invert with the use of mini piles or shallow piers.

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Mr. Mike Henkel  
Huron-Clinton Metropolitan Authority  
December 30, 2019

TEC Report: 60403

### 6.1 Basement Floor (Cont'd)

Engineered backfill required to achieve desired grades should preferably consist of clean and well graded granular soils. Fill should be placed in uniform layers not more than 9 inches in thickness with the soils in each layer compacted to a minimum of 95% of the maximum density as determined by ASTM D1557. Fill should be at approximately the optimum moisture content during placement and compaction. Furthermore, frozen material must not be used as fill and fill should not be placed on frozen ground.

In lieu of removing and replacing the existing basement floor slab, the existing void spaces beneath the basement floor could be filled with grout via access holes cut through the floor slab. Prior to the start of this work, Items 3 and 4 would need to be performed as stated above.

### 6.2 Building Foundations

We recommend that these east walls be monitored for movement by establishing monitoring points and performing an elevation survey periodically.

An exterior insulation could be placed around the south side of the south addition to minimize frost effects. Again, the basement walls appear to be in relatively good condition and the wall could be monitored for movement over several years.

### 6.3 Raceway

We recommend repairs to the basement floor slabs and the headrace and tailrace structures be sequenced in the following manner:

In our opinion the most important repair items are to remediate the basement floor voids since the floor supports some of the structural columns and secondarily to replace or shore the exterior roof of the headrace. In our opinion after these repairs are made the building could be returned to service.

As discussed earlier, the turbine sump area of the raceway was full of water and could not be inspected. We recommend that it be pumped free of water and inspected. The soil sediment should also be removed from the bottom of the raceway as well to allow inspection of the concrete.

The cracks in the headrace can be epoxy injected and the concrete spalling repaired by removing all poor condition concrete, cleaning the reinforcing steel and patching the concrete. Once additional inspection is performed on this portion of the tailrace, additional recommendations can be made.

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Mr. Mike Henkel  
Huron-Clinton Metropolitan Authority  
December 30, 2019

TEC Report: 60403

### 6.4 Existing Fire Line Suppression System

As stated previously, the fire suppression line tanks located north of the existing Grist Mill building are apparently leaking. Since ground water levels were quite deep in the borings it does not appear that this leak is impacting the Grist Mill building. However, the leak could be following a preferential pathway below ground that is not readily identifiable. We recommend that the leak be repaired if possible.

### 7.0 DESIGN REVIEW AND FIELD MONITORING

The evaluations and recommendations presented in this report relative to site preparation and subsequent repairs have been formulated on the basis of assumed and provided data relating to the location, type and finished grades for the existing structure and adjacent areas. Any significant change in this data should be brought to our attention for review and evaluation with respect to the prevailing subsoil conditions.

When the repair plans are finalized, a consultation should be arranged with us for a review to verify that the evaluations and recommendations have been properly interpreted.

Soil conditions at the site could vary from those generalized on the basis of test borings made at specific locations. It is therefore recommended that Testing Engineers & Consultants, Inc. be retained to provide soil engineering services during the site preparation, excavation and foundation phases of the proposed project. This is to observe compliance with the design concepts, specifications and recommendations. Also, this provides opportunity for design changes to be made in the event that subsurface conditions differ from those anticipated prior to the start of construction.



Steven C. Pelto, P.E.  
Senior Project Engineer



Carey J. Suhan, P.E.  
Vice President, Geotechnical  
& Environmental Services

SCP/CJS

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**Testing Engineers & Consultants, Inc.**

Mr. Mike Henkel  
Huron-Clinton Metropolitan Authority  
December 30, 2019

TEC Report: 60403

**APPENDIX**

Soil Boring, Test Pit, DCP and Floor Core Location Plan

Logs Of Test Borings

Sieve Analysis Results

DCP Test Results

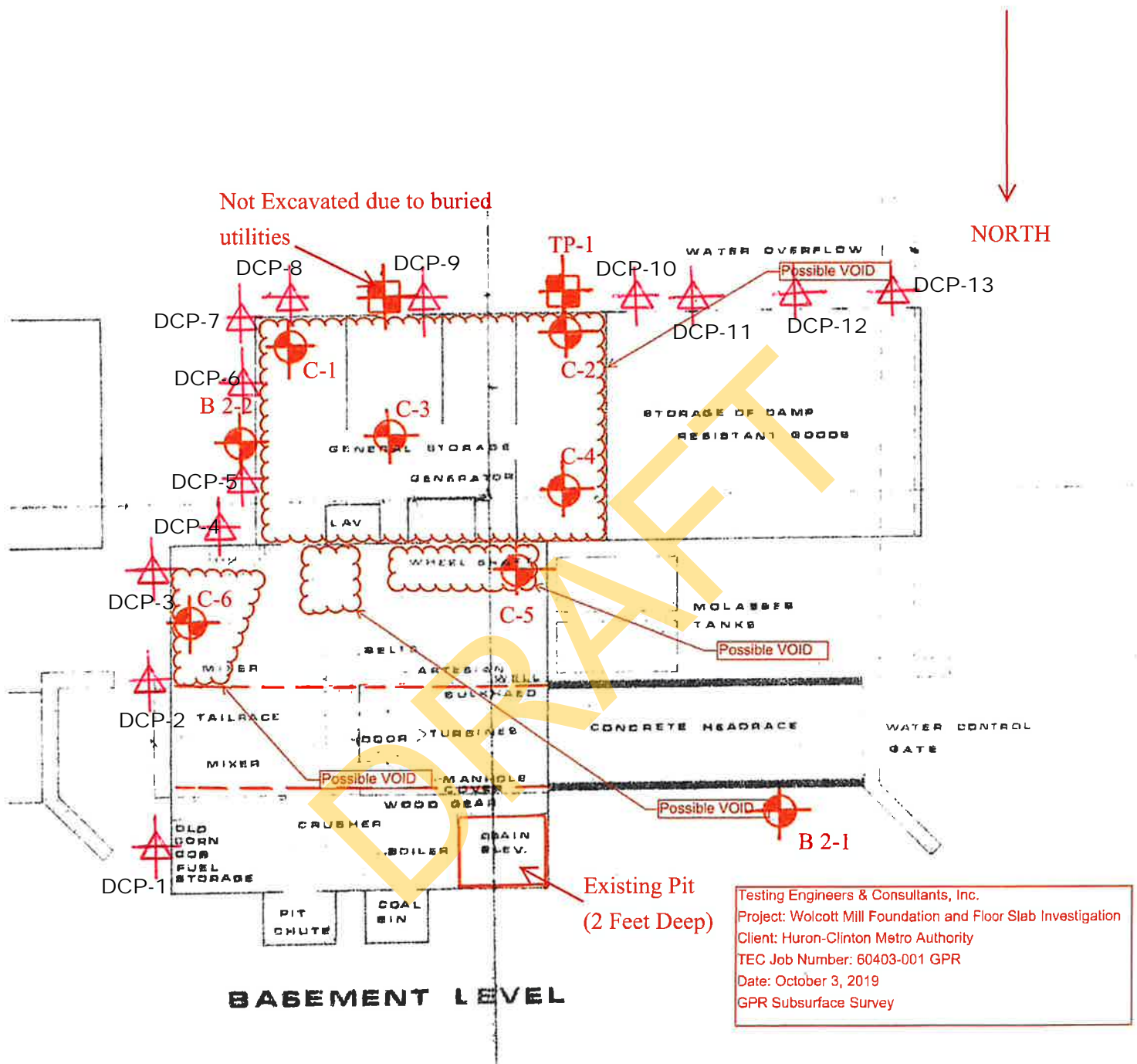
Photo Log

TEC GPR Subsurface Investigation

Custom Soil Resource Report

General Notes For Soil Classification





SOIL BORING, TEST PIT, DCP AND FLOOR CORE LOCATION PLAN



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 Fax (248) 588-6232

**Boring No.:** 2-1      **Job No.:** 60403      **Project:** Foundation & Floor Slab Investigation, Wolcott Mills Grist Mill

**Client:** Huron-Clinton Metropolitan Authority      **Location:** Ray Township, Michigan

**Type of Rig:** All-Terrain Vehicle      **Drilled By:** Geoserv

**Drilling Method:** Hollow Stem Augers      **Started:** 11/5/2019

**Ground Surface Elevation:** 668±      **Completed:** 11/5/2019

Depth (ft)	Sample Type	N	Strata Change	Soil Classification	w	d	qu
2.5	BS	2 2 2		Very Loose Moist Brown Fine Sand With Some Gravel-FILL	9.2		
5.0	BS	2 15 48	4.5 5	Broken Concrete-FILL (6")	10.0		
7.5	BS	25 35 50		Dense Moist Brown & Gray Silty Clayey SAND With Occasional Pebbles & Stones	5.6	115	
10.0	BS	50/3.5"	10	Dense Moist Gray Fine SAND & Clayey SILT, Wet Seams	7.6	138	5190
15.0	BS	50/2"	15	Dense Moist to Wet Gray Fine SAND With Some Silt & Trace Of Gravel	11.2	119	
20.0	BS	35 51 61	20	NOTE: Brick Pavers Removed Prior To Drilling. Pavers Replaced At Completion Of Drilling. Bottom of Boring at 20'	7.5	136	
22.5							

"N" - Standard Penetration Resistance      w - H<sub>2</sub>O, % of dry weight  
 SS - 2" D. Split Spoon Sample      d - Bulk Density, pcf  
 LS - Sectional Liner Sample      qu - Unconfined Compression, tsf  
 ST - Shelby Tube Sample      DP - Direct Push  
 AS - Auger Sample      RC - Rock Core

**Water Encountered:** 10'  
**At Completion:** 19'9"  
**Boring No.** 2-1



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**Boring No.:** 2-2      **Job No.:** 60403      **Project:** Foundation & Floor Slab Investigation, Wolcott Mills Grist Mill

**Client:** Huron-Clinton Metropolitan Authority      **Location:** Ray Township, Michigan

**Type of Rig:** All-Terrain Vehicle      **Drilled By:** Geoserv

**Drilling Method:** Hollow Stem Augers      **Started:** 11/5/2019

**Ground Surface Elevation:** 664.9±      **Completed:** 11/5/2019

Depth (ft)	Sample Type	N	Strata Change	Soil Classification	w	d	qu
			.5	Moist Brown Topsoil-FILL (6")	17.4	130	
2.5	BS	2 1 2		Very Loose Moist Dark Brown Silty Clayey Sand With Some Gravel & Organic Content-FILL Organic Content = 6.0%	30.4	113	
5.0	BS	1/6"			19.4	128	
7.5	BS	0 0 0			26.0	102	
10.0	BS	0 0 0	9.5	Very Soft Moist Dark Brown Sandy Silty Clay With Organic Content-FILL			
12.5			12.5				
15.0	BS	25 41 38		Dense Moist Gray Silty SAND With Some Clay & Trace Of Gravel, Occasional Wet Seams	5.8	126	
20.0	BS	28 34 43	20	Bottom of Boring at 20'	6.7		
22.5							

"N" - Standard Penetration Resistance  
 SS - 2" D. Split Spoon Sample  
 LS - Sectional Liner Sample  
 ST - Shelby Tube Sample  
 AS - Auger Sample

w - H<sub>2</sub>O, % of dry weight  
 d - Bulk Density, pcf  
 qu - Unconfined Compression, tsf  
 DP - Direct Push  
 RC - Rock Core

**Water Encountered:** 17'

**At Completion:** None

**Boring No.** 2-2



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<b>Boring No.:</b> C-1	<b>Job No.:</b> 60403	<b>Project:</b> Foundation & Floor Slab Investigation, Wolcott Mills Grist Mill
<b>Client:</b> Huron-Clinton Metropolitan Authority		<b>Location:</b> Ray Township, Michigan
<b>Type of Rig:</b>		<b>Drilled By:</b> M. England
<b>Drilling Method:</b> Hand Auger		<b>Started:</b> 11/5/2019
<b>Ground Surface Elevation:</b> 661.7±		<b>Completed:</b> 11/5/2019

Depth (ft)	Sample Type	N	Strata Change	Soil Classification	w	d	qu
0.25							
0.67							
1.58				CONCRETE (3")			
2.00							
2.17				VOID (5")			
2.50							
5.00				Moist Brown Gravelly Medium To Fine Sand With Trace Of Clay-FILL			
7.50				Brown SAND With Some Gravel & Clay			
7.50				Brown Clayey SAND With Some Gravel			
7.50				Bottom of Boring at 2.17'			
10.00							
12.50							
15.00							
17.50							
20.00							
22.50							

"N" - Standard Penetration Resistance  
 SS - 2" D. Split Spoon Sample  
 LS - Sectional Liner Sample  
 ST - Shelby Tube Sample  
 AS - Auger Sample

w - H<sub>2</sub>O, % of dry weight  
 d - Bulk Density, pcf  
 qu - Unconfined Compression, tsf  
 DP - Direct Push  
 RC - Rock Core

**Water Encountered:** None  
**At Completion:** None  
**Boring No.** C-1

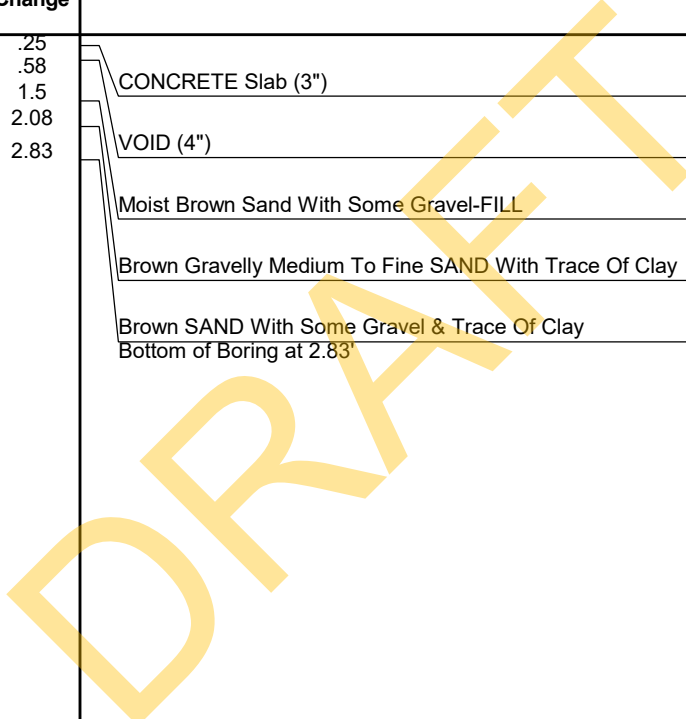


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<b>Boring No.:</b> C-2	<b>Job No.:</b> 60403	<b>Project:</b> Foundation & Floor Slab Investigation, Wolcott Mills Grist Mill
<b>Client:</b> Huron-Clinton Metropolitan Authority		<b>Location:</b> Ray Township, Michigan
<b>Type of Rig:</b>		<b>Drilled By:</b> M. England
<b>Drilling Method:</b> Hand Auger		<b>Started:</b> 11/5/2019
<b>Ground Surface Elevation:</b> 661.7±		<b>Completed:</b> 11/5/2019

