

AGENDA
Huron-Clinton Metropolitan Authority
Board of Commission Meeting
October 11, 2012 – 10:30 a.m.
Wolcott Mill Metropark, Camp Rotary

1. Chairman's Statement
2. Public Participation
3. Minutes
 - A. Sept. 13, 2012 – Regular Meeting
 - B. Sept. 19, 2012 – Special Meeting
4. Approval of October 11, 2012 Agenda
5. Financial Statements – September 2102
6. Vouchers – September 2012
7. Purchases
 - A. Mower – Kensington (pg. 1)
 - B. Pick-Up Truck – Lower Huron (pg. 3)
8. Reports
 - A. Lake St. Clair
 1. Agreement – Metro Parkway Maintenance, Macomb County Dept. of Roads (pg. 5)
 2. Agreement – Pathway Maintenance, Harrison Township (pg. 9)
 3. Agreement – Pathway Maintenance, Clinton Township (pg. 13)
 - B. Wolcott Mill
 1. Update – Park Master Plan (pg. 17)
 - C. Stony Creek
 1. Agreement – 26 Mile Road Maintenance, Macomb County Dept. of Roads (pg. 19)
 2. Bids – Main Road Reconstruction Phase VI (pg. 23)
 - D. Indian Springs
 1. Proposal – Oil and Gas Lease (pg. 25)
 - E. Huron Meadows
 1. Bids – Decommissioning Underground Storage Tank (UST) (pg. 49)
 - F. Willow
 1. ITC Settlement Agreement (pg. 51)
 - G. Administrative Office
 1. Approval – Administrative Office Organization Plan (pg. 59)
 2. 2012 Pension Plan Contribution (pg. 75)
 3. 2012 Retiree Health Care Trust Contribution (pg. 81)
 4. 2012 Investment Reports
 - a. Pension Plan (pg. 87)
 - b. Retiree Health Care Trust (pg. 89)

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Page Two

8. Reports
 - G. Administrative Office
 5. Third Quarter 2012 Appropriation Adjustments (pg. 91)
 6. Report – Fall Auction (pg. 95)
 7. Donations (pg. 97)
 8. Report – Legislative (pg. 99)
9. Deputy Director's Comments
10. Commissioners' Comments
11. Motion to Adjourn

A Pension Committee Meeting will take place **prior** to the Oct. 11 Board meeting at **9:00 a.m.** at the Wolcott Mill at Camp Rotary with a Retiree Health Care Trust meeting immediately following.

The next regular Board of Commissioners meeting will be held [Thursday, Nov. 8 at 10:30 a.m.](#) at the Administrative Office.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria vanRooijen, Purchasing
 Project No: State Of Michigan Contract 071B0200329
 Project Title: Grounds and Roadside Equipment
 Location: Kensington Metropark, Oakland County
 Date: October 4, 2012

Scope of Work: Furnish and Deliver Demo Mower Toro Groundsmaster 5900 (#31598) with Universal Mount Sunshade (#30359) with a 16-foot cutting width, 99-horse power Cummins turbo-diesel engine. This unit will still come with a warranty.

<u>Vendor</u>	<u>City</u>	<u>Amount</u>
Spartan Distributors	Sparta, MI	\$68,459.00

Note: Replacement for unit 299, high cost of repairs, unit would not make another year of usage.

Recommendation: That the Board of Commissioners award to the low responsive, responsible bidder, Spartan Distributors in the amount of \$68,459.00 as per state Of Michigan Contract 071B0200329 as recommended by Buyer Maria van Rooijen and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Maria van Rooijen, Purchasing
 Project No: Oakland County Contract ID 3003
 Project Title: Vehicles 2013 GMC, Truck
 Location: Lower Huron Metropark, Wayne County
 Date: October 4, 2012

Scope of Work: Furnish and Deliver a 2013 GMC Sierra 2500HD four-wheel drive regular cab 133.7-inch work truck, with 8-foot western snowplow, white exterior, back-up alarm, back-rack with strobe light, 3-inch step bars and bed liner. Pricing is per contract through Oakland County Cooperative Purchasing Contracts.

<u>Vendor</u>	<u>City</u>	<u>Amount</u>
Red Holman	Westland, MI	\$28,356.00

Note: Replacement for unit 1843; a 2003 truck with transmission and engine problems.

Recommendation: That the Board of Commissioners award to the low responsive, responsible bidder, Red Holman in the amount of \$28,356.00 as recommended by Buyer Maria van Rooijen and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

8 - A - 1
Meeting of October 11, 2012

To: Board of Commissioners
From: Gregory J. Almas, Deputy Director
Subject: Agreement – Metro Parkway Maintenance, Macomb County Dept. of Roads
Location: Lake St. Clair Metropark, Macomb County
Date: October 4, 2012

Attached is the proposed renewal maintenance agreement with the Macomb County Department of Roads to maintain grass and weed control on Metropolitan Parkway from Jefferson to Schoenherr roads.

The agreement would be in effect through September 30, 2013. The Department of Roads will pay the Authority \$42,500 for grass and weed control services.

Attachment: Agreement – Metro Parkway Maintenance, Macomb County Dept. of Roads

Recommendation: That the Board of Commissioners approve the Maintenance Agreement with the Macomb County Department of Roads for maintenance of the Metropolitan Parkway for the period between October 1, 2012 through September 30, 2013 as recommended by Deputy Director Almas and staff.

MUNICIPAL MAINTENANCE CONTRACT AGREEMENT – METRO PARKWAY

This Contract made this _____ day of _____, 2012 between the **Macomb County Department of Roads** (hereinafter referred to as “**Department of Roads**”), and the **Huron-Clinton Metropolitan Authority** (hereinafter referred to as “**HCMA**”), and serves as an Agreement for the fiscal year beginning October 1, 2012 and ending September 30, 2013.

WHEREAS, it is deemed both necessary and practical by both parties that Metropolitan Parkway from Jefferson to Schoenherr under the jurisdiction of the **Department of Roads** be provided grass and weed control maintenance through and by maintenance forces of the **HCMA**; and

WHEREAS, it is declared that the work to be performed under this Agreement is a governmental function and it is the intent of the parties that the **HCMA** shall perform the work under this Agreement in a manner and with such frequency as to maintain the roadways in a condition reasonably safe and convenient for public travel and/or to prevent a condition from becoming a nuisance; and,

WHEREAS, the manner in which the work is to be performed will be within the discretion and control of the **HCMA** as to what services it feels is necessary and proper weed and gross control along Macomb County primary road; and the **City’s** corporate limits; and

WHEREAS, the parties further declare that the contractual undertaking of the **HCMA** pursuant to this Agreement, confers contractual rights only on the **Department of Roads** and **HCMA** and does not confer third party beneficiary or other contractual rights in any other person to recover damages to person or property from the **Department** or **HCMA**; and

WHEREAS, the parties agree the **HCMA** shall maintain automobile liability insurance in the compliance with the No-Fault Automobile Insurance Laws of the State of Michigan for motor vehicles used by the **HCMA** for work performed under this Agreement; and

WHEREAS; during the duration of the Agreement, the parties agree the **Department of Roads** does not assume any liability resulting from the negligent actions or negligent operation of any motor vehicles, by any officer, agent or employee of the **HCMA** in connection with the performance of services under this Agreement; and

FURTHER, in consideration of the promises and acknowledgments of the parties hereto, the **Department** agrees to pay the **HCMA** the amount of \$42,500 for grass and weed control for said services performed by the **HCMA** during the fiscal year and in accordance with the above terms and conditions.

EXECUTED: _____, _____
(Month and Day) (Year)

Huron-Clinton Metropolitan Authority

Macomb County Department of Roads

By: _____
Anthony V. Marrocco, Chairman

By: _____
Mark F. Deldin, Deputy County Executive

And: _____
John C. Hertel, Secretary

Date: _____

Date: _____



HURON-CLINTON METROPOLITAN AUTHORITY

8 - A - 2
Meeting of October 11, 2012

To: Board of Commissioners
From: Gregory J. Almas, Deputy Director
Subject: Agreement – Path Maintenance, Harrison Township
Location: Lake St. Clair Metropark, Macomb County
Date: October 4, 2012

Attached is the proposed renewal Pathway Maintenance Agreement with the Charter Township of Harrison for snow plowing, grass cutting on path margins and sweeping of the hike/bike trail located in Harrison Township for the period of Nov. 1, 2012 through Oct. 31, 2013.

Harrison Township will pay the Authority the following rates:

- Full-Time employee grass cutting and snow plowing wages at \$50.00 per hour;
- Seasonal employee grass cutting and sweeping at \$12.00 per hour and \$18.00/O.T.;
- Equipment at \$120.00 per 8-hour period; and
- Salt prorated at \$47.68 per ton.

Attachment: Agreement – Path Maintenance, Harrison Township

Recommendation: That the Board of Commissioners approve the Path Maintenance Agreement with the Charter Township of Harrison for the period of November 1, 2012 through October 31, 2013 as recommended by Deputy Director Almas and staff.

PATH MAINTENANCE AGREEMENT – HARRISON TOWNSHIP

THIS AGREEMENT, made and entered into this _____ day of _____, 2012 by and between the **Charter Township of Harrison** (the "Township") whose address is 38151 L'Anse Creuse, Harrison Township, Michigan 48045 and the **Huron-Clinton Metropolitan Authority** (the "Authority") whose address is 13000 High Ridge Drive, Brighton, Michigan 48114.

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

WHEREAS, the Authority owns, operates and maintains Metro Beach Metropark (the "Metropark") which is contiguous to the Path as shown in Exhibit A hereto attached; and

WHEREAS, the Township has requested the Authority to assist the Township by providing certain maintenance services on the Path, and the Authority is adequately staffed and equipped to provide such services, and is willing to do so upon certain conditions;

NOW, THEREFORE, the parties hereto agree as follows:

1. During the term of this Agreement, the Authority agrees to provide the following maintenance services (the "Services") on the Path:
 - a. snow plowing,
 - b. grass cutting on Path margins, and
 - c. sweeping.

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

2. The Township agrees to maintain the insurance coverages described below and to indemnify and hold harmless the Authority, its Commissioners, officers, agents and employees against any and all claims, suits, losses, damage or injury to persons or property of whatever kind or nature, whether direct or indirect, arising out of or in connection with performance of the Services or otherwise in connection with this agreement. The Township shall procure at its own expense Comprehensive General Liability Insurance coverage, including personal injury liability and property damage liability coverage, together with Broad Form Contractual Insurance coverage sufficient to protect the Township and the Authority, its Commissioners, officers, agents and employees from any claims for damage to property and for personal injuries which may arise in connection with performance of the Services or otherwise in connection with this Agreement. A Certificate or Certificates of Insurance describing the coverages required hereunder must be furnished the Authority by the Township showing all premiums paid prior to the provision of any Services by the Authority. The Certificate of Insurance must name the Authority as an "Additional Insured" in relation to the maintenance of the Path.

The insurance policy or policies shall contain an endorsement providing for furnishing the Authority thirty (30) days' written notice prior to any material change, termination or cancellation of the insurance policy or policies. The Township shall provide Comprehensive General Liability insurance with the following limits of liability:

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

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

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

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

3. This Agreement shall become effective upon execution by the duly authorized agents of the parties, and shall remain in effect from November 1, 2012 through October 31, 2013 unless and until thirty (30) days after either party shall notify the other party in writing of its election to terminate.

4. It is further agreed that the Township will reimburse the Authority for the services listed below against the Authority's invoice for the period beginning the first day of November, 2012 and ending the last day of October, 2013 at the following rates:

1. Full-Time employee grass cutting and snow plowing wages at \$50.00 per hour;
2. Seasonal employee grass cutting and sweeping at \$12.00 per hour and \$18.00/O.T.;
3. Equipment at \$120.00 per 8-hour period; and
4. Salt prorated at \$47.68 per ton.

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

Huron-Clinton Metropolitan Authority

Charter Township of Harrison

By: _____
Anthony V. Marrocco, Chairman

By: _____
Kenneth Verkest, Harrison Twp Supervisor

And: _____
John C. Hertel, Secretary

And: _____
Jan P. Jorgensen, Harrison Twp. Clerk

Date: _____

Date: _____



HURON-CLINTON METROPOLITAN AUTHORITY

8 - A - 3
Meeting of October 11, 2012

To: Board of Commissioners
From: Gregory J. Almas, Deputy Director
Subject: Agreement – Path Maintenance, Clinton Township
Location: Lake St. Clair Metropark, Macomb County
Date: October 4, 2012

Attached is the proposed renewal Pathway Maintenance Agreement with the Charter Township of Clinton for snow plowing, grass cutting on path margins and sweeping of the hike/bike trail located in Clinton Township for the period of Nov. 1, 2012 through Oct. 31, 2013.

Clinton Township will pay the Authority the following rates:

- Full-Time employee grass cutting and snow plowing wages at \$50.00 per hour;
- Seasonal employee grass cutting and sweeping at \$12.00 per hour and \$18.00/O.T.;
- Equipment at \$120.00 per 8-hour period; and
- Salt prorated at \$47.68 per ton.

Attachment: Agreement – Path Maintenance, Clinton Township

Recommendation: That the Board of Commissioners approve the Path Maintenance Agreement with the Charter Township of Clinton for the period of November 1, 2012 through October 31, 2013 as recommended by Deputy Director Almas and staff.

PATH MAINTENANCE AGREEMENT – CLINTON TOWNSHIP

THIS AGREEMENT, made and entered into this ____ day of _____, 2012 by and between the **Charter Township of Clinton** (the "Township") whose address is 40700 Romeo Plank Road, Mount Clemens, Michigan 48038 and the **Huron-Clinton Metropolitan Authority** (the "Authority") whose address is 13000 High Ridge Drive, Brighton, Michigan 48114.

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

WHEREAS, the Authority owns, operates and maintains Metro Beach Metropark (the "Metropark") which is contiguous to the Path as shown in Exhibit A hereto attached; and

WHEREAS, the Township has requested the Authority to assist the Township by providing certain maintenance services on the Path, and the Authority is adequately staffed and equipped to provide such services, and is willing to do so upon certain conditions;

NOW, THEREFORE, the parties hereto agree as follows:

1. During the term of this Agreement, the Authority agrees to provide the following maintenance services (the "Services") on the Path:
 - a. snow plowing,
 - b. grass cutting on Path margins, and
 - c. sweeping.

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

2. The Township agrees to maintain the insurance coverages described below and to indemnify and hold harmless the Authority, its Commissioners, officers, agents and employees against any and all claims, suits, losses, damage or injury to persons or property of whatever kind or nature, whether direct or indirect, arising out of or in connection with performance of the Services or otherwise in connection with this agreement. The Township shall procure at its own expense Comprehensive General Liability Insurance coverage, including personal injury liability and property damage liability coverage, together with Broad Form Contractual Insurance coverage sufficient to protect the Township and the Authority, its Commissioners, officers, agents and employees from any claims for damage to property and for personal injuries which may arise in connection with performance of the Services or otherwise in connection with this Agreement. A Certificate or Certificates of Insurance describing the coverages required hereunder must be furnished the Authority by the Township showing all premiums paid prior to the provision of any Services by the Authority.

The Certificate of Insurance must name the Authority as an "Additional Insured" in relation to the

maintenance of the Path. The insurance policy or policies shall contain an endorsement providing for furnishing the Authority thirty (30) days' written notice prior to any material change, termination or cancellation of the insurance policy or policies. The Township shall provide Comprehensive General Liability insurance with the following limits of liability:

<i>Bodily Injury Liability</i>	<i>\$1,000,000 each occurrence</i> <i>\$1,000,000 aggregate</i>
<i>Property Damage Liability</i>	<i>\$ 100,000 each occurrence</i> <i>\$ 100,000 aggregate</i>

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

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

3. This Agreement shall become effective upon execution by the duly authorized agents of the parties, and shall remain in effect from November 1, 2012 through October 31, 2013 unless and until thirty (30) days after either party shall notify the other party in writing of its election to terminate.

4. It is further agreed that the Township will reimburse the Authority for the services listed below against the Authority's invoice for the period beginning the first day of November, 2012 and ending the last day of October, 2013 at the following rates:

1. Full-Time employee grass cutting and snow plowing wages at \$50.00 per hour;
2. Seasonal employee grass cutting and sweeping at \$12.00 per hour and \$18.00/O.T.;
3. Equipment at \$120.00 per 8-hour period; and
4. Salt prorated at \$47.68 per ton.

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

Huron-Clinton Metropolitan Authority

Charter Township of Clinton

By: _____
Anthony V. Marrocco, Chairman

By: _____
Robert J. Cannon, Clinton Twp. Supervisor

And: _____
John C. Hertel, Secretary

And: _____
George Fitzgerald, Clinton Twp. Clerk

Date: _____

Date: _____



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Susan Nyquist, Chief Planner
 Subject: Update – Park Master Plan
 Location: Wolcott Mill Metropark, Macomb County
 Date: October 4, 2012

Staff has drafted an update of the Master Development Plan (Plan) for Wolcott Mill Metropark. As trends in recreation have changed, the existing master plan approved in the early 1970s is potentially inconsistent with current and foreseeable future recreation. Picnicking is in decline while the demand for trails of all types is on the rise. The proposed revisions reflect these trends by reducing the number of picnic areas and adding paved hike/bike trails, rustic hiking trails, and hike-in camping. In an effort to avoid duplication of services, the plan eliminates a nature center since Stony Creek is nearby and the existing mill and farm center provide interpretive services. Environmental stewardship has also played a role in the development of the plan with the identification of areas with significant and special natural resources. The updated Master Plan will provide guidelines for:

The Plan prioritizes the acquisition of significant parcels of land within the approved park boundaries that have yet to be acquired and evaluate potential land exchange(s) or sale(s) with Ray Township.

The Plan proposes the future replacement, removal, or reconstruction of aging and deteriorating facilities and infrastructure such as the Mill, the golf starter building, Camp Rotary, Kunstman Road, and Wolcott Road and Bridge

The Plan suggests facilities and development to provide for recreation of patrons.

The Plan incorporates proposed abandonment and/or improvements.

Staff recommends the following process aimed to approve an update of the Plan:

1. A detailed Preliminary Draft Plan will be presented to the HCMA Board of Commissioners at the regular Oct. 11, 2012 meeting;
2. The Board will have a month to study the preliminary Plan; staff will be available to meet or consult with Board members.
3. The Plan will be placed on the agenda for Board for discussion, recommendations, and approval of the DRAFT Plan at the Board of Commissioners regular meeting on Nov. 8, 2012;
4. Subsequent to action taken at the November meeting; and, before final Board approval, staff proposes the Plan be presented to the public for review and comment at a forum such as a regular meeting of the Ray Township Planning Commission. This will provide an opportunity for the Board to consider public opinion prior to adopting a Plan.
5. Subsequent to receiving public comments, a final Plan will be presented to the HCMA Board for approval.

Recommendation: That the Board of Commissioners receive for review the Preliminary Draft Wolcott Mill Metropark Master Plan as presented; and, direct staff to follow the process as presented and recommended by Chief Planner Nyquist and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

8 - C - 1
Meeting of October 11, 2012

To: Board of Commissioners
From: Gregory J. Almas, Deputy Director
Subject: Agreement – 26 Mile Road Maintenance, Macomb County Dept. of Roads
Date: October 4, 2012

Attached is the proposed renewal maintenance agreement with the Macomb County Department of Roads to maintain grass and weed control for the 26 Mile Road median, from Stony Creek Metropark to M-53.

This agreement would be in effect Nov. 1, 2012 through Oct. 31, 2013. The Macomb County Department of Roads will pay the Authority \$8,600.00 for grass and weed control services.

Attachment: Agreement – 26 Mile Road Maintenance, Macomb County Dept. of Roads

Recommendation: That the Board of Commissioners approve the Maintenance Agreement with the Macomb County Department of Roads for maintenance of the 26 Mile Road median for the period of Nov. 1, 2012 through Oct. 31, 2013 as recommended by Deputy Director Almas and staff.

MUNICIPAL MAINTENANCE CONTRACT AGREEMENT – 26 MILE ROAD

This **Contract** made this _____ day of _____, 2012 between the **Macomb County Department of Roads** (hereinafter referred to as “**Department of Roads**”), and the **Huron-Clinton Metropolitan Authority** (hereinafter referred to as “**HCMA**”), and serves as an Agreement for the fiscal year beginning November 1, 2012 and ending October 31, 2013.

WHEREAS, it is deemed both necessary and practical by both parties that 26 Mile Road median from Stony Creek Metropark to M-53 (not including the M-53 roundabouts) under the jurisdiction of the **Department of Roads** be provided grass and weed control maintenance through and by maintenance forces of the **HCMA**; and;

WHEREAS, it is declared that the work to be performed under this Agreement is a governmental function and it is the intent of the parties that the **HCMA** shall perform the work under this Agreement in a manner and with such frequency as to maintain the roadways in a condition reasonably safe and convenient for public travel and/or to prevent a condition from becoming a nuisance; and,

WHEREAS, the manner in which the work is to be performed will be within the discretion and control of the **HCMA** as to what services it feels is necessary and proper weed and grass control along Macomb County primary road; and the **City’s** corporate limits; and

WHEREAS, the parties further declare that the contractual undertaking of the **HCMA** pursuant to this Agreement, confers contractual rights only on the **Department of Roads** and **HCMA** and does not confer third party beneficiary or other contractual rights in any other person to recover damages to person or property from the **Department of Roads** or **HCMA**; and

WHEREAS, the parties agree the **HCMA** shall maintain automobile liability insurance in compliance with the No-Fault Automobile Insurance Laws of the State of Michigan for motor vehicles used by the **HCMA** for work performed under this Agreement; and

WHEREAS, during the duration of the Agreement, the parties agree the **Department of Roads** does not assume any liability resulting from the negligent actions or negligent operation of any motor vehicles, by any officer, agent or employee of the **HCMA** in connection with the performance of services under this Agreement; and

FURTHER, in consideration of the promises and acknowledgments of the parties hereto, the **Department of Roads** agrees to pay the **HCMA** the amount of \$8,600.00 for grass and weed control for said services performed by the **HCMA** during the fiscal year and in accordance with the above terms and conditions.

EXECUTED: _____, _____
(Month and Day) (Year)

Huron-Clinton Metropolitan Authority

Macomb County Department of Roads

By: _____
Anthony V. Marrocco, Chairman

By: _____
Robert Hoepfner P.E., Director of Roads

And: _____
John C. Hertel, Secretary

Date: _____

Date: _____



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Laura Martin, P.E., Supervising Design Engineer
 Project No: 509-12M
 Project Title: Main Road Reconstruction Phase VI
 Project Type: Capital Improvement
 Location: Stony Creek Metropark
 Date: October 2, 2012

Bids Opened: Thursday, September 20, 2012 at 2:00 pm

Scope of Work: Work includes the reconstruction of approximately 4,100 lineal feet of the existing two-lane park entrance road, from the entrance to the Northdale/Southdale Picnic areas to approximately 500 feet south of the toll area. Work includes approximately 14,000 square yards of bituminous crushing and shaping, 3,180 tons of bitumen mixture, shoulder reconstruction, pavement markings, traffic control, and restoration. The existing roadway, originally constructed in 1961, is deteriorated, heaving and failing.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Ajax Paving Industries, Inc.	Troy	\$281,837.50
James P. Contracting, Inc.	Washington	\$285,361.30
Pro-Line Asphalt Paving Corp.	Washington	\$292,464.02
Nagle Paving Company	Novi	\$298,917.28
T & M Asphalt Paving, Inc.	Milford	\$304,206.56
Cadillac Asphalt, LLC	Wixom	\$307,990.73
Florence Cement Company	Shelby Township	\$314,466.95
Total Budget Amount for Contract Services and Administration		\$255,000.00
Proposed Work Order Amount		
Contract Amount – Ajax Paving (Rounded)		\$282,000.00
Contract Administration		<u>\$ 3,000.00</u>
Total Proposed Work Order Amount		\$285,000.00
Amount Required to Fund Proposed Work Order		\$ 30,000.00

Note: If a contract is awarded, a funds transfer in the amount of \$30,000 from the Huron Meadows Major Maintenance Account (716.99-999) will be necessary to fund the Work Order. Funds are available in this account due to favorable bids received for the "Golf Starter Area UST Decommissioning" project.

