

AGENDA
Huron-Clinton Metropolitan Authority
Board of Commission Meeting
August 9, 2012 – 10:30 a.m.
Stony Creek Metropark, Nature Center

1. Chairman's Statement
2. Public Participation
3. Minutes
 - A. July 12 Regular Meeting
 - B. July 12 Closed Session Meeting
 - C. July 16 Special Meeting
 - D. July 30 Special Meeting
4. Approval of August 9, 2012 Agenda
5. Financial Statements – July 2102
6. Vouchers – July 2012
7. Purchases
 - A. 2013 Annual Permits – All Locations (pg. 1)
 - B. Radios – Police Department (pg. 3)
 - C. Truck Body and Components – Stony Creek Metropark (pg. 5)
8. Reports
 - A. Stony Creek
 1. Bids – Gladeview South Parking Lot Reconstruction (pg. 7)
 2. Proposal – Seismic Contract for Oil and Gas Exploration (pg. 9)
 - B. Hudson Mills
 1. Report – Update on Hudson Mills to Dexter Trail (pg. 19)
 - C. Lower Huron
 1. Bids – Turtle Cove Access Walks and Shade Structure (pg. 23)
 - D. Administrative Office
 1. Approval – Five-Year-Plan, 2013 – 2017 (separate attachment) (pg. 25)
 2. Report – MI Department of Treasury Economic Vitality Incentive Grant Program (pg. 27)
 3. Report – 2012/2013 Tax Levy Report (pg. 31)
 4. Donations (pg. 41)
 5. Report – Legislative (pg. 43)
9. Controller Selection (pg. 45)
10. Director Selection Process (pg. 59)

AGENDA
Huron-Clinton Metropolitan Authority
Board of Commission Meeting
August 9, 2012 – 10:30 a.m.
Stony Creek Metropark, Nature Center

11. Closed Session – For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement - *Section 8(c) of the Michigan Open Meetings Act, M.C.L. 15.268 (c).*
12. Deputy Director's Comments
13. Commissioners' Comments
14. Motion to Adjourn

A Pension Committee meeting will take place *prior* to the August 9 Board meeting at 9:00 a.m. at the Nature Center at Stony Creek Metropark with a Retiree Health Care Trust meeting immediately following the Pension Committee meeting.

The dedication for the new playground at the Eastwood Beach at Stony Creek Metropark will immediately follow the August Commission meeting.

The next regular Board of Commissioners meeting will be held on Thursday, Sept. 13 at 10:30 a.m. at Lake Erie Metropark at the Wave Pool Food Bar.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria van Rooijen, Buyer
 Project No: ITB-12-022
 Project Title: 2013 Annual Permits
 Location: All Locations
 Date: August 2, 2012

Bids Opened: Thursday, July 5, 2012 at 2:00 p.m.

Scope of Work: Furnish and deliver Huron-Clinton Metroparks 2013 Annual Vehicle, Boat, Regular, Employee and Senior Citizen Permits including the combination permit with Oakland County in accordance with specifications. The total quantity to be printed is 172,000.

<u>Vendor</u>	<u>City</u>	<u>Amount</u>
Rydin Decal	Streamwood, IL	\$15,308.00
Borden Decal	Crystal Lake, IL	\$15,580.85
*Whitlam Label Company	Center Line, MI	\$20,500.00

**Bid from Whitlam Label Company does not include padding which is part of the specifications.*

Invitation for bids was posted on the Michigan Inter-Governmental website and was sent to 106 registered suppliers.

Recommendation: that the Board of Commissioner award ITB-12-022 to the low responsive, responsible bidder, Rydin Decal in the amount of \$15,308.00 as recommended by Buyer Maria van Rooijen and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria van Rooijen, Buyer
 Project No: RFP 071 1300238 State of Michigan Department of Management and Budget (MDTMB)
 Project Title: Police Radio Replacements
 Location: Lake St. Clair, Stony Creek, Indian Springs, Hudson Mills, Lower Huron and Lake Erie Metroparks
 Date: August 2, 2012

Bids Opened: Friday, September 2, 2011 at 3:00 p.m.

Scope of Work: Furnish, deliver and install nine (9) each Mobile XTL 5000 800 MHz Radio and four (4) each Portable XTS 5000 Model II 800 MHZ Radios, with all necessary programming included. Four of the mobile radios are new purchases and five of the mobile radios are replacements. The four portable radios are new purchases.

<u>Vendor</u>	<u>City</u>	<u>Amount</u>
Motorola Solutions, Inc.	Schaumburg, IL	\$49,508.04

The state of Michigan Department of Management and Budget (MDTMB) had only one bidder for this RFP. The RFP was evaluated through a Joint Evaluation Committee chaired by MDTMB Purchasing; the bidder received a score of 92 out of 100.

Recommendation: that the Board of Commissioner award Contract No. RFP 071 1300238 to the low responsive, responsible bidder, Motorola Solutions, Inc. in the amount of \$49,508.04 as recommended by Buyer Maria van Rooijen and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Scott Michaels, Purchasing Manager
Project No. ITB 12-024
Project Title: Truck Body and Components
Location: Stony Creek Metropark
Date: August 2, 2012

Bids Opened: Tuesday, July 24, 2012 at 2:00 p.m.

Scope of Work: Furnish, deliver and install hydraulic components and bodies to equip one (1) new cab and chassis unit with a multi-purpose hook lift, Swaploader Model SL-105 hook loader, spreader controller, trailer hitch and all necessary safety equipment and lights, snow plow, dump body, V-box with twin 35-gallon liquid tanks, and roll off container.

<u>Vendor</u>	<u>City</u>	<u>Amount</u>
Truck and Trailer Specialties, Inc.	Dutton, MI	\$64,384.00
Cannon Truck Equipment	Shelby Twp., MI	*\$63,839.00
Knapheide Truck Equipment Co.	Flint, MI	*\$57,684.00
Monroe Truck Equipment, Inc.	Flint, MI	*\$44,651.00

***Notes:** The v-box unit bid by Cannon Truck Equipment did not meet the specifications for size of liquid tanks or auger. *Knapheide Truck Equipment submitted an incomplete bid omitting the roll off container. *The bid received from Monroe Truck Equipment was for the hook lift unit only and did not include any of the other body components.

These truck components are to be installed and fitted on a Ford F-550 which was approved for purchase and received in May 2012. This equipment allows the truck to be outfitted for different purposes including a dump truck, winter de-icing system, and snow plowing, salt spreading, grounds and site cleanup.

This unit will replace a 2000 GMC C7500 dump truck which is 11-years-old, has 40,000 miles and has deteriorated due to salt exposure and the elements. This unit has a tailgate spreader and plow and is not set up with ice control equipment to meet current standards.

An invitation for bids was posted on the Michigan Inter-Governmental website and was sent to 110 register suppliers.

Recommendation: That the Board of Commissioners award ITB 12-024 to the low responsive, responsible bidder, Truck and Trailer Specialties, Inc. in the amount of \$64,384.00 as recommended by Purchasing Manager Scott Michael and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Laura Martin, Supervising Design Engineer
 Project No: 509-11GR
 Project Title: Bids – Gladeview South Parking Lot Reconstruction
 Project Type: Major Maintenance
 Location: Stony Creek Metropark, Macomb County
 Date: August 2, 2012

Bids Opened: Thursday, July 26, 2012 at 2:00 p.m.

Scope of Work: Work includes the reconstruction of the south Gladeview parking lot to include crushing and shaping of the existing asphalt pavement, grading, repaving and related work. The existing 4,305 square yard (100 spaces total) parking lot was constructed in 1988 and is deteriorated and failing. The project also includes paved walks to the picnic shelter and other accessibility improvements needed, since the existing lot and walks do not currently meet accessibility standards.

After previous bids came in over the budget amount, all bids were rejected by the Board at its July 12, 2012 meeting. Staff revised the project scope while keeping the overall intent of the project to reconstruct the badly deteriorated pavement of the parking lot. Bids received from the re-bidding process came in over the budget amount. Bids were over the budget amount due to additional grading needed for accessible parking and walk, as well as additional soil erosion requirements.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
James P. Contracting, Inc.	Washington	\$108,638.80
Nagle Paving Company	Novi	\$113,052.90
Pavex Corporation	Grosse Ile	\$113,827.44
Pro-Line Asphalt Paving Corporation	Washington	\$116,562.55
Florence Cement Company	Shelby Township	\$116,761.75
S & J Asphalt Paving Company	Canton	\$122,059.50
T & M Asphalt Paving, Inc.	Milford	\$123,899.45
Total Budget Amount for Contract Services and Administration (Work Order No. 509.03-503S)		\$100,000.00
Proposed Work Order Amount		
Contract Amount – James P. Contracting (Rounded)		\$109,000.00
Contract Administration		<u>\$ 4,000.00</u>
Total Proposed Work Order Amount		\$113,000.00

If a contract is awarded, no transfer of funds is necessary. Sufficient funds exist in the Stony Creek Capital Improvement Account to cover the total proposed Work Order Amount.

Board of Commissioners
Gladeview South Parking Lot reconstruction
Page Two

The following contractor obtained bidding documents but did not submit a proposal: Teltow Contracting, Casco Township; Ajax Paving, Troy; Al's Asphalt Paving, Inc., Taylor; Cadillac Asphalt, LLC, Clarkston.

This project was reported and publicly advertized in the following construction reporting outlets: Construction Association of Michigan, Reed Construction Data, Construction News Corporation, Reprographics One DFS Plan Room, Construction News Service, HCMA website, Builders Exchange of Michigan, McGraw Hill Dodge, Builders Exchange of Lansing and Central Michigan.

Recommendation: That the Board of Commissioners award Contract No. 509-11GR to the lowest responsive, responsible bidder, James P. Contracting, Inc., in the amount of \$108,638.80 as recommended by Supervising Design Engineer Martin and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

8 - A - 2
Meeting of August 9, 2012

To: Board of Commissioners
From: Laura Martin, Supervising Design Engineer
Subject: Proposal, Seismic Contract for Oil and Gas Exploration, Jordan Development
Location: Stony Creek Metropark, Oakland and Macomb Counties
Date: August 2, 2012

HCMA received a proposal dated July 31, 2012 from Jordan Development Company, LLC of Traverse City, to perform a seismic survey, as an initial step toward exploring oil and gas development potential in Stony Creek Metropark. Jordan's area of interest for potential exploration at this time covers subsurface areas in the entire 4,435-acre park, depending upon results of the seismic survey.

The proposed seismic test line will generally follow the main park roads within Stony Creek Metropark, totaling approximately 9.4 miles of seismic line within the park. Jordan proposes to use a combination of exploratory methods. Primarily they will be using a mini-vibroiseis machine (a compact, wheel-mounted, over-land vibratory seismic testing machine), since the seismic lines coincide the roadway. Alternatively, in areas where the mini-vibroiseis equipment is not feasible, they may use small explosive charges of ammonium nitrate placed in augured holes at safe and appropriate depths, spaced intermittently along the seismic test line. Jordan must perform all testing in close coordination with HCMA staff. Public safety and minimal environmental intrusion are paramount concerns.

In order to undertake the seismic survey, a Seismic Contract is necessary to address the terms of access onto HCMA lands. A copy of the proposed Seismic Contract is attached. It is similar to the seismic contract with Jordan Development Co. approved by the Board at its Sept.8, 2011 meeting. As in the past, a nominal fee of \$1,000 per mile of seismic line tested is proposed.

In addition, the proposed Seismic Contract includes a grant of an exclusive option to Jordan to enter into an oil and gas lease with HCMA in the event Jordan determines there may be potential for oil and gas production and wishes to pursue its development. The period during which the option may be exercised is 15 months. If Jordan exercises the option, the key terms of the lease are proposed to be as follows, as stipulated in the Seismic Contract:

1. Bonus Payment: The bonus payment (that is, the upfront, per acre payment for land area actually proposed to be leased) will be \$150 per acre elected by Jordan. This is based on per-acre bonus payments negotiated by HCMA in the past, most recently with Jordan in June of 2012.
2. Primary Term: two-year primary lease term, during which Jordan must commence operations, and so long thereafter as operations are continuously conducted (certain interruptions and conditions excepted).
3. Form of Lease: The form of oil and gas lease will be similar to the most recent oil and gas lease executed by HCMA. The most recent HCMA oil and gas lease was executed on June 7, 2012 with Jordan Development for a project at Indian Springs Metropark. This lease was reviewed by the legal firm of Topp Law, PLC of Gaylord, Michigan.

Topp Law is a law firm specializing in oil and gas exploration issues. In the event Jordan exercises the option, the details of the oil and gas lease will be negotiated by the parties, reviewed by our attorneys, and the proposed lease will be brought to the Board of Commissioners for action at a later date.

4. Royalty Percentage: Royalty percentage is proposed to be 25 percent, in monthly payments, proportional to leased acreage in the unit. This has been HCMA's standard royalty since 1993. By comparison, a typical royalty is 1/8 to 3/16. The state of Michigan requires 1/6 on its oil and gas leases. A 25 percent royalty is rare.
5. Limited Development Lease: Jordan will have limited access for well development, and mutual consent will be required for actual wellhead location. HCMA will restrict wellhead locations to only those non-public use and non-environmentally sensitive locations within Stony Creek.
6. No Oil and Gas Production Facilities: Jordan will have no right to locate any production facilities required on HCMA land.
7. No Hydraulic Fracturing: Jordan will not use hydraulic fracturing methods in well development

HCMA has authorized seismic testing on Metropark lands numerous times in the past, including in Stony Creek, Indian Springs and Kensington Metroparks. In addition to the lease with Jordan approved in June of 2012, HCMA has approved oil and gas leases with the firm of West Bay Exploration Company of Traverse City, Michigan in 1992, 1993, 1994, 2000 and 2001, covering a total of 1,056 acres in Kensington Metropark. West Bay has developed five wells, four located within Kensington and one outside of the park. Additionally, the firm of Wellmaster of Rothbury, Michigan, owns a 40-acre lease in Kensington Metropark. Jordan's well development at Indian Springs Metropark is currently in progress.

In accordance with the Board of Commissioner's Resolution of February 10, 1994, oil and gas royalties and related revenues are deposited in the Authority's Supplemental Major Maintenance (SMM) Fund. The SMM Fund is dedicated for major maintenance, repair and reconstruction of essential park infrastructure, for projects whose combined total estimated cost exceeds \$200,000. These are projects that would otherwise be difficult to fund through the Authority's general fund without significantly impacting other areas of the Budget. HCMA's oil and gas leases, and the SMM Fund they support, have produced approximately \$13 million in revenues since 1993.

HCMA staff believes that Jordan is capable of exploring and developing oil and gas resources at Stony Creek Metropark in a manner that is safe, environmentally-responsible, compliant with HCMA's requirements and those of the authorities having jurisdiction, and also in a manner which may maximize HCMA's potential royalty return.

Attachments: **Seismic Contract Cover Letter**
 Seismic Contract – Jordan Development, LLC
 Seismic Contract – Exhibit 1

Recommendation: That the Board of Commissioners approve the attached Seismic Contract and charge a fee of \$1,000 per mile of seismic line tested as recommended by Laura Martin, Supervising Design Engineer and staff.

JDC **JORDAN DEVELOPMENT COMPANY, L.L.C.**
1503 GARFIELD ROAD NORTH • TRAVERSE CITY, MICHIGAN 49696
Telephone: 231.935.4220 • Facsimile: 231.935.4450

July 31, 2012

Mr. Michael Arens
Huron-Clinton Metro Authority
13000 High Ridge Drive
Brighton, MI 48114-9058

**RE: Seismic Permit with Oil & Gas Lease Option
Stony Creek Metropark**

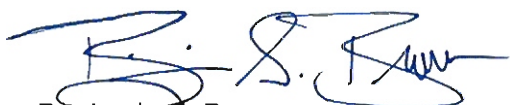
As you know, Jordan Development Company has been acquiring seismic data in Oakland County over the past 12 months and we are currently drilling a well on the Indian Springs Metropark lands. After a thorough review of the data we have been acquiring, we believe it is warranted to acquire additional data in an area where the Metropark owns land in Eastern Oakland and Western Macomb County, namely Stony Creek Metropark.

Jordan hereby proposes to enter into the enclosed Seismic Permit with Oil and Gas Lease Option. This contract is like the one we entered into covering the Indian Springs park lands. Therefore, I am attaching a Seismic Contract with Oil and Gas Lease Option Agreement for your review and submittal to your Board. The contract has an Exhibit "A" which shows the boundary of the Stony Creek Metropark lands as well as the potential location of any seismic lines we may desire to shoot. We will not shoot all of these lines, but these are the areas that our geologist has picked as potential locations.

Please let me know if you need additional information. We have thoroughly enjoyed working with you and your board on this endeavor and hope to continue to for years to come.

Very truly yours,

Jordan Development Company, L.L.C.