Depth (ft)	Sample Type	N	Strata Change	Soil Classification	w	d	qu
2.5			.25 .58 1.5 2.08 2.83	<div style="border: 1px solid black; padding: 2px;">CONCRETE Slab (3")</div> <div style="border: 1px solid black; padding: 2px;">VOID (4")</div> <div style="border: 1px solid black; padding: 2px;">Moist Brown Sand With Some Gravel-FILL</div> <div style="border: 1px solid black; padding: 2px;">Brown Gravelly Medium To Fine SAND With Trace Of Clay</div> <div style="border: 1px solid black; padding: 2px;">Brown SAND With Some Gravel &amp; Trace Of Clay</div> Bottom of Boring at 2.83'			
5.0							
7.5							
10.0							
12.5							
15.0							
17.5							
20.0							
22.5							



<p>"N" - Standard Penetration Resistance          SS - 2" ).D. Split Spoon Sample          LS - Sectional Liner Sample          ST - Shelby Tube Sample          AS - Auger Sample</p>	<p>w - H2O, % of dry weight          d - Bulk Density, pcf          qu - Unconfined Compression, tsf          DP - Direct Push          RC - Rock Core</p>	<p><b>Water Encountered:</b> None</p> <p><b>At Completion:</b> None</p> <p><b>Boring No.</b> C-2</p>
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<b>Boring No.:</b> C-3	<b>Job No.:</b> 60403	<b>Project:</b> Foundation & Floor Slab Investigation, Wolcott Mills Grist Mill
<b>Client:</b> Huron-Clinton Metropolitan Authority		<b>Location:</b> Ray Township, Michigan
<b>Type of Rig:</b>		<b>Drilled By:</b> M. England
<b>Drilling Method:</b> Hand Auger		<b>Started:</b> 11/5/2019
<b>Ground Surface Elevation:</b> 661.7±		<b>Completed:</b> 11/5/2019

Depth (ft)	Sample Type	N	Strata Change	Soil Classification	w	d	qu
			.25				
			.46				
			1.42	CONCRETE (3")			
2.5				VOID (2 1/2")			
				Moist Brown Gravelly Medium Sand With Trace Of Silt-FILL			
5.0				Bottom of Boring at 1.42'			
7.5							
10.0							
12.5							
15.0							
17.5							
20.0							
22.5							

DRAFT

<p>"N" - Standard Penetration Resistance          SS - 2" D. Split Spoon Sample          LS - Sectional Liner Sample          ST - Shelby Tube Sample          AS - Auger Sample</p>	<p>w - H<sub>2</sub>O, % of dry weight          d - Bulk Density, pcf          qu - Unconfined Compression, tsf          DP - Direct Push          RC - Rock Core</p>	<p><b>Water Encountered:</b> None   <b>At Completion:</b> None   <b>Boring No.</b> C-3</p>
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<b>Boring No.:</b> C-4	<b>Job No.:</b> 60403	<b>Project:</b> Foundation & Floor Slab Investigation, Wolcott Mills Grist Mill
<b>Client:</b> Huron-Clinton Metropolitan Authority		<b>Location:</b> Ray Township, Michigan
<b>Type of Rig:</b>		<b>Drilled By:</b> M. England
<b>Drilling Method:</b> Hand Auger		<b>Started:</b> 11/5/2019
<b>Ground Surface Elevation:</b> 661.7±		<b>Completed:</b> 11/5/2019

Depth (ft)	Sample Type	N	Strata Change	Soil Classification	w	d	qu
			.33				
			.58				
			1.08	CONCRETE (4")			
2.5				VOID (3")			
5.0				Moist Brown Medium Sand With Some Gravel & Trace Of Silt-FILL			
				Bottom of Boring at 1.08'			
7.5							
10.0							
12.5							
15.0							
17.5							
20.0							
22.5							

DRAFT

<p>"N" - Standard Penetration Resistance          SS - 2" ).D. Split Spoon Sample          LS - Sectional Liner Sample          ST - Shelby Tube Sample          AS - Auger Sample</p>	<p>w - H2O, % of dry weight          d - Bulk Density, pcf          qu - Unconfined Compression, tsf          DP - Direct Push          RC - Rock Core</p>	<p><b>Water Encountered:</b> None</p> <p><b>At Completion:</b> None</p> <p><b>Boring No.</b> C-4</p>
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<b>Boring No.:</b> C-5	<b>Job No.:</b> 60403	<b>Project:</b> Foundation & Floor Slab Investigation, Wolcott Mills Grist Mill
<b>Client:</b> Huron-Clinton Metropolitan Authority		<b>Location:</b> Ray Township, Michigan
<b>Type of Rig:</b>		<b>Drilled By:</b> M. England
<b>Drilling Method:</b> Hand Auger		<b>Started:</b> 11/5/2019
<b>Ground Surface Elevation:</b> 662.2±		<b>Completed:</b> 11/5/2019

Depth (ft)	Sample Type	N	Strata Change	Soil Classification	w	d	qu
2.5  5.0  7.5  10.0  12.5  15.0  17.5  20.0  22.5			.44	CONCRETE (5 1/4")  NOTE: Unable to core through to bottom of existing floor slab. Cored a total of 5.25". Bottom of Boring at 0.44'			

DRAFT

<p>"N" - Standard Penetration Resistance          SS - 2" D. Split Spoon Sample          LS - Sectional Liner Sample          ST - Shelby Tube Sample          AS - Auger Sample</p>	<p>w - H<sub>2</sub>O, % of dry weight          d - Bulk Density, pcf          qu - Unconfined Compression, tsf          DP - Direct Push          RC - Rock Core</p>	<p><b>Water Encountered:</b> None</p> <p><b>At Completion:</b> None</p> <p><b>Boring No.</b> C-5</p>
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<b>Boring No.:</b> C-6	<b>Job No.:</b> 60403	<b>Project:</b> Foundation & Floor Slab Investigation, Wolcott Mills Grist Mill
<b>Client:</b> Huron-Clinton Metropolitan Authority		<b>Location:</b> Ray Township, Michigan
<b>Type of Rig:</b>		<b>Drilled By:</b> M. England
<b>Drilling Method:</b> Hand Auger		<b>Started:</b> 11/5/2019
<b>Ground Surface Elevation:</b> 662.2±		<b>Completed:</b> 11/5/2019

Depth (ft)	Sample Type	N	Strata Change	Soil Classification	w	d	qu
0.0			.5				
0.58			.58	CONCRETE (6")			
2.5				VOID (1")			
5.0				Large COBBLES-FILL Bottom of Boring at 0.58'			
7.5							
10.0							
12.5							
15.0							
17.5							
20.0							
22.5							

DRAFT

"N" - Standard Penetration Resistance SS - 2" D. Split Spoon Sample LS - Sectional Liner Sample ST - Shelby Tube Sample AS - Auger Sample	w - H <sub>2</sub> O, % of dry weight d - Bulk Density, pcf qu - Unconfined Compression, tsf DP - Direct Push RC - Rock Core	<b>Water Encountered:</b> None  <b>At Completion:</b> None  <b>Boring No.</b> C-6
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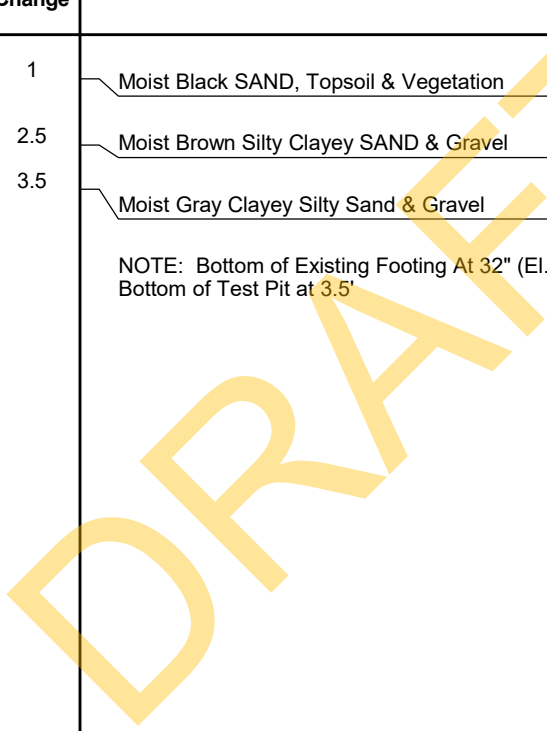


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 Fax (248) 588-6232

<b>Test Pit No.:</b> TP-1	<b>Job No.:</b> 60403	<b>Project:</b> Foundation & Floor Slab Investigation, Wolcott Mills Grist Mill
<b>Client:</b> Huron-Clinton Metropolitan Authority		<b>Location:</b> Ray Township, Michigan
<b>Type of Rig:</b>		<b>Logged By:</b> S. Pelto
<b>Drilling Method:</b> Test Pit		<b>Started:</b> 11/19/2019
<b>Ground Surface Elevation:</b> 658.8±		<b>Completed:</b> 11/19/2019

Depth (ft)	Sample Type	N	Strata Change	Soil Classification	w	d	qu
2.5			1	Moist Black SAND, Topsoil & Vegetation			
2.5			2.5	Moist Brown Silty Clayey SAND & Gravel			
3.5			3.5	Moist Gray Clayey Silty Sand & Gravel			
5.0				NOTE: Bottom of Existing Footing At 32" (El. 656.1+) Bottom of Test Pit at 3.5'			
7.5							
10.0							
12.5							
15.0							
17.5							
20.0							
22.5							



<p>"N" - Standard Penetration Resistance          SS - 2" D. Split Spoon Sample          LS - Sectional Liner Sample          ST - Shelby Tube Sample          AS - Auger Sample</p>	<p>w - H<sub>2</sub>O, % of dry weight          d - Bulk Density, pcf          qu - Unconfined Compression, tsf          DP - Direct Push          RC - Rock Core</p>	<p><b>Water Encountered:</b> None</p> <p><b>At Completion:</b> None</p> <p><b>Test Pit No.</b> TP-1</p>
--	---	---



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 248-588-6200 or 313 T-E-S-T-I-N-G  
 Fax 248-588-6232

## MECHANICAL ANALYSIS TEST REPORT

**PROJECT:** Foundation & Floor Slab Inv.  
 Wolcott Mills-Grist Mill  
**LOCATION:** Ray Township, Michigan  
**CLIENT:** Huron-Clinto Metropolitan Authority

**TEC REPORT NUMBER:** 60403

**DATE:** Friday, November 22, 2019

**Material Description:** Gray Fine Sand & Clayey Silt

**Date Sampled:** 11/5/19

**Sample Source / Depth:** B2-1 @ 15'

**Sampled By:** Geoserv

**Sample Location:**

**TEC Lab Sample Number:** 7390

**Intended Use:**

**Remarks:**

AGGREGATE ANALYSIS					SAMPLE DATA	
Sieve No.	Total Weight Retained	Total Percent Retained	Total Percent Passing	Specification Range		
3"					Initial Sample Weight (g)	174.6
2-1/2"					Weight After Wash (g)	101.0
1-1/2"					Loss in Weight (g)	73.6
1"					Loss by Wash (%)	42.2%
3/4"						
1/2"						
3/8"						
#4		0.0	100.0			
#10	2.6	1.5	98.5			
#20	10.6	6.1	93.9			
#30	18.6	10.7	89.3			
#40	28.6	16.4	83.6		Tested By:	E. Anderson
#100	59.8	34.2	65.8		Reviewed By:	G. Putt
#200	101.0	57.8	42.2			
Total Sample	174.6	100.0	0.0			
Test Method:	ASTM C117/C136	AASHTO T11/T27	MTM 108/109	X		
Remarks:						
Respectfully Submitted: Testing Engineers and Consultants, Inc.						



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## MECHANICAL ANALYSIS TEST REPORT

**PROJECT:** Foundation & Floor Slab Inv.  
 Wolcott Mills-Grist Mill  
**LOCATION:** Ray Township, Michigan  
**CLIENT:** Huron-Clinto Metropolitan Authority

**TEC REPORT NUMBER:** 60403

**DATE:** Thursday, November 21, 2019

**Material Description:** Brown Gravelly Medium to Fine Sand With Trace of Clay  
**Date Sampled:** 11/5/19  
**Sample Source / Depth:** C-1 @ 19"  
**Sampled By:** M. England  
**Sample Location:** TEC Lab Sample Number: 7386  
**Intended Use:** \_\_\_\_\_ **Remarks:** \_\_\_\_\_

AGGREGATE ANALYSIS					SAMPLE DATA	
Sieve No.	Total Weight Retained	Total Percent Retained	Total Percent Passing	Specification Range		
3"					Initial Sample Weight (g)	318.0
2-1/2"					Weight After Wash (g)	299.2
1-1/2"					Loss in Weight (g)	18.8
1"					Loss by Wash (%)	5.9%
3/4"		0.0	100.0			
1/2"	27.0	8.5	91.5			
3/8"	43.3	13.6	86.4			
#4	83.3	26.2	73.8			
#10	133.1	41.9	58.1			
#20	181.5	57.1	42.9			
#30	207.7	65.3	34.7			
#40	242.2	76.2	23.8			
#100	293.1	92.2	7.8			
#200	299.2	94.1	5.9			
Total Sample	318.0	100.0	0.0			

**Test Method:** ASTM C117/C136 \_\_\_\_\_ AASHTO T11/T27 \_\_\_\_\_ MTM 108/109 \_\_\_\_\_ X \_\_\_\_\_

**Remarks:** \_\_\_\_\_

Respectfully Submitted:  
 Testing Engineers and Consultants, Inc.





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## MECHANICAL ANALYSIS TEST REPORT

**PROJECT:** Foundation & Floor Slab Inv.  
 Wolcott Mills-Grist Mill  
**LOCATION:** Ray Township, Michigan  
**CLIENT:** Huron-Clinto Metropolitan Authority

**TEC REPORT NUMBER:** 60403

**DATE:** Thursday, November 21, 2019

**Material Description:** Brown Gravelly Medium to Fine Sand With Trace of Clay  
**Date Sampled:** 11/5/19  
**Sample Source / Depth:** C-2 @ 25"  
**Sampled By:** M. England  
**Sample Location:** TEC Lab Sample Number: 7387  
**Intended Use:** \_\_\_\_\_ **Remarks:** \_\_\_\_\_

AGGREGATE ANALYSIS					SAMPLE DATA	
Sieve No.	Total Weight Retained	Total Percent Retained	Total Percent Passing	Specification Range		
3"					Initial Sample Weight (g)	452.5
2-1/2"					Weight After Wash (g)	416.2
1-1/2"		0.0	100.0		Loss in Weight (g)	36.3
1"	27.8	6.1	93.9		Loss by Wash (%)	8.0%
3/4"	38.1	8.4	91.6			
1/2"	59.2	13.1	86.9			
3/8"	69.5	15.4	84.6			
#4	110.1	24.3	75.7			
#10	171.6	37.9	62.1			
#20	239.7	53.0	47.0			
#30	280.8	62.1	37.9			
#40	333.9	73.8	26.2		Tested By:	M. Chalhoub
#100	404.2	89.3	10.7		Reviewed By:	G. Putt
#200	416.2	92.0	8.0			
Total Sample	452.5	100.0	0.0			
Test Method:	ASTM C117/C136	AASHTO T11/T27	MTM 108/109	X		
Remarks:						
Respectfully Submitted: Testing Engineers and Consultants, Inc.						



