



Welcome to the Howell Nature Center

Community Group Welcome Packet

We took special pride in preparing your lodge(s) for your stay with us, and hope you'll find everything satisfactory.

**If there is anything you need, please call the
Welcome Center at (517) 546-0249 or the
On-Call Phone at (810) 599-0367.**

Have a Spectacular Stay!



Howell Nature Center

1005 Triangle Lake Road · Howell, MI 48843 · (517) 546-0249

Thank you for reserving a lodge at Howell Nature Center! We are pleased that you have chosen to visit our facility. As a non-profit organization, your visit is helping us make a difference for children and wildlife. The information provided is designed to ensure your comfort and make your stay with us a pleasant one. Please do not hesitate to ask for our assistance, as we will strive to accommodate your requests.

During your stay, take time to visit our Camp Store, the Wild Wonders Discovery Park, Memorial Gardens, and Alexandria's Naturescape during our hours of operation, daily 10 AM until 5 PM.

If any problems should occur, please call:

10:00 AM – 5:00 PM: Welcome Center at 517-546-0249

After hours: On-Call Staff at (810) 599-0367

If you have a medical emergency, first contact 911 immediately. See below for the nearest hospital. Following this, direct your group leader to inform a staff member.

Name: St. Joseph Mercy Hospital

Address: 620 Byron Rd, Howell, MI 48843

Phone: (517) 545-6000

Directions:

- From Triangle lake Road, turn left onto County Road D19.
- Drive approximately 6 miles into Howell along Michigan Ave (D19)
- Go to the 4th traffic light in town and turn left onto Grand River Ave.
- Drive 1 mile to Byron road and turn right.
- St. Joseph Mercy Hospital is 1.2 miles on the left.

Thank you.

GENERAL RULES

To help keep you, your campers, and other visitors stay safe.

Health & Safety Guidelines:


- Unless specifically contracted for an HNC Health Officer, groups are responsible for their own emergency medical transportation. See information for St. Joseph Mercy Hospital above. In the event of a life-threatening emergency, please dial 911 and give specific location information for your whereabouts onsite. Afterward, please contact a staff member using the information provided above.
- **Fire Procedures** – Locate fire extinguisher upon arrival. All persons should know the location of all doors, exits, exit signs, and extinguishers. Fire extinguishers are for emergency purposes only. A \$50.00 charge will be assessed for any unlawful/unneeded deployment of a fire extinguisher. Exits are **never** to be blocked and must be kept open.
- Adults are required to be on-site at all times. Campers must be supervised by a designated adult at all times during their stay.
- Program areas such as Waterfront, Archery, High Adventure (zip lines, high ropes, etc.) should only be used under the direct supervision of HNC staff and facilitators, as outlined in your reservation agreement.
- For all groups, HNC advises at least one adult participant to be certified in CPR/AED and First Aid through a recognized provider such as American Red Cross.
- First Aid Kits are available in each lodge, above the fridge in the kitchen of each building.
- There are two AEDs on-site, one located in the back of the property, in the basement of Lakeview Lodge. The other is available at the front of the property in the Welcome Center.
- HNC advises groups leaders to collect the following information about their participants:
 - The names and addresses of all participants
 - Emergency contact names and numbers
 - A list of any known health conditions or allergies or any other restrictions requiring accommodation while on site.
 - For minors without a parent on site, signed permission to seek emergency treatment.
- HNC advises group leaders to keep all medications (both prescription and over-the-counter) under lock except when in controlled possession of the person responsible for administering them.

- HNC advises group leaders to train all staff/chaperones to minimize the potential of any rental group staff being in a one-on-one camper-personnel situation when out of sight of others. This includes, but is not limited to, during restroom and shower periods, healthcare settings, and/or the need for staff-camper one-on-one conversations. We encourage the use of the “buddy system” so that there are at least three participants in every situation.
- No one should be in your building that does not belong to your group, with the exception of HNC staff. All staff should be wearing a Howell Nature Center shirt and name badge. If your group sees anyone suspicious on the grounds or in buildings, please contact a staff member immediately using the on-call phone number above. In accordance with this, we ask that you do not go within 30 yards of any buildings on site that your group has not rented.
- In the case of a weather emergency, please stay inside your lodge until the weather clears. In the case of a severe storm or tornado, bathrooms are the safest locations in each lodge, with the exception of Lakeview and Knoll Lodges. For Lakeview Lodge, please use the door in the kitchen to access the basement. For Knoll Lodge, use the staff-only door next to Room 4 to access the basement. If you have any concerns, contact the on-call phone.
- Howell Nature Center is located on over 230 acres of beautiful scenic nature. For your own safety, please stay on marked trails.
- HNC recommends that groups follow the ACA recommended ratios for supervision:

