

ADVANCED AGENDA
Huron-Clinton Metropolitan Authority
Board of Commissioners Meeting
December 9, 2010, 10:30 a.m.
Administrative Office

1. Chairman's Statement
2. Public Participation
3. Minutes – November 11, 2010
4. Financial Statements – November 2010
5. Vouchers – November 2010
6. Purchases **(pg. 1)**
7. 2011 Budget Approval and Resolution **(pg. 7)**
8. Reports
 - A. Metro Beach
 1. Agreement – Path Maintenance, Clinton Twp. **(pg. 39)**
 - B. Kensington
 1. Bids – Replace Roof, Farm Center Barn and Classroom **(pg. 43)**
 - C. Hudson Mills
 1. Hike-bike Trail MNRTF Grant Application **(pg. 45)**
 - D. Lake Erie
 1. Bids – Dredge Spoil Pile Removal **(pg. 47)**
 - E. Administrative Office
 1. 2010 HCMA Tax Levy Adjustments **(pg. 49)**
 2. Update – Marketing Director **(pg. 57)**
 3. Update – Strategic Plan **(pg. 65)**
 4. Pilot Privatization Project – Maintenance of a Metroparks golf course **(pg. 67)**
 5. FOIA Coordinator Appointment **(pg. 69)**
 6. Donations
 - a. Regular Donations **(pg. 71)**
 - b. Donations to Huron-Clinton Metroparks Foundation **(pg. 72)**
 7. Legislative Consultant Contract **(pg. 73)**
 8. Legislative Report **(pg. 77)**
9. Director's comments
10. Commissioners' comments
11. Motion to adjourn

The next regular Board of Commissioners meeting will be held on Thursday, Jan. 13, 2011 at 10:30am, at the Administrative Office.

**HURON-CLINTON METROPOLITAN AUTHORITY**

To: Board of Commissioners
From: Scott W. Michael, Purchasing Manager
Project No: RFP-10-001
Project Title: Alarm System Monitoring
Location: All locations
Date: December 9, 2010

Bids Opened: Tuesday, Aug. 31, 2010 at 2:00pm

Scope of Work: Monitor, provide annual maintenance and inspections to our security systems incorporated at the various Metropark offices and facilities for a five year period. The work will involve upgrading our existing alarm panels and keypads to equipment that will be Internet Protocol (IP) compatible.

The subject solicitation was issued on June 8, 2010 for the monitoring, maintaining and inspecting of security systems at the Metroparks. The RFP was posted on the MITN web site and sent to 241 registered suppliers. A mandatory pre-proposal meeting was held with interested suppliers to discuss proposal in length and criteria that would be used to evaluate the proposals. A site visit to all facilities was included as a mandatory requirement for bidders.

Proposals were due on August 31, 2010. Proposals were received from four firms, Habitec Security, Toledo, OH; Audio Sentry, Fraser, MI; Vigilante Security, Lathrup Village, MI and Security Design, Livonia, MI. The proposal copies were delivered to the following evaluation committee members:

Ron Smith, Buyer

Richard Sobecki, Park Superintendent

Anne Loncar, Golf Course Superintendent

William Rose, Operations Administrator

Nolan Clark, Information Systems Manager

Additional copies were delivered to George Phifer, Executive Secretary/Chief of Police and Scott Michael, Purchasing Manager.

The evaluation committee met to discuss the relative strengths and weaknesses of the proposals with regard to the evaluation criteria set forth in the solicitation. Each proposer was presented an overview of their proposal to the committee. Following discussions and several clarification requests, the committee scored the proposals. Representatives of the evaluation committee toured several central monitoring stations. Following discussions and analysis, the committee clearly felt that the Vigilante Security proposal was the most suitable to our operation.

I have reviewed the proposals and follow-up documentation from the Offeror's, and attended meetings associated with this solicitation. I concur completely with the evaluation committee's Responses to the RFP were evaluated based upon the Proposers current ability to provide the highest level of service and quality product that meets the requirements and goals of the RFP and the needs of the Huron Clinton Metropolitan Authority.

Evaluation criteria included:

- A. COMPANY INFORMATION
 - 1. Capabilities
 - 2. Prior experience
 - 3. Staffing and sub-contractors
 - 4. Recycling/environmental awareness
 - 5. References (3)
- B. PRODUCT QUALITY
 - 1. Specifications
 - 2. Research and product development
 - 3. Quality assurance program
 - 4. Warranty/service
- C. SERVICE
 - 1. Ordering/Customer service
 - 2. Training
 - 3. Reporting
 - 4. Special programs
- D. DELIVERY
 - 1. Ability to meet delivery requirements as stated
- E. PRICE

	Total Upgrade Cost	Total Annual Monitoring Fee	Total Annual Maintenance/ Service Fee	Total Annual Inspection Fee	Annual Recurring Charges	5-YR Contract Value W/O Equipment Upgrades
VIGILANTE vista 21IP	\$21,900.00	\$19,200.00	\$19,625.00	\$6,000.00	\$44,825.00	\$224,125.00
SECURITY DESIGN*	n/a	\$11,532.00	\$7,700.00	\$6,125.00	\$25,357.00	\$126,785.00
AUDIO SENTRY	\$24,963.25	\$23,233.80	\$12,635.00	\$12,635.00	\$48,503.80	\$242,519.00
HABITEC Vista 21IP	\$32,675.00	\$15,300.00	\$9,984.00	\$12,852.00	\$38,136.00	\$190,680.00

*NOTES: Proposal from Security Design did not include pricing to upgrade all equipment to IP compatible. Security Design has a small staff of technicians/installers; which did not meet criteria for this size project.

Vigilante Security is located in Michigan, and operates their own Michigan based central monitoring station.

Recommendation: That the Board of Commissioners award RFP-10-001 to the recommended, responsive, responsible bidder, Vigilante Security, Inc. for a five-year contract period for the annual monitoring, maintenance and inspection of alarm systems in an estimated annual amount of \$44,825.00; and the replacement of equipment as required to stay compatible with telephone systems within the parks for an estimated total of \$21,900.00, as prepared by Janice Schlitters, Food Service Administrator and recommended by Scott Michael, Purchasing Manager and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria VanRooijen, Buyer
 Project No: ITB-10-037A
 Project Title: Park Brochures
 Location: All Metroparks
 Date: December 9, 2010

Bids Opened: Thursday, Nov. 18, 2010 at 2:00 pm

Scope of Work: Print, furnish and deliver a total of 635,000 Metropark park brochures, on recycled paper in accordance with specifications and delivery schedule.

VENDOR	CITY	AMOUNT
Printwell, Inc.	Taylor	\$35,715.74
Allegra-Wixom (Alternate)*	Wixom	\$35,758.00
Dearborn Lithograph, Inc.	Livonia	\$37,394.00
Allegra-Wixom	Wixom	\$37,777.00
Select Graphics Corporation	Warren	\$37,893.00
The EGT Group, Inc.	Madison Heights	\$38,656.89
Accuform Printing and Graphics	Detroit	\$39,997.00
White Pine Inc.	Ann Arbor	\$45,000.00
Advance Print and Graphics	Ann Arbor	\$45,720.00
Johnston Lithograph (Alternate)	Taylor	\$46,833.00
Johnston Lithograph	Taylor	\$47,539.00
Independent Newspaper	Mount Clemens	\$53,100.00
Bruce Communications Solutions	Sterling Heights	\$55,899.69
Crystal Clear Images	Detroit	\$61,972.70

*The alternate bid by Allegra-Wixom does not meet specifications because the paper is not recycled.

INVITATION FOR BIDS WERE POSTED ON MICHIGAN INTER GOVERNMENTAL WEBSITE AND WAS SENT TO 145 REGISTERED SUPPLIERS.

Recommendation: That the Board of Commissioners award ITB No.10-037A to the low responsive, responsible bidder, Printwell, Inc. in the amount of \$35,715.74 as recommended by Maria van Rooijen, Buyer and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria VanRooijen, Buyer
 Project No: ITB-10-036A
 Project Title: ShoreTel Phone Equipment
 Location: Administrative Office
 Date: December 9, 2010

Bids Opened: Monday, Nov. 22, 2010 at 2:00 p.m.

Scope of Work: To furnish, deliver and install new phone equipment, 38 phones, two (2) switches and software using ShoreTel phone equipment, and provide maintenance service for the system. This system will enable the Administrative Office to handle the new phone line technology and to better communicate with the entire Metropark phone system.

Currently three parks are using ShoreTel phone equipment. Over the next year, the balance of parks are expected to be converted to ShoreTel phone systems.

With Board approval for this purchase, HCMA will need to purchase the balance of the ShoreTel phone systems from the low recommended bidder, Ultracom, Inc. due to purchasing policies from ShoreTel. The Metroparks cannot buy direct from ShoreTel and the same vendor must be used for purchases as well as equipment maintenance. The future purchases will be presented to the Board at a later date.

VENDOR	CITY	AMOUNT
Ultracom, Inc.	Southfield, Michigan	\$21,244.72
AmeriNet	Ann Arbor, Michigan	\$23,643.25

INVITATION FOR BIDS WERE POSTED ON MICHIGAN INTER GOVERNMENTAL WEBSITE AND WAS SENT TO 339 REGISTERED SUPPLIERS.

Recommendation: That the Board of Commissioners award ITB-10-036A to the low responsive, responsible bidder, Ultracom, Inc. in the amount of \$21,244.72 as recommended by Maria van Rooijen, Buyer and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: David C. Moilanen, Director
Subject: 2011 Budget Approval

After several months of intense effort by staff at all levels in all departments and parks, and especially by Controller Dave Wahl and his Accounting Department staff, I am pleased to submit the 2011 budget for the Metroparks system. The budget is balanced at \$73.5 million, \$1 million less than the system's 2010 budget. Developing a reduced budget is challenging, but this proposed budget maintains operations and security at the level Metroparks visitors expect, as well as provides capital improvement and major maintenance funding at levels that will maintain the quality of the Metroparks infrastructure. It also reflects the need to control costs of operations so as to stay in balance with declining property tax revenues.

Especially remarkable in this proposed budget is the fact that in spite of a projected decline in the five-county net property tax revenues of approximately \$3.25 million to \$31.35 million, and a slight decrease in park operating revenue from \$14.5 million estimated actual for 2010 to \$14.383 million in 2011, the Reserve for Future Contingencies is projected to grow from \$12 million in 2010 to \$16.1 million in 2011. This will allow the Metroparks to absorb expected significant tax declines for at least another couple years while allowing us to make the long term changes in the size and structure of the organization that are needed to ensure the Metroparks long-term financial sustainability.

The proposed budget is in line with the basic objectives iterated in the updated Five-Year Plan presented to the Board in May 2010: (1) to maintain park services, quality maintenance and secure parks; (2) to defer more capital improvement projects; and (3) to build the Authority's Reserve for Future Contingencies account.

Capital improvement is budgeted at \$6.927 million, and major maintenance is budgeted at \$2.438 million, which will fund 45 capital improvement projects and 78 major maintenance projects. In keeping with the emphasis of the Five-Year Plan, heavy attention has been placed on renovation, rehabilitation and replacement of outdated facilities in the older Metroparks, as well as repair and maintenance of facilities that are still within their useful life. Equipment has been pared considerably to \$1.114 million for 2011 from \$2.388 million in 2010. Equipment is being kept in service longer and no new fleet of golf cars or any police and staff cars are budgeted for next year.

The accompanying budget message and documents further explain in detail these and other items of the 2011 budget. Controller Wahl and I are prepared to answer or clarify any questions that you may have.

RECOMMENDATION: That the Board of Commissioners approve the 2011 budget following the budget hearing with the attached resolution as required by the Uniform Budget Act, as presented by Controller Wahl and Director Moilanen and made by staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
David C. Moilanen, Director
From: David L. Wahl, Controller
Subject: Recommended 2011 Budget
Date: December 9, 2010

The 2011 budget plan is recommended for consideration by the Board of Commissioners at \$73.5 million, nearly the same level as 2010's Budget of \$74.5 million. The preliminary 2011 Budget figures that were reviewed with the Board of Commissioners at the November Board meeting are now finalized. The final numbers are all in line with the previously reviewed preliminary 2011 Budget numbers. There were no significant changes.

Staff endorses these figures and feels that the numbers in the 2011 Budget represent realistic and attainable revenue and expenditure targets. This budget document meets the mandates of the State of Michigan's Uniform Budget Act.

At the May 2010 Board meeting, Staff presented an update to the 2009 revised Five-Year Plan. This update was necessary since the property tax declines were greater than originally projected. The basic objectives of the updated Five-Year Plan remained the same as in 2009, to:

1. Maintain park services, quality maintenance and secure parks while economizing wherever possible;
2. Defer more capital improvement projects; and,
3. Build up the Authority's undesignated Reserve for Future Contingencies account.

Metropark employees at all levels have embraced these objectives. Staff continues to be dedicated to conserving funds wherever and however possible, while only minimally impacting park patrons. This is demonstrated by the fact that 2010 park operating expenses are projected to come in \$1.2 million (3.6 percent) under budget. 2011 park operation expenditures are expected to increase only \$0.2 million (0.6 percent) over 2010 estimated actual expenditures. Many 2011 cost increases are being absorbed by changing operating practices and not filling positions. Equipment replacements for 2011 have been pared down to \$1.1 million from \$2.4 million in 2010. Nine full time positions that were funded in 2010 will not be funded in 2011 (attrition). The Reserve account will continue to be built up with: (1) a net of \$1.6 million returned from favorable 2010 results, and (2) another \$1.8 million held back from 2011 budget allocations.

Staff feels the 2011 Budget allocations address these objectives and represents a viable game plan. The 2011 Budget will allow the Authority to continue to make progress despite the unprecedented economic challenges before us.

The 2011 Budget totals \$73.5 million. For the third consecutive year, new revenues projected to come into the Authority will show a decline. For 2011 new revenues are projected at \$46.5 million, down \$4.5 million (8.8 percent) from 2010 new revenues.

The full impact of the \$3.2 million property tax and the \$1.3 million other revenue declines will be minimized by carryover funds from 2010. Unspent 2010 capital appropriations are forecasted at \$12.7 million which, when combined with the \$46.5 million of new funds (total \$59.2 million), will support the 2011 expenditure allocations of \$57.4 million. It is anticipated that there will be \$1.8 million of 2011 funds not allocated to 2011 expenditures. These funds will be retained in the Authority's undesignated Reserve account to permit this account to grow to \$16.1 million.

Five-county "net" tax revenues produced by the Authority's .2146 mills are projected to decline \$3,246,000 (9.4 percent) to \$31.3 million. Park operating revenues are forecasted at \$14,384,000 which will represent a slight \$118,000 (0.8 percent) decrease from 2010 estimated actual revenues of \$14.5 million. Fee increases will produce minimal increases in interpretive programs (\$25,000) and boat rentals (\$45,000). However, less favorable weather patterns in 2011 could drop aquatic facility revenues \$46,000, while tolling could fall \$39,000. Golf revenues are expected to continue to decline by another \$110,000 due to the poor state of the economy and heavy discounting/specials.

Interest income will continue to be depressed by low yields, dropping to an estimated \$250,000 in 2011. The construction of the Kensington-Milford Bike Trail Connector should allow the Authority to recognize \$300,000 from a DNRE grant. Due to the extension of equipment replacement cycles, especially golf cars and vehicles, there will be fewer equipment units available for the 2011 auction. Auction proceeds are projected at \$150,000.

Capital and Reserve account funds predicted to carry over from 2010 should total \$27.0 million, about \$3.5 million more than in 2009. Unencumbered capital appropriations are forecasted at \$12.75 million, dropping \$1.4 million from 2009 levels as capital improvement project carryovers are down \$2.2 million, while land acquisition, equipment and engineering/planning carryover funds are up \$0.8 million. Overall, favorable operating results from 2010 should allow the Reserve account to grow from the current level of \$12.7 million to \$14.3 by year's end. An analysis of the year-end Reserve account is detailed on page 10.

On the expenditure side, park operations, facilities, maintenance and security levels is recommended for funding at \$32.6 million, a level that continues to offer park users quality recreational experiences. Park Superintendents and their staffs did an excellent job of holding the line on 2011 park operating expenses by not filling eight full time positions through shifting duties and backfilling with part time employees. Many changes in operating practices were incorporated into the 2011 Budget. These changes permitted cost increases from (1) negotiated labor contracts, (2) fringe benefits, (3) new operations (lifeguarding and temporary golf starter facilities), and (4) materials/supplies to be absorbed. The \$32.6 million funding level represents only a 0.6 percent (\$207,000) increase over projected 2010 actual expenditures of \$32.4 million.

Capital improvement project funding at \$6.9 million will continue facility infrastructure replacement with 45 projects. The majority (\$6.1 million) of these projects have been previously approved by the Board of Commissioners, either in the 2010 Budget or in the revised Five-Year Plan for 2011. The reduction in funding in this area is consistent with the Board's decision to defer capital improvement projects. Engineering and planning expenditures to accomplish these projects is budgeted at \$2.16 million.

Land acquisition funds at \$5.9 million entirely represent unspent 2010 funds that will carry over to 2011. Equipment expenditures were reduced significantly to \$1.1 million due to a slowing down of equipment replacement cycles. Unlike 2010, golf car fleets, police/staff vehicles and many mowing units are not being replaced in 2011. Major maintenance project expenditures at \$2.44 million for 78 projects continue to grow as Metropark facilities continue to show their age more and more. As capital improvement funding decreases, planning and engineering will be able to focus more efforts on these major maintenance projects that are essential to keep up with the repairing of aging Metropark infrastructure.

Administrative Office expenditures are scheduled at \$6.2 million, up \$574,000 (9.3percent) over 2010 projected actual expenses. Increases that were addressed include: (1) full year's salary for Director, Deputy Director, Administrative Secretary and severance pay for former Director, (2) 2.0 percent contractual wage increase, (3) 17 percent rate increase in health care premiums for 28 active and 134 retirees/spouses, (4) seven additional retirees for health care coverage, (5) \$54,000 increase in email-based marketing, (6) \$100,000 increase allocation for marketing efforts, and (7) \$80,000 increase in computer equipment and email system. Partially offsetting these increases will be cost savings expected from: (1) one less full-time employee (Internal Auditor), and (2) no printing of the Metropark map and Biennial Report.

The increase in the retention of funds in the Authority's Reserve account, which started in 2004, will continue in 2011, where an additional \$1.8 million of 2011 funds will be placed into the Reserve account. This is in accordance with the Board revised Five-Year Plan and will provide \$16.1 million to address future contingencies, in particular expected future significant tax revenue declines.

The Board should be aware that Staff continues to recommend further consolidation of full time positions, as evidenced by the reduction of another nine positions from those funded in 2010 (223 vs. 232). This brings us to a total of 28 full time positions eliminated since the 2006 Budget (251). These reductions have been accomplished utilizing managed attrition in lieu of layoffs with job responsibilities shifted to other full time employees and "backfilling" with part time staff.

In these challenging economic times, Staff has endeavored to offer our park visitors a balanced plan that will continue to deliver quality recreational services to the public while rehabilitating Metropark infrastructure for future generations. This 2011 Budget will enable park administrators to contribute to the quality of life for our citizens in a positive way. The Authority's adherence to policies and practices that result in strong long-term financial planning and maintaining responsible fund balances is evidenced by the fact that the Reserve account is projected to be increased to \$16.1 million at the start of 2011. Although the Authority is not immune from the many challenges and uncertainties of the worst economic decline since the Great Depression, it is currently in a position to weather the short-term impacts of this economic downturn.

Once again, I must express my sincere gratitude to all Metropark employees for their dedication and hard work in continuing to work with us in preparing this budget document. In these tight budget times, a team effort is needed, from the Board of Commissioners to every park and Administrative Office department head. The Authority is fortunate to have employees who embrace this cooperative attitude.

The attached detailed analysis of each revenue and expenditure area is intended to assist the Board of Commissioners in gaining an understanding of staff's recommended 2011 Budget. The 2011 Budget will be presented to the public at the public hearing immediately preceding the Dec. 9, 2010 Board meeting. Formal adoption of the 2011 Budget should occur during the course of the regular Board meeting.

For another year, I am pleased to present and recommend adoption of this financial plan for 2011. As always, if additional information is needed, I am available to assist as requested.

Recommendation: That the Board of Commissioners approve the attached 2011 Budget Resolution as recommended by Controller Wahl and Staff.

2011 BUDGET RESOLUTION

MOVED BY: Commissioner
SUPPORTED BY: Commissioner
DATE: December 9, 2010

In accordance with the provisions of Public Act 621 of 1978, the Uniform Local Budgeting Act, Public Act 147 of 1939, the incorporation of the Huron-Clinton Metropolitan Authority and the By-Laws of the Huron-Clinton Metropolitan Authority, the Board of Commissioners, after due deliberation with the Director and his staff, does hereby adopt the 2011 General Fund Budget.

BE IT RESOLVED: That the 2011 revenues for the Huron-Clinton Metropolitan Authority are detailed in the Revenue section of the Budget and are summarized as follows:

Property Tax Levy	\$31,348,452
Park Operating Revenues	14,383,800
Interest Income	250,000
Sale of Capital Assets	150,000
Grants	300,000
Miscellaneous	25,000
	<u>\$46,457,252</u>

AND BE IT RESOLVED: That the 2011 expenditures for the Huron-Clinton Metropolitan Authority are hereby appropriated on an overall category basis as detailed on the 2011 Budget Appropriation Summary on page 1. Appropriations are further allocated by parks as detailed on the Appropriation Summary on pages 30 to 33.

BE IT FURTHER RESOLVED: That all sections of the 2011 Huron-Clinton Metropolitan Authority Budget document be approved as submitted.

BE IT FURTHER RESOLVED: That the Director of the Huron-Clinton Metropolitan Authority is hereby authorized to make budgetary transfers within the appropriation centers established throughout this Budget, and that all such transfers will be subsequently presented to the Board of Commissioners for further action, in conformance with the provisions of the Michigan Uniform Budgeting Act.