# Testing Engineers and Consultants, Inc.

1343 Rochester Road PO Box 249 Troy, Michigan 48099-0249  
 248-588-6200 or 313 T-E-S-T-I-N-G  
 Fax 248-588-6232

## MECHANICAL ANALYSIS TEST REPORT

**PROJECT:** Foundation & Floor Slab Inv.  
 Wolcott Mills-Grist Mill

**TEC REPORT NUMBER:** 60403

**LOCATION:** Ray Township, Michigan

**DATE:** Friday, November 22, 2019

**CLIENT:** Huron-Clinto Metropolitan Authority

**Material Description:** Brown Gravelly Medium to Fine Sand With Trace of Clay

**Date Sampled:** 11/5/19

**Sample Source / Depth:** C-3 @ 11"

**Sampled By:** M. England

**Sample Location:**

**TEC Lab Sample Number:** 7391

**Intended Use:**

**Remarks:**

AGGREGATE ANALYSIS					SAMPLE DATA	
Sieve No.	Total Weight Retained	Total Percent Retained	Total Percent Passing	Specification Range		
3"					Initial Sample Weight (g)	267.0
2-1/2"					Weight After Wash (g)	245.2
1-1/2"					Loss in Weight (g)	21.8
1"		0.0	100.0		Loss by Wash (%)	8.2%
3/4"	21.6	8.1	91.9			
1/2"	55.2	20.7	79.3			
3/8"	64.0	24.0	76.0			
#4	88.3	33.1	66.9			
#10	116.0	43.4	56.6			
#20	151.6	56.8	43.2			
#30	170.4	63.8	36.2			
#40	202.1	75.7	24.3		Tested By:	E. Anderson
#100	237.5	89.0	11.0		Reviewed By:	G. Putt
#200	245.2	91.8	8.2			
Total Sample	267.0	100.0	0.0			
Test Method:	ASTM C117/C136	AASHTO T11/T27	MTM 108/109	X		
Remarks:						
Respectfully Submitted: Testing Engineers and Consultants, Inc.						



# Testing Engineers and Consultants, Inc.

1343 Rochester Road PO Box 249 Troy, Michigan 48099-0249  
 248-588-6200 or 313 T-E-S-T-I-N-G  
 Fax 248-588-6232

## MECHANICAL ANALYSIS TEST REPORT

**PROJECT:** Foundation & Floor Slab Inv.  
 Wolcott Mills-Grist Mill  
**LOCATION:** Ray Township, Michigan  
**CLIENT:** Huron-Clinto Metropolitan Authority

**TEC REPORT NUMBER:** 60403

**DATE:** Friday, November 22, 2019

**Material Description:** Brown Gravelly Medium to Fine Sand With Trace of Clay

**Date Sampled:** 11/5/19

**Sample Source / Depth:** C-4 @ 10"

**Sampled By:** M. England

**Sample Location:**

**TEC Lab Sample Number:** 7392

**Intended Use:**

**Remarks:**

AGGREGATE ANALYSIS					SAMPLE DATA	
Sieve No.	Total Weight Retained	Total Percent Retained	Total Percent Passing	Specification Range		
3"					Initial Sample Weight (g)	321.4
2-1/2"					Weight After Wash (g)	297.7
1-1/2"					Loss in Weight (g)	23.7
1"					Loss by Wash (%)	7.4%
3/4"		0.0	100.0			
1/2"	8.0	2.5	97.5			
3/8"	21.0	6.5	93.5			
#4	55.1	17.1	82.9			
#10	102.4	31.9	68.1			
#20	161.3	50.2	49.8			
#30	194.2	60.4	39.6			
#40	236.3	73.5	26.5		Tested By:	E. Anderson
#100	281.7	87.6	12.4		Reviewed By:	G. Putt
#200	297.7	92.6	7.4			
Total Sample	321.4	100.0	0.0			
Test Method:	ASTM C117/C136	AASHTO T11/T27	MTM 108/109	X		
Remarks:						
Respectfully Submitted: Testing Engineers and Consultants, Inc.						

### DCP TEST DATA

File Name: 60403

**Project:** Wolcott Mill Metropark

**Location:** 1

**Date:** 21-Dec-19

**Soil Type(s):** Sand and Gravel

Hammer

10.1 lbs.

17.6 lbs.

Both hammers used

Soil Type

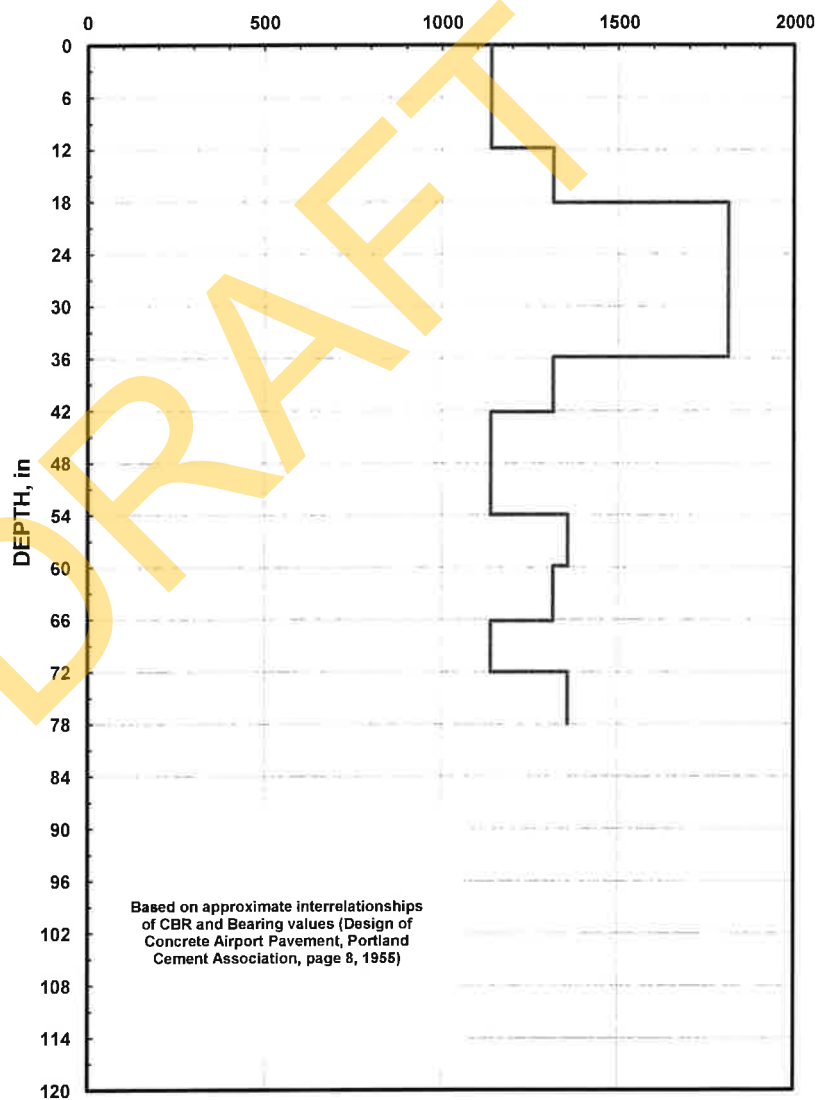
CH

CL

All other soils

No. of Blows	Accumulative Penetration (mm)	Type of Hammer
0	0	1
2	150	1
2	300	1
3	460	1
5	610	1
5	760	1
5	910	1
3	1070	1
2	1220	1
2	1370	1
3	1520	1
3	1680	1
2	1830	1
3	1980	1
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BEARING CAPACITY, psf













# DCP TEST DATA

File Name: 60403

Project: Wolcott Mill Metropark

Date: 21-Dec-19

Location: 6

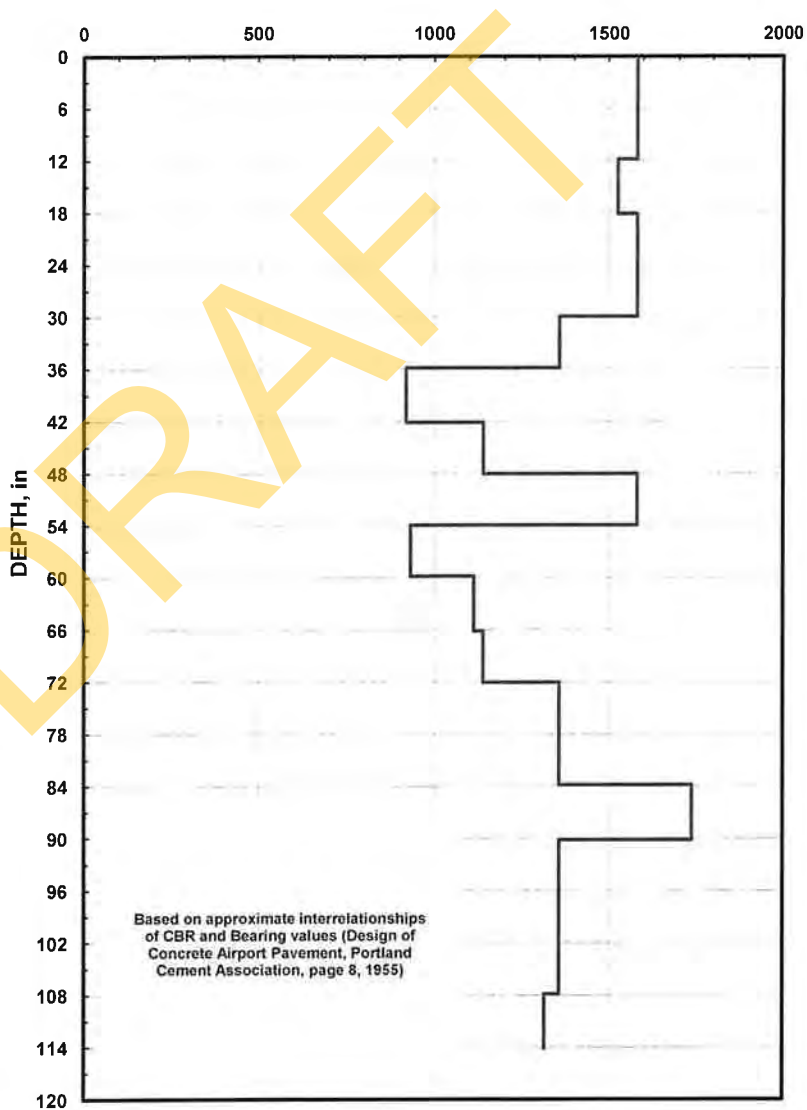
Soil Type(s): Sand and Gravel

- Hammer  
 10.1 lbs.  
 17.6 lbs.  
 Both hammers used

- Soil Type  
 CH  
 CL  
 All other soils

No. of Blows	Accumulative Penetration (mm)	Type of Hammer
0	0	1
4	150	1
4	300	1
4	460	1
4	610	1
4	760	1
3	910	1
1	1070	1
2	1220	1
4	1370	1
1	1520	1
2	1680	1
2	1830	1
3	1980	1
3	2130	1
5	2290	1
3	2440	1
3	2590	1
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Based on approximate interrelationships of CBR and Bearing values (Design of Concrete Airport Pavement, Portland Cement Association, page 8, 1955)

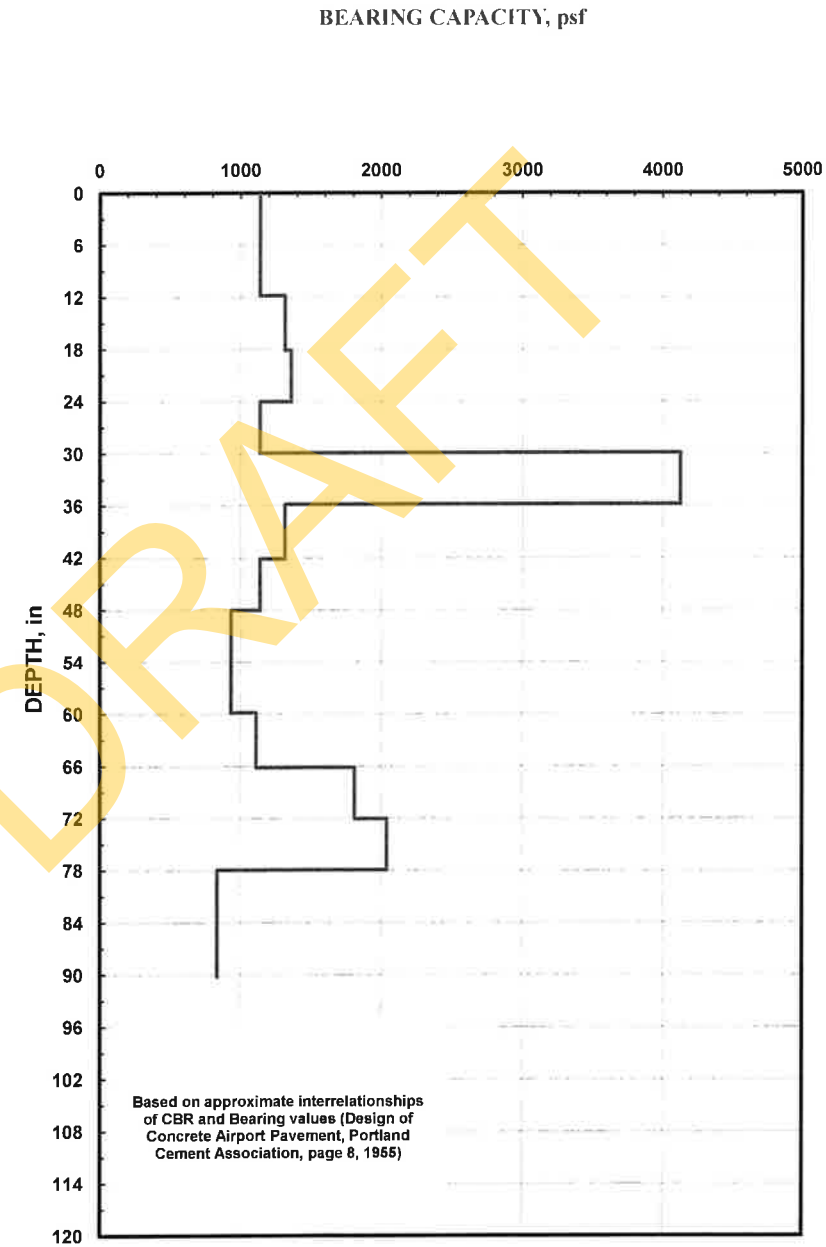


# DCP TEST DATA

File Name: 60403

<b>Project:</b> <u>Wolcott Mill Metropark</u> <b>Location:</b> <u>8</u>	<b>Date:</b> <u>21-Dec-19</u> <b>Soil Type(s):</b> <u>Sand and Gravel</u>
Hammer <input type="radio"/> 10.1 lbs. <input checked="" type="radio"/> 17.6 lbs. <input type="radio"/> Both hammers used	Soil Type <input type="radio"/> CH <input type="radio"/> CL <input checked="" type="radio"/> All other soils

