

## 4 | ADMINISTRATIVE STRUCTURE



LEADERSHIP

A seven-member Board of Commissioners governs the Huron-Clinton Metropolitan Authority. The Board of Commissioners meets the second Thursday of each month, where they make policy decisions for the Authority, including approving expenditures, acquiring land, planning of new parks and facilities, approving fees and charges, awarding contracts through competitive bidding, and other matters necessary to provide regional recreation. The Board appoints staff officers for the Metroparks.

Two commissioners, appointed by the Governor of Michigan for a term of four years, serve as representatives at large. Five commissioners, one each to represent the counties of Wayne, Macomb, Oakland, Livingston, and Washtenaw, are appointed for a term of six years by the board of commissioners of the above-named counties.

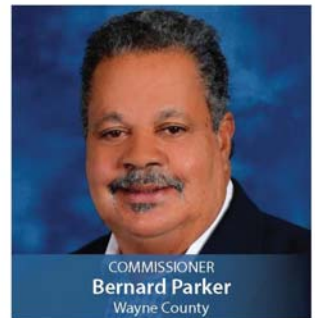
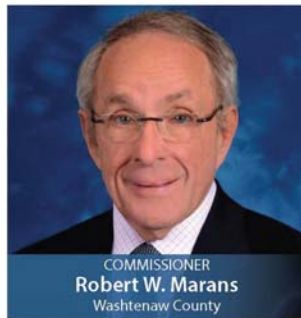
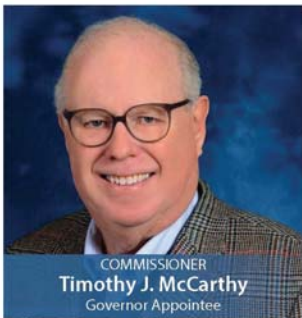
**Director** is the Chief Executive Office of the Metroparks, provides leadership and executive oversight of all administrative and operational activities.

**Administrative Departments** provide administrative support to operations, and guide the organization towards its mission.

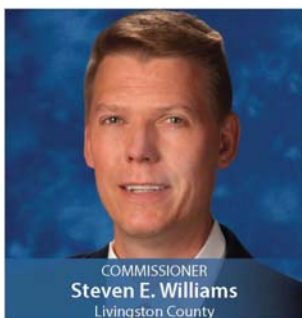
**Operational Departments** facilitate the day-to-day operations of the parks, making sure patrons have enjoyable and educational visits. They include Maintenance and Interpretive Services.