AYES:

NAYS:

ABSENT:

I, George Phifer, Jr., the duly appointed and qualified Executive Secretary of the Huron-Clinton Metropolitan Authority, do hereby certify that the foregoing resolution was adopted by the Board of Commissioners at the regular scheduled meeting held in Brighton, Michigan on December 9, 2010.

George Phifer, Jr., Executive Secretary

YEAR 2011 REVENUES

	2011 BUDGET	%	% CHANGE	2010 BUDGET*	%
Property Taxes	\$31,348,452	43%	(9%)	\$34,594,391	46%
Park Operating Revenues	14,383,800	20%	(2%)	14,698,700	20%
Interest Income	250,000	–	(37%)	400,000	1%
Sale of Capital Assets	150,000	–	(50%)	300,000	–
Grants	300,000	–	(67%)	900,000	1%
Miscellaneous	25,000	–	–	25,000	–
Total Budgeted Revenues	<u>\$46,457,252</u>	<u>63%</u>	<u>(9%)</u>	<u>\$50,918,091</u>	<u>68%</u>
Unencumbered Capital Appropriations at 12/31	12,751,000	17%	(10%)	14,154,000	19%
Reserve for Future Contingencies at 12/31	<u>14,291,748</u>	<u>20%</u>	<u>52%</u>	<u>9,427,909</u>	<u>13%</u>
TOTAL REVENUES & FUND BALANCE	<u>\$73,500,000</u>	<u>100%</u>	<u>(1%)</u>	<u>\$74,500,000</u>	<u>100%</u>

In total, the recommended 2011 Budget is \$73.5 million, a decrease of \$1.0 million (1.3 percent) from last year's budget. For the third consecutive year, new revenues coming into the Authority of \$46.5 million are expected to decline significantly by \$4,461,000 (8.8 percent). Fortunately, carryover funds from 2010 will offset most of this decline. Carryover funds will come from \$12.7 million of unencumbered capital appropriations and \$14.3 million from the Reserve account. These carryover funds are \$3,461,000 (14.5 percent) higher than the funds carried over from 2009. Although the unencumbered capital appropriations are declining by a net of \$1,403,000 due to (1) \$2.2 million less capital improvement funds, (2) \$0.5 million more in land acquisition, and (3) \$0.3 million more in engineering/general planning/equipment funds, the Reserve for Future Contingency account funds are projected to increase \$4.9 million. This increase in the 2010 year-end Reserve account is in keeping with the prudent fiscal management strategies of the Board's revised Five-Year Plan to build up the Reserve account. The current balance of the Reserve account at \$12.7 million is \$3.3 million higher than a year ago. Favorable 2010 operating variances projected to net a total of \$1.6 million will fall to the Reserve account at year-end.

* Reflects original 2010 Budget amounts.

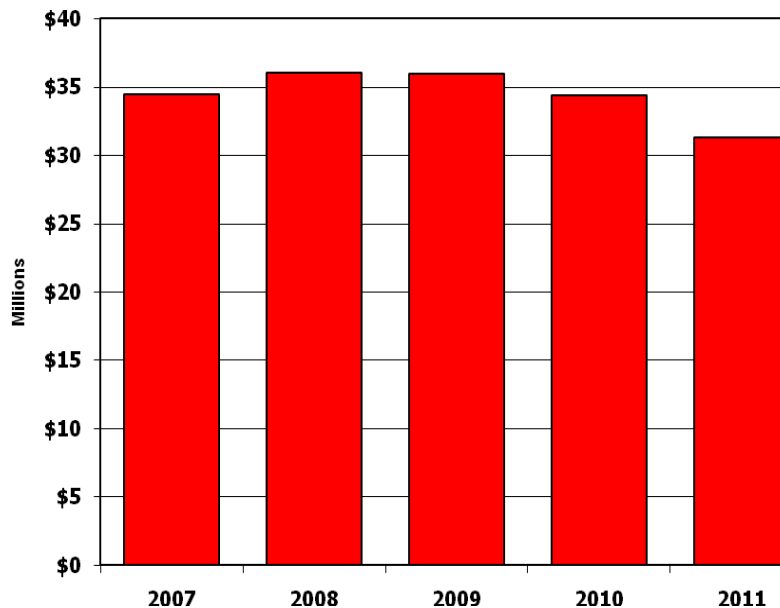
2011 BUDGET KEY FACTORS

REVENUES

Tax Revenues - \$31,348,452

- Millage rate remains at .2146 mills for sixth consecutive year.
- “Gross” tax revenues - \$32,525,000.
- 2011 estimated locally-captured taxes (DDA’s, TIFA, Brownfield), charge backs and refunds - \$1,177,000.
- “Net” tax revenues estimated at \$31,348,000, a \$3,246,000 (9.4 percent) decline from 2010 “net” taxes of \$34,594,000.
- Actual 2010 “net” tax collections through Oct. 31, 2010 total \$34,419,000.
- The Metropark system has not escaped the adverse impact the negative real estate market, both residential and commercial, has had on our state and nation. The real estate downturn has proven to be a severe problem, especially in southeast Michigan, causing record-setting numbers of property foreclosures and declining property values. A chain of events started surfacing four years ago with the increase in foreclosed properties. The foreclosures created a large inventory of homes for sale, an increase in supply. This situation was exacerbated by a spike in unemployment, which decreased the demand for real estate. The credit freeze following the 2008 financial crisis added to the problem as mortgage regulations became tighter. With the supply of homes on the market vastly exceeding demand, there has been a dramatic drop in real estate values. Commercial properties have followed the same patterns as businesses navigate in a very tenuous economy. Taxable values established by local assessors generally lag real estate sales by two years.
- Authority tax revenues peaked in 2008 at \$36.1 million, faltered in 2009 and started on a downward spiral in 2010, dropping 3 percent, followed by 2011’s drop of 9 percent. It is projected that Authority property taxes will continue to fall over the next few years. Recovery to 2008 tax revenue levels will take a very long time due to the constitutional limitation on the growth of taxable values.
- Largest tax decline in HCMA’s history, both in dollars and percentage terms on top of this year’s \$1.3 million (3.6 percent) decline.

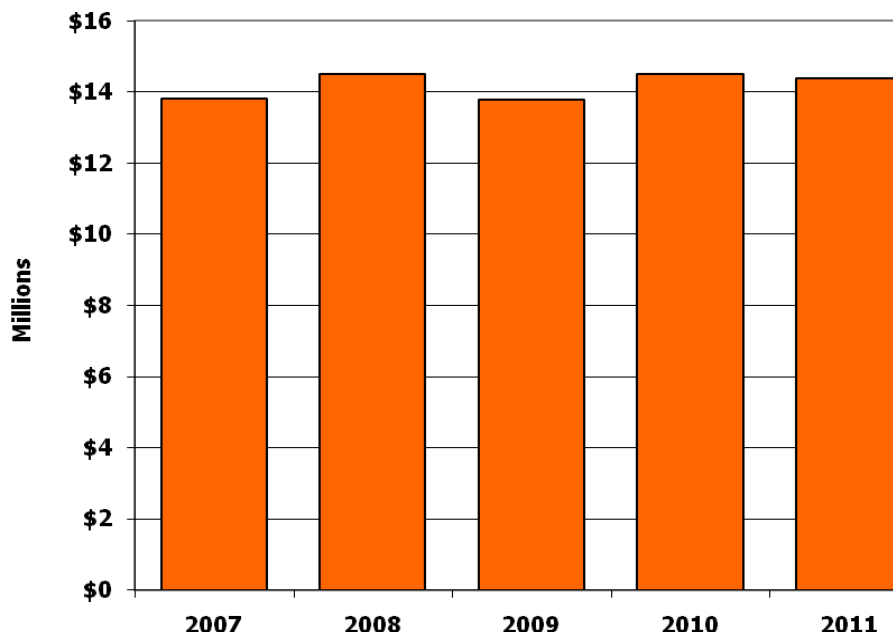
PROPERTY TAXES



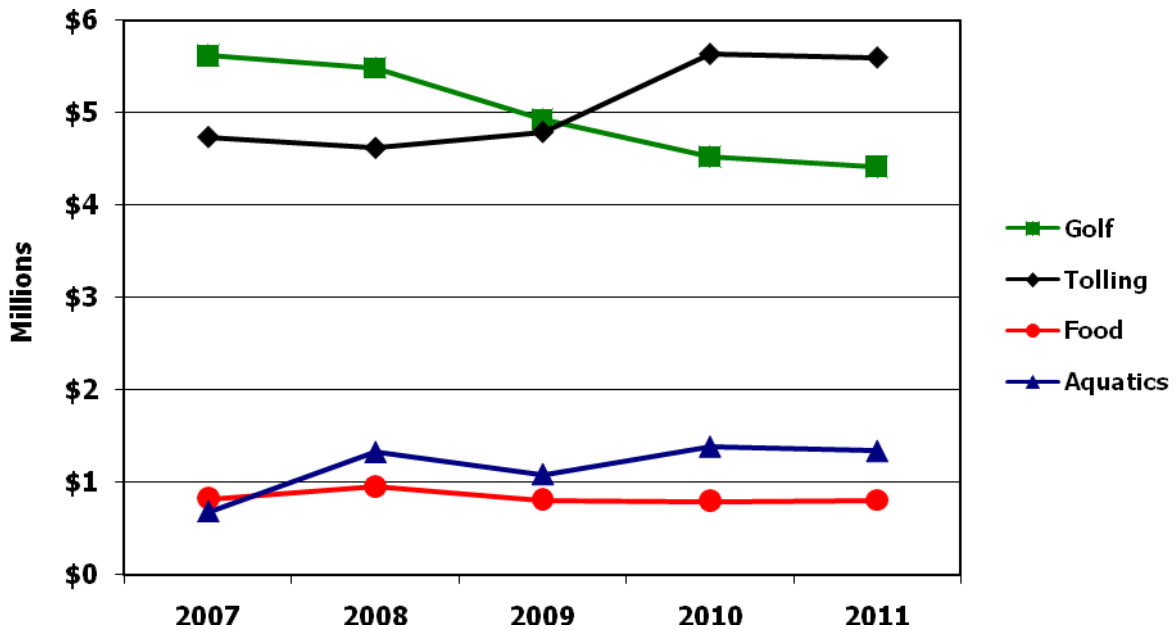
Park Operating Revenues - \$14,383,800

- 2010 actual park operating revenues have been estimated at \$14,502,000, \$197,000 (1.3 percent) below 2010 budget of \$14,699,000.
- 2011 budgeted park operating revenues at \$14,384,000 represent a \$118,000 (0.8 percent) decrease from 2010 estimated actual.
- No new revenue producing facilities are coming on line in 2011 and approved 2011 fee increases are not significant.
- Historically, the Authority budgets park operating revenues at levels that are realistic, conservative and attainable. 2011 revenues have been projected under these principles.
- Fee increases were approved for interpretive programs (up \$25,000) and boat rentals (up \$45,000).
- Weather patterns always impact park operating revenues. 2010 weather patterns were very favorable with 16 days over 90° and the fourth warmest summer on record. 2011 revenues were projected with more normal weather patterns in mind. Aquatic facilities revenues are expected to drop \$46,000 (3 percent), while tolling could fall \$39,000 (1 percent).
- Golf revenues continue to experience declines due to the economy, flood conditions (Willow), lack of new players taking up the game and heavy discounting/specials. Anticipated golf starter building construction at Kensington could have a negative impact on play in 2011. Overall, projecting a \$110,000 (3 percent) decline in golf revenues.
- Staff feels that 2011 revenue forecasts at \$14,384,000 are realistic and attainable, with weather patterns being the most critical factor.

PARK OPERATING REVENUES



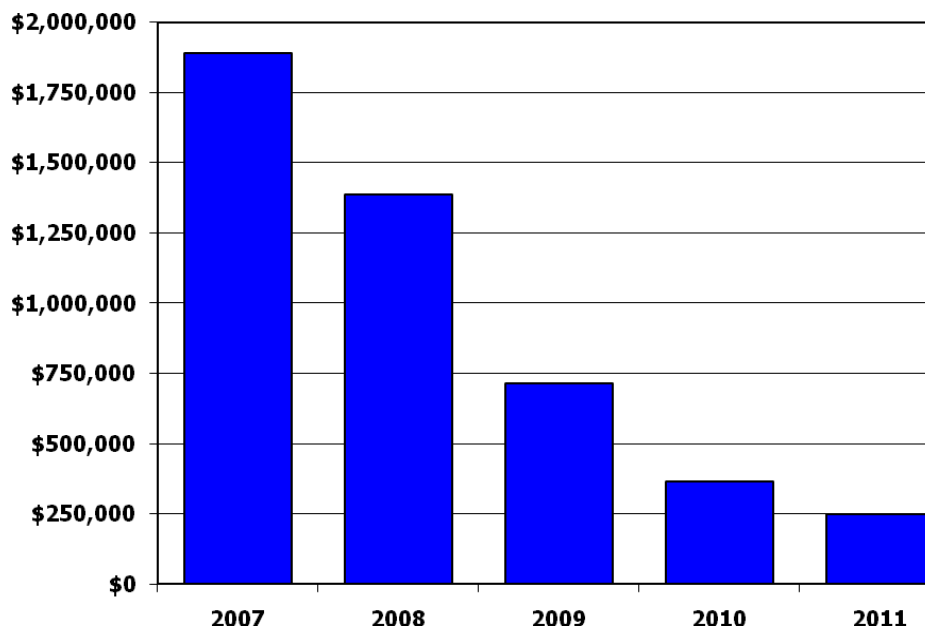
COMPARISON OF LEADING REVENUE SOURCES FIVE YEARS



Interest Income - \$250,000

- Due to the credit crisis, the poor state of the economy and the fragile recovery, the Federal Reserve is expected to keep rates at unprecedented low levels throughout 2011.
- Certificate of Deposit rates are running in the 0.30 percent range and two or three year agency issues are running around 1.0 percent.
- Investable balances could decline due to tax revenue drop and capital fund declines.
- HCMA yields may drop to below 1.0 percent.

INTEREST INCOME



Sale of Capital Assets - \$150,000

- With the extension of equipment replacement cycles, there will be fewer equipment units available for the annual auction, especially with no golf car fleets of staff/police car replacements scheduled for 2011.

Grants - \$300,000

- Based on estimated grant project expenditures in 2011 associated with the Kensington-Milford Bike Trail Connector, where \$300,000 should be returned to the Authority.
- The other approved grant project for the final parcel of land at Indian Springs is not expected to close in 2011 due to stalled negotiations.

Unencumbered Capital Appropriations - \$12,751,000

- In keeping with the Authority's normal General Fund budget practices, at the end of each budget year Staff must review the current status of each park's engineering/planning, capital improvement, equipment and land acquisition capital accounts. An estimate is made of the amount of funds that will not be written as work orders, encumbered or spent prior to year end. The 2010 funds that are not used in these capital areas by year end are rebudgeted or made available to fund capital expenditures in the 2011 Budget. These amounts are shown as unencumbered capital appropriations and have the effect of reducing 2011 Budget capital appropriations.
- The current estimated amount of 2010 capital appropriations from: (1) general planning/engineering, (2) capital improvement projects, (3) equipment, and (4) land acquisition that will not be encumbered, written as work orders or spent by year-end is \$12,751,000. This amount is down \$1.4 million from 2009 levels, mainly due to a drop in carryover capital improvement projects. Amounts estimated to be carried over to 2011 include:

★ Capital Improvements

Metro Beach	Reconstruct Parking Lot - Phase 1	\$500,000
	Par 3 Maintenance Building Replacement	76,000
Kensington	East Boat Launch Ramp Replacement	256,000
Hudson Mills	Dexter Trail - Phase 2	600,000
Stony Creek	Golf Course Parking Lot Reconstruction	110,000
	Eastwood Beach Play Area Development	2,500,000
Willow	North Toll Entrance Reconstruction	545,000
Oakwoods	Hike/Bike Trail Reconstruction	137,000
Huron Meadows	Park Service Building	840,000
	Park Maintenance Storage Building	250,000
	Park Maintenance Building Demolition	168,000
	Park Maintenance Area Paving	128,000
	Park Maintenance Area Site Development	30,000
	Various Other Improvement Projects	152,000

Sub-Total Capital Improvement Projects	<u>\$6,292,000</u>
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★ Engineering/General Planning	\$380,000
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★ Equipment	\$179,000
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★ Land Acquisition	<u>\$5,900,000</u>
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TOTAL	<u>\$12,751,000</u>
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Reserve for Future Contingencies - \$14,291,748

- The Authority has a long-standing history of maintaining responsible fund balance amounts. Prudent fiscal management dictates that a “healthy balance sheet” includes adequate fund balances where the Authority sets aside funds to meet unanticipated expenditures, construction contract shortages, emergencies and/or revenue shortfalls. Many governmental agencies refer to this account as a “rainy day” fund. It permits the Board/Staff to address unexpected events that may occur during any budget year, ensuring the continuation of all Authority recreational services to the residents of the five-county district. Over the years, this Reserve account has enabled the Authority to keep many construction projects on schedule and cover revenue shortages without disrupting other parts of the budget.
- In anticipation of significant future tax declines, the Authority’s Board of Commissioners approved a revision to the Authority’s Five-Year Plan to provide for the build-up of the Reserve account starting in 2009. Favorable revenue and operating variances from the 2010 Budget will fall to the Reserve fund balance as part of an intentional financial management strategy to ensure adequate fund balances for the future.
- The anticipated favorable results from the 2010 Budget year will enable the Authority to increase the Reserve account to an estimated \$14.3 million at year-end. The sources of these Reserve account funds have been estimated as follows:

November 1, 2010 current Reserve account balance		\$12,687,000
Less: Anticipated amount of supplemental 2010 Budget appropriation adjustments November 1 to December 31, 2010		
– Capital improvement projects		(60,252)
2010 revenues realized in excess (short) of 2010 Budget amounts		
1. Park operating revenues	(\$197,000)	
2. Interest revenues	(33,000)	
3. Grants	(553,000)	
4. Sale of capital assets/miscellaneous revenues	<u>109,000</u>	(674,000)
2010 Park Operation expenditures under 2010 budgeted expenditures		1,211,000
2010 Administrative Office expenditures under 2010 budgeted expenditures		249,000
2010 Major Maintenance expenditures under 2010 Major Maintenance budgeted expenditures		<u>879,000</u>
Total Reserve for Future Contingencies at 12/31/2010		<u>\$14,291,748</u>

YEAR 2011 EXPENDITURES

	2011 BUDGET	%	% CHANGE	2010 BUDGET*	%
Engineering/General Planning	\$2,167,600	3%	1%	\$2,143,000	3%
Capital Improvements	6,927,000	9%	(35%)	10,724,000	15%
Equipment	1,114,500	2%	(53%)	2,388,000	3%
Land Acquisition	5,920,000	8%	1%	5,846,800	8%
Major Maintenance	2,438,000	3%	8%	2,258,000	3%
Administrative Office	6,203,300	8%	1%	6,137,600	8%
Park Operations	32,629,600	45%	1%	33,002,600	44%
Reserve for Future Contingencies	16,100,000	22%	34%	12,000,000	16%
TOTALS	<u>\$73,500,000</u>	<u>100%</u>	<u>(1%)</u>	<u>\$74,500,000</u>	<u>100%</u>

As detailed in the above figures, Staff is recommending expenditures totaling \$57.4 million, with the Reserve account being increased to a level of \$16.1 million. The \$57.4 million of expenditures budgeted for 2011 reflects a \$5.1 million (8.0 percent) reduction in the amount of expenditures budgeted for 2010. Capital-type expenditures (engineering/planning, capital improvements, equipment and land acquisition) are budgeted at \$16.1 million (22 percent of funds). Operation-type expenditures are slated for \$41.3 million (56 percent of funds). A total of \$16.1 million (22 percent) of 2011 funds will be retained in the Authority's Reserve for Future Contingencies account in accordance with the Board's objectives of the revised Five-Year Plan.

* Reflects original 2010 Budget amounts.

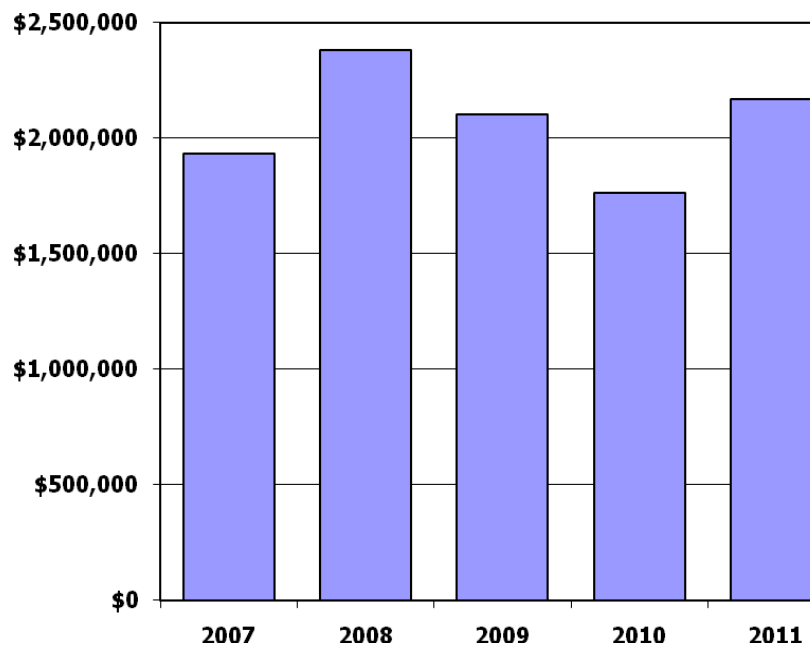
EXPENDITURES

Engineering/General Planning - \$2,167,600

- \$1,639,000 – 12 full-time employees in Engineering Department, four (4) full-time in Planning/Natural Resource Department, seven (7) part-time employees; wages and fringe benefits.
- \$474,000 outside consultants – major items:

Administrative Office	Park User Survey	\$75,000
	Stream Gauging	46,000
	Pump Systems “SCADA”	17,000
	Auto CAD Software Support Services	10,000
	Water Quality Assessment - Stony Creek	5,000
	Kent Lake Water Assessment	15,000
Kensington	Maple Beach Redevelopment	8,000
Hudson Mills	Dexter Trail – Geo Services/ Archaeological Survey	35,000
Stony Creek	Eastwood Beach Building Renovations	25,000
	Boat Launch Restroom Renovations	20,000
Willow	U.S.T. to A.S.T. Conversion	12,000
Huron Meadows	Park Service Building Architectural	<u>150,000</u>
		<u><u>\$418,000</u></u>
- \$54,600 – materials and supplies for Engineering and Planning Departments.