The following contractor obtained bidding documents but did not submit a proposal: *Pavex Corporation, Trenton*

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 Web Site, Builders Exchange of Michigan, McGraw Hill Dodge, Builders Exchange of Lansing and Central Michigan

Recommendation: That the Board of Commissioners award Contract No. 509-12M to the lowest responsive, responsible bidder, Ajax Paving Industries, Inc., in the amount of \$281,837.50, and that a funds transfer in the amount of \$30,000 be made from the Huron Meadows Major Maintenance Account (716.99-999) as recommended by Supervising Design Engineer Martin and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Laura Martin, P.E., Supervising Design Engineer
 Subject: Proposal, Oil and Gas Lease (Phase 2), Jordan Development Co.
 Location: Indian Springs Metropark, Oakland County
 Date: October 4, 2012

On September 8, 2011, the Board of Commissioners approved a Seismic Contract with Jordan Development Co. of Traverse City to explore the potential for oil and gas development within Indian Springs Metropark. The Seismic Contract authorized Jordan to perform geophysical testing within the park. It also included an exclusive option for Jordan to enter into an oil and gas lease, exercisable within a 12-month period, until September 8, 2012. This option period was extended by two months, to November 8, 2012, by action of the Board of Commissioners on July 12, 2012. The option was exercised by Jordan for an initial 316-acre lease, which the Board approved on June 7, 2012. At this time, Jordan wishes to exercise its option to lease the remaining acreage within the park.

The Seismic Contract stipulates that the key terms of the oil and gas lease shall be as follows:

- Bonus Payment: The bonus payment (the upfront, per-acre payment for land area proposed to be leased) will be \$150 per acre of land proposed for leasing as elected by Jordan.
- Primary Term: Two-year primary lease term, during which Jordan must commence operations; lease remains in effect so long thereafter as operations are continuously in progress.
- Form of Lease: The form of oil and gas lease will be similar to the most recent oil and gas lease executed by HCMA.
- Royalty Percentage: Royalty percentage is proposed to be 25 percent, in monthly payments, proportional to leased acreage in the unit(s).
- 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-environmentally sensitive, non-recreational use locations within Indian Springs.
- No Oil and Gas Production Facilities: Jordan will have no right to locate any production facilities on HCMA land.
- No Hydraulic Fracturing: Hydraulic fracturing techniques will not be permitted in well development.

Jordan's area of interest, as stipulated in the Seismic Contract, covers the entire 2,510-acre park. The oil/ gas-bearing formation covers several township sections, within and beyond the park's boundary. Therefore, Jordan is currently securing mineral leases from other property owners within southeastern Springfield Township and northeastern White Lake Township. Due to the potentially large area of the formation, Jordan expects the development process be phased over time. Information gained from initial well development is needed to determine properties of the formation, in order that the location and design of additional wells can be planned.

By their letter dated April 23, 2012, Jordan stated their intent to exercise their option to enter into a lease for an initial area of approximately 316 acres of land within the southern portion of the park. Therefore, on June 7, 2012, the Board of Commissioners approved the oil and gas lease, which included the key terms as outlined above.

Jordan commenced initial drilling operations in mid-July 2012 and concluded drilling in late August. Initial results indicated the potential for oil and gas development; therefore, Jordan recently re-entered the initial well bore to extend it horizontally along the potential oil and gas-bearing strata. Well completion and testing is in progress at this time, and results to date continue to confirm the potential for oil and gas development.

Based on their seismic data and the results of the initial well development, Jordan has determined there is good potential for oil and gas development in the remaining acreage within Indian Springs Metropark. Therefore, Jordan wishes to exercise their lease option for the remaining 2,134 acres; their September 25, 2012 letter is attached. A map of this proposed lease area is also attached.

The proposed oil and gas lease for the remaining 2,134 acres, as tentatively agreed to by Jordan and staff is attached. The lease is identical in form to Jordan's previously-approved 316-acre lease dated June 7, 2012. The lease was developed by staff based on prior leases, with assistance from the legal firm of Topp Law, PLC of Gaylord, Michigan, which specializes in oil and gas leases. Minor revisions were made to address the specific requirements of the project, and as negotiated between staff and Jordan.

Other key terms of the proposed lease, in addition to those stipulated above, are as follows:

- Bonus payment to be \$150 per acre multiplied by 2,134.664 acres = \$320,199.60;
- Horizontal zoning to exclude from the lease all formations below the Black River formation;
- Shut-in royalty of \$25 per acre, to be paid in the event any producing well is temporarily shut in for a period of more than 90 days;
- Provisions strictly limiting deduction of post-production costs from royalty payments;
- Provisions addressing non-compliance and correction by Jordan;
- Provisions regarding pooling and unitization; added definition regarding unit size and well density;
- Assignment of lease only with express written consent of the parties;
- Provisions for operations under the lease to be conducted only by Jordan or a firm acceptable to HCMA;
- Indemnification by Jordan for damages, losses, etc. arising from their activities;
- Provisions assuring immediate effect of lease, strict definition of title defect, etc. which assure Jordan's payment of the up-front bonus payment;
- Protection and restoration clauses;
- Limitation of access to specific areas within the park, as designated by HCMA;
- Insurance provisions, severability clause;
- Additional definition related to the prohibition of hydraulic fracturing;
- The lease also includes legal descriptions of lands proposed for lease, map of lease area, and map of potential well site areas.

As in the past, our key considerations in all HCMA oil and gas leases are:

- Environmental: Protect HCMA lands; minimize impact to recreational uses and the environment; be considerate of neighboring property owners and local communities.
- Economic: Maximize the economic potential for oil and gas development to HCMA.
- Developer Qualification: Work with reputable developers, in terms of their ability to protect the environment, to avoid impact to recreational uses, to maximize economic return, to conduct operations safely and cooperatively, and to comply with the terms of the lease.
- Control: Retain maximum possible control over the developer's activities, through the development and enforcement of strong lease provisions, and through proactive oversight of the lease and the exploration process.

Locations for future wellhead sites, as generally described in Exhibit B (Potential Well Site Areas), have been coordinated between Metropark staff and Jordan, and general areas within Indian Springs Metropark have been designated as off-limits for wellhead location. Specific areas for future wellhead locations will be selected based on their isolation from recreational uses and environmentally-sensitive areas, proximity to proposed bottom-hole location, and other considerations.

HCMA has authorized numerous oil and gas leases in the past, some which were unproductive and some which resulted in producing oil and gas wells. In 1992, 1993, 1994, 2000 and 2001, HCMA approved oil and gas leases with the firm of West Bay Exploration Company of Traverse City, Michigan covering a total of 1,056 acres in Kensington Metropark. West Bay has developed five wells, four located within Kensington and one outside the park. Three of these five wells were closed in 2011 due to declining production. Additionally, the firm of Wellmaster of Rothbury, Michigan owns a 40-acre oil and gas lease in Kensington Metropark, which is currently in production.

In accordance with the Board of Commissioner's Resolution of February 10, 1994, oil and gas royalties are deposited in the Authority's Supplemental Major Maintenance Reserve (SMMR) Fund. The SMMR Fund is dedicated to major maintenance, reconstruction, redevelopment and replacement 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 SMMR Fund they support, have produced approximately \$13 million in revenues since 1993.

Attachments: **Jordan Development Option to Exercise Letter**
 Final Oil and Gas Lease
 Map of 2,134 Acres
 Map of Potential Well Sites

Recommendation: That the Board of Commissioners approve the attached Oil and Gas Lease with Jordan Development Co. and receive in payment thereof an up-front bonus payment in the amount of \$320,199.60 as recommended by Supervising Design Engineer Martin 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

September 25, 2012

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

RE: Oil & Gas Lease #2
Indian Springs Metro Park

Mike,

As you know, well drilling operations continue to progress at the HCMA #8-3 well. We have not fully evaluated the reservoir at this time. However, because the option to enter into an Oil & Gas Lease contained in our September 8, 2011 Seismic Contract (as amended) expires on November 8, 2012, Jordan hereby gives notice of its intent to exercise its option and desires to enter into a lease for the remaining portion of land not currently under lease. We appreciate your consideration and look forward to continuing to work with your organization.

Very truly yours,
Jordan Development Company, L.L.C.


Benjamin S. Brower
Its: Vice President

OIL AND GAS LEASE

LEASE NO. _____

THIS AGREEMENT is made effective as of the ____ day of _____, 2012, by and between the Huron-Clinton Metropolitan Authority, a public body corporate organized and operating under the provisions of Act 147, Public Acts of Michigan 1939, as amended, whose offices are located at 13000 High Ridge Drive, Brighton, Michigan, 48114 (hereinafter called Lessor), and Jordan Development Company, LLC, a Michigan Limited Liability Company whose offices are located at 1503 Garfield Road North, Traverse City, MI 49696 (hereinafter called Lessee).

1. Lessor, for and in consideration of \$320,199.60 (\$150 x 2,134.664 acres) by certified check in hand paid, and other good and valuable considerations, the receipt of which is hereby acknowledged, and the covenants and agreements of the Lessee hereinafter contained, does hereby grant, lease and let unto Lessee the land described below, including all interests therein Lessor may acquire by operation of law, reversion or otherwise, (herein called "said Land"), exclusively, for the purposes of exploring by geophysical and other methods, drilling, operating for and producing oil and/or gas, together with all rights, privileges and easements useful or convenient in connection with the foregoing and in connection with removing oil and/or gas produced from said Land. Said land is in the County of Oakland, State of Michigan and is described as follows:

SEE ATTACHED EXHIBIT 'A' FOR LEGAL DESCRIPTIONS

Containing 2,134.664 acres, more or less, including but not limited to all lands underlying all alleys, streets, roads or highways and all riparian or submerged lands along and/or underlying any rivers, lakes or other bodies of water. The term "oil" when used in this lease shall mean crude oil and other hydrocarbons, regardless of gravity, produced at the well in liquid form by ordinary production methods, including condensate separated from gas at the well. The term "gas" when used in this lease shall mean hydrocarbons produced in a gaseous state at the well (not including condensate separated from gas at the well), nitrogen, carbon dioxide and other gases.

(i) This is limited horizon lease. If at the end of the primary term, this lease is being maintained beyond the primary term, as defined in this lease, by operations on the leased premises or on lands pooled or unitized therewith, this lease shall only remain in effect as to those formations located from the surface of the earth to 150 feet below the base of the Black River formation or 150 feet below the base of the formation of the deepest depth drilled, whichever is deeper.

(ii) This is a limited development lease. Lessee and Lessor agree that any surface activity to be conducted on Lessor's property under the terms of this lease, whether drilling of wells, laying of

pipelines, building access roads, shall be done with the mutual consent of Lessor and Lessee. Lessor will not unreasonably withhold such consent. It is agreed that no production equipment whatsoever (tanks, treater, power stations, compressors, gas processing facilities or any other production equipment whatsoever) will be constructed on said Land without the prior written consent of the Lessor.

2. It is agreed that this lease shall remain in force for a primary term of two (2) years from the date of this lease, and so long thereafter as operations are conducted upon said Land or on lands pooled or unitized therewith with no cessation for more than 90 consecutive days; provided, however, that in no event shall this lease terminate unless production of oil and/or gas from all wells located on said Land, or on lands pooled or unitized therewith, has permanently ceased. If operations commenced during the primary term are discontinued less than 60 days before the end of the term, this lease shall not terminate at the end of the primary term if operations are again conducted within 60 days after the discontinuance. Whenever used in this lease the word "operations" shall refer to any of the following and any activities related thereto: preparing location for drilling, drilling, testing, completing, reworking, re-completing, deepening, plugging back or repairing of a well in search for or in an endeavor to obtain production of oil and/or gas, and production of oil and/or gas in paying quantities. Notwithstanding anything contained herein to the contrary, operations containing any portion of the Lands covered by this lease will maintain, beyond the primary term, all the Lands covered by this lease until operations are concluded, as defined in this lease.

3. Lessee covenants and agrees to pay Lessor by mail at its address given above on or before the 20th day of each month the following royalties: (a) To deliver to the credit of Lessor into tank reservoirs or into the pipeline to which Lessee may connect its wells, one-fourth of the oil produced and saved from said Land, at the option of the Lessee, Lessee may sell the oil produced and saved from said Land and pay Lessor one-fourth of the gross amount received by Lessee at the point of sale, free of all costs including post production costs; (b) To pay Lessor on gas produced from said Land (1) when sold by Lessee, one-fourth the gross amount received by Lessee, computed at the point of sale; or (2) when used by Lessee for purposes other than those specified in Paragraph numbered 7 of this lease, one-fourth of the gross market value at the point of sale whether on or off the land, of the gas so used; free of all costs including post production costs except for Lessor's proportionate share of the following: removal of carbon dioxide (CO₂), and third party transportation costs after the tailgate of the central production facility and after the point of entry into any of: (i) an independent, non-affiliated, third-party-owned pipeline system; or (ii) A pipeline system owned by a gas distribution company or any subsidiary of the gas distribution company, which is regulated by the Michigan Public Service Commission. Prior to payment of royalty, Lessor shall execute a Division Order certifying Lessor's interest in production. Lessee may pay all taxes and fees levied upon the

oil and gas produced, including, without limitation, severance taxes and privilege and surveillance fees, and deduct a proportionate share of the amount so paid from any monies payable to Lessor hereunder; provided, however, it is understood and agreed that Lessor is a governmental agency and therefore exempt from payment of severance tax in accordance with Revenue Administrative Bulletin 2001-5 of the Michigan Department of Treasury. Accompanying each royalty payment, Lessee shall provide Lessor with documentation itemizing products and quantities sold, unit prices and extended totals, along with supporting documentation from the product purchaser(s) at the point of sale. Lessor shall have reasonable access to lessee's books, records, drilling and operations data, as necessary to confirm compliance with the terms of the lease

4. If any well, capable of producing oil and/or gas, in paying quantities, located on said Land or on lands pooled or unitized with all or part of said Land, is at any time shut in and production therefrom is not sold or used off the premises, nevertheless such shut-in well shall be considered a well producing oil and/or gas and this lease will continue in force while such well is shut in, notwithstanding expiration of the primary term. In lieu of any implied covenant to market, Lessee expressly agrees to market oil and/or gas produced from Lessee's wells located on said Land or on land pooled or unitized therewith, but Lessee does not covenant or agree to re-inject or recycle gas, to market such oil and/or gas under terms, conditions or circumstances which in Lessee's judgment are uneconomic or otherwise unsatisfactory or to bear more than Lessee's revenue interest share of the cost and expense incurred to make the production marketable. If any wells on said Land, or on lands pooled or unitized with all or part of said Land, are shut in, then within 90 days after the well was shut-in and annually thereafter (annual period) during which any such wells are shut in, Lessee shall be obligated to pay or tender, as royalty, to Lessor at the address given above, the sum of \$25.00 multiplied by the number of net mineral acres subject to this lease, provided, however that if production from said shut-in well or wells located on said Land or on lands pooled or unitized therewith is sold or used off the premises before the end of any such annual period, Lessee shall not be obligated to pay or tender said sum of money for that annual period. This shut-in royalty payment may be made in currency, draft or check, at the option of Lessee, and the depositing of such payment in any post office, with sufficient postage and properly addressed to Lessor, or said bank, within 90 days after the well was shut-in shall be deemed sufficient payment as herein provided. It is expressly provided, however, that after the expiration of the primary term, Lessee shall not have the right to continue this Lease in force by payment of shut-in royalty for any single period of more than three successive years.

5. If Lessor considers that Lessee has not complied with all its obligations hereunder, both express and implied, Lessor shall give written notice to Lessee specifically describing Lessee's

non-compliance. Lessee shall have 45 days from receipt of such notice to commence, and shall thereafter pursue with reasonable diligence, such action as may be necessary or proper to satisfy such obligation of Lessee, if any, with respect to Lessor's notice. Neither the service of said notice nor the doing of any acts by Lessee in response thereto shall be deemed an admission or create a presumption that Lessee has failed to perform all its obligations hereunder.

6. If this lease covers less than the entire undivided interest in the oil and gas in said Land (whether Lessor's interest is herein specified or not), then the royalties and shut-in royalties shall be paid to Lessor only in the proportion which the interest in oil and gas covered by this lease bears to the entire undivided interest therein.

7. Lessee shall have the right to use, free of cost, gas, oil and water produced on said Land for Lessee's operations hereunder, except water from the wells of Lessor. When requested by Lessor, Lessee shall bury Lessee's pipelines below plow depth. No well shall be drilled nearer than 500 feet from the house or barn now on said Land without written consent of Lessor. Lessee shall pay for damages to said Land caused by Lessee's operations.

8. Lessee is hereby granted the rights to pool or unitize said Land, or any part of said Land, with other lands, as to any or all minerals or horizons, to establish units containing not more than approximately 160 acres (with a 10% tolerance due to the size of fractional governmental quarter quarter sections). If units larger than those permitted above, either at the time established or thereafter, are required or permitted under any governmental rule or order to drill or operate a well at a regular location, to obtain the maximum allowable from any well or for any other reason, then the maximum unit size authorized hereby shall conform to the size required or permitted by such governmental rule or order. Lessee may enlarge the unit to the maximum area permitted herein and may reform said unit to include after-acquired leases within the unit area. Lessee may create, enlarge or reform the unit or units as above provided at any time, and from time to time during the continuance of this lease, either before or after production is obtained, so long as a Lessee does not create a unit larger than 160 acres without written approval of Lessor (with a 10% tolerance). A unit established hereunder shall be effective for all purposes of this lease, whether or not all interests in the lands in the unit are effectively pooled or unitized. Lessee may, but shall not be required to, drill more than one well in each unit. Lessee may reduce or terminate such unit or units at any time prior to the discovery of oil or gas on the pooled or unitized lands, or at any time after discovery subsequent to the cessation of production. Lessee may create, enlarge, reform, reduce, or terminate each unit by recording a written declaration to that effect in the office of the Register of Deeds in the county or counties in which such unit is located. Any operations conducted on any part of the lands pooled or

unitized shall be deemed to be on the lands leased herein within the meaning of all provisions of this lease. Production of oil and/or gas from the unit shall be allocated to the lands described herein which are included in the unit in the same proportion as the number of surface acres in the lands described herein which are included in the unit bears to the total number of surface acres in the unit.

9. This lease is subject to laws and to rules, regulations and orders of any governmental agency having jurisdiction, from time to time in effect, pertaining to well spacing, pooling, unitization, drilling or production units, or use of material and equipment.

10. If, after the date hereof, the leased premises shall be conveyed in severalty or in separate tracts, the premises shall, nevertheless, be developed and operated as one lease, except that royalties as to any producing well shall be payable to the owner or owners of only those tracts located within the drilling unit designated by the state regulatory agency for such well and apportioned among said tracts on a surface acreage basis; provided, however, if a portion of the leased premises is pooled or unitized with other lands for the purpose of operating the pooled unit as one lease, this paragraph shall be inoperative as to the portion so pooled or unitized.

11. If Lessee is prevented from, or delayed in commencing, continuing, or resuming operations, or complying with its express or implied obligations hereunder by circumstances not reasonably within Lessee's control, this lease shall not terminate and Lessee shall not be liable in damages so long as said circumstances continue (the "period of suspension"). These circumstances include, but are not limited to the following: conflict with federal, state or local laws, rules, regulations and executive orders; acts of God; strikes; lockouts; riots; wars; improper refusal or undue delay by any governmental agency in issuing a necessary approval, license or permit applied for by Lessee; equipment failures; and inability to obtain materials in the open market or to transport said materials. If the period of suspension commences more than 60 days prior to the end of the primary term of this lease, then that period of suspension shall be added to the primary term. If the period of suspension commences less than 60 days prior to the end of the primary term or at any time after the primary term, then this lease shall not terminate if Lessee shall commence or resume operations within 30 days after the end of the period of suspension.

12. The interest of either party hereto may be assigned only with the express written consent of the other party. If the estate of either party hereto is assigned, and the privilege of assigning in whole or in part is expressly allowed, the covenants and provisions of this lease shall extend to such party's heirs, devisees, legal representatives, successors or assigns. Notwithstanding any other actual or constructive knowledge of Lessee, no change in the ownership of land or

assignment of royalties or other monies, or any part thereof, shall be binding on Lessee until 45 days after Lessee has received, by certified mail, written notice of such change and the originals or certified copies of those instruments that have been properly filed for record and that shall be necessary in the opinion of Lessee to establish the validity of such change of ownership or division of interest. No change or division in the ownership of said Land, royalties or other monies, or any part thereof, however accomplished, shall increase the obligations or diminish the rights of Lessee, including, but not limited to, rights and obligations relating to the location and drilling of wells and the measurement of production. Upon assignment by Lessee, its successors or assigns, the assignor shall be released from, and the assignee shall assume, from and after the date of the assignment, the responsibility to fulfill the conditions and to perform the covenants of this lease, express or implied, with regard to the interest assigned. Breach of any covenant or failure to fulfill any condition by an owner of any part of the leasehold interest created by this lease shall not defeat or affect the rights of the owner(s) of any other part.

13. Lessor agrees that Lessee may pay all or part of any land contract, mortgage, taxes, or other liens or charges with respect to said Land, after maturity and be subrogated to the rights of the holder thereof, and that Lessee shall be entitled to reimbursement out of any royalty or other monies payable to Lessor hereunder. This lease shall be binding upon each party who executes it without regard to whether it is executed by all those named herein as Lessor.

14. Lessee may at any time surrender this lease as to all or any part of said Land, or as to any depths or formations therein, by delivering or mailing a release to Lessor if the lease is not recorded or by placing a release of record in the proper county if the lease is recorded. If this lease is surrendered only as to part of said Land, any shut-in royalties which may thereafter be payable hereunder shall be reduced proportionately.

15. All written notices permitted or required by this lease to be given Lessor and Lessee herein shall be at their respective addresses listed hereinabove, shall be by certified United States mail, and shall identify this lease by date, parties, description and recording data; provided that either party may change such notice address by giving written notice to the other party specifying the new address.

16. Lessee, its successors and assigns, shall be and remain responsible for all damages to the said Lands, to the related surface real estate and all injuries to any person caused by, incident to, arising out of or in connection with any of Lessee's operations hereunder. Accordingly, Lessee, its successors and assigns, shall defend, indemnify and hold Lessor, its management, partners,

employees and agents harmless against any claims, suits, damages, losses, demands, costs and expenses, or liabilities whatsoever including actual attorney fees, suffered by Lessor arising out of the following activities conducted by Lessee, or those having a contractual relationship with Lessee, on the said Lands or on adjoining property impacting the said Lands through migration:

(i) Oil and gas exploration, drilling, development, production, treating, storage, transportation, marketing, processing, abandonment and related activities.

(ii) The generation, processing, handling, transportation, storage, treatment, recycling, marketing, use, disposal, or release of oil, natural gas, natural gas liquids, all other petroleum substances, any waste material, or any "Hazardous Substance" or "Pollutant" or "Contaminant" as those terms are defined by the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) or Part 201 of PA 1994, the Natural Resources and Environmental Protection Act.

(iii) The negligent or willful misconduct during the operations on the said Lands or the violation of any of Lessee's covenants, promises, duties or obligations under this Lease.

It is further understood and agreed that the term "Lessee's operations" shall mean and include all the operations of Lessee, its employees, contractors, agents, licensees, invitees and/or successors and assigns.

17. Notwithstanding anything contained herein to the contrary, this Lease shall be effective immediately upon execution and all rights, duties and obligations thereunder shall be immediately vested and enforceable by the Lessor and/or the Lessee.

18. Marketable title is defined as that title which is curable. If Lessee timely objects to Lessor's title during the title review period specified in the accompanying Order for Payment, Lessor shall have a reasonable time to cure said title defect.

19. Title defects shall be defined as defects in marketable title that are not curable. Title defects shall not be construed to include the following:

- a. A claim that the leased premises are outside the approved leasing area;
- b. A claim that the lease was taken after the project ended;
- c. A claim that the lease is "improperly styled";
- d. A claim that the lease is not on the approved lease form.

20. The title review period specified in the Order for Payment is for the express purpose of giving the Lessee a mutually agreeable period to verify Lessor's title and any liens or encumbrances on the leased property. Failure of the Lessee to object or to provide notice of a defect within the title review period shall be deemed a waiver of any defects, lien or encumbrances on Lessor's title and Lessor may, at Lessor's option, rescind the Lease or sue under the obligation to pay as provided for in the Order for Payment.

21. This Oil and Gas Lease is being taken by the Lessee as an agent for a principal. The Lessee warrants that the Lessee's principal has reviewed and approved the terms of this Oil and Gas Lease.