**Metroparks Police** ensure that everyone can enjoy the parks in a safe and secure environment.

2017 Board of Commissioners

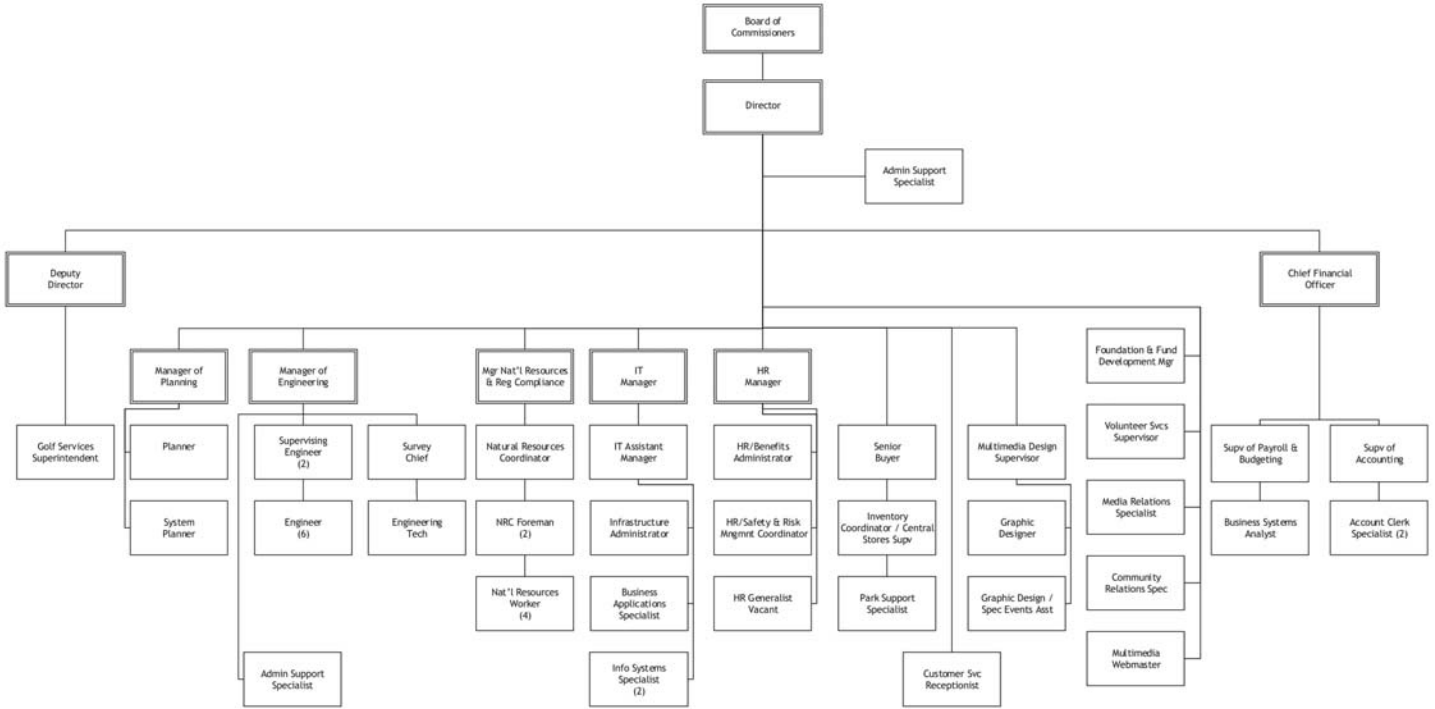