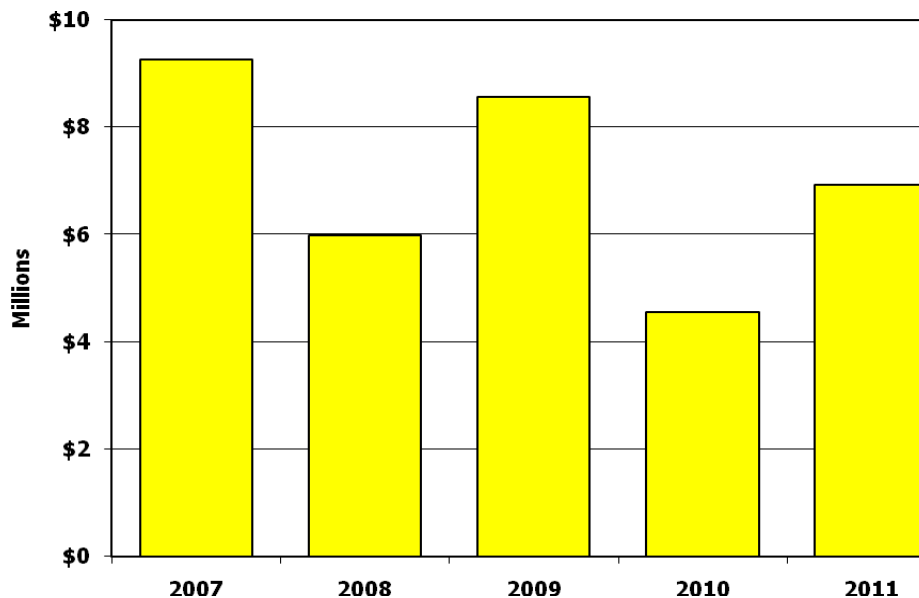
ENGINEERING/GENERAL PLANNING



Capital Improvements - \$6,927,000

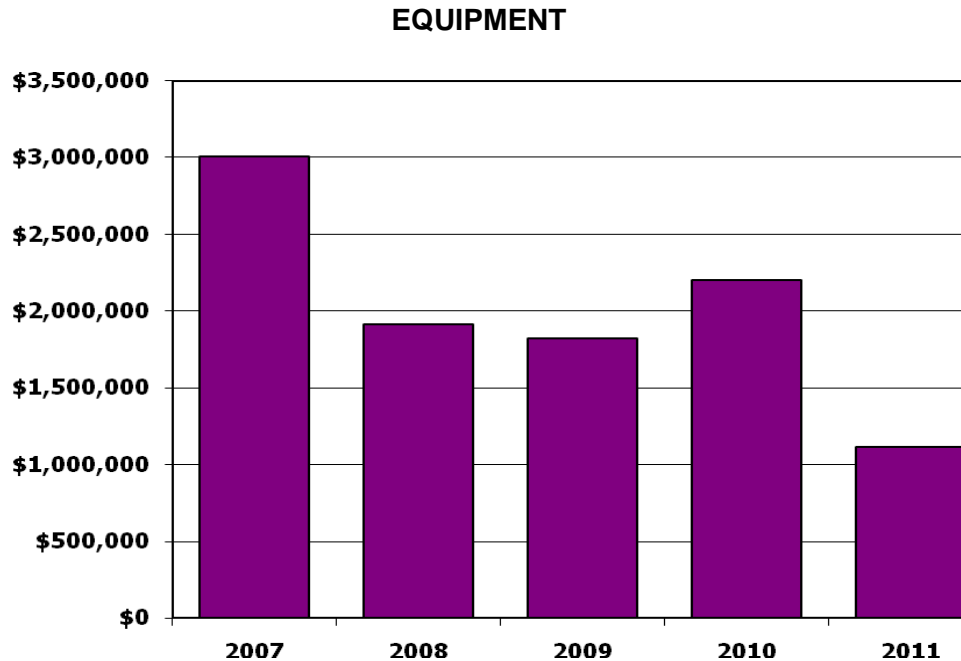
- The recommended 2011 Budget allots \$6,927,000 to 45 capital improvement projects. In keeping with the emphasis of the revised Five-Year Plan, heavy importance has been placed on the three R's – renovation, rehabilitation and replacement of outdated facilities at the older Metroparks.
- Attached Schedules A, B and C detail the 45 capital improvement projects recommended in 2011.
- Thirteen (13) projects are being rebudgeted from 2010 at a cost of \$4,251,000 with all 2011 costs covered by funds carried over from 2010. Projects are detailed on Schedule A.
- Eight (8) revised Five-Year Plan 2011 projects are being recommended for funding at \$1.9 million. Revised Five-Year Plan projects are detailed on Schedule B.
- Twenty-four (24) new projects are recommended for funding at \$802,000. \$207,000 is allocated to replace and upgrade phone communication lines between existing park facilities, as existing lines are unreliable and failing. The south parking lot at Stony Creek's Gladeview Picnic Area has deteriorated to the point complete reconstruction is in order at a cost of \$100,000. In an effort to be proactive on the replacement of underground fuel storage tanks, some of the older ones at Willow will be replaced with above ground tanks at a cost of \$128,000. The toll booth at Lake Erie Metropark is scheduled for replacement for \$90,000. A large culvert will be replaced at the South Fishing Lot at Lower Huron for \$30,000. Projects are detailed on Schedule C.

CAPITAL IMPROVEMENTS



Equipment - \$1,114,500

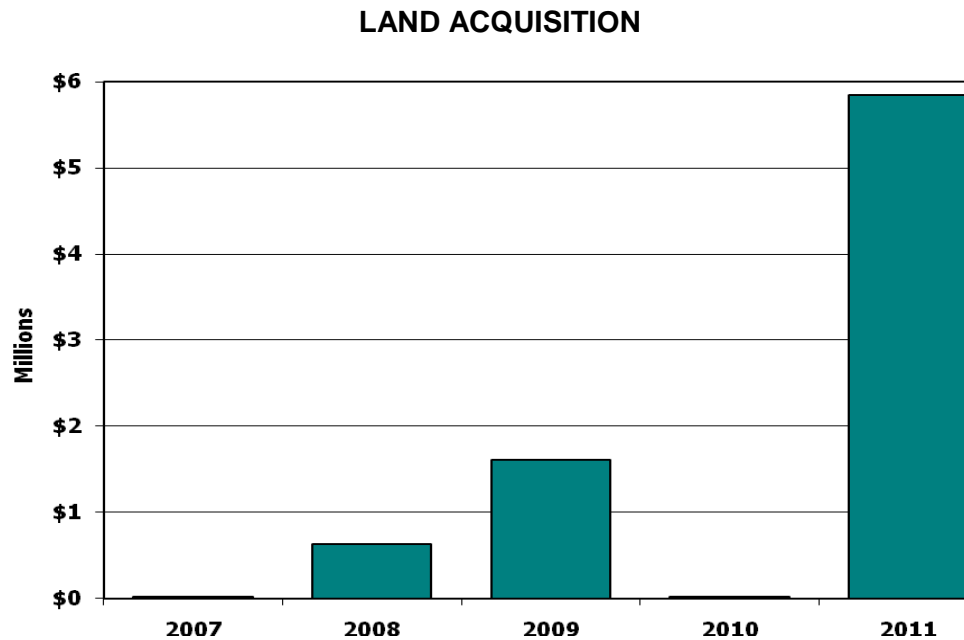
- The 2011 equipment budget has been pared down significantly (\$1,274,000 – 53 percent) to \$1,114,500. Equipment replacement cycles have been lengthened, allowing the Authority to reduce the number of units being replaced. For the first time in many years: (1) no golf car fleets are being replaced, and (2) no vehicles are being replaced for the Police Department or other staff. As is usually the case, most of the 2011 equipment funds (83 percent) are directed towards replacement of existing fully depreciated equipment.



- \$165,900 – 1 Plow Truck
 - 155,000 – 1 Dump Truck
 - 113,200 – 2 Mowing Units
 - 95,500 – 6 Work Vehicles
 - 55,200 – 1 Wood Chipper
 - 52,000 – 1 Robotic Survey Station
 - 48,000 – 4 Phone Systems (Hardware)
 - 34,000 – 2 Spreaders
 - 32,000 – 2 Aerifiers
 - 27,900 – 2 Aerial Lifts
 - 25,800 – 3 Pumps
 - 24,000 – 1 Police Truck
 - 23,800 – 1 Pickup Truck
 - 23,000 – 1 Turf Vacuum
-
- \$875,300**

Land Acquisition - \$5,900,000

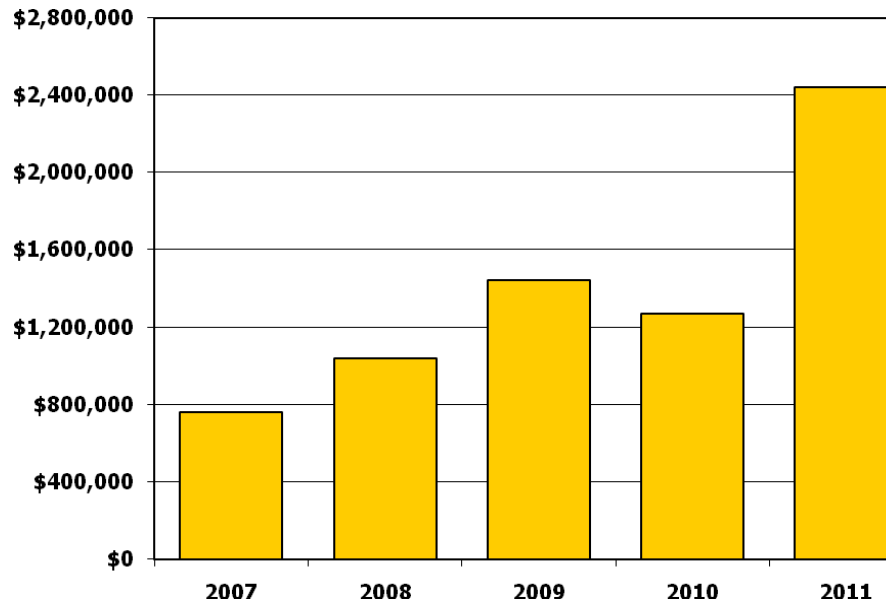
- \$5,900,000 will carry over from unspent 2010 land acquisition funds.
- \$20,000 of 2011 funds are recommended to be appropriated for land acquisition.
- Possible uses of funds:
 - \$250,000 Authority match on land acquisition grant at Indian Springs (final parcel).
 - ±400 acres to fulfill Board-designated Wolcott Mill park boundaries.



Major Maintenance - \$2,438,000

- There are 78 major maintenance projects included in the \$2,438,000 being recommended in the 2011 Budget. These projects consist of repair/maintenance/renovation projects that exceed \$10,000 in cost and are of a non-recurring nature. They are projects that are deemed essential by park staffs and the Engineering/ Planning Departments to keep the Metropark facilities in good working order and prevent further deterioration. The intent of these repair projects is to preserve Metropark facilities for their useful life. This is another very ambitious level of funding as Metropark infrastructure continues to show its age more and more.

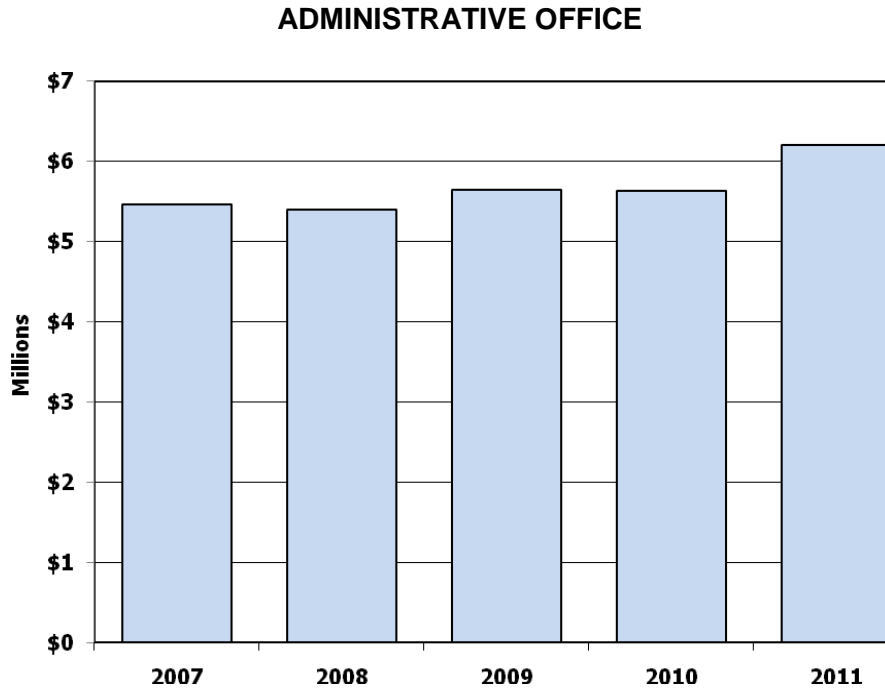
MAJOR MAINTENANCE



- \$408,000 – General building repairs (16)
- 288,000 – Roof replacements to Authority buildings/structures
- 278,000 – Roadway/hike bike trail/cart path repairs (16)
- 185,000 – Paint hike bike trail bridge substructure - Kensington
- 160,000 – Bathhouse/food bar/restroom renovations - Willow
- 155,000 – Replace pool sand filters - Metro Beach
- 113,000 – General planning/engineering for all major maintenance projects
- 90,000 – Lighting systems energy retrofits (4)
- 85,000 – Mill raceway repairs - Wolcott Mill
- 83,000 – Play area surfacing replacements (6)
- 63,000 – Remove underground storage tank - Huron Meadows
- 58,000 – Remove dredge spoil pile - Lake Erie
- 54,000 – Replace trash compactor - Metro Beach
- 53,000 – Remove floating marina docks - Metro Beach
- 52,000 – Remove fuel tank/install water heater at Baypoint Beach - Stony Creek
- \$2,125,000

Administrative Office - \$6,203,300

- The Administrative Office includes the costs for staffing and operating the following departments: Executive, Accounting, Human Resources, Communication/Marketing, Computer Services, Purchasing, Police and Interpretive Services.
- Overall increase from 2010 estimated actual expenditure of \$5,629,400 is projected to be \$573,900 or 9.3 percent.



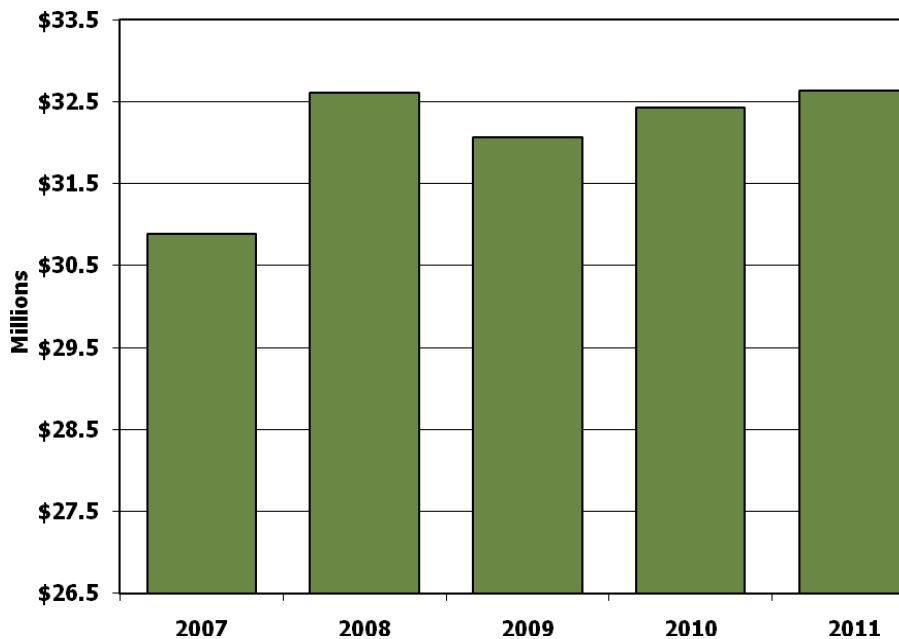
- Wage and fringe costs for 28 full time, 4 part time, and retiree group health insurance coverage for 134 retirees/spouses total \$5,000,600, up \$437,500 (9.6 percent) from the projected actual 2010 expenditures of \$4,563,100. The following factors account for this:
 1. Full time wages are planned for \$2,285,200, an increase of \$51,300 (2.3 percent) due to: (1) a 2.0 percent contractual wage increase scheduled for 2011, (2) a full year with all four staff officer and Administrative Secretary positions filled, and (3) severance pay for former Director. These increases more than offset the savings from not filling the Internal Auditor position.
 2. Group insurances for current employees are budgeted to increase \$53,300. This is primarily due to a rate increase of 17 percent from Blue Cross/Blue Shield.
 3. Retiree health costs for retirees/spouses budgeted to increase \$255,400 (19 percent). Increased health care rates as indicated above plus seven additional retirees are partially offset by a \$1,000 per active employee decrease in pre-funding allocations for retiree health care coverage.
- Contractual services/materials/supplies budgeted figures for 2011 at \$1,202,700 are up \$136,400 (12.8 percent) from the projected actual 2010 expenditures of \$1,066,300. Significant items driving this change are:
 1. Communications/Marketing Department contractual services in total are planned to increase by \$95,100. This is the result of consolidating marketing costs out of the professional services (down \$78,300) and printing accounts (down \$90,100) and into the new marketing account (946). An additional \$100,000 has been designated for an increased marketing effort, which is currently in the planning stages. The new marketing account totals \$269,400.
 2. Computer Service Department has \$113,000 budgeted for non-capitalized computer hardware equipment and software, an increase of \$79,900 from the 2010 level.

3. Outside professional services for the Executive, Accounting and Human Resources Departments are projected to increase a net of \$26,400. Additional required actuarial services planned by the Accounting Department will bump costs up by \$49,700. Human Resources has budgeted for a consultant study of the Authority's procurement system for \$30,000. These increased costs will be partially offset by a reduction of \$53,300 in Executive Department professional services, reflecting no strategic plan or reorganization consultants in 2011.
4. General Administrative Office material/supplies are budgeted to decrease \$49,200 due to less legal fees and lower phone system costs resulting from the switch to a Shoretel phone system.

Park Operations - \$32,629,600

- Total 2011 budgeted park operation expenditures for operating the 13 Metroparks for nearly nine million visitors are expected to run \$32,629,600, which represents only a \$207,100 (0.6 percent) increase over projected 2010 actual expenditures of \$32,422,500.
- The \$32.6 million budgeted for 2011 park operation expenses is actually \$1.0 million (3.0 percent) less than the \$33.6 million amended budget for 2010 park operations. 2010 operation expenditures are projected to come in at \$32,422,500, \$1,211,000 (3.6 percent) under budget. This level of 2010 expenditures (\$32,422,500) will be only a \$358,000 (1.1 percent) increase from actual 2009 expenditures of \$32,064,000. Budget monitoring by Authority administrators continues to be aggressive and effective.

PARK OPERATIONS



- Total 2011 personnel costs, which comprise 77 percent of total park operating costs, are projected to increase \$353,000 (1.4 percent) to \$25,240,800. This covers all wage, bonus, group insurance, overtime, Retiree Health Trust contributions, Social Security and pension costs for the 172 full-time and 825 part-time employees working directly in the parks.
- Total material/outside consulting/utility/supply expenses needed to run the parks in 2011 are expected to decrease \$145,900 (1.9 percent) to \$7,388,800.
- In accordance with the revised Five-Year Plan, the guiding objectives for 2011 park operations funding were to maintain park services, quality maintenance and secure parks while economizing wherever possible, impacting park visitors as minimally as possible.