Benjamin S. Brower
Its: Vice President

SEISMIC CONTRACT AND OPTION TO ENTER INTO OIL AND GAS LEASE

Effective the ____ day of _____, 2012, Huron-Clinton Metropolitan Authority, a public body corporate under the laws of the State of Michigan, whose offices are located at 13000 High Ridge Drive, Brighton, Michigan, 48114 hereinafter referred to as "Grantor", for and inconsideration of \$10.00 and other valuable consideration in addition to the sum of One Thousand Dollars (\$1,000.00) per mile of seismic shot on Grantor's property, the receipt and sufficiency of which is hereby acknowledged, does hereby grant unto Jordan Development Company, L.L.C., a Michigan limited liability company, of 1503 Garfield Road North, Traverse City, Michigan 49696, hereinafter referred to as "Grantee", for a period of fifteen (15) months from the date hereof, the right, privilege and option to enter upon the land described below and to explore the oil, gas and other associated liquid hydrocarbons thereof by conducting seismic, geophysical or other geoscience operations, methods and means, on a portion of those certain tracts of land situated in the Counties of Oakland and Macomb, State of Michigan, described as follows:

All lands owned by Stony Creek Metropark located in Sections 25, 26, 35, 36 of T4N,R11E of Oakland County, MI AND Sections 7, 8, 17, 18, 19, 20, 29, 30 31, 32 of T4N-R12E AND Section 5 of T3N, R12E of Macomb County, MI

See attached Exhibit "A" for map showing the location of Grantor lands

Seismic testing will include methods as are appropriate for the terrain and conditions. These methods may include small explosive charges placed in augured holes along the test line and mini-vibroiseis machine, and other appropriate methods as determined by Grantee.

Grantee's operations shall be conducted in a safe, efficient and environmentally sound manner at all times. Grantee shall provide Grantor 48-hours notice prior to commencing operations.

Grantee shall be responsible for any loss or damage caused by Grantee or its agents, employees and contractors to Grantor's property, shall make good any loss or damage and shall return Grantor's property to its original condition.

Grantee and Grantor and their employees, partners and agents agree to maintain confidentiality of this agreement and the information obtained as a result of this agreement and shall not disclose such information without prior written consent of Grantor/Grantee. After Grantee has completed its seismic work on Grantee's land, Grantee, at the request of Grantor shall meet with Grantor to show Grantor the seismic data covering the Grantor lands.

Grantee shall indemnify and hold harmless Grantor, its officers, agents and employees against any and all loss, claim or damage including attorney fees and legal costs attributable to personal injury, bodily injury and /or property damage, and any other liability arising directly or indirectly out of Grantees' activities under this Seismic Contract. Grantee shall provide Grantor certificates of insurance in coverage and amounts as are acceptable to Grantor.

The Exhibit "1" lands containing 4435 acres, more or less, and shall hereinafter be collectively referred to as "Said Lands". Grantor grants to Grantee the exclusive option and right at any time and from time to time during a period of fifteen (15) months from the date of this agreement, to enter into an Oil and Gas Lease or multiple Oil and Gas Leases as to all or any portion of Said Lands at the exclusion of others, at Grantee's sole discretion.

Seismic Contract and Option to Enter into Oil and Gas Lease

Page Two

If so exercised by Grantee, Grantor, within 60 days of Grantee's request, will execute an Oil and Gas Lease based on the following terms and conditions:

- 1) Bonus payment of \$150.00 per net mineral acre on that portion of Said Land selected by Grantee
- 2) 2 year primary term
- 3) Form of Oil and Gas Lease will be same as what has been recently entered into between Grantor and Grantee
- 4) 25% royalty
- 5) Grantee will have very limited well development with a mutual consent to location clause
- 6) Grantee will not have a right to locate a Production Facility on Grantor lands
- 7) Grantee will not use the hydraulic fracturing method on wells that include Lessor's minerals.

If Grantee fails to give written notice of Grantee's election to enter into the Oil and Gas Lease or Leases prior to the expiration of the fifteen (15) month option period as to any portion of Said Lands, it shall be deemed that Grantee has elected not to purchase an Oil and Gas Lease covering that portion of Said Lands in which Grantee's option is not exercised, and this option shall automatically expire, insofar and only insofar as it pertains to that portion of Said Lands in which Grantee's option is not exercised.

This agreement shall be binding upon the parties hereto and shall extend to and be binding upon their respective heirs, executors, administrators, successors and assigns; however, no change in the ownership of the lands or any part thereof, shall be binding on Grantee until forty-five (45) days after Grantee has received written notice of such change and has been furnished with a true copy of the written transfer or assignment thereof. This instrument is executed effective the date written above.

Executed as of the day and year first above written.

WITNESSES:

LESSOR: HURON-CLINTON METROPOLITAN AUTHORITY

By:

Chairman

By:

Secretary

WITNESSES:

LESSEE: JORDAN DEVELOPMENT COMPANY, LLC

By:

Benjamin S. Brower, Vice President

STATE OF MICHIGAN)
) ss. (Individual Acknowledgment)
COUNTY OF OAKLAND)

The foregoing instrument was acknowledged before me this ____ day of _____, 2012, By _____, of the Huron-Clinton Metropolitan Authority, a public body corporate of the state of Michigan, on behalf of the corporation.

Notary Public
_____ County, Michigan
My Commission Expires _____

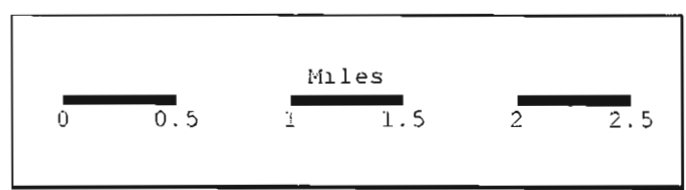
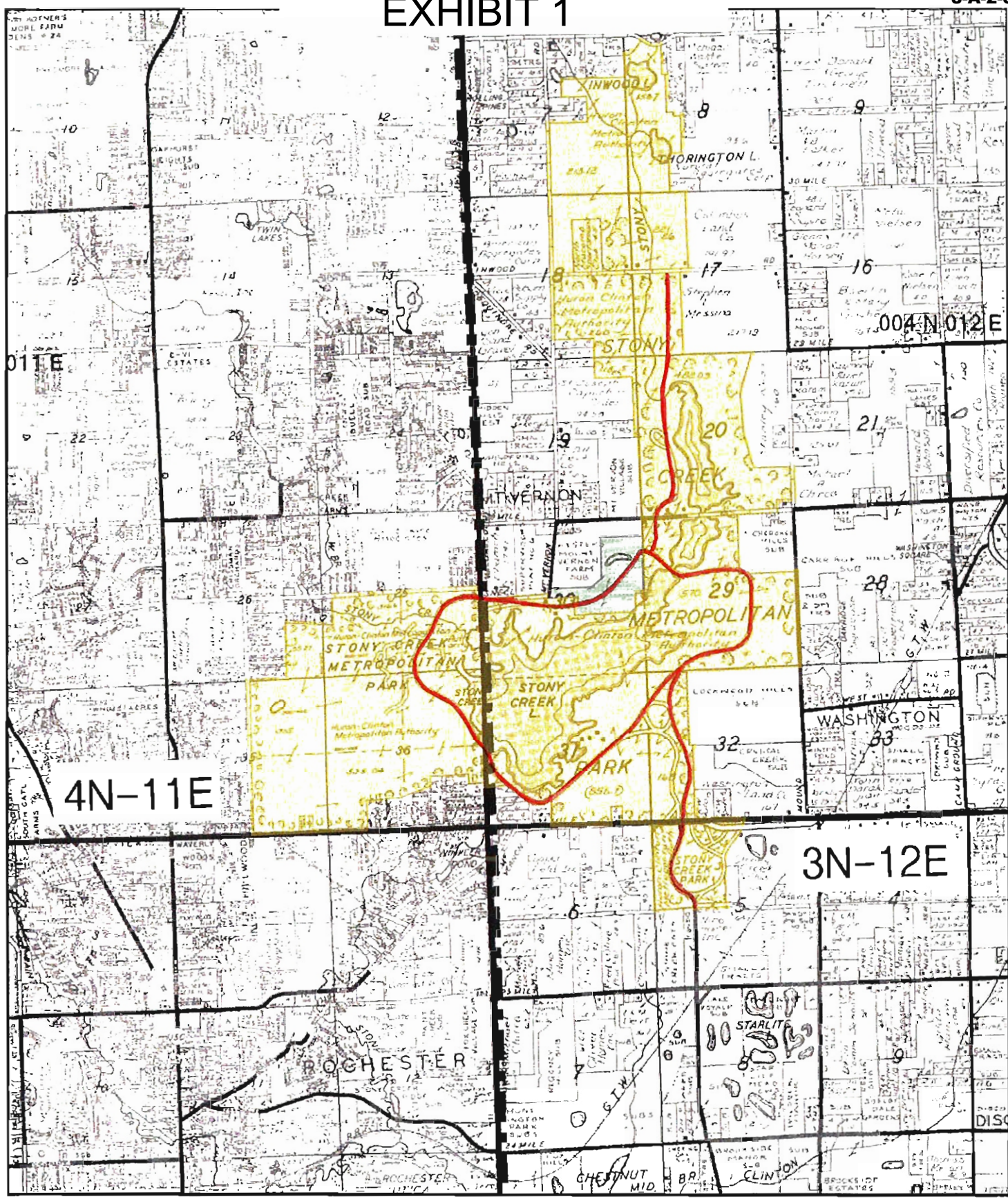
STATE OF _____)
) ss. (Individual Acknowledgment)
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 2012, by Benjamin S. Brower, Vice President of Jordan Development Company, LLC, a limited liability company of Michigan.

Notary Public
_____ County, Michigan
My Commission Expires _____

Prepared by: B. S. Brower of 1503 Garfield Road North, Traverse City, MI 49696

After recording return to: Jordan Development Company, LLC
1503 Garfield Road North
Traverse City, MI 49696



Jordan Exploration		
Stony Creek Metro Park		
July 10 2012	10:40:40	
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— POTENTIAL SEISMIC LINE



HURON-CLINTON METROPOLITAN AUTHORITY

8 - B - 1
Meeting of August 9, 2012

To: Board of Commissioners
From: Laura Martin, Supervising Design Engineer
Subject: Report – Update on Hudson Mills to Dexter Trail
Date: August 2, 2012

Design of the Hudson Mills – Dexter non-motorized trail is complete. Other key tasks have also been completed since staff last reported to the Board at its June 7, 2012 meeting. All necessary easements have been secured; the Michigan Department of Environmental Quality (MDEQ) permit is expected to be issued in the near future; numerous issues relating to funding, design standards, and administration of the project through the Michigan Department of Transportation (MDOT) and the Federal Highway Administration (FHWA) have been addressed; the Program Application has been submitted to MDOT; drawings and specifications have been forwarded to MDOT for their preparation of bidding documents and advertising for construction bids.

The Hudson Mills – Dexter Trail will be approximately three (3) miles in length and will extend from the southern end of the Authority's existing West Side Trail to the northern end of the village of Dexter's Warrior Park trail. The Trail will include 12,704 lineal feet of 10-foot wide asphalt path, 1,595 lineal feet of 12-foot wide boardwalk, and a 65 linear feet 14-foot wide steel pedestrian bridge. The total estimated project cost is \$2,180,000.

The Trail will be an integral part of Washtenaw County's 35-mile Border-to-Border Trail. It is a companion project of the village of Dexter's Warrior Park Trail (currently under construction) and the Washtenaw County Parks and Recreation Commission's River Terrace Trail, currently under construction on HCMA land between the village of Dexter and Dexter-Huron Metropark.

The Hudson Mills – Dexter Trail represents a partnership between multiple agencies. Those agencies, and their estimated cost participation in the project, are as follows:

Washtenaw County Parks & Recreation Commission (WCPARC)	\$ 242,000
MDOT Surface Transportation Program - Enhancement (STPE)	
funding through Washtenaw County Road Commission (WCRC)	\$ 780,000
MDOT Surface Transportation Program – Urban (STPU) funding	
through WCRC	\$ 558,000
Michigan Natural Resources Trust Fund (MNRTF) Grant	\$ 500,000
Huron-Clinton Metropolitan Authority (HCMA)	<u>\$ 100,000</u>
Total Estimated Project Cost	\$2,180,000

A multi-party agreement between HCMA, WCPARC and WCRC (approved by the HCMA July 14, 2011; executed Aug. 2, 2012) addresses the responsibilities of the parties and their respective commitments for cost participation in the project. A Development Project Agreement between HCMA and MDNR (approved by HCMA June 9, 2011; executed Sept. 2, 2011) addresses the responsibilities of HCMA and MDNR with respect to the MNRTF grant.

As reported to the Board of Commissioners several times in the past, the project will receive major FHWA funding through the STPE and STPU programs, via MDOT. Therefore, the project must be undertaken through MDOT's Local Agency Program. The construction contract for the project will be issued by MDOT, and its contract requirements will govern. WCRC has agreed to serve as the MDOT Local Agency for purposes of general administration of the project and will enter into the appropriate interagency contract(s) with MDOT.

HCMA will serve as project manager, designer and contract administrator as it customarily does, but in cooperation with and under the general direction of WCRC. HCMA must comply with all FHWA, MDOT and WCRC requirements, as well as the requirements included in the MNRTF Development Project Agreement. HCMA will be responsible to own, operate, maintain and repair the trail in perpetuity.

HCMA and MDOT have agreed to a tentative schedule for construction bidding and contract award. Bid documents must be finalized by Sept. 7, 2012; the only outstanding items are the MDEQ permit and the MDNR Natural Rivers permit (which will be issued immediately after issuance of the MDEQ permit). Based on that, a bid date of Nov. 2, 2012 and a contract award date of Dec. 4, 2012 are planned. Construction could start in early 2013, weather permitting.

The schedule is very tight, because MDOT's obligation authority for STPU funds will expire on Sept. 30, 2012, at the end of the federal fiscal year. MDOT and HCMA must have construction documents finalized and the bidding schedule set no later than Sept. 7, 2012 in order for MDOT to encumber the STPU funds by the end of the federal fiscal year.

Based on the latest construction cost estimate and current bid prices, the project budget is also tight. The original total estimated project cost of \$2,180,000 was based on quantities and unit prices as of early 2010, when the MNRTF grant application was submitted, FHWA funding was allocated, and the official project cost estimate was set. Since that time unit prices have increased, based on latest bids received. Project quantities have also increased; for instance, boardwalk length has increased significantly (from 1,270 lineal feet to 1,595 lineal feet) to span wetlands, based on MDEQ input. The current engineer's estimate for the project is \$2,398,000.

Staff has taken all possible measures to economize on the project, but opportunities for cost savings are limited because the project must be designed and constructed in accordance with FHWA and MDOT standards. Cost savings initiatives have included the following:

- Eliminated a bridge crossing and reduced overall trail length to the minimum, and by eliminating an "S" curve between Stations 43+00 and 64+00. This curve was originally designed to place the alignment along the bank of the Huron River to the greatest extent possible, but due to cost it had to be eliminated.

- Provided advanced clearing and removal of trees along the Trail alignment (adjacent to the golf course and south of the ITC right of way) through the contract with Fodor (authorized April 5, 2012), and through HCMA's Natural Resource Crew, for storm damage cleanup resulting from the March 15, 2012 tornado. In addition to saving on clearing costs for the project, the sale of merchantable timber from within the project alignment yielded approximately \$40,000.
- Obtained a design exception on boardwalk width and loading criteria. FHWA/MDOT standards require a minimum width of 14-feet and a minimum vehicle loading of 10 tons. Through extensive negotiations between HCMA, MDOT and MDEQ, tentative approval for a reduced width of 12-feet and a reduced vehicle loading of 5 tons was granted (to be formalized in the MDEQ permit), resulting in substantial cost savings.

MDOT recently advised us that in accordance with their Local Agency Project procedures, if the confirmed low bid is below the engineer's construction cost estimate, or less than ten percent over the engineer's estimate, the local agency is committed to accepting the bid and proceeding with construction. Further, if the low bid exceeds the engineer's estimate by more than ten percent, HCMA (through the local agency, WCRC) has the option to either accept or reject the bids. We have also been advised by MDOT that failure to consent to contract award if the low bid is within 10 percent of the project estimate will result in cancellation of the project, and will jeopardize future project funding through FHWA/ MDOT.

In the Aug. 2, 2012 multi-party agreement between HCMA, WCPARC and WCRC, the possibility of the low bid being in excess of the project estimate was anticipated. The agreement provides that "in the event that total Project cost as determined after receipt of construction bids exceeds the total estimated Project cost as stipulated below, then the parties reserve the right to renegotiate their respective contributions to the Project and other terms of this Agreement as they deem necessary." However, based on the above schedule, limited time would be available for such negotiations to take place, if they become necessary.

Staff is hopeful that the low bid will be below the approved project cost estimate, and we are proceeding with the project. A status report will be provided to the Board after receipt of bids by MDOT.

Recommendation: That the Board of Commissioners receive and file the Update on Hudson Mills to Dexter Trail Report as recommended by Laura Martin, Supervising Design Engineer and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Laura Martin, Supervising Design Engineer
 Project No: 506-12T
 Project Title: Bids – Turtle Cove Access Walks and Shade Structure
 Project Type: Capital Improvement
 Location: Lower Huron Metropark, Wayne County
 Date: August 2, 2012

Bids Opened: Thursday, July 19, 2012 at 2:00 p.m.

Scope of Work: The project will improve the popular reserved picnic areas and construct a new reservation event tent at the Turtle Cove Family Aquatic Center. The work includes construction of concrete access walks, concrete picnic pads, concrete event area, installation of shade structure, relocation of split rail fence and barbeque grills, irrigation system modifications, seeding and other incidental construction.

Bids received for the project were significantly over budget, due to the project scope having been increased over the scope as originally estimated. In addition, the construction of the rental event tent was originally estimated to be installed by park forces. Due to reductions in park staff, the tent is included as an item of work under the contract. After review of project scope and bids received, staff believes that with a substitution of some materials, and deferring work that can be completed at a later date by park forces that an award can be made to satisfy the purpose of the project.

Therefore staff recommends that the project's unit quantities be reduced accordingly, and that a deductive Change Order No. 1 be approved concurrently with award of a contract. This being an itemized unit price bid, the unit prices will not change.