No. of Blows	Accumulative Penetration (mm)	Type of Hammer
0	0	1
2	150	1
2	300	1
3	460	1
3	610	1
2	760	1
15	910	1
3	1070	1
2	1220	1
1	1370	1
1	1520	1
2	1680	1
5	1830	1
6	1980	1
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# DCP TEST DATA

File Name: 60403

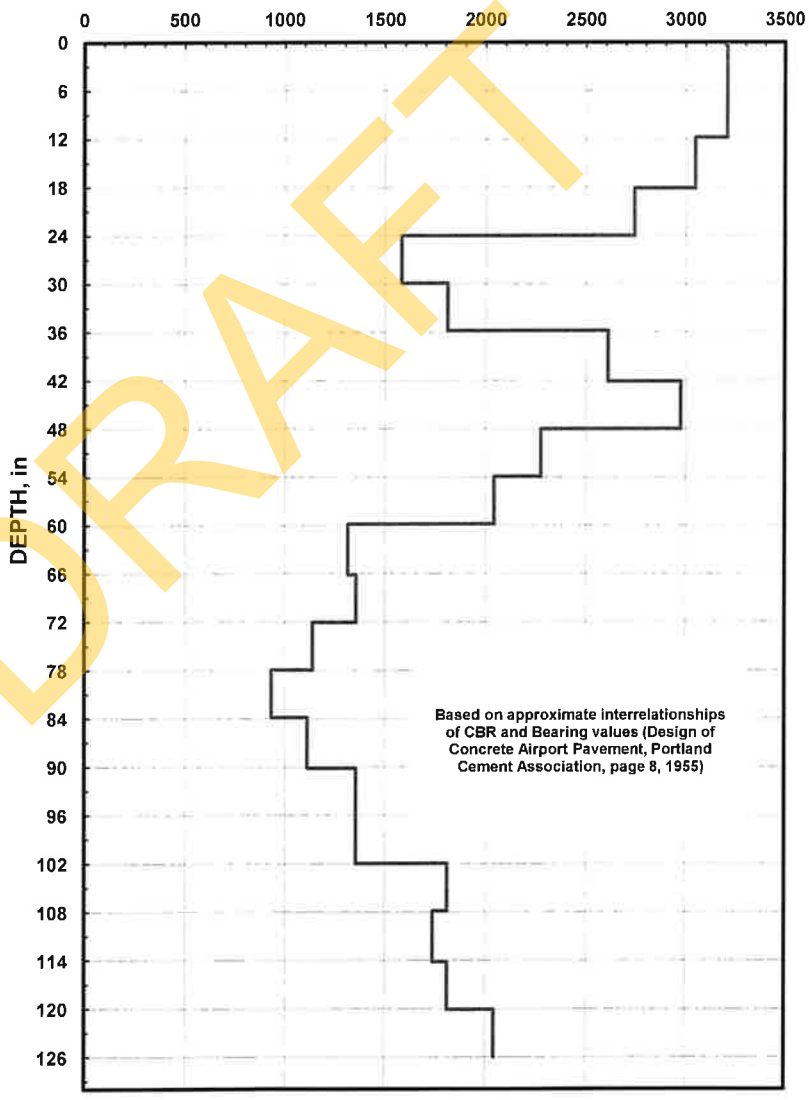
<b>Project:</b> <u>Wolcott Mill Metropark</u>	<b>Date:</b> <u>21-Dec-19</u>
<b>Location:</b> <u>10</u>	<b>Soil Type(s):</b> <u>Sand and Gravel</u>

<b>Hammer</b> <input type="radio"/> 10.1 lbs. <input checked="" type="radio"/> 17.6 lbs. <input type="radio"/> Both hammers used	<b>Soil Type</b> <input type="radio"/> CH <input type="radio"/> CL <input checked="" type="radio"/> All other soils
---	--

No. of Blows	Accumulative Penetration (mm)	Type of Hammer
0	0	1
11	150	1
11	300	1
11	460	1
9	610	1
4	760	1
5	910	1
9	1070	1
10	1220	1
7	1370	1
6	1520	1
3	1680	1
3	1830	1
2	1980	1
1	2130	1
2	2290	1
3	2440	1
3	2590	1
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BEARING CAPACITY, psf





# DCP TEST DATA

File Name: 60403

**Project:** Wolcott Mill Metropark

**Location:** 12

**Date:** 21-Dec-19

**Soil Type(s):** Sand and Gravel

**Hammer**

10.1 lbs.

17.6 lbs.

Both hammers used

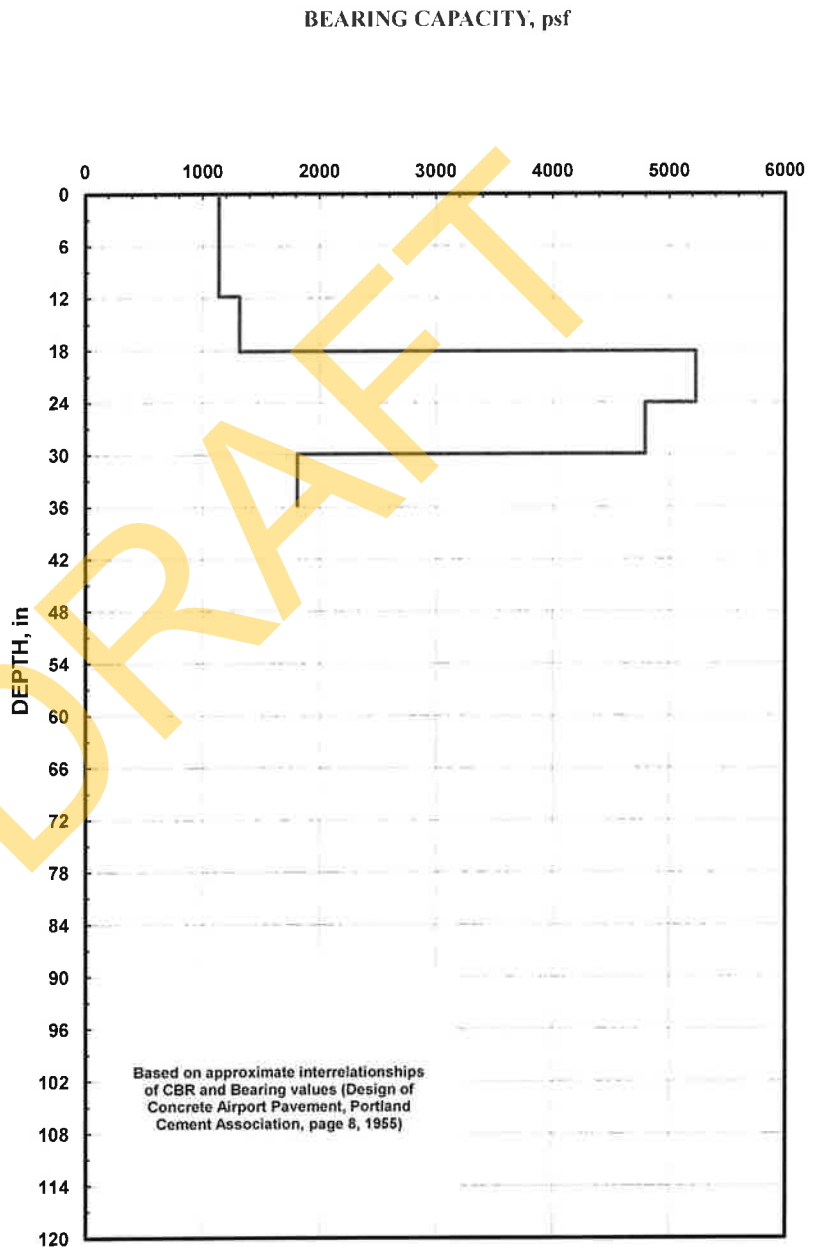
**Soil Type**

CH

CL

All other soils

No. of Blows	Accumulative Penetration (mm)	Type of Hammer
0	0	1
2	150	1
2	300	1
3	460	1
20	610	1
18	760	1
5	910	1
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Photograph #1: Void Under Basement Slab



Photograph #2: Southwest Corner of Original Basement


	Testing Engineers and Consultants, Inc. 1343 Rochester Road Troy, MI 48083	Foundation & Floor Slab Investigation Wolcott Grist Mill Ray Township, Michigan	TEC Project #: 60403	Site Photographs (1 of 5)
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Photograph #3: Near Middle of Newer Basement Addition



Photograph #4: Floor Slab Along East Foundation Wall

	Testing Engineers and Consultants, Inc. 1343 Rochester Road Troy, MI 48083	Foundation & Floor Slab Investigation Wolcott Grist Mill Ray Township, Michigan	TEC Project #: 60403	Site Photographs (2 of 5)
---	--	---	----------------------	------------------------------






Photograph #5: 5.5' Scouring



Photograph #6: 5' Scouring

	Testing Engineers and Consultants, Inc. 1343 Rochester Road Troy, MI 48083	Foundation & Floor Slab Investigation Wolcott Grist Mill Ray Townshp, Michigan	TEC Project #: 60403	Site Photographs (3 of 5)
---	--	--	----------------------	------------------------------






Photograph #7: Crack on South Wall of Headrace




Photograph #8: Crack on North Wall

 <p>Testing Engineers and Consultants, Inc. 1343 Rochester Road Troy, MI 48083</p>	<p>Foundation &amp; Floor Slab Investigation Wolcott Grist Mill Ray Township, Michigan</p>	<p>TEC Project #: 60403</p>	<p>Site Photographs (4 of 5)</p>
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Photograph #9: Ceiling

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 <p>Testing Engineers and Consultants, Inc. 1343 Rochester Road Troy, MI 48083</p>	<p>Foundation &amp; Floor Slab Investigation Wolcott Grist Mill Ray Township, Michigan</p>	<p>TEC Project #: 60403</p>	<p>Site Photographs (5 of 5)</p>
---	--	-----------------------------	--------------------------------------



## Testing Engineers & Consultants, Inc.

1343 Rochester Road • PO Box 249 • Troy, Michigan 48099-0249  
(248) 588-6200 or (313) T-E-S-T-I-N-G •  
Fax (248) 588-6232  
www.testingengineers.com

TEC Report: 60403-001 GPR  
Date Issued: October 3, 2019

Mr. Mike Henkel  
Huron-Clinton Metro Authority  
13000 High Ridge Drive  
Brighton, MI 48114  
Email: mike.henkel@metroparks.com

**Re : Ground Penetrating Radar (GPR) Subsurface Investigation  
Wolcott Mill Foundation and Floor Slab Investigation  
6381 Wolcott Rd.  
Romeo, MI 48065**

Dear Mr. Henkel:

In accordance with your authorization, on the date of October 3, 2019, Testing Engineers & Consultants, Inc. (TEC) has completed a GPR Subsurface Investigation at the Wolcott Mill facility located in Romeo, Michigan.

### **Ground Penetrating Radar (GPR) Subsurface Investigation Methodology**

Ground Penetrating Radar (GPR) technology is a non-destructive testing method that offers the means to detect embedded or hidden objects within the near surface. This non-destructive method uses electromagnetic energy in the microwave band of the radio spectrum and detects the reflected signals from subsurface structures. GPR can be used in a variety of media including concrete, brick, asphalt and soil. GPR can detect objects, changes in material as well as voids and cracks. GPR uses transmitting and receiving antennas. The transmitting antenna radiates short pulses of the high-frequency (usually polarized) radio waves into the surface. When the wavelet hits and embedded object or a boundary with different dielectric constraints the receiving antenna records variations in the reflected return signal.

TEC utilized Geophysical Survey Systems, Inc. (GSSI) GPR equipment including a 2000 MHz transmitting antenna paired with a GSSI 3000 receiving unit. GSSI RADAN data processing software was also utilized for interpretation and processing of GPR scanning results.

### **Scope of Work**

On the date of October 3, 2019, TEC performed a GPR survey at the concrete surface of the basement slab of the Historical Center building. The intent of the survey was to determine the presence and positions of voids beneath the floor slab. The area surveyed included all accessible areas of the basement which was comprised of multiple storage rooms and the main room above the raceway. TEC scanned the floor slab with parallel and transect run directions.

**Testing Engineers & Consultants, Inc.**

Huron-Clinton Metro Authority  
Wolcott Mill Foundation and Slab Investigation  
October 3, 2019  
TEC Report: 60403-001 GPR

There were multiple areas where TEC had identified the presence of possible voids beneath the concrete floor slab. TEC has noted these areas on the attached floor plan. It is worth noting that GPR technology is unable to determine the depth of voids, merely their presence and approximate positioning.

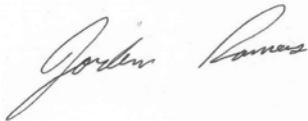
See attached Appendix A, which includes photos of areas of the surveyed area for reference.

See attached Appendix B for a Floor Plan Drawing marked with the positioning of surveyed area and possible void locations.

We appreciate the opportunity to work with you on this project. We look forward to working with you in the future and please do not hesitate to contact us if you have questions or need additional information.