- Park Superintendents were given a target of no growth (0 percent) over projected actual 2010 expenditure levels. Exceptions were granted for: (1) severance payouts, (2) reinstated lifeguarding, (3) setup of temporary golf facilities at Kensington, and (4) increased minor repair projects. Park Superintendents did an excellent job of holding the line on 2011 park operating expenses by recommending many changes in operating practices while absorbing wage/fringe benefit/material/supply cost increases.
- Budget review meetings were held with each park administrative unit to evaluate staffing levels and every line item of each park operation and facility cost center.
- The \$32.6 million allocation for park operating budgets provides funding to absorb anticipated cost increases related to:
 1. 2.0 percent average negotiated wage increase for all 172 full time employees plus a \$400 lump sum payment for 126 supervisory and non-supervisory employees;
 2. Health care premium rate increase from Blue Cross Blue Shield of 17 percent for full time employees;
 3. Restoration of lifeguards at Metro Beach and Kensington (\$78,000);
 4. Set-up of temporary golf starter facilities at Kensington Golf Course (\$46,000);
 5. Possible 10 percent increases for 2011 pension contribution, property/casualty insurances and gas/diesel fuel (\$229,000).
- In order to “hold the line” on park operating expenditures, park staffing levels and operating practices were scrutinized and many changes are recommended for 2011, including:
 1. Not filling five (5) full time positions that were vacated in 2010 due to retirements and resignations (Metro Beach – Building Maintenance Worker and Grounds Maintenance Foreman; Stony Creek – two Grounds Maintenance Workers; and Southern District – Police Officer). Part time employees have been added in 2011 to fill a portion of hours lost.
 2. Not filling three (3) full time positions due to 2011 retirements (Hudson Mills – Park Superintendent; Indian Springs – Supervising Interpreter; and Stony Creek – Grounds Maintenance Worker).
 3. Not filling these eight (8) positions will allow 2011 full time wages to decline a net of \$28,000 (0.3 percent), offsetting the 2011 2.0 percent wage increase and step increases.
 4. Altering full time employee schedules to reduce overtime by 19 percent (\$20,000).
 5. Restructuring the Pool, Water Safety, Marina and Recreation Departments at Metro Beach.
 6. Combining interpretive programs at the Indian Springs Nature Center and the Environmental Discovery Center.
 7. Changes to poorly attended entertainment programs at Metro Beach and Willow,
 8. Reduction of deer culling efforts (\$15,000).
 9. Requiring part time employees to supply their own uniform pants (\$20,000).
 10. Closure of Willow’s Washago Pond rentals on Mondays through Thursdays (\$5,000).
 11. Consolidation of ice skating activities from Willow’s Washago Pond to Lower Huron (\$3,500).
 12. Reduction of park fertilizer applications (\$20,000).
 13. Operation of Kensington’s Maple Beach only on the 4th of July weekend and for special use groups.
 14. Closure of Oakwoods Nature Center on Mondays (\$5,000).
 15. Operation of Wolcott Historic Grist Mill Fridays through Sundays year-round except for scheduled groups (\$20,000).
 16. Including raft rental with admission at Lake Erie’s Wave Pool, thereby eliminating attendants (\$8,400).
- Other 2011 changes to highlight include:
 1. Funding of retiree health care cost for the 172 employees in park operations are expected to show a decline of \$235,000 as a greater percentage of the Authority’s

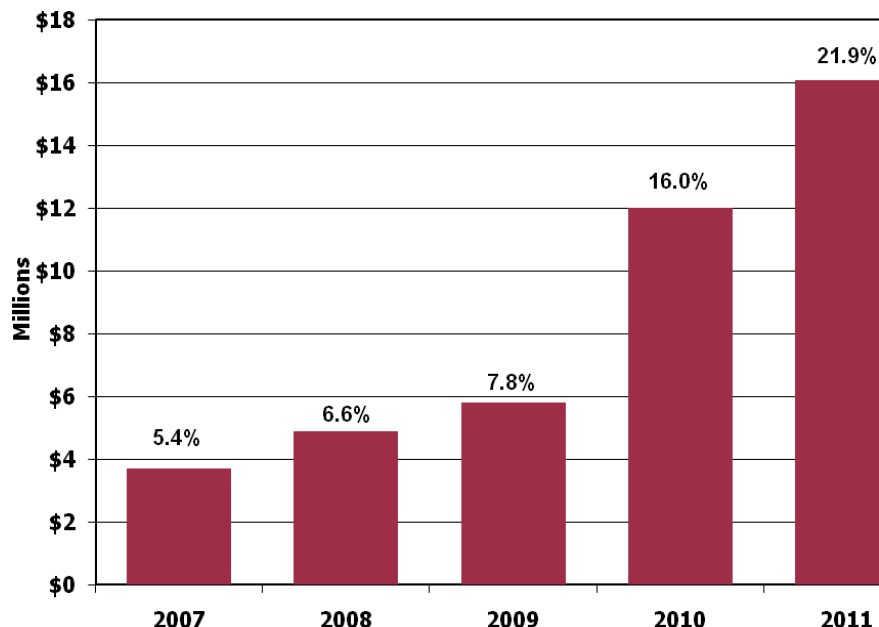
annual contribution will be allocated to current retirees who are funded under the Administrative Office budget.

2. A shift of professional services and printing costs along with a \$33,000 increase to a new marketing account (946).
3. Golf course maintenance and starter expenditures are projected to decline \$201,000 (5.0 percent) as full time employees continue to be shifted off the courses to other maintenance areas in the parks.
4. Three parks – Stony Creek, Indian Springs and Huron Meadows – are projected to be operated in 2011 at lower costs than in 2010 (down \$193,000). The other ten parks are expected to be operated at an increased cost of \$400,000. Overall projected increased net cost is \$207,000 (0.6 percent).

Reserve for Future Contingencies - \$16,100,000

- The Reserve for Future Contingencies account has been earmarked at \$16.1 million, or 21.9 percent of available 2011 funds.
- Favorable operating results from 2010 should allow this account to increase from the current Oct. 31, 2010 balance of \$12.7 million to \$14.3 million by Dec. 31, 2010.
- In accordance with the general objective of the Board-approved revised Five-Year Plan – to build the Reserve account up in 2010 and 2011 – Staff is recommending retaining \$1.8 million of budgeted 2011 funds in the Reserve account. Due to the continuing slump in metro Detroit real estate values, both residential and commercial/industrial, which is expected to last another few years, it is recommended that the Authority continue to build up the Reserve account. The Authority has been building up the Reserve account since 2004 to maintain fiscal stability, even in these turbulent economic times.
- The Reserve account would be available in 2011 to address any supplemental appropriations for: (1) construction projects, (2) unanticipated operational expenditures, or (3) revenue shortfalls, both tax and park operating. Hopefully, the 2011 Reserve account will not be tapped too heavily in 2011 and will carry over to 2012 and 2013 to soften the impact of successive years of tax revenue declines. This strategy is essential to enable the Metropark system to continue to deliver quality recreation facilities and services.

RESERVE FOR FUTURE CONTINGENCIES*



* Budgeted amounts at start of each budget year.

HURON-CLINTON METROPOLITAN AUTHORITY
Preliminary 2011 Budget
Capital Improvement Projects (45)

	2010 Rebudgeted Projects (13) (Schedule A)	2011 Five-Year Projects (8) (Schedule B)	2011 New Projects (24) (Schedule C)	2011 Total Projects (45)
Metro Beach	\$579,000	\$531,000	\$72,000	\$1,182,000
Kensington	255,000	793,000	23,000	1,071,000
Lower Huron	—	—	50,000	50,000
Hudson Mills	600,000	—	35,000	635,000
Stony Creek	746,000	550,000	188,000	1,484,000
Willow	525,000	—	242,000	767,000
Oakwoods	137,000	—	25,000	162,000
Lake Erie	—	—	156,000	156,000
Indian Springs	—	—	11,000	11,000
Huron Meadows	<u>1,409,000</u>	<u>—</u>	<u>—</u>	<u>1,409,000</u>
Totals	<u>\$4,251,000</u>	<u>\$1,874,000</u>	<u>\$802,000</u>	<u>\$6,927,000</u>

HURON-CLINTON METROPOLITAN AUTHORITY
Preliminary 2011 Budget – Capital Improvements Projects
2010 Rebudgeted Projects (13)
Schedule A

<u>PROJECT</u>	<u>AMOUNT</u>	<u>REMARKS</u>
<u>METRO BEACH</u>		
1. Reconstruct Parking Lot, Phase 1	\$500,000	Start accumulating funds to completely reconstruct main parking lot to address failing catch basins and meet new Phase 2 storm water discharge requirements. In accordance with revised Five-Year Plan, this project would be deferred until after 2013.
2. Replace Par 3 Maintenance Building	79,000	Replace and relocate deteriorated Par 3 maintenance building.
<u>KENSINGTON</u>		
– East Boat Launch Ramp / Pier Replacement	255,000	Replace six boat launch ramps and three piers, walk and parking lot which have deteriorated beyond their useful lives.
<u>HUDSON MILLS</u>		
– Hudson Mills to Dexter Trail	600,000	Construct 2.8 miles of hike/bike trail on west side of Huron River to connect existing trail to Village of Dexter. MDNR grant application resubmitted 3/2010. Joint venture through cooperative efforts of Washtenaw County Road Commission, Washtenaw County Parks & Recreation, Village of Dexter and MDOT. Grant awards to be announced 12/2010.
<u>STONY CREEK</u>		
1. Golf Course Parking Lot Resurfacing	146,000	Resurface badly deteriorated parking lot at golf course.
2. Eastwood Beach Redevelopment	600,000	Consolidate beach use at Eastwood Beach with an adventure activity/tot lot facility.
<u>WILLOW</u>		
– North Entrance Road - Toll Area Reconstruction	525,000	Replace badly deteriorated North Entrance Road with new realigned entry road and HCMA standardized toll booth off South Huron River Road.
<u>OAKWOODS</u>		
– Hike/Bike Trail Reconstruction	137,000	Reconstruct 1.3 miles of badly deteriorated hike/bike trail.

HURON-CLINTON METROPOLITAN AUTHORITY
Preliminary 2011 Budget – Capital Improvements Projects
2010 Rebudgeted Projects (13)
Schedule A

<u>PROJECT</u>	<u>AMOUNT</u>	<u>REMARKS</u>
<u>HURON MEADOWS</u>		
1. Park Service Building	840,000	Replace badly deteriorated park service buildings that were obtained with property acquisition 31 years ago.
2. Park Maintenance Storage Building	250,000	Replace badly deteriorated quonset hut supply/equipment storage buildings which were obtained with property acquisition 31 years ago.
3. Park Maintenance Building Demolition	\$168,000	Demolish existing park service and storage buildings to prepare site for construction.
4. Park Maintenance Area Paving	128,000	Pave new park maintenance service areas.
5. Park Maintenance Area Site Completion	<u>23,000</u>	Screen new maintenance area with landscape plantings.
TOTAL 2010 REBUDGETED PROJECTS (13)	<u><u>\$4,251,000</u></u>	

HURON-CLINTON METROPOLITAN AUTHORITY
Preliminary 2011 Budget – Capital Improvements Projects
2011 Five-Year Plan Projects (8)
Schedule B

<u>PROJECT</u>	<u>AMOUNT</u>	<u>REMARKS</u>
<u>METRO BEACH</u>		
1. Redevelop East Boardwalk Area	\$260,000	Replace boardwalk with paved walk, site furnishings and trees.
2. Comfort Station - Class A	250,000	Construct comfort station at site of old combination building which was demolished in 2010.
3. Picnic Shelter - Boardwalk	21,000	Construct new picnic shelter at site of old combination building area.
<u>KENSINGTON</u>		
1. Maple Beach Redevelopment	250,000	Accumulate funds to demolish outdated foodbar/bathhouse/restaurant and replace with comfort station at Maple Beach.
2. Hike/Bike Trail Reconstruction	143,000	Reconstruct badly deteriorated sections around traffic circle.
3. Martindale Parking Lot Redevelopment/Surfacing	400,000	Accumulate funds to redevelop north/south parking lots, storm system and landscaping to improve deteriorated pavement and complete redevelopment of Martindale Beach.
<u>STONY CREEK</u>		
1. Eastwood Beach Building Renovations	300,000	Renovate deteriorated Eastwood Beach Food Bar and bathhouse building interiors.
2. Boat Launch Restroom Renovations	250,000	Provide accessible restroom upgrades to accommodate heavy use.
TOTAL 2011 FIVE-YEAR PLAN PROJECTS (8)	<u>\$1,874,000</u>	

HURON-CLINTON METROPOLITAN AUTHORITY
Preliminary 2011 Budget – Capital Improvements Projects
2011 New Projects (24)
Schedule C

<u>PROJECT</u>	<u>AMOUNT</u>	<u>REMARKS</u>
<u>METRO BEACH</u>		
– Communication System	\$49,000	Replace/upgrade phone/data communication lines from service yard to park office/toll booths. Existing lines are unreliable and failing.
<u>LOWER HURON</u>		
1. Turtle Cove Corral Area Improvements	20,000	Provide concrete pads and stationary picnic tables for rent around Turtle Cove fence.
2. Culvert Replacement - South Fishing Lot	30,000	Replace deteriorated culvert.
<u>HUDSON MILLS</u>		
– Communication System	35,000	Replace/upgrade phone/data communication lines from Activity Center/Office to Service Area. Existing lines are unreliable and failing.
<u>STONY CREEK</u>		
1. Gladeview Picnic Area South Parking Lot Reconstruction	100,000	Reconstruct badly deteriorated parking lot.
2. Golf Maintenance Equipment Storage Building	21,000	Construct a three-sided equipment storage building to prevent equipment exposure to elements.
<u>WILLOW</u>		
1. Golf Course Drainage Improvements	25,000	Improve drainage of No. 16 fairway and eliminate standing water.
2. Service Area Above Ground Fuel Storage	128,000	Convert current underground fuel storage tanks to above ground fuel storage tanks.
3. Picnic Shelter - Pool	21,000	Construct a new picnic shelter close to the new pool area.
4. Communication System	68,000	Replace/upgrade phone/data communication lines from warehouse to pool area. Existing lines are unreliable and failing.
<u>OAKWOODS</u>		
– Canoe/Kayak Access	25,000	Develop in conjunction with the SeaBees a canoe/kayak access to the Huron River by the shore fishing area.

HURON-CLINTON METROPOLITAN AUTHORITY
Preliminary 2011 Budget – Capital Improvements Projects
2011 New Projects (24)
Schedule C

<u>PROJECT</u>	<u>AMOUNT</u>	<u>REMARKS</u>
<u>LAKE ERIE</u>		
1. Toll Booth Replacement	90,000	Replace entrance toll booth with HCMA standardized toll booth.
2. Communication System	\$55,000	Replace/upgrade phone/data communication lines from Park Office to pool complex. Existing lines are unreliable and failing.
	<hr/>	
Subtotal Above 13 Projects	<u>\$667,000</u>	
– 11 Miscellaneous Minor Projects Under \$50,000 at 4 Parks	<u>135,000</u>	
TOTAL 2011 NEW PROJECTS (24)	<u><u>\$802,000</u></u>	

HURON-CLINTON METROPOLITAN AUTHORITY
2011 Budget
Significant 2011 Major Maintenance Projects (78)

		<u>TOTAL</u>
<u>METRO BEACH (16)</u>		
1.	Shore Marina Walk Repairs	\$25,000
2.	Remove Cold Storage Area - Administration Building	31,000
3.	Parapet Repair/Paint - Administration/Concession Building	45,000
4.	Recoat Building and Roof - Oil Shed and Open Storage Buildings	90,000
5.	Replace Pool High Pressure Sand Filters	155,000
6.	Rebuild Catch Basins - Loop Road	25,000
7.	Lighting System Energy Retrofit	25,000
8.	Replace Trash Compactor	54,000
9.	Remove Floating Marina	53,000
–	Seven (7) Minor Projects Under \$25,000	110,000
		<u>\$613,000</u>
<u>KENSINGTON (12)</u>		
1.	Park Roadway Striping	30,000
2.	Warehouse Repairs	30,000
3.	Paint Park Office Exterior/Fascia Repairs	30,000
4.	Boat Rental Sewage Pump Replacement	29,000
5.	Hike-Bike Trail Pedestrian Bridge Painting	185,000
6.	Farm Center Barn Roof Replacement	56,000
–	Six (6) Minor Projects Under \$25,000	75,000
		<u>435,000</u>
<u>LOWER HURON (7)</u>		
–	Seven (7) Minor Projects Under \$25,000	113,000
<u>HUDSON MILLS (2)</u>		
–	Two (2) Minor Projects Under \$25,000	38,000
<u>STONY CREEK (11)</u>		
1.	Baypoint Beach Bathhouse Roof Repairs	33,000
2.	Park Office Roof Replacement	42,000
3.	Replace Baypoint Bathhouse Fuel Tank	52,000
–	Eight (8) Minor Projects Under \$25,000	124,000
		<u>251,000</u>
<u>WILLOW (9)</u>		
1.	Willow Pool Bathhouse/Food Bar Renovations	160,000
2.	Sanitary Sewer Cleaning/Televising	27,000
3.	Golf Course Culvert Replacement - #1, 18 and 16	31,000
4.	Lighting System Energy Retrofit	25,000
–	Five (5) Minor Projects Under \$25,000	75,000
		<u>318,000</u>
<u>OAKWOODS (1)</u>		
–	One (1) Minor Project Under \$25,000	16,000

**HURON-CLINTON METROPOLITAN AUTHORITY
2011 Budget
Significant 2011 Major Maintenance Projects (78)**

		TOTAL
<u>LAKE ERIE (7)</u>		
1. Concrete Repairs - Park Wide	\$26,000	
2. Dredge Spoil Pile Removal	58,000	
– Five (5) Minor Projects Under \$25,000	<u>80,000</u>	\$164,000
<u>WOLCOTT MILL (3)</u>		
1. Mill Raceway Repairs	85,000	
– Two (2) Minor Projects Under \$25,000	<u>25,000</u>	110,000
<u>INDIAN SPRINGS (7)</u>		
1. Golf Starter Roof Replacement	50,000	
2. Golf Maintenance Building Siding/Roof Painting	34,000	
– Five (5) Minor Projects Under \$25,000	<u>66,000</u>	150,000
<u>HURON MEADOWS (3)</u>		
1. Underground Storage Tank Removal - Golf Starter	63,000	
2. Golf Course Irrigation Intake Repair	31,000	
3. Golf Cart Path Repairs	<u>23,000</u>	117,000
<u>ADMINISTRATIVE OFFICE</u>		
– Engineering and General Planning		<u>113,000</u>
TOTAL 2011 Major Maintenance Projects (78)		<u><u>\$2,438,000</u></u>



HURON-CLINTON METROPOLITAN AUTHORITY

8 - A - 1
Meeting of December 9, 2011

To: Board of Commissioners
From: Gregory J. Almas, Deputy Director
Subject: Path Maintenance Agreement, Clinton Township
Date: December 9, 2010

The Charter Township of Clinton is requesting to renew a Pathway Maintenance Agreement for snow plowing, grass cutting on path margins and sweeping of the hike/bike trail located in Clinton Township for the period of Nov. 1, 2010 through Oct. 31, 2011.

Clinton Township will pay the Authority the following rates:

- Full-Time employee grass cutting and snow plowing wages at \$51.10 per hour;
- Seasonal employee grass cutting and sweeping at \$12.32 per hour and \$18.48/OT;
- Equipment wages at \$85.00 per 8-hour period; and
- Salt prorated at \$43.00 per ton.

Attachment: Path Maintenance Agreement, Clinton Township

Recommendation: That the Board of Commissioners approve the attached Path Maintenance Agreement with the Charter Township of Clinton for the period of Nov. 1, 2010 through Oct. 31, 2011 as recommended by Deputy Director Almas and staff.

PATH MAINTENANCE AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____ by and between the Charter Township of Clinton (the "Township") whose address is 40700 Romeo Plank Road, Mount Clemens, Michigan 48038 and the Huron-Clinton Metropolitan Authority (the "Authority") whose address is 13000 High Ridge Drive, Brighton, Michigan 48116.

WHEREAS, the Township is the owner of a hike/bike path located in Clinton Township, Macomb County, Michigan, along the route designated in Exhibit A hereto attached (the "Bicycle Trail"); and

WHEREAS, the Authority owns, operates and maintains Metro Beach Metropark (the "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 by providing certain maintenance services on 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. During the term of this Agreement, the Authority agrees to provide the following maintenance services (the "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 Path 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 Path with respect to the safety of the Path for travel of persons or vehicles or the safety in any respect of any person having occasion to use the Path. Rather, the Services will be provided on an occasional basis, solely to enhance the recreational characteristics of the Metropark.

2. The Township agrees to maintain the insurance coverages described below and to indemnify 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 performance of the Services or otherwise in connection with this agreement. The Township shall procure at its own expense Comprehensive General Liability Insurance coverage, including personal injury liability and property damage liability coverage, together with Broad Form Contractual Insurance coverage sufficient to protect the Township and the Authority, its Commissioners, officers, agents and employees from any claims for damage to property and for personal injuries which may arise in connection with performance of the Services or otherwise in connection with this Agreement. A Certificate or Certificates of Insurance describing the coverages required hereunder must be furnished the Authority by the Township showing all premiums paid prior to the provision of any Services by the Authority. The Certificate of Insurance must name the Authority as an "Additional Insured" in relation to the maintenance of the Path. The insurance policy or policies shall contain an endorsement providing for furnishing the Authority thirty (30) days' written notice prior to any material change, termination or cancellation of the insurance policy or policies. The Township shall provide Comprehensive General Liability insurance with the following limits of liability:

Bodily Injury Liability \$1,000,000 each occurrence
\$1,000,000 aggregate

Property Damage Liability \$ 100,000 each occurrence
\$ 100,000 aggregate

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

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

3. This Agreement shall become effective upon execution by the duly authorized agents of the parties, and shall remain in effect from November 1, 2010 through October 31, 2011 unless and until thirty (30) days after either party shall notify the other party in writing of its election to terminate.

4. It is further agreed that the Township will reimburse the Authority for the services listed below against the Authority's invoice for the period beginning the first day of November, 2010 and ending the last day of October, 2011 at the following rates:

1. Full-Time employee grass cutting and snow plowing wages at \$51.10 per hour.
2. Seasonal employee grass cutting and sweeping at \$12.32 per hour, \$18.48/O.T.
3. Equipment wages at \$85.00 per 8-hour period.
4. Salt prorated at \$43.00 per ton.

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: _____

Harry E. Lester
Chairman

Anthony V. Marrocco
Secretary

CHARTER TOWNSHIP OF CLINTON

BY: _____

Robert J. Cannon
Clinton Twp. Supervisor

George Fitzgerald
Clinton Twp. Clerk

DATE: _____



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Title: Roof Replacement, Farm Center Barn and Classroom
 Project No: 504-10I
 Project Type: Major Maintenance
 Location: Kensington Metropark
 Date: December 9, 2010

Bids opened: Thursday, Nov. 23, 2010 at 2:00 pm

Scope of Work: Replace the existing roof on the Farm Barn and Classroom to include the removal of the existing shingle roof system and related appurtenances; provide new standing seam metal roof and related work. Existing, original roof is leaking and endangering the underlying roof structure. Project was not budgeted for 2010 but was planned for 2011. However, deterioration requires replacement at the earliest possible date.