HURON-CLINTON METROPARKS

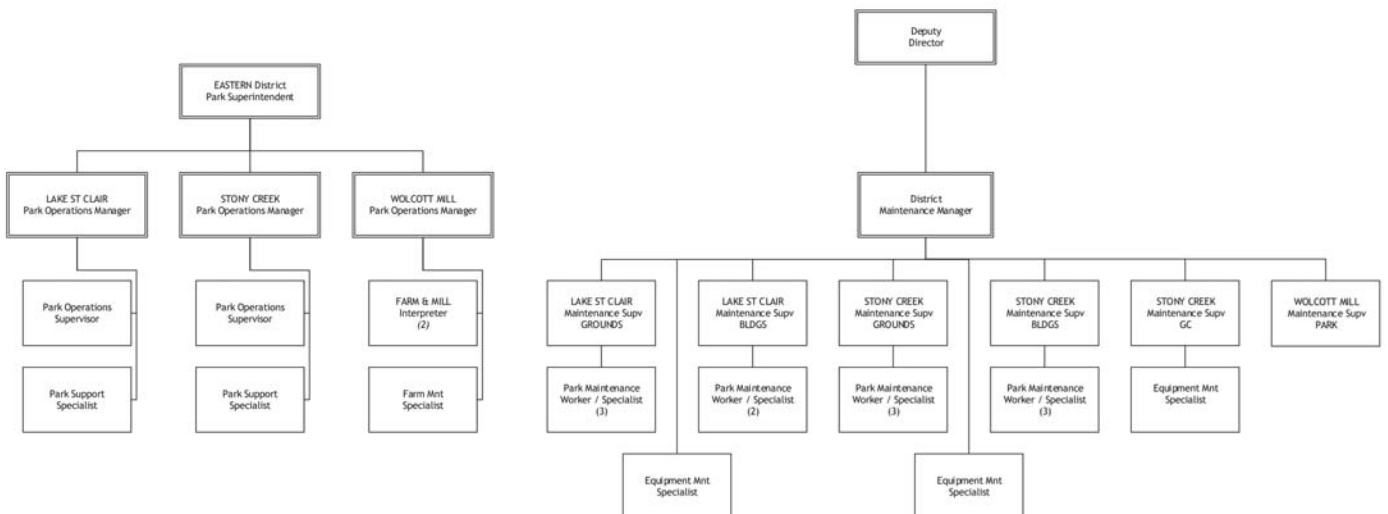


ORGANIZATIONAL CHARTS

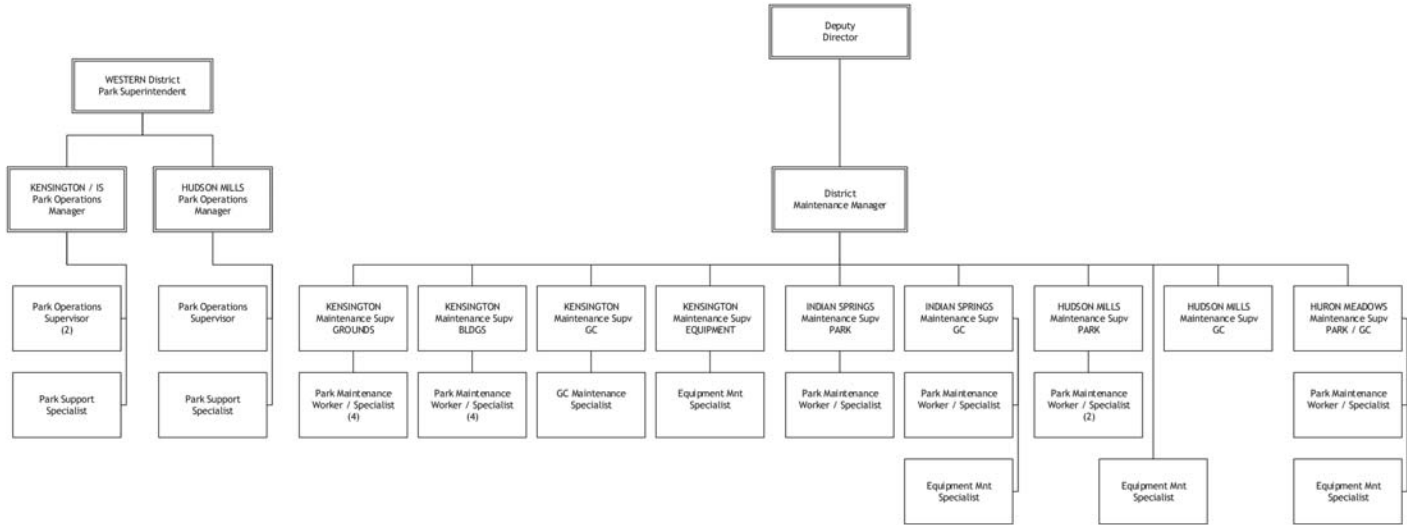
Huron-Clinton Metroparks  
Administrative Office