Respectfully submitted,

**TESTING ENGINEERS & CONSULTANTS, INC.**



Jordan E. Ramos  
Senior Engineering Technician



Justin A. Ramos  
Senior Project Manager

JER/RER/ip

cc: Mike Henkel ([mike.henkel@metroparks.com](mailto:mike.henkel@metroparks.com))

Huron-Clinton Metro Authority  
Wolcott Mill Foundation and Slab Investigation  
October 3, 2019  
TEC Report: 60403-001 GPR

## **Appendix A**

Photos

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**Testing Engineers & Consultants, Inc.**

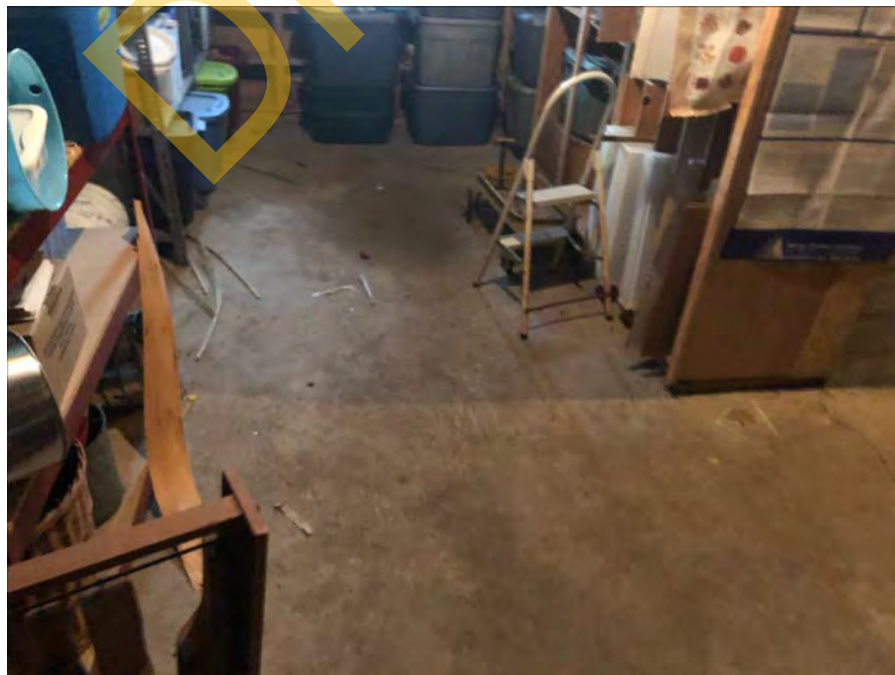
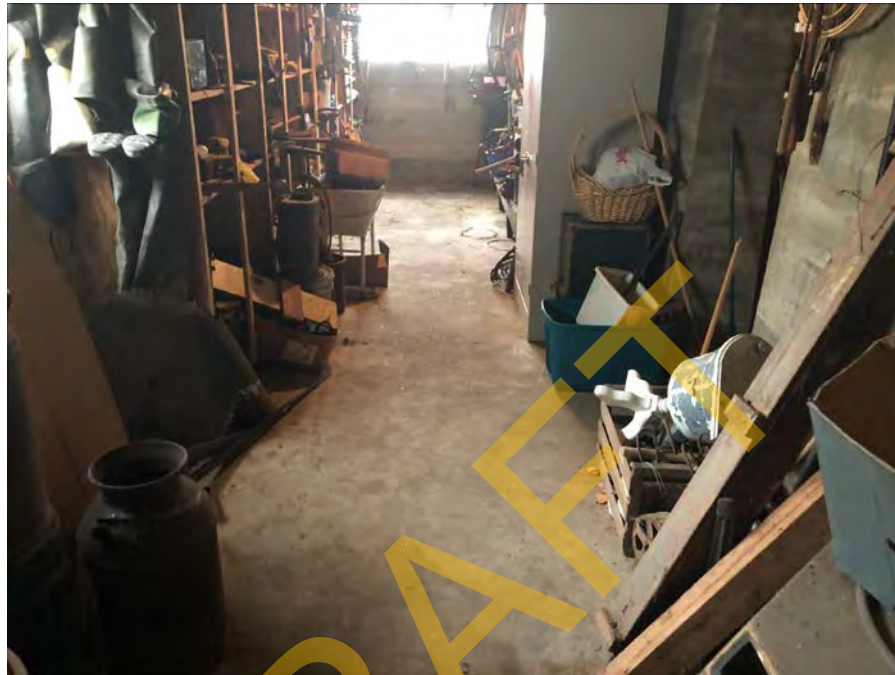
Huron-Clinton Metro Authority  
Wolcott Mill Foundation and Slab Investigation  
October 3, 2019  
TEC Report: 60403-001 GPR





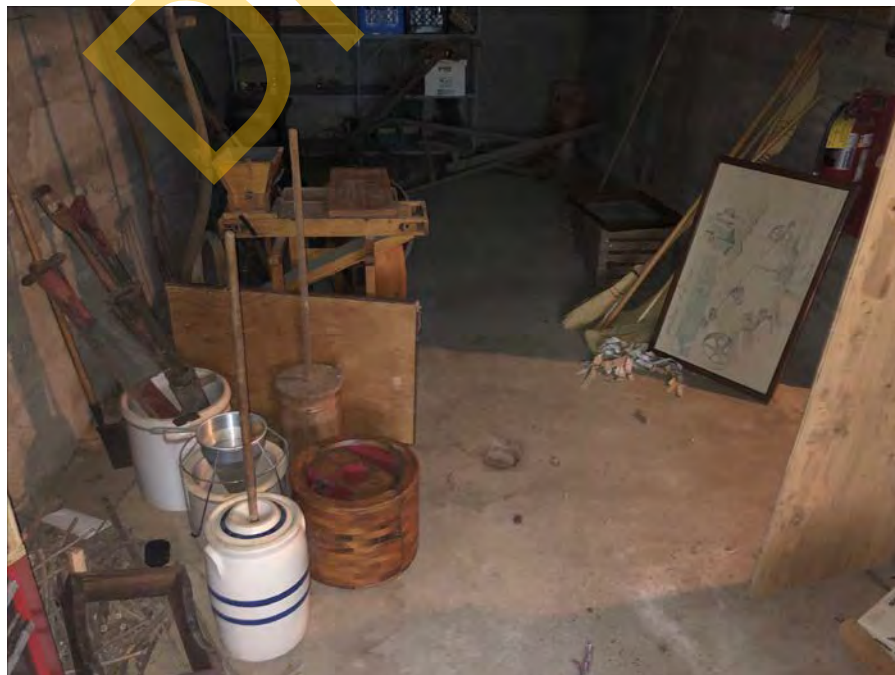
**Testing Engineers & Consultants, Inc.**

Huron-Clinton Metro Authority  
Wolcott Mill Foundation and Slab Investigation  
October 3, 2019  
TEC Report: 60403-001 GPR



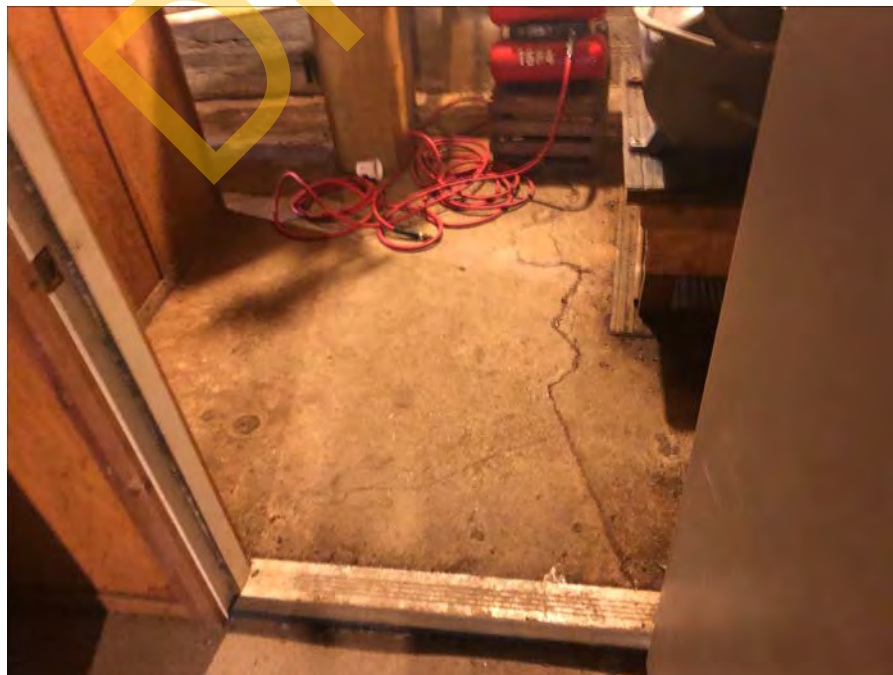
**Testing Engineers & Consultants, Inc.**

Huron-Clinton Metro Authority  
Wolcott Mill Foundation and Slab Investigation  
October 3, 2019  
TEC Report: 60403-001 GPR



**Testing Engineers & Consultants, Inc.**

Huron-Clinton Metro Authority  
Wolcott Mill Foundation and Slab Investigation  
October 3, 2019  
TEC Report: 60403-001 GPR





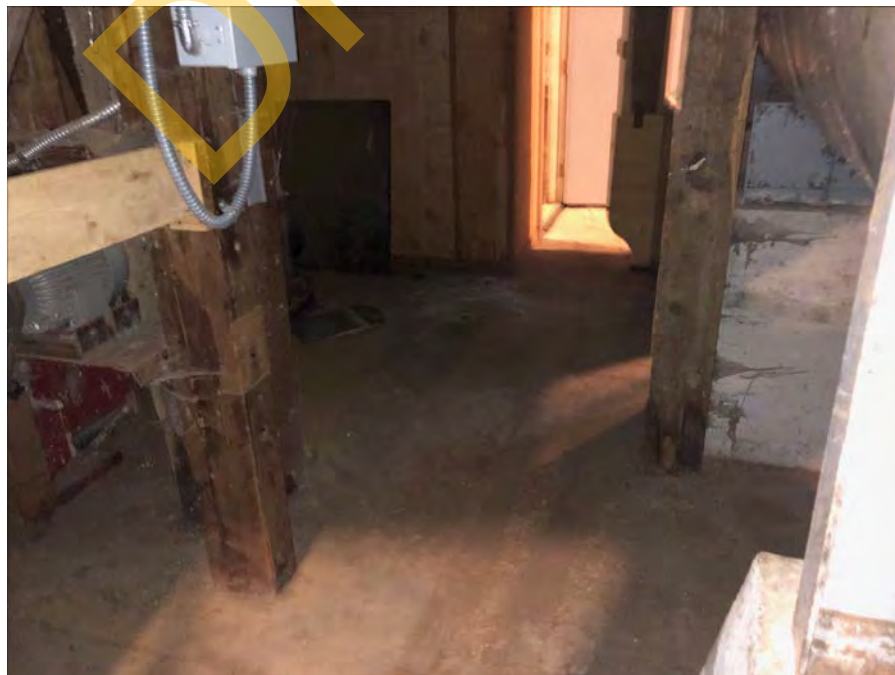
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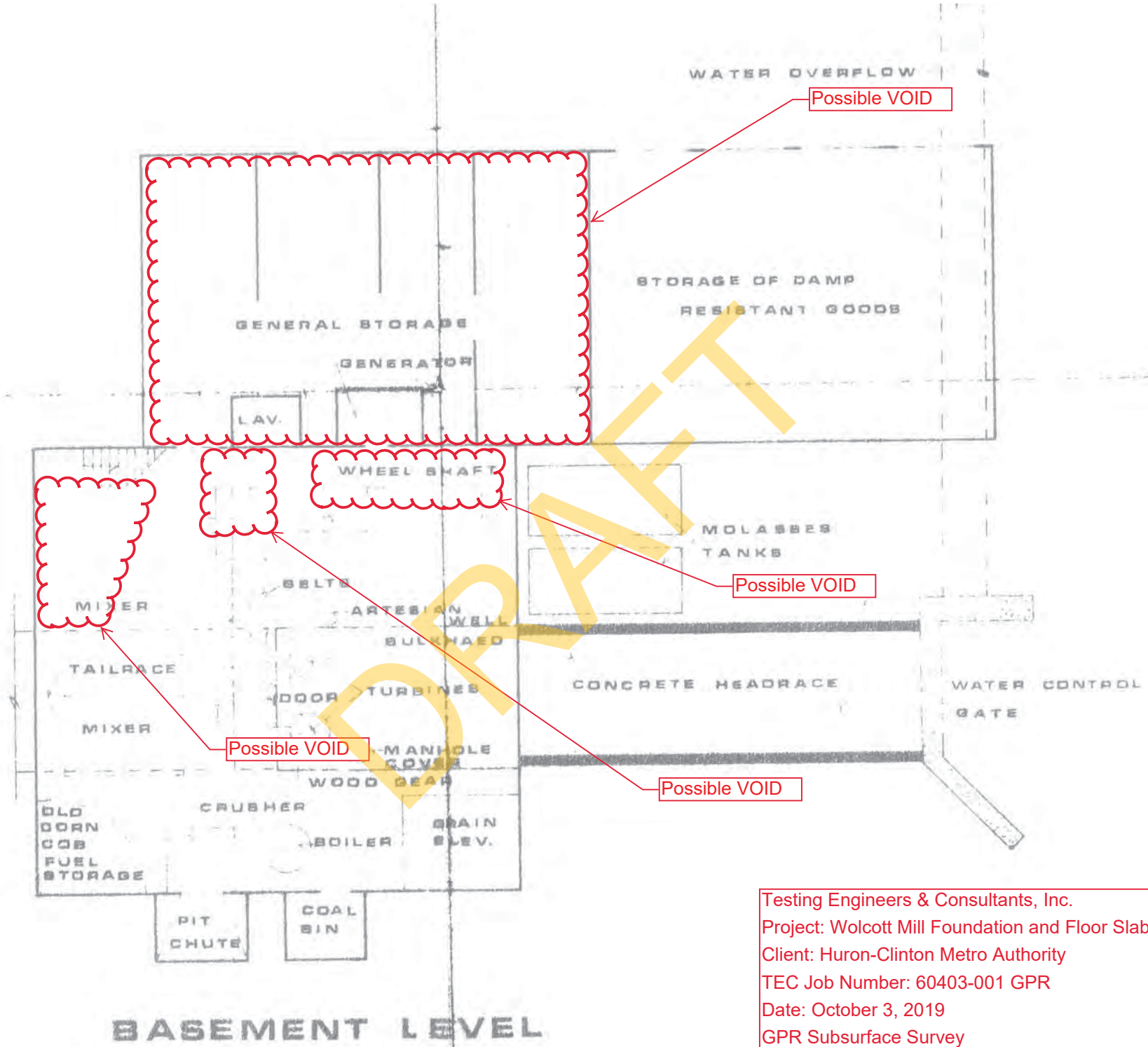
Huron-Clinton Metro Authority  
Wolcott Mill Foundation and Slab Investigation  
October 3, 2019  
TEC Report: 60403-001 GPR



**Testing Engineers & Consultants, Inc.**

Huron-Clinton Metro Authority  
Wolcott Mill Foundation and Slab Investigation  
October 3, 2019  
TEC Report: 60403-001 GPR





Possible VOID

Possible VOID

Possible VOID

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Testing Engineers & Consultants, Inc.  
 Project: Wolcott Mill Foundation and Floor Slab Investigation  
 Client: Huron-Clinton Metro Authority  
 TEC Job Number: 60403-001 GPR  
 Date: October 3, 2019  
 GPR Subsurface Survey