22. Lessee acknowledges the unique recreational qualities of the Leased Premises. In the interest of preserving these qualities, Lessee covenants and agrees to conform with and observe the following practices, procedures and limitations in the conduct of its operations hereunder:

(a) Lessee shall use its best efforts to minimize the impact of its operations, including exploration, testing, drilling and producing operations, on the Leased Premises and the present use of same. In this regard, Lessee agrees, among other things, that it will restore all land disturbed by its operations to as near its original condition as is practical under the circumstances and to re-seed the disturbed areas with a mixture of grasses (Lessor's approved native seed mix) suitable for wildlife at its sole expense. Lessee shall complete such restoration as soon as is practical after the areas have been disturbed. Lessee shall bury all pipelines, gathering lines, flowlines, power lines and telephone lines below plow depth and keep them buried. Lessee shall use its best efforts to avoid cutting trees and disturbing undergrowth. It is understood that the access roads will not exceed 25 feet and pipeline routes will not exceed 15 feet in width.

(b) Upon abandonment of a well, or upon termination of this Lease as to the entire Leased Premises, for any reason, Lessee shall remove all equipment from each affected well-site and shall, subject to subparagraph (d) below, restore the property, including roadways and other affected areas to the condition which existed prior to the drilling of the wells, to the extent possible, all at the cost and expense of Lessee. If Lessee fails to restore the property, Lessee shall reimburse Lessor for all of Lessor's costs and expenses, including actual attorneys fees and the cost of any and all appraisals or reports which might be necessary to determine the amount of damages owing to Lessor in restoring its real and personal property.

(c) Restoration to the condition which existed prior to the development of wells shall not be deemed to include replacement of trees, brush or undergrowth of the same size as those removed, however, the removal of gravel or fill deposited for access roads may be requested by Lessor. Restoration shall include, without limitation (i) the removal of all equipment, , casing, and materials from well sites and (ii) the seeding of areas disturbed by oil field operations and (iii) flushing of all metal and poly-pipe lines with fresh water, disposing of the flushed water at a disposal well and capping of those lines. This section shall not relieve Lessee of any liability or responsibility to compensate Lessor under any other provision of this Lease.

(d) Lessee shall strip and stockpile all topsoil in areas disturbed by Lessee's operations and return the topsoil during restoration activities.

(e) Lessee shall install gates with locks that are clearly marked as private on all roads to wells in order to exclude unauthorized personnel from the well sites. Lessee shall fence the area around the wellhead according to regulations for wellheads in residential areas. Lessee agrees to keep all gates closed and locked when not in actual use.

(f) Lessee agrees it shall makes its best efforts not to contaminate or pollute any water wells, lakes, streams or open water located on the surface of the Leased Premises and shall take such steps necessary to prevent all operations from polluting the air and surface area. No wells or any other surface installation shall be located within five hundred (500) feet of any stream or open water without the prior written permission of Lessor; and all operations by Lessee shall be conducted in accordance with and shall comply with all laws rules and regulations of the enforcing agency or agencies having jurisdiction over such operations.

(g) Lessee shall use reasonable efforts at all times to minimize all sounds and noises resulting from and being emitted by machinery and equipment that are permanent fixtures to said operations being conducted on and upon the Leased Premises. If Lessee utilizes a pump jack on Lessor's land, Lessee shall power the pump jack by either natural gas or electric power if electric power is available in the immediate vicinity. Lessee acknowledges that the foregoing requirements concerning the suppression of sounds and noises may obligate it to exceed any minimum standards of sounds and noise suppression imposed by any local, state or federal authority having jurisdiction which may otherwise apply as a minimum standard of conduct.

(h) Lessee agrees to clean up around all wells and to reasonably beautify, camouflage and hide all well, pumps, machinery and other facilities with appropriate buildings or landscaping

reasonably satisfactory to Lessor within three (3) months, weather permitting, following the commencement of production. Except when prohibited by law, all wells, pumps, equipment, enclosures, and any other surface structure shall be painted a natural green or camouflage color so that all such surface structures will blend in with the natural surroundings as much as possible. Lessee agrees to take all necessary steps to prevent, dispose of and remove from the Leased Premises, all accumulations of oil or other materials deemed to be fire, safety or environmental hazards.

(i) Lessee recognizes that any existing bridges on the Leased Premises may not be adequate or safe to use in connection with Lessee's operations. If any such bridges are damaged by operations of Lessee, Lessee shall promptly restore the same to the condition they were in prior to being damaged or better. Lessee shall be responsible for all injuries to persons or property resulting from Lessee's use of any bridge. Further, Lessee shall not construct any new bridges on the Leased Premises without the prior written approval of Lessor, and, if Lessor so requires, Lessee shall remove any bridge constructed by Lessee from the Leased Premises upon termination of operations hereunder. Likewise, if any bridge approved by Lessor is constructed, and Lessor so requires, Lessee shall leave said bridge upon termination of operations hereunder, so that Lessor may continue to derive the benefits of said bridge for its own use and enjoyment.

(j) Lessee shall pay Lessor for all damages caused by its operations (including seismic operations) in connection with the construction of drill sites, well sites, pipelines, roadways, facilities and building of necessary structures utilized by Lessee in connection with its operations. Said damages shall include, but not be limited to timber, trees, growing crops, machinery, buildings, water wells and impoundments, fences and bridges located on and upon the Leased Premises. The assessment for surface damages shall be mutually agreed upon between the parties hereto prior to Lessee conducting its operations, and the agreed damage amounts shall be paid by Lessee upon receipt of an executed release for those surface damages only from Lessor. It is agreed between Lessor and Lessee that the following sums have been agreed upon as the initial compensation for damages to the surface, timber, trees and growing crops for the proposed operations contemplated by this agreement to be paid to Lessor for the initial construction:

(i) Well-sites: \$2,000.00 for each well-site to be paid prior to drilling.

(ii) Pipeline corridors and access roads: The sum of \$15.00 per rod (rod = 16.5 feet) to be calculated and paid upon completion of the construction of the pipeline corridors and access roads. The payment of these initial damages for the pipeline

corridors and access roads does not relieve Lessee of the obligation to compensate Lessor for future damages for disruptions to the surface within those pipeline corridors or routes. Lessee agrees to pay the sum of \$15.00 per rod for any subsequent disruptions to the pipeline corridors caused by the removal, replacement, or addition of pipelines within the pipeline corridors.

(k) Lessee agrees that no salt water disposal well will be drilled or used on the Leased Premises.

(l) Lessee agrees that, as it pertains to the lands covered by this lease, it shall not utilize the procedure known as High Volume Hydraulic Fracturing wherein it uses sand or other forms of proppant to hydraulically fracture the well as commonly utilized in unconventional shale plays such as the Marcellus Shale in Pennsylvania.

23. Lessee shall have access to well sites and may build roads only in those areas as generally shown on the attached Exhibit B. Lessor reserves the right to exclude access to locations within said areas which it deems in its sole discretion to include sensitive environmental or recreational values. Except for those areas for wellheads and access roads as set forth in the attached Exhibit B, the remaining portions of the Leased Premises shall be "non-development" areas and the Lessee shall have no right to use the surface for any operations whatsoever without additional written consent of Lessor. However, Lessee and Lessor will mutually agree on the location of any pipeline installation on Lessor's property. If Lessee desires and at its sole discretion, Lessee shall develop the minerals underlying the non-development acreage by directional drilling or by including the same into a production unit.

24. Lessee shall maintain policies of insurance in such amounts as are customary in the course of Lessee's business for liability, personal injury, workman's compensation, and property damage arising from its operations and shall name Lessor as an additional insured. Lessee shall assume the sole costs, risks, and expense for all equipment, supply, materials, and tools belonging to or rented by Lessee and Lessor shall not be liable for loss or damage thereto. Any insurance policies carried by Lessee on the equipment, supplies, any materials and tools shall provide for a waiver of underwriter's right of subrogation against Lessor.

25. Lessee or West Bay Exploration Company shall at all times be the operator, as that term is generally construed or defined in the usual joint operating agreement or other standard oil field contract, for all exploration and production activities and all other activities under this Lease. With the

exception of West Bay Exploration, Lessee shall not assign the operations, in whole or in part, to anyone other than a financially responsible, experienced and competent operator acceptable to Lessor and pursuant to Lessor's prior written approval, which approval shall not be unreasonably withheld. Any assignment made in violation of the terms of this paragraph shall be considered null and void and shall have no effect whatsoever.

26. In the event that for any reason any provision or portion of this Lease shall be found to be void, unenforceable or invalid, then such provision or portion shall be deemed to be severable from the remaining provisions or portions of this Lease; it shall not affect the validity of the remaining portions, which portions shall be given full effect as if the void, unenforceable or invalid provisions or portion had not been included in this Lease.

Executed as of the day and year first above written.

WITNESSES:

LESSOR: HURON-CLINTONMETROPOLITAN AUTHORITY

By:

Anthony V. Marrocco, Chairman

By:

John C. Hertel, 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 Anthony V. Marrocco, Chairman and John C. Hertel, Secretary 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 _____)

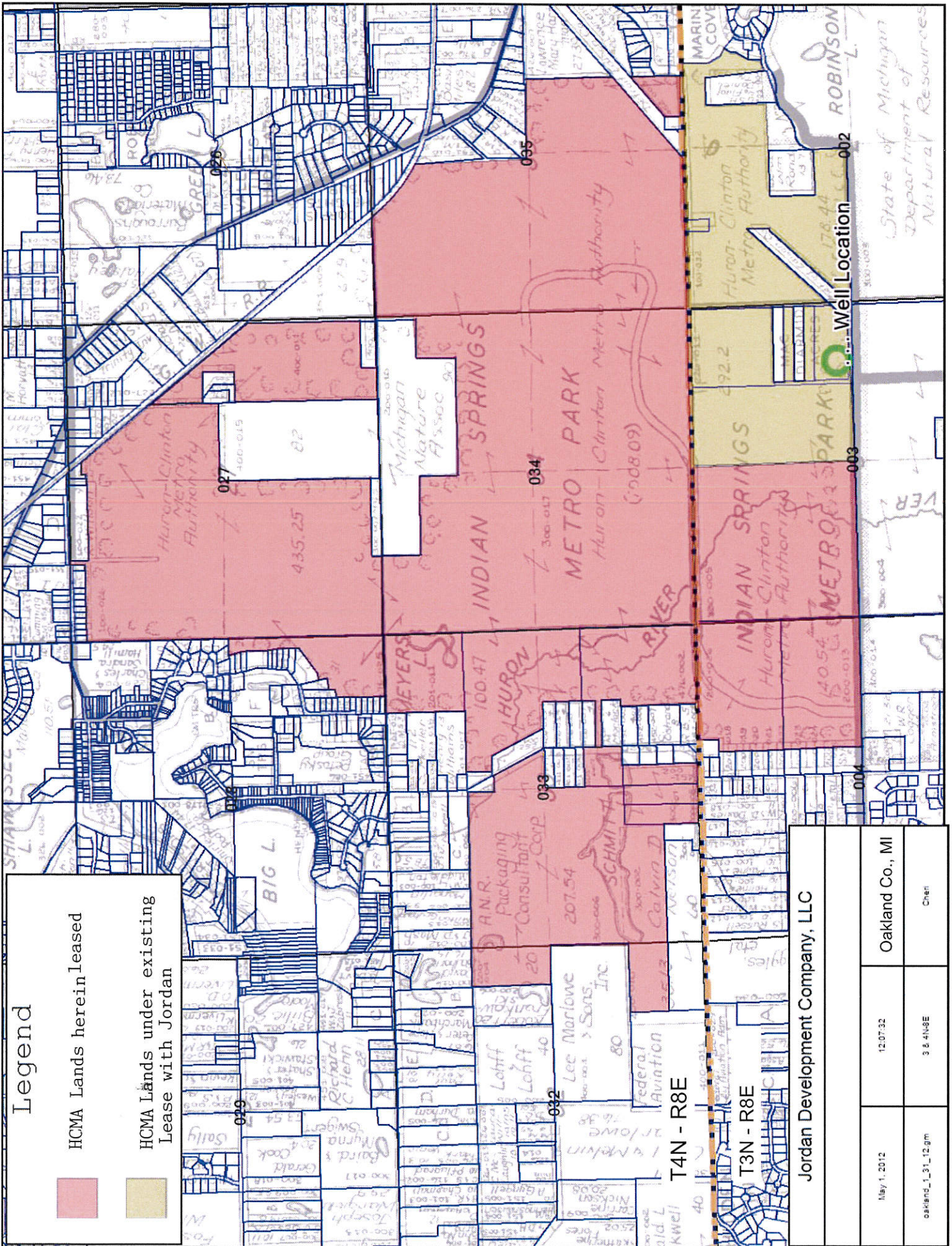
The foregoing instrument was acknowledged before me this ____ day of _____, 2012, by Benjamin S. Brower, Vice President of Jordan Development Company, LLC, a limited liability company of Michigan.

Notary Public

County, Michigan
My Commission Expires _____

Prepared by:
After recording return to:

B. S. Brower of 1503 Garfield Road North, Traverse City, MI 49696
Jordan Development Company, LLC
1503 Garfield Road North
Traverse City, MI 49696



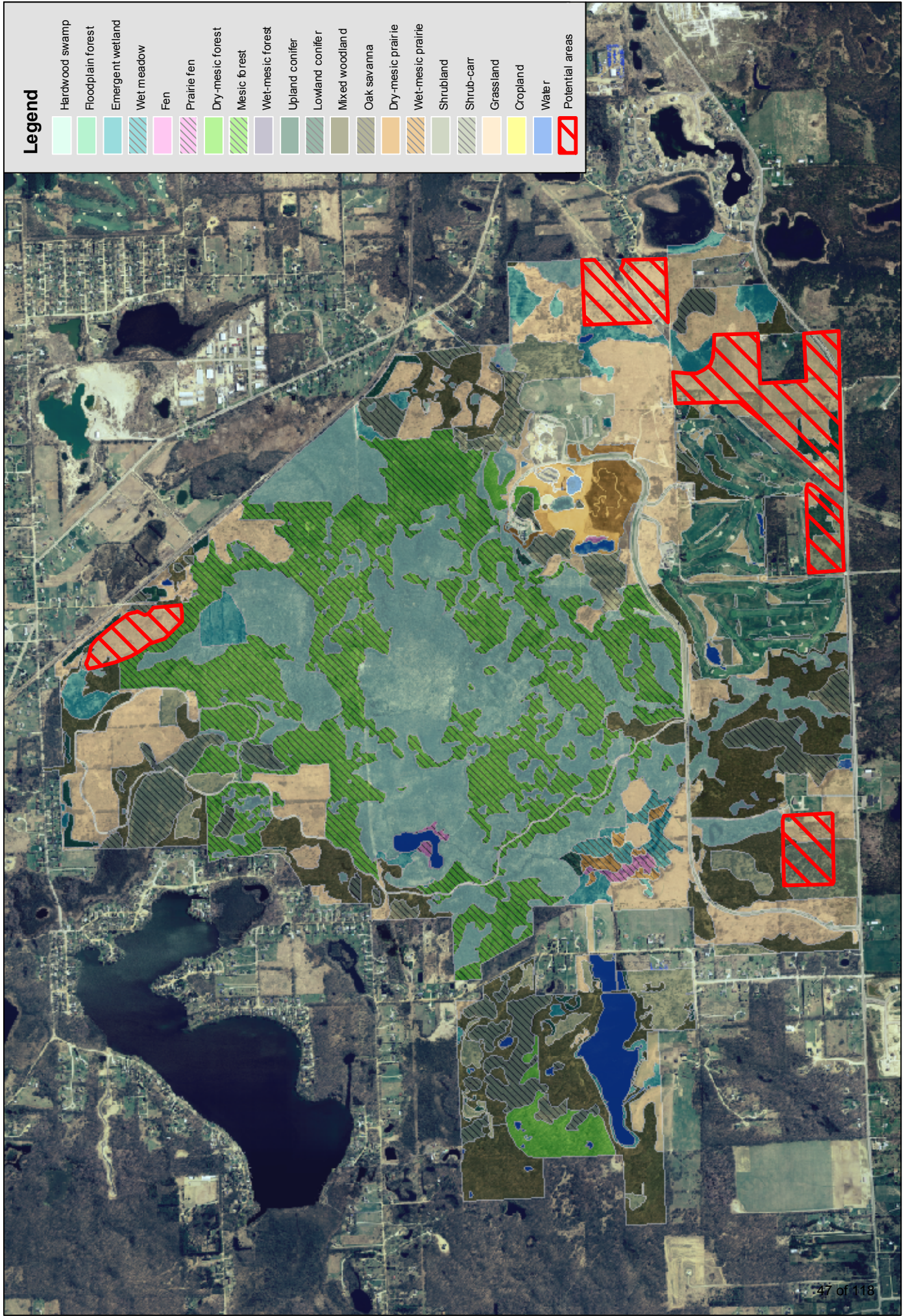
Legend

HCMA Lands herein leased

HCMA Lands under existing Lease with Jordan

Jordan Development Company, LLC		
May 1, 2012	12/07/32	Oakland Co., MI
oakland_1_31_12.gm	3 & 4148E	Chen

Indian Springs Metropark





HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Laura Martin, P.E., Supervising Design Engineer
 Project No: 716-12N
 Project Title: Golf Starter Area UST Decommissioning
 Project Type: Major Maintenance
 Location: Huron Meadows Metropark, Livingston County
 Date: October 4, 2012

Bids Opened: Thursday, September 20, 2012 at 2:00 p.m.

Scope of Work: Work includes the decommissioning, cleaning and in-place abandonment of the existing underground storage tank (UST) at the Golf Starter area, including the removal and disposal of associated piping and appurtenances; removal of dispensing equipment; removal and proper disposal of up to 100 cubic yards of assumed contaminated soil removal; removal and replacement of pavements; and restoration. In-place abandonment of the UST is possible because the tank and its immediate site have been tested and found to be free from leaks and contamination; however, some contamination may be expected in the area of the dispensing system. The UST previously supported golf cart fueling operations. However, in 2010 the fleet of gasoline-powered golf carts at Huron Meadows was replaced by electric powered carts, which eliminated the need for the UST.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Matzak, Inc.	Ray Township	\$23,840.00
Kopas Construction, LLC	Troy	\$28,979.00
Total Budget Amount for Contract Services and Administration		\$63,000.00
Proposed Work Order Amount		
Contract Amount – Matzak (Rounded)		\$24,000.00
Environmental Compliance Services (Est.)		\$ 6,000.00
Contract Administration		<u>\$ 3,000.00</u>
Total Proposed Work Order Amount		<u>\$33,000.00</u>

The following contractor obtained bidding documents but did not submit a proposal:
 Pavex Corporation, Trenton

*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 Web Site, Builders Exchange of Michigan, McGraw
 Hill Dodge, Builders Exchange of Lansing and Central Michigan*

Recommendation: That the Board of Commissioners award Contract No. 716-12N to the lowest responsive, responsible bidder, Matzak, Inc., in the amount of \$23,840.00 as recommended by Supervising Design Engineer Martin and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

8 - F - 1
Meeting of October 11, 2012

To: Board of Commissioners
From: Paul Muelle, Chief of Natural Resources
Subject: ITC Settlement
Location: Willow Metropark, Wayne County
Date: October 4, 2012

As previously reported to the Board of Commissioners, International Transmission Corporation (ITC) performed tree clearing along their high voltage electric transmission lines at Willow Metropark, a portion of which occurred outside of their easement on Metropark property without the consent of the Metroparks. Staff and ITC developed a tentative Tree Removal Settlement Agreement which outlined compensation to HCMA for the unauthorized clearing work. That proposed Agreement which was presented to the Board in November 2011, has been further refined and reviewed by Legal Council of both ITC and the Metroparks and is attached.

In brief, the Agreement states that, in consideration for the tree removal at Willow Metropark, ITC agrees to provide the HCMA a lump sum payment of \$60,000 to be used for tree plantings, habitat improvement other stewardship activities throughout the park system and an additional \$30,000 over a three-year period in the form of services provided by ITC and their contractors for improvements and programs targeting ITC transmission line corridors that run through the Metroparks. This work would include shrub planting, invasive species control, educational signage and other projects or programs as mutually agreed upon by both parties.

ITC currently has transmission lines running through portions of Stony Creek, Wolcott Mill, Willow, Indian Springs and Hudson Mills Metroparks. Since 2008, the Metroparks and ITC have operated under a Memorandum of Understanding which recognizes both the need for ITC to maintain its high voltage electric transmission lines and for the Metroparks to manage and maintain its park system. Both organizations have frequently cooperated with each others' management efforts and educational programs.

Attachment: ITC Settlement Agreement

Recommendation: That the Board of Commissioners approve the ITC Tree Removal Settlement Agreement as recommended by Chief of Natural Resources Paul Muelle and staff.

TREE REMOVAL SETTLEMENT AGREEMENT

THIS TREE REMOVAL SETTLEMENT AGREEMENT ("Agreement") is made and entered into by and between **HURON-CLINTON METROPOLITAN AUTHORITY** ("HCMA"), 13000 High Ridge Drive, Brighton, Michigan 48114 and **INTERNATIONAL TRANSMISSION COMPANY** ("ITC"), a Michigan corporation, 27175 Energy Way, Novi, Michigan 48377, collectively referred to as the "Parties."

The effective date of this Agreement shall be the last date on which any party signs the Agreement.

WHEREAS, HCMA owns real property located in Huron Twp., Michigan known as Willow Metropark ("Property");

WHEREAS, ITC has easements within the Property (collectively, the "Easements");

WHEREAS the Parties wish to settle all matters pertaining to vegetation management work performed on the Property in the past;

NOW THEREFORE, in consideration of the foregoing and the promises and mutual covenants contained herein and other good and valuable consideration, the receipt, adequacy and sufficiency of which are hereby expressly acknowledged, it is hereby agreed as follows:

1. SETTLEMENT

A. ITC shall pay HCMA the sum of Ninety Thousand and No/100 (\$90,000.00) Dollars in full and final settlement of any and all claims HCMA may have against ITC for any matters pertaining to vegetation management work performed on the Property prior to the effective date of this Agreement ("Settlement Amount").

The Settlement Amount shall be broken down as follows:

i. ITC shall pay HCMA, in the form of a check made payable to the Huron-Clinton Metropolitan Authority, the sum of Sixty Thousand and No/100 (\$60,000.00) Dollars within fourteen (14) business days after receipt by ITC of a fully executed original of this Agreement and a properly completed W9 Form.

ii. For a period of three (3) years, beginning in 2013, ITC shall provide Ten Thousand and No/100 (\$10,000.00) Dollars, per year, in services related to natural resource and habitat enhancements on ITC's Easements in the Huron Clinton Metropolitan park system. Documentation of in-kind services in the form of invoices, vouchers or agreed upon payment or work schedules shall be provided to the HCMA to confirm in-kind services provided no later than DECEMBER 15 of the year the services were completed.

B. HCMA shall use the funds provided for in Paragraph A(i) of this Agreement for natural resource improvements and tree plantings in the Huron Clinton Metropolitan Park system.

C. HCMA shall consult with and obtain ITC's written consent prior to planting trees on ITC's Easements in order to ensure the safety and reliability of the transmission system.

D. HCMA shall cooperate and assist with coordinating public relations efforts to publicly communicate ITC's contributions to the HCMA natural resources and tree plantings in the HCMA park system.

E. ITC shall consult with and obtain HCMA's written consent prior to commencing with the annual service commitment provided for in Paragraph A(ii) of this Agreement. It is agreed and understood that the identification and planning of these services shall be a collaborative effort by the Parties.

2. RELEASE

A. The Parties acknowledge that this Agreement resolves all of the claims of the Parties relating to ITC's vegetation work on the Property prior to the effective date of this Agreement and that the Parties deny any and all liability to each other or any one of them, and that the execution of this Agreement and the performance of the acts required by the Agreement does not constitute an admission of liability by any of the Parties.

B. For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, HCMA for itself and its successors and assigns, waives, remises, releases, acquits, and forever discharges ITC Holdings Corp., International Transmission Company a/k/a *ITC Transmission*, their subsidiaries, and each of their respective former and current, officers, directors, shareholders, transferees, members, managers, representatives, agents, contractors, volunteers, principals, affiliates, employees, heirs, spouses executors, administrators, trustees, attorneys, and all other related persons, firms or legal entities of each of them and their respective successors and assigns (collectively, the "ITC Released Parties") of and from any and all claims, liabilities, obligations, expenses, damages, judgments, executions, liens, costs, expenses, fees, compensation, actions, inactions, demands and causes of action of any kind or nature whatsoever, at law or in equity, whether presently known or unknown, which HCMA now has or ever had at any time, or may have up to and including the date of this Agreement relating in any way to any of the issues or matters relating to vegetation management and any work performed within the areas covered by the Easements.