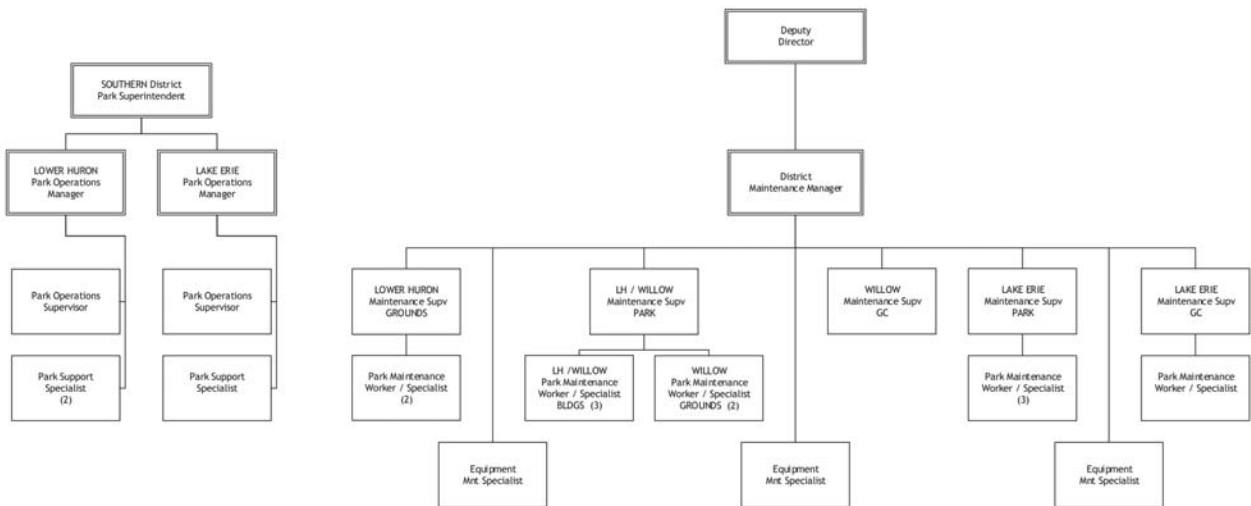
Huron-Clinton Metroparks  
Eastern District



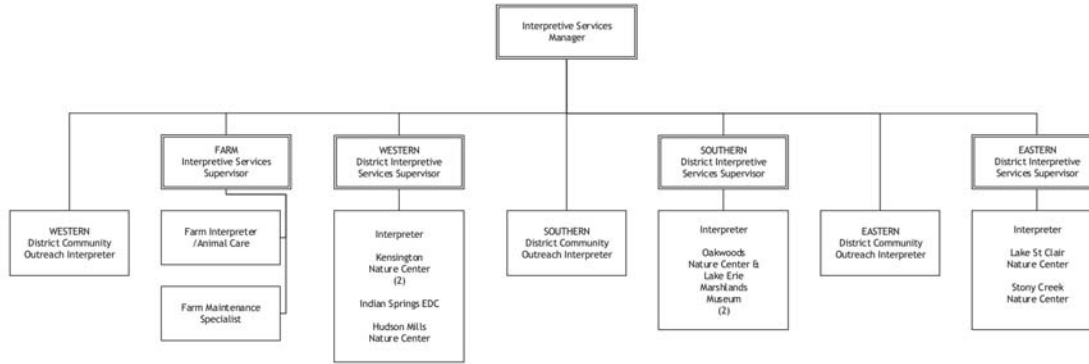
### Huron-Clinton Metroparks Western District



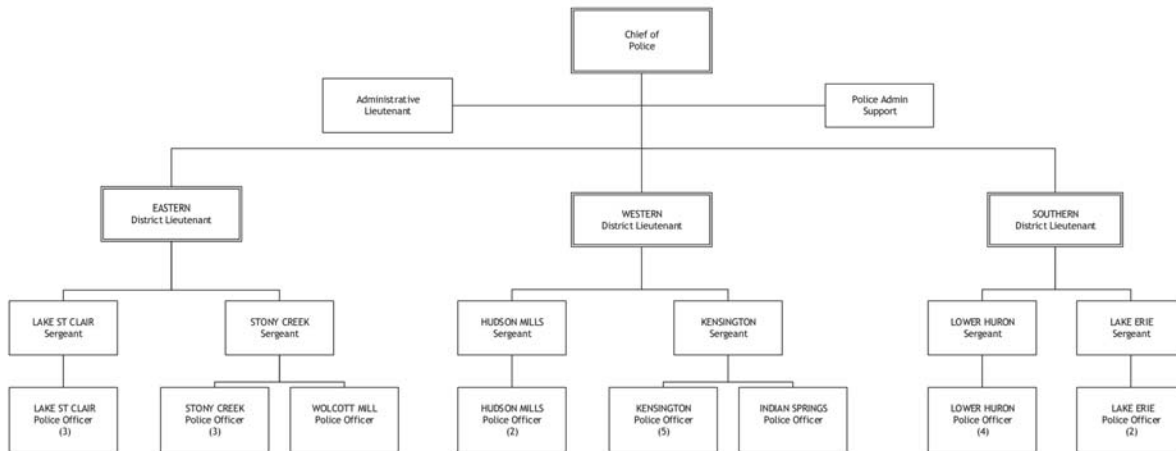
### Huron-Clinton Metroparks Southern District