Contractor	City	Amount
1. Custom Architectural Sheetmetal Specialists, Inc.	Detroit	\$73,300.00
2. Envision Builders, Inc.	Wixom	\$73,644.00
3. Four Seasons Roofing & Sheet Metal LLC	Shelby Twp.	\$74,200.00
4. Esko Roofing & Sheet Metal, Inc.	Shelby Twp.	\$108,000.00
5. Butcher & Baecker Construction Co., Inc.	Rochester Hills	\$109,500.00

Proposed Work Order Amount

Contract Amount – Custom Architectural Sheetmetal Specialists, Inc.	
(Rounded)	\$74,000.00
Contract Administration	\$2,000.00
Total Proposed Work Order Amount	<u>\$76,000.00</u>

Note: No additional transfer of funds will be necessary; sufficient funds exist in the Kensington Metropark Major Maintenance Account to fund the Work Order.

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

JJR, Ann Arbor
 Exterior Metals, Burton

Recommendation: That the Board of Commissioners award Contract No. 504-10I to the lowest responsive, responsible bidder, Custom Architectural Sheetmetal Specialists, Inc. in the amount of \$73,300 as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

8 - C - 1
Meeting of December 9, 2010

To: Board of Commissioners
From: Susan Nyquist, Chief Planner
Subject: Report – Hudson Mills Hike-Bike MNRTF Grant
Date: December 9, 2010

At its regular meeting on Dec. 1, 2010, the Board of the Michigan Natural Resources Trust Fund (MNRTF) awarded approximately \$20 million in development grants. Staff is pleased to report that the Metroparks was awarded a grant in the amount of \$500,000 for the purposes of completing the Hudson Mills to Dexter Trail.

The trail is approximately three miles in length beginning at the southern end of Phase 1 and ending in the village of Dexter.

1. The three mile trail including boardwalks and a bridge over Mill Creek will connect Hudson Mills Metropark to the village of Dexter (Village) and add another piece to the Washtenaw County Parks and Recreation Commission's (WCPRC) plan for a 35 mile Border to Border trail.
2. The project cost is estimated at \$2,180,000 and shared as follows:

Washtenaw County Parks and Recreation Commission	\$ 700,000
Washtenaw County Road Commission	\$ 100,000
Transportation Enhancement Grant	\$ 780,000
HCMA	\$ 100,000
Total Local Match	\$1,680,000
Michigan Natural Resources Trust Fund Grant	\$ 500,000
Total Project Cost	<u>\$2,180,000</u>

3. In addition, HCMA is providing the (a) land, (b) a natural features inventory and environmental study (\$50,000), and (c) in-kind design and engineering services.

This project is an excellent example of local public agencies partnering to develop a valuable recreation and alternative transportation facility that would not otherwise be completed if the burden fell on a single agency.

Recommendation: That the Board of Commissioners receive and file this report as recommended by Susan Nyquist, Chief Planner and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Title: 2011 Dredge Spoil Pile Removal - Lake Erie Marina
 Project Type: Major Maintenance
 Location: Lake Erie Metropark
 Date: November 29, 2010

Bids opened: Thursday, Nov. 29, 2010 at 2:00 pm

Scope of Work: Remove approximately 12,000 cubic yards of dredge spoils from the temporary holding area adjacent to the marina channel, haul and place the dredge spoils in the permanent disposal area within the park and provide earthwork and grading at the permanent disposal area. Work is required to clear the temporary holding area prior to the annual 2011 Marina Channel Dredging project.

Contractor	City	Amount
1. Compeau Bros., Inc.	Carleton	\$47,000.00
2. Earth Works Excavating	Carleton	\$49,200.00
3. Dominic Gaglio Construction, Inc.	Southgate	\$54,000.00
4. Decks, Docks, and More LLC	Brownstown	\$56,000.00
5. Peake Asphalt, Inc.	Utica	\$62,000.00

Total Budget Amount for Contract Services and Administration	\$58,000.00
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Proposed Work Order Amount

Contract Amount – Compeau Bros., Inc.	(Rounded)	\$47,000.00
Contract Administration		<u>\$ 3,000.00</u>
Total Proposed Work Order Amount		\$50,000.00

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

Marine Services, Harper Woods	DeAngelis Landscaping, Woodhaven
Faust Corporation, Grosse Pt. Farms	Michigan Hydraulic Dredging, Cheboygan
Marine One Contracting, Chesterfield	Marshall Marine Contracting, Roseville
Waterfront Construction, Harrison Twp.	Restoration Dredging, Auburn
Lakeshore Marine Contracting, Roseville	Sedlock & Francisco, Flat Rock

Recommendation: That the Board of Commissioners issue a Purchase Order to the lowest responsive, responsible bidder, in the amount of \$47,000 as recommended by Chief Engineer Arens and staff. Purchase Order to be effective after January 1, 2011.



HURON-CLINTON METROPOLITAN AUTHORITY

8 - E - 1
Meeting of December 9, 2010

To: Board of Commissioners
From: David Wahl, Controller
Subject: 2010 Tax Levy Adjustments
Date: December 9, 2010

At the start of each budget year since 2008, HCMA has been estimating the amount of captured or adjusted taxes from each county and only recording the "net" HCMA tax levy. For the 2010 Budget year, it was estimated that \$1,428,000.00 of HCMA taxes would be captured locally under various tax abatement programs or adjusted downward by Board of Reviews. (Total 2010 tax levy \$36,022,391 less estimated captured of \$1,428,000 equals "net" tax levy of \$34,594,391).

During the past five months, I have been working with representative of each of the County Treasurer's Offices to reconcile the differences between our estimated tax write-offs (captured, Board of Review, etc.) and the actual tax write offs per County accounting records. The actual tax write offs, after adjusting for Industrial/Commercial Facility increases, total \$1,099,210.37. This results in a net tax write up of \$329,164.06 (0.9 percent) summarized below. The detailed reconciliations are attached

County	Estimated Tax Adjustments	Actual Tax Adjustments	Net Tax Write Up/(Down)
Livingston	(\$38,000.00)	(\$31,445.67)	\$6,554.33
Macomb	(\$89,000.00)	\$32,130.18	\$121,130.18
Oakland	(\$485,000.00)	(\$510,518.99)	(\$25,518.99)
Washtenaw	(\$98,000.00)	(\$77,808.23)	\$20,191.77
Wayne	(\$718,000.00)	(\$511,193.23)	\$206,806.77
Totals	(\$1,428,000.00)	(\$1,098,835.94)	\$329,164.06

In addition, due to the fact that HCMA does not receive confirmation from Wayne County on the write off of delinquent personal property taxes that are over six years old, it is recommended that the delinquent 2002 personal property taxes from Wayne County of \$49,851.58 be written off at this time.

Recommendation: that the Board of Commissioners approve the above tax levy adjustments as recommended by Controller Wahl and staff.

Reconciliation of Livingston County 2010 Tax Levy

Description	LIVINGSTON COUNTY	HCMA	Variance
2010 Initial Levy (1)	\$1,836,138.45	\$1,839,549.84	(\$3,411.39)
DDA/TIFA/Brownfield Captured Levy Adjustments	(28,036.04)		
HCMA Estimated Tax Adjustments		(38,000.00)	9,963.96
Current Tax Payments	(1,675,332.89)	(1,675,334.65)	1.76
Revolving Fund Payment	(126,575.41)	(126,575.41)	0.00
Balance as of May 31, 2010	\$6,194.11	(\$360.22)	\$6,554.33
Delinquent Personal Pmts Recd	(3,796.80)	(3,796.80)	0.00
Balance as of November 30, 2010	\$2,397.31	(\$4,157.02)	\$6,554.33
Required Adj. Journal Entry		6,554.33	
Adjusted Recv.Balance 11/30/201	\$2,397.31	\$2,397.31	

(1) Variance is due to Board of Review and Michigan Tax Tribunal adjustments.

Reconciliation of Macomb County 2010 Tax Levy

Description	Macomb County	HCMA	Variance
2010 Initial Tax Levy (1)	\$6,627,697.70	\$6,628,547.95	(\$850.25)
I'ndl/ Com'l Facilities (Act 198 & 255 Tax Abatements)	140,901.88		
DDA/TIFA/ Brownfield/ Renaissance Zones Captured Levy Adjustments	(60,319.07)		
Board of Review & MTT adj	(47,906.29)		
HCMA Estimated Tax Adjustments		(89,000.00)	121,676.52
Curent Tax Payments	(\$6,142,507.80)	(\$6,142,437.21)	(\$70.59)
Revolving Fund Payment	(478,440.32)	(478,440.32)	0.00
Delinquent Personal Payments	(22,655.22)	(23,029.72)	374.50
Receivable Balance 11/30/2010	\$16,770.88	(\$104,359.30)	\$121,130.18
JE Adjustment Required		121,130.18	
Adjusted Recv.Balance 11/30/2010	16,770.88	16,770.88	

Reconciliation of Oakland County 2010 Tax Levy

Description	Oakland County	HCMA	Variance
2010 Initial Levy (1)	\$13,346,839.07	\$13,389,789.36	(\$42,950.29)
DDA/TIFA/Brownfield/Renaissance Zones Captured Levy Adjustments	(463,308.54)		
Monthly Settlement Adjustments	(4,260.16)		
HCMA Estimated Tax Adjustments		(485,000.00)	17,431.30
Current Tax Payments	(12,048,865.95)	(12,048,865.95)	0.00
Revolving Fund Tax Payments	(788,503.01)	(788,493.84)	(9.17)
Revolving Fund Payment in transit	9.17		9.17
Delinquent Personal Pmts.	(25,555.46)	(25,555.46)	0.00
Receivable Balance 11/30/2010	\$16,355.12	\$41,874.11	(\$25,518.99)
JE Adjustment Required		(25,518.99)	
Adjusted Recv.Balance 11/30/2010	16,355.12	16,355.12	

(1) Variance due to Board of Review and Michigan Tax Tribunal adjustments.

Oakland County advises H.C.M.A. of Commercial/Industrial Facility payments as they are made throughout the year. H.C.M.A. adjusts our tax accounting records for these increases as payments are received. The total payments through November 2010 were \$34,168.65.

Reconciliation of Washtenaw County 2010 Tax Levy

Description	Washtenaw	HCMA	Variance
2010 Initial Levy (1)	\$3,208,173.07	\$3,285,981.30	(\$77,808.23)
HCMA Estimated Tax Adjustments		(98,000.00)	98,000.00
Current & Revolving Fund Payment	<u>(3,212,581.12)</u>	<u>(3,212,581.12)</u>	<u>0.00</u>
Receivable Balance 11/30/2010	(\$4,408.05)	(\$24,599.82)	\$20,191.77
JE Adjustment Required		<u>20,191.77</u>	
Adjusted Recv.Balance 11/30/2010	<u><u>(4,408.05)</u></u>	<u><u>(4,408.05)</u></u>	

(1) Estimated variance is due to Ind'l & Com'l Facilities net of Board of Review, Michigan Tax Tribunal, and DDA/TIFA captured adjustments in final County Taxable Values not in HCMA Taxable Values.

Reconciliation of Wayne County 2010 Tax Levy

Description	Wayne County	HCMA	Variance
2010 Initial Levy (1)	\$10,793,248.66	\$10,878,522.77	(\$85,274.11)
DDA/TIFA/Brownfield/Renaissance Zones			
Captured Levy Adjustments	(610,790.93)		(610,790.93)
Ind'l/ Com'l Facilities (Act 198 & 255 Tax Abatements)	184,871.81		184,871.81
HCMA Estimated Tax Adjustments		(718,000.00)	718,000.00
Current Payments	(9,075,591.21)	(9,075,591.21)	0.00
Revolving Fund Payment	(1,112,739.23)	(1,112,739.23)	0.00
Personal Delinquent Payment	(3,889.29)	(3,889.29)	0.00
Receivable Balance 11/30/2010	175,109.81	(31,696.96)	206,806.77
JE Adjustment Required		206,806.77	
Adjusted Recv.Balance 11/30/2010	175,109.81	175,109.81	

(1) Variance due to Board of Review and Michigan Tax Tribunal decreases in all communities.

Write off for 2002 delinquent taxes, which is standard procedure per Wayne County for anything older than six years is: \$49,851.58

**HURON-CLINTON METROPOLITAN AUTHORITY**

To: Board of Commissioners
From: David C. Moilanen, Director
Subject: Hiring Marketing Director
Date: December 9, 2010

Pursuant to the Board's approval to hire a marketing director for the Metroparks on a contract basis for a period of three years, staff has been developing a job description for the position, a proposed employment agreement, and has been discussing the process for posting and selecting the person for the position. Before moving ahead with the selection, staff would like the Board to review the proposed job description and agreement for this position and provide input on the direction staff should take. We have reviewed this agreement with the Metroparks attorney and it was determined to be acceptable with regards to filling the position as a term employee.

In terms of the hiring process –posting the position, collecting applications, evaluating them and selecting the top candidates for final interviews – several options could be followed. The entire process could be performed by Metroparks staff, a search firm could be secured to conduct the process, or part of the process could be performed with Metroparks staff and part with help from a consultant.

There are pros and cons to all three options. Using Metroparks staff would be the most cost effective; using a search firm to do everything would be the most costly. A fee of 20 percent of the first year's salary seems to be the ball park cost for using a search firm. That could be about \$18,000 – \$20,000 given the salary range we are considering for this position. A qualified search firm would have the expertise and contacts to conduct the search and evaluate the candidates that Metroparks staff would perhaps be lacking considering we have never hired a marketing director before. Also, given the job market for marketing people, we have been told to expect up to 200 applications. It may take considerable staff time to screen the applications, contact and telephone selected applicants and perform reference checks on final applicants. Additionally, we estimate advertising costs with an internal process would be \$1,500 – \$2,000. However, some of the work that a search firm would do and charge for, such as establishing a job description and organizing and conducting interviews of the top candidates, Metroparks staff could do.

Considering both financial and time costs, as well as the quality of the outcome, perhaps the most effective approach would be to use a combination of Metroparks staff and consultant help. Although we do not yet have cost estimates from any consulting firms for helping to conduct part of the process, we believe staff and commissioners would be more confident in the selection process if a firm with expertise in the marketing field and with the competencies required of marketing directors was involved in processing and evaluating the applications, performing any needed reference checks and paring the list of applicants to the top candidates for staff, and commissioners if desired, to interview.

RECOMMENDATION: That the HCMA Board direct staff to move forward in hiring a marketing director as recommended by Director Moilanen and made by staff.

TITLE: Marketing Director

SUMMARY OF PURPOSE

The Marketing Director is responsible for developing and implementing a marketing program designed to increase attendance at the Huron-Clinton Metroparks through stronger brand recognition, increased awareness of the parks in the Southeast Michigan region and the development of sponsored events and festivals. This position collaborates with and coordinates activities among other members of the Metroparks Marketing Steering Team to promote the purpose and vision of the 13 Metroparks, and to assure all the marketing opportunities, marketing quality, brand identification and goal attainments are being met.

ESSENTIAL FUNCTIONS

- Procures sponsors, corporations, groups, and organizations to conduct special events funded by these organizations.
- Coordinates, plans, develops and executes an Annual Marketing Plan which supports the organization's goals and objectives. The plan should be innovative with well-defined goals; objectives, strategies and tactics that will help improve attendance and clearly position each park within the minds of our target market.
- Works with internal resources and outside agencies to develop highly creative and well-targeted advertising and promotional materials that distinguish us in the minds of our target audience and highlights the brand identity of the Metroparks. Advertising programs should include very targeted and defined strategies that are creative and make the most effective use of our dollars. The production process should be cost-effective and achieve optimal results.
- Motivates Park Superintendents and Department Heads to successfully reach the end user through building effective relationships and creating targeted marketing programs.
- Procures existing large events such as company picnics and festivals for the Metroparks.
- Initiates and coordinates the development of innovative special events and programs.
- Develops strategic marketing partnerships with businesses and community organizations that support the Metroparks marketing efforts and assists in gaining outside exposure. Develops relationships with his/her peers in targeted organizations that would help elevate our positioning. Collaborative efforts would also include the development of partner programs for the advancement of all marketing initiatives.
- Serves as an integral member of the Marketing Steering and Strategic Development teams.
- Responsible for directing and overseeing the goals, tracking, and communication of all marketing related activities to appropriate management and Park Superintendents.
- Develops and maintains the marketing budgets and plans.
- Understands and communicates economic and business trends to forecast the effect of trends on the Authority's business and revenues and adapt strategies to market conditions.

- Performs other activities as necessary.
- Contributes to the effective team management of all problems, issues and opportunities
- Creates relationships with radio, television and newspapers and uses those relationships to obtain as much free media publicity as possible to promote parks and park events.

MINIMUM REQUIREMENTS

Bachelor's Degree and 10-15 years demonstrated experience in marketing with at least five of those in a senior level management capacity required. Ability to travel locally, statewide, nationally. Must be available to work days, evenings, and weekends as necessary.

SPECIAL SKILLS

Must communicate persuasively and clearly with an understanding of all marketing processes. Must be a team leader and player with enthusiasm to reach acceptable solutions and courses of action. Must have a commitment to high standards, integrity and ethics. Ability to handle multiple task management a must.

PHYSICAL/MENTAL/ ENVIRONMENTAL

PHYSICAL	75% sitting 25% standing Lifting up to 30 lbs. Normal vision
MENTAL	Problem-solving capabilities, well organized
ENVIRONMENTAL	Normal office environment with some outside travel required

**PRELIMINARY DRAFT
EMPLOYMENT AGREEMENT**

8-E-2-b

THIS AGREEMENT dated this _____, by and between Huron-Clinton Metropolitan Authority, a public body corporate of the State of Michigan having offices at 13000 High Ridge Drive, Brighton, Michigan, 48114, hereinafter referred to as "Authority," and _____ whose legal address is _____ hereinafter referred to as "Employee".

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

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

1. Employment and Duties.

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

2. Duration of Contract and Termination.

This Agreement shall commence on _____, 2011, and shall continue to and including _____, 2014, unless earlier terminated by either the Authority or the Employee pursuant to this Section. This Agreement and Employee's employment relationship with the Authority may be terminated at any time by either party with or without cause, and for any or no reason, and shall be regarded as an "employment at will." The Authority shall not be required to provide Employee with any prior notice of termination, written or otherwise, and may effect termination of this Agreement immediately upon giving oral or written notice. Employee may terminate this Agreement upon providing the Authority with ten (10) days' advance written notice. In the event the Authority terminates this Agreement within six (6) months from the commencement date, Authority will pay Employee a severance benefit of ___ hours pay. This Agreement may be extended only by mutual written agreement signed by both the Employee and the Chairman and Secretary of the Authority, and Employee shall have no expectancy that this Agreement or his employment will be renewed or extended without such mutual written extension.

3. Compensation.

The Authority shall compensate Employee at a hourly rate of \$_____, payable biweekly in accordance with the Authority's normal payroll practices.

4. Benefits.

Employee agrees that he shall not receive and is not eligible or entitled to receive or participate in those benefits made available to the Authority's other employees, including, but not limited to, group term life insurance programs, disability insurance programs, medical, dental, vision and hospitalization insurance coverages, medical expense reimbursement plans, flexible benefit plans, pension or retirement plans, 403(b) plans and other reasonable and customary fringe benefits which may from time-to-time be made available by the Authority. Nothing in this Agreement shall be construed to deprive Employee of any benefits or leave provided by state or federal statute.

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

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

6. Expenses.

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

7. Confidential Information.

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

8. Confidentiality.

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

9. Intellectual Property

All rights, title and interest in and to any copyrights, patents, trade secrets, trademarks, service marks, discoveries, inventions (whether patented or not), developments or other intellectual property rights recognized by the laws of any country or state (the "Intellectual Property") in any works created individually or jointly by Employee (the "Works") shall vest exclusively in the Authority. To the extent that, by operation of law, Employee owns any Intellectual Property rights in the Works, Employee hereby irrevocably assigns and transfers to the Authority all rights, title and interest in and to such Works. Employee agrees to execute all documents and perform all acts that the Authority may reasonably request in order to assist the Authority in perfecting its rights to the Works.

10. Entire Agreement.

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

11. Severability.

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

12. Choice of Law and Severability.

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

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

EMPLOYEE

HURON-CLINTON METROPOLITAN AUTHORITY

By: _____

Name: Harry E. Lester, Chairman

Dated: _____

By: _____

Name: Anthony V. Marrocco, Secretary

Date: _____



HURON-CLINTON METROPOLITAN AUTHORITY

8 - E - 3
Meeting of December 9, 2010

To: Board of Commissioners
From: David C. Moilanen, Director
Subject: Update – Metroparks Strategic Plan Development
Date: December 9, 2010

Staff continues to work on refining and soliciting input on the Metroparks strategic plan. Employees have had the opportunity to review the plan and provide comments. Two meetings soliciting comments and suggestions from the public have been scheduled. One meeting will be held at Hudson Mills Metropark on the evening of Dec. 7. The other will be held at Stony Creek Metropark Nature Center the evening of Dec. 15. Long term Metroparks volunteers, local officials and other recognized supporters of the Metroparks have been specifically contacted and asked to participate in these meetings.

The ad hoc strategic planning committee is scheduled to meet Dec. 7 with consultants Chuck Hammond and Virginia Fallis to discuss the process for implementing the plan. Such issues as prioritizing the strategic goals and objectives, identifying the person(s) who will take the lead in executing various aspects of the plan and who will be accountable for results, and the setting of timelines, will be considered.