<i>Camper Age</i>	<i>Adult to Camper Ratio (Overnight)</i>	<i>Adult to Camper Ratio (Day)</i>
5 Years and Under	1:5	1:6
6-8 Years	1:6	1:8
9-14 Years	1:8	1:10
15-18 Years	1:10	1:12

Facility & Program Guidelines:

- The buildings will be open upon your arrival and a Howell Nature Center Staff Representative will check in with your group shortly after your arrival. Groups may not access their lodge until their scheduled arrival time.
- Groups may use only the building(s) reserved for them. Please be courteous to other groups who may be sharing common program areas.
- Program equipment such as bows, arrows, helmets, fishing rods, etc. are provided by HNC and must be used during any of our facilitated programs. Personal equipment and possessions such as electronics and sports equipment are the responsibility of the participant and HNC is not responsible for any lost/stolen items.
- Personal vehicles are permitted and must remain on the main camp roads and/or in designated parking areas at all times. Vehicles are not permitted in program areas or off-roading at any time. HNC is not liable for any damages to personal vehicles while on site.
- Domestic animals/pets are prohibited during your stay.
- For the safety of our campers and animals, Howell Nature Center is a non-smoking facility. Please refrain from smoking in any building, on trails, at the ropes courses, or in animal areas. Smoking is only permitted in designated outside areas or inside your personal vehicle.
- Groups are held responsible for the destruction/defacement of property. Please do not attach or affix any items such as posters, flyers, etc. to walls to protect/preserve the drywall. Additional charges may apply at the discretion of a Director for any damages that occur during your stay.
- Trees, plants, flowers, animals, fish, frogs, and birds are abundant in the Nature Center and must not be removed from their natural habitat. Please observe wildlife from a safe distance.
- Campfires of moderate size may be built in the designated campfire locations only. All fires must be thoroughly extinguished. Unfortunately, campfires are prohibited on “High Fire Alert” days and must be enforced. Group leaders are held personally liable for costs involved in extinguishing uncontrolled fires as well as resultant damages.
- Each lodge has a supply of firewood for the group’s use. Cutting your own firewood is **STRICTLY PROHIBITED**. If you need firewood, please contact us using the information provided above.
- The waterfront is only available when scheduled through the Reservations Team prior to your arrival. This includes the use of fishing areas, swimming areas, AquaToy, and boats.

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- The obstacle courses and high adventure areas (zip-lining, rock tower, etc.) are **OFF LIMITS**. These programs are set up in advance by reservation only and accompaniment is mandatory by Certified Staff.
 - Using or carrying firearms, edged weapons, explosives, fireworks, and controlled substances while on the Nature Center's property is **ABSOLUTELY PROHIBITED**.
 - A departure clean-up checklist is in each building. Please use this as a guideline for your group's clean-up procedures. A \$40.00 clean-up fee may be charged if necessary. Assessment will be at the discretion of the Director.
 - **Alcohol Policy**
 - Adults 21+ and older may consume alcohol that they bring with them in moderation.
 - All State laws including underage drinking, intoxication, etc. will be enforced.
 - When consuming alcohol, it is asked that it be done either inside the building or on the deck of the building which is rented.
 - Absolutely no alcohol is allowed at the waterfront, in watercraft, or program areas.
 - The Howell Nature Center reserves the right to ask guests to leave if the above rules are violated and if the guest's actions interfere with other guests or neighbors.
 - There is a 10:00 pm outside quiet time that will be observed. After 10:00 pm guests are still allowed outside but will converse quietly with no loud music, conversation, etc.
 - Failure to comply with any or all rules/policies outlined above may result in individuals being asked to leave the property.