C. This Agreement is for the limited purpose of resolving the monetary claims arising out of the vegetation management work performed on the Property prior to the effective date of this Agreement. Execution of this Agreement does not constitute any waiver, consent or admission by the HCMA in any respect as to matters pertaining to the property rights represented by the Easements, and no inference adverse to the HCMA may be made on account of this Agreement. The parties intend to address any matters pertaining to the property rights represented by the Easements in a separate document.

3. BINDING EFFECT

This Agreement shall bind, and its benefits shall inure to, the Parties and their respective successors and assigns. Each party to this Agreement represents and warrants that as of the date of the execution of this Agreement, they have not assigned or transferred or purported to have assigned or transferred to any person, firm, company, association, or entity whatsoever, any of the claims identified in this Agreement.

4. OWNERSHIP

HCMA represents and warrants that it is the fee owner of the Property.

5. GOVERNING LAW

This Agreement is made under and shall be governed by the laws of the State of Michigan.

6. ENTIRE AGREEMENT

This Agreement sets forth the entire understanding of the Parties hereto with respect to the subject matter hereof and supersedes any and all prior or contemporaneous communications, representations, understandings, agreements, negotiations and discussions, either oral or written, between the Parties with regard to the settlement of this matter. The Parties further acknowledge and agree that there are no oral or written communications, representations, understandings or agreements, directly or indirectly related to, arising out of, or connected with this Agreement that are not set forth herein. Notwithstanding anything to the contrary in this Agreement, the Parties acknowledge that this Agreement shall not modify or extinguish ITC's existing easement rights under the Easements all of which easement rights are specifically preserved, subject to any modification agreed to in writing between the Parties. The Parties further acknowledge that they may hereafter discover facts different from or in addition to those which they know or believe to be true with respect to the claims released herein and agree that this Agreement shall nevertheless be and remain effective in all respects, notwithstanding such different or additional facts, or the discovery thereof.

The signatories hereto have had full and complete access and assistance from competent counsel and fully and completely understand all of their rights and responsibilities as involved herein. It is understood and agreed by the parties hereto that this Agreement shall be construed without any regard to any presumption or other rule requiring construction against the party causing this Agreement to be drafted and that counsel for the signatories hereto have mutually participated in the drafting and preparation of this Agreement.

7. REPRESENTATION

The signatories of the Parties hereto represent that they have authority and all required approvals to execute this Agreement and bind the respective party, on whose behalf they are signing, to the terms and conditions of this Agreement.

8. AMENDMENT

It is expressly understood and agreed that this Agreement may not be altered, amended, modified or otherwise changed in any respect or particular whatsoever except by a writing duly executed by all of the parties executing this Agreement. The Parties each acknowledge and agree that they will make no claim at any time or place that this Agreement has been orally altered or modified in any respect whatsoever.

9. COUNTERPARTS

This Agreement may be executed in one or more counterparts, all of which shall be considered one instrument, and a copy or facsimile of each will be deemed an original and shall be binding when one or more counterparts have been signed by each of the Parties.

[SIGNATURES ON NEXT PAGE]

HURON CLINTON METROPOLITAN AUTHORITY

By: _____
Anthony V. Marrocco

Its: Chairman

Dated: _____

By: _____
John C. Hertel

Its: Secretary

Dated: _____

INTERNATIONAL TRANSMISSION COMPANY,
a Michigan corporation, d/b/a *ITC Transmission*

By: ITC Holdings Corp., a Michigan corporation, its sole owner

By: _____
Christine Mason Soneral

Its: Vice President and General Counsel – Utility Operations

Dated: _____



HURON-CLINTON METROPOLITAN AUTHORITY

8 - G - 1
Meeting of October 11, 2012

To: Board of Commissioners
From: Gregory J. Almas
Subject: Approval – Administrative Office Organization Plan
Date: October 4, 2012

The attached Administrative Office Organization Plan was presented at the Sept. 13 Board of Commission meeting. However, the employee counts are updated to include known retirements through Dec. 31, 2012.

A Table of Organization by function has also been provided.

Both Ms. Stone and I remain available to discuss the Organization Plan at your convenience.

Attachments: Administration Office Organization Plan Fiscal Report
Proposed Table of Organization Chart
Function Table of Organization Chart

Recommendation: That the Board approve the Administrative Office Re-Org plan, confirm the March 2011 restructuring/attrition plan, and approve promotions and hiring as needed to maintain staffing at the target level detailed in the reorganization/attrition plans as recommended by Deputy Director Gregory J. Almas and Human Resources Manager Carol Stone and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Greg Almas, Deputy Director
From: Carol Stone, Human Resources Manager
Subject: Reorganization Plan
Date: October 4, 2012

At the March 2011 Board meeting, the Board adopted a plan that restructured HCMA's full-time Park operations, interpretive, and maintenance workforce. The plan, along with a proposed reorganization plan for the Administrative Office, reduces budgeted full-time positions by 27 percent from a high of 252 to a target goal of 184. With the 34 known retirements and resignations that will occur in 2012, the actual employee count at the end of 2012 will be 182. The reorganization plan as proposed would result in an employee count of 189. Additional savings will be achieved as attrition occurs and positions are either eliminated or filled at the revised lower pay scales.

The original Re-Org Plans were developed prior to completion of the Strategic Plan that was approved by the Board in October 2011. The Strategic Plan established enhancement of educational opportunities as a goal and specifically included a position to serve as central coordinator for Interpretive Services. The re-organization plan as originally proposed eliminated the Chief of Interpretive Services and established an Interpretive Services Supervisor for each District that would report to the District Park Superintendent and would coordinate interpretive services within each district. However, in keeping with the Board approved goals in the Strategic Plan, the position of Interpretive Services Manager has been added back in to the Administrative Office re-org plan.

Also included in the Strategic Plan was the goal of Natural Resources Stewardship which includes conservation, enhancement, maintenance, and protection of the natural environment of the Parks. In support of this goal and in response to increasing regulatory requirements, the position of Natural Resources/Regulatory Compliance Manager (formerly Chief of Natural Resources) has been included in the plan for the Administrative Office. It was originally suggested that this position, along with Chief Engineer and Chief Planner be merged into one position of Manager of Assets & Development.

In addition to the changes detailed above, the proposed plan for the Administrative Office includes the following:

- **IT-Technology Department:** One additional Support Specialist has been added to the IT-Technology Department which would then allow the Department to allocate one support specialist per Park District. It is felt that the additional position will allow the department to adequately respond to existing needs within each Park District while preparing for upgrades and changes in technology. The Department would be responsible for managing both the computer and phone systems.
- **Finance:** The position of Chief Accountant is reclassified to Financial Services Manager at a department head level which reflects the authority, duties and responsibilities of the position including additional responsibilities of assisting the controller with financial investments and contract negotiations.

- **Police Department:** Clerical support for the Police Department was provided through a shared position with Kensington. Recent attrition has resulted in a reduction in staff at the Kensington Park Office and there are no longer personnel available to provide support to the Police Department. As a result, the position of Police Support Specialist has been added to the Police Department. The position will be located at the Administrative Office and will provide technical and clerical support to the Police Chief and Police Department including operation of LEIN, CLEMIS, and CLEAR.
- **Purchasing/Human Resources:** It is anticipated that the procurement card system will result in efficiencies that will reduce the work load for purchasing and eliminate the need for an Authority wide central warehouse facility. As both purchasing and human resources are support functions providing services to the rest of the organization, the proposed re-org plan merges these departments into one Administrative Services Department. Under this configuration, one department head level position is eliminated; the positions of Buyer and HR Administrator would assume additional responsibilities and would be reclassified to a mid-level supervisor level; the position of Inventory Coordinator/Central Stores Supervisor would be revised to include procurement responsibilities; and two full-time buyer positions would be eliminated.
- **Engineering/Planning:** Engineering and Planning are combined into one department re-named Department of Assets & Development under the direction of the Assets & Development Manager. Minimum qualifications of the Assets and Development Manager would include registration as a professional engineer in the State of Michigan. This change would not be fully implemented until additional attrition occurred in the Department. Under this plan, one department head position would be eliminated. The positions of supervising planner and planner would be renamed senior landscape architect and landscape architect which more accurately reflects the duties and responsibilities of these positions. Although the configuration is slightly different, this maintains staffing levels at the same levels as those in the re-org plan originally proposed which is a reduction of one full-time position.
- **Communications Department:** The positions of Supervising Graphic Artist and Senior Secretary would be eliminated through attrition.
- The position of Community Relations Administrator is eliminated and the duties and responsibilities of the position are transitioned to the Communications Manager.

Key components of the restructuring plans approved in March, 2011 include:

- Three park districts were established with a District Park Superintendent assigned to each district. This resulted in a reduction of three full-time positions.
- The position of Park Maintenance Supervisor was restructured into District Maintenance Manager resulting in a reduction of 3 full-time positions.
- The position of Park Maintenance Foreman is now called Park Maintenance Supervisor with a reduction of 5 full-time positions.
- The responsibilities of Park Secretaries were expanded to include warehouse and operations duties and the position of warehouse clerk was eliminated resulting in a reduction of 2 full-time employees.
- Park maintenance positions have been restructured resulting in a reduction of 26 positions.

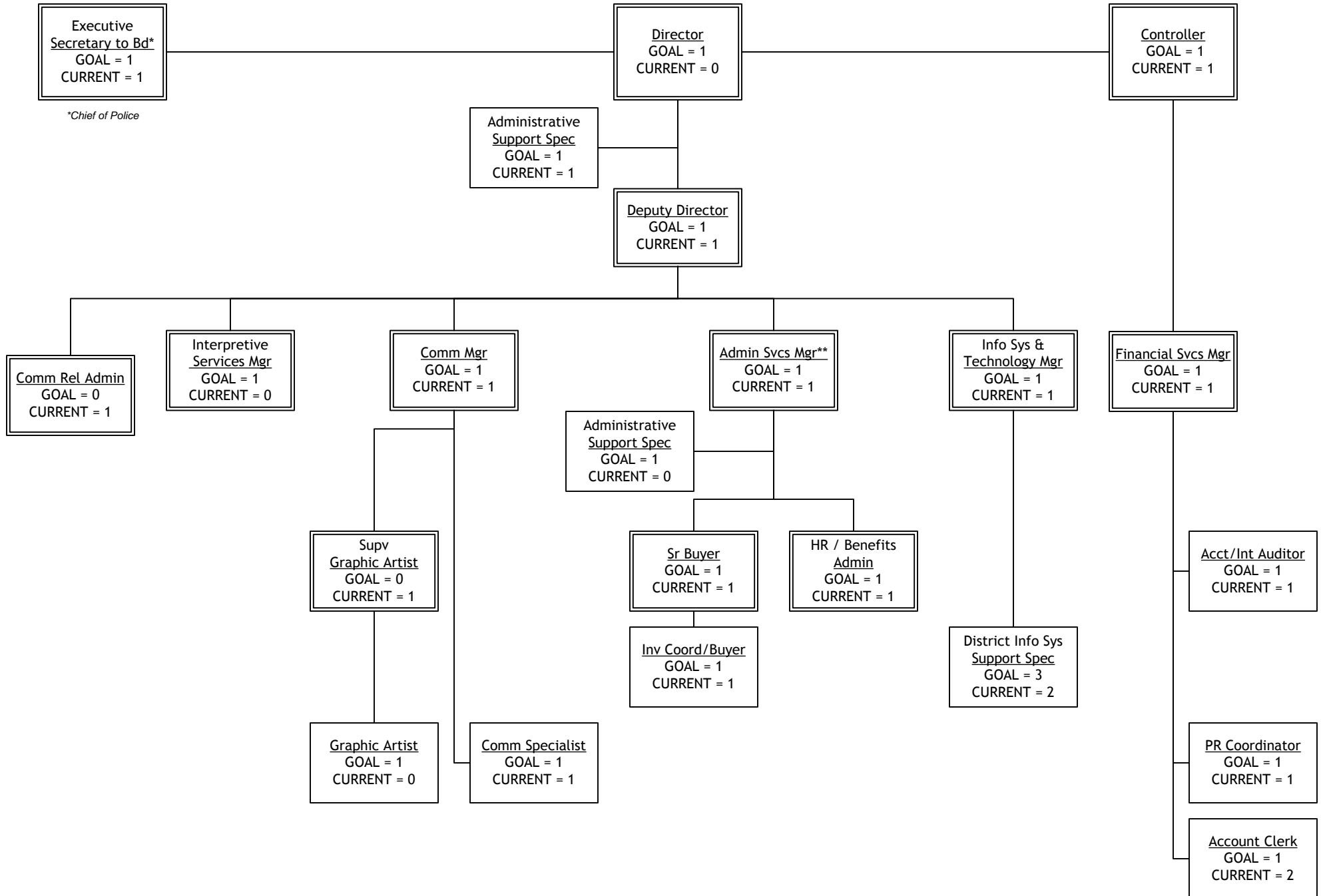
- Wage scales for new hires have been reduced by approximately 8 percent for the following positions: Chief of Communications, A/O Support Specialist, Payroll Specialist, Account Clerk, Administrative Support Specialist, HR Manager, Purchasing Manager, Information Systems Manager, District Park Manager, District Maintenance Manager, Park Operations Manager, Park Support Specialist, Park Maintenance Supervisor, Park Maintenance worker, Interpreter, Interpreter Assistant, and Natural Resource Supervisor.

It should be noted that as positions become vacant through attrition, amendments to the reorganization plan may be made based on the needs of the organization. Each time a position becomes vacant, both the re-org plan and the position will be reviewed and evaluated and an assessment made on the most effective and efficient means to deliver the services provided by the vacated position. Board approval will be sought if any proposed change resulted in an increase in the number of full-time employees.

EXECUTIVE & ADMINISTRATIVE OFFICE / PROJECTED @ 12/31/2012

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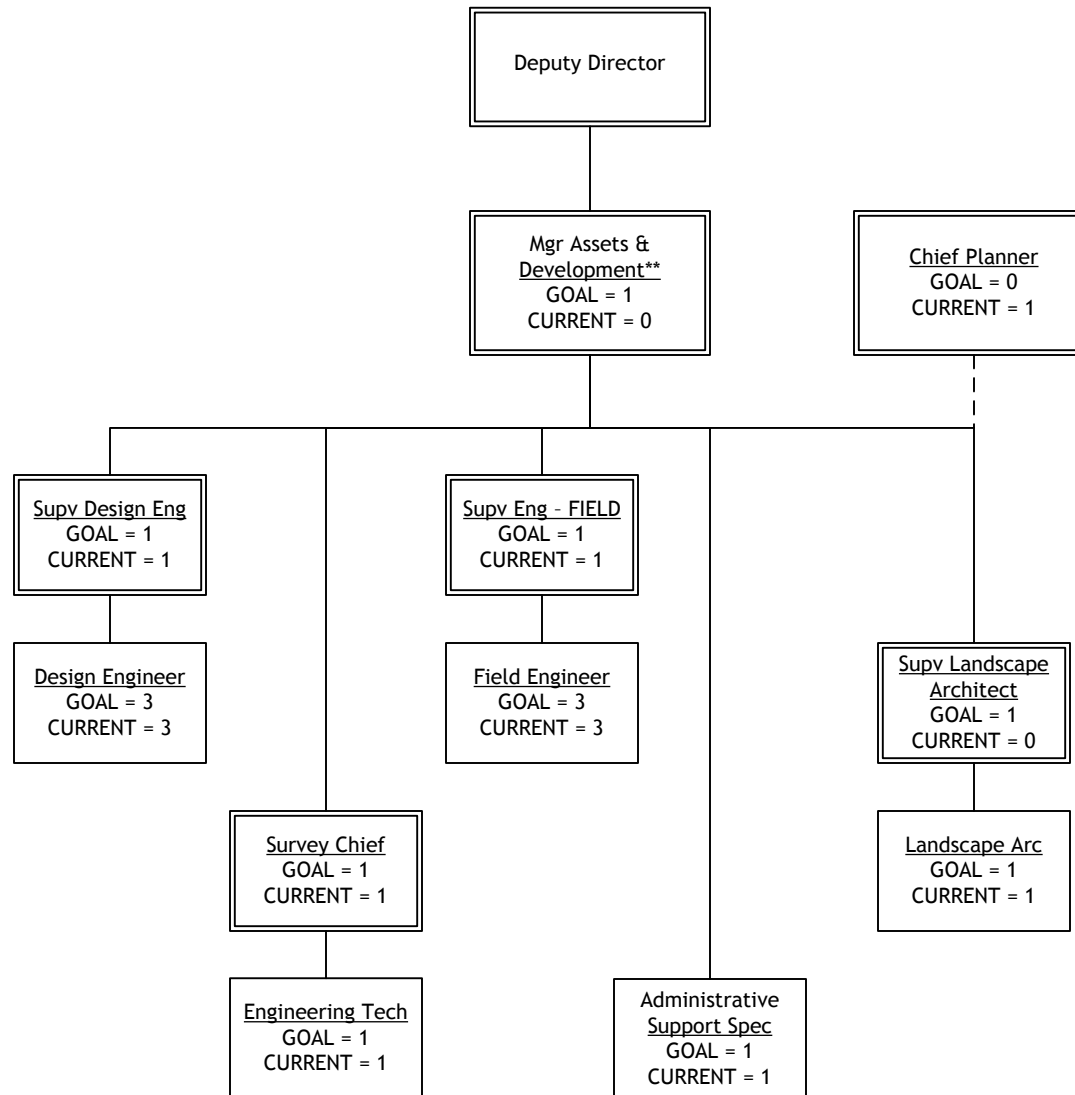
GOAL = 22 & CURRENT = 20



**Combined position: HR Manager & Purchasing Manager

ASSETS & DEVELOPMENT / PROJECTED @ 12/31/2012

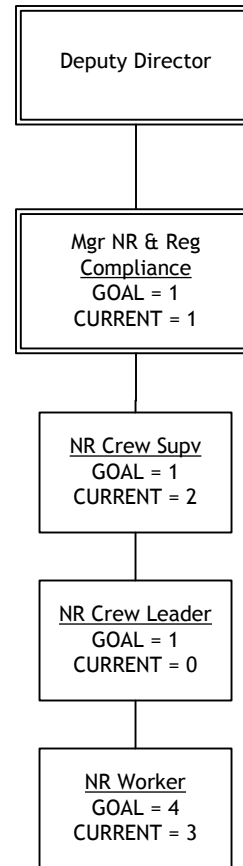
GOAL = 14 & CURRENT = 13



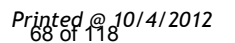
**Combined position: Chief Engineer & Chief Planner