<u>Contractor</u>	<u>City</u>	<u>Base Bid Amount</u>	<u>Deductive Change Order 1</u>	<u>Bid Amount Net of Chg. Order 1</u>
R.L. Sheridan, LLC	Garden City, MI	\$ 33,970.00	\$ 1,931.48	\$ 32,038.52
Liparoto Contracting, LLC	Rockwood, MI	\$ 37,437.50	\$ 2,990.00	\$ 34,447.50
Total Budget Amount for Contract Services and Administration				\$ 27,000.00
Proposed Work Order Amount				
Contract Amount – Sheridan (Rounded)				\$ 33,000.00
Contract Administration				\$ 1,000.00
Total Proposed Work Order Amount				\$ 34,000.00
Funds Required from Reserve Account				\$ 7,000.00

A third bid by J.T. Mauer was rejected as non-responsive because it was submitted after due date time.

Board of Commissioners
Bids – Turtle Cove Access Walks and Shade Structure
Page Two

Advertisements for bid were sent via mail to the following:

Sam Di Santo Cement Co., Romulus; Koala-T Construction, Inc., Royal Oak; Clawson Concrete Co., Romulus; Luigi Ferdinandi & Son Cement, St. Clair Shores; McCarthy Construction Co. Commerce Twp.; Hartwell Cement Company, Oak Park; Osborne Concrete Co. Inc., Romulus; Audia Concrete Const., Inc., Milford; Century Cement Co., Inc., Riverview; Albanelli Cement Cont. Inc., Livonia; Action Concrete Services, Canton; GM & Sons, Inc., Whitmore Lake; Mike Cement Co., Plymouth; Randy Brown Landscape, Inc., Belleville

This project was reported and publicly advertized in the following construction reporting outlets:

Construction Association of Michigan, Construction News Corporation, Construction News Service, Builders Exchange of Michigan, Builders Exchange of Lansing and Central Michigan, Reed Construction Data, Reprographics One DFS Plan Room, HCMA website, McGraw Hill Dodge

Recommendation: That the Board of Commissioners (1) award Contract No. 506-12T to the lowest responsive, responsible bidder, R.L. Sheridan, LLC, in the amount of \$33,970.00, (2) that concurrently with award of contract Change Order No. 1 be approved in the deductive amount of \$1,931.48 for a resultant contract amount of \$32,038.52, and (3) that a transfer in the amount of \$7,000 be made from the Reserves for Future Contingencies Account to cover the difference between low bid and Budget Amount as recommended by Supervising Design Engineer Martin and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

8 - D - 1
Meeting of August 9, 2012

To: Board of Commissioners
From: David L. Wahl, Controller
Subject: Five-Year-Plan Financial Projections – 2013 to 2017
Date: July 3, 2012

Attached please find staff's recommended 2013 to 2017 Five-Year-Plan. This enclosure includes: (1) a summary page, (2) key assumptions and (3) a schedule of capital improvement projects by park. This recommended Plan updated the March 1, 2012 "draft" plan that was presented at the April 12 Board meeting and reviewed in detail at the May 17 Board Special meeting.

The recommended June 1, 2012 updated Five-Year-Plan incorporates the following changes:

1. Board recommended toll fee increases in 2014 and 2016. By accelerating the timing and amount of the toll fee increases, it created a favorable impact on the Authority's projected Reserve account.
2. The estimated impact of the pending Personal Property Tax reform starting in 2014.
3. Increase in tax refunds due to U.S. Steel in 2012 and future years.
4. Attrition of 13 of the 15 full-time employees who elected the "special" Early Retirement window. Plus attrition of one employee who resigned. These employees were not replaced in accordance with the March 2011 Board approved Park Reorganization Plan.
5. Estimated attrition of another 21 full-time employees from "regular" 2012 to 2017 retirements not replaced.
6. Small reduction in funding for major maintenance – 2012 to 2017.
7. Inclusion of \$500,000 relating to a grant application for Phase II of the Lake St. Clair Parking Lot reconstruction.

Key assumptions included in the June 1, 2012 recommended Five-Year-Plan that were unchanged include:

1. No wage increases projected for full and part-time employees.
2. Back filling full-time positions with greater utilization of part-time employees.
3. Potential privatization/closure of Wolcott Mill Golf Course in 2013.
4. Allowances have been made for estimated cost increases of (a) 5 percent annually for pension and retiree health care contributions, utilities, repairs/maintenance of equipment and facilities, (b) 7 percent annually for gas fueling costs, (c) 8 percent annually for health care costs and (d) 3 percent annually for all other materials/supplies/outside services.

5. Capital improvement funding is based on staff's recommended schedule of projects continuing the Authority's efforts to address redevelopment/renovation/reconstruction (3R) type projects. Fifty-five (55) projects at a cost of \$14.9 million (82 percent) are related to 3R type projects out of 107 projects at a cost of \$18,315,000.
6. Equipment replacements are projected at roughly \$1.5 million per year, reflecting an extension of equipment replacement cycles.
7. No additional funds have been allocated to land acquisition.
8. Continuance of the Authority's new marketing efforts.

Staff feels this recommended Five-Year-Plan addresses some of the operational structural changes the Board requested. It also implements the Authority's Park Reorganization Plan. With the potential loss of an estimated 35 full-time employees over the next six years, maintaining the service levels and standards of maintenance in park operations will be a significant challenge. Staff is currently working through the transitional challenges of losing 15 employees through the "special" early retirement window and preparing for the loss of another 13 employees expected to retire prior to year end.

These Five-Year-Plan financial projections will ultimately provide staff with general guidance to allocate future funds as each annual budget is prepared. Staff has made every effort to provide realistic revenue and expenditure forecasts based on historical trends and assumptions as we currently know them. Attempts have been made to anticipate the timing of projects in a logical progression. Staff feels these financial projections represent a balanced plan which addresses:

1. A restructuring of Authority's staff and operations;
2. Ongoing infrastructure renovation;
3. Future equipment needs, and;
4. Maintenance of an adequate Reserve account.

Attachments: Huron-Clinton Metroparks Five-Year-Plan – 2013 to 2017

Recommendation: That the Board of Commissioners approve the Five-Year-Plan – 2013 to 2017 as recommended by Controller Wahl and staff.



To: Board of Commissioners
From: Laura Martin, Supervising Design Engineer
Subject: Report – MI Department of Treasury Economic Vitality Incentive Grant Program
Date: August 2, 2012

Background:

Staff has been investigating the implementation of a comprehensive facilities asset management program in recent years. An asset management program would:

- Improve our ability to preserve our physical and natural resource assets;
- Optimize facility life cycle cost;
- Improve the inventorying and tracking of physical assets; improve cost accounting, recording and accessing of data;
- Aid in assessing asset condition; identifying deficiencies, needs, and associated cost; and initiating corrective action;
- Improve the forecasting, prioritizing and scheduling of needed tasks;
- Improve capital planning; and
- Provide a framework for managing assets and improving performance in the long term.

A geographic information system (GIS) -based asset management program links asset data (typically through an integrated database program) with a GIS program. This provides a spatial dimension that links data to the asset's location, in relationship to other assets managed. It provides an efficient and cost-effective system for record data input, storage, retrieval and use throughout the organization. Its functionality is thereby integrated across the organization, including areas such as maintenance, operations, engineering, planning, accounting, information technology and purchasing.

Asset management software and GIS programs are available (e.g. Azteca's Cityworks and ESRI's ArcGIS respectively) to support an integrated, GIS-centric asset management program. Once the software program and information technology infrastructure are in place, a larger effort (both in terms of time and effort) is needed to create, input and convert existing facility data into the system.

Currently, HCMA does not have an integrated asset management program. Initial efforts have been made among specific, priority asset types (roofs, pavements, pool facilities, USTs/ASTs, dams, etc.) to address predictive maintenance and recordkeeping more systematically. Also certain facility and natural resource asset data have been entered into HCMA's ArcGIS system, based on existing GIS-based topographical data. Facility maintenance in HCMA tends to take the form of corrective maintenance, as opposed to predictive/ preventative maintenance. Staff's ability to forecast, plan and budget long-term maintenance and repair needs is limited. While staff has record drawings of nearly all facility assets on file, much knowledge about the existing status, condition and maintenance needs of HCMA assets resides in the collective memory and experience of HCMA maintenance staff. As maintenance staff diminishes, the need for comprehensive asset management will increase.

Recently HCMA staff has discussed a possible collaboration with Oakland County Water Resources staff and Oakland County Parks staff in which HCMA would share the use of

Oakland County's Collaborative Asset Management System (CAMS). Oakland County uses the widely-accepted Cityworks software platform, and it has developed partnerships with other agencies within Oakland County to share in the use of this program.

If HCMA were to implement the asset management software and information technology (IT) platform on its own, secure the necessary licenses, pay the costs of software maintenance and IT support, the estimated cost would be approximately \$420,000. Additionally, HCMA's annual costs for software and IT maintenance would be approximately \$220,000.

However, if Oakland County and HCMA were to partner in sharing Oakland County's system, the estimated one-time cost of software, IT platform and support would be \$85,000. Additionally, approximately \$60,000 would be needed for upgrades of HCMA software and IT infrastructure to insure connectivity to Oakland County's system. The total cost of IT platform and software for both HCMA and Oakland County would be \$145,000, a one-time savings of \$275,000. Thereafter, annual costs to HCMA of using Oakland County's services would be \$85,000, the same as the initial cost.

The cost and effort of gathering data, of inputting it into the system, of configuring and maintaining existing data would be the same, whether the system platform is hosted by Oakland County or HCMA. Creation of a comprehensive asset management database would likely take several years to complete. Initial priorities for asset data collection and inputting would likely include underground utilities, highly-regulated assets, revenue-generating assets where cost tracking is a priority, and natural resource assets. Estimated cost of an initial phase of database creation and conversion is \$322,000.

Other key tasks in developing a comprehensive asset management program will include the creation of a phased, comprehensive asset management plan; insuring integration with other HCMA processes, including park maintenance and operations, accounting, planning, IT, etc.; and development of work management processes to maximize the utility of the asset management system.

Economic Vitality Incentive Program Grant Opportunity:

Staff was recently advised that the state of Michigan has extended the application deadline for its Economic Vitality Incentive Program (EVIP). Through the EVIP, grants are available to cities, villages, townships and counties to promote cooperative efforts and combining of operations between local governments. The extended deadline for grant applications was July 27, 2012. Through the assistance of Commissioner John McCulloch, Oakland County Water Resources Commissioner, Oakland County agreed to submit an EVIP grant application for the sharing of its asset management platform and IT services with HCMA. On July 20, 2012, HCMA retained the firm of ECT, Inc. in the not-to exceed amount of \$5,000 to assist in the preparation of the grant application; and the grant application was submitted on July 27.

The application identified the following project tasks and their associated costs:

- | | |
|---|------------------|
| • Initialization labor (OC and HCMA) | \$ 60,000 |
| • Expenses: sublicense and annual maintenance | \$ 70,000 |
| • CAMS annual maintenance and support | \$ 15,000 |
| • Cityworks configuration | \$162,000 |
| • GIS data conversion | \$160,000 |
| • Hardware, software and licensing | <u>\$ 60,000</u> |

Total project amount	\$527,000
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If the EVIP grant is approved, grant payments would be made on a reimbursement basis. An inter-agency agreement will be necessary to address the responsibilities of Oakland County as grantee and HCMA as sub-grantee, to be brought to the Board for consideration at a later date. If the grant is approved, it is estimated that the initial phase of the project will take 2 years to complete.

Staff believes that a partnership between Oakland County and HCMA will result in significant savings in the implementation of an asset management platform. The partnership provides the potential for HCMA, through Oakland County, to receive funding for initial data collection and inputting, funding which would not be available at this time without the EVIP grant. Moreover, it will provide HCMA with the opportunity to begin implementation of a comprehensive asset management system.

Recommendation: That the Board of Commissioners receive and file the report titled MI Department of Treasury Economic Vitality Incentive Grant as recommended by Supervising Design Engineer Laura Martin and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

8 - D - 3
Meeting of August 9, 2012

To: Board of Commissioners
From: David L. Wahl, Controller
Subject: 2012 – 2013 Tax Levy Report
Date: August 2, 2012

Final 2012 Taxable Value figures used for the calculation of the Metroparks' 2013 tax revenues have been received from the County Treasurer's offices. At this time, it is necessary for the Board of Commissioners to certify the requested tax levy rate to each member county.

The calculation of the Metroparks' tax levy millage rate is controlled by the "Headlee" Millage Reduction Formula (Michigan Compiled Law 211.34d) and Proposal A (1994 Public Act 415). Once the Metroparks' tax levy rate is calculated, it is applied to the "taxable values" throughout the five counties of Livingston, Macomb, Oakland, Washtenaw and Wayne.

The Metroparks' "taxable value" figure for the five counties for 2012 is \$135.572 billion, a decrease of \$5.798 billion (4.1 percent) from the 2011 level of \$141.370 billion. The Metroparks' tax base continues to be impacted by the negative factors affecting the real estate markets (residential, commercial and industrial). Although this is another significant reduction, this drop is less than last year's drop in taxable values of \$10.3 billion (6.8 percent).

In applying the 2012 taxable value figures to the Headlee Millage Reduction Factor calculation formula, with the permitted inflation rate multiplier of 1.027, the Metroparks will be permitted to again levy .2146 mills for 2013. This is the eighth consecutive year at the same tax rate, with the Metroparks levying 86 percent of the original authorized millage of .2500 mills.

In applying the .2146 millage rate against the district's 2012 "taxable value" figures, anticipated "gross" tax revenues for 2013 will be \$29,093,937. The breakdown by county is as follows:

	2012/2013 Levy	%	2011/2012 Levy	%	Change
Livingston	\$ 1,605,732	5.5%	\$ 1,632,451	5.4%	(1.6%)
Macomb	5,201,431	17.9%	5,540,927	18.3%	(6.1%)
Oakland	10,554,927	36.3%	10,883,821	35.9%	(3.0%)
Washtenaw	2,999,061	10.3%	3,021,987	10.0%	(0.8%)
Wayne	8,732,786	30.0%	9,232,450	30.4%	(5.4%)
Total	\$ 29,093,937	100.0%	\$ 30,311,637	100.0%	(4.0%)

As we have done for the last five years, it is recommended that the Metroparks estimate the amount of "captured" tax revenues and potential tax refunds and adjust the anticipated gross tax revenues down at the start of the budget year. This is due to (1) the number of tax abatement programs which include Downtown Development Authorities (DDA), Local Development Finance Authorities (LDFA), Tax Incremental Finance Authorities (TIFA), Brownfield, and Neighborhood Enterprise Zones, (2) the large number of communities that

are utilizing them and (3) the amounts of Metroparks' tax revenue that is being captured and refunded. By booking this adjustment at the beginning of the budget year, we are able to have a more accurate picture of the actual amount of taxes that should ultimately be collected in 2013. Based on trends of the last four years data of the amount of Metroparks' tax revenue captured and refunded, the following breakdown details the "net" tax revenues recommended to be used for the 2013 Budget.

	2012/2013 Gross Tax Levy	Estimated Captured Taxes	2012/2013 Net Tax Levy
Livingston	\$ 1,605,732	\$ (40,000)	\$ 1,565,732
Macomb	5,201,431	(50,000)	5,115,431
Oakland	10,554,927	(500,000)	10,054,927
Washtenaw	2,999,061	(115,000)	2,884,061
Wayne	8,732,786	(475,000)	8,257,786
Total	\$ 29,093,937	\$ 1,180,000)	\$ 27,913,937

The 2012 Budget was prepared on the basis of anticipated net tax revenues of \$29,095,637. Therefore, the Metroparks anticipates a tax revenue decline of \$1,181,700 (4.1 percent) for the 2013 Budget. For the second year, the Metroparks expect a smaller tax revenue decline than the Metroparks experienced in the previous year in terms of both dollars and percentage (2012 decline was \$2,252,815 – 7.2 percent). The amount and percentage of decline is continuing to ease. The \$27.9 million anticipated for 2013 means the Metroparks will be operating on the amount of tax revenues slightly higher than 2002. The attached graph shows tax revenue trends since 2001.

The Metroparks have received confirmation of the calculations of the 2012 tax millage rate and revenues from the State Department of Treasury, Assessment and Certification Division. It is necessary for the Board to certify the 2012 tax levy rate to each county.

Attachments: **2012 Tax Rate Request – Millage Request Report**
 2001 – 2013 10 Year Tax Revenues Chart

Recommendation: That the Board of Commissioners approve (1) the attached 2012 Tax Rate Request forms at .2146 mills and (2) the inclusion of "net" tax revenues of \$27,913,937 in the 2013 Budget as recommended by Controller Wahl and staff.