### Huron-Clinton Metroparks Interpretive Services & Community Outreach



### Huron-Clinton Metroparks Police Department



**FUNDING**

The Huron-Clinton Metroparks receive revenue from seven main sources, listed below from greatest to least.

**Property Taxes**

The single largest source of revenue for the Authority is derived from the ad valorem property tax levy within the five-county park district. The Board of Commissioners approved the 2017 tax rate of .2141 mills (reduced by Headlee override) upon each dollar of state taxable valuation. This rate was formerly .2146 mills. The Authority will not recover (increase) this millage rate due to Proposal A, which caps future taxable growth to the lower of the rate of inflation or 5%. The inflation factor for 2017 taxable values was 1.009%.

County	2017 Estimated Tax Levy
Livingston	\$1,728,341
Macomb	\$5,396,668
Oakland	\$11,010,893
Washtenaw	\$3,203,075
Wayne	\$7,893,747
Total Service Area	\$29,232,724

**Park Operations**

Examples of park activities that generate revenue are golf, tolling, aquatics, interpretive programs, boat rental, and many others.

**Grants**

This revenue category includes money the Authority will be receiving from an outside agency to help fund specific projects within the parks.

**Donations/Foundation Support**

The three major categories set up by the foundation are Annual Campaign, Grant Funding, and Major Gifts. The Annual Campaign includes memberships and general donations from patrons. Grant Funding includes grants applied for and given to the Foundation, and Major Gifts include large amounts of money presented to the Foundation for a restricted use within the Metroparks.

**Interest**

This category includes interest income derived from investments in Certificates of Deposit and U.S. Agency issues.

**Sale of Capital Assets**

The Authority has an annual auction in an effort to liquidate obsolete or unneeded equipment.

**Other**

This revenue source represents one-time or unusual payments. Past examples include insurance settlements, rate stabilization payments, and other minor items.

Revenue Source	2017 Estimate
Property Taxes	\$29,232,724
Park Operations	\$19,809,193
Grants	\$802,990
Foundation Support	\$200,000
Interest	\$250,000
Sale of Capital Assets	\$270,000
Other	\$23,375
Total	\$51,287,282



**2017 EXPENDITURES**

**Capital Improvement Projects**

This covers construction projects that exceed the Authority’s \$10,000 capitalization limit and enhance the recreational facilities such as park roads, trails, buildings, utilities, and other improvements.

**Capital Equipment**

This category includes any equipment having an individual value over \$5,000, such as staff vehicles, tractors, mowers, and other machinery necessary for staff to maintain and operate the parks.

**Major Maintenance**

The Authority classifies all non-recurring repair/maintenance projects that exceed \$10,000 as Major Maintenance expenses. These projects do not substantially improve or alter an existing facility, and therefore are not capitalized.

**Operations**

Expenditures within park operations can be classified as either personnel services or contractual services. Personnel services include wages and other related fringe benefits. Contractual services include all other types of expenditures.

**Administrative**

General administration expenses reflect the cost of running the Authority’s centralized Administrative Office (AO), which covers full and part time employees, retirement group benefit participants, materials, supplies, and outside consultants utilized in managing the entire Metroparks system.