NATURAL RESOURCES & REGULATORY COMPLIANCE / PROJECTED @ 12/31/2012

GOAL = 7 & CURRENT = 6



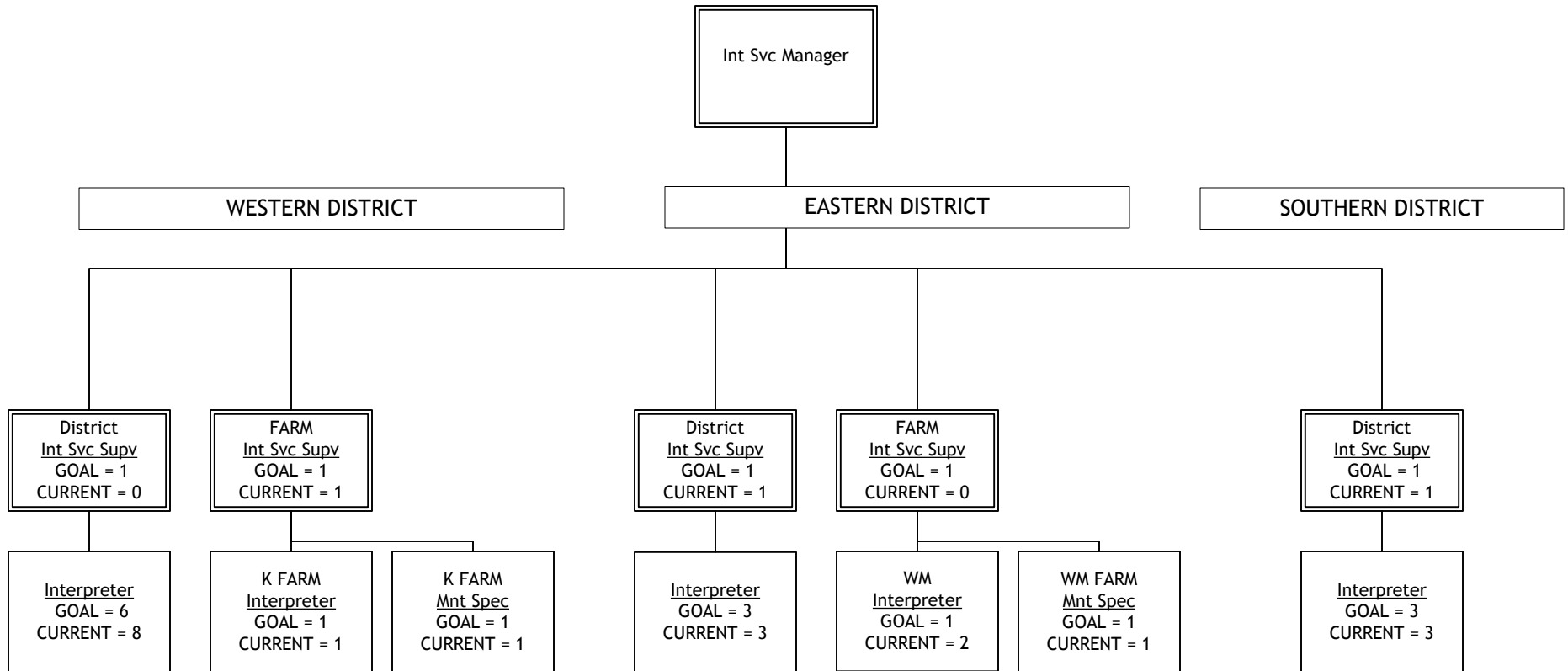
GOAL = 27 & CURRENT = 28



INTERPRETIVE SERVICES / PROJECTED @ 12/31/2012

Approved by Board of Commissioners @ 3/2011

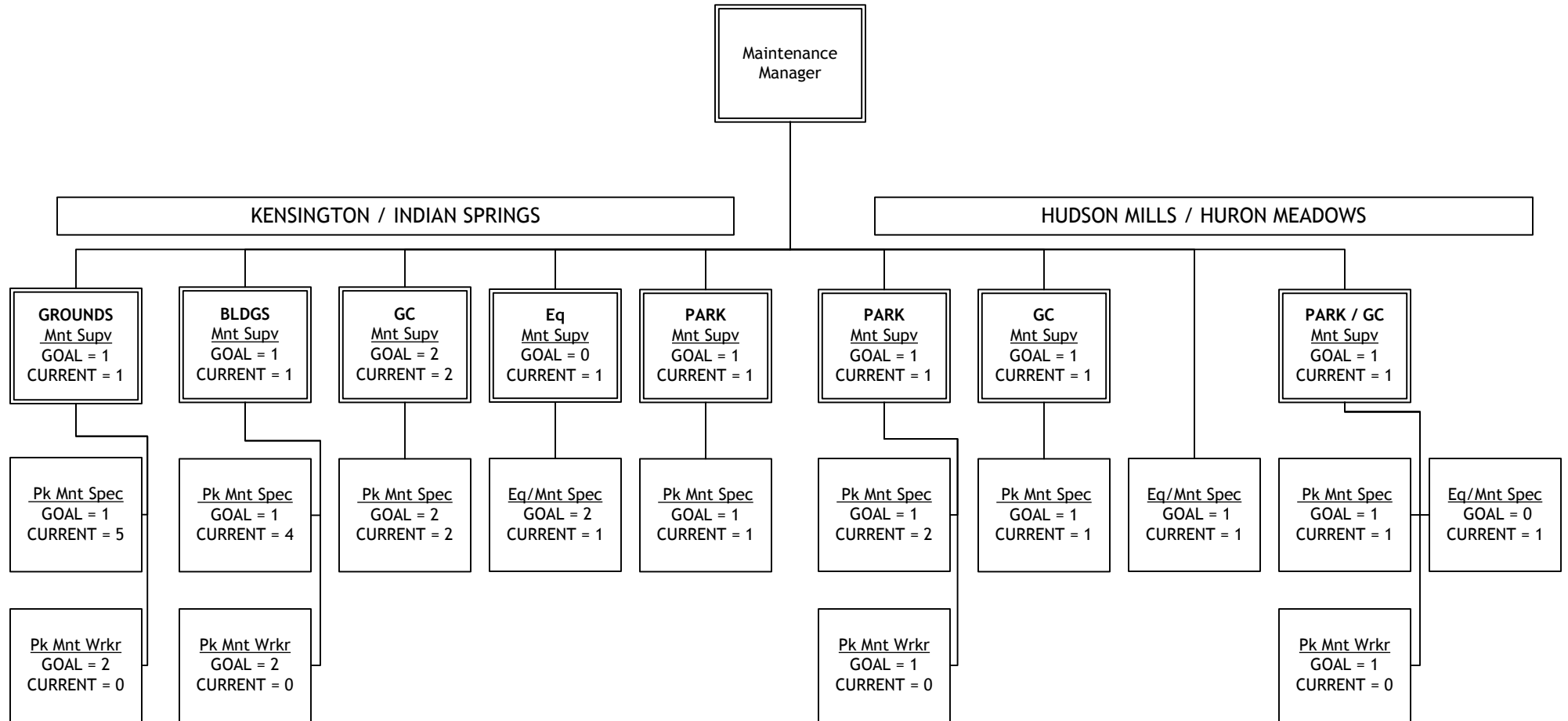
GOAL = 21 & CURRENT = 22



PARK MAINTENANCE - WESTERN DISTRICT / PROJECTED @ 12/31/2012

Approved by Board of Commissioners @ 3/2011

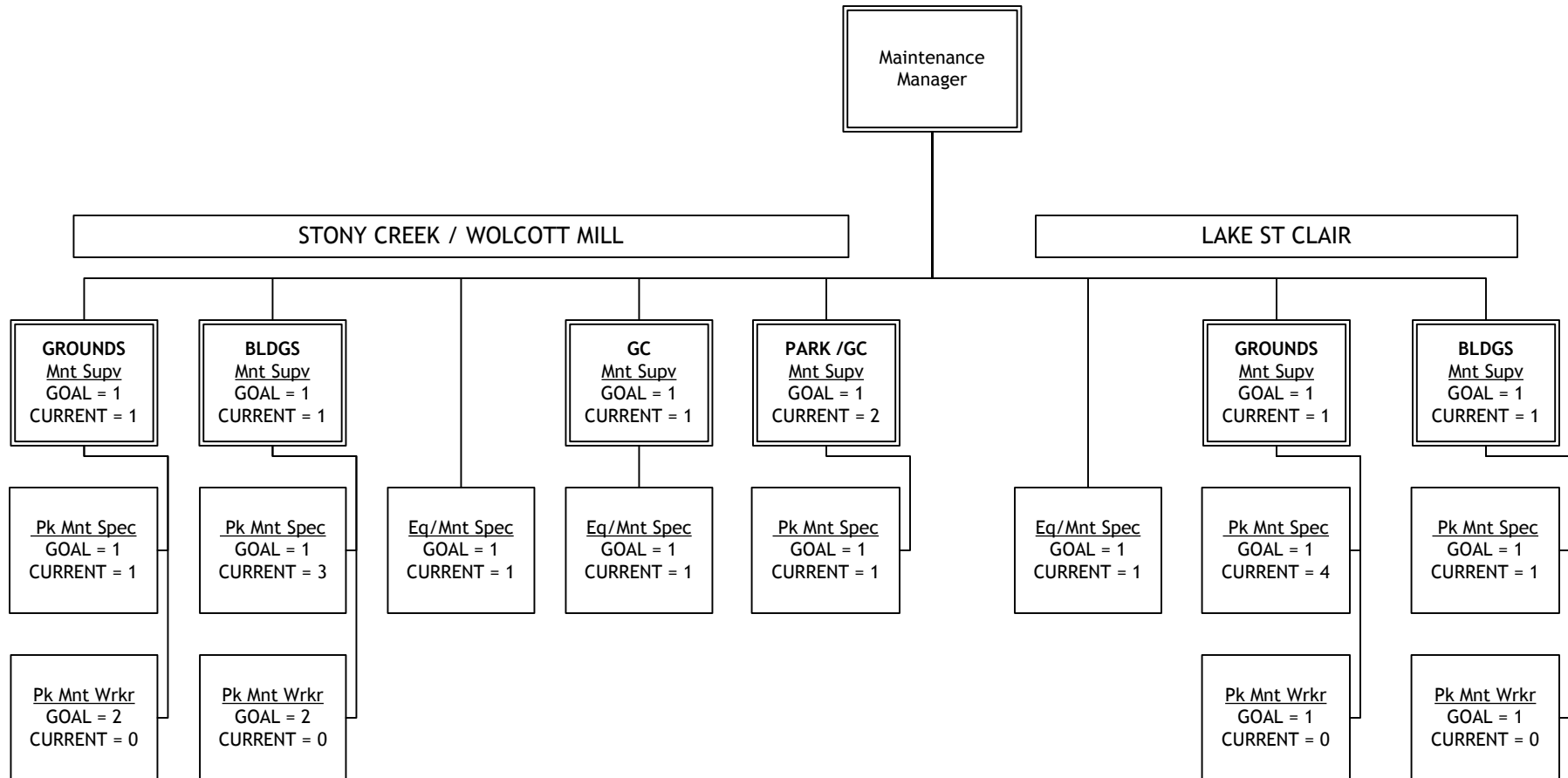
GOAL = 25 & CURRENT = 28



PARK MAINTENANCE - EASTERN DISTRICT / PROJECTED @ 12/31/2012

Approved by Board of Commissioners @ 3/2011

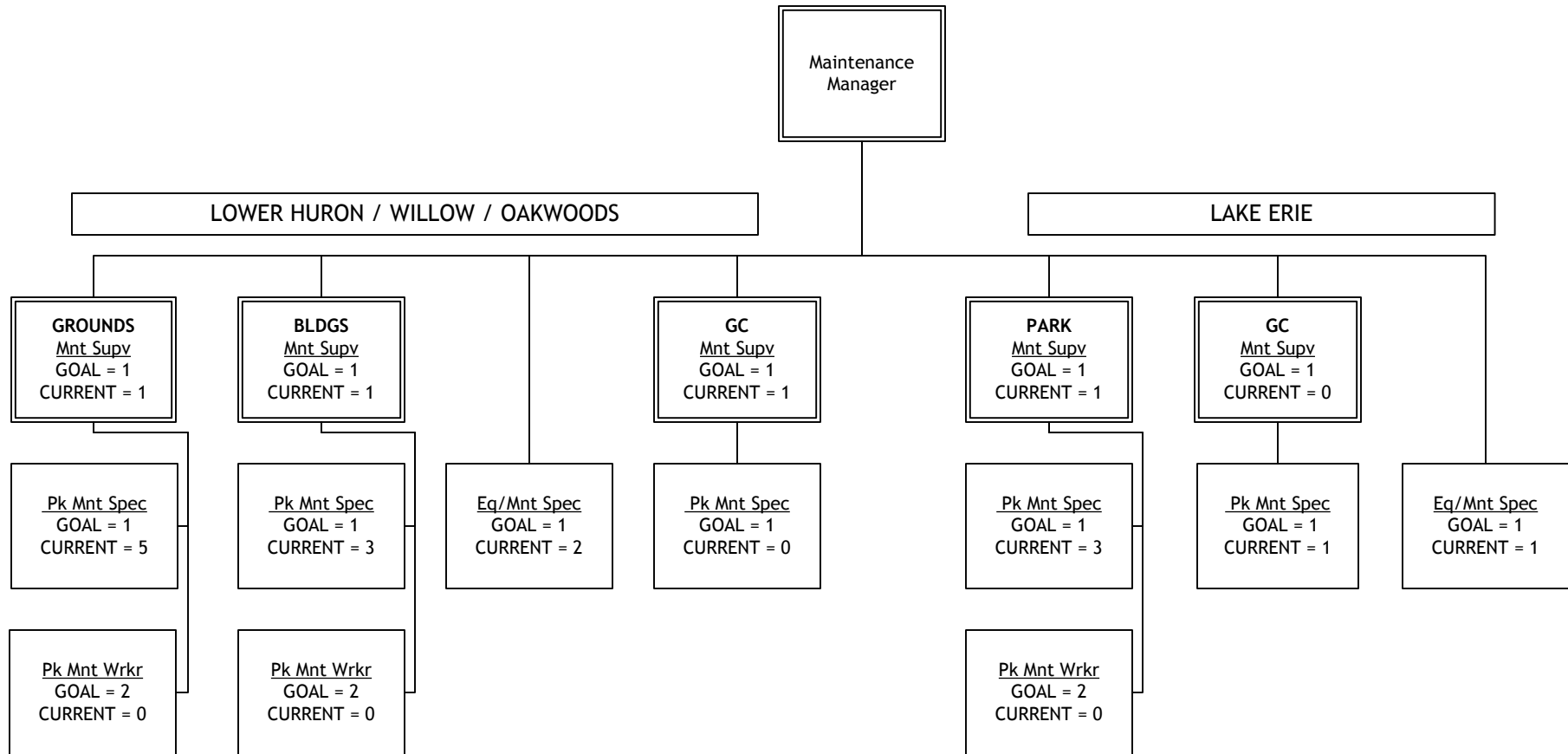
GOAL = 20 & CURRENT = 20



PARK MAINTENANCE - SOUTHERN DISTRICT / PROJECTED @ 12/31/2012

Approved by Board of Commissioners @ 3/2011

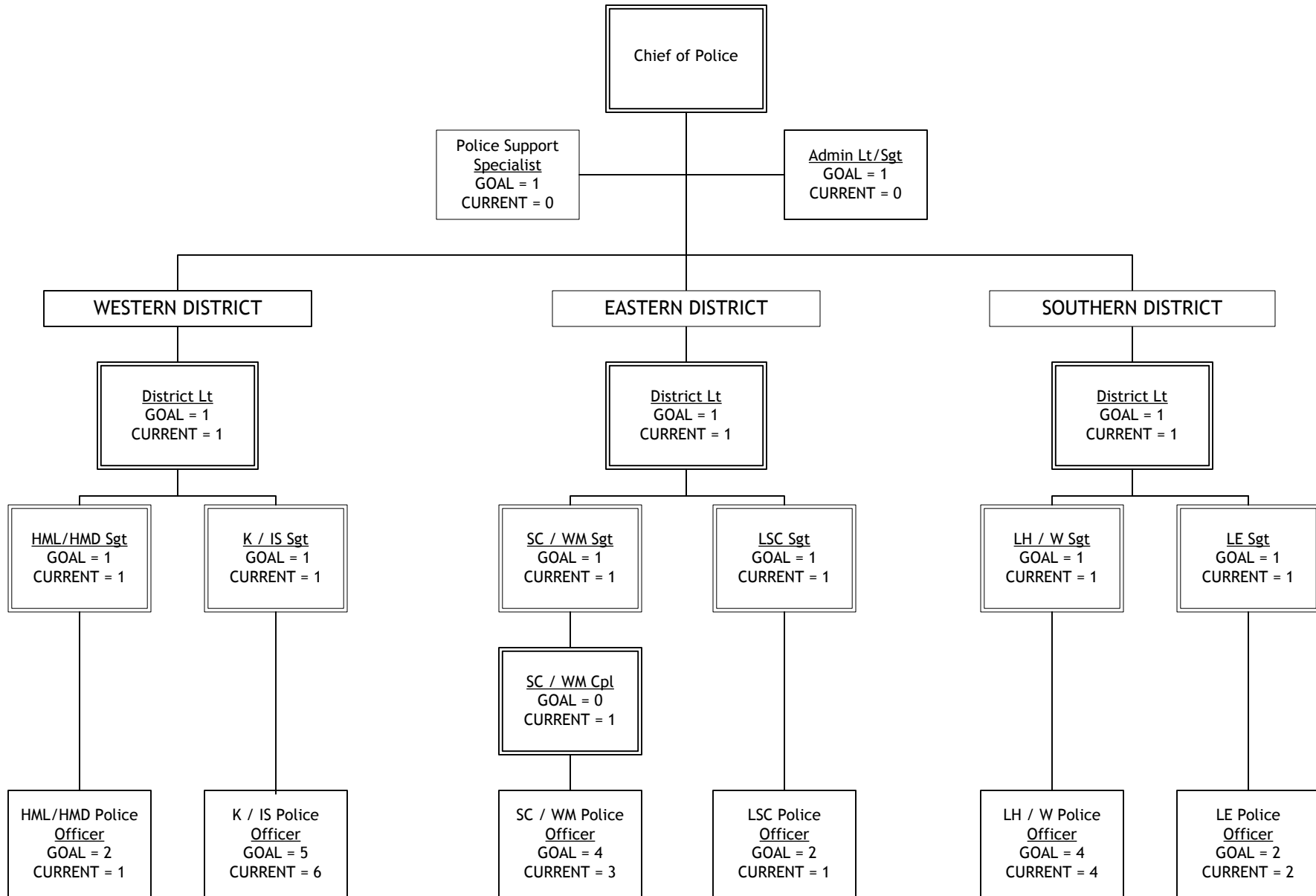
GOAL = 18 & CURRENT = 19



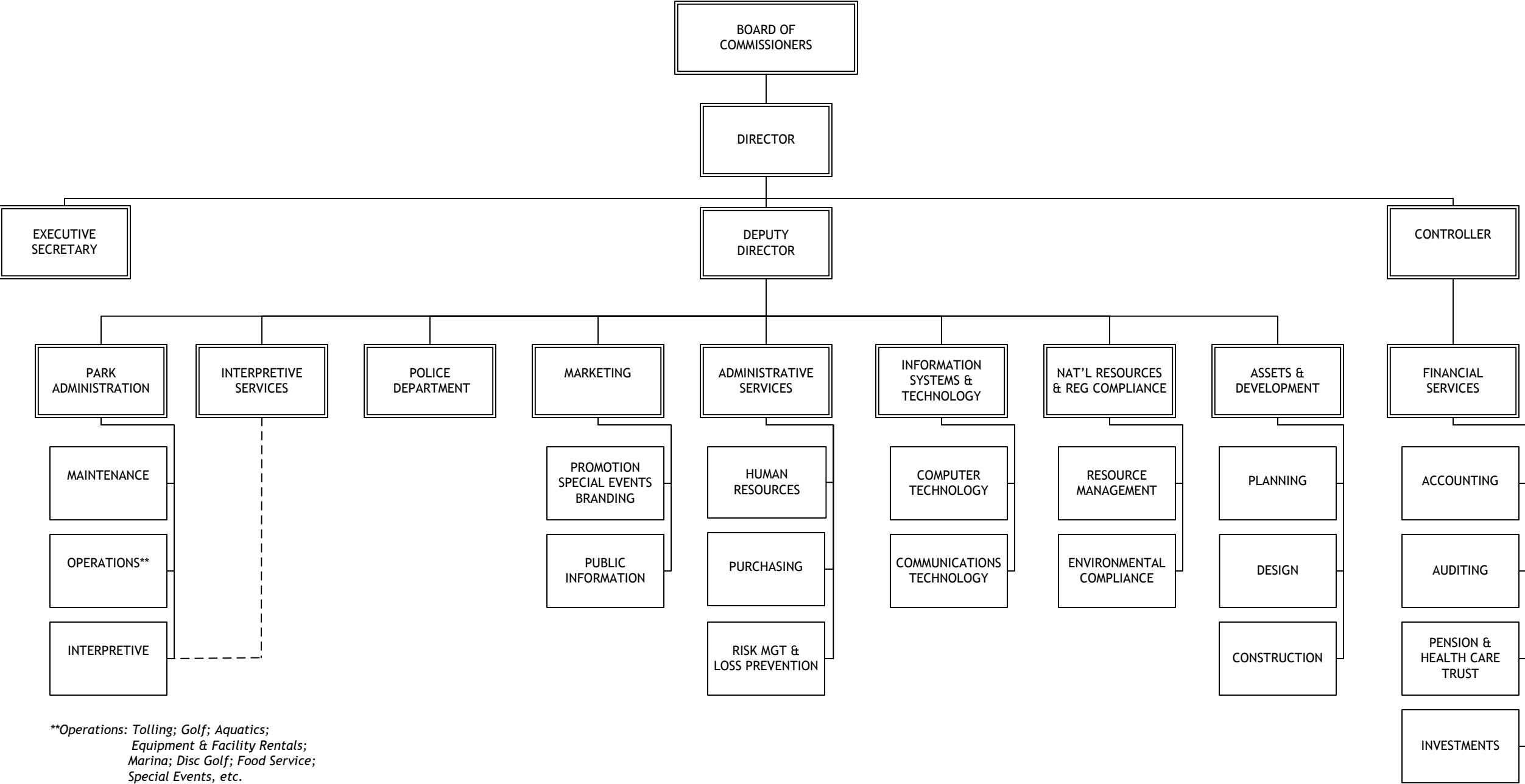
POLICE DEPARTMENT / PROJECTED @ 12/31/2012

Approved by Board of Commissioners @ 3/2011

GOAL = 30 & CURRENT = 26



HCMA FUNCTIONAL ORGANIZATION CHART





HURON-CLINTON METROPOLITAN AUTHORITY

8 - G - 2
Meeting of October 11, 2012

To: Board of Commissioners
From: Rebecca L. Franchock, Chief Accountant
Subject: 2012 Pension Plan Contribution
Date: October 4, 2012

The 2012 actuarial valuation of the Authority's Pension Plan was performed by Gabriel, Roeder, Smith & Company. The valuation results will be reviewed by the Pension Committee at their Oct. 11, 2012 meeting prior to the Board meeting.

The actuarial valuation process calculates the required contribution to adequately fund the Authority's pension costs for the 189 participants for the Pension Plan Year Oct. 1, 2011 to Sept. 30, 2012. Based on an update of employee census data for 2012 wage/service levels, Plan benefits and asset values, G.R.S. is recommending a contribution of \$2,579,654. This represents an increase of \$254,182 (11.4 percent) from 2011's contribution of \$2,315,742. The Pension Committee approved an early retirement window in May 2012, which contributed to the increased contribution. The contribution amount also includes reimbursement of seasonal pension benefits of \$35,300 paid out from the 2011 season. In total, the recommended contribution is 21.1 percent of base wages of \$12.2 million. G.R.S. considers the funded status of our Plan at 67.9 percent to be acceptable.

The 2012 Budget contains \$2,488,200 for the 2012 contribution. Therefore, a supplemental appropriation adjustment of \$94,000 from the Authority's Reserve account (as detailed on the attached summary) is necessary.

The Pension Committee is expected to approve requesting the \$2,579,654 contribution from the Board of Commissioners.

Recommendation: That the Board of Commissioners approve: (1) a transfer of \$2,579,654 to the Huron-Clinton Metropolitan Authority Pension Trust, and (2) \$94,000 supplemental appropriation from the Reserve account as recommended by the Huron-Clinton Metropolitan Authority Pension Committee and Chief Accountant Franchock.

HURON-CLINTON METROPOLITAN AUTHORITY
2012 PENSION PLAN CONTRIBUTION SUPPLEMENTAL APPROPRIATION

Account	Employees	Budget Pension	Pension Contribution	Appropriation Adjustment
117610900	5	71,400.00	68,244.80	3,200.00
130001900	15	190,400.00	204,734.40	(14,400.00)
180172908	1	11,900.00	13,648.96	(1,800.00)
180265908	0.5	6,000.00	6,824.48	(900.00)
180271908	3.5	41,700.00	47,771.36	(6,100.00)
180273908	2.5	29,800.00	34,122.40	(4,400.00)
180274908	2	23,800.00	27,297.92	(3,500.00)
180280908	5	65,500.00	68,244.80	(2,800.00)
180288908	2	23,800.00	27,297.92	(3,500.00)
180295908	1	11,900.00	13,648.96	(1,800.00)
180453908	0.5	6,000.00	6,824.48	(900.00)
180465908	1	11,900.00	13,648.96	(1,800.00)
180471908	3.5	41,700.00	47,771.36	(6,100.00)
180472908	1	11,900.00	13,648.96	(1,800.00)
180473908	5.5	65,500.00	75,069.28	(9,600.00)
180474908	4	59,500.00	54,595.84	5,000.00
180475908	2.5	29,800.00	34,122.40	(4,400.00)
180476908	0.5	6,000.00	6,824.48	(900.00)
180480908	4	65,500.00	54,595.84	11,000.00
180485908	0.5	6,000.00	6,824.48	(900.00)
180486908	0.5	5,900.00	6,824.48	(1,000.00)
180488908	3	35,700.00	40,946.88	(5,300.00)
180491908	3.5	41,700.00	47,771.36	(6,100.00)
180492908	2.5	29,800.00	34,122.40	(4,400.00)
180495908	1	23,800.00	13,648.96	10,200.00
180653908	1.5	17,800.00	20,473.44	(2,700.00)
180671908	2	23,800.00	27,297.92	(3,500.00)
180673908	3	41,700.00	40,946.88	800.00
180674908	1.5	17,900.00	20,473.44	(2,600.00)
180680908	4.5	53,600.00	61,420.32	(7,900.00)
180695908	1	11,900.00	13,648.96	(1,800.00)
180865908	1	11,900.00	13,648.96	(1,800.00)
180871908	3	35,700.00	40,946.88	(5,300.00)
180872908	1	11,900.00	13,648.96	(1,800.00)
180873908	2.5	41,700.00	34,122.40	7,600.00
180874908		29,800.00		29,800.00
180875908	1	11,900.00	13,648.96	(1,800.00)
180880908	4.5	47,600.00	61,420.32	(13,900.00)
180888908	1	11,900.00	13,648.96	(1,800.00)
180895908	1	11,900.00	13,648.96	(1,800.00)
180965908	1	11,900.00	13,648.96	(1,800.00)

HURON-CLINTON METROPOLITAN AUTHORITY
2012 PENSION PLAN CONTRIBUTION SUPPLEMENTAL APPROPRIATION

Account	Employees	Budget Pension	Pension Contribution	Appropriation Adjustment
180971908	3	35,700.00	40,946.88	(5,300.00)
180973908	4.5	53,600.00	61,420.32	(7,900.00)
180974908	4	47,600.00	54,595.84	(7,000.00)
180975908	1	11,900.00	13,648.96	(1,800.00)
180980908	2.5	47,600.00	34,122.40	13,500.00
180988908	3	29,700.00	40,946.88	(11,300.00)
180995908	1	11,900.00	13,648.96	(1,800.00)
181065908	1	11,900.00	13,648.96	(1,800.00)
181071908	1.5	17,900.00	20,473.44	(2,600.00)
181072908	0.5	6,000.00	6,824.48	(900.00)
181073908	2	23,800.00	27,297.92	(3,500.00)
181074908	1.5	29,700.00	20,473.44	9,300.00
181080908	3	47,600.00	40,946.88	6,700.00
181088908	2.5	23,800.00	34,122.40	(10,400.00)
181095908	1	11,900.00	13,648.96	(1,800.00)
181253908	1	11,900.00	13,648.96	(1,800.00)
181265908		11,900.00		11,900.00
181271908	3.5	41,700.00	47,771.36	(6,100.00)
181273908	4	41,700.00	54,595.84	(12,900.00)
181274908	1	11,900.00	13,648.96	(1,800.00)
181280908	4.5	41,600.00	61,420.32	(19,900.00)
181288908	1.5	23,800.00	20,473.44	3,400.00
181295908	1	11,900.00	13,648.96	(1,800.00)
181365908	1	11,900.00	13,648.96	(1,800.00)
181371908	0.5	6,000.00	6,824.48	(900.00)
181374908	0.5	6,000.00	6,824.48	(900.00)
181375908	0.5	5,900.00	6,824.48	(1,000.00)
181380908	1	11,900.00	13,648.96	(1,800.00)
181388908	2	23,800.00	27,297.92	(3,500.00)
181391908	2	29,800.00	27,297.92	2,600.00
181565908	1	11,900.00	13,648.96	(1,800.00)
181571908	1	11,900.00	13,648.96	(1,800.00)
181573908	1	23,800.00	13,648.96	10,200.00
181575908	0.5	6,000.00	6,824.48	(900.00)
181580908	2.5	17,900.00	34,122.40	(16,300.00)
181590908	2	35,700.00	27,297.92	8,500.00
181595908	1	11,900.00	13,648.96	(1,800.00)
181665908	1	11,900.00	13,648.96	(1,800.00)
181671908	0.5	5,800.00	6,824.48	(1,100.00)
181680908	1	11,900.00	13,648.96	(1,800.00)
181695908	1	11,900.00	13,648.96	(1,800.00)

HURON-CLINTON METROPOLITAN AUTHORITY
2012 PENSION PLAN CONTRIBUTION SUPPLEMENTAL APPROPRIATION

Account	Employees	Budget Pension	Pension Contribution	Appropriation Adjustment
1900100908	3.5	53,600.00	47,771.36	5,900.00
1900110908	5	71,400.00	68,244.80	3,200.00
1900120908	3	35,700.00	40,946.88	(5,300.00)
1900130908	3	59,500.00	40,946.88	18,600.00
1900140908	3	35,700.00	40,946.88	(5,300.00)
1900150908	1	35,700.00	13,648.96	22,100.00
190073908	0.5	12,000.00	6,824.48	5,200.00
190088908	1	11,900.00	13,649.52	(1,800.00)
Funds needed from Reserve				94,000.00
	189	2,488,200.00	2,579,654.00	-



HURON-CLINTON METROPOLITAN AUTHORITY

8 - G - 3
Meeting of October 11, 2012

To: Board of Commissioners
From: Rebecca L. Franchock, Chief Accountant
Subject: 2012 Retiree Health Care Trust Contribution
Date: October 4, 2012

The HCMA Retiree Health Care Trust was established in October 2005 to enable the Authority to start "prefunding" the Authority's retiree health care obligations (OPEB). OPEB's are post employment benefits the Authority provides retirees other than pensions, i.e., health, dental, vision, prescription drugs and life insurance. This was in recognition that future budgets and taxpayers should not be obligated to pay for OPEB's that have been previously earned.