Since two of these meetings will have occurred before the Board meets on Dec. 9, I will be able to provide a more detailed update verbally to the Board than is transcribed herein.

After all the meetings in December, comments and suggestions will be incorporated into the draft strategic plan and the final draft will be presented to the Board at the January Board meeting for the Board's review.

RECOMMENDATION: That the Board of Commissioners receive and file this report as recommended by Director Moilanen and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: David C. Moilanen, Director
Subject: Pilot Privatization Project – Maintenance of a Metroparks Golf Course
Date: December 9, 2010

Commissioner John Hertel requested that as an agenda item, the Board consider the privatization of the maintenance operations of one of the Metroparks 18-hole regulation golf courses as a pilot project.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Gregory J. Almas, Deputy Director
Subject: FOIA Coordinator Appointment
Date: December 9, 2010

Public Act 442 of 1976, the Freedom of Information Act (FOIA), stipulates a public body designate an individual as the public body's information coordinator.

The HCMA Bylaws stipulate that the Executive Secretary be designated as the FOIA Coordinator.

Recommendation: That the Board of Commissioners appoint George Phifer, Executive Secretary as the FOIA Coordinator for the Huron-Clinton Metropolitan Authority as recommended by Deputy Director Almas and staff.

**HURON-CLINTON METROPOLITAN AUTHORITY**

To: Board of Commissioners
From: Greg Almas, Deputy Director
Subject: November Donations (5)
Date: December 9, 2010

The following donations were received through November 30, 2010:

- A \$2500 donation made by the Dexter Soccer Club for fertilizer, seeds and pesticides for use at the Hudson Mills Metropark soccer fields.
- A \$400 donation made by Bridget Turner for a turtle tank to be used at Nature Center at Metro Beach Metropark.
- A \$400 bench donation made by Sally Perry in memory of Henry Sedmak to be used at the Nature Center at Kensington Metropark.
- A \$400 bench donation made by Carol Brahm in memory of her husband to be used at the Nature Center at Kensington Metropark.
- A \$300 tree donation made by Nancy Beyer in memory of Susan Harris for use at Metro Beach Metropark.

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



HURON-CLINTON METROPOLITAN AUTHORITY

8 - E - 6 - b
Meeting of December 9, 2010

To: Board of Commissioners
From: David C. Moilanen, Director and David L. Wahl, Contoller
Subject: Donation to Huron-Clinton Metroparks Donation
Date: December 9, 2010

The Huron-Clinton Metroparks Foundation has received a \$50,000 donation for the use and benefit of the Metroparks located in Wayne County. The family making this generous contribution wishes to remain anonymous at this time.

In working with the family, it was felt that the construction of two new picnic shelters, with tables, would be an acceptable project. There is need for new picnic shelters at Willow Metropark in the pool area and at Lake Erie Metropark in the wave pool area. These shelters would be constructed in the 2011 construction season.

Upon request and approval of the Board, the Foundation will transfer the \$50,000.00 to the HCMA when the picnic shelters project is awarded early in 2011.

RECOMMENDATION: That the HCMA Board of Commissioners accept this anonymous donation in the amount of \$50,000 and that a letter of appreciation be sent to the donors as recommended by Director Moilanen and Controller Wahl.



HURON-CLINTON METROPOLITAN AUTHORITY

8 - E - 7
Meeting of December 9, 2010

To: Board of Commissioners
From: David C. Moilanen, Director
Subject: Legislative Consultant Retainer Agreement
Date: December 9, 2010

The current retainer agreement HCMA has with our state legislative consultant, George Carr, is due to expire Dec. 31, 2010. Mr. Carr and staff are requesting that HCMA enter into a new retainer agreement under the same terms, conditions and compensation as the current agreement for the two-year period beginning Jan. 1, 2011 through Dec. 31, 2012.

Mr. Carr has been a valuable asset to the Metroparks serving as the eyes, ears and voice regarding any and all political matters pertaining to the interests of the Metroparks at the state's capitol. His knowledge of the state political process and his network of personal contacts has been a great benefit for HCMA in dealing with matters that affect or could potentially affect the Metroparks. With the large turn over in the state legislature, as well as in state administrative departments, Mr. Carr's long-term experience and contacts will become even more important and beneficial.

A letter from Mr. Carr expressing his interest in continuing his relationship with HCMA as its state legislative consultant and the proposed retainer agreement are attached.

Attachments: Consultant Letter
Consultant Contract

RECOMMENDATION: That the Board of Commissioners approve the retainer agreement with George Carr for legislative consulting services during the period of Jan. 1, 2011, through Dec. 31, 2012 as recommended by Director Moilanen and staff.

GEORGE M. CARR, P.C.

ATTORNEY AND COUNSELOR


327 SEYMOUR
LANSING, MICHIGAN 48933

(517) 371-2577
Fax (517) 482-8866
gmcarr@carrlawfirm.com

Mr. George Phifer
Executive Secretary
Huron-Clinton Metropolitan Authority
13000 High Ridge Drive
Brighton, MI 48114

November 24, 2010

Dear Mr. Phifer:

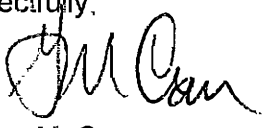
 It has been a pleasure to represent the Huron-Clinton Metropolitan Authority in the current session of the Michigan Legislature. Advocating the interests of HCMA and continuing work on many issues through 2009-10 has been an enjoyable challenge.

I would be pleased to continue representation of HCMA on matters of interest before the State Legislature and the new administration of Governor-elect Snyder. I look forward to continuing our relationship, working with your excellent staff and building on the legislative support we have developed for the Metropark system.

Enclosed are two copies of a proposed 2011-12 Retainer Agreement.

If the proposed Retainer Agreement is acceptable, please sign both copies and return one in the envelope provided. If you have any questions, please call me at 517/371-2577.

Respectfully,


George M. Carr
George M. Carr, P.C.

LEGISLATIVE CONSULTANT RETAINER AGREEMENT

THIS AGREEMENT, made and entered into this 1st day of December, 2010, by and between George M. Carr P.C., a law firm and Michigan Professional Corporation with its principle office located at 327 Seymour, Lansing, Michigan 48933 (hereinafter called ATTORNEY) and the Huron Clinton Metropolitan Authority with its administrative offices located at 13000 High Ridge Drive, Brighton, MI 48114 (hereinafter referred to as CLIENT).

1. ATTORNEY accepts employment and retainer and agrees to provide the following services in the following order of priority to the CLIENT:
 - A. Monitoring of legislative and regulatory activities of the Michigan Legislature.
 - B. Monthly updates of business related legislative and administrative activities to alert CLIENT of possible issues affecting the CLIENT as requested.
 - C. The scope of this RETAINER AGREEMENT shall include lobbying as defined by Michigan Law and registration as a lobbyist for the CLIENT if required by state law or regulation. Legislative activity relating to amending state statutes increasing liquor license availability for the CLIENT shall not be within the scope of this Agreement unless agreed to in writing between the parties.
 - D. Develop and coordinate a state legislative information program into the CLIENT's local government program.
2. The file and work product materials of the CLIENT shall be maintained by ATTORNEY in Lansing, Michigan.
3. It is understood and agreed the ATTORNEY's operations hereunder are those of an independent contractor, and that ATTORNEY has the authority to control and direct the performance of the details of the services to be rendered and performed and it is further agreed that ATTORNEY's employees are not employees of CLIENT and the ATTORNEY is not, except as herein provided, subject to control by CLIENT.

COMPENSATION

1. For and in consideration for such services, CLIENT agrees to pay ATTORNEY and ATTORNEY agrees to accept during the terms of this Agreement, the sum of Ninety Six (\$96,000.00) Thousand Dollars or \$4,000.00 per month due by the 15 of every month for 24 months commencing January 1, 2011.

COSTS AND EXPENSES

1. It is understood and agreed that the compensation of \$4,000.00 per month for the term of this contract includes usual and ordinary costs and expenses. Travel expenses at the request of CLIENT shall be assumed by CLIENT. If it develops that ATTORNEY shall be exposed to extraordinary costs and expenses, then in that event, CLIENT shall assume and pay the same, providing the nature and circumstances thereof are disclosed to and approved by CLIENT prior to the time the same are incurred.

TERM OF AGREEMENT

1. The term of this Agreement shall begin January 1, 2011 until December 31, 2012 and the employment relationship shall continue from month-to-month on terms and conditions to be agreed upon by the parties hereto. This agreement may be terminated by either the CLIENT or the ATTORNEY upon 90 days' written notice.

NON-ASSIGNABILITY

1. This Agreement shall not be transferable or assignable by operation of law or otherwise.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement as of the date first written above.

Attorney:

George M. Carr, PC

George M. Carr
Its President

Client:

Huron-Clinton Metropolitan Authority

BY: _____
Harry Lester
Its Chairman

BY: _____
Anthony Marrocco
Its Secretary

DATE: _____

DATE: _____

GEORGE M. CARR, P.C.

ATTORNEY AND COUNSELOR

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

November 30, 2010

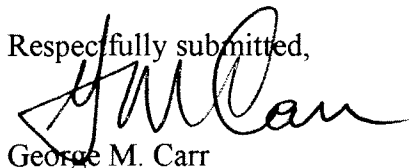
Mr. Harry Lester, Chairman
Huron-Clinton Metropolitan Authority
13000 High Ridge Drive
Brighton, Michigan 48114-9058

Dear Chairman Lester:

The Michigan Legislature is in the last week of "lame duck" for the 2009-10 Session. Final adjournment is scheduled for Thursday, December 2nd but session could extend into the following week. HCMA has several issues pending that have not seen final action as of today. Therefore, I will be presenting a year end final legislative report at the December 9th Commission meeting.

Governor-elect Snyder has made several key personnel decisions with more expected before the meeting. We also expect major state department structural changes to be announced soon.

Respectfully submitted,


George M. Carr



HURON-CLINTON METROPOLITAN AUTHORITY NOVEMBER MONTHLY REPORT FOR BOARD OF COMMISSIONERS DECEMBER 9, 2010

Director's Comments

- Budget reviews of all parks and departments were completed by the first part of the month, and Controller Wahl and his department staff spent the rest of the month pulling it all together. Each of you should have received a copy of the budget and summary documents by now. It was a difficult process this year as we make adjustments to control costs further than in the past. Employees at all levels understand this new reality and the budgets presented by each park/department showed that staff can be creative in finding ways to cut costs while maintaining our parks and services.
- This is a transitional month as we closed the last of the warmer weather facilities – golf courses – and prepared facilities for cold weather and snow-related activities. We staggered the closing of our golf courses this year, closing some early in the month and keeping a few open until the end of the month, so as to reduce costs of operating them while keeping a few open and available for those hardy golfers who don't seem to mind playing golf in long underwear.
- Staff also uses this time of the year to work on special projects that have to be put off until visitation decreases and before the snow flies.
- On behalf of all the Metroparks employees, I wish each of you a happy, healthy holiday season.

Metro Beach – Jim Pershing

- Submitted a budget that was less than the zero percent allowed. This was accomplished by not filling two full-time positions and by the reorganization of some of the seasonal departments along with other items.
- Harrison Township purchased 1,001 HCMA Annual Permits for 2011. This is the fourth year in a row that this purchase has been made. These permits are then sold to the residents of Harrison Township at cost. In past years a total of approximately 2,200 permits are purchased before the program is discontinued in midyear.
- Representatives from the Macomb Conservation District donated approximately 500 bulbs for flowers. Next spring, visiting guests should see various shades of tulips, narcissus and crocus.

Lower Huron, Willow, Oakwood and Lake Erie – Richard Sobecki

- Getting the parks ready for winter took place during the month; picnic tables were brought in and boards were replaced as needed, comfort stations and irrigation systems were winterized and building crews shingled the comfort station at Woodscreek and the South Hawthorne Glade shelter.
- The annual Turkey Trot took place at Lake Erie Nov. 23 and 24. More than 700 students from St. Mary's Elementary and Chapman Elementary school took part in the event. The weather cooperated and the kids did a great job.

**Kensington –
Kim Jarvis**

- The golf course closed Friday, Nov. 12 for the year. Golf rounds are up for the year by 6,347 compared to 2009, and revenue for the year increased by \$35,900.
- Maintenance crews were busy re-surfacing playgrounds, repairing damage to the boardwalk on the bike trail done by a vehicle, winterizing the irrigation systems at the golf course and Administrative Office, preparing the sledding hill, toboggan runs and snowboard hill for winter use, roofing the Carpenter Shop, clearing trees from high wind damage and repairing park signs.

**Hudson Mills, Indian Springs and Huron Meadows –
Nancy Schaible**

- The Annual Turkey Trot sponsored by Running Fit was held at Hudson Mills Metropark on Nov. 13 with nearly 1,500 runners attending the event.
- Staff met with Barbara Barden and Cheryl Tangney from the Livingston County Convention and Visitors Bureau (LCCVB). The LCCVB have offered to help with promoting the Frosty Freestyle Race at Huron Meadows in January 2011. They also offered ideas and opportunities to promote Huron Meadows throughout the seasons including golf, picnicking and cross country races with schools.
- Maintenance staff at all locations have been removing sand in play areas and replacing with approved materials.
- Staff coordinated efforts with University of Michigan students on preparing and installing “Metropark” art on the nature trails at Hudson Mills.

**Stony Creek, Wolcott Mill –
Mike Lyons**

- Irrigation systems at both golf courses have been winterized for the season and fungicides for snow mold prevention on the greens have been applied.
- The winter draw down of Stony Lake has been on-going the entire month and the process is nearly completed with the lake being lowered 1.5 feet.
- Staff met with a group of individuals that would like to help raise money for the future development of a dog park at Stony Creek Metropark. The group is working on developing the concept for a brochure that will aid in the solicitation of donations for the project. The group also hopes to plan several fundraising events in 2011.

**Interpretive Services –
Mike George**

- Staff continues working with University of Michigan Arts & Design students regarding projects for the Metroparks.
- Efforts continue towards the “No Child Left Inside” initiative, including a summit to be held next year in the Metroparks.

October Summaries

Program totals	591
Program totals (persons)	16,036
Facility visitors	84,679
Monthly total use	100,715
Monthly total use (YTD)	1,695,684
Monthly volunteer hours	986

Interpretive Services (con't) –

Kensington Farm Center

- Staff took advantage of the cooperative weather and geared up for winter. Heaters were placed in water tanks and all water sources were insulated to prevent damage from freezing. Staff added insulation to the animal pens and structures and the lower barn received a fresh coat of paint.
- The farm's last scheduled Eagle Scout of the year began his project of renovating the chicken coop building; a fenced, roofed area that will give the birds a large area to occupy at night.

Kensington Nature Center

- Outreach programs were presented at area schools. Ann Arbor schools managed to budget trips for all of its first grade classes for the winter season.

Stony Creek Nature Center

- The building is decorated for the holidays and "Naturally it's Christmas" registrations are proceeding nicely, with two out of three filled to capacity.
- Staff continues to work with Planning and Graphic Arts to develop permanent interpretive trail signs.
- The Nature Center had a lot of visitors due to warmer weather during the month.

Wolcott Mill Historic Center

- Public programs and general visitation were up. Several programs including three geocache classes, "Old-fashioned Thanksgiving," "Gifts in a Jar" and "Make a Holiday Swag" was successful.

Wolcott Mill Farm Center

- "Make a Gingerbread Barn" programs were successful and a lot of fun. Participants, both young and old, enjoyed decorating a barn to take home.
- The "Winter Wool Crafts" programs also did well. Participants were able to create several wool crafts using wool from the farm's flock of sheep.

Metro Beach Nature Center

- Flyers were created and mailed for the center's winter "Predator & Prey" programs.
- Several out-of-park programs were presented and the Voyageur Canoe and trailer were prepared for the Mt. Clemens Santa Claus parade. Fourteen volunteer Voyageurs walked alongside and handed out promotional material or "paddling" in the canoe.

Oakwoods Nature Center

- Owls were the theme for November and the Nature Center had an extremely successful "Owl Festival," multiple public and private scouting groups were scheduled for the "Owl Prowls" and staff hosted an "Owl Prowl" for the Detroit Audubon Society.

Lake Erie Marshlands Museum and Nature Center

- November was full of school programs and weekend programming. Seven different schools sent 25 different classes to the Museum. This total included the latest run of schoolship programs which ran through the first three days of November.
- Scout programs, including a "Junior Girl Scout Badge Day" and an unusual number of "Webelos - Forester" presentations dominated most Saturdays.

Mobile Learning Center

- The Mobile Learning Center was on the road doing programs most of the time during the month. Approximately a quarter of these were new schools. Two schools said they learned about programming while visiting the Mobile Learning Center at a special event.

Interpretive Services (con't) – Hudson Mills Activity Center

- Teachers scheduled programs at the park as well as at schools. Several programs such as “Colors of Autumn,” “Animals Prepare for Winter” and “Habitats are Homes” were popular. In fact, more teachers requested out-of-park programs this fall than in the past.

Indian Springs Environmental Discovery Center

- Sections of the prairie had a prescribed burn Nov. 8. Because certain areas have matured the fire spread well and burned some places perfectly. A video was shot of the burn and will be used to replace the version now in the prairie burn display. Staff is hoping to have some narration added to enhance it.
- Volunteers collected seed from the prairie grasses and also spread mulch in the wildflower garden.

Indian Springs Nature Center

- Weekend public programs were mostly devoted to scout themes and were filled. “Tot Time - Turkeys” was also a hit.

Human Resources – Bill Johnstone

- Health Risk Assessments were held the first week of November. Michigan M-Fit Division performed a total of 195 screenings.
- Open enrollment meetings were conducted the week of Nov. 15. Employee information was pulled from the HR database and pre-entered onto enrollment forms simplifying the process, allowing a significant number of employees to return signed forms during the meetings. This will also reduce the amount of time required to process any changes employees make during the enrollment period.
- The Authority is on track to end 2010 with a significant reduction in recordable injuries. There have been 29 recordable injuries through November compared to 68 at this time in 2009.
- Total employee count

Location	Full-Time	Provisional	Seasonal	Total	Percent
Admin Office	44	7	0	51	11.4%
Hudson Mills	34	48	0	82	18.4%
Kensington	48	48	3	99	22.2%
Lake Erie	15	16	1	32	7.2%
Lower Huron	31	38	0	69	15.5%
Metro Beach	20	21	0	41	9.2%
Stony Creek	32	39	1	72	16.1%
TOTAL	224	217	5	446	100.0%

Information Systems – Nolan Clark

- Ten new workstations for engineering and planning have arrived and are being staged in preparation for installation.
- The new equipment for the golf courses, including 10 new servers, has arrived and is being readied for installation.
- Over the Thanksgiving weekend, engineering and planning’s files were migrated to a new location doubling available disk space.
- The Nov. 1 switch to ShoreTel at Metro Beach went smoothly.

Community Relations –

Jack Liang

- Discussed needs and securing volunteers for Jan. 15 Frosty X-Country Ski races at Huron Meadows with the event organizer. Seeking assistance from area REI stores and plan on contacting Livingston County scout troops.
- The Metroparks were invited by the REI corporate office to be the recipient of its marketing/revenue effort. Patrons at their Northville store were asked to sign-in to Facebook to support the Metroparks (\$1 and now \$10 per sign-in).
- Contacted the Navy Seabee Michigan leadership again and gave contact information to Mike Arens in order to move forward with the Seabees providing volunteer manpower to construct roadwork at the Oakwoods/Lower Huron sites adjacent to the Huron River.
- Met with the Michigan Humane Society volunteer coordinator, as well as their COO, regarding volunteer management, and the possibility of some MHS events to be held at the Metroparks.

Planning –

Sue Nyquist

- Staff attended a day-long Planning and Engineering department meeting to wrap up the year and to set goals for 2011.
- Completed the mapping of all trails throughout the 13 Metroparks using Geographic Information Systems (GIS).
- Staff continues to work with the Kensington Metropark Golf Course building design team. The site plan has already been approved by the Brighton Township Planning Commission.
- Along with staff from Washtenaw County Parks and Recreation and the design consultant, staff walked the proposed trail alignment extending from the village of Dexter and into Dexter-Huron Metropark.
- Staff continues to work with ITC regarding the power lines at Willow Metropark. The activity by an ITC tree clearing contractor is devastating. It appears that clearing of trees is outside the easement that HCMA has agreed to. Staff has asked ITC to stop work until a boundary can be verified. If damage has been done on HCMA property that falls outside the easement, HCMA will pursue some type of compensation for the loss of trees.
- Staff attended the first Southeast Michigan Geotourism Conference. The conference was an exciting meeting of the minds exploring the region's unique tourism opportunities and an effort to work together to formulate a regional brand and identity and create an authentic southeast Michigan travel experience.

Engineering –

Mike Arens

Metro Beach

- The aboveground storage tank (AST) project by Dean Marine is complete, final inspection is in progress and will be ready for use next week. Because of prompt action taken to clean up contaminated groundwater encountered during UST removal, the site has been completely remediated. In lieu of the Initial Assessment Report to be prepared by Fishbeck, Thompson, Carr & Huber, a Closure Report was submitted to the MDNRE this week.

Stony Creek

- A preconstruction meeting was held with Liquiforce Services regarding the Sanitary Sewer Rehabilitation project on Nov. 23. The project is scheduled to begin in January 2011.

Engineering (con't) – Stony Creek

- Design of the Water System Rehabilitation project by Anderson, Eckstein and Westrick continues to progress, and a design progress meeting was held Nov. 22. Drafting of proposed water and sewer agreements is also in progress; once the drafts are completed, staff will schedule meetings with Shelby Township officials to discuss. The agreements should be finalized and approved prior to letting a contract on the Water System Rehab project.

Wolcott Mill

- A meeting has been scheduled with the Road Commission of Macomb County at Wolcott Mill to review the Mill Tailrace Repair project. Anderson, Eckstein & Westrick is coordinating the design of portions of the project within the Mill and on HCMA property. RCMC will coordinate with staff in developing the project.