2012 Tax Rate Request (This form must be completed and submitted on or before September 30, 2012)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Livingston	2012 Taxable Value of ALL Properties in the Unit as of 5-29-12 7,482,442,287
Local Government Unit Requesting Millage Levy Huron-Clinton Metropolitan Authority	For LOCAL School Districts: 2012 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2012 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2011 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2012 Current Year "Headlee" Millage Reduction Fraction	(7) 2012 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Act 147 of Public	Cap Impr and	11/40	0.2500	0.2146	1.0000	0.2146	1.0000	0.2146	N/A	0.2146	None
Act of 1939	Opera- tions										

Prepared by David L. Wahl	Telephone Number 810-227-2757	Title of Preparer Controller	Date 8/9/2012
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary		John C. Hertel	8/9/2012
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President		Anthony V. Marrocco	8/9/2012

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)		Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal		
For Commercial Personal		
For all Other		

2012 Tax Rate Request (This form must be completed and submitted on or before September 30, 2012)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Macomb	2012 Taxable Value of ALL Properties in the Unit as of 5-29-12 24,237,795,651
Local Government Unit Requesting Millage Levy Huron-Clinton Metropolitan Authority	For LOCAL School Districts: 2012 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2012 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2011 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2012 Current Year "Headlee" Millage Reduction Fraction	(7) 2012 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
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Act of 1939	Opera- tions										

Prepared by David L. Wahl	Telephone Number 810-227-2757	Title of Preparer Controller	Date 8/9/2012
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

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Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)		Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal		
For Commercial Personal		
For all Other		

2012 Tax Rate Request (This form must be completed and submitted on or before September 30, 2012)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Oakland	2012 Taxable Value of ALL Properties in the Unit as of 5-29-12 49,184,190,893
Local Government Unit Requesting Millage Levy Huron-Clinton Metropolitan Authority	For LOCAL School Districts: 2012 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2012 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2011 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2012 Current Year "Headlee" Millage Reduction Fraction	(7) 2012 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Act 147	Cap Impr	11/40	0.2500	0.2146	1.0000	0.2146	1.0000	0.2146	N/A	0.2146	None
of Public	and										
Act of	Opera-										
1939	tions										

Prepared by David L. Wahl	Telephone Number 810-227-2757	Title of Preparer Controller	Date 8/9/2012
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

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Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)		Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal		
For Commercial Personal		
For all Other		

2012 Tax Rate Request (This form must be completed and submitted on or before September 30, 2012)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Washtenaw	2012 Taxable Value of ALL Properties in the Unit as of 5-29-12 13,975,122,118
Local Government Unit Requesting Millage Levy Huron-Clinton Metropolitan Authority	For LOCAL School Districts: 2012 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2012 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2011 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2012 Current Year "Headlee" Millage Reduction Fraction	(7) 2012 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
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Act of 1939	Opera- tions										

Prepared by David L. Wahl	Telephone Number 810-227-2757	Title of Preparer Controller	Date 8/9/2012
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary		John C. Hertel	8/9/2012
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President		Anthony V. Marrocco	8/9/2012

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School Districts use only to complete if requesting millage reduction for State Ballot Act 2012-16. Instructions are on page 2 of this form.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

2012 Tax Rate Request (This form must be completed and submitted on or before September 30, 2012)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Wayne	2012 Taxable Value of ALL Properties in the Unit as of 5-29-12 40,693,316,954
Local Government Unit Requesting Millage Levy Huron-Clinton Metropolitan Authority	For LOCAL School Districts: 2012 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2012 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2011 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2012 Current Year "Headlee" Millage Reduction Fraction	(7) 2012 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Act 147	Cap Impr	11/40	0.2500	0.2146	1.0000	0.2146	1.0000	0.2146	N/A	0.2146	None
of Public	and										
Act of	Opera-										
1939	tions										

Prepared by David L. Wahl	Telephone Number 810-227-2757	Title of Preparer Controller	Date 8/9/2012
-------------------------------------	---	--	-------------------------

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

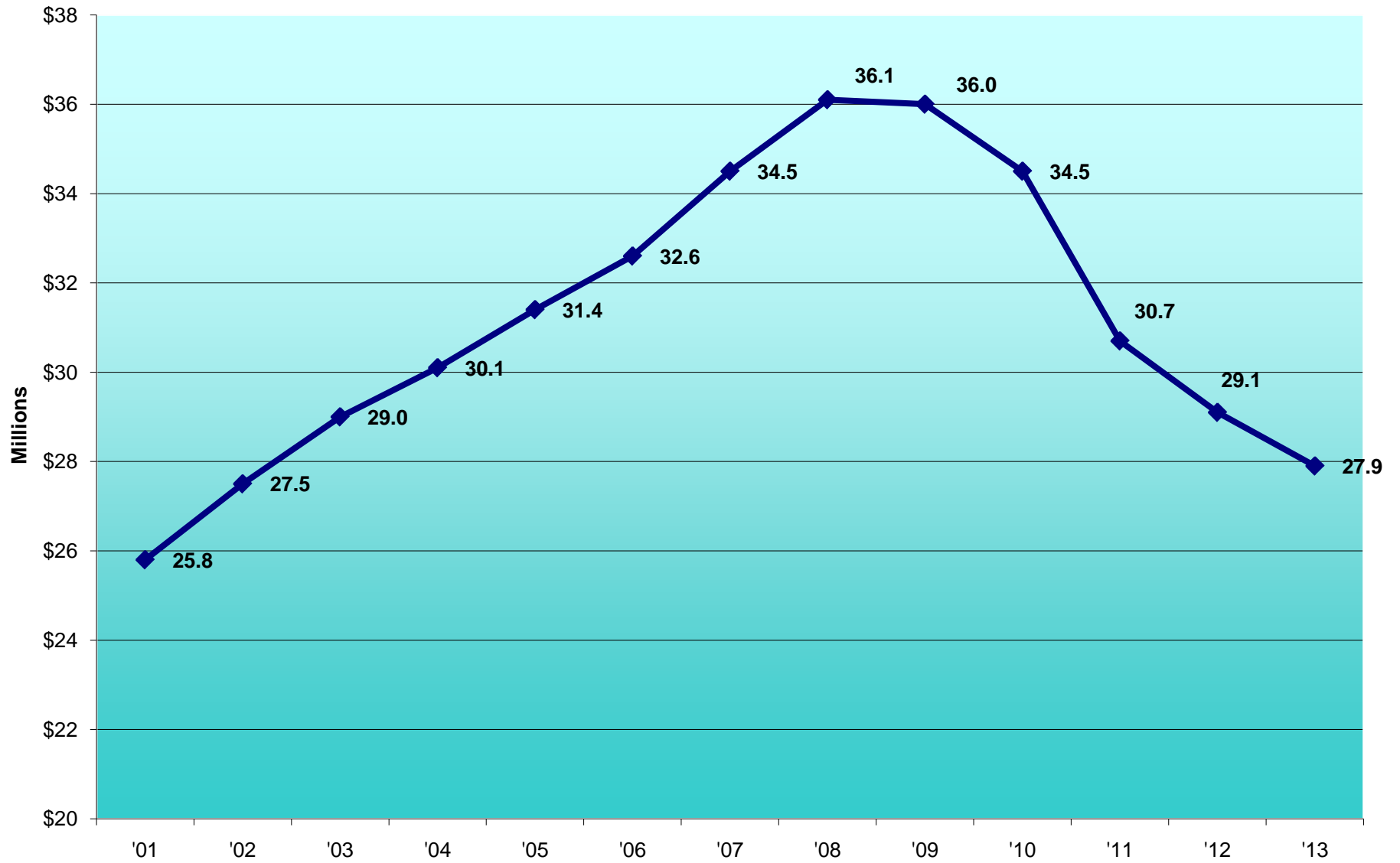
<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary		John C. Hertel	8/9/2012
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President		Anthony V. Marrocco	8/9/2012

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)		Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal		
For Commercial Personal		
For all Other		

Huron-Clinton Metropolitan Authority Tax Revenues - 2001 to 2013



2001 to 2011 are "actual" tax collections.

2012 and 2013 are budgeted "net" tax revenues.



HURON-CLINTON METROPOLITAN AUTHORITY

8-D-4
Meeting of August 9, 2012

To: Board of Commissioners
From: Gregory J. Almas, Deputy Director
Subject: May Donations
Date: August 2, 2012

The following donations were received through July 31, 2012:

1. CBS Radio Detroit provided on-air time, live broadcasts, Facebook/Twitter/e-blasts, website exposure and production of the Blues, Brews & BBQ event held at Lake St. Clair Metropark on June 23; itemizing expenses of \$115,500 as an in-kind promotional value.
2. Mike Muha for Team Nordic Ski Racer made a \$1,125.59 cash donation from the Frosty Freestyle Race at Huron Meadows to be used for grooming efforts of the cross country trails.
3. Joan Hines made a \$900 cash donation to purchase three white pine trees to be planted at Lake St. Clair Metropark.
4. Stewart White with the Washtenaw Ski Touring Club made a \$500 cash donation to be used for grooming efforts of the cross country ski trails at Huron Meadows Metropark.
5. Reneé Myers made a \$350 cash donation to purchase a tree to be planted at Kensington Metropark in memory of John Gauss.
6. Robert Teschendorf made a \$350 cash donation to purchase a tree to be planted at Lake St. Clair Metropark.
7. Lynn Zurawski and the Education Friends of the Kowalske Family made a \$300 cash donation to purchase a bench to be placed near the Disc Golf Course at Kensington Metropark in memory of Kevin Kowalske.
8. Michelle Mullett made a \$300 cash donation for a park bench to be used at Kensington Metropark in memory of Becky Young.
9. William Wiegand made a \$300 cash donation for a bench to be used at the Kensington Metropark Golf Course in memory of a fellow golfer.
10. Debbie Moser donated various items to be used for programming at the Wolcott Mill Farm Center; itemizing a value of \$440.
11. Andre Allen donated various mounted animals including a Beaver, Whitetail Fawn, Mallard, Pheasants, various birds, Black Bear and Buffalo heads to be displayed at the Educational Discovery Center at Indian Springs Metropark.

Recommendation: That the Board of Commissioners formally accept the donations and a letter of appreciation be sent to the donors as recommended by Deputy Director Almas 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. Anthony Marrocco, Chairman
Huron-Clinton Metropolitan Authority
13000 High Ridge Drive
Brighton, Michigan 48114-9058

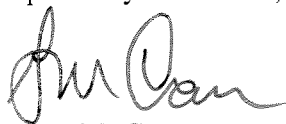
August 1, 2012

Dear Chairman Marrocco:

On July 18th the Legislature approved the Natural Resources Trust Fund Project Appropriation in HB 5364. Included in the appropriation is the HCMA Kensington Project. HB 5364 was presented to the Governor on July 26, 2012 and he has fourteen days to sign or veto the legislation. All indications point to the Governor signing the appropriation into law despite reduction of the Northern Michigan/UP MDNR "Eco" land acquisition provisions.

Both the House and Senate will return for a one (1) day session on Wednesday, August 15th. All indications point to a long session and full agendas.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "G. Carr", written in a cursive style.

George M. Carr



HURON-CLINTON METROPOLITAN AUTHORITY

9
Meeting of August 9, 2012

To: Board of Commissioners
From: Gregory J. Almas, Deputy Director
Subject: Selection Process - Controller
Date: August 2, 2012

Attached for the Board's consideration is a preliminary draft employment contract for the position of Controller that was prepared with the assistance of Richard Seryak of Miller Canfield.

Further, the Controller currently serves as Trustee for the Pension Plan, as Plan Administrator for the Retiree Health Care Trust, as authorized administrator for the deferred compensation programs, and as an authorized joint signer on all Authority bank and investment accounts. As Controller Wahl will be retiring August 31, it is recommended that the Board designate the new Controller to assume these duties effective September 1, 2012.

Note: Should the Controller appointment not be effective until after Sept. 1, 2012, it is recommended Board of Commissioners appoint a Board member or the Deputy Director as **interim** Pension Trustee, Retiree Health Care Trust Plan Administrator, authorized administrator for the deferred compensation program and authorized joint signer on all Authority bank and investment accounts.

Attachment: Draft Controller Employment Contract

Recommendation: That the Board of Commissioners approve the contract for Controller and authorize staff to extend an offer of employment to the candidate selected by the Board within the parameters established by the Board and to initiate the necessary documents to establish the new Controller, or other individual as determined by the Board, as Pension Trustee, Retiree Health Care Trust Plan Administrator, authorized administrator for the deferred compensation programs, and authorized joint signer on all Authority bank and investment accounts effective September 1, 2012.

EMPLOYMENT AGREEMENT

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 mutually agree as follows:

1. Employment and Duties.

The Authority agrees to employ Employee as Controller. Employee is employed with those working duties and responsibilities set forth in the Position Description that is attached hereto and made a part of this Agreement as Exhibit A and as described in Section XII "Controller" of the Huron-Clinton Metropolitan Authority By-laws and such other duties as may be determined and assigned to Employee by the Chairman and Director of the Authority from time to time. In performing his/her duties under this Agreement, the Controller is responsible for the administration of all financial proceedings of the Authority, including but not limited to accurately preparing and administering the annual budget, maintaining all financial and accounting records in conformance with generally accepted government accounting standards, and ensuring compliance with state, federal and local regulatory requirements for accounting and financial operations and reporting. This position reports to Board of Commissioners and consults with the Director, Deputy Director and Executive Secretary to promote the purpose and vision of the 13 Metroparks and to assure that financial reporting, budgetary requirements and fiscal objectives of the Authority 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 Employee's full and exclusive business time, best efforts, energy and skill to fulfilling the duties of the Controller position as detailed in the Position Description that 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 _____, 2012 (the "Commencement Date"), and shall continue to and including _____, 2015, 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

thirty (30) days' advance written notice. Unless notice of termination has been given pursuant to this Section, this Agreement shall be automatically extended for no more than one additional year. Employee shall have no expectancy that this Agreement or Employee's employment will be renewed or extended beyond four years from the Commencement Date without a mutual written extension signed by both the Employee and the Chair and Secretary of the Board of Commissioners.

In the event the Authority terminates this Agreement within one year from the Commencement Date for reasons other than those constituting "Good Cause" as defined in this Section, the Authority will pay Employee a severance payment equal to the lesser of (a) six months of salary or (b) twelve months of salary less the salary already paid to Employee as of the termination of employment provided Employee executes the Separation Agreement and Release attached as Exhibit B. In the event the Authority terminates this Agreement after the first year of employment for reasons other than those constituting "Good Cause" as defined in this Section, the Authority will pay Employee a severance benefit equal to three months provided Employee executes the Separation Agreement and Release attached hereto as Exhibit B.

The parties agree that the Authority may terminate this Agreement and Employee's employment at any time for Good Cause as that term is specifically and expressly defined in this Section. If this Agreement and Employee's employment are terminated for "Good Cause," Employee shall not be entitled to any further payments under this Agreement. As used in this Agreement, "Good Cause" shall mean:

- 2.1 A deliberate, material and serious refusal or unwillingness to perform the duties set forth in this Agreement if not remedied after thirty (30) days' written notice thereof to Employee;
 - 2.2 Gross negligence, fraud, dishonesty;
 - 2.3 Conviction of a felony or of any offense or violation involving dishonesty, fraud, misappropriation, or theft;
 - 2.4 A deliberate or serious violation of any written rule, regulation, or bylaw of the Authority;
 - 2.4 Conduct which has a material adverse impact on the fiscal integrity of the Authority; and,
 - 2.5 The Employee dies during the term of this Agreement.
3. Termination Due to Incapacity Or Inability to Perform Duties.

In the event that Employee is unable to perform the functions of the Controller, whether totally or partially, by reason of illness, accident or incapacity for a period of more than three (3) months, the Board shall have the right at any time subsequent to such period to terminate Employee's appointment as Controller and this Employment Agreement by written notice to the Employee, and all obligations of the Board shall thereupon cease, except as otherwise required

by any disability insurance policy provided by the Authority to non-bargaining administrative employees and in effect at the date the incapacity occurs. During the three-month period during which the Employee is unable to perform the functions of the Controller position due to incapacity, the Employee shall receive such paid leave benefits as are available to non-bargaining administrative employees.

If the Board deems Employee disabled, totally incapacitated, or incapable of carrying out the duties as Controller, the Board reserves the right to require Employee to submit to a medical examination, either physical or mental. Such examination shall be performed by a physician licensed to practice medicine in all of its branches, paid for and selected by the Authority.

4. Compensation.

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

5. Benefits.

Employee shall be eligible to receive such hospitalization, dental, life and disability insurance coverages as apply to other non-bargaining administrative employees of the Authority. Employee's coverage under and participation in such insurance program shall be governed by the same eligibility restrictions, premium co-pays and deductibles, and other conditions that the Authority imposes from time to time. Employee and the Authority hereby agree that the Authority reserves the right to amend, modify or terminate any employee insurance benefit or other welfare benefit program in its sole discretion. Nothing in this Agreement shall vest in Employee any right to any particular health care benefit, level of benefits or program.

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

Employee shall be eligible to receive paid vacation and holiday leave, paid personal leave, and paid sick leave on the same terms and conditions as apply to other non-bargaining unit administrative employees of the Authority.

7. Expenses.

The Authority shall reimburse Employee 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.

8. 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.

9. 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 8 and 10 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.

10. 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.

11. 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.

12. 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.

13. 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: _____

DRAFT

ATTACHMENT A
Huron-Clinton Metropolitan Authority

POSITION DESCRIPTION

Controller

CANDIDATE PROFILE: Candidate should be an experienced leader and financial executive with working knowledge of public sector accounting. Must be energetic, forward-thinking and a strategic visionary with sound technical skills, analytical ability, good judgment and strong operational focus. Must be able to facilitate change within the organization. Should be articulate and possess excellent communication skills with the ability to establish strong working relationships with Board members, staff officers, and employees. Must be organized and self-directed. Must have the ability to make effective, persuasive, and understandable presentations to the Board, employees and the public on complex topics and issues.

SALARY RANGE: \$98,000 to \$120,000 DOO plus benefits to include pension, health insurance, dental insurance, vision insurance, life insurance, short & long-term disability insurance and paid leave time.

GENERAL STATEMENT OF DUTIES: Under the direction of the Board of Commissioners, position has the fiduciary responsibility for administering all financial proceedings of the Metroparks in accordance with federal, state and local laws, the Governmental Accounting Standards Board and other regulatory agencies.

SUPERVISION RECEIVED: Works under the general direction of the Board of Commissioners in consultation with the Director, Deputy Director, and Executive Secretary to the Board. Required to work independently and exercise judgment.