The Retiree Health Care Board of Trustees retained Gabriel, Roeder, Smith & Company (GRS) in 2011 to perform an actuarial valuation of Authority OPEB's. The GRS actuarial valuation report calculated benefit values, liabilities and the Annual Required Contribution (ARC). This valuation was necessary for complying with the accounting requirements of the Governmental Accounting Standards Board Statement #45.

GRS calculated the ARC for both 2011 and 2012. Based on 10/1/2011 data, GRS calculated the Authority's total actuarial accrued liability for OPEB's at \$35.8 million. Currently, the Retiree Health Care Trust has assets of \$16.8 million, leaving an "unfunded accrued liability" of \$19.0 million. To amortize this \$19.0 million unfunded liability over a 29-year period for HCMA's "closed" group would require a 2012 contribution of \$2,461,036 to fund OPEB's for current retirees/spouses (166) and for future OPEB's being earned by active employees (181).

HCMA has transferred \$60,103 from Medicare Part D subsidy payments, \$101,175 from the Early Retirement Reinsurance Program and \$2,042 from forfeitures from the HCMA Employee FSA program to the Retiree Health Care Trust Fund during 2012. These transferred payments can be used to reduce the 2012 ARC to \$2,297,716.

The Retiree Health Care Trust Fund will pay out approximately \$1,198,000 for current retiree OPEB's for 2012. The remaining \$1,142,948 is necessary to "prefund" future OPEB's.

The Board of Commissioners has been supportive of Staff's efforts to "prefund" the OPEB obligations. The 2012 Budget has \$2,472,500 available for funding the 2012 "net" ARC of \$2,461,036. Appropriation transfers between accounts are necessary to redistribute budgeted funds into the correct operation expense accounts as detailed on the attached Summary.

The Retiree Health Care Board of Trustees will be meeting to review the 2012 ARC prior to the Board of Commissioners meeting. The Board of Trustees is expected to approve requesting the \$2,461,036 from the Board of Commissioners.

Attachment: 2012 Retiree Health Care Trust Contribution Appropriation Adjustment

Recommendation: That the Board of Commissioners approve: (1) a transfer of \$2,461,036 to the Huron-Clinton Metropolitan Authority Retiree Health Care Trust Fund as recommended by the Retiree Health Care Trust Board of Trustees and to approve the attached appropriation transfers.

Huron-Clinton Metropolitan Authority
2012 Retiree Health Care Trust Contribution Appropriation Adjustment

Account	Employees	OPEB Budget	OPEB Contribution	Appropriation Adjustment
117610900	5	37,800.00	34,886.30	2,900.00
130001900	15	100,800.00	104,658.90	(3,900.00)
180172910	1	6,300.00	6,977.26	(700.00)
180265910	0.5	3,200.00	3,488.63	(300.00)
180271910	3.5	22,100.00	24,420.41	(2,400.00)
180273910	1.5	9,500.00	10,465.89	(1,000.00)
180274910	2	12,600.00	13,954.52	(1,400.00)
180280910	5	34,700.00	34,886.30	(200.00)
180288910	2	12,600.00	13,954.52	(1,400.00)
180295910	1	6,300.00	6,977.26	(700.00)
180453910	0.5	3,200.00	3,488.63	(300.00)
180465910	1	6,300.00	6,977.26	(700.00)
180471910	3.5	25,200.00	24,420.41	700.00
180472910	1	6,300.00	6,977.26	(700.00)
180473910	4.5	28,400.00	31,397.67	(3,000.00)
180474910	4	31,500.00	27,909.04	3,500.00
180475910	2.5	15,800.00	17,443.15	(1,700.00)
180476910	0.5	3,200.00	3,488.63	(300.00)
180480910	4	34,700.00	27,909.04	6,700.00
180485910	0.5	3,200.00	3,488.63	(300.00)
180486910	0.5	3,200.00	3,488.63	(300.00)
180488910	3	18,900.00	20,931.78	(2,100.00)
180491910	3.5	22,100.00	24,420.41	(2,400.00)
180492910	2.5	15,800.00	17,443.15	(1,700.00)
180495910	1	12,600.00	6,977.26	5,600.00
180653910	1.5	9,500.00	10,465.89	(1,000.00)
180671910	2	12,600.00	13,954.52	(1,400.00)
180673910	2	12,600.00	13,954.52	(1,400.00)
180674910	1.5	9,500.00	10,465.89	(1,000.00)
180680910	4.5	28,400.00	31,397.67	(3,000.00)
180695910	1	6,300.00	6,977.26	(700.00)
180865910	1	6,300.00	6,977.26	(700.00)
180871910	3	22,100.00	20,931.78	1,100.00
180872910	1	6,300.00	6,977.26	(700.00)
180873910	2.5	22,100.00	17,443.15	4,600.00
180874910		15,800.00		15,800.00
180875910	1	6,300.00	6,977.26	(700.00)
180880910	4.5	25,200.00	31,397.67	(6,200.00)
180888910	1	6,300.00	6,977.26	(700.00)
180895910	1	6,300.00	6,977.26	(700.00)
180965910	1	6,300.00	6,977.26	(700.00)
180971910	3	18,900.00	20,931.78	(2,100.00)
180973910	3.5	28,400.00	24,420.41	3,900.00
180974910	4	25,200.00	27,909.04	(2,800.00)

Huron-Clinton Metropolitan Authority
2012 Retiree Health Care Trust Contribution Appropriation Adjustment

Account	Employees	OPEB Budget	OPEB Contribution	Appropriation Adjustment
180975910	1	6,300.00	6,977.26	(700.00)
180980910	2.5	25,200.00	17,443.15	7,700.00
180988910	3	15,800.00	20,931.78	(5,200.00)
180995910	1	6,300.00	6,977.26	(700.00)
181065910	1	6,300.00	6,977.26	(700.00)
181071910	1.5	9,500.00	10,465.89	(1,000.00)
181072910	0.5	3,200.00	3,488.63	(300.00)
181073910	2	6,300.00	13,954.52	(7,700.00)
181074910	1.5	15,800.00	10,465.89	5,300.00
181080910	3	25,200.00	20,931.78	4,200.00
181088910	2.5	12,600.00	17,443.15	(4,900.00)
181095910	1	6,300.00	6,977.26	(700.00)
181253910	1	6,300.00	6,977.26	(700.00)
181265910	0	6,300.00		6,300.00
181271910	3.5	22,100.00	24,420.41	(2,400.00)
181273910	2	18,900.00	13,954.52	4,900.00
181274910	1	6,300.00	6,977.26	(700.00)
181280910	4.5	22,100.00	31,397.67	(9,300.00)
181288910	1.5	12,600.00	10,465.89	2,100.00
181295910	1	6,300.00	6,977.26	(700.00)
181365910	1	6,300.00	6,977.26	(700.00)
181371910	0.5	3,200.00	3,488.63	(300.00)
181374910	0.5	3,200.00	3,488.63	(300.00)
181375910	0.5	3,200.00	3,488.63	(300.00)
181380910	1	6,300.00	6,977.26	(700.00)
181388910	2	12,600.00	13,954.52	(1,400.00)
181391910	2	15,800.00	13,954.52	1,800.00
181565910	1	6,300.00	6,977.26	(700.00)
181571910	1	6,300.00	6,977.26	(700.00)
181573910	1	12,600.00	6,977.26	5,600.00
181575910	0.5	3,200.00	3,488.63	(300.00)
181580910	2.5	9,500.00	17,443.15	(8,000.00)
181590910	2	18,900.00	13,954.52	4,900.00
181595910	1	6,300.00	6,977.26	(700.00)
181665910	1	6,300.00	6,977.26	(700.00)
181671910	0.5	3,200.00	3,488.63	(300.00)
181680910	1	6,300.00	6,977.26	(700.00)
181695910	1	6,300.00	6,977.26	(700.00)
1900100910	2.5	22,100.00	17,443.15	4,600.00
1900110910	5	31,500.00	34,886.30	(3,400.00)
1900120910	2	12,600.00	13,954.52	(1,400.00)
1900130910	3	31,500.00	20,931.78	10,500.00
1900140910	3	18,900.00	20,931.78	(2,100.00)
1900150910	1	18,900.00	6,977.26	11,900.00

Huron-Clinton Metropolitan Authority
2012 Retiree Health Care Trust Contribution Appropriation Adjustment

Account	Employees	OPEB Budget	OPEB Contribution	Appropriation Adjustment
190073910	0.5	6,300.00	3,488.63	2,800.00
190088910	1	6,300.00	6,977.26	(700.00)
190071910		1,198,200.00	1,198,151.94	-
Funds needed from the Reserve				(8,300.00)
	181	2,472,500.00	2,461,036.00	-



HURON-CLINTON METROPOLITAN AUTHORITY

8 - G - 4 - a
Meeting of October 11, 2012

To: Board of Commissioners
From: Rebecca L. Franchock, Chief Accountant
Subject: 2012 Pension Plan Investment Report
Date: October 4, 2012

The 2012 Pension Plan contribution of \$2,579,654, plus \$4,424,742 from a maturing Guaranteed Investment Contract with Hartford represents the funds that were available for investment by the Pension Committee. This \$7.0 million represents approximately 13.6 percent of Plan assets of \$51.3 million (after deposit).

Investment alternatives were reviewed by the Plan's investment advisor, Mr. Jay Yentis within: (1) the parameters of the Pension Plan's Investment Policy, (2) current positioning of Plan assets, (3) current market/interest rate conditions, (4) available investment options, and (5) cash flow needs. Interest rates continue at historic low levels, making GIC's and CD's unattractive. Current economic conditions have created a great deal of volatility in the equity markets.

During the next Plan year, the Plan is expected to pay out \$3.8 million in retiree annuity benefits. Mr. Yentis recommends investing \$5,424,742 into the Lincoln IPG administrative/investment contract, which currently yields 3.0 percent. The remaining funds of \$1,579,654 would be allocated as follows: \$1 million to bonds and \$579,654 to equities.

After making these investments, the Plan's asset allocation mix would be approximately 31 percent guaranteed, 1 percent cash, 33 percent bonds and 35 percent equities.

It is expected the Pension Committee will approve these investment recommendations at their October 11, 2012 meeting.

These investments are within the parameters of the Board of Commissioners approved Investment Policy.

This report is made in order to fulfill the Board of Commissioner's oversight responsibilities.

Recommendation: That the Board of Commissioners receive and file 2012 Pension Plan Investment Report as recommended by Chief Accountant Franchock.



HURON-CLINTON METROPOLITAN AUTHORITY

8 - G - 4 - b
Meeting of October 11, 2012

To: Board of Commissioners
From: Rebecca L. Franchock, Chief Accountant
Subject: 2012 Retiree Health Care Trust Investment Report
Date: October 4, 2012

The proposed 2012 Retiree Health Care Trust contribution of \$2,461,000 that is expected to be approved at the October 11, 2012 Board meeting are the funds that are available for investment by the Board of Trustees. This \$2.5 million represents 12.8 percent of Trust assets of \$19.2 million (after deposit).

Investment alternatives were reviewed by the Trust's investment advisor, Mr. Jay Yentis within: (1) the parameters of the Trust's Investment Policy, (2) current positioning of Trust assets, (3) current market/interest rate conditions, (4) available investment options, and (5) cash flow needs. Currently, the \$16.8 million of Trust assets are allocated 21 percent guaranteed, 41 percent bonds, 35 percent equities and 3 percent cash.

The expected payouts for current retiree health care benefits over the next 12 months total approximately \$1.4 million. Additional funds will be needed in the Vanguard Money Market account to cover these expected payments.

Mr. Yentis offered two alternative investment options which are attached. He recommends Option Two. This option places \$500,000 of the deposit in the Trust's Vanguard Prime Money Market Fund. The remaining \$1,961,036 would be allocated as follows: \$1 million in bond funds with the remaining allocation (\$961,036) into equities.

After making these investments, the Trust's asset allocation mix would be approximately 36 percent equities, 41 percent bonds, 18 percent guaranteed and 5 percent cash. This allocation would be slightly outside the approved Investment Policy ranges. Bonds would be slightly higher (41 percent vs. 40 percent maximum). Guaranteed (including cash) would be slightly below (23 percent vs. 25 percent minimum).

It is expected the Board of Trustees will approve these investment recommendations at their October 11, 2012 meeting.

This report is made in order to fulfill the Board of Commissioner's oversight responsibilities.

Recommendation: That the Board of Commissioners receive and file 2012 Retiree Health Care Trust Investment Report as recommended by Chief Accountant Franchock.



HURON-CLINTON METROPOLITAN AUTHORITY

8 - G - 5
Meeting of October 11, 2012

To: Board of Commissioners
From: Rebecca Franchock, Chief Accountant
Subject: Third Quarter 2012 Appropriation Adjustments
Date: October 4, 2012

In order to maintain compliance with 2012 Budget line item appropriation limits, monthly reviews have been made of Capital and Operation General Fund expenditure accounts. As a result of these reviews and subsequent review and approval by the Deputy Director, these appropriation adjustments have been recorded.

\$708,600 (45 percent) of the \$1,587,500 in General Fund appropriation adjustments made represent appropriations transferred between accounts within the same cost center.

\$495,500 (31 percent) of the \$1,587,500 in General Fund appropriation adjustments made represent appropriations transferred between accounts, between different cost centers.

Appropriations totaling \$383,400 (24 percent) were made from the General Fund Reserve for Future Contingency Account for the following items:

- | | | |
|----|------------|---------------------------------------------------------------------------------------------------------------------|
| 1 | \$ 120,000 | Unbudgeted legal expenses related to Police employee litigation. |
| 2 | \$ 132,100 | Unbudgeted retirements for the Administrative Office and Kensington. |
| 3 | \$ 13,500 | Unbudgeted phone system improvements for Kensington and Hudson Mills. |
| 4 | \$ 15,500 | Bench, tree donation programs for Kensington, Hudson Mills, Stony Creek, Lake Erie, Wolcott Mill and Huron Meadows. |
| 5 | \$ 4,600 | Grant for interpretive programming at Wolcott Mill. |
| 6 | \$ 50,600 | Additional part-time wages due to accelerated attrition of full-time employees. |
| 7 | \$ 25,000 | Correction of budget compilation errors. |
| 8 | \$ 2,200 | Historical marker at Wolcott Mill. |
| 9 | \$ 1,200 | Funds from sale of cattle used to diversify herd. |
| 10 | \$ 1,000 | Additional playground inspections at Huron Meadows. |
| 11 | \$ 1,000 | Additional compensation time payments for Indian Springs. |
| 12 | \$ 16,700 | Correct earlier budget reductions for Lower Huron, Hudson Mills and Huron Meadows. |

Please note that in addition to the above appropriation adjustments, 2012 Budget appropriation adjustments totaling \$47,600 were returned to the General Fund Reserve for Future Contingencies Account related to loss of full-time staff. In total, there was a net reduction to the Reserve of \$335,800.

Attachment: Third Quarter 2012 Appropriation Adjustments

Recommendation: That the Board of Commissioners approve the Third Quarter Appropriation adjustments as recommended by Deputy Director Almas and Chief Accountant Franchock.

Summary of Changes by Cost Center

	Appropriations Transferred Out of Cost Center	Appropriations Transferred Into Cost Center	Appropriations Transferred Within Cost Center	Appropriations From Reserve	Total Appropriations Transferred
<u>Capital Improvements</u>					
Lake St Clair	-	-	12,000	-	12,000
Kensington	-	18,000	-	-	18,000
<u>Equipment</u>					
Lake St Clair	-	-	57,000	-	57,000
Kensington	(18,000)	16,100	8,900	-	7,000
Lower Huron	-	7,500	3,500	-	11,000
Hudson Mills	(37,800)	5,000	6,000	-	(26,800)
Stony Creek	(44,200)	39,400	12,200	-	7,400
Lake Erie	-	-	2,300	-	2,300
Wolcott Mill	-	5,000	1,800	-	6,800
Indian Springs	-	3,800	2,800	-	6,600
Huron Meadows	-	18,000	2,200	-	20,200
Central Pool	-	-	6,600	-	6,600
<u>Major Maintenance</u>					
Lake St Clair	(12,700)	-	-	-	(12,700)
Kensington	(12,600)	-	-	-	(12,600)
Hudson Mills	(6,600)	-	-	-	(6,600)
Stony Creek	(9,000)	9,000	-	-	-
Indian Springs	(15,000)	-	-	-	(15,000)
<u>Operations</u>					
Administrative Office	(20,200)	15,400	26,300	220,600	242,100
Lake St Clair	(4,800)	27,900	138,900	-	162,000
Kensington	(56,400)	54,100	95,100	76,500	169,300
Lower Huron	(99,700)	6,500	19,500	-	(73,700)
Hudson Mills	(12,900)	7,100	70,100	15,200	79,500
Stony Creek	(37,700)	6,900	77,300	16,600	63,100
Willow	(45,700)	106,100	27,600	5,800	93,800
Lake Erie	(7,500)	59,800	51,000	2,700	106,000
Wolcott Mill	(500)	7,500	43,800	19,500	70,300
Indian Springs	(54,000)	72,700	35,200	13,000	66,900
Huron Meadows	(200)	7,400	7,000	13,500	27,700
North Metroparkway I	-	2,000	-	-	2,000
North Metroparkway II	-	300	-	-	300
North Metroparkway III	-	-	1,500	-	1,500
Total All Funds	\$ (495,500)	\$ 495,500	\$ 708,600	\$ 383,400	\$ 1,092,000



8 - G - 6
Meeting of October 11, 2012

HURON-CLINTON METROPOLITAN AUTHORITY

To: Gregory J. Almas, Deputy Director
From: Maria van Rooijen
Subject: Report – Fall Surplus Equipment Auction
Date: October 4, 2012

On Sept. 29, 2012 the Authority had its fall Surplus Equipment Auction at the Wolcott Mill Farm Learning Center. The auction was well attended with more than 300 registered bidders and 234 lots sold.

Net proceeds to the Authority were \$125,512.50; and the Wayne County Airport Authority received \$110,950.00 for a net total \$236,462.50.

The combined effort of staff and the auctioneer, Chuck Cryderman and Associates made for a well organized auction again this year.

Recommendation: That the Board of Commissioners receive and file the fall Surplus Equipment Report as recommended by Buyer, Maria van Rooijen and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Gregory J. Almas, Deputy Director
Subject: September and Miscellaneous Donations
Date: October 4, 2012

The following donations were received through Sept. 30, 2012:

1. The Dexter Soccer Club made a \$2,500 cash donation to purchase fertilizer and insecticide for the soccer fields located at Hudson Mills Metropark.
2. David Wahl made a \$1,200 cash donation to purchase four Tulip trees to be planted at the Golf Course at Kensington Metropark in memory of Wendy Wahl-Denno and in honor of all Metropark employees.
3. Carol Cwiek, Kathy Weingarden and Stanley Cwiek made a \$1,000 cash donation to purchase three Autumn Blaze Maple trees to be planted at Lake St. Clair Metropark in memory of their parents.
4. Joan Hines made a \$900 cash donation to purchase three white pines to be planted at Lake St. Clair Metropark.
5. Robert Teschendorf made a \$350 cash donation to purchase a tree to be planted at Lake St. Clair Metropark.
6. Kathy Dymecki made a \$300 cash donation to purchase a picnic table to be used at Kensington Metropark in memory of Mark A. Miller.
7. Melissa Harrison donated a pot-bellied pig to the Kensington Farm Center; itemizing a value of \$300.
8. Jay Miller donated a snow goose mount to the Oakwoods Nature Center; itemizing a value of \$300.

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.

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

October 3, 2012

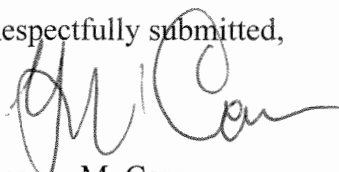
Dear Chairman Marrocco:

The Legislature returned for a total of six (6) session days in September and did little more than gear up issues for the lame duck session in December. While publically questioning if there will be much of a post-election session at all, literally hundreds of bills have been advanced by leadership and are eligible for passage yet this year. All bills not acted upon by the end of 2012 die with final session adjournment.

Much of the potential list of active issues hinge upon the six ballot initiatives. By example, if Prop 1 fails then the state's Emergency Financial Manager Act is repealed and a replacement will be advanced. Props 2 and 4, if passed will almost assure legislative action to limit their effectiveness. Most controversial is Prop 5, the 2/3 vote requirement on state taxes. With transportation taxes, Medicaid funding and other revenue issues impacted this could be the most legislatively active ballot proposal this election.

In the meantime, the Legislature will return for one day of session on October 17th prior to the November 6th General Election. Lansing is literally empty of legislators and staff as campaigns are in full gear.

Respectfully submitted,



George M. Carr



**HURON-CLINTON METROPOLITAN AUTHORITY
SEPTEMBER MONTHLY REPORT
FOR
BOARD OF COMMISSIONERS
OCTOBER 11, 2012**

Deputy Director's Comments

- September visitation and revenue numbers were up continuing a good 2012.
- The Boating and Outdoor Recreational Festival operated by the Michigan Boating Industry Association (MBIA) took place at Lake St. Clair Metropark. Numbers were comparable to 2011 despite poor weather reports. This was the final year of the three year agreement with MBIA.
- The annual Surplus Equipment Auction also took place on Sept. 29 generating \$132,000 which was more than anticipated. This year, HCMA partnered with the Wayne County Airport Authority making more items available to bidders.
- Lisa Dolan accepted the Controller's position and will begin employment on Oct. 15. Staff looks forward to, and welcomes her arrival.