**BASEMENT LEVEL**





United States  
Department of  
Agriculture

**NRCS**

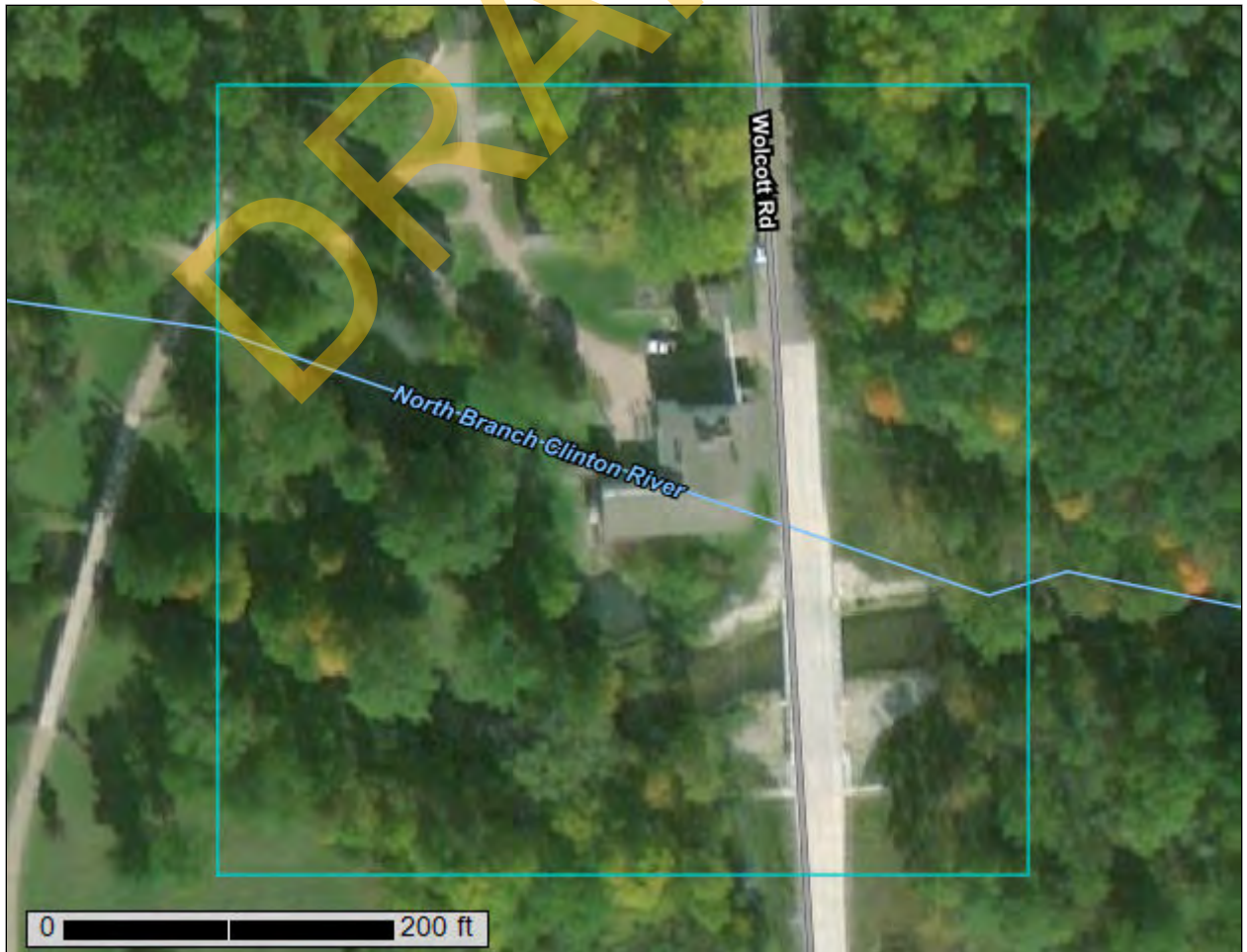
Natural  
Resources  
Conservation  
Service

A product of the National  
Cooperative Soil Survey,  
a joint effort of the United  
States Department of  
Agriculture and other  
Federal agencies, State  
agencies including the  
Agricultural Experiment  
Stations, and local  
participants

# Custom Soil Resource Report for **Macomb County, Michigan**

## Foundation and Floor Slab Investigation

Wolcott Grist Mill  
Wolcott Mill Metropark  
63841 Wolcott Road  
Ray Township, Michigan



# Preface

---

Soil surveys contain information that affects land use planning in survey areas. They highlight soil limitations that affect various land uses and provide information about the properties of the soils in the survey areas. Soil surveys are designed for many different users, including farmers, ranchers, foresters, agronomists, urban planners, community officials, engineers, developers, builders, and home buyers. Also, conservationists, teachers, students, and specialists in recreation, waste disposal, and pollution control can use the surveys to help them understand, protect, or enhance the environment.

Various land use regulations of Federal, State, and local governments may impose special restrictions on land use or land treatment. Soil surveys identify soil properties that are used in making various land use or land treatment decisions. The information is intended to help the land users identify and reduce the effects of soil limitations on various land uses. The landowner or user is responsible for identifying and complying with existing laws and regulations.

Although soil survey information can be used for general farm, local, and wider area planning, onsite investigation is needed to supplement this information in some cases. Examples include soil quality assessments (<http://www.nrcs.usda.gov/wps/portal/nrcs/main/soils/health/>) and certain conservation and engineering applications. For more detailed information, contact your local USDA Service Center (<https://offices.sc.egov.usda.gov/locator/app?agency=nrcs>) or your NRCS State Soil Scientist ([http://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/contactus/?cid=nrcs142p2\\_053951](http://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/contactus/?cid=nrcs142p2_053951)).

Great differences in soil properties can occur within short distances. Some soils are seasonally wet or subject to flooding. Some are too unstable to be used as a foundation for buildings or roads. Clayey or wet soils are poorly suited to use as septic tank absorption fields. A high water table makes a soil poorly suited to basements or underground installations.

The National Cooperative Soil Survey is a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local agencies. The Natural Resources Conservation Service (NRCS) has leadership for the Federal part of the National Cooperative Soil Survey.

Information about soils is updated periodically. Updated information is available through the NRCS Web Soil Survey, the site for official soil survey information.

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# How Soil Surveys Are Made

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Soil surveys are made to provide information about the soils and miscellaneous areas in a specific area. They include a description of the soils and miscellaneous areas and their location on the landscape and tables that show soil properties and limitations affecting various uses. Soil scientists observed the steepness, length, and shape of the slopes; the general pattern of drainage; the kinds of crops and native plants; and the kinds of bedrock. They observed and described many soil profiles. A soil profile is the sequence of natural layers, or horizons, in a soil. The profile extends from the surface down into the unconsolidated material in which the soil formed or from the surface down to bedrock. The unconsolidated material is devoid of roots and other living organisms and has not been changed by other biological activity.

Currently, soils are mapped according to the boundaries of major land resource areas (MLRAs). MLRAs are geographically associated land resource units that share common characteristics related to physiography, geology, climate, water resources, soils, biological resources, and land uses (USDA, 2006). Soil survey areas typically consist of parts of one or more MLRA.

The soils and miscellaneous areas in a survey area occur in an orderly pattern that is related to the geology, landforms, relief, climate, and natural vegetation of the area. Each kind of soil and miscellaneous area is associated with a particular kind of landform or with a segment of the landform. By observing the soils and miscellaneous areas in the survey area and relating their position to specific segments of the landform, a soil scientist develops a concept, or model, of how they were formed. Thus, during mapping, this model enables the soil scientist to predict with a considerable degree of accuracy the kind of soil or miscellaneous area at a specific location on the landscape.

Commonly, individual soils on the landscape merge into one another as their characteristics gradually change. To construct an accurate soil map, however, soil scientists must determine the boundaries between the soils. They can observe only a limited number of soil profiles. Nevertheless, these observations, supplemented by an understanding of the soil-vegetation-landscape relationship, are sufficient to verify predictions of the kinds of soil in an area and to determine the boundaries.

Soil scientists recorded the characteristics of the soil profiles that they studied. They noted soil color, texture, size and shape of soil aggregates, kind and amount of rock fragments, distribution of plant roots, reaction, and other features that enable them to identify soils. After describing the soils in the survey area and determining their properties, the soil scientists assigned the soils to taxonomic classes (units). Taxonomic classes are concepts. Each taxonomic class has a set of soil characteristics with precisely defined limits. The classes are used as a basis for comparison to classify soils systematically. Soil taxonomy, the system of taxonomic classification used in the United States, is based mainly on the kind and character of soil properties and the arrangement of horizons within the profile. After the soil

## Custom Soil Resource Report

scientists classified and named the soils in the survey area, they compared the individual soils with similar soils in the same taxonomic class in other areas so that they could confirm data and assemble additional data based on experience and research.

The objective of soil mapping is not to delineate pure map unit components; the objective is to separate the landscape into landforms or landform segments that have similar use and management requirements. Each map unit is defined by a unique combination of soil components and/or miscellaneous areas in predictable proportions. Some components may be highly contrasting to the other components of the map unit. The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The delineation of such landforms and landform segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, onsite investigation is needed to define and locate the soils and miscellaneous areas.

Soil scientists make many field observations in the process of producing a soil map. The frequency of observation is dependent upon several factors, including scale of mapping, intensity of mapping, design of map units, complexity of the landscape, and experience of the soil scientist. Observations are made to test and refine the soil-landscape model and predictions and to verify the classification of the soils at specific locations. Once the soil-landscape model is refined, a significantly smaller number of measurements of individual soil properties are made and recorded. These measurements may include field measurements, such as those for color, depth to bedrock, and texture, and laboratory measurements, such as those for content of sand, silt, clay, salt, and other components. Properties of each soil typically vary from one point to another across the landscape.

Observations for map unit components are aggregated to develop ranges of characteristics for the components. The aggregated values are presented. Direct measurements do not exist for every property presented for every map unit component. Values for some properties are estimated from combinations of other properties.

While a soil survey is in progress, samples of some of the soils in the area generally are collected for laboratory analyses and for engineering tests. Soil scientists interpret the data from these analyses and tests as well as the field-observed characteristics and the soil properties to determine the expected behavior of the soils under different uses. Interpretations for all of the soils are field tested through observation of the soils in different uses and under different levels of management. Some interpretations are modified to fit local conditions, and some new interpretations are developed to meet local needs. Data are assembled from other sources, such as research information, production records, and field experience of specialists. For example, data on crop yields under defined levels of management are assembled from farm records and from field or plot experiments on the same kinds of soil.

Predictions about soil behavior are based not only on soil properties but also on such variables as climate and biological activity. Soil conditions are predictable over long periods of time, but they are not predictable from year to year. For example, soil scientists can predict with a fairly high degree of accuracy that a given soil will have a high water table within certain depths in most years, but they cannot predict that a high water table will always be at a specific level in the soil on a specific date.

After soil scientists located and identified the significant natural bodies of soil in the survey area, they drew the boundaries of these bodies on aerial photographs and



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identified each as a specific map unit. Aerial photographs show trees, buildings, fields, roads, and rivers, all of which help in locating boundaries accurately.

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# Soil Map

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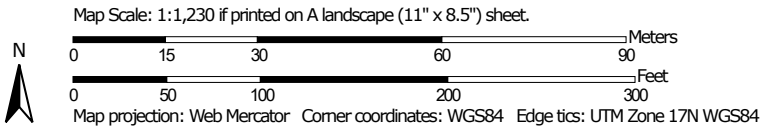
The soil map section includes the soil map for the defined area of interest, a list of soil map units on the map and extent of each map unit, and cartographic symbols displayed on the map. Also presented are various metadata about data used to produce the map, and a description of each soil map unit.

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# Custom Soil Resource Report Soil Map




Soil Map may not be valid at this scale.



### MAP LEGEND

**Area of Interest (AOI)**

 Area of Interest (AOI)




















**Soils**

 Soil Map Unit Polygons

 Soil Map Unit Lines


 Soil Map Unit Points

**Special Point Features**






-  Blowout
-  Borrow Pit
-  Clay Spot
-  Closed Depression
-  Gravel Pit
-  Gravelly Spot
-  Landfill
-  Lava Flow
-  Marsh or swamp
-  Mine or Quarry
-  Miscellaneous Water
-  Perennial Water
-  Rock Outcrop
-  Saline Spot
-  Sandy Spot
-  Severely Eroded Spot
-  Sinkhole
-  Slide or Slip
-  Sodic Spot

-  Spoil Area
-  Stony Spot
-  Very Stony Spot
-  Wet Spot
-  Other
-  Special Line Features

**Water Features**

 Streams and Canals

**Transportation**

-  Rails
-  Interstate Highways
-  US Routes
-  Major Roads
-  Local Roads

**Background**

 Aerial Photography

### MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:20,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
 Web Soil Survey URL:  
 Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Macomb County, Michigan  
 Survey Area Data: Version 16, Sep 16, 2019

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Dec 31, 2009—Mar 4, 2017

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
6975	Boyer loamy sand, 0 to 2 percent slopes	0.0	0.8%
6976	Boyer loamy sand, 2 to 6 percent slopes	0.0	0.0%
697k	Ceresco fine sandy loam	3.4	62.0%
698f	Locke sandy loam, 0 to 2 percent slopes	2.0	37.3%
<b>Totals for Area of Interest</b>		<b>5.4</b>	<b>100.0%</b>

## Map Unit Descriptions

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate

## Custom Soil Resource Report

pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however, onsite investigation is needed to define and locate the soils and miscellaneous areas.

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. Except for differences in texture of the surface layer, all the soils of a series have major horizons that are similar in composition, thickness, and arrangement.

Soils of one series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.



## Macomb County, Michigan

### 6975—Boyer loamy sand, 0 to 2 percent slopes

#### Map Unit Setting

*National map unit symbol:* 6975  
*Elevation:* 590 to 750 feet  
*Mean annual precipitation:* 32 to 33 inches  
*Mean annual air temperature:* 47 to 49 degrees F  
*Frost-free period:* 153 to 192 days  
*Farmland classification:* Farmland of local importance

#### Map Unit Composition

*Boyer and similar soils:* 90 percent  
*Minor components:* 10 percent  
*Estimates are based on observations, descriptions, and transects of the mapunit.*

#### Description of Boyer

##### Setting

*Landform:* Flats on deltas, flats on strand plains, flats on beach ridges  
*Landform position (two-dimensional):* Toeslope, footslope, backslope, shoulder, summit  
*Landform position (three-dimensional):* Rise  
*Down-slope shape:* Linear  
*Across-slope shape:* Convex  
*Parent material:* Sandy and/or loamy over sandy and gravelly glaciofluvial deposits

##### Typical profile

*Ap - 0 to 7 inches:* loamy sand  
*E - 7 to 12 inches:* loamy sand  
*Bw - 12 to 16 inches:* loamy sand  
*Bt1 - 16 to 24 inches:* sandy loam  
*Bt2 - 24 to 30 inches:* gravelly sandy loam  
*Bt3 - 30 to 36 inches:* gravelly sandy loam  
*2C - 36 to 80 inches:* stratified gravel to sand

##### Properties and qualities

*Slope:* 0 to 2 percent  
*Depth to restrictive feature:* More than 80 inches  
*Natural drainage class:* Well drained  
*Runoff class:* Negligible  
*Capacity of the most limiting layer to transmit water (Ksat):* Moderately high to very high (0.60 to 20.00 in/hr)  
*Depth to water table:* More than 80 inches  
*Frequency of flooding:* None  
*Frequency of ponding:* None  
*Calcium carbonate, maximum in profile:* 25 percent  
*Available water storage in profile:* Low (about 4.8 inches)

##### Interpretive groups

*Land capability classification (irrigated):* None specified  
*Land capability classification (nonirrigated):* 3s  
*Hydrologic Soil Group:* B

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*Ecological site:* Warm Dry Sandy Ridge (F099XY004MI)  
*Hydric soil rating:* No

**Minor Components**

**Spinks**

*Percent of map unit:* 10 percent  
*Landform:* Outwash terraces on till plains  
*Landform position (two-dimensional):* Summit, toeslope, footslope  
*Landform position (three-dimensional):* Rise  
*Down-slope shape:* Linear  
*Across-slope shape:* Convex  
*Hydric soil rating:* No

**6976—Boyer loamy sand, 2 to 6 percent slopes**

**Map Unit Setting**

*National map unit symbol:* 6976  
*Elevation:* 590 to 810 feet  
*Mean annual precipitation:* 32 to 33 inches  
*Mean annual air temperature:* 47 to 49 degrees F  
*Frost-free period:* 153 to 192 days  
*Farmland classification:* Farmland of local importance