<p>GRINDLEY LODGE WIFI Password tinyjungle754</p> <p><u>Thermostat</u> – Located on the wall in common room by the entry doorway.</p> <p><u>Fireplace</u> – The switch on the wall turns fireplace on/off</p> <p><u>Sidewalk Salt</u> – Located in bin on the deck and/or front porch.</p> <p><u>Water</u> – Let the faucets run several minutes to allow for hot water.</p> <p><u>Water Cooler</u> – 5 gallon bottles are in the maintenance room.</p>	<p>KNOLL LODGE WIFI Password knoll2015</p> <p><u>Thermostat</u> – One is located in the common room. The two for the bunkrooms are located in the maintenance room over the freezer. (Should be set to “Auto” with “Fan” on.</p> <p><u>Fireplace</u> – Firewood is located on the deck with matches stored in the kitchen.</p> <p><u>Water Cooler</u> – 5 gallon bottles are in the maintenance room</p> <p><u>Room 9</u> - This room is reserved for HNC staff and storage, and is unavailable to guests without prior arrangement.</p>
<p>LAKEVIEW LODGE WIFI Password lakeview2015</p> <p><u>Thermostat</u> – Located is small dining area beside the doorway and in large common area.</p> <p><u>Fireplace</u> – Firewood is located beside the deck and matches are in the kitchen.</p> <p><u>Water Cooler</u> – 5 gallon bottles are in the maintenance room</p> <p><u>Lights</u> – If the lights in the large bunkroom are not operative, use the switch beside other entry door.</p>	<p>WILDWINGS LODGE WIFI Password ba94a62c</p> <p><u>Thermostat</u> – Located in common room beside the closet.</p> <p><u>Fireplace</u> – Firewood is located outside the main door and matches are in the kitchen. *When using the fireplace, please be aware that the thermostat is located in the common room and might cause the bunkrooms to be cooler than normal.</p> <p><u>Water Cooler</u> – 5 gallon bottles are in the furnace room</p> <p><u>Lights</u> – If the lights in the common room do not turn on, use switch beside other exit door.</p> <p><u>Sidewalk Salt</u> – Located in bin on the deck.</p>
<p>WOODLAND LODGE WIFI Password woodland2015</p> <p><u>Thermostat</u> – Located in the common room beside the kitchen door.</p> <p><u>Fireplace</u> – Pull lower panel down and flip switch to light fireplace or turn off. *When using the fireplace, please be aware that the thermostat is located in the common room and might cause the bunkrooms to be cooler than normal.</p> <p><u>Water Cooler</u> – 5 gallon bottles are in the maintenance room</p> <p><u>Sidewalk Salt</u> – Located in bin on the deck.</p>	<p>SNOWSHOE LODGE No wireless internet at this time</p> <p><u>Thermostat</u> – Located in the hallway between the two rooms as you enter.</p> <p><u>Water Cooler</u> – 5 gallon bottles are in the maintenance room</p> <p><u>Sidewalk Salt</u> – Located in bin on the deck.</p>

The following is a basic guide to area shopping and restaurants.

Gas/Convenience Store – Shell Service Station

Turn right onto Triangle Lake Road from the Nature Center and follow it to the first stop sign. Turn right onto D-19. Follow County Road D19 approximately 1 mile to Schafer Road to the Shell Station located at the far right-hand corner of D19 and Schaffer Road.

Grocery Store – Busch's Foods

Turn right onto Triangle Lake Road from the Nature Center and follow it to the first stop sign. Turn right onto D-19. Drive approximately 5 miles to the intersection of M36 and D19, turn left onto M36. Busch's is about ½ mile on your left.

Restaurants and Fast Food

Wendy's & McDonald's – Pinckney (734) 878-9400

From the Nature Center, turn right onto Triangle Lake Road, follow to the stop sign and turn right onto County Road D19. Drive approximately 5 miles to the intersection of M36 and D19, turn left onto M36, Wendy's and McDonald's will be on your right.

Subway – Pinckney (734) 878-1515

From the Nature Center, turn right onto Triangle Lake Road, follow to the stop sign and turn right onto County Road D19. Drive approximately 5 miles to the intersection of M36 and D19, turn right onto M36. Subway is located ½ mile down in a Sunoco Service Station on your right.

B-Line Bar & Grill – (517) 546-9122

From the Nature Center, turn right onto Triangle Lake Road, follow to the stop sign and turn right onto County Road D19. Drive about 1 mile, the B-Line is located on your right. The pizza is good and will deliver for a fee.

Miscellaneous

There are many restaurants and fast-food establishments located in Howell. Wal-Mart, Home Depot, and Lowes are located on Grand River Ave in Howell. Most businesses are located along Grand River Avenue east of town. Turn left off Triangle Road onto County Road D19. Drive 5-6 miles into Howell; turn right onto Grand River Ave. Most restaurants are located 2-3 miles east.

Tanger Outlet Mall – (Previously Kensington Valley Outlet mall)

From the Nature Center, turn right onto Triangle Lake Road, follow to the stop sign and turn left onto County Road D19. Drive approximately 5 miles to the third traffic light (I-96). Take the westbound ramp onto I-96 and follow to the next exit, turn right and at the traffic light, turn left into the Outlet Mall.