Expenditure Category	2017 Budget
Capital Improvements	\$11,017,919
Capital Equipment	\$3,414,100
Major Maintenance	\$4,082,813
Operations	\$34,265,859
Total	\$62,098,078

The Metroparks 2017 General Fund Budget<sup>1</sup> includes the strategic use of over \$10 million (25%) of Fund Balance to counteract many years of deferral of investment in and maintenance of aging facilities, infrastructure, and equipment. Metroparks staff have prepared the 2017 Budget with the following points in mind:

- 1) Address a backlog of deferred capital equipment replacements
- 2) Improve the image/quality of Metroparks facilities to a standard of excellence
- 3) Provide for a consistent level of support for natural areas throughout the Metroparks
- 4) Develop additional revenue through new and existing programs and fee structures.

The Metroparks Board of Commissioners and staff face the challenge of diversifying sources of revenue to a sufficient extent to cover not just operating costs, but also the needed capital maintenance and development. The use of fund balance in 2017 enables the Metroparks to “catch up,” and buy time to develop a more fiscally sustainable model.



<sup>1</sup>The Metroparks 2017 General Fund Budget can be found at <http://www.metroparks.com/wp-content/uploads/2016/12/2017-Budget-Document-Final.pdf>

## VOLUNTEERS

Volunteers support the Metroparks in a variety of activities ranging from protecting natural resources to creating a more welcoming environment in recreational areas. Some of the activities involving volunteers include park and river clean-ups, removal of invasive species, garden and trail maintenance around nature centers, and animal helpers at the farm centers. Volunteers have also helped at golf courses and special events such as Heritage Holidays at Wolcott Mill.

All ages are welcome to volunteer at the Metroparks, as individuals or in groups. One-time and long-term volunteer opportunities are available. School groups, college classes, scout groups, corporations, and individuals help out as volunteers, as well as special interest groups such as CRAMBA-IMBA (the Clinton River Area Mountain Bike Association, part of the International Mountain Bicycling Association), Beyond the Seed, Audubon Society, Hawkwatch, and the Huron and Clinton River Watershed Councils.

In 2016, volunteers helped complete many projects: building new picnic tables with ADA accessibility at the Kensington Farm Center (with funding and volunteers from Ford Motor Company), trail maintenance at Kensington Nature Center (with funding and volunteers from REI), and planting thousands of trees at Wolcott Mill Metropark (with volunteers from Romeo High School National Honor Society). Individuals and groups also helped the Natural Resources Department by donating 3,158 hours of their time to improving the environment.