**Map Unit Composition**

*Boyer and similar soils:* 90 percent  
*Minor components:* 10 percent  
*Estimates are based on observations, descriptions, and transects of the mapunit.*

**Description of Boyer**

**Setting**

*Landform:* Ridges on strand plains, ridges on beach ridges, ridges on deltas  
*Landform position (two-dimensional):* Toeslope, footslope, backslope, shoulder, summit  
*Landform position (three-dimensional):* Rise  
*Down-slope shape:* Linear  
*Across-slope shape:* Convex  
*Parent material:* Sandy and/or loamy over sandy and gravelly glaciofluvial deposits

**Typical profile**

*Ap - 0 to 7 inches:* loamy sand  
*E - 7 to 12 inches:* loamy sand  
*Bw - 12 to 16 inches:* loamy sand  
*Bt1 - 16 to 24 inches:* sandy loam  
*Bt2 - 24 to 30 inches:* gravelly sandy loam  
*Bt3 - 30 to 36 inches:* gravelly sandy loam  
*2C - 36 to 80 inches:* stratified gravel to sand

**Properties and qualities**

*Slope:* 2 to 6 percent  
*Depth to restrictive feature:* More than 80 inches  
*Natural drainage class:* Well drained  
*Runoff class:* Very low  
*Capacity of the most limiting layer to transmit water (Ksat):* Moderately high to very high (0.60 to 20.00 in/hr)  
*Depth to water table:* More than 80 inches  
*Frequency of flooding:* None  
*Frequency of ponding:* None  
*Calcium carbonate, maximum in profile:* 25 percent  
*Available water storage in profile:* Low (about 4.8 inches)

**Interpretive groups**

*Land capability classification (irrigated):* None specified  
*Land capability classification (nonirrigated):* 3s  
*Hydrologic Soil Group:* B  
*Ecological site:* Warm Dry Sandy Ridge (F099XY004MI)  
*Hydric soil rating:* No

**Minor Components**

**Spinks**

*Percent of map unit:* 10 percent  
*Landform:* Outwash terraces on till plains  
*Landform position (two-dimensional):* Summit, shoulder, backslope, toeslope, footslope  
*Landform position (three-dimensional):* Rise  
*Down-slope shape:* Linear  
*Across-slope shape:* Convex  
*Hydric soil rating:* No

**697k—Ceresco fine sandy loam**

**Map Unit Setting**

*National map unit symbol:* 697k  
*Elevation:* 580 to 760 feet  
*Mean annual precipitation:* 32 to 33 inches  
*Mean annual air temperature:* 47 to 49 degrees F  
*Frost-free period:* 153 to 192 days  
*Farmland classification:* Prime farmland if protected from flooding or not frequently flooded during the growing season

**Map Unit Composition**

*Ceresco and similar soils:* 90 percent  
*Minor components:* 10 percent  
*Estimates are based on observations, descriptions, and transects of the mapunit.*

## Description of Ceresco

### Setting

*Landform:* Flood plains  
*Landform position (two-dimensional):* Toeslope, footslope  
*Landform position (three-dimensional):* Talf  
*Down-slope shape:* Linear  
*Across-slope shape:* Convex  
*Parent material:* Coarse-loamy alluvium

### Typical profile

*A1 - 0 to 10 inches:* fine sandy loam  
*A2 - 10 to 20 inches:* fine sandy loam  
*C1 - 20 to 29 inches:* fine sandy loam  
*C2 - 29 to 40 inches:* fine sandy loam  
*C3 - 40 to 48 inches:* fine sandy loam  
*C4 - 48 to 80 inches:* sand

### Properties and qualities

*Slope:* 0 to 2 percent  
*Depth to restrictive feature:* More than 80 inches  
*Natural drainage class:* Somewhat poorly drained  
*Runoff class:* Very low  
*Capacity of the most limiting layer to transmit water (Ksat):* Moderately high to high (0.60 to 6.00 in/hr)  
*Depth to water table:* About 6 inches  
*Frequency of flooding:* Frequent  
*Frequency of ponding:* None  
*Calcium carbonate, maximum in profile:* 25 percent  
*Available water storage in profile:* Moderate (about 8.4 inches)

### Interpretive groups

*Land capability classification (irrigated):* None specified  
*Land capability classification (nonirrigated):* 2w  
*Hydrologic Soil Group:* A/D  
*Ecological site:* Wet Floodplain (F099XY009MI)  
*Hydric soil rating:* Yes

## Minor Components

### Cohoctah

*Percent of map unit:* 10 percent  
*Landform:* Depressions on flood plains  
*Landform position (two-dimensional):* Toeslope  
*Landform position (three-dimensional):* Talf  
*Down-slope shape:* Linear  
*Across-slope shape:* Linear  
*Hydric soil rating:* Yes

## 698f—Locke sandy loam, 0 to 2 percent slopes

### Map Unit Setting

*National map unit symbol:* 698f  
*Elevation:* 580 to 820 feet  
*Mean annual precipitation:* 32 to 33 inches  
*Mean annual air temperature:* 47 to 50 degrees F  
*Frost-free period:* 153 to 192 days  
*Farmland classification:* Prime farmland if drained

### Map Unit Composition

*Locke and similar soils:* 90 percent  
*Minor components:* 10 percent  
*Estimates are based on observations, descriptions, and transects of the mapunit.*

### Description of Locke

#### Setting

*Landform:* Till plains  
*Landform position (two-dimensional):* Footslope, toeslope  
*Landform position (three-dimensional):* Rise  
*Down-slope shape:* Linear  
*Across-slope shape:* Convex  
*Parent material:* Fine-loamy till

#### Typical profile

*A - 0 to 8 inches:* sandy loam  
*E - 8 to 12 inches:* sandy loam  
*Bt1 - 12 to 18 inches:* loam  
*Bt2 - 18 to 29 inches:* loam  
*C - 29 to 80 inches:* sandy loam

#### Properties and qualities

*Slope:* 0 to 2 percent  
*Depth to restrictive feature:* More than 80 inches  
*Natural drainage class:* Somewhat poorly drained  
*Runoff class:* Low  
*Capacity of the most limiting layer to transmit water (Ksat):* Moderately high to high (0.20 to 2.00 in/hr)  
*Depth to water table:* About 6 inches  
*Frequency of flooding:* None  
*Frequency of ponding:* None  
*Calcium carbonate, maximum in profile:* 35 percent  
*Available water storage in profile:* Moderate (about 8.3 inches)

#### Interpretive groups

*Land capability classification (irrigated):* None specified  
*Land capability classification (nonirrigated):* 2w  
*Hydrologic Soil Group:* B/D  
*Ecological site:* Lake Plain Flats (F099XY007MI)

*Hydric soil rating:* No

**Minor Components**

**Conover**

*Percent of map unit:* 5 percent

*Landform:* Till plains, moraines

*Landform position (two-dimensional):* Backslope, shoulder, summit, footslope, toeslope

*Landform position (three-dimensional):* Rise

*Down-slope shape:* Linear

*Across-slope shape:* Convex

*Hydric soil rating:* No

**Dryden**

*Percent of map unit:* 5 percent

*Landform:* Till plains, moraines, outwash plains

*Landform position (two-dimensional):* Summit, footslope, toeslope, backslope, shoulder

*Landform position (three-dimensional):* Rise

*Down-slope shape:* Linear

*Across-slope shape:* Convex

*Hydric soil rating:* No

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## Testing Engineers & Consultants, Inc.

Mr. Mike Henkel  
Huron-Clinton Metropolitan Authority  
December 30, 2019

TEC Report: 60403

### SOIL DESCRIPTIONS

In order to provide uniformity throughout our projects, the following nomenclature has been adopted to describe soil characteristics:

#### CONSISTENCY AND RELATIVE DENSITY

COHESIVE SOILS			GRANULAR SOILS	
UNCONFINED COMPRESSIVE STRENGTH, PSF	"N" VALUES	CONSISTENCY	"N" VALUES	RELATIVE DENSITY
Below 500	0 – 2	Very Soft	0 – 4	Very Loose
500 – 1,000	3 – 4	Soft	5 – 10	Loose
1,000 – 2,000	5 – 8	Plastic	11 – 30	Medium Compact
2,000 – 4,000	9 – 15	Firm	31 – 50	Compact
4,000 – 8,000	16 – 30	Stiff	50+	Dense
8,000 – 16,000	31 – 50	Ex. Stiff		
Over 16,000	51+	Hard		

#### Material Types By Particle Size

BOULDERS

COBBLES

GRAVEL

COARSE SAND

MEDIUM SAND

#### ASTM D2487

Stones Over 12" In Diameter

Stones 3" To 12" In Diameter

#4 To 3" Diameter

#10 To #4 Sieves

#40 To #10 Sieves

**Testing Engineers & Consultants, Inc.**

Mr. Mike Henkel  
Huron-Clinton Metropolitan Authority  
December 30, 2019

TEC Report: 60403

**SOIL DESCRIPTIONS (Cont'd)**

**Material Types By Particle Size**

FINE SAND

SILT

CLAY

PEAT

MARL

SWAMP BOTTOM DEPOSITS

**ASTM D2487**

#200 To #40 Sieves

Minus #200 Sieve Material,  
Fairly Non-Plastic, Falls Below  
"A"-Line

Minus #200 Sieve Material Plastic  
Material That Has A Tendency To  
Stick Together, Can Be Rolled  
Into Fine Rods When Moistened;  
Falls Above "A"-Line

Black Organic Material  
Containing Partially Decayed  
Vegetable Matter

Fresh Water Deposits Of Calcium  
Carbonate, Often Containing  
Percentages Of Peat, Clay  
& Fine Sand

Mixtures Of Peat, Marl,  
Vegetation & Fine Sand  
Containing Large Amounts Of  
Decayable Organic Material

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	11,318	14,367	16,631	-32%	\$ 30,654	\$ 66,429	\$ 75,945	-60%
Wolcott Mill	1,127	1,344	1,454	-23%	\$ 632	\$ 528	\$ 932	-32%
Stony Creek	15,670	15,240	18,013	-13%	\$ 97,319	\$ 114,465	\$ 105,218	-8%
Indian Springs	2,492	2,157	2,244	11%	\$ 11,234	\$ 13,060	\$ 13,483	-17%
Kensington	32,658	33,312	31,830	3%	\$ 120,221	\$ 141,122	\$ 136,005	-12%
Huron Meadows	3,301	4,630	4,196	-21%	\$ 8,081	\$ 13,476	\$ 10,541	-23%
Hudson Mills	8,753	8,072	7,399	18%	\$ 2,644	\$ 33,135	\$ 29,796	-91%
Lower Huron/Willow/Oakwoods	26,980	27,354	26,585	1%	\$ 32,144	\$ 33,639	\$ 36,574	-12%
Lake Erie	5,439	6,464	6,343	-14%	\$ 40,915	\$ 38,153	\$ 38,999	5%
<b>Monthly TOTALS</b>	<b>107,738</b>	<b>112,940</b>	<b>114,695</b>	<b>-6%</b>	<b>\$ 343,844</b>	<b>\$ 454,007</b>	<b>\$ 447,492</b>	<b>-23%</b>

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	11,318	14,367	16,631	-32%	\$ 30,654	\$ 66,429	\$ 75,945	-60%
Wolcott Mill	1,127	1,344	1,454	-23%	\$ 632	\$ 528	\$ 932	-32%
Stony Creek	15,670	15,240	18,013	-13%	\$ 97,319	\$ 114,465	\$ 105,218	-8%
Indian Springs	2,492	2,157	2,244	11%	\$ 11,234	\$ 13,060	\$ 13,483	-17%
Kensington	32,658	33,312	31,830	3%	\$ 120,221	\$ 141,122	\$ 136,005	-12%
Huron Meadows	3,301	4,630	4,196	-21%	\$ 8,081	\$ 13,476	\$ 10,541	-23%
Hudson Mills	8,753	8,072	7,399	18%	\$ 2,644	\$ 33,135	\$ 29,796	-91%
Lower Huron/Willow/Oakwoods	26,980	27,354	26,585	1%	\$ 32,144	\$ 33,639	\$ 36,574	-12%
Lake Erie	5,439	6,464	6,343	-14%	\$ 40,915	\$ 38,153	\$ 38,999	5%
<b>Monthly TOTALS</b>	<b>107,738</b>	<b>112,940</b>	<b>114,695</b>	<b>-6%</b>	<b>\$ 343,844</b>	<b>\$ 454,007</b>	<b>\$ 447,492</b>	<b>-23%</b>

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	\$ 161,552	\$ 83,139	\$ 90,130	79%	\$ 161,552	\$ 83,139	\$ 90,130	79%
Wolcott Mill	\$ 9,174	\$ 13,680	\$ 9,519	-4%	\$ 9,174	\$ 13,680	\$ 9,519	-4%
Stony Creek	\$ 127,334	\$ 124,251	\$ 119,514	7%	\$ 127,334	\$ 124,251	\$ 119,514	7%
Indian Springs	\$ 20,970	\$ 15,894	\$ 18,217	15%	\$ 20,970	\$ 15,894	\$ 18,217	15%
Kensington	\$ 142,002	\$ 163,695	\$ 160,107	-11%	\$ 142,002	\$ 163,695	\$ 160,107	-11%
Huron Meadows	\$ 13,353	\$ 23,118	\$ 18,995	-30%	\$ 13,353	\$ 23,118	\$ 18,995	-30%
Hudson Mills	\$ 30,426	\$ 38,051	\$ 35,830	-15%	\$ 30,426	\$ 38,051	\$ 35,830	-15%
Lower Huron/Willow/Oakwoods	\$ 41,638	\$ 49,369	\$ 45,220	-8%	\$ 41,638	\$ 49,369	\$ 45,220	-8%
Lake Erie	\$ 43,136	\$ 39,518	\$ 41,919	3%	\$ 43,136	\$ 39,518	\$ 41,919	3%
<b>Y-T-D TOTALS</b>	<b>\$ 589,584</b>	<b>\$ 550,714</b>	<b>\$ 539,451</b>	<b>9%</b>	<b>\$ 589,584</b>	<b>\$ 550,714</b>	<b>\$ 539,451</b>	<b>9%</b>

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	28,115	30,951	36,098	-22%	298,060	221,070	219,163	36%
Western	47,204	48,171	45,669	3%	206,751	240,758	233,149	-11%
Southern	32,419	33,818	32,928	-2%	84,774	88,887	87,139	-3%

HURON-CLINTON METROPARKS MONTHLY STATISTICS

January, 2020

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	-	\$ -	\$ -	\$ -	-
<b>Total Golf</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>

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	-	\$ -	\$ -	\$ -	-
<b>Total Golf</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>

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	-	\$ 200	\$ -	\$ 133	50%
Lower Huron	0	0	0	-	\$ -	\$ -	\$ -	-
Willow	0	0	0	-	\$ -	\$ -	\$ -	-
Lake Erie	0	0	0	-	\$ -	\$ -	\$ -	-
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>\$ 200</b>	<b>\$ -</b>	<b>\$ 133</b>	<b>50%</b>