SUPERVISION EXERCISED: Responsible for supervision of Controller's Department employees.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Plan, develop, organize, implement, direct and evaluate HCMA's fiscal function, policies, and performance.
- Ensures compliance with federal, state and local legal requirements as it pertains to accounting and financial operations and reporting.
- Maintain all official financial and accounting records in conformance with generally accepted government accounting standards.
- Responsible for preparing and administering annual budget for all funds to include general fund budget of \$73,000,000 including \$18,000,000 in capital expenditures, \$41,000,000 in operations, and \$14,000,000 in reserves; and a \$6,000,000 supplemental major maintenance budget.
- Maintain accounting records of all property acquired by the Authority.
- Analyze, interpret and communicate financial operating results to provide information, guidance and technical support to the Board, staff officers, parks and departments. Provide timely and accurate analysis of budgets, financial reports and financial trends.

- Participate in the development of HCMA's strategic plan and programs. Evaluate and advise on the financial impact of strategic plans, programs and operations.
- Maintain a general accounting/budgeting system for HCMA and exercise financial control over all offices, parks, and departments.
- In collaboration with the Director, Deputy Director and Executive Secretary to the Board, lead and direct all operational and business activities to ensure reliable and cost effective delivery of services.
- Prepare five year financial and capital improvement plan.
- Responsible for preparing and administering annual budget for all funds.
- Responsible for creating and maintaining financial records and reports to include reports to track and report financial positions and manage the budget.
- Oversee annual financial audit and act as principle liaison to the auditors during the audit process.
- Responsible for preparation, analysis and communication of monthly and annual year-end financial reporting to the Board of Commissioners.
- Responsible for managing cash flow and accounts receivable.
- Responsible for managing investment accounts and making recommendations consistent with HCMA's approved investing policies for Authority's General Fund, Supplemental Major Maintenance Fund, Pension Fund, and Retiree Health care Trust. Manages a general fund investment portfolio ranging from \$32,000,000 to \$50,000,000.
- Serves as co-signer on all Authority bank and investment accounts with Executive Secretary.
- Receive all money due the Authority from taxes and other sources and deposit in accordance with policy approved by the Board of Commissioners.
- Responsible for accounting functions including: overseeing maintenance of general and subsidiary ledgers, general journal entries, accounts receivable, accounts payable, payroll, investment and reserve accounts, capital, depreciation and inventory schedules.
- Responsible for developing, implementing, maintaining and enforcing system of internal controls in accordance with generally accepted government accounting standards and in accordance with recommendations from the auditors.
- Responsible for administering accounts payable to include certifying that an appropriation has been made in accordance with HCMA policy and that funds are available in the appropriate budget to cover the expenditure. Present vouchers for certification by the Chief Executive and issue payments once appropriation has been made by the Board of Commissioners.
- Serves as Pension Trustee and is responsible for administering HCMA pension fund of \$43,000,000 providing benefits to 110 retirees.
- Serves as plan administrator and manages Retiree Health Care Trust Fund of \$16,000,000.
- Serves as plan administrator for deferred compensation plans (457) and Retirement Health savings Plan.
- Hire, train, supervise, evaluate and discipline full and part-time employees assigned to the Controller's department to include the chief accountant, internal auditor, accounting clerks (2.5 fte), payroll system coordinator, part-time secretary.
- Serve as part of negotiating team for collective bargaining agreements.
- Coordinates and administers property and casualty insurance program.
- Attends monthly meetings of the Board of Commissioners.

PERIPHERAL DUTIES:

- Attend quarterly meetings of Employee Cooperative Alliance.
- Serve on Safety Committee

MINIMUM QUALIFICATIONS:

- Bachelor degree (required) and Masters Degree (preferred) from an accredited college or university with specialization in finance, accounting, public administration or related field.
- CPA certification and/or CPFO certification from the Government Finance Officers Association is preferred.
- Ten years of increasingly responsible experience in public administration, finance, accounting or a related field sufficient to demonstrate ability to perform the required duties.
- Must be able to qualify for fiduciary bonding.
- Strong working knowledge of computer systems to include financial software, spreadsheets, data bases and word processing applications.
- Experience and strong working knowledge of public sector accounting, budgeting, auditing, financial control and financial forecasting methods.
- Excellent management skills and the ability to make strategic decisions pertaining to staff and procedures.
- Skill in supervising and training employees.
- Ability to effectively delegate authority and responsibility while maintaining appropriate levels of operational control.
- Ability to operate listed tools and equipment.
- Ability to communicate effectively both verbally and in writing.
- Ability to establish and maintain positive working relationships with the Board, the public, outside agencies and co-workers.
- Ability to perform essential duties.

SPECIAL REQUIREMENTS: CPA certification and/or CPFO certification preferred.

TOOLS & EQUIPMENT USED: Personal computer including financial, accounting, payroll, data base, scheduling, publishing, spreadsheet, and word processing software; calculator, copy & fax machines; phone, radios, automobile.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to walk, sit, talk and hear. The employee is frequently required to use hands to handle, feel or operate objects, tools, or controls; and reach with hands and arms. Specific vision abilities required by this job include close vision, color vision and the ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Employee generally performs work within an office environment. The noise level is usually quiet. Occasionally, the employee will be required to work in outdoor environments and will be subject to weather conditions to include heat, rain, and snow.

SELECTION GUIDELINES: Selection process may include, but is not limited to, any or all of the following: formal application, rating of education and experience, oral interviews, reference check, job related tests, psychological exam, and physical exam to include drug screening.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employee and Huron Clinton Metropolitan Authority and is subject to change by HCMA based on the needs and requirements of the organization.

ATTACHMENT B

SPECIMEN SEPARATION AGREEMENT AND RELEASE

This Settlement Agreement and General Release ("Agreement") is made and entered into this ____ day of _____, 199_, by and between _____ (the "Employee"), and _____ (the "Employer").

WHEREAS, Employee and Employer desire to settle and resolve all issues arising out of Employee's employment with and termination from employment with Employer without any disputes, proceedings or litigation, on the following terms and conditions.

NOW, THEREFORE, in consideration of the promises and of the mutual covenants and agreements contained herein, it is agreed by and between the parties hereto that:

1. This Agreement does not constitute any admission by Employer that any action it, its agents or employees took with respect to Employee was wrongful, unlawful or in violation of any local, state or Federal act, statute, or constitution, or susceptible of inflicting any damages or injury whatsoever on Employee, and Employer specifically denies any such wrongdoing or violation. It is further agreed that this Agreement is entered into solely in an effort to resolve fully all matters related to or arising out of Employee's employment with Employer and her termination therefrom.

2. Employer shall pay Employee the sum of Ten Thousand Dollars (\$10,000.00) fifteen (15) days after Employee and Employer execute this Agreement. The aforementioned payment is understood by the parties to be paid in consideration of Employee waiving and otherwise releasing Employer, its directors, officers, members, agents, employees, representatives, attorneys, successors and assigns, of and from any and all claims, demands, rights, liabilities, and causes of action of any kind or nature arising out of or in connection with her employment with Employer or her termination from Employer. It is also agreed and understood that this payment is for any alleged damages, costs and attorney's fees incurred by Employee and will be subject to payroll taxes or deductions, income or withholding taxes, social security taxes, unemployment taxes, disability taxes or any other taxes which customarily are deducted and/or paid with respect to wages.

3. In return for the payment made to Employee pursuant to paragraph 2 herein, Employee hereby generally releases and forever discharges Employer, its directors, officers, members, agents, employees, representatives, attorneys, successors, and assigns of and from any and all causes of action, claims or demands of any type, including, without limiting the generality of the foregoing general release, claims or causes arising or which could have arisen out of Employee's employment relationship with Employer and the termination of her employment relationship with Employer, any and all claims under the Fair Labor Standards Act, 29 U.S.C. § 201 et seq.; the Age Discrimination in Employment Act, 29 U.S.C. § 621 et seq. (1976); Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e et seq.; the Civil Rights Act of 1866, 42 U.S.C. § 1981; the Civil Rights Act of 1991, Pub. L. No. 102-166; the National Labor Relations Act, 29 U.S.C. § 151 et seq. (1976); the Americans With Disabilities Act, 42

U.S.C. §12101 et seq.; Federal Executive Order 11246; the Family and Medical Leave Act, Pub. L. No. 103-3; the Employee Retirement Income Security Act of 1974 (ERISA), the Older Workers' Benefit Protection Act, the Michigan Elliot-Larsen Civil Rights Act, M.C.L. 37.2101 et seq.; the Michigan Persons With Disabilities Civil Rights Act, M.C.L. 37.1101 et seq.; the Michigan Minimum Wage Law of 1964; the Michigan Act Regulating Payment of Wages and Fringe Benefits, M.C.L. 408.471; the Whistleblowers' Protection Act and/or any other similar federal, state or local statute, law, ordinance, regulation or order, claims for breach of contract, defamation, promissory estoppel or any tortious conduct.

4. Except as provided herein, the parties also release and forever discharge each other, their directors, officers, members, agents, employees, representatives, attorneys, successors, assigns, heirs, executors and administrators, of and from any and all other demands, claims, causes of action, obligations, agreements, promises, representations, damages, suits and liabilities regarding Employee's employment with or termination from Employer, both known and unknown, in law or in equity, of a class or individual nature, including but not limited to, attorneys' fees and costs. Employee further covenants and agrees never to institute (directly or indirectly) any action or proceeding of any kind against Employer, its agents, employees, representatives, attorneys, successors, assigns, heirs, executors and administrators, regarding Employee's employment with or termination of employment from Employer.

5. As a part of this Agreement, Employee agrees to waive reinstatement and to not seek future employment in any position with Employer.

6. Employee agrees that this document and any and all matters concerning this settlement will be regarded as confidential communications between the parties hereto and will not be disseminated by publication of any sort or be released in any manner or means to any newspaper, magazine, radio station, television station, to any future, current or former employee, vendor or customer of Employer or to anyone else except as provided for in this Agreement. Except as provided for in this Agreement, if asked about such matters by any individual whatsoever, Employee is to reply that "the matter has been resolved" or words of similar effect. It is understood that Employee may, on a limited basis, advise her attorney, accountant and tax preparers of this Agreement, all of whom shall agree to follow the confidentiality provisions of this paragraph.

7. It is further agreed that Employee will not encourage or assist any present or past employee of Employer who litigates against or who files administrative charges against Employer, its agents, officers, directors, shareholders or employees, unless required to provide testimony or documents pursuant to a lawful subpoena or as otherwise required by law.

8. This instrument constitutes and contains the entire agreement and understanding between the parties concerning the subject matter of this Agreement, and supersedes all prior negotiations, proposed agreements and understandings, if any, between the parties.

9. Employee specifically acknowledges that, at least twenty-one (21) days prior to the required date for executing this document, Employee was given a complete copy of this Agreement and by this Agreement was advised in writing to consult with an attorney concerning

its meaning and effect. Employee understands that she may revoke this document in writing, addressed to the Director, Huron-Clinton Metropolitan Authority, 13000 High Ridge Drive, Brighton, Michigan 48114 within seven (7) days after execution hereof, in which event this Agreement will be of no effect and Employee will be entitled to none of the benefits provided hereunder.

10. Employee states that she has read and understands that this Agreement is meant as a complete and final settlement and release, releasing Employer, its agents, employees, representatives, attorneys, successors, assignees, heirs, executors and administrators, of and from any and all claims she may have against them, that she voluntarily agrees to the terms set forth herein, that she knowingly and willingly intends to be legally bound by the same, that she was given adequate opportunity to consider the Agreement, that she discussed it with her legal counsel, that she has had ample time to study the terms of this Agreement with her attorney and with members of her family, that the terms and conditions hereof were determined by negotiation, and that she executes this Agreement knowingly and of her own free will.

[EMPLOYEE]

Subscribed and Sworn to before me
this ____ day of _____, 2012.

Notary Public

[EMPLOYER]

By: _____

Its: _____

20,361,987.1\042460-00060



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Carol Stone, Human Resources Manager
Subject: Selection Process - Director
Date: August 2, 2012

Attached for the Board's review and consideration is a draft job description and candidate profile for the position of Director. Additional input from the Board is being requested at this time so that the job description can be finalized.

Attachment: Draft Copy of Director Job Description

Recommendation: That the Board of Commissioners review and approve the job description and candidate profile for the position of Director as recommended by Human Resources Manager Carol Stone and staff.

POSITION DESCRIPTION – CANDIDATE PROFILE**Draft 2012- DIRECTOR**

CANDIDATE PROFILE: Candidate should be an experienced leader with working knowledge of public sector and parks and recreation agencies. Must be energetic, forward-thinking and a strategic visionary with sound technical skills, analytical ability, good judgment and strong operational focus. Must be innovative and able to facilitate change within the organization. Should be articulate and possess excellent communication skills with the ability to establish strong working relationships with Board members, staff officers, and employees. Must be organized and self-directed. Must have the ability to make effective, persuasive, and understandable presentations to the Board, employees and the public on complex topics and issues.

SALARY RANGE: \$115,000 to \$140,000 DOQ plus benefits to include pension, health insurance, dental insurance, vision insurance, life insurance, short & long-term disability insurance and paid leave time.

GENERAL STATEMENT OF DUTIES: Under the direction of the Board of Commissioners, position serves as chief executive officer of the Metroparks and performs a variety of professional, administrative and managerial duties related to the operation of the Metroparks.

SUPERVISION RECEIVED: This is an at-will position that works under the general direction of the Board of Commissioners in consultation with the Deputy Director, Controller and Executive Secretary to the Board. Required to work independently and exercise judgment.

SUPERVISION EXERCISED: Director provides broad policy and general guidance and direction to department heads.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Provides leadership and direction in the development and implementation of short and long-range plans, ensures that the mission and core values of the Metroparks are achieved.
- Develops policies, procedures and processes as needed to implement the decisions and policy directives of the Board of Commissioners.
- Provides professional advice to the Board of Commissioners and department heads; make presentations to the Board, civic groups and the general public. Engages the Board on policy matters and communicates information, analysis and recommendations and options for Board consideration.
- Communicates with Board of Commissioners on a regular basis. Ensures that Board is notified of issues and emergencies as they arise.
- Serves as final hiring and terminating authority for all personnel except those whose appointment/termination is made by the Board of Commissioners or as otherwise directed by the Board of Commissioners.
- Collaborates with the Deputy Director (Chief Operations Officer) to direct and administer operations to achieve full and effective use of personnel, facilities and equipment and to establish a strong productive employee management culture.
- Provides clear direction and feedback to HCMA department heads and holds them accountable for results.

- Thinks strategically to ensure the financial sustainability of HCMA programs and services.
- Establish credibility throughout the organization and with the Board as an effective developer of solutions to administrative business challenges. This would include the assessment of "out-sourcing" of various activities and functions if such external support would be the most effective method of providing the proper level of services at the appropriate cost.
- Manages relationships with national, state and local governmental officials and organizations by monitoring legislation for appropriate comment and action, coordinates communication with governmental officials on various matters and in collaboration with professional consultant, presents HCMA's viewpoint on legislative matters.
- Monitors HCMA operations to ensure compliance with all applicable laws, regulations, rules, policies, and ordinances.
- Evaluates potential projects, programs and services to determine feasibility and makes recommendations and reports to the Board of Commissioners.
- Responsible for the origination and approval of all purchase orders and commitments for equipment and material and the employment of all services for the activities of the Authority authorized or directed by the Board of Commissioners.
- May make purchases or commitments for an amount not exceeding Ten Thousand Dollars (\$10,000.00) without prior authority of the Board of Commissioners, providing that written confirmation has been received from the Controller that money has been appropriated and is available for such purposes. Purchases shall be made only after having received as many quotations as practicable from qualified bidders.
- For any expenditures in the amount in excess of Ten Thousand Dollars (\$10,000.00), responsible for obtaining bids and presenting tabulations to the Board of Commissioners for its approval. Bids will not be required for the purchase of land, for payrolls or the employment of professional or specialized service. This paragraph shall be effective except in case of written contracts which have previously been approved by the Board of Commissioners. In such case, the terms of the contract itself shall govern.
- Director shall certify all invoices for property or services, stating that such property or services were duly ordered, have been received, and are satisfactory.
- Director shall certify the rates of pay and the payrolls of all employees.

PERIPHERAL DUTIES:

- Attends quarterly meetings of Employee Cooperative Alliance.
- Serves on Safety Committee.
- Attends special events held on evenings & weekends throughout the Metroparks.

MINIMUM QUALIFICATIONS:

- Bachelor degree (required) and Masters Degree (preferred) from an accredited college or university with specialization in public administration, parks and recreation, planning, engineering, management, parks & recreation or related field.
- Ten years of increasingly responsible management level experience in public administration, Parks & Recreation Management or a related field sufficient to demonstrate ability to perform the required duties.
- Strong working knowledge of parks & recreation operations.
- Strong working knowledge of computer systems to include financial software, spreadsheets, data bases and word processing applications.
- Working knowledge of planning, engineering, finance, labor relations, and natural resource management.
- Must be able to demonstrate creativity and the ability to implement new initiatives.

- Excellent management skills and the ability to make strategic decisions pertaining to staff and procedures.
- Ability to effectively delegate authority and responsibility while maintaining appropriate levels of operational control.
- Ability to operate listed tools and equipment.
- Ability to communicate effectively both verbally and in writing.
- Ability to establish and maintain positive working relationships with the Board, the public, outside agencies and employees.
- Ability to perform essential duties.