Eastern District

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

- Labor Day Weekend produced good attendance as the weather cooperated with mild temperatures with no rain.
- Lake St. Clair Metropark hosted a couple events as part of the Michigan Navy Week celebration commemorating the War of 1812. On Sept. 7, a concert took place consisting of the U.S. Navy Band, the American House Traveling Band, and the Michigan Philharmonic. On Sept. 8, the Navy played a softball game against members of the Detroit Red Wing Alumni Association. Both these events were nice attractions for the park to offer and crowds were appreciative.
- The Clinton River Watershed Council and the Clean Water Action Committee conducted cleanup efforts in the park. The Watershed Council used kayaks donated from a local livery to remove garbage from the marsh and marina areas. The Clean Water Action Committee cleaned up the beach area and removed 900 lbs of debris.
- The Boating and Outdoor Recreational Festival took place Sept. 20 – 23. For the third consecutive year, the Michigan Boating Industries Association (MBIA) organized and operated the show. The forecasted weather for the event was dismal, however, weather turned out to be descent with cool temperatures and very little rain. Staff is still awaiting final internet ticket sale numbers, but preliminary sales look to be comparable to last year's numbers. Organizers and vendors for the show were very upbeat and optimistic in the future of the industry and how the MBIA promoted and conducted show.
- Other events held at Lake St. Clair included several cross country runs; TGA golf, the Get Out and Play Festival, Lupus Association Walk, Solid Ground 5K walk and the annual St. Joan of Arc school outing that attracted nearly 1,000 participants. Three concerts also took place with Walt Lipiec performing on Sept. 16, Mike Zelenak on Sept. 23 and The Varitones on Sept. 30.
- September was an above average month in terms of visitation and revenues at Stony Creek Metropark. Labor Day weekend attracted nearly 14,000 vehicles for the three day period. The weather was seasonal with nice fall days.

Eastern District (con't)

- The Ripslide closed for the season on Sept. 3. In its first full season of operation, the inflatable waterslide produced gross sales of more than \$98,000. The slide is owned and operated by a private concessionaire that paid the park 20 percent of gross sales which amounted to nearly \$20,000. The Ripslide was well operated and it is a popular attraction at the park with patrons of all ages.
- The Stony Creek Boat Rental facility closed for the season on Sept. 16. This was, once again, another record setting year with \$141,000 in revenue.
- The fourth Rustic Family Camping Weekend of the season took place on Labor Day weekend. Once again, all 45 sites were reserved with more than 200 individual campers. All camping weekends have been extremely successful and feedback continues to be positive. Staff looks forward to the final camping event for the season which will be Oct. 2 – 14. This will be a Halloween themed camping weekend with many special activities.
- The Banquet Tent continues to grow in popularity as nine weddings were held at the site during the month. Three additional weddings were held within the Sheldon Estate area. Other events occurring in the park included several cross country runs, one bass fishing tournament, an endurance bike race and four charity walk/runs including the annual “Walk for ALS” on Sept. 30 which attracted nearly 1,000 participants.
- Wolcott Farm Center hosted the annual “Old Skool Classic” cross country run on Sept. 22 with 1,400 participants.
- The HCMA Surplus Equipment auction was held at the Farm on Sept. 29.
- Cider and Donut Wagon Rides were held on all weekends after Labor Day. Wolcott Historic Mill hosted the Applefest on Sept. 16 and the annual Quilt/Antique Car Show was held Sept. 22 and 23.

Western District

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

- September began with a holiday weekend and summer-like weather. Temperatures were in the 80's all three days with no rain and partly sunny skies. It was a great ending to a wonderful summer at our water facilities.
- There were many events held throughout the District during the month. Kensington began the month with the annual West Bloomfield Cross Country Invitational with 1,800 runners, the MS Society Walk with 1,000 walkers, the Gianni Ferrarotti Lung Cancer Walk, Turner Syndrome, St. Joseph Mercy Health System, ALS of Michigan Walk with 1,200 walkers, the 29th Annual Kensington Challenge with more than 500 runners and the USAC Cycle cross race hosted by Tailwind racing.
- The 16th Annual Astronomy at the Beach was held at Maple Beach on Sept. 21 and 22. This event, hosted by the Great Lakes Association of Astronomy Clubs and Kensington had 2,000 visitors that enjoyed gazing at the night sky through telescopes provided by GLACC members.
- For the second year in a row, volunteers from the Community Choice Credit Union helped weed flower beds and spruce up the area surrounding the beach house at Martindale Beach.
- Hudson Mills hosted the Vision Builders Walk; the Annual Juvenile Diabetes Walk which has grown over the years to 2,500 walkers, and for the first time, Hudson mills was the host site for the Crohn's and Colitis walk.

Western District (con't)

- Autumn Olive was also removed on the Disc Golf Courses. An Autumn Olive Committee was formed with members of the disc golf community and Metropark employees. This group along with Boy Scout volunteers and their parents assisted in the removal of this invasive species. More than a hundred plants were removed. A disc golf clinic was also held for the Boy Scouts to introduce them to disc golf.
- Huron Meadows has been the host site for numerous cross country meets. On Sept. 28 and 29, Saline hosted an invitational with more than 53 teams participating. Sept. 28 had elementary and middle schools running and high school participants ran on Sept. 29.
- Indian Springs staff met with the Huron Valley Optimist Club for the upcoming Great Pumpkin Hunt to be held in October.
- The North American Nature Photography Association presented the “Art of Nature Photography” at the Environmental Discovery Center. This one day seminar was presented by Steve Gettle a professional nature photographer and it covered all aspects of nature photography.
- Jerry Cyr the Park Operations Manager for Hudson Mills and Huron Meadows attended the first ever Municipal Golf Institute at Olgebay Park. The training was excellent and offered many insights into municipal golf.

Southern District

Lower Huron, Willow, Oakwood, Lake Erie –

Jim Pershing

- Turtle Cove attendance was ahead of last year at the end of August but just fell short of breaking the 2011 attendance record.
- As an effort to increase attendance at the Lower Huron Par 3 Golf Course, staff started a “league” for many of the regulars early in the season. Approximately 60 people participated in this “league” throughout the season. On Sept. 1 the “wrap up outing” was held with approximately 30 people attending.
- The “Doggie Days” event drew approximately 150 dogs and their owners to the Lake Erie Wave Pool on Sept. 9 and canines of all shapes and sizes enjoyed a frolic in the pool.
- “Hawkfest” was held at Lake Erie on Sept. 15 and provided an educational and entertaining program that was enjoyed by many park patrons.
- The annual “Fall Festival” was held at the Oakwoods Nature Center on Sept. 29. Bunnies, crafts for the kids, Voyageur canoe rides, hay wagon rides and musical entertainment provided the backdrop for this fun filled day enjoyed by approximately 200 people.

Interpretive Services –

Mike George

- All interpretive facilities were engaged with seasonal offerings and events. Special events such as Hawkfest at Lake Erie, Astronomy at the Beach at Kensington, Johnny Appleseed Festival at Wolcott Mill Historic Center, Oakwoods Nature Centers Fall Festival, the Wildlife Weekend event at the Environmental Discovery Center and the ever popular hayrides at Kensington and Wolcott Farms, helped to produce fond memories for our park visitors. All of the facilities were heavily involved with school programming during the month as well.

Interpretive Services (con't)

Lake St. Clair Nature Center

- The biggest event of the month was the “Get Out and Play Macomb.” This is the third year for this event which is a cooperative program with the Healthy Kids, Healthy Futures Coalition. This coalition includes Macomb County Health Department, Macomb Intermediate School District, Great Parents- Great Start-Macomb, Head Start-Macomb, Boy Scouts, Girl Scouts, MSU Extension, Henry Ford Macomb Hospital, St. John’s Hospital, Arab Community Center and several others. The event had great attendance with 1,200 people enjoying Hay Wagon rides, gardening with your family, nature activities, bug hunts , self-guided nature stations, a straw maze, sand play and sand castle building, learn to fish casting games, orienteering with Boy Scouts, bubbles and ring toss games and healthy nutritious snacks. This is an Eastern District event promoting all the Metroparks in Macomb County.
- The second big event of the month was the “Hummingbird and Monarch Day” with on-going activities, crafts, a butterfly tent, gardening tips and free plants and trips to the banding area to observe small birds including hummingbirds that were banded for research.

Wolcott Mill Historic Center

- General visitation increased by a third with major programs bringing the numbers up.
- The “Johnny Appleseed Festival” was a great success and visitors commented on what a great day they had.
- The Quilt and Car Show had good weather and visitation.
- Staff provided several off-site experiences with one egg program at a local library as well as helping at the “No Child Left Inside Day” at Lake St. Clair Metropark.
- Programs for 2013 have already been put in place and schools are already setting up their field trips for spring.

Wolcott Mill Farm Center

- September was a productive month. Staff harvested a third hay cutting and it looks like there may have a fourth cutting. Silos are full and the remainder of the corn and soy Beans are waiting for harvest.
- For the first time in six years staff planted pumpkins with the help of local farmers. There is a bumper crop of pumpkins over four acres. Staff is realizing a tremendous savings over purchasing the pumpkins as was done in the past.
- The Farm also was the site for the 6th Annual Old Skool Classic Cross Country invitational. The invitational which is put on by the Armada and Romeo Schools cross country teams had another successful event with more than 1,400 participants and a crowd of more than 2,300 spectators. One change that made a great difference was charging for spectators parking. This brought in an additional \$900 in revenue to the farm with very few complaints from the public.
- For the third year staff participated in Lake St. Clair Metroparks, No Child Left Inside – Get Out and Play event. The children learned how to plant and care for bulbs and other fall plantings.
- The Annual fall Surplus Auction was also held at the farm this month.
- In addition, school tours are starting up again and bookings for April and May 2013 tours are already filling up.
- There are now two working horse teams to keep our horse drawn wagon rides going. Katie our newest member has fit in nicely and is doing a great job pulling with her son JJ.

Interpretive Services (con't)

Wolcott Mill Farm Center

- The Farm also has a five acre maze this year that will take some time to complete and there is have a small children's maze. Of course no visit to the farm in the fall would be complete without visiting the BOO Barn.

Stony Creek Nature Center

- The "Friday Night Canoe" programs did very well during the month with all of the programs filling up.
- "History Wagon Rides and Ice Cream" which highlighted the Sheldon property was also offered this month and was well attended.
- A program on butterflies was also enjoyed by the families participating in the rustic camping weekend.
- There were 47 dedicated volunteers that donated 146 hours of their time to the care and feeding of the Nature Center's animals, trail work and cleaning flower beds.

Environmental Discovery Center

- Two major weekend programs took place at the EDC this month. Staff presented the inaugural "Wildlife Weekend" on Sept. 22 and 23, and "Webelos Badge Days" took place the last weekend of the month. Additionally, the usual family, homeschool, and school appointment programs also took place. The "Wildlife Weekend" went really well for an inaugural event. The weather was less than cooperative, but despite this, staff welcomed more than 100 visitors for the program. This event was a collaborative effort between interpreters at Indian Springs, Hudson Mills, Kensington and Oakwoods, personnel from Natural Resources, biologists from the U.S. Fish and Wildlife Service, and volunteers from the Wild Turkey Federation and the Michigan Odonata Survey.
- By the middle of September the first field trips of the school-year were taking place. Schools requested seasonal topics including leaf hikes and leaf-print t-shirts, animal preparation for winter, pollinators, and hayrides.
- The homeschool series has been well received this year. Staff scaled back and began offering only one monthly class for each of the three age groups (ages 7 and 8, 9-11 and 12 and up). Some classes are already filled until December. In addition to our regular home school series program for ages 7 and 8, 9-11 and 12 and up, staff continued a biology series with a group of upper-elementary home school students that will meet a total of six times in September and October.
- The prairie plant transects were completed this month. Staff assisted when feasible, and with the help of a metal detector to locate the metal marking stake for each location, the plant biodiversity was recorded for 90 different plots.
- Nine Discovery Backpacks were borrowed by families this month with the Pond Pack the most popular.

Kensington Farm Center

- The Farm Center has begun transitioning into fall programming. "Pick Your Pumpkin" hayrides and the annual Fall Festival have kept staff busy getting ready for the fall season.
- Despite the intense dry heat of summer, the pumpkins and gourds look surprisingly healthy and staff expects a good crop of pumpkin sales.
- "Farmer for the Day" programs were held Sept. 15 and 29 and both sessions were filled. A special session of the program was held on Sept. 19 to accommodate a home school group who wished to add a hands-on learning experience to its curriculum.

Interpretive Services (con't)

Kensington Farm Center

- The "Fun on the Farm" program was held twice this month. Both events on Sept. 6 and 20 were well attended.
- The Farm received a miniature donkey named Drifter as a donation, and Mary our newest draft horse has been adjusting well to her new home.

Kensington Nature Center

- The major event during the month was "Astronomy at the Beach," a two-night event held under mixed weather conditions. Friday night had significant rain, but programs still functioned well with reasonable attendance for all sessions. Saturday brought far larger crowds, with nearly 500 attending for the keynote speaker, an astronaut. Approximately 2,000 visitors attended over the two nights, supplemented by a great many astronomy club members.
- The 27th Fall Bird Count set a new record with 101 species being recording within the park on Sept. 8.
- The Natural Resources crew removed two large trees from along the Nature Center trails; staff cut out smaller trees and continued to prune autumn olive and oriental bittersweet.
- Oakland County Parks once again borrowed the center's rattlesnake for programs.

Mobile Learning Center

- Festivals, special events, and marketing kept staff busy at the Mobile Learning Center during the month.
- The MLC kicked off the school year at the Cranbrook Institute of Science's Rouge River Water Festival Sept. 11 - 14. During the four-day event, staff presented 58 programs to 1,617 students and teachers. Program topics during the festival included Michigan Amphibians, Waterfowl of the Rouge, and Mammals of the Rouge River. This is the fourth time MLC staff has been invited to the festival and we look forward to participating again next year.
- On Sept. 15 staff represented the Metroparks at an event held at the Henry Ford Hospital in West Bloomfield. Information regarding ways the Metroparks can help promote a healthy lifestyle was handed out.
- Other marketing efforts this month included staff meeting with a group of third and fourth grade teachers from the Detroit Public Schools regarding the cultural history programs we offer. The teachers were particularly interested in the "People of the Three Fires" program and the "French Voyageur" program.
- The MLC classroom was also at the Astronomy at the Beach special event held at Maple Beach in Kensington Metropark on Sept. 21 and 22. During the event, 206 people visited the exhibit, most of which occurred on the second day of the event.
- Staff from the Kensington Nature Center was set up with a table at the Great Lakes Bat Festival in Southfield coordinated by the Organization for Bat Conservation. Staff handed out Metroparks information and talked with visitors about nocturnal mammals that can be found living in Michigan.

Hudson Mills Activity Center

- Hudson Mills Interpreters represented the Metroparks at the Great Lakes Zoological Society in Ann Arbor for its First Birthday Party. This organization also brings live animals to Hudson Mills for the annual "Halloween Fun" program.
- The month started with many teachers scheduling programs throughout the school year. School brochures were sent via e-mail, USPS and posted on the education zone on our website. Teachers have responded to each of these methods.

Interpretive Services (con't)

Hudson Mills Activity Center

- Many teachers are requesting multiple programs to maximize field trips. This month the most popular programs were "Huron River Ecosystem" and "Plant Parts and Their Cycles."
- One of the most popular public programs "Calling All Owls" was held mid-month. This program filled to capacity very early; with a waiting list of 25 people. It was a successful night with a Screech Owl making an appearance.

Oakwoods Nature Center

- Staff began the season with Autumn Adventure programs for the Ann Arbor Adventist School and Riverview Co-op Nursery. Hayrides, cider, doughnuts, leaf printing and cider pressing were the highlights of this program.
- Also beginning this month was the "Evening Hayride" and Bonfire" programs. Although the weather has not cooperated there still have been decent turnouts.
- Oakwoods staff worked at Lake Erie on Sept. 15 and 16 for "Hawkfest." Staff provided programming and other duties during the weekend. This was the start of both staffs working together in a District capacity.
- staff is also preparing for the up-coming Fall Festival

Lake Erie Marshlands Museum and Nature Center

- Nearly 5,000 people attended the two-day "Hawkfest" event. Although conditions leading up to Sept. 15 were close to ideal, the big push of Broad-winged Hawks had not made their way down to our area by that time. On Sept. 16, winds from the south pushed the birds to our north, making for an absolutely beautiful day weather-wise; but a terrible day for hawk watching. All-in-all, "Hawkfest" was a resounding success again this year.
- On Sept. 18, the first group of kids from the Detroit Public Schools enjoyed a fun-filled day of marsh critters big and small. School ship is a Monday – Friday program that runs from approximately 9am – 2pm each day. This program is possible thanks to the excellent partnership staff has the folks at Michigan Sea Grant.

Human Resources –

Carol Stone

- Lisa Dolan has accepted the position of Controller and will begin work on Oct. 15.
- As of the Sept. 7 deadline, 155 applications were received for the position of director. Plante & Moran and I reviewed the applications received and recommended 10 applicants for interview by the Selection Committee. The Selection Committee has been provided with the resumes of the applicants recommended for interview, along with a summary of all of the applications received.
- To prepare for anticipated vacancies for full-time officers, interviews were held Sept. 18 and an eligibility list created for full-time police officer positions. The eligibility list will remain in effect through January 31, 2013.
- The Catch-the-Fish customer service initiative continues with the following employees caught by supervisors and other employees during the month of September: Chris Becher, Mike Pike, Holly Clegg and the staff at Turtle Cove, Renee Desloover, Kaylee LaPointe, Brooke Bannon, Raul Bueno, Karen Koch, and Luke Wilson.
- Meetings were held with POAM on Sept. 7 and 21 with tentative agreement, pending Board approval, reached on many non-economic issues. Additional sessions are scheduled for Oct. 12, 19 and 26.

Human Resources (con't)

- A meeting was held with legal counsel for the Employee Association on Sept. 12 to review both the economic “toolkit” and non-economic proposals submitted by HCMA. Although no additional meeting dates have been scheduled at this time, it is anticipated that meetings will take place during October.
- There were seven incident/injury reports submitted during September. Five of the incidents were related to falls from bicycles.
- On Sept. 27, Kensington and the Administrative Office were selected for a random inspection by MI-OSHA. Over a two-day period, the MI-OSHA Safety Officer inspected all facilities for compliance with safety regulations, interviewed employees, and reviewed training and posting records. Written results of the inspections are yet to be received.
- On Sept. 17 an EEOC charge was received from an applicant for employment with the Police Department alleging race and age discrimination.
- On Sept. 5 HCMA was served with a lawsuit from a former part-time police officer alleging race and age discrimination in the selection process for the position of police lieutenant that occurred in early 2011.

Information Systems – Nolan Clark

- The SharePoint project is progressing on time and phase one will be completed by the vendor by mid-October. Phase one is the creation of the new Intranet and the departmental websites at the Administration Office. After staff turns over the Department sites to their new owners, staff will begin phase two which is park websites. Staff is on schedule and fully expects to complete with the project by December 31.
- September ended with an unexpected failure of our backup server at Indian Springs. Staff is working on getting a replacement server ordered and back on line.
- During September staff worked with Active to begin looking at a system-wide update to the golf and aquatic facilities point of sale systems. Staff plans to make the update in late October.
- Audits have been completed on the networked HCMA computers so that a computer replacement schedule could be produced and given to the parks for their 2013 equipment budgets. Over all, staff recommends a total of 28 computers and two notebooks be replaced in 2013.

Natural Resources – Paul Muelle

- Developed and submitted a 3M Corporation ECO-Grant, in cooperation with the Interpretive Services Department, to promote ecosystem education in the Metroparks.
- Met with the Michigan Department of Natural Resources to review HCMA sites and evaluate the progress of the 2012 LIP grant work in the parks. Evaluated site conditions, developed a materials list and work plan in anticipation of beginning construction on the Moraine Fen Trail at Huron Meadows which is funded through the 2012 REI grant.
- Met with Macomb County Planning and SEMCOG regarding a Clean Streets grant proposal for planting native vegetation along Metro Parkway.
- Attended Pre-Construction meetings with DTE Energy and MichCon representatives at Wolcott Mill Metropark to review the River Relocation project near Camp Rotary.
- Also attended a Pre-Construction meeting regarding the construction work scheduled to begin on the EPA Marsh Restoration grant at Lake St Clair Metropark. Attended several meetings regarding the Lake St Clair Parking Lot Redevelopment EPA grant.

Natural Resources (con't)

- Reviewed the conditions of Royal Oak Golf Course with the operator and representatives of the city of Royal Oak in anticipation of the Wolcott Mill Golf Course maintenance agreement.
- Met with representatives of the Detroit Zoo to begin discussions on developing a program for butterfly surveys in the Metroparks as part of a nationwide effort for butterfly conservation.
- Continued discussions with Washtenaw County regarding the proposed Dexter Huron Bike Trail alignment, verifying locations of several rare plant species, and reviewing construction documents.
- Field staff spent a great deal of time this month spraying phragmites in various locations of the parks along with cutting and removing invasive shrubs in high quality ecosystems. Contractors aerially spray approximately 400 acres of phragmites at both Lake Erie and Lake St. Clair Metroparks.
- The Natural Resource Crew (NRC) complete construction of two new tees at Lake Erie Golf Course; began preparation for seeding native plant material at Lake St. Clair Metropark Nature Center and continued removal of dangerous trees and limbs throughout the parks.

Planning – Susan Nyquist

- Capital Improvements and major Maintenance budget were completed by the Accounting, Planning and Engineering staff; and subsequently reviewed by park staff.
- Staff is working in earnest to complete the design and drawings for the next phase of the parking lot reconstruction at Lake St. Clair Metropark. In addition to writing the grant application for Phase 2 of the parking lot, staff continues to design Phase 1 of the lot and is preparing documents for local review by Harrison Township planners and engineers.
- Staff has been monitoring two projects at Indian Springs being constructed by outside vendors. The SolarCurrents solar panel array by DTE and oil and gas exploration wells by Jordan Exploration.
- Staff met with property owners adjacent to the recently acquired Schmitt Lake. There are plans to fence the property and staff met with land owners to advise.

Purchasing – Maria van Rooijen

- The auction took place this month, overall it was a success and brought in more money than anticipated – \$132,000. The crowd did not seem any larger with the Wayne County Airport Authority but more items were available to bidders.
- Worked on the 2013 Equipment budget and finalizing need items on the equipment inspection report.
- Assisted accounting with importing data for the Procurement Card which has not been completed.
- In addition, updated procedures for the Procurement Card and worked on the list of employees eligible for the Western and Eastern District.

Police Department – George Phifer

Lake St. Clair

- On Sept. 3 a Metroparks Police Officer was dispatched to investigate a larceny from automobile in parking lot. An unknown individual broke into a vehicle and stole a multi media receiver. No suspects at this time.

Police Department (con't)

Lake St. Clair

- On Sept. 25 an Officer responded to person attempting to steal a Metropark BBQ Grill. The suspect was identified, and advised. Suspect alleged that he thought that the grill was left by a friend.

Stony Creek

- On Sept. 5 an Officer was dispatched to Baypoint Beach responding to female that passed out. The victim discovered by the Officer had empty pill bottles lying next to her. The victim was transported to hospital by Washington EMS and released a few days later.

Wolcott Mill

- On Sept. 7 an Officer was dispatched to Wolcott Mill to look for vehicle of possible suicide victim per request of Macomb County Sheriff Dept. the vehicle was later discovered by a patron. An adult victim was pronounced deceased. Incident was turned over to the Macomb County Sheriff's Department for further investigation.

Lower Huron

- On Sept. 1 Officers responded to a verbal dispute, alleged assault and battery and personal property damage. Complainant did not wish to press charges.

Kensington

- On Sept. 29 an Officer stopped a vehicle for an expired license plate. The subject was run through LEIN and it was discovered the driver had multiple warrants and suspensions on the subject's license from the Detroit Police Department (DPD). DPD did not want to pick up subject, and requested that the Metropark Officer advise and release the driver.

Lake Erie

- On Sept. 24 an Officer on patrol discovered illegally dumped materials; signs of hunting and alcohol consumption on park property. No suspects at this time.

Community Relations –

Jack Liang

- Attended International Wildlife Refuge Alliance (IWRA) board meeting where an announcement creating the Western Lake Erie Watersheds Priority Natural Area by the Canadian government and other partners was made. This effort commits shoreline pollution controls and environmental stewardship from Pointe Pelee up to Peche Island (mouth of Lake St. Clair). This has potential positive stewardship impact/ramifications on Metroparks' efforts at Lake Erie and Lake St. Clair Metroparks.
- Assisted with hosting an environmental and quality of life event at Henry Ford West Bloomfield Hospital, involving interpretive staff, farming, and armed services.
- Drafted proposal for REI Midwest District Manager regarding promotion of group sales of HCMA 2013 annual vehicle permits to their 40,000 area members.

Communications –

Denise Semion

- The golf email marketing campaign concluded for the season, with 18 golf marketing emails sent to more than 20,000 email subscribers from March 13 through Sept. 23. These emails announced course openings and seasonal rates, along with weekly course specials designed to encourage golfers to visit a different course each week. This campaign was also used as an incentive to attract new email subscribers. During this season, the golf email list grew from 17,804 subscribers to 18,733, a gain of 929 individuals.