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	-	\$ 200	\$ -	\$ 133	50%
Lower Huron	0	0	0	-	\$ -	\$ -	\$ -	-
Willow	0	0	0	-	\$ -	\$ -	\$ -	-
Lake Erie	0	0	0	-	\$ -	\$ -	\$ -	-
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>\$ 200</b>	<b>\$ -</b>	<b>\$ 133</b>	<b>50%</b>



HURON-CLINTON METROPARKS MONTHLY STATISTICS

January, 2020

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
<b>Lake St. Clair</b>								
Welsh Center	4	10	10	-59%	\$ 4,400	\$ 9,225	\$ 7,875	-44%
Shelters	17	15	15	11%	\$ 5,100	\$ 3,350	\$ 3,975	28%
Boat Launches	0	0	0	-	\$ -	\$ -	\$ -	-
Marina	0	0	0	-	\$ -	\$ -	\$ -	-
Mini-Golf	0	0	0	-	\$ -	\$ -	\$ -	-
<b>Wolcott</b>								
Activity Center	8	0	4	100%	\$ 1,500	\$ 3,500	\$ 1,700	-12%
<b>Stony Creek</b>								
Disc Golf Daily	1	0	2	-50%	\$ 2	\$ 15	\$ 11	-82%
Disc Golf Annual	5	20	16	-69%	\$ 300	\$ 900	\$ 818	-63%
Total Disc Golf	6	20	18	-67%	\$ 302	\$ 915	\$ 829	-64%
Shelters	21	17	18	17%	\$ 4,725	\$ 3,825	\$ 4,050	17%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Boat Launches	12	0	0	-	\$ -	\$ -	\$ -	-
<b>Indian Springs</b>								
Shelters	3	1	1	350%	\$ 600	\$ 275	\$ 158	279%
Event Room	4	2	3	50%	\$ 8,800	\$ 2,500	\$ 4,300	105%
<b>Kensington</b>								
Disc Golf Daily	0	5	23	-	\$ -	\$ 15	\$ 68	-
Disc Golf Annual	12	20	18	-35%	\$ 640	\$ 1,140	\$ 1,015	-37%
Total Disc Golf	12	25	41	-71%	\$ 640	\$ 1,155	\$ 1,083	-41%
Shelters	35	23	26	36%	\$ 7,875	\$ 5,175	\$ 6,867	15%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ -	-
<b>Huron Meadows</b>								
Shelters	5	4	3	67%	\$ 1,000	\$ 800	\$ 600	67%
<b>Hudson Mills</b>								
Disc Golf Daily	52	138	131	-60%	\$ 156	\$ 414	\$ 392	-60%
Disc Golf Annual	27	24	27	1%	\$ 1,580	\$ 1,360	\$ 1,453	9%
Total Disc Golf	79	162	157	-50%	\$ 1,736	\$ 1,774	\$ 1,845	-6%
Shelters	2	5	5	-57%	\$ 400	\$ 1,000	\$ 933	-57%
Canoe Rental	0	0	0	-	\$ -	\$ -	\$ 1,572	-
<b>Lower Huron / Willow / Oakwoods</b>								
Disc Golf Daily	39	69	43	-9%	\$ 117	\$ 207	\$ 129	-9%
Disc Golf Annual	2	3	2	-14%	\$ 1,580	\$ 1,360	\$ 520	204%
Total Disc Golf	41	72	45	-10%	\$ 1,697	\$ 1,567	\$ 649	161%
Shelters	31	20	15	111%	\$ 6,600	\$ 4,350	\$ 3,283	101%
<b>Lake Erie</b>								
Shelters	8	4	3	140%	\$ 1,900	\$ 900	\$ 733	159%
Boat Launches	131	149	144	-9%	\$ -	\$ -	\$ -	-
Marina	0	0	0	-	\$ -	\$ -	\$ 35	-

HURON-CLINTON METROPARKS MONTHLY STATISTICS

January, 2020

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
<b>Lake St. Clair</b>								
Welsh Center	4	10	10	-59%	\$ 4,400	\$ 9,225	\$ 7,875	-44%
Shelters	17	15	15	11%	\$ 5,100	\$ 3,350	\$ 3,975	28%
Boat Launches	0	0	0	-	\$ -	\$ -	\$ -	-
Marina	0	0	0	-	\$ -	\$ -	\$ -	-
Mini-Golf	0	0	0	-	\$ -	\$ -	\$ -	-
<b>Wolcott Mill</b>								
Activity Center	8	0	4	100%	\$ 1,500	\$ 3,500	\$ 1,700	-12%
<b>Stony Creek</b>								
Disc Golf Daily	1	0	2	-50%	\$ 2	\$ 15	\$ 11	-82%
Disc Annual	5	20	16	-69%	\$ 300	\$ 900	\$ 818	-63%
Total Disc Golf	6	20	18	-67%	\$ 302	\$ 915	\$ 829	-64%
Shelters	21	17	18	17%	\$ 4,725	\$ 3,825	\$ 4,050	17%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Boat Launches	12	0	0	-	\$ -	\$ -	\$ -	-
<b>Indian Springs</b>								
Shelters	3	1	1	350%	\$ 600	\$ 275	\$ 158	279%
Event Room	4	2	3	50%	\$ 8,800	\$ 2,500	\$ 4,300	105%
<b>Kensington</b>								
Disc Golf Daily	0	5	23	-	\$ -	\$ 15	\$ 68	-
Disc Annual	12	20	18	-35%	\$ 640	\$ 1,140	\$ 1,015	-37%
Total Disc Golf	12	25	41	-71%	\$ 640	\$ 1,155	\$ 1,083	-41%
Shelters	35	23	26	36%	\$ 7,875	\$ 5,175	\$ 6,867	15%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ -	-
<b>Huron Meadows</b>								
Shelters	5	4	3	67%	\$ 1,000	\$ 800	\$ 600	67%
<b>Hudson Mills</b>								
Disc Golf Daily	52	138	131	-60%	\$ 156	\$ 414	\$ 392	-60%
Disc Annual	27	24	27	1%	\$ 1,580	\$ 1,360	\$ 1,453	9%
Total Disc Golf	79	162	157	-50%	\$ 1,736	\$ 1,774	\$ 1,845	-6%
Shelters	2	5	5	-57%	\$ 400	\$ 1,000	\$ 933	-57%
Canoe Rental	0	0	0	-	\$ -	\$ -	\$ 1,572	-
<b>Lower Huron / Willow / Oakwoods</b>								
Disc Golf Daily	39	69	43	-9%	\$ 117	\$ 207	\$ 129	-9%
Disc Annual	2	3	2	-14%	\$ 120	\$ 180	\$ 127	-5%
Total Disc Golf	41	72	45	-10%	\$ 237	\$ 387	\$ 256	-7%
Shelters	31	20	15	111%	\$ 6,600	\$ 4,350	\$ 3,283	101%
<b>Lake Erie</b>								
Shelters	8	4	3	140%	\$ 1,900	\$ 900	\$ 733	159%
Boat Launches	131	149	144	-9%	\$ -	\$ -	\$ -	-
Marina	0	0	0	-	\$ -	\$ -	\$ 35	-

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	\$ 1,127	\$ 323	\$ 709	59%	\$ 1,127	\$ 323	\$ 709	59%
Kensington	\$ 2,483	\$ 1,716	\$ 2,668	-7%	\$ 2,483	\$ 1,716	\$ 2,668	-7%
Huron Meadows	\$ 4,362	\$ 8,842	\$ 7,250	-40%	\$ 4,362	\$ 8,842	\$ 7,250	-40%
Hudson Mills	\$ 690	\$ 1,207	\$ 915	-25%	\$ 690	\$ 1,207	\$ 915	-25%

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
<b>Lake St. Clair</b>								
XC Skiers	0	0	3	-	0	0	3	-
Ice Skaters	0	25	12	-	0	25	12	-
Sledders	0	60	54	-	0	60	54	-
Ice Fishermen	0	331	1,126	-	0	331	1,126	-
<b>Stony Creek</b>								
XC Skiers	250	68	153	64%	250	68	153	64%
Ice Skaters	0	6	27	-	0	6	27	-
Sledders	540	160	363	49%	540	160	363	49%
Ice Fishermen	9	117	163	-94%	9	117	163	-94%
<b>Indian Springs</b>								
XC Skiers	44	13	25	74%	44	13	25	74%
Sledders	118	65	47	151%	118	65	47	151%
<b>Kensington</b>								
XC Skiers	360	302	315	14%	360	302	315	14%
Ice Skaters	0	0	5	-	0	0	5	-
Sledders	523	302	575	-9%	523	302	575	-9%
Ice Fishermen	0	9	56	-	0	9	56	-
<b>Huron Meadows</b>								
XC Skiers	590	1,990	1,420	-58%	590	1,990	1,420	-58%
Ice Fishermen	0	0	1	-	0	0	1	-
<b>Hudson Mills</b>								
XC Skiers	158	418	281	-44%	158	418	281	-44%
<b>Lower Huron</b>								
Ice Skaters	0	0	65	-	0	0	65	-
<b>Willow</b>								
XC Skiers	7	10	10	-32%	7	10	10	-32%
Sledders	110	188	127	-13%	110	188	127	-13%
Ice Fishing	0	0	7	-	0	0	7	-
<b>Lake Erie</b>								
XC Skiers	0	13	14	-	0	13	14	-
Sledders	0	22	20	-	0	22	20	-
Ice Fishing	0	250	449	-	0	250	449	-

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	5,528	3,764	4,328	28%	5,528	3,764	4,328	28%
Wolcott Mill	1,301	1,419	1,229	6%	1,301	1,419	1,229	6%
Wolcott Farm	942	1,011	984	-4%	942	1,011	984	-4%
Stony Creek	11,018	10,399	10,715	3%	11,018	10,399	10,715	3%
Eastern Mobile Center	412	236	388	6%	412	236	388	6%
Indian Springs	2,879	2,170	2,214	30%	2,879	2,170	2,214	30%
Kens NC	14,859	17,027	15,522	-4%	14,859	17,027	15,522	-4%
Kens Farm	6,810	7,434	7,187	-5%	6,810	7,434	7,187	-5%
Western Mobile Center	755	809	742	2%	755	809	742	2%
Hudson Mills	2,504	2,500	2,552	-2%	2,504	2,500	2,552	-2%
Oakwoods	8,059	7,854	8,013	1%	8,059	7,854	8,013	1%
Lake Erie	8,243	8,057	8,422	-2%	8,243	8,057	8,422	-2%
Southern Mobile Center	717	509	568	26%	717	509	568	26%
Totals	64,027	63,189	62,863	2%	64,027	63,189	62,863	2%

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	\$ 2,702	\$ 3,344	\$ 1,582	71%	\$ 2,702	\$ 3,344	\$ 1,582	71%
Wolcott Mill	\$ -	\$ 20	\$ 257	-	\$ -	\$ 20	\$ 257	-
Wolcott Farm	\$ 200	\$ 20	\$ 493	-59%	\$ 200	\$ 20	\$ 493	-59%
Wagon Rides	\$ -	\$ -	\$ 13	-	\$ -	\$ -	\$ 13	-
Livestock/Produce	\$ 3,709	\$ 6,379	\$ 4,039	-8%	\$ 3,709	\$ 6,379	\$ 4,039	-8%
<b>FARM TOTAL</b>	<b>\$ 3,909</b>	<b>\$ 6,399</b>	<b>\$ 4,545</b>	<b>-14%</b>	<b>\$ 3,909</b>	<b>\$ 6,399</b>	<b>\$ 4,545</b>	<b>-14%</b>
Stony Creek	\$ 1,195	\$ 933	\$ 1,300	-8%	\$ 1,195	\$ 933	\$ 1,300	-8%
Eastern Mobile Center	\$ 900	\$ 638	\$ 746	21%	\$ 900	\$ 638	\$ 746	21%
Indian Springs	\$ 336	\$ 59	\$ 207	62%	\$ 336	\$ 59	\$ 207	62%
Kens NC	\$ 1,339	\$ 2,279	\$ 2,167	-38%	\$ 1,339	\$ 2,279	\$ 2,167	-38%
Kens Farm	\$ 957	\$ 876	\$ 2,334	-59%	\$ 957	\$ 876	\$ 2,334	-59%
Wagon Rides	\$ 649	\$ 293	\$ 1,028	-37%	\$ 649	\$ 293	\$ 1,028	-37%
Livestock/Produce	\$ -	\$ 213	\$ 713	-	\$ -	\$ 213	\$ 713	-
<b>FARM TOTAL</b>	<b>\$ 1,606</b>	<b>\$ 1,382</b>	<b>\$ 4,076</b>	<b>-61%</b>	<b>\$ 1,606</b>	<b>\$ 1,382</b>	<b>\$ 4,076</b>	<b>-61%</b>
Western Mobile Center	\$ 1,788	\$ 1,975	\$ 1,981	-10%	\$ 1,788	\$ 1,975	\$ 1,981	-10%
Hudson Mills	\$ 40	\$ 13	\$ 182	-78%	\$ 40	\$ 13	\$ 182	-78%
Oakwoods	\$ 357	\$ 426	\$ 493	-28%	\$ 357	\$ 426	\$ 493	-28%
Lake Erie	\$ 331	\$ 377	\$ 1,858	-82%	\$ 331	\$ 377	\$ 1,858	-82%
Southern Mobile Center	\$ 2,130	\$ 1,300	\$ 1,261	69%	\$ 2,130	\$ 1,300	\$ 1,261	69%
Totals	\$ 16,633	\$ 19,145	\$ 20,656	-19%	\$ 16,633	\$ 19,145	\$ 20,656	-19%

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	22	208	12	199	0	0	9	259
Wolcott Mill	1	2	0	3	0	0	0	0
Wolcott Farm	5	36	3	0	0	0	0	0
Stony Creek	34	1118	16	699	0	0	0	0
Eastern Mobile Center					19	412	13	236
Indian Springs	21	624	6	92	2	44	2	59
Kens NC	37	951	38	804	3	108	3	98
Kens Farm	21	164	17	102	2	136	0	0
Western Mobile Center					35	755	32	809
Hudson Mills	1	4	0	0	0	0	0	0
Oakwoods	10	90	7	71	1	14	0	0
Lake Erie	8	110	11	101	1	14	0	0
Southern Mobile Center					24	717	24	509
<b>Totals</b>	<b>160</b>	<b>3307</b>	<b>110</b>	<b>2071</b>	<b>87</b>	<b>2200</b>	<b>83</b>	<b>1970</b>

BREAKDOWN OF ATTENDANCE	OTHER VISITORS (Non-programs)	
	Current	Previous
Lake St Clair	5,320	3,306
Wolcott Mill	1,299	1,416
Wolcott Farm	906	1,011
Stony Creek	9,900	9,700
Indian Springs	2,211	2,019
Kens NC	13,800	16,125
Kens Farm	6,510	7,332
Hudson Mills	2,500	2,500
Oakwoods	7,955	7,783
Lake Erie	8,119	7,956
<b>Totals</b>	<b>58,520</b>	<b>59,148</b>

"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.