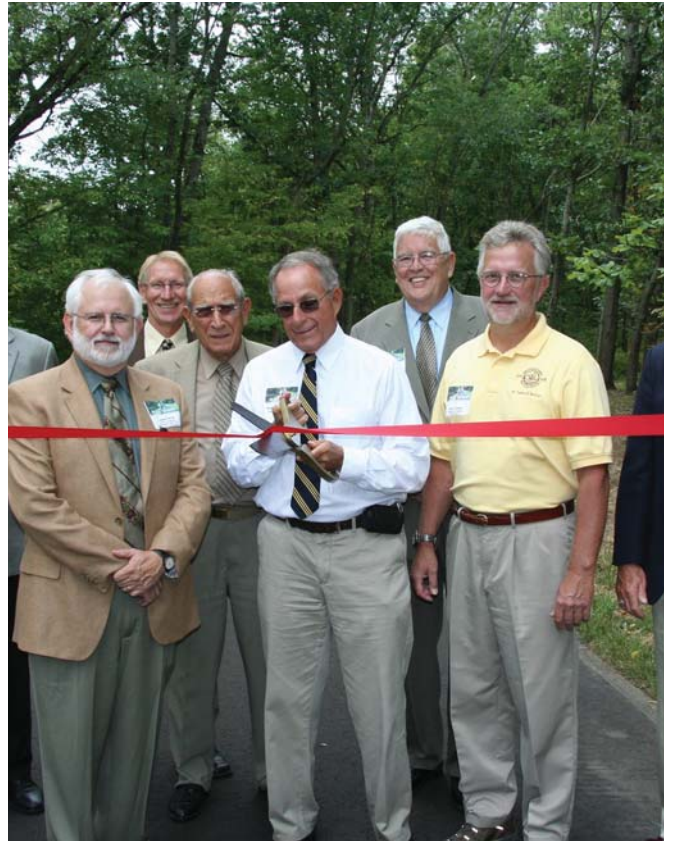




**STATE/COUNTY/MUNICIPAL/OTHER  
RECREATIONAL DEPARTMENTS**

The Metroparks are part of a broader system of recreation and green space that includes local, county, and state parks, greenways, and blueways. Integrating planning and development efforts with the local community is encouraged for enhancing connections between communities and their recreational assets to strengthen the regional identity. Besides recreational opportunities, the Metroparks play an important role in the region for economic development, natural resources protection, and education.

In order to best serve the residents of southeast Michigan and use resources wisely, the goal for future development in any particular Metropark is to offer unique facilities that fill recreation voids in the geographic area where the park is located. This is achieved by maintaining positive working relationships with the surrounding communities. Examples of such efforts include leasing Metroparks owned land for local recreation, partnering with both the Huron River Watershed Council and Clinton River Watershed Council, offering opportunities for review and comment on Master Plan updates, local site plan review and permitting of eligible projects implemented throughout the park system, and coordination of trail development and maintenance.



**PARTNERSHIPS***Regional*

- 3M
- Allstate Insurance
- Central Michigan University
- Clinton River Watershed Council
- Detroit Audubon Society
- Ducks Unlimited
- Ford Motor Company
- General Motors
- Honda
- Huron River Watershed Council
- Metro/University Region Nonmotorized Advisory Committee
- Michigan Department of Natural Resources (MDNR)
- Michigan Recreation and Park Association (MParks)
- Michigan Sea Grant
- Michigan State University Extension
- Michigan United Conservation Clubs
- National Oceanic and Atmospheric Administration (NOAA)
- National Recreation and Park Association (NRPA)
- Recreational Equipment Inc. (REI)
- Six Rivers Regional Land Conservancy
- Southeast Michigan Council of Governments (SEMCOG)
- Stewardship Network
- The Nature Conservancy
- Toyota
- Trail Life USA
- U.S. Fish and Wildlife Service
- University of Michigan Dearborn

*Macomb County*

- American Sailing Institute (ASI)
- Armada National Honor Society
- Clinton River Mountain Biking Association, a chapter of the International Mountain Bicycling Association (CRAMBA-IMBA)
- HEART Lab
- Macomb Audubon Society
- Macomb Community College
- Macomb County 4-H
- Macomb County Blue Economy initiative
- Macomb County Health Department – Healthy Kids Healthy Futures Coalition
- Macomb County Trailways

- Macomb County Water Resources Advisory Council
- Macomb Master Gardner
- Macomb Orchard Trail Commission
- Macomb Parks and Recreation
- Michigan Sea Grant
- Motor City Chain Gang
- Simple Adventures Paddlesport Rental and Delivery
- Creekfleet Sailing
- Stony Creek Disc Golf League
- UHY Advisors Inc.
- Wild Birds Unlimited
- Wolcott Mill Trail Riders Association

*Oakland County*

- American Sailing Institute (ASI)
- Chief Pontiac Programs
- Heavener Canoe Rental
- Huron Valley Audubon Society
- Huron Valley Trail Council
- Kensington Trail Riders Association
- Lake Orion High School
- Oakland Audubon Society
- Oakland County Parks and Recreation
- Oakland County Trail, Water & Land Alliance (TWLA)
- Oakland University
- Western Oakland County Trailway Management Council

*Livingston County*

- Southeastern Livingston County Recreation Authority

*Washtenaw County*

- Skip's Canoe Rental
- University of Michigan
- Washtenaw Area Transportation Study (WATS)
- Washtenaw County Greenways Advisory Committee (GAC)
- Washtenaw County Parks and Recreation Commission

*Wayne County*

- Detroit Audubon Society
- Detroit River Western Lake Erie Cooperative Weed Management Area (CWMA)
- Downriver Linked Greenways
- Huron River Fishing Association
- International Wildlife Refuge
- Wayne County Parks and Recreation
- Wayne State University