Indian Springs

- Staff continues to work with DTE on the proposed SolarCurrents photovoltaic project at Indian Springs Metropark. A draft easement agreement (necessary to implement the project) is being finalized and an on-site meeting will be held Dec. 13 to review potential alternative sites.

Kensington

- The design of the Milford entrance Hike-Bike Trail is nearly complete; public notice of the MDNRE permit expired on Dec. 2. Hopefully a permit will be issued with no or minimal design changes required. Assuming this will be the case, the project may be advertised for bids as soon as January 2011.
- The Parking Lot Lighting System Replacement project at the Farm Center (design by Lombardo & Associates) is currently out for bids, for a Dec. 16 bid opening. Bids will be brought to the Board for action at the January 2011 Board meeting. The project will include eight energy-efficient, LED-type 145 watt luminaires.
- Design of the Golf Starter Building Replacement project is complete, and the project is currently out for bids with a Dec. 16 bid opening date. We expect bids to be brought to the Board for action at the January 2011 Board meeting.
- Design of the Sanitary System Improvement project is approximately 50 percent complete at this time. Submittal of the design to MDOT for their review will take place in the upcoming days to confirm that location of the force main on I-96 right-of-way is acceptable.

Huron Meadows

- The Golf Course Irrigation Intake project is nearing completion by Fonson Construction. Intake pipe and chamber, sluice gate and waterproofing are complete, and backfilling will follow.

Natural Resources – Paul Muelle

- Staff continued the dry-weather storm water field testing and observations at several Metroparks. MSDS procedures, pollution prevention and environmental compliance plans and reporting continue to be developed and modified for the new regulations.
- Began development of the new Natural Resource department website information as well as creating an invasive species fact sheet for employee distribution.

Natural Resources (con't) –

- Staff continues to meet with Macomb County Department of Planning and Economic Development, Wayne State University and the Clinton River Watershed Council regarding the EPA grant for Metro Beach. The RFP was developed and distributed to consultants and reviewed and scored by the grant partners. Contractor interviews are scheduled for Dec. 6 and the consultant will be chosen soon after.
- The Natural Resource Crew continues trimming and removing trees along trails, picnic areas and golf courses throughout the parks. Cross country ski trails and nature trails are a current priority.

Purchasing – Scott Michael

- The preliminary review of the alarm systems has been completed and is ready for board approval.
- Staff has also worked on the following during the month: finalizing equipment expenditures for year-end, solicited bids for phone equipment, verified authenticity of order for computer equipment ordered by IT, checked order for POS equipment, evaluated RFP's for waste removal services and awarded contract.
- Purchase orders issued through November 2010

	MAA	SWM	MVR	RHS	JRS	GJA	Grand Total
Jan	\$19,176.50	\$176,455.41	\$146,527.70	\$419,188.42	\$291.40	None	\$761,639.43
Feb	\$341,693.57	\$23,426.46	\$65,921.95	\$183,988.60	\$180,425.47	None	\$795,456.05
Mar	\$625,434.80	\$49,116.54	\$51,583.56	\$106,743.03	\$3,872.06	None	\$836,749.99
Apr	\$718,993.75	\$156,728.04	\$74,840.01	\$123,840.95	\$21,767.80	None	\$1,096,170.55
May	\$31,473.74	\$40,359.58	\$41,080.54	\$43,418.76	\$12,800.33	None	\$169,132.95
June	\$656,953.60	\$44,730.06	\$99,021.51	\$8,523.30	\$15,661.37	\$25,600	\$850,498.84
July	\$108,030.00	\$27,027.98	\$8,836.05	\$14,874.88	\$1,523.95	None	\$160,292.86
Aug	\$838,144.46	\$47,530.42	\$24,085.63	\$33,191.19	\$29,339.54	None	\$972,291.24
Sept	\$73,180.51	\$10,493.50	\$25,165.00	\$126,254.32	\$5,530.00	None	\$240,623.33
Oct	\$156,980.10	\$13,138.59	\$120,071.80	\$8,669.85	\$1,738.00	None	\$300,598.34
Nov	\$12,729.30	\$163,638.40	\$120,071.80	\$14,862.35	\$10,756.00	None	\$322,057.85

MAA – Mike Arens, SWM – Scott Michaels, MVR – Maria vanrooijen, RHS – Ron Smith, JRS – Jan Schlitters, GJA – Greg Almas

Police Department – George Phifer

- During the month, officers assigned to Lake Erie received complaints regarding illegal hunting. Officers checked the area, and found several tree stands hung in the park which were confiscated. No suspects were arrested or identified at this time. Additional patrols will be directed to those areas.
- Two juveniles were inside the Willow Pool on Nov. 9 doing stunts with their in-line skates. They were apprehended for trespassing.
- On Nov. 29 a homeowner who lives next to Kensington Metropark came to the Kensington Park office to inform staff that someone had broken into their home. Metropark Police Officers and the Milford Police department responded to the area. A search was initiated and two suspects were later captured.

Police Department (con't) –

- Total police department count

Number of “Assist Other Agency” Runs for NOV 2010		YTD 2010	Nov 2009	YTD Nov 2009	Nov 2008	YTD Nov 2008
Eastern District	5	45	3	77	6	97
Western District	4	31	3	63	5	94
Southern District	2	16	1	31	1	43
TOTAL	11	92	7	171	12	234

Communications – Denise Semion

- Please see separate marketing update

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November 2010 Marketing Report

Sum of Cost			
Activity Type	Activity	Park (8XX)	Total
Advertising	Detroit News, Free Press, Observer & Eccentric October golf advertising	Hudson Mills	370.00
		Huron Meadows	370.00
		Indian Springs	370.00
		Kensington	370.00
		Lake Erie	370.00
		Stony Creek	370.00
		Willow	370.00
		Wolcott Mill	370.00
	Romeo Observer	Wolcott Mill	150.00
Advertising Total			3,110.00
e-Mail	Nearly 100 cards entered from "enter to win" promotion. Collected 351 addresses the website. From the parks: AO-0,SC & WM-16, MB - 7 - K-39, HM et al-36, LH et al & LE-0, events & expos - 0, other-2, Total on eblast list-22,394	AO	
	Social Media and Email/Web Consulting - Fluency Media	AO	4,750.00
e-Mail Total			4,750.00
Interpretive	Volunteers paddled the Voyaguer Canoe and distributed brochures in the annual Macomb County Christmas Parade	Metro Beach	
Interpretive Total			
Miscellaneous	Postage for mailing of winter newsletter	AO	1,953.16
	Press release reading fee	AO	208.00
	Webcast video for fall activites at Wolcott Mill Farm Center	AO	250.00
	Winter newsletter - mass mailing fee	AO	546.94
	Wolcott Mill and Stony Creek fall golf photos, Stony Creek park photos	AO	375.00
Miscellaneous Total			3,333.10
News Release	Annual Permits go on sale	AO	
	Appreciation Days - Veterans; Thanksgiving	Hudson Mills	
		Huron Meadows	
		Indian Springs	
		Kensington	
		Lake Erie	
		Lower Huron	
		Metro Beach	
		Stony Creek	
		Willow	
		Wolcott Mill	
	Create a holiday gift at your Metroparks	Indian Springs	
		Kensington	
		Lake Erie	
		Oakwoods	
		Wolcott Mill	
	Interpretive Events November	Hudson Mills	
		Indian Springs	
		Kensington	
		Lake Erie	
		Metro Beach	
		Oakwoods	
		Stony Creek	
		Wolcott Mill	
	Kensington extends golf season	Kensington	
	Prescribed burn planned for Indian Springs	Indian Springs	
	Prescribed burn scheduled November 8	Indian Springs	
	Prescribed burn story with photos	Indian Springs	
	REI \$10,000 grant to Metroparks	AO	
	Ship Building history program at Lake Erie Metropark	Lake Erie	
	Swing Society Dances	Metro Beach	
	Toys for Tots	AO	

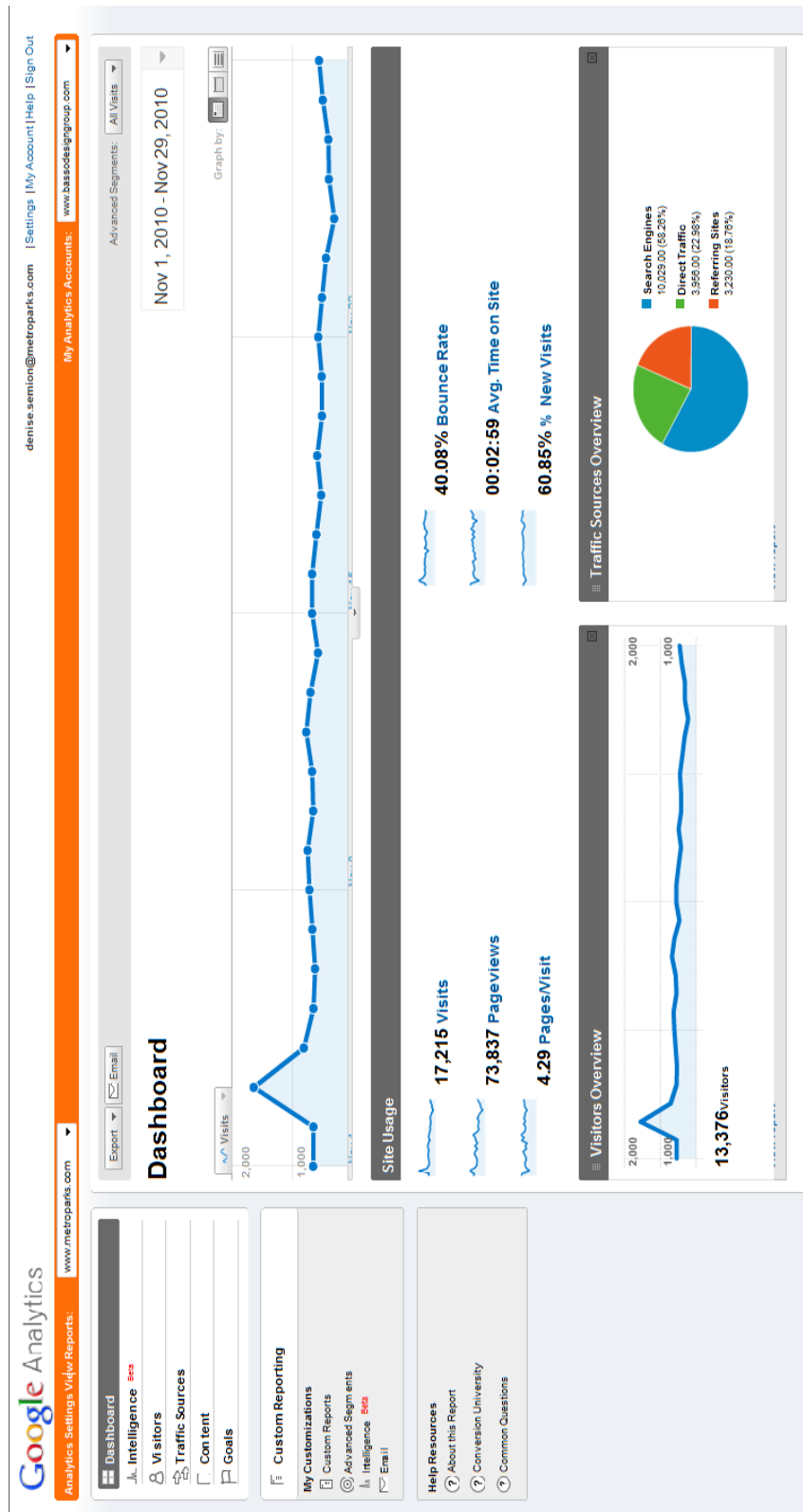
November 2010 Marketing Report

News Release Total			
news story	Golf story in Detroit Free Press	AO	
	Oakland Press stories on Indian Springs prescribed burn and trails	Indian Springs	
	Prescribed burn stories in Detroit News, Detroit Free Press, Observer & Eccentric, Spinal Column, etc.	Indian Springs	
	Ski trails story by Eric Sharp in Detroit Free Press	AO	
news story Total			
Print Materials	Newsletter - Winter edition	AO	4,907.01
	Season Greetings envelopes	AO	395.00
Print Materials Total			5,302.01
Grand Total			16,495.11

**COUPONS REDEEMED AT PARKS
NOVEMBER 2010 TALLY**

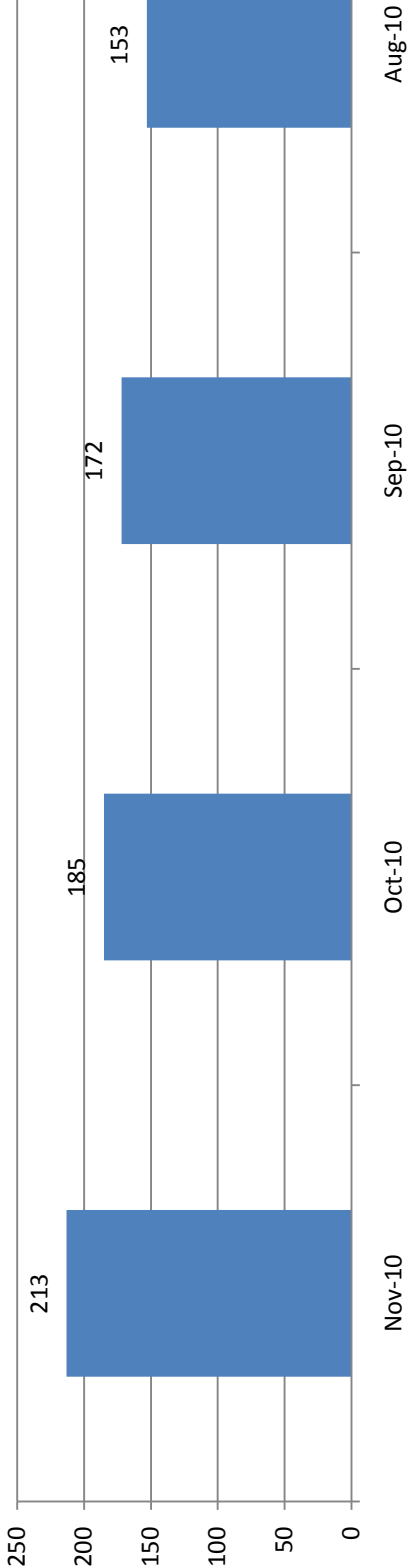
	HCMA DAILY \$4 off	CARL'S GOLFLAND	GOLF SHOW	Spring Direct mail card	Fall Direct Mail	Detroit News/Free Press/O&E Fall	PUNCH CARD	COUPON BOOK FREE CART	B-DAY	COURTESY VOLUNTEER R PASS	HCMA Web	Free League	Valpak	OTHER	OTHER
WM	0						4		0			1			
SC	73						15		3			12			
IS	15						7					2			
K	21						4		4			1			
H MDWS	0						7		4			3			
HM	0						0		0			0			
WILLOW							13		2			10			
LE									1			11			
TOTALS	109	0	0	0	0	0	50	0	14	0	0	40	0	0	0

November 2010



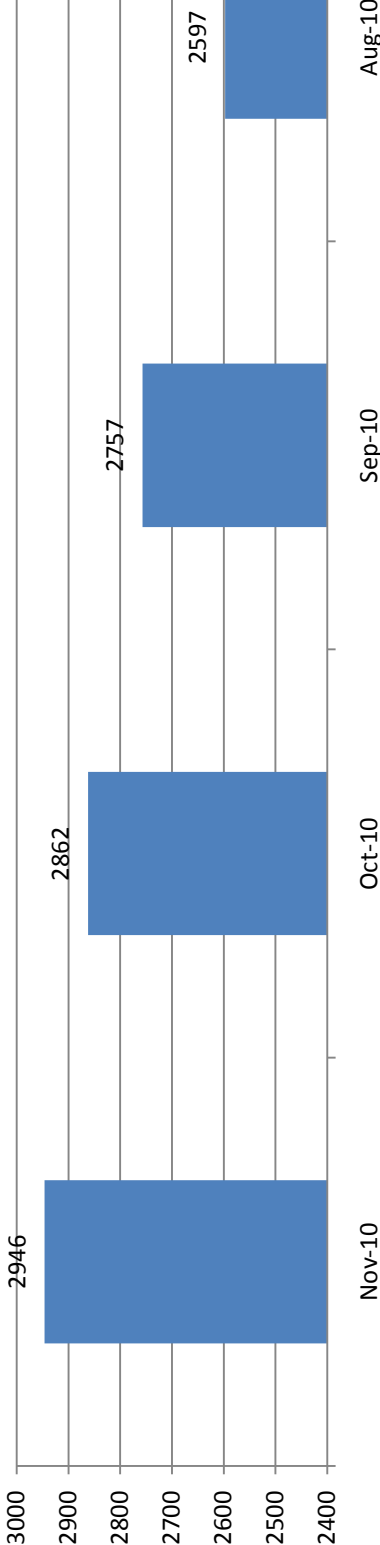
Twitter:

Twitter Followers



Facebook:

Facebook Fans



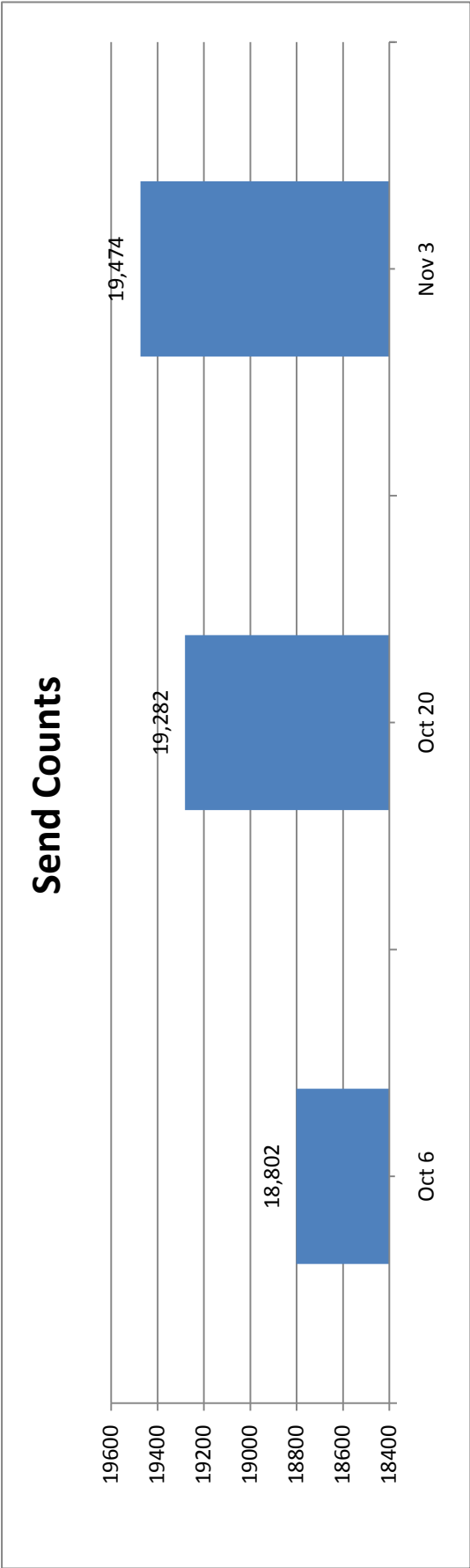
Social Media Recommendations:

- In an effort to optimize the budget, Fluency is consulting with Metroparks staff as they do the actual posting to social media sites. Fluency will resume full posting during the warm weather months to ensure that the potential is maximized during high season.
- Engage more on Twitter. Search for mentions of specific parks and retweet them. Tweet more photos from the parks. Reply to consumers who mention the parks. Have Metroparks staff send in tweets (either themselves or to someone who can push it out) that covers the events/programs on site.
- As it begins snowing, it's going to be important to frequently remind consumers of all the winter activities available in the parks.

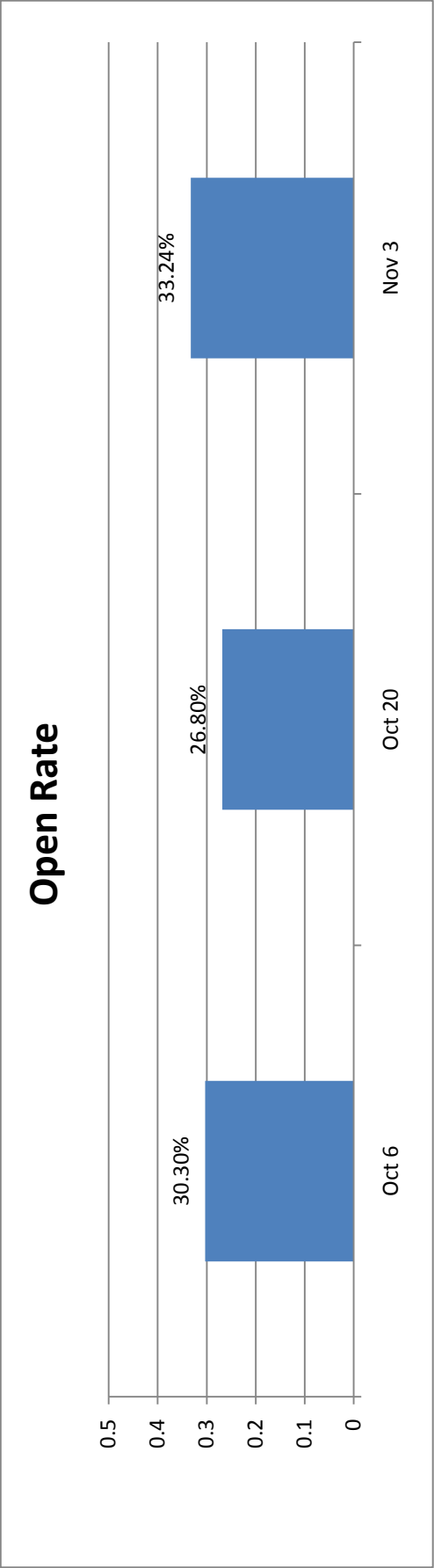
Email:

- The open rate for the November email was higher than the email during the same time period for October, suggesting that the subject line may have been more effective in generating opens. The subject line for the November campaign included the word "Holiday," and as past email campaigns have shown, seasonally relevant content generates higher levels of interest. This bears true ahead this month, with the Holiday craft sessions and Santa programs being the most clicked events.
- Another shared trait of these stories is that they both drove traffic to an aggregate events page, where happenings for multiple parks were listed on the same page within the site. These aggregate pages may generate higher click-throughs and site entries than single event listings, since more people will click to see if there is an event near them.
- The story calling out the availability of Annual Passes was the third-most clicked story suggests that there is a lot of interest in these passes and that they would make a great incentive for upcoming promotions or contests.
- Unsubscribe rates have remained under 0.5 percent again this month.