Communications (con't)

- Living Social sold 266 vouchers the October Pumpkin, Cider and Donut rides at Wolcott Mill Metropark Farm Center. Valpak advertising, sent to 100,000 homes in Macomb County, promoted fall events at Stony Creek, Wolcott Mill and Lake St. Clair Metroparks, and included a coupon for a free cider and donut with purchase of a wagon ride at Wolcott Mill Metropark Farm Center.

Marketing –

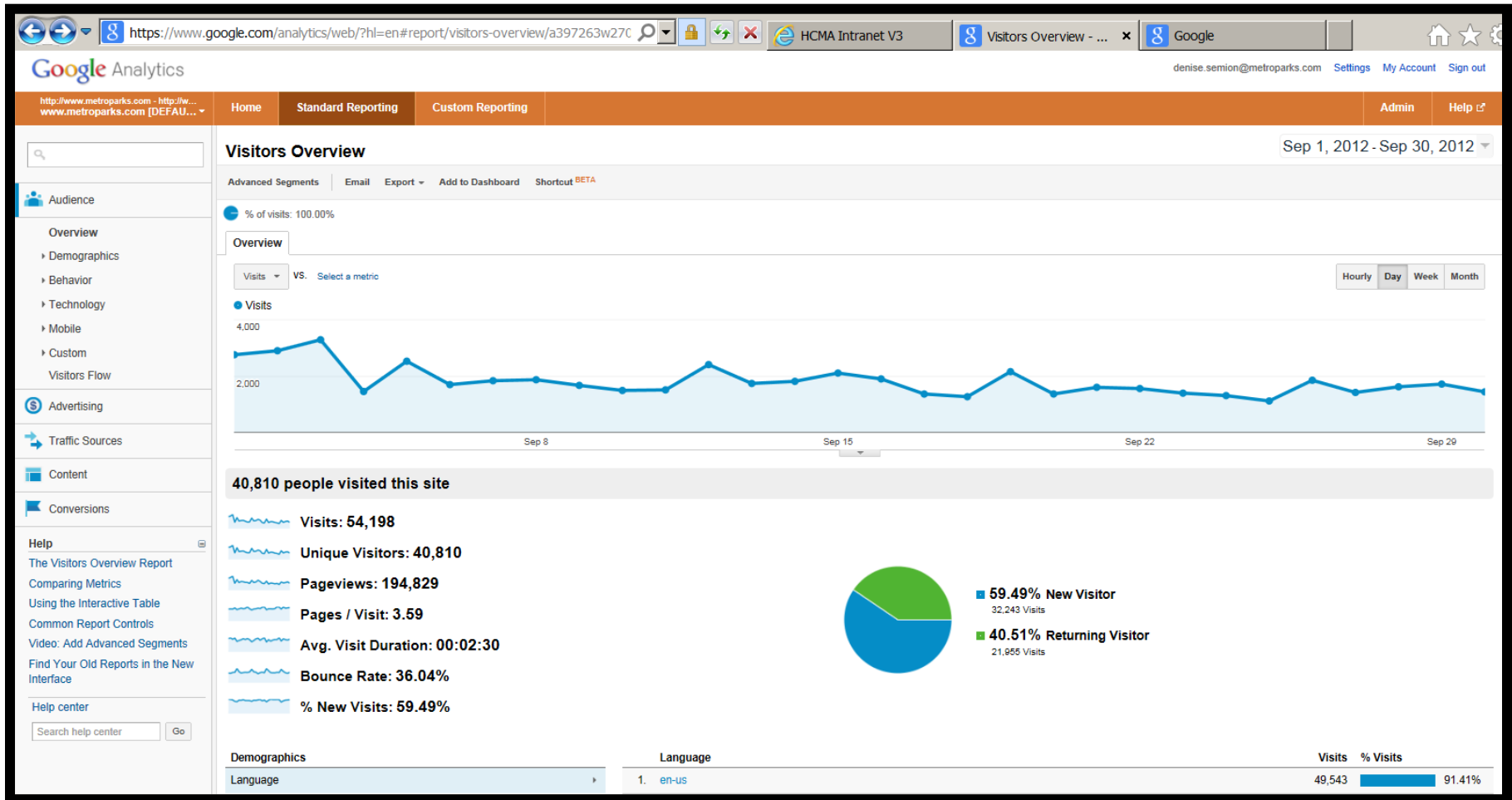
Kassie Kretzschmar

- Working on event details for the BASS Elite tournament for July 2013 along with Macomb County Executive's office and the Detroit Sports Commission.
- Working on Costco promotion for the fall 2013 Costco packages to be in stores Nov. 1 to March 2013.
- Working on the December Heritage Holidays event at Wolcott Mill Metropark partnering again with a radio station and building on that holiday event.
- Continue working on the Oct. 7 partnership/event I secured with the Michigan Humane Society to host their 7th annual Michigan Humane Society's Mega March for Animals at Kensington Metropark on Sunday, Oct. 7. Michigan Humane Society included HCMA in:
 - 100,000 mailers that went to Southeast Michigan households;
 - Michigan Humane Society's website and newsletter;
 - Radio advertising on 104.3 WOMC, 97.1 The Ticket, 98.7 AMP, WWJ 950, 1270 WXYT, 99.5 WYCD in a minimum of 270 radio spots;
 - TV promotion on WXYZ Channel 7 minimum of 25 event PSAs (up to 50);
 - WXYZ live mentions during WXYZ Morning News with Alicia Smith;
 - A minimum of 200,000 digital impressions on the radio station's websites (plus inclusion in e-blasts);
 - Interview on Sunday Edition with Alicia Z. (WYCD, WOMC, 98.7 & 97.1); and
 - Interview on WWJ's "Staying in Touch."
- Working on various dog events for 2013 including Petapalooza at Lake Erie Metropark in September and trying to secure a local talent to participate in the July Dog Days of Summer event at Hudson Mills Metroparks.
- Working with Cabela's on possible events for the fall of 2013 and possibly one in the spring of 2013.

Communications Monthly Report - September 2012

Advertising	Valpak advertisement for Wolcott Mill, Stony Creek and Lake St. Clair, with coupon for free cider and donut with wagon ride at Wolcott Mill	Multiple parks
	Living Social Deal - family four pack of wagon rides for \$10	Wolcott Mill Farm Center
Advertising Total		
e-Mail	Nearly 1,200 Metropark website visitors requested to join our email list during the month	AO
e-Mail Total		
News Release	Halloween is spooktacular fun at the huron-Clinton Metroparks	Multiple parks
	Picnic shelter reservations accepted October 1	Multiple parks
	HCMA Annual Used Equipment - Wolcott Mill Farm Center	Wolcott Mill Farm Center
	Savor the season at the 'Fall Funforall' at Lake Erie Metropark	Lake Erie
	2013 Metroparks permits on sale - corporate discounts available	Multiple parks
	Civil War Advancing to Wolcot Mill Historic Mill	Wolcott Mill Historic Center
	Fall "fore" great rates at Huron-Clinton Metroparks courses	Multiple parks
News Release Total		
Website	Online store generated \$98 in sales: 1 Annual Permit, 1 HCMA/Oakland County Joint Permit and \$25 in gift card sales	AO

September Google Analytics



HURON-CLINTON METROPARKS MONTHLY STATISTICS

SEPTEMBER 2012

PARK	MONTHLY VEHICLE ENTRIES		
	Current Year	Previous Year	Change
Lake St. Clair	41,778	38,113	9.6%
Wolcott Mill	3,923	3,515	11.6%
Stony Creek	53,512	40,458	32.3%
Indian Springs	10,353	8,797	17.7%
Kensington	78,950	65,191	21.1%
Huron Meadows	11,511	8,354	37.8%
Hudson Mills	25,310	23,321	8.5%
Lower Huron	25,385	24,377	4.1%
Willow	21,595	17,977	20.1%
Oakwoods	3,289	3,080	6.8%
Lake Erie	18,056	17,028	6.0%
TOTALS	293,662	250,211	17.4%
PARK	Y-T-D VEHICLE ENTRIES		
	Current Year	Previous Year	Change
Lake St. Clair	373,439	351,167	6.3%
Wolcott Mill	26,058	25,406	2.6%
Stony Creek	458,022	414,661	10.5%
Indian Springs	82,480	78,335	5.3%
Kensington	673,728	599,688	12.3%
Huron Meadows	71,318	70,803	0.7%
Hudson Mills	200,325	185,331	8.1%
Lower Huron	261,526	262,047	-0.2%
Willow	154,676	142,500	8.5%
Oakwoods	28,743	26,666	7.8%
Lake Erie	168,443	166,325	1.3%
TOTALS	2,498,758	2,322,929	7.6%
Vehicle Entries by Management Unit			
Eastern Dist.	857,519	791,234	8.4%
Western Dist.	1,027,851	934,157	10.0%
Southern Dist.	613,388	597,538	2.7%

MONTHLY TOLL REVENUE		
Current Year	Previous Year	Change
\$ 57,099	\$ 48,330	18.1%
\$ -	\$ -	0.0%
\$76,219	\$54,908	38.8%
\$ 9,981	\$ 8,036	24.2%
\$ 80,754	\$ 61,267	31.8%
\$ 9,861	\$ 4,031	144.6%
\$ 23,702	\$ 17,606	34.6%
\$ 19,440	\$ 20,125	-3.4%
\$ 20,266	\$ 19,910	1.8%
\$ 780	\$ 885	-11.9%
\$ 24,091	\$ 17,523	37.5%
\$ 322,193	\$ 252,621	27.5%
Y-T-D TOLL REVENUE		
Current Year	Previous Year	Change
\$ 983,291	\$ 909,861	8.1%
\$ -	\$ -	0.0%
\$1,339,762	\$1,221,842	9.7%
\$ 179,048	\$ 169,774	5.5%
\$ 1,294,289	\$ 1,218,759	6.2%
\$ 36,975	\$ 36,515	1.3%
\$ 334,208	\$ 307,912	8.5%
\$ 469,882	\$ 447,208	5.1%
\$ 206,182	\$ 202,910	1.6%
\$ 30,131	\$ 26,330	14.4%
\$ 389,861	\$ 367,707	6.0%
\$ 5,263,629	\$ 4,908,818	7.2%
Toll Revenue by Management Unit		
\$2,323,053	\$2,131,703	9.0%
\$1,844,520	\$1,732,960	6.4%
\$1,096,056	\$1,044,155	5.0%

MONTHLY TOTAL PARK REVENUE		
Current Year	Previous Year	Change
\$ 166,563	\$ 91,804	81.4%
\$ 57,032	\$ 57,351	-0.6%
\$205,155	\$153,209	33.9%
\$ 85,134	\$ 69,974	21.7%
\$ 230,161	\$ 182,431	26.2%
\$ 81,277	\$ 75,217	8.1%
\$ 67,051	\$ 66,353	1.1%
\$ 50,489	\$ 74,969	-32.7%
\$ 98,632	\$ 59,742	65.1%
\$ 780	\$ 885	-11.9%
\$ 116,108	\$ 112,186	3.5%
\$ 1,158,382	\$ 944,121	22.7%
Y-T-D TOTAL PARK REVENUE		
Current Year	Previous Year	Change
\$ 1,546,026	\$1,525,579	1.3%
\$ 450,824	\$385,937	16.8%
\$2,560,609	\$2,265,247	13.0%
\$ 803,275	\$694,135	15.7%
\$ 2,657,579	\$2,452,054	8.4%
\$ 630,609	\$674,534	-6.5%
\$ 730,842	\$797,990	-8.4%
\$ 1,530,989	\$ 1,504,766	1.7%
\$ 906,150	\$ 694,322	30.5%
\$ 47,808	\$ 41,694	14.7%
\$ 1,476,287	\$ 1,461,864	1.0%
\$ 13,340,998	\$ 12,498,123	6.7%
Total Revenue by Management Unit		
\$4,557,459	\$4,176,763	9.1%
\$4,822,305	\$4,618,713	4.4%
\$3,961,234	\$3,702,647	7.0%

ACTIVITY REPORT - GOLF

GOLF COURSE	MONTHLY ROUNDS		
	Current Year	Previous Year	Change
Wolcott Mill	2,341	2,188	7.0%
Stony Creek	4,128	3,494	18.1%
Indian Springs	2,731	2,776	-1.6%
Kensington	4,168	3,535	17.9%
Huron Meadows	2,796	2,489	12.3%
Hudson Mills	1,609	1,830	-12.1%
Willow	2,557	1,717	48.9%
Lake Erie	2,136	1,998	6.9%
Subtotal	22,466	20,027	12.2%
LSC Par 3	1,517	1,191	27.4%
L. Huron Par 3	842	589	43.0%
TOTALS	24,825	21,807	13.8%

ROUNDS Y-T-D		
Current Year	Previous Year	Change
16,027	14,239	12.6%
31,921	26,939	18.5%
22,156	20,156	9.9%
30,698	26,241	17.0%
23,046	21,906	5.2%
11,363	14,600	-22.2%
18,841	13,912	35.4%
20,082	20,317	-1.2%
174,134	158,310	10.0%
12,504	11,606	7.7%
6,586	5,480	20.2%
193,224	175,396	10.2%

GOLF REVENUE Y-T-D		
Current Year	Previous Year	Change
\$ 327,129	\$ 280,773	16.5%
\$787,507	\$649,634	21.2%
\$ 522,143	\$ 454,715	14.8%
\$ 722,355	\$ 579,789	24.6%
\$ 565,061	\$ 526,417	7.3%
\$ 234,259	\$ 302,891	-22.7%
\$ 461,069	\$ 273,406	68.6%
\$ 463,006	\$ 432,295	7.1%
\$ 4,082,529	\$ 3,499,920	16.6%
\$ 63,688	\$ 59,522	7.0%
\$ 32,918	\$ 27,734	18.7%
\$ 4,179,135	\$ 3,587,176	16.5%

ACTIVITY REPORT - SUMMER ACTIVITIES

SWIMMING	PATRONS		
	Current Year	Previous Year	Change
Lake St. Clair	2,152	2,097	2.6%
KMP Splash	2,428	2,646	-8.2%
Lower Huron	2,947	6,115	-51.8%
Willow	619	403	53.6%
Lake Erie	937	1,730	-45.8%
TOTALS	9,083	12,991	-30.1%
PARK	Seasonal Activities this Month		
	Current Year	Previous Year	Change
Lake St. Clair			
Welsh Center	7	11	-36.4%
Shelters	66	64	3.1%
Boat Launches	849	662	28.2%
Marina	342	649	-47.3%
Mini-Golf	1,156	1,030	12.2%
Stony Creek			
Disc Golf Daily	2,262	1,856	21.9%
Disc Golf Annual	0	0	#DIV/0!
Disc Golf Fees			
Shelters	11	7	57.1%
Boat Rental	1,215	1,214	0.1%
Boat Launches	259	211	22.7%
Indian Springs			
Shelters	1	0	#DIV/0!
Event Room	5	2	150.0%
Kensington			
Disc Golf Daily	3,664	2,042	79.4%
Disc Golf Annual	0	0	#DIV/0!
Disc Golf Fees			
Shelters	10	15	-33.3%
Boat Rental	1,066	916	16.4%
Huron Meadows			
Shelters	0	0	100.0%
Boat Rental	43	41	4.9%
Hudson Mills			
Disc Golf Daily	1,055	1,509	-30.1%
Disc Golf Annual	0	0	100.0%
Disc Golf Fees			
Shelters	4	4	0.0%
Canoe Rental ³	667	599	11.4%
Lower Huron /			
LH Shelters	3	0	#DIV/0!
Willow Shelters	2	2	0.0%
Lake Erie			
Shelters	0	1	-100.0%
Boat Launches	1,762	1,181	49.2%
Marina	NA	NA	NA
PATRONS Y-T-D			
Current Year	Previous Year	Change	
55,876	62,155	-10.1%	
55,863	61,547	-9.2%	
119,434	122,157	-2.2%	
21,744	24,072	-9.7%	
42,119	44,330	-5.0%	
295,036	314,261	-6.1%	
Seasonal Activities Y-T-D			
Current Year	Previous Year	Change	
64	80	-20.0%	
519	529	-1.9%	
7,317	5,997	22.0%	
3,060	3,543	-13.6%	
11,393	13,447	-15.3%	
23,197	19,509	18.9%	
67	87	-23.0%	
407	414	-1.7%	
17,297	17,383	-0.5%	
2,313	2,142	8.0%	
44	52	-15.4%	
43	21	104.8%	
28,163	22,589	24.7%	
103	89	15.7%	
445	428	4.0%	
12,616	13,273	-4.9%	
34	28	21.4%	
378	342	10.5%	
15,810	13,603	16.2%	
125	165	-24.2%	
148	141	5.0%	
5,911	5,004	18.1%	
221	213	3.8%	
144	117	23.1%	
99	93	6.5%	
15,557	14,877	4.6%	
NA	NA	NA	
REVENUE Y-T-D			
Current Year	Previous Year	Change	
\$ 164,768	\$ 183,217	-10.1%	
\$ 185,675	\$ 204,904	-9.4%	
\$ 804,202	\$ 810,594	-0.8%	
\$ 75,967	\$ 81,525	-6.8%	
\$ 232,547	\$ 252,733	-8.0%	
\$ 1,463,159	\$ 1,532,973	-4.6%	
Seasonal Revenue Y-T-D			
Current Year	Previous Year	Change	
\$ 23,600	\$ 45,125	-47.7%	
\$ 58,574	\$ 56,780	3.2%	
NA	NA	NA	
\$ 29,097	\$ 49,258	-40.9%	
\$ 28,300	\$ 33,782	-16.2%	
\$45,315	\$39,019	16.1%	
\$3,110	\$4,350	-28.5%	
\$ 48,425	\$ 43,369	11.7%	
\$61,705	\$62,050	-0.6%	
\$141,445	\$140,745	0.5%	
NA	NA	NA	
\$ 6,600	\$ 7,800	-15.4%	
\$ 53,000	\$ 32,496	63.1%	
\$ 56,146	\$ 45,392	23.7%	
\$ 4,828	\$ 5,436	-11.2%	
\$ 60,974	\$ 50,828	20.0%	
\$ 66,900	\$ 64,360	3.9%	
\$ 158,368	\$ 150,831	5.0%	
\$ 5,100	\$ 4,200	21.4%	
\$ 5,925	\$ 6,099	-2.9%	
\$ 31,620	\$ 27,206	16.2%	
\$ 6,010	\$ 9,090	-33.9%	
\$ 37,630	\$ 36,296	3.7%	
\$ 22,200	\$ 22,200	0.0%	
\$ 26,774	\$ 22,490	19.0%	
\$ 32,250	\$ 32,850	-1.8%	
\$ 21,590	\$ 17,550	23.0%	
\$ 15,175	\$ 15,250	-0.5%	
NA	NA	NA	
\$ 169,326	\$ 181,574	-6.7%	

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	19,520	15,538	140,165	135,305	3.6%	\$ 250	\$ 585	\$ 13,706	\$ 10,495	30.6%
Wolcott Mill	4,576	3,875	25,752	23,277	10.6%	\$ 474	\$ 650	\$ 5,477	\$ 5,545	-1.2%
Wolcott Farm	10,580	11,745	75,626	66,739	13.3%	\$ 3,041	\$ 1,971	\$ 41,463	\$ 18,433	124.9%
Horse/Tractor Rides						\$ 153	\$ -	\$ 2,957	\$ 204	100.0%
Livestock/Produce						\$ 3,198	\$ 6,106	\$ 46,186	\$ 50,702	-8.9%
Stony Creek	18,141	24,574	165,125	156,755	5.3%	\$ 1,992	\$ 1,077	\$ 21,559	\$ 21,147	1.9%
Indian Springs	9,326	7,416	73,166	69,684	5.0%	\$ 3,940	\$ 2,834	\$ 35,945	\$ 24,115	49.1%
Kensington NC	29,262	24,639	233,590	210,749	10.8%	\$ 1,065	\$ 417	\$ 15,226	\$ 12,236	24.4%
Kensington Farm	36,698	37,060	271,172	259,389	4.5%	\$ 995	\$ 897	\$ 34,644	\$ 27,864	24.3%
Horse/Tractor Rides						\$ 6,499	\$ 5,061	\$ 22,508	\$ 22,451	0.3%
Livestock/Produce						\$ 484	\$ 150	\$ 8,205	\$ 10,500	-21.9%
Mobile Center	2,915	1,865	21,453	19,598	9.5%	\$ 662	\$ 400	\$ 11,360	\$ 10,933	3.9%
Hudson Mills	4,456	4,126	31,751	31,943	-0.6%	\$ 480	\$ 1,199	\$ 12,159	\$ 11,371	6.9%
Oakwoods	13,456	12,673	99,358	93,121	6.7%	\$ 1,724	\$ 1,822	\$ 15,243	\$ 13,953	9.2%
Lake Erie	17,277	10,735	113,365	105,854	7.1%	\$ 823	\$ 737	\$ 9,127	\$ 6,028	51.4%
Totals	166,207	154,246	1,250,523	1,172,414	6.7%	25,780	23,906	295,764	245,977	20.2%

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	90	93	3,876	2,870	1	1	24	38	15,620	12,630
Wolcott Mill	5	11	925	980	2	0	256	-	3,395	2,895
Wolcott Farm	31	30	4,578	5,315	3	1	350	355	5,652	6,075
Stony Creek	43	51	2,319	2,560	0	0	-	-	15,822	22,014
Indian Springs	74	78	1,706	1,426	0	4	-	140	7,620	5,850
Kensington NC	81	88	4,189	3,253	6	0	525	-	24,548	21,386
Kensington Farm	181	190	4,266	4,325	0	0	-	-	32,432	32,735
Mobile Center	71	62	1,890	1,505	4	2	1,025	360	-	-
Hudson Mills	9	19	525	575	10	1	431	51	3,500	3,500
Oakwoods	101	108	1,456	1,809	1	0	29	-	11,971	10,864
Lake Erie	90	95	5,593	3,265	2	3	51	120	11,633	7,350
Totals	776	825	31,323	27,883	29	12	2,691	1,064	132,193	125,299

PARK	Winter Sports this Month			Winter Sports Y-T-D			2011-12 Winter Season To Date (Nov-Present)		
	Current Year	Previous Year	Change	Current Year	Previous Year	Change	Current Year	Previous Year	Change
Lake St. Clair									
XC Skiers	0	0	0	7	199	(192.00)	7	220	(213.00)
Ice Skaters	0	0	0	12	563	(551.00)	12	691	(679.00)
Ice Fishermen	0	2,250	#####	791	8,295	#####	791	9,457	#####
Stony Creek									
XC Skiers	0	0	0	570	104,136	#####	570	105,426	#####
Ice Skaters	0	0	0	0	1,227	#####	0	1,227	#####
Sledders	0	0	0	1,130	5,605	#####	1,130	6,865	#####
Ice Fishermen	0	0	0	117	1,737	#####	117	2,069	#####
Indian Springs									
XC Skiers	0	22	(22.00)	33	519	(486.00)	40	547	(507.00)
Sledders	0	0	0	0	0	0	75	229	(154.00)
Kensington									
XC Skiers	0	40	(40.00)	202	2,222	#####	202	2,908	#####
Ice Skaters	0	0	0	0	1,700	#####	0	2,515	#####
Sledders	0	0	0	2,556	14,120	#####	2,556	19,152	#####
Ice Fishermen	0	29	(29.00)	35	554	(519.00)	35	590	(555.00)
Huron Meadows									
XC Skiers	0	50	(50.00)	1,013	4,440	#####	1,013	5,010	#####
Ice Fishermen	0	20	(20.00)	0	0	0	0	47	(47.00)
Hudson Mills									
XC Skiers	0	10	(10.00)	160	2,955	#####	160	3,220	#####
Lower Huron									
Ice Skaters	0	0	0	0	0	0	0	476	(476.00)
Willow									
XC Skiers	0	0	0	59	684	(625.00)	59	737	(678.00)
Ice Fishing	0	0	0	0	162	(162.00)	0	162	(162.00)
Sledders	919	2,919	#####	0	0	0	0	662	(662.00)
Lake Erie									
XC Skiers	0	0	0	14	12	+ 2	14	20	(6.00)
Sledders	0	15	(15.00)	0	0	0	0	20	(20.00)
Fishing	514	217	+ 297	0	80	(80.00)	121	167	(46.00)