TOOLS & EQUIPMENT USED: Personal computer including financial, accounting, payroll, data base, scheduling, publishing, spreadsheet, and word processing software; calculator, copy and fax machines; phone, radios, automobile.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to walk, sit, talk and hear. The employee is frequently required to use hands to handle, feel or operate objects, tools, or controls; and reach with hands and arms. Specific vision abilities required by this job include close vision, color vision and the ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Employee generally performs work within an office environment. The noise level is usually quiet. Occasionally, the employee will be required to work in outdoor environments and will be subject to weather conditions to include heat, rain, and snow.

SELECTION GUIDELINES: Selection process may include, but is not limited to, any or all of the following: formal application, rating of education and experience, oral interviews, reference check, job related tests, psychological exam, and physical exam to include drug screening.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employee and Huron Clinton Metropolitan Authority and is subject to change by HCMA based on the needs and requirements of the organization.



**HURON-CLINTON METROPOLITAN AUTHORITY
JULY MONTHLY REPORT
FOR
BOARD OF COMMISSIONERS
AUGUST 9, 2012**

Deputy Director's Comments

- Oppressive hot temperatures and power failures due to storms reduced visitation for the month. Lake St. Clair Metropark was closed July 4 and the Splash 'n' Blast at Kensington was closed July 5 – 8 due to downed power lines.
- Tree and debris clearing continued through the month at Hudson Mills Golf Course and bike-trail alignment. A report regarding damages, cleaning costs and insurance reimbursement will be presented to the Board at the September meeting.
- Firework displays were held in five Metroparks over the July 4 holiday including Lake St. Clair Metropark. This marked the return of fireworks at Lake St. Clair after more than a 30 year break. The new special \$10 event fee was implemented for vehicles entering the parks after 5:00 p.m. with few problems.
- The events during the week of the July 4 holiday are challenging but rewarding for the Metroparks personnel. Police, Operations and Maintenance staffs all worked diligently and cooperatively to make this week safe, successful and pleasurable for Metropark visitors.

Eastern District

**Lake St. Clair, Stony Creek, Wolcott Mill, –
Mike Lyons**

- July produced many days of oppressively hot and humid weather. These conditions along with several rainy days, some severe storms, had an adverse effect on attendance. Visitation was further impacted at Lake St. Clair Metropark due to park closures that occurred on July 4 and 25. On both days, the park was closed until approximately 3:00 p.m. due to downed power lines in the park which left the park with no power.
- Fireworks returned to Lake St. Clair Metropark on July 2. The show went off without any problems and attracted more than 12,000 spectators.
- The pool, lake and squirt zone were popular features for the park due to the hot and humid weather during the month.
- "Get Out and Walk" with Rosco programs were held on July 9, 16, 23, and 30. These programs, along with Rosco's Hot Dog Roast on July 10 continue to be popular and well attended attractions.
- On July 15, Kevin "Big K" Taylor from the World Speed Brick Breaking Association, along with many members of the organization provided bricking demonstrations.
- Five Sunday evening concerts were held during the month. Intrigue, 80's Inc., Marley Ritaville, Dreamcatcher and The Real Deal Big Band performed to excellent crowds.
- Lake St. Clair continues to be a "hotspot" for bass fishing tournaments and the park is a popular host venue for these events as four large bass fishing tournaments were held in the park during the month.
- Weekly summer events such as "Yoga on the Beach," "Square Dancing" and "Family Kite Night" were in full swing in providing diverse opportunities for outdoor recreation.
- July was a good month in terms of visitation and revenues at Stony Creek. However, hot and humid weather did deter some visitation, especially on the golf courses as temperatures reached 90 degrees or above on nine days and spiked over 100 degrees on three days.
- The Stony Creek fireworks display took place on July 1 with 9,417 vehicles entering the park on the day of the show with an estimated crowd of nearly 30,000 enjoying the show.

Eastern District (con't)

- The second of five “Rustic Family Camping” weekends was held July 20 – 22. All 45 sites were reserved for the weekend with a total of 210 individual campers. Once again, all feedback from the event was extremely favorable.
- Two concerts were held at Eastwood Beach during the month. 80’s Inc. played to a crowd of nearly 400 people on July 2 and Air Margaritaville attracted 2,500 spectators on July 20. The attendance at the 80’s Inc. concert was hampered by extremely hot and humid weather with temperatures near 100 degrees.
- The Stony Creek Junior Golf Tournament was held on July 17 with 68 participants.
- The “Three Course Challenge” and the “Gale Vaughn Memorial” disc golf tournaments were held on July 1 and July 29 respectively.
- The Banquet Tent hosted five weddings and two corporate picnics during the month. Other events at Stony Creek included two sailboat races, two large church baptisms, a mountain bike race and a charity walk. Three additional wedding ceremonies were held at the Sheldon Estate area of the park.

Western District

Indian Springs, Kensington, Huron Meadows, Hudson Mills, Dexter-Huron, Delhi – Kim Jarvis

- On July 5, an electrical storm at Kensington caused downed power lines and electricity was lost from the East Boat Launch to Martindale Beach. Power was not restored until late on July 8 which caused the closure of the Splash ‘n’ Blast. However, Martindale Beach was open for swimming with temporary facilities and Maple Beach was opened to accommodate swimmers. Power was again lost at the same locations late Sunday, July 15; power was restored by late afternoon on July 16.
- On July 24, the Oakland County Health Department called and indicated Kent Lake at Martindale Beach had elevated of E. coli; the beach was closed for swimming until July 26. This was the first time in six years that Martindale was closed for this reason.
- On July 3, Hudson Mills held its annual fireworks display and a late crowd of 13,000 enjoyed the fireworks display.
- The July 4 holiday was extremely hot with temperatures hovering around 100 degrees. The Splash ‘n’ Blast, Martindale and Maple Beaches at Kensington and the Spray Zone at Indian Springs were at capacity. However, the extreme heat kept visitation down at the golf courses and picnic areas.
- Events in the district this month included the National Defense Industrial Association USA Care event held on July 14 at Kensington’s Maple Beach. A car show, all day entertainment with a picnic raised funds for struggling military families.
- The 2nd Annual “Dog Days of Summer” was held at Hudson Mills on July 28 with dogs and their owners enjoying a variety of activities.
- The inaugural “Stand-Up Paddleboard” Festival was held July 28 at Kensington’s Maple Beach. The event had a good turnout and the organizer is planning another event for 2013.
- The 2nd Annual Canoe and Kayak Race was held on July 29 at the West Boat Launch at Kensington. Boats from as far away as Traverse City participated in this race.

Southern District

Lower Huron, Willow, Oakwood, Lake Erie – Jim Pershing

- July turned out to be one of the hottest on record and water facilities are doing well. The lack of rain this month has kept the Huron River low and continues to challenge staff to get enough water onto the Willow Golf Course in the form of irrigation. Edison temporarily cut power to the pump house at the Golf Course; power was restored on July 30.

Southern District (con't)

- The Willow fireworks were held July 4 and the show was spectacular, and the crowd well behaved. The new \$10 daily fee was implemented after 5:00 p.m. and there were no problems to speak of.
- Kid's Day on July 15 at Lake Erie drew approximately 400 people. Bicycle helmets were fitted and given away, musical entertainment was provided and even hula hoops helped to round out a perfect program.
- During the last few days of the month Lower Huron and Willow have been experiencing phone and electrical problems. The electrical issues at Lower Huron have been resolved; however, there are still problems at Willow effecting the Willow Maintenance Building, Toll Booth #7, the Willow Pool Complex and the Willow Golf Course pump house. The I.T. department is working on the phone issues staff has been in constant contact with Edison to resolve the electrical problems at Willow.

Interpretive Services –

Mike George

- A very hot July made an impact on programming with some centers experiencing smaller numbers when it came to "Summer Camp" participation and other programming.
- Along with Jack Liang and Paul Muelle, met with representatives from the Henry Ford Health Care System to discuss future possible future activities.
- Met with Steve Stewart of Michigan Sea Grant to discuss future activities relating to schoolship and the Summer Discovery Cruise.
- Delivered and assisted with set-up of exhibits at Lake St. Clair Nature Center that were a result of a grant processed with the Michigan Sea Grant.

Lake St. Clair Nature Center

- Staff was involved with Summer Discovery Cruises during the beginning of the month. This cooperative program with Michigan Sea Grant, Clinton River Cruises, NOAA, MDNR, Save Our South Channel Lights and others, is a very popular program that brings many new visitors to the park as well as repeat visitors. Several local papers did articles about the program which helped with publicity. At final count, there were 37 cruises for a total of 827 people.
- Summer at Lake St. Clair Nature Center always has lots of walk-in visitors with 800-1,000 people on weekends coming through the door. Staff meets and greets and presents lots of "creature features" – short presentations about our reptiles, amphibians or Monarch butterflies, and birds that are on display.
- Staff prepared and presented programs for families and day camps and began meeting and preparing for the "Fish Camp" and "Voyageur Encampment."
- Several out-of-park programs were presented at local libraries and partnerships programs with MDNR, USFS, NPS, USFWS. Staff visited four libraries – Mount Clemens, Roseville, Chesterfield, Warren Civic Center public libraries.
- Staff presented a teacher workshop for the Natural Resources Academy for the MDNR on Michigan Reptiles and Amphibians at the RAM Center in Higgins Lake and helped organize and facilitate working with the USFS, NPS, USFWS, MDNR and a non-profit-Our Global Kids, to take families from Detroit up to the upper peninsula for camping, fishing, and hiking.
- The new exhibit panels that were produced by Michigan Sea Grant through the USFWS grant to control phragmites have been delivered and installed. There are nine new exhibit panels about the Great Lakes Coastal wetlands, managing invasive species and creatures of the marshes.
- The record heat continued through July and general visitation was down for the month.
- Despite the weather, several events had a good turnout and helped boost the numbers. The "Sawdust Festival" came on a hot day, but managed to attract a number of people.

Interpretive Services (con't)

Wolcott Mill Historic Center

- The “Picnic in the Park with Music again was on a hot day. The Shelby Township Music Society and Starkweather Open Mic groups provided great entertainment as volunteers others to join in the fun.
- The three summer camps we offered had low attendance and might be a result of the time of year.

Wolcott Mill Farm Center

- It was hot and dry at the farm in July, but staff managed to come through and the crops look great. Hay and straw has been baled and put up; the corn mazes are both in completion stages and stand about eight-feet fall. This year there are two corn mazes, one maze for the young children that is about one-half and acre and the second, for the rest of the visitors, is a five-acre area maze.
- Two “Farmer Day Camps” were offered this year; both camps were filled and the campers enjoyed all the hands-on activities and outdoor events.
- Staff travelled offsite to participate in the Michigan State Extension Health Fair at Fitzgerald High School. Participants were able to learn about and pet several of the small farm animals. Approximately 350 visitors enjoyed the program.
- Staff is working in cooperation with the Michigan State Extension on their science camps which have introduced farm animals to approximately 150 children this month.
- The Farm hosted the 4th annual Kiwanis “Kids Day on the Farm” program for families with mentally and physically handicapped children. More than 700 families from all over the metro area enjoyed a day of free games, food and activities at the farm.
- The Farm hosted several birthday and graduation parties, had several pavilion and room rentals and continued to give visitors farm tours.

Stony Creek Nature Center

- Walk-in visitation was slightly down from last year, however, the program numbers were up slightly.
- The “Friday Night Voyageur Canoe” programs, the “Adventures in Science Day Camp,” and the “History Wagon Ride” program were all very well attended.
- During July, 34 volunteers gave 119 hours of their time to the care and feeding of the Nature Center animals and the cleaning/maintenance of the gardens and trails.

Indian Springs Environmental Discovery Center

- The hot and dry July brought many casual visitors on foot from the Spray Zone. There were also several day camps from other organizations and childcare centers with scheduled programs during the month.
- The most popular topic for appointment programs was “Pond Study”, followed closely behind by “Insects”.
- Two out of park programs were held. Staff spent a day at Kensington with the portable planetarium to assist with their day camp, and a day at the Ralph A MacMullen Center in Roscommon to teach GPS for the Michigan DNR Academy of Natural Resources for teachers.
- Two day camps were held during the month – “Nature Tech Day Camp”, for upper elementary students, taught entirely by our staff. The students used GPS, designed catapults and also spent some time using microscopes in the lab.

Interpretive Services (con't)

Environmental Discovery Center

- Staff also collaborated for the third year in a row with the Oakland County 4-H and MSU Extension to present the “4-H EcoChallenge” Day Camp. The theme this year was “Underwater Robots”. The middle to high school student participants actually built their own ROVs (remotely operated vehicles) to explore the subsurface discovery pond. The students used an attached underwater camera to take the first ever underwater video of the pond.
- The Pond Discovery Backpack was very popular this month with 34 families checking out the Pond Explorer packs, and one family borrowed the Prairie Explorer pack.

Kensington Farm Center

- Despite the drought-like conditions and extremely warm temperatures this month, July has been busy. Staff took extra measures to ensure the safety and health of the animals during the heat, providing adequate shelter with fans and access to water.
- Farm Center staff has been busy taking extra care of the plants. In the pumpkin patch much work has been done to maintain the crop for the fall. Staff has made sure that the herb gardens, flower beds, lawns and even a few trees received enough water to survive the drought, and it appears the effort has paid off.
- Greta our Brown Swiss cow delivered a healthy bull calf on July 17. The farm also purchased two pigs from a swine farm, the sow, named Opal delivered a litter of nine healthy pigs on July 22. The boar appears to be doing very well in his new environment.
- Interpretive programming this month was successful. Two “Fun on the Farm” and two “Farmer for a Day” programs were held, and all programs were well attended.
- Efforts are underway to come up with a new programming for next spring focusing on both sustainability and renewable resources. Staff will continue to develop this program hope it will be available next April.

Kensington Nature Center

- July’s extreme heat had one positive situation – the virtual absence of mosquitoes. In spite of the weather, people still came out to the Nature Center, although in somewhat lower numbers than in a normal July.
- Our major events during the month were the two day camps, both of which functioned at or close to capacity.
- There was also four days of “Explorer’s Day Camp” and two days of “Fish Camp” with the Fish Camp comprised mostly of repeat campers.
- Extensive pruning was done to open up some overgrown trails and storm damage was also cleared where necessary.
- Staff from Ohio State University returned once more to conduct more research, mostly regarding the emerald ash borer.
- The Nature Center hosted one birthday party and rented the classroom out for a family reunion on days when there were no scheduled for programs in the building.

Mobile Learning Center

- Summer camp/school program numbers for July 2012 were down significantly from last year. One contributing factor may be due to the ongoing voicemail problems staff is experiencing at the Mobile Learning Center office making it difficult for teachers to contact staff and schedule programs.
- The MLC was involved with four special events during the month reaching 2,133 people. This was 432 more people than at special events in July 2011 putting the MLC at a Grand Total of 2,343 people reached for July 2012. Year-to-date MLC staff has come into contact with 20,616 people; 2,855 more people than July 2011 YTD numbers.

Interpretive Services (con't)

Mobile Learning Center

- On July 11, the MLC was set-up at the 30th Annual Metro Detroit Youth Day on Belle Isle. This was the eighth year of participation in the event. More than 1,500 people enjoyed the activities presented on the truck.
- The second special event the MLC participated in was the “Outdoor Adventure” program on July 14 at Addison Oaks in Oakland County. This was a partnership effort between the Metroparks and the Oakland County Parks. During the day, 109 people participated in activities as well as learned more about what the Metroparks offer.
- On July 15, the truck was in Ann Arbor at Gallup Park for the “Huron River Days” Festival. This celebration of the Huron River makes the sixth time Mobile Learning Center staff has participated, providing activities and handing out Metroparks information. More than 350 people stopped by the MLC for information.
- On July 28 Haas Lake Park in New Hudson had the Mobile Learning Center out to offer pond life activities for their RV campers. It was a pleasant summer day with 135 people visiting during the three-hour event.

Hudson Mills Activity Center

- The 2nd annual “Dog Days of Summer” held on July 28 had perfect weather. Many hours were spent on planning and volunteer contact. The event had 93 dogs participating with 136 parents and spectators, and 39 volunteers generously donating their time and expertise to the event.

Oakwoods Nature Center

- Staffed manned a booth at the Willow Pool on the July 4 and spoke with more than 500 people regarding programming offered at the Nature Center. The hook to get people to the booth was an excellent insect exhibit. Patron’s curiosity brought them in and allowed for some great opportunities to introduce them to the nature center.
- Staffed conducted an “Archaeology Day” for a group of Girl Scouts on the July 21. The girls were introduced to archaeology through a hands-on dig held in the Cedar Knoll picnic area. The scouts were able to get an idea of what a typical occupation site might have looked like as there were a large amount of tools, points, and chippage found next to an area with fire-cracked rock and charcoal.
- The Nature Center hosted its 2nd annual “Bat Festival” on July 21. Crafts, games, and programming designed to highlight bats from around the world were on tap. Special “Thanks” to Caitlin from the Organization for Bat Conservation for her program discussing “Bats Around the World”. Nearly 160 people enjoyed a great evening of celebrating these important little critters.
- The local Champions group from Rockwood came out for their 10th year of programs.
- There was a great turn-out for the Canoe and Kayak Adventure held on July 7.

Lake Erie Marshlands Museum and Nature Center

- The two weeks of Discovery Cruises were a huge success. Nearly every cruise was filled to capacity and many folks are already expressing interest in signing up again next year.
- Staff has been busy working with the kids for the annual “Moving Adventures Day Camp.” Movies highlighted during this year’s camp include Brave, The Adventures of Tin Tin, Hugo, and John Carter of Mars. The kids made a short film, shot an apple off of a young man’s head using a crossbow (thank you NERF), found the Lake Erie Bear, learned how to sneak like an animal, made an automaton, and enjoyed some Celtic music and activities.