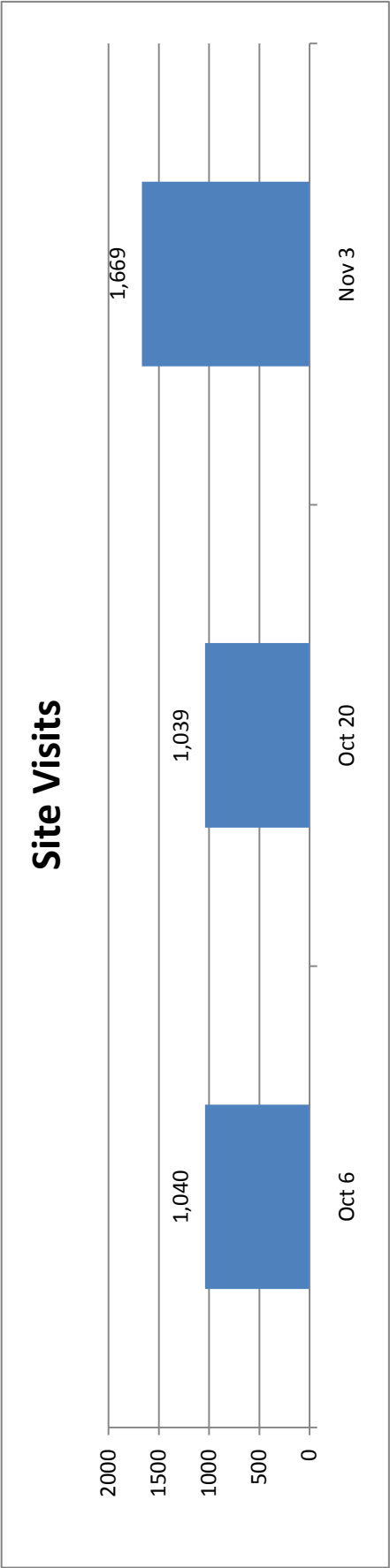
Date	Oct 6	Oct 20	Nov 3
Send Counts	19,474	0	0



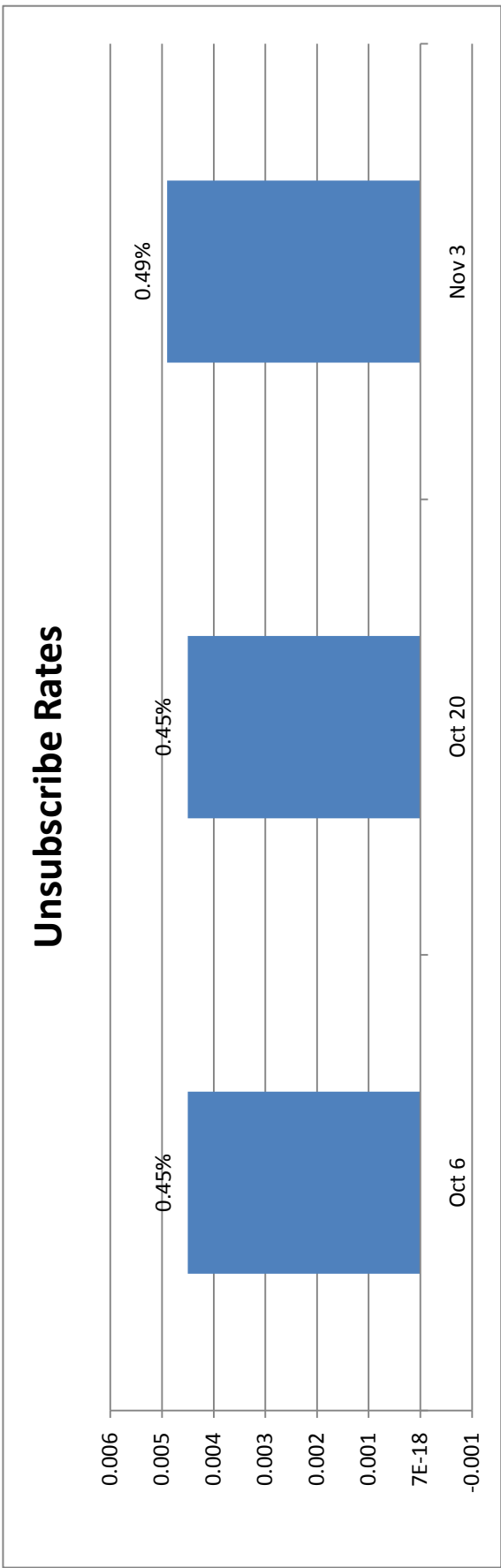
Date	Oct 6	Oct 20	Nov 3
Open Rate	30.30%	26.80%	33.24%



Date	Oct 6	Oct 20	Nov 3
Site Visits	1,040	1,039	1,669



Date	Oct 6	Oct 20	Nov 3
Unsubscribe Rates	0.45%	0.45%	0.00%



Top Ten Events	Clicks
	0
	0
	0
	0
	0
	0
	0
	0
	0
	0
	0
	0

HURON-CLINTON METROPARKS MONTHLY STATISTICS

NOVEMBER 2010

PARK	MONTHLY VEHICLE ENTRIES		
	Current Year	Previous Year	Change
Metro Beach	13,212	17,364	-23.9%
Wolcott Mill	1,656	1,487	11.4%
Stony Creek	18,629	22,096	-15.7%
Indian Springs	5,306	5,759	-7.9%
Kensington	38,280	41,744	-8.3%
Huron Meadows	4,773	5,189	-8.0%
Hudson Mills	11,611	12,636	-8.1%
Lower Huron	15,712	17,175	-8.5%
Willow	10,347	12,796	-19.1%
Oakwoods	3,046	3,274	-7.0%
Lake Erie	8,875	10,435	-14.9%
Monthly TOTALS	131,447	149,955	-12.3%

MONTHLY TOLL REVENUE		
Current Year	Previous Year	Change
\$ 27,263	\$ 29,059	-6.2%
\$ -	\$ -	NA
\$ 14,967	\$ 27,045	-44.7%
\$ 3,523	\$ 3,947	-10.7%
\$ 20,745	\$ 29,999	-30.8%
\$ 250	\$ 261	-4.2%
\$ 10,192	\$ 8,908	14.4%
\$ 2,628	\$ 2,214	18.7%
\$ 65	\$ 548	-88.1%
\$ 820	\$ 1,273	-35.6%
\$ 8,315	\$ 8,385	-0.8%
\$ 88,768	\$ 111,639	-20.5%

MONTHLY TOTAL PARK REVENUE		
Current Year	Previous Year	Change
\$ 54,748	\$ 49,937	9.6%
\$ 6,560	\$ 19,453	-66.3%
\$ 38,514	\$ 65,206	-40.9%
\$ 13,153	\$ 22,226	-40.8%
\$ 43,037	\$ 68,506	-37.2%
\$ 24,020	\$ 33,736	-28.8%
\$ 13,822	\$ 21,438	-35.5%
\$ 4,323	\$ 3,993	8.3%
\$ 18,670	\$ 27,912	-33.1%
\$ 3,393	\$ 2,421	40.1%
\$ 15,029	\$ 25,456	-41.0%
\$ 235,269	\$ 340,284	-30.9%

PARK	Y-T-D VEHICLE ENTRIES		
	Current Year	Previous Year	Change
Metro Beach	442,049	449,950	-1.8%
Wolcott Mill	32,244	31,594	2.1%
Stony Creek	499,929	484,121	3.3%
Indian Springs	102,723	102,550	0.2%
Kensington	759,364	772,918	-1.8%
Huron Meadows	88,777	80,217	10.7%
Hudson Mills	235,875	228,941	3.0%
Lower Huron	340,463	331,885	2.6%
Willow	203,911	192,146	6.1%
Oakwoods	39,078	40,541	-3.6%
Lake Erie	209,942	215,376	-2.5%
Y-T-D TOTALS	2,954,355	2,930,239	0.8%

Y-T-D TOLL REVENUE		
Current Year	Previous Year	Change
\$ 1,064,114	\$ 929,972	14.4%
\$ 1,970	\$ 1,338	100%
\$ 1,297,143	\$ 1,056,062	22.8%
\$ 212,521	\$ 185,776	14.4%
\$ 1,362,682	\$ 1,152,780	18.2%
\$ 39,318	\$ 23,932	64.3%
\$ 363,070	\$ 308,222	17.8%
\$ 468,156	\$ 376,001	24.5%
\$ 242,381	\$ 161,695	49.9%
\$ 33,630	\$ 32,570	3.3%
\$ 431,624	\$ 361,920	19.3%
\$ 5,516,609	\$ 4,590,268	20.2%

Y-T-D TOTAL PARK REVENUE		
Current Year	Previous Year	Change
\$ 1,782,276	\$ 1,626,078	9.6%
\$ 460,760	\$ 465,829	-1.1%
\$ 2,440,261	\$ 2,272,837	7.4%
\$ 842,811	\$ 874,981	-3.7%
\$ 2,782,057	\$ 2,518,440	10.5%
\$ 805,776	\$ 821,199	-1.9%
\$ 948,873	\$ 937,167	1.2%
\$ 1,484,680	\$ 1,222,226	21.5%
\$ 1,070,628	\$ 950,287	12.7%
\$ 50,416	\$ 47,846	5.4%
\$ 1,554,714	\$ 1,582,571	-1.8%
\$ 14,223,252	\$ 13,319,461	6.8%

Y-T-D Vehicle Entries by Management Unit			
Metro Beach	442,049	449,950	-1.8%
Stony Creek Wolcott Mill	532,173	515,715	3.2%
Kensington	759,364	772,918	-1.8%
Hudson Mills Indian Springs Huron Meadows	427,375	411,708	3.8%
Lower Huron Willow Oakwoods Lake Erie	793,394	779,948	1.7%

Y-T-D Toll Revenue by Management Unit		
\$ 1,064,114	\$ 929,972	14.4%
\$ 1,299,113	\$ 1,057,400	22.9%
\$ 1,362,682	\$ 1,152,780	18.2%
\$ 614,909	\$ 517,930	18.7%
\$ 1,175,791	\$ 932,186	26.1%

Y-T-D Total Revenue by Management Unit		
\$ 1,782,276	\$ 1,626,078	9.6%
\$ 2,901,021	\$ 2,738,666	5.9%
\$ 2,782,057	\$ 2,518,440	10.5%
\$ 2,597,460	\$ 2,633,347	-1.4%
\$ 4,160,438	\$ 3,802,930	9.4%

ACTIVITY REPORT - GOLF

GOLF COURSE	MONTHLY ROUNDS		
	Current Year	Previous	Change
Wolcott Mill	69	565	-87.8%
Stony Creek	985	1,263	-22.0%
Indian Springs	154	777	-80.2%
Kensington	485	1,318	-63.2%
Huron Meadows	1,153	1,600	-27.9%
Hudson Mills	0	427	-100.0%
Willow	891	1,227	-27.4%
Lake Erie	349	837	-58.3%
Regulation Subtotal	4,086	8,014	-49.0%
MB Par 3	172	247	-30.4%
L. Huron Par 3	0	0	-
TOTALS	4,258	8,261	

ROUNDS Y-T-D		
Current Year	Previous Year	Change
18,677	18,303	2.0%
33,418	31,270	6.9%
23,218	24,579	-5.5%
40,435	34,118	18.5%
27,304	27,951	-2.3%
17,330	18,603	-6.8%
24,660	26,074	-5.4%
22,183	26,104	-15.0%
207,225	207,002	0.1%
16,584	21,250	-22.0%
8,274	11,667	-29.1%
232,083	239,919	

GOLF REVENUE Y-T-D		
Current Year	Previous Year	Change
\$ 365,855	\$ 372,483	-1.8%
\$ 767,286	\$ 820,550	-6.5%
\$ 538,406	\$ 588,330	-8.5%
\$ 751,150	\$ 743,743	1.0%
\$ 646,930	\$ 672,719	-3.8%
\$ 365,583	\$ 403,497	-9.4%
\$ 555,199	\$ 613,296	-9.5%
\$ 467,688	\$ 551,096	-15.1%
\$ 4,458,098	\$ 4,765,714	-6.5%
\$ 82,621	\$ 105,680	-21.8%
\$ 42,574	\$ 60,241	-29.3%
\$ 4,583,293	\$ 4,931,635	-7.1%

ACTIVITY REPORT - INTERPRETIVE FACILITIES

FACILITY	VISITORS		
	Current Year	Previous	Change
Metro Beach	5,323	5,488	-3.0%
Wolcott Mill	1,950	2,087	-6.6%
Wolcott Farm	2,945	2,754	6.9%
Stony Creek	15,121	16,288	-7.2%
Indian Springs	4,574	4,273	7.0%
EDC	4,158	2,097	98.3%
Kensington NC	24,798	25,723	-3.6%
Kensington Farm	13,653	13,979	-2.3%
Hudson Mills	3,381	3,622	-6.7%
Oakwoods	11,580	10,064	15.1%
LEMP Museum	11,478	10,864	5.7%
Mobile Unit	1,484	1,367	8.6%
TOTALS	100,445	98,606	1.9%

VISITORS Y-T-D		
Current Year	Previous Year	Change
148,383	116,583	27.3%
40,840	41,865	-2.4%
88,925	89,667	-0.8%
211,555	244,039	-13.3%
70,761	64,735	9.3%
69,348	44,334	56.4%
325,466	314,680	3.4%
358,356	359,607	-0.3%
41,606	44,988	-7.5%
125,400	131,463	-4.6%
151,060	156,318	-3.4%
24,633	24,438	0.8%
1,656,333	1,632,717	1.4%

REVENUE Y-T-D		
Current Year	Previous Year	Change
\$ 12,576	\$ 12,344	1.9%
\$ 6,165	\$ 6,023	2.4%
\$ 54,722	\$ 48,818	12.1%
\$ 24,123	\$ 23,756	1.5%
\$ 12,739	\$ 10,150	25.5%
\$ 15,641	\$ 13,140	19.0%
\$ 15,378	\$ 13,826	11.2%
\$ 80,763	\$ 80,323	0.5%
\$ 8,692	\$ 9,755	-10.9%
\$ 15,850	\$ 14,122	12.2%
\$ 8,240	\$ 8,537	-3.5%
11,882	12,590	-5.6%
\$ 266,771	\$ 253,384	5.3%

ACTIVITY REPORT - FINAL SUMMER ACTIVITIES

SWIMMING	PATRONS		
	Current Year	Previous	Change
Metro Beach	0	0	-
KMP Splash-Blast	0	0	-
Lower Huron	0	0	-
Willow	0	0	NA
Lake Erie	0	0	-
TOTALS	0	0	

PATRONS Y-T-D		
Current Year	Previous Year	Change
59,799	52,387	14.1%
60,195	49,985	20.4%
110,773	88,740	24.8%
21,357	0	NA
47,712	45,758	4.3%
299,836	236,870	

REVENUE Y-T-D		
Current Year	Previous Year	Change
\$ 134,912	\$ 156,456	-13.8%
\$ 199,883	\$ 163,391	22.3%
\$ 740,935	\$ 587,435	26.1%
\$ 77,552	\$ -	NA
\$ 234,301	\$ 223,521	4.8%
\$ 1,387,583	\$ 1,130,803	

PARK	Winter Sports this Month			Winter Sports Y-T-D					
	Current Year	Previous Year	Change	Current Year	Previous Year	Change			
Metro Beach									
XC Skiers	0	0	-	62	184	(122.00)			
Ice Skaters	0	0	-	767	896	(129.00)			
Ice Fishermen	0	0	-	6,739	8,120	(1381.00)			
Stony Creek									
XC Skiers	0	0	-	5,000	4,080	+ 920			
Ice Skaters	0	0	-	1,157	27	+ 1130			
Sledders	0	0	-	5,142	5,463	(321.00)			
Ice Fishermen	0	0	-	1,779	812	+ 967			
Indian Springs									
XC Skiers	0	0	-	126	648	(522.00)			
Sledders	0	0	-	876	1,235	(359.00)			
Kensington									
XC Skiers	0	0	-	2,337	1,218	+ 1119			
Ice Skaters	0	0	-	2,613	196	+ 2417			
Sledders	0	0	-	10,628	2,516	+ 8112			
Ice Fishermen	0	0	-	1,167	244	+ 923			
Huron Meadows									
XC Skiers	0	0	-	3,307	1,650	+ 1657			
Ice Fishermen	0	0	-	419	376	+ 43			
Hudson Mills									
XC Skiers	0	0	-	2,205	2,210	(5.00)			
Lower Huron									
Ice Skaters	0	0	-	741	860	(119.00)			
Willow									
XC Skiers	0	0	-	756	881	(125.00)			
Ice Skaters	0	0	-	353	563	(210.00)			
Sledders	0	0	-	6,778	2,384	+ 4394			
Lake Erie									
XC Skiers	0	0	-	26	55	-29			
Sledders	0	0	-	2	0	2			
Ice Fishermen	1	1	0	1,408	1,428	-20			
Totals by Activity				Totals by Activity Y-T-D					
	Current Year	Previous Year	Change	Current Year	Previous Year	Change			
XC Skiers	0	0	-	13,819	10,926	+ 2893			
Ice Skaters	0	0	-	5,631	2,542	+ 3089			
Sledders	0	0	-	23,426	11,598	+ 11828			
Ice Fishermen	1	1	0	11,512	10,980	+ 532			

PARK	Seasonal Activities this Month			Seasonal Activities Y-T-D			Seasonal Revenue Y-T-D		
	Current Year	Previous Year	Change	Current Year	Previous Year	Change	Current Year	Previous Year	Change
Metro Beach									
Welsh Center	6	12	(6)	131	144	(13)	\$ 43,250	\$ 44,475	(\$1,225)
Picnic Reservations	0	0	-	538	536	+ 2	\$ 73,525	\$ 67,550	\$5,975
Boat Launches	61	123	(62)	8,465	9,045	(580)	NA	NA	NA
Marina	0	28	(28)	4,494	4,751	(257)	\$ 85,028	\$ 86,709	(\$1,681)
Mini-Golf	0	0	-	14,940	19,065	(4,125)	\$ 37,158	\$ 47,818	(\$10,660)
Stony Creek									
Disc Golf ¹	NA	NA	NA	NA	NA	NA	\$ 49,764	\$ 50,908	(\$1,144)
Picnic Reservations	5	12	(7)	417	401	+ 16	\$ 62,200	\$ 68,175	(\$5,975)
Boat Rental	0	0	-	17,001	15,254	+ 1747	\$ 118,465	\$ 112,536	\$5,929
Boat Launches	0	0	-	3,000	2,906	+ 94	NA	NA	NA
Indian Springs									
Picnic Reservations	2	0	+ 2	61	49	+ 12	\$ 9,150	\$ 6,560	\$2,590
EDC Room Rental	3	1	+ 2	46	70	(24)	\$ 48,358	\$ 46,878	\$1,480
Kensington									
Disc Golf (Single Day)	21	188	NA	29,593	13,842	NA	\$ 59,186	\$ 27,684	NA
Disc Golf Annuals sold	0	0	NA	136	23	NA	\$ 6,643	\$ 1,180	NA
Total Disc Golf							\$ 65,829	\$ 28,864	NA
Picnic Reservations	10	15	(5)	456	465	(9)	\$ 68,595	\$ 69,750	(\$1,155)
Boat Rental	0	0	-	12,982	13,923	(941)	\$ 120,149	\$ 123,305	(\$3,156)
Huron Meadows									
Picnic Reservations	0	0	-	40	47	(7)	\$ 6,000	\$ 6,820	(\$820)
Boat Rental	0	0	-	465	611	(146)	\$ 5,274	\$ 7,473	(\$2,199)
Hudson Mills									
Disc Golf (Single Day)	560	891		18,849	23,075	NA	\$ 37,698	NA	NA
Disc Golf Annuals sold	0	1	(1)	205	261	(56)	\$ 10,750	NA	NA
Total Disc Golf							\$ 48,448	\$ 58,822	(\$10,374)
Picnic Reservations	5	2	+ 3	180	168	+ 12	\$ 27,000	\$ 25,225	\$1,775
Canoe Rental ³	0	0	-	5,621	4,231	+ 1390	\$ 25,271	\$ 22,255	\$3,016
Lower Huron / Willow / Oakwoods									
Picnic Reservations	12	13	(1)	458	376	+ 82	\$ 68,650	\$ 56,425	\$12,225
Lake Erie									
Picnic Reservations	2	6		114	101		\$ 17,150	\$ 15,725	\$1,425
Boat Launches	640	774	(134)	19,381	22,154	(2,773)	NA	NA	NA
Marina	NA	NA	NA	NA	NA	NA	\$ 194,144	\$ 196,796	(\$2,652)

Note 1: Park staff can account for daily disc golf sales but total use cannot be accurately tracked because many golfers have an annual disc golf pass.

Note 2: Canoe rental revenue is the HCMA percentage of the concessionaire's total revenue.