Human Resources –

Carol Stone

- Four candidates for the position of controller were interviewed by the Board at its July 12 meeting. A special meeting of the Board of Commissioners was held July 16 and 30 in order to select a candidate.
- Interviews were held on July 10 and 11 and an eligibility list established for the position Maintenance Supervisor. The list will remain in effect through June 30, 2013 and will be used to fill vacancies for Maintenance Supervisor as approved by the Board.
- A meeting was held with the Employee Association on June 26 to review the salary/benefit study, establish ground rules for contract negotiations, and to schedule dates for negotiations. Dates for contract negotiations are August 14 and 27. A meeting has been scheduled with the Police Officers on August 3.
- A meeting of the Safety Committee was held on July 18. The Committee reviewed the proposed changes to the vehicle policy; reviewed capital and major maintenance projects for safety related issues; and reviewed public injury reports as well as employee injury reports. Also discussed at the meeting was an Employee Perception Survey that is currently underway. The survey is a collaborative effort with CNA (workers comp and liability insurance carrier) and attempts to assess employee perceptions on safety related issues and to identify employee training needs.
- The Committee is also considering a policy or procedure to ensure patron safety when utilizing tents and canopies that stake into the ground.
- CNA will be conducting its annual park safety inspections in late August/early September.
- A meeting of the Cooperative Alliance was held on July 18. The agreement covering voluntary transfers was reviewed and the process for handling voluntary transfers was clarified. An update was provided on the status of early retirements and the attrition plan.
- Three workers comp claims were filed during the month of July for minor injuries/illness with no lost work time.
- The parks responded to 32 injuries or illnesses of park patrons. Nine of these were for heat related illnesses and two were for minor burns suffered when hot coals were deposited at the base of a tree instead of in the designated containers.
- The Catch-the-Fish customer service initiative continues with the following employees caught by supervisors and other employees during the month of July: *April Curry, Stacey Hoepfner, Ron Smith, Keith Miller, Kendall Shattuck, Susie Clearwater, Beth Hafner, Lois Lutz, Nancy Schaible, Jim Pershing, Mary Gootee, Bob Lederle, Bill Lowler, Dakotah Doctor, Travis Novak, Matt Diehl, Zach Garcia, Justin Brown, Sam Murphy, Jake Howarth, Alexis Gronda, Robb Hogg, Jerry Cyr, Dave Kirbach, Barb Savery, Tamra Bezzeg, Stacy Oliver, Duane Fallot, Garth Baize, Troy Rice, Dwayne Perkins, Adam Haberkorn, Bill McConnell, Mark Reilly, Jennifer Hollenbeck, Kensington Reception.*

Information Systems –

Nolan Clark

- Staff received 12 computers and three additional notebook computers to replace existing computers scheduled for replacement.
- A new T1 data communication line was installed at the Hudson mills Golf Course which has dramatically improved both voice and data transmission quality to and from the golf course.
- Staff installed new printers in the Southern district at various locations for the P-Card project.
- Staff began discussions with the Active Network to move ahead with a fall software update on the golf point of sale systems. This update will fix a number of software bugs that have been popping up at the courses over the past year.

Natural Resources –

Paul Muelle

- Attended two meetings regarding the Lake St Clair Parking Lot Redevelopment EPA grant. The first with MDEQ, and the second with Harrison Twp., both to review preliminary construction documents and grant outcomes and to receive feedback from the two organizations. Conditional approval of the projects Quality Assurance Project Plan was received from the EPA.
- Attended a meeting with ASTI and Macomb County to review bids and discuss the contract for the Marsh Restoration grant construction at Lake St Clair Metropark.
- Met with Six Rivers Land Conservancy and Macomb County Planning and Economic Development to discuss the status of the NOAA and MNRTF Land Acquisition grant proposals for Lake St. Clair Metropark.
- Completed a site inspection of the proposed Dexter-Huron Bike Trail alignment, verified locations of several rare plant species, and reviewed the information with Park Planning and Washtenaw County.
- Completed a site inspection of Hudson Mills Metropark with HCMA volunteer Tony Spears. Mrs. Spears pointed out new populations of non-native invasive plants (Japanese hedge parsley, Oriental bittersweet and Hoary alyssum) which she observed throughout the park. We also reviewed areas where her volunteer effort has successfully controlled populations of sweet clover and spotted knapweed.
- Tree and debris clearing continues at Hudson Mills Golf Course and bike trail alignment. Timber and woodchip sales are underway by Fodor Timber Inc. and are expected to be completed by August 1. The Natural Resource Crew (NRC) continued cleanup of brush at the golf course and bike trail alignment, prepped and graded the sites and seeded some of the areas for soil stabilization and performed final seeding of other areas with native grasses and wildflowers.
- The NRC removed several large trees from the Huron River at both Lower Huron and Delhi which were impeding river travel as well as storm damaged trees at Kensington and dead and dangerous trees throughout the park system.
- Natural Resources staff continues to hold volunteer workdays in the parks where volunteers assist in removing invasive shrubs from high quality natural areas.
- Staff continues processing vegetation survey data, preparing updated management plans and other GIS mapping, meeting with park staff regarding the preparation of PIPP and SPCC documents for various facilities.

Purchasing –

Scott Michael

- The Southern District procurement card program is up and running, time was spent following up with additional training and the approval process for payment. After a minor amount of debugging it is running smoothly and is being well received. This initiative will be a great benefit to processing of small orders, especially with the decrease in staff.
- The Wolcott Golf Course RFP has been issued and a prebid meeting was conducted at the golf course with two bidders attending the meeting.
- Staff has been working through radio issues the parks have been experiencing since the FCC has forced us to a narrow band on the VHF radios. Meetings were conducted and plans are being prepared to meet the challenge of the VHF radio issues for 2013 budget.
- Staff will be reviewing RFP's from Livingston County on a new financial system within the next month.

Police Department – George Phifer

Kensington

- On July 25, an 11-year-old boy was physically assaulted by an adult male subject, for allegedly getting sand on the adult. During the assault, the male subject used racial slurs toward the 11-year-old victim. A report taken at the scene by a Metroparks Officer and the information was turned over to the prosecutor's office.
- On July 11, an officer was checking the Disc Golf Course, for a subject who allegedly entered the course without paying. The subject was located, and admitted to not purchasing a permit. The Officer observed what appeared to be drug paraphernalia (marijuana) lying next to the subject. The subject was issued a citation for possession of Marijuana, and the evidence was sent to the lab.

Stony Creek

- On July 21 officers responded to an assault at Baypoint Beach. A subject at the beach was using profanity around kids, and was asked by another park patron to refrain from using that type of language. The unknown subject, who was later arrested, struck the park patron in the face with a beer bottle. Both subjects were treated at the scene. Warrant requested for felonious assault from the prosecutor's office.

Lake Erie

- On July 15, officers responded to a call regarding a truck being stolen from the front lawn of the museum. Officer's began checking area, and located the truck. The truck was occupied, and the suspects were apprehended. The incident report was sent to the prosecutor's office for review.

Lower Huron

- On July 15, an officer responded to a call of a suspicious person taking pictures of children in the pool area. Subject was located, and identified, by the officer who then ran the subject on LEIN. The subject who came back clear; subject was advised and released.
- On July 22, an officer responded to a call of suspicious male seen taking pictures of children in the Tot Lot. The officer on duty located the subject, made contact with him and spoke to the subject about this concern; and was advised to refrain from this activity.

Lake St. Clair

- On July 8, an officer responded to a call for an alleged assault. The officer arrived on the scene, and spoke to three (3) female subjects, who stated that an unknown male subject was backing into them, and grabbing them under water. Officers checked the area, but were unable to locate the suspect.
- On July 6, officers responded to an alleged larceny which occurred at the Par 3 Shelter. An unknown man allegedly stole a cell phone from a park patron. The park patron got into his vehicle and noticed the alleged suspect riding his bicycle near the toll booth. The park patron then chased down the bicyclist with his vehicle, and struck the cyclist with his vehicle. The driver of the vehicle was arrested at the scene, and was transported to Oakland County Jail for processing.
- On July 24, an officer observed a Hyundai driving the wrong way on the exit road of the parkway. A traffic stop was initiated, in which three (3) unknown Hispanic males were inside the vehicle with no identification. The officer contacted the Custom Border Patrol, whom took custody of the subjects. The vehicle was impounded, and later released to the owner.

Police Department (con't)

Lake St. Clair

- On July 28, an officer responded to the Park Plaza, on a call related to a motorized golf cart being driven by a park patron. The officer arrived on the scene, and questioned the subject about driving the cart in the park. Further investigation by the officer revealed that the subject had a weapon on him, and he failed to inform the officer that he was carrying a weapon. The officer was able to determine that the subject did have a Concealed Pistol License, but failed to inform him of that as well. The officer confiscated the weapon, and later turned over a copy of the report to the Wayne County Gun Board.

Community Relations –

Jack Liang

- Met with Detroit Symphony Orchestra senior staff regarding seeking funding support in order to resume concerts in the Metroparks next summer.
- Received unofficial word from REI's Michigan Outreach staff that HCMA's 414,600 grant request has been approved for environmental stewardship, trail maintenance, and volunteer support. The funds should be received in August. This makes the fifth consecutive year REI staff has nominated HCMA to apply for a grant and receive funds.
- Helped coordinate a meeting between Metroparks and Henry Ford Health System to plan for participation in the Henry Ford West Bloomfield Hospital quality of life event taking place Sept. 15.
- Continuing efforts to seek additional funding sources for playground at Wolcott Farm.

Communications –

Denise Semion

- July brought many unexpected announcements to the media on park and facility closings, all due to downed power lines and related issues. Notified the major radio and television stations, along with relevant newspapers, on the closings at Lake St. Clair Metropark on July 4, and July 25, along with the closures at Kensington Metropark which included the Splash 'n' Blast, grille and beach house July 5 through July 9.
- Excellent coverage of parks, facilities and events continues in the newspapers, highlighted by a full-page photo feature on Kensington's Splash 'n' Blast in the Oakland Press and a feature story by Charles Remeriz in the Detroit News on neighborhood campers at Stony Creek Metropark. Many stories focusing on the hot weather included photos of various pools and/or spray grounds.
- *Macomb Now Magazine's* summer issue features Lake St. Clair Metropark with photos and a story.
- Website activity typically peaks around the Fourth of July holiday, and this year was no exception with 8,738 visitors to www.metroparks.com on July 3.
- The email marketing campaign continues with weekly announcements for events and golf to more than 40,000 subscribers.

Marketing –

Kassie Kretzschmar

- Met again with General RV to work on an RV show at Lake Erie Metropark, we are building the event and looking at dates.
- Working with CBS radio station group and we are creating an Oct. 27 Halloween Trick and Treat Trail event at Stony Creek Metropark. We anticipate 2,500 kids and families for a 1:00 – 5:00 p.m. event.
- Secured through General Motors, the DW12 IndyCar show car, for the Monster Truck Motorsport event at Willow on August 11 and 12. This is in addition to the Monster Trucks.

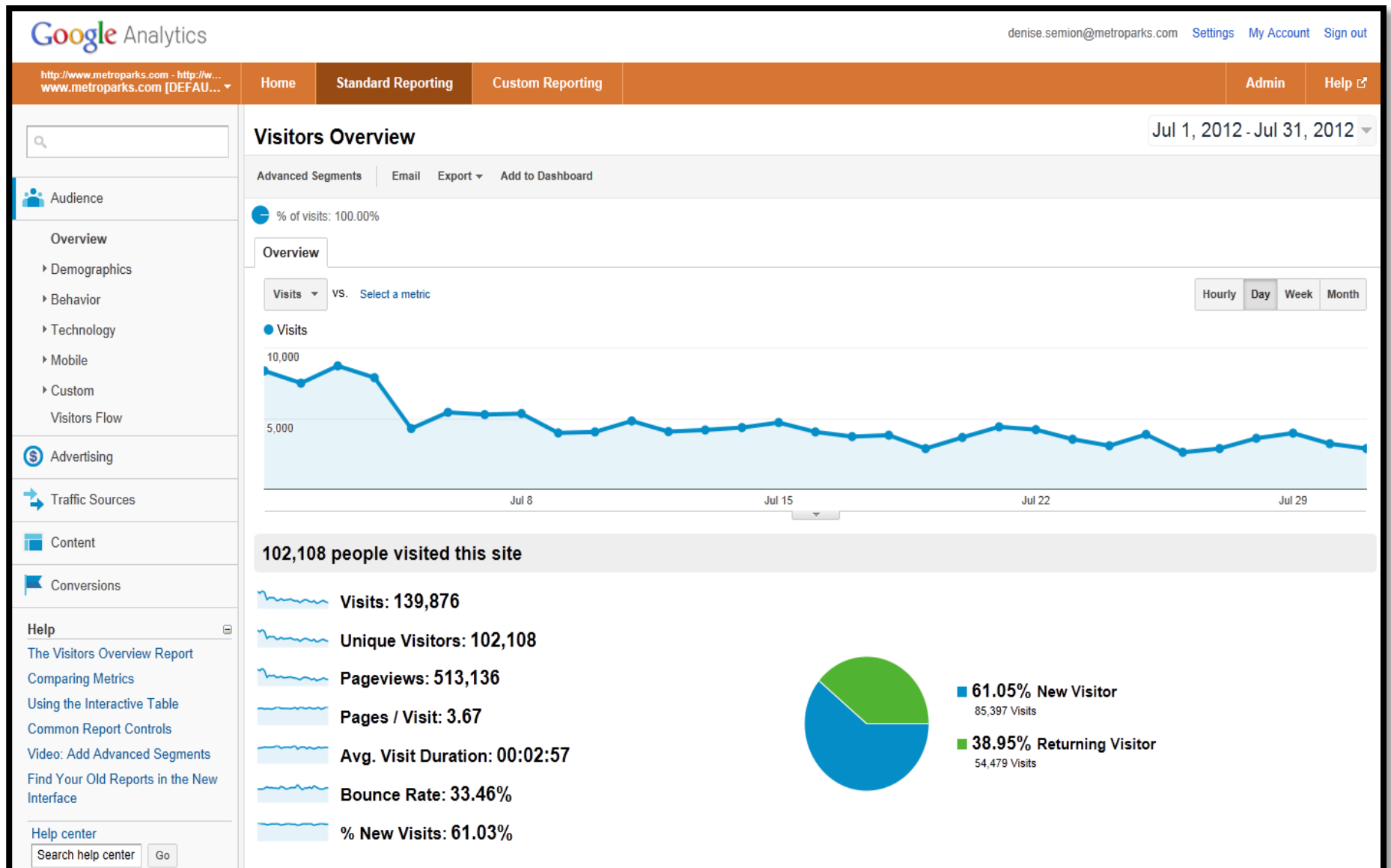
Marketing (con't)

- Working with Macomb County Executive's office and the Detroit Sports Commission to secure the BASS Elite tournament for July 2013.
- Working continually on the September 1812 Bicentennial Commemorative Celebration events at Lake St. Clair with the event sponsors and the putting the event together. Working with a charity organization out of Lansing, Rock Star Warriors, who is the sponsor of the Sept. 7 and 8 events. The Michigan Philharmonic performs Friday evening with members of the U.S. Navy Band and choir and an F-18 flyover. On Saturday, we will host a Detroit Red Wings Alumni versus U.S. and Canadian Armed Forces softball game. All weekend, there will be exhibits of 1812 memorabilia and historic artifacts, and more.
- Working on the fall 2013 Costco packages to be in the 10 metro area stores this October-December.

Communications Monthly Report - July 2012

E-mail	Weekly marketing emails promoting events, programs and golf.	Muiltple Parks
News Releases	Sawdust Festival	Wolcott Mill
	Day camps at Metroparks offer summer of adventure.	Multiple Parks
	Summer Discovery Cruises at Lake Erie	Lake Erie
	Celebrate with fun, fireworks and music at the Metroparks.	Multiple Parks
	1812 Bicentennial Military Tribute Concerts	Lake St. Clair
	Kids, go 'fore' these tournaments! At Kensington and Stony Creek.	Multiple Parks
	Kensington Senior/Super Senior Championship.	Kensington
	Lake Erie hosts Kids Day!	Lake Erie
	American Lotus starting to bloom at Lake Erie and Kensington Metroparks.	Multiple Parks
	David C. Moilanen, Huron-Clinton Metroparks Director, retires.	All Parks
	Gerry Wykes retiring from Lake Erie.	All Parks
	Power outage at Lake. St. Clair Metropark	Lake St. Clair
	4-H Green Science Camp at Wolcott Mill Metropark.	Wolcott Mill Farm Center
Online Store	Online store generated \$628 in sales, with 18 annual permits, one annual boat permit, one HCMA/Oakland County joint permit sold; and \$150 in gift card sales.	AO
Website	More than 1,000 Metropark website visitors requested to join our email list during the month.	AO

July Google Analytics



HURON-CLINTON METROPARKS MONTHLY STATISTICS

JULY 2012

PARK	MONTHLY VEHICLE ENTRIES		
	Current Year	Previous Year	Change
Lake St. Clair	73,629	80,674	-8.7%
Wolcott Mill	3,055	5,026	-39.2%
Stony Creek	87,046	98,336	-11.5%
Indian Springs	12,986	14,235	-8.8%
Kensington	99,471	111,784	-11.0%
Huron Meadows	9,466	11,096	-14.7%
Hudson Mills	30,213	32,463	-6.9%
Lower Huron	52,626	61,194	-14.0%
Willow	25,018	26,544	-5.7%
Oakwoods	4,368	3,411	28.1%
Lake Erie	32,990	39,208	-15.9%
Monthly TOTALS	430,868	483,971	-11.0%

MONTHLY TOLL REVENUE		
Current Year	Previous Year	Change
\$ 192,848	\$ 233,925	-17.6%
\$ -	\$ -	NA
\$ 237,291	\$ 266,869	-11.1%
\$ 21,415	\$ 24,776	-13.6%
\$ 187,360	\$ 239,703	-21.8%
\$ 2,775	\$ 3,030	-8.4%
\$ 46,093	\$ 53,364	-13.6%
\$ 118,201	\$ 149,733	-21.1%
\$ 48,495	\$ 55,079	-12.0%
\$ 2,980	\$ 2,790	6.8%
\$ 56,225	\$ 92,871	-39.5%
\$ 913,683	\$ 1,122,140	-18.6%

MONTHLY TOTAL PARK REVENUE		
Current Year	Previous Year	Change
\$ 323,644	\$ 407,868	-20.6%
\$ 63,478	\$ 68,526	-7.4%
\$ 470,825	\$ 495,115	-4.9%
\$ 125,534	\$ 124,289	1.0%
\$ 465,395	\$ 567,444	-18.0%
\$ 104,896	\$ 130,497	-19.6%
\$ 127,943	\$ 154,774	-17.3%
\$ 516,651	\$ 669,785	-22.9%
\$ 193,753	\$ 203,100	-4.6%
\$ 2,980	\$ 2,790	6.8%
\$ 291,031	\$ 423,955	-31.4%
\$ 2,686,129	\$ 3,248,143	-17.3%

PARK	Y-T-D VEHICLE ENTRIES		
	Current Year	Previous Year	Change
Lake St. Clair	272,902	256,825	6.3%
Wolcott Mill	19,004	18,802	1.1%
Stony Creek	337,100	305,597	10.3%
Indian Springs	58,696	55,830	5.1%
Kensington	497,674	443,554	12.2%
Huron Meadows	48,622	50,603	-3.9%
Hudson Mills	145,717	132,348	10.1%
Lower Huron	191,229	191,457	-0.1%
Willow	113,478	105,947	7.1%
Oakwoods	22,014	19,973	10.2%
Lake Erie	128,019	124,775	2.6%
Y-T-D TOTALS	1,834,455	1,705,711	7.5%
	Y-T-D Vehicle Entries by Management Unit		
Eastern Dist.	629,006	581,224	8.2%
Western Dist.	750,709	682,335	10.0%
Southern Dist.	454,740	442,152	2.8%

Y-T-D TOLL REVENUE		
Current Year	Previous Year	Change
\$ 813,409	\$ 764,488	6.4%
\$ -	\$ -	NA
\$ 1,133,966	\$ 1,052,165	7.8%
\$ 151,498	\$ 144,147	5.1%
\$ 1,075,695	\$ 1,041,995	3.2%
\$ 22,786	\$ 28,475	-20.0%
\$ 281,762	\$ 263,699	6.8%
\$ 363,471	\$ 344,449	5.5%
\$ 163,882	\$ 165,400	-0.9%
\$ 27,286	\$ 23,915	14.1%
\$ 335,334	\$ 320,047	4.8%
\$ 4,369,089	\$ 4,148,780	5.3%
	Y-T-D Toll Revenue by Management Unit	
\$1,947,375	\$1,816,653	7.2%
\$1,531,741	\$1,478,316	3.6%
\$889,973	\$853,811	4.2%

Y-T-D TOTAL PARK REVENUE		
Current Year	Previous Year	Change
\$ 1,177,913	\$1,160,506	1.5%
\$ 322,631	\$249,320	29.4%
\$ 2,039,267	\$1,823,113	11.9%
\$ 603,906	\$500,079	20.8%
\$ 2,050,194	\$1,918,038	6.9%
\$ 447,031	\$463,075	-3.5%
\$ 564,963	\$613,188	-7.9%
\$ 1,150,995	\$ 1,121,759	2.6%
\$ 662,685	\$ 510,853	29.7%
\$ 39,478	\$ 34,701	13.8%
\$ 1,165,765	\$ 1,133,384	2.9%
\$ 10,224,827	\$ 9,528,016	7.3%
	Y-T-D Total Revenue by Management Unit	
\$3,539,811	\$3,232,939	9.5%
\$3,666,094	\$3,494,380	4.9%
\$3,018,923	\$2,800,697	7.8%

ACTIVITY REPORT - GOLF

GOLF COURSE	ROUNDS Current Month		
	Current Year	Previous Year	Change
Wolcott Mill	2,760	3,136	-12.0%
Stony Creek	5,792	6,292	-7.9%
Indian Springs	3,962	4,196	-5.6%
Kensington	5,306	5,722	-7.3%
Huron Meadows	4,254	4,423	-3.8%
Hudson Mills	2,525	3,174	-20.4%
Willow	3,249	3,660	-11.2%
Lake Erie	3,683	4,210	-12.5%
Regulation Subtotal	31,531	34,813	-9.4%
LSC Par 3	2,421	3,135	-22.8%
L. Huron Par 3	1,317	1,232	6.9%
TOTALS	35,269	39,180	-10.0%

ROUNDS Y-T-D		
Current Year	Previous Year	Change
10,606	8,519	24.5%
21,561	17,396	23.9%
15,365	12,649	21.5%
21,174	17,012	24.5%
16,037	14,393	11.4%
7,333	9,172	-20.1%
12,650	8,590	47.3%
14,508	13,534	7.2%
119,234	101,265	17.7%
8,418	7,463	12.8%
4,240	3,484	21.7%
131,892	112,212	17.5%

GOLF REVENUE Y-T-D		
Current Year	Previous Year	Change
\$ 218,395	\$ 169,988	28.5%
\$ 567,954	\$ 455,061	24.8%
\$ 374,227	\$ 303,837	23.2%
\$ 500,863	\$ 379,888	31.8%
\$ 399,068	\$ 354,425	12.6%
\$ 159,023	\$ 207,166	-23.2%
\$ 317,762	\$ 183,415	73.2%
\$ 347,794	\$ 308,225	12.8%
\$ 2,885,086	\$ 2,362,005	22.1%
\$ 42,988	\$ 38,592	11.4%
\$ 21,674	\$ 18,119	19.6%
\$ 2,949,748	\$ 2,418,716	22.0%

HURON-CLINTON METROPARKS MONTHLY STATISTICS

JULY 2012

ACTIVITY REPORT - SUMMER ACTIVITIES

SWIMMING	PATRONS Current Month		
	Current Year	Previous Year	Change
Lake St. Clair	19,922	32,244	-38.2%
KMP Splash-Blast	18,679	31,376	-40.5%
Lower Huron	47,022	63,541	-26.0%
Willow	8,833	12,852	-31.3%
Lake Erie	15,021	23,346	-35.7%
TOTALS	109,477	163,359	-33.0%

PATRONS Y-T-D		
Current Year	Previous Year	Change
41,973	49,904	-15.9%
38,980	46,848	-16.8%
88,692	90,521	-2.0%
17,450	19,408	-10.1%
34,357	36,742	-6.5%
221,452	243,423	-9.0%

REVENUE Y-T-D		
Current Year	Previous Year	Change
\$ 124,576	\$ 145,894	-14.6%
\$ 130,195	\$ 156,038	-16.6%
\$ 596,361	\$ 597,496	-0.2%
\$ 60,505	\$ 64,602	-6.3%
\$ 190,066	\$ 210,318	-9.6%
\$ 1,101,703	\$ 1,174,348	-6.2%

PARK	Seasonal Activities this Month		
	Current Year	Previous Year	Change
Lake St. Clair			
Welsh Center	11	11	0
Shelters	169	182	(13)
Boat Launches	1,975	1,882	+ 93
Marina	772	1,111	(339)
Mini-Golf	3,156	3,927	(771)
Stony Creek			
Disc Golf Daily	3,062	3,762	(700)
Disc Golf Annual	1	2	(1)
Disc Golf Fees			
Shelters	38	39	(1)
Boat Rental	5,706	7,139	(1,433)
Boat Launches	610	686	(76)
Indian Springs			
Shelters	5	6	(1)
EDC Event Room	6	1	+ 5
Kensington			
Disc Golf Daily	4,369	4,758	NA
Disc Golf Annual	1	1	
Disc Golf Fees			
Shelters	53	44	+ 9
Boat Rental	3,726	5,032	(1,306)
Huron Meadows			
Shelters	2	0	+ 2
Boat Rental	62	93	(31)
Hudson Mills			
Disc Golf Daily	2,518	2,217	+ 301
Disc Golf Annual	1	5	(4)
Disc Golf Fees			
Shelters	19	18	+ 1
Canoe Rental ³	1,984	2,083	(99)
Lower Huron / Willow / Oakwoods			
LH Shelters	24	25	(1)
Willow Shelters	13	14	(1)
Lake Erie			
Shelters	12	14	(2)
Boat Launches	2,627	3,553	(926)
Marina	NA	NA	NA

Seasonal Activities Y-T-D		
Current Year	Previous Year	Change
47	57	(10)
314	312	+ 2
5,195	4,162	+ 1033
1,887	2,144	(257)
7,215	8,771	(1,556)
17,901	14,474	+ 3427
67	86	(19)
364	380	(16)
12,259	12,764	(505)
1,603	1,452	+ 151
40	49	(9)
36	15	+ 21
20,222	16,327	NA
103	88	
401	366	+ 35
8,311	9,686	(1,375)
31	28	+ 3
278	234	+ 44
12,192	10,347	+ 1845
124	165	(41)
131	121	+ 10
3,831	2,830	+ 1001
204	199	+ 5
134	106	+ 28
93	85	+ 8
11,587	10,613	+ 974
NA	NA	NA

Seasonal Revenue Y-T-D		
Current Year	Previous Year	Change
\$ 18,450	\$ 36,925	-50.0%
\$ 53,414	\$ 52,200	2.3%
NA	NA	
\$ 18,153	\$ 27,344	-33.6%
\$ 18,169	\$ 21,840	-16.8%
\$ 34,964	\$ 28,949	20.8%
\$ 3,140	\$ 4,300	-27.0%
\$ 38,104	\$ 33,249	14.6%
\$ 55,420	\$ 56,950	-2.7%
\$ 100,948	\$ 107,762	(6,814)
NA	NA	NA
\$ 6,000	\$ 7,350	-18.4%
\$ 38,474	\$ 21,682	77.4%
\$ 40,256	\$ 32,870	22.5%
\$ 4,828	\$ 5,382	-10.3%
\$ 45,084	\$ 38,252	17.9%
\$ 60,300	\$ 55,010	9.6%
\$ 106,453	\$ 109,852	-3.1%
\$ 4,650	\$ 4,200	10.7%
\$ 4,246	\$ 4,287	-1.0%
\$ 24,384	\$ 20,694	17.8%
\$ 5,960	\$ 9,090	-34.4%
\$ 30,344	\$ 29,784	1.9%
\$ 19,650	\$ 19,200	2.3%
\$ 17,519	\$ 12,650	100%
\$ 29,700	\$ 30,750	-3.4%
\$ 20,090	\$ 15,900	26.4%
\$ 14,225	\$ 14,000	1.6%
NA	NA	NA
\$ 123,205	\$ 131,604	-6.4%

INTERPRETIVE FACILITIES

TOTAL ATTENDANCE AND REVENUE	Monthly Attendance		YTD Attendance			Monthly Revenue		YTD Revenue		
	Current	Previous	Current	Previous	Change	Current	Previous	Current	Previous	Change
Lake St Clair	22,203	29,662	57,025	28,435	100.5%	\$ 1,139	\$ 2,087	\$ 12,594	\$ 9,359	34.6%
Wolcott Mill	3,016	3,561	8,267	9,328	-11.4%	\$ 998	\$ 731	\$ 4,906	\$ 4,500	9.0%
Wolcott Farm	10,922	5,685	21,152	16,240	30.2%	\$ 1,562	\$ 1,576	\$ 34,794	\$ 16,043	116.9%
Horse/Tractor Rides						\$ -	\$ -	\$ 2,804	\$ 204	100.0%
Livestock/Produce						\$ 2,148	\$ 3,814	\$ 40,121	\$ 34,023	17.9%
Stony Creek	26,716	28,932	77,489	61,641	25.7%	\$ 1,216	\$ 665	\$ 18,729	\$ 19,499	-3.9%
Indian Springs	8,548	9,936	24,217	24,502	-1.2%	\$ 1,623	\$ 3,530	\$ 28,518	\$ 19,423	46.8%
Kensington NC	28,239	27,411	98,175	76,562	28.2%	\$ 2,520	\$ 1,769	\$ 13,855	\$ 10,987	26.1%
Kensington Farm	27,182	26,839	75,393	92,173	-18.2%	\$ 1,591	\$ 1,462	\$ 29,637	\$ 25,467	16.4%
Horse/Tractor Rides						\$ 2,184	\$ 1,428	\$ 13,153	\$ 14,235	-7.6%
Livestock/Produce						\$ 734	\$ 580	\$ 7,702	\$ 8,160	-5.6%
Mobile Center	2,343	2,392	9,296	9,654	-3.7%	\$ 1,783	\$ 1,521	\$ 10,211	\$ 9,603	6.3%
Hudson Mills	3,792	4,103	12,854	14,033	-8.4%	\$ 565	\$ 353	\$ 10,947	\$ 9,666	13.3%
Oakwoods	13,719	15,128	45,125	39,396	14.5%	\$ 1,893	\$ 1,799	\$ 10,663	\$ 10,453	2.0%
Lake Erie	15,579	16,269	50,968	43,196	18.0%	\$ 1,254	\$ 714	\$ 7,779	\$ 5,158	50.8%
Totals	162,259	169,918	479,961	415,160	15.6%	21,210	22,029	246,413	196,780	25.2%

BREAKDOWN OF ATTENDANCE	ON-SITE Programs and Attendance				OFF-SITE Programs and Attendance				Other Visitors	
	Programs		Attendance		Programs		Attendance			
	Current	Previous	Current	Previous	Current	Previous	Current	Previous	Current	Previous
Lake St Clair	27	54	814	1,436	61	46	2,009	1,014	19,380	27,212
Wolcott Mill	20	18	601	442	0	0	-	-	2,415	3,119
Wolcott Farm	69	28	3,450	871	4	1	1,205	110	6,267	4,704
Stony Creek	34	21	1,312	1,203	0	0	-	-	25,404	27,729
Indian Springs	54	95	922	1,382	7	8	86	121	7,540	8,433
Kensington NC	65	82	2,488	3,713	4	0	70	-	25,681	23,698
Kensington Farm	284	274	5,126	4,498	0	0	-	-	22,056	22,341
Mobile Center	6	34	210	691	4	3	2,133	1,701	-	-
Hudson Mills	11	15	242	507	3	6	50	96	3,500	3,500
Oakwoods	56	49	1,104	419	11	43	560	4,749	12,055	9,960
Lake Erie	78	121	1,540	4,271	0	0	-	-	14,039	11,998
Totals	704	791	17,809	19,433	94	107	6,113	7,791	138,337	142,694

PARK	Winter Sports this Month		
	Current Year	Previous Year	Change
Lake St. Clair			
XC Skiers	0	0	0
Ice Skaters	0	0	0
Ice Fishermen	0	2,250	(2250.00)
Stony Creek			
XC Skiers	0	0	0
Ice Skaters	0	0	0
Sledders	0	0	0
Ice Fishermen	0	0	0
Indian Springs			
XC Skiers	0	22	(22.00)
Sledders	0	0	0
Kensington			
XC Skiers	0	40	(40.00)
Ice Skaters	0	0	0
Sledders	0	0	0
Ice Fishermen	0	29	(29.00)
Huron Meadows			
XC Skiers	0	50	(50.00)
Ice Fishermen	0	20	(20.00)
Hudson Mills			
XC Skiers	0	10	(10.00)
Lower Huron			
Ice Skaters	0	0	0
Willow			
XC Skiers	0	0	0
Ice Fishing	0	0	0
Sledders	919	2,919	(2000.00)
Lake Erie			
XC Skiers	0	0	0
Sledders	0	15	(15.00)
Fishing	514	217	+ 297

Winter Sports Y-T-D		
Current Year	Previous Year	Change
7	199	(192.00)
12	563	(551.00)
791	8,295	(7504.00)
570	5,800	(5230.00)
0	1,227	(1227.00)
1,130	5,605	(4475.00)
117	1,737	(1620.00)
33	519	(486.00)
0	0	0
202	2,222	(2020.00)
0	1,700	(1700.00)
2,556	14,120	(11564.00)
35	554	(519.00)
1,013	4,440	(3427.00)
0	0	0
160	2,955	(2795.00)
0	0	0
59	684	(625.00)
0	162	(162.00)
0	0	0
14	12	+ 2
0	0	0
0	80	(80.00)

2011-12 Winter Season To Date (Nov-Present)		
Current Year	Previous Year	Change
7	220	(213.00)
12	691	(679.00)
791	9,457	(8666.00)
570	7,090	(6520.00)
0	1,227	(1227.00)
1,130	6,865	(5735.00)
117	2,069	(1952.00)
40	547	(507.00)
75	229	(154.00)
202	2,908	(2706.00)
0	2,515	(2515.00)
2,556	19,152	(16596.00)
35	590	(555.00)
1,013	5,010	(3997.00)
0	47	(47.00)
160	3,220	(3060.00)
0	476	(476.00)
59	737	(678.00)
0	162	(162.00)
0	662	(662.00)
14	20	(6.00)
0	20	(20.00)
121	167	(46.00)