**HURON-CLINTON METROPOLITAN AUTHORITY****Act 147 of 1939**

AN ACT to provide for the incorporation of the Huron-Clinton Metropolitan Authority; to permit the counties of Wayne, Washtenaw, Livingston, Oakland, and Macomb, or certain of such counties, to join in a metropolitan district for planning or promoting or for acquiring, constructing, owning, developing, maintaining and operating, either within or without their limits, parks, connecting drives, or limited access highways, or any combination of these activities; to provide for the assessment, levy, collection and return of taxes therefor; to provide for the issuance of revenue bonds; to authorize condemnation proceedings; to provide a referendum thereon; and to prescribe penalties and provide remedies.

History: 1939, Act 147, Eff. Jan. 10, 1942 ;-- Am. 1998, Act 170, Eff. Mar. 23, 1999

119.51 Huron-Clinton metropolitan authority; incorporation, counties.

Sec. 1. As may hereinafter be provided in this act, the counties of Wayne, Washtenaw, Livingston, Oakland, and Macomb, or certain of such counties, may by vote of the electorate thereof, join to form a metropolitan district as a body corporate, to be known as the Huron-Clinton Metropolitan Authority, for the purpose of planning, promoting, and/or for acquiring, constructing, owning, developing, maintaining and operating, either within or without their limits, parks and/or limited access highways, as well as such connecting drives as may be deemed necessary or convenient to provide access to and between the same.

History: 1939, Act 147, Eff. Jan. 10, 1942 ;-- CL 1948, 119.51  
Compiler's Notes: This act has been adopted by the counties enumerated in this section.

119.52 Huron-Clinton Metropolitan Authority; definitions.

Sec. 2. As used in this act, parks shall be defined as areas of land, with or without water, developed and used for public recreational purposes, including landscaped tracts, picnic grounds, playgrounds, athletic fields, camps, foot, bicycle and bridle paths, motor vehicle drives, wildlife sanctuaries, museums, zoological and botanical gardens, facilities for bathing, boating, hunting and fishing, as well as other recreational facilities for the use and benefit of the public.

Limited access highways shall be defined as highways especially designed for through traffic, over which owners or occupants of abutting land have no easement or right of light, air or access by reason of the fact that their property abuts on the highway. Such highways may be parkways, with or without landscaped roadsides, from which trucks, busses and other commercial vehicles are excluded, or they may be freeways open to use by all common forms of highway traffic.

Connecting drives shall be defined as boulevards, or free access roads, with or without parklike features, leading to or connecting parks and/or limited access highways.

History: 1939, Act 147, Eff. Jan. 10, 1942 ;-- CL 1948, 119.52  
119.53 Powers; co-operation; charges; succession to rights; vote.

Sec. 3. The Huron-Clinton Metropolitan Authority, either acting alone or in cooperation with the department of conservation, the state highway department, any board of county road commissioners, or any federal or other state or local body having authority to construct and maintain parks or highways, shall have the power to make plans for and promote, and/or to acquire, construct, own, operate and maintain, within or without the limits of the metropolitan district, parks, connecting drives, and/or limited access highways. Said authority may fix and collect fees and charges for use of facilities under its control, and, for its uses, may sell or purchase lands and may acquire and succeed to any or all the rights, obligations, and property pertaining to parks or highways of the state or of any county, city, village, or township comprising territory within the limits of the said metropolitan district: Provided, That no county, city, village, or township shall surrender any such rights, obligations, or property without the approval thereof by a majority vote of the electors of any such county, city, village or township, voting on such proposition.

History: 1939, Act 147, Eff. Jan. 10, 1942 ;-- CL 1948, 119.53  
119.54 Board of commissioners; election and appointment, term.

Sec. 4. The Huron-Clinton Metropolitan Authority shall be directed and governed by a board of commissioners, 1 to be elected from each county of the metropolitan district by the boards of supervisors of the respective counties, and 2 to be appointed by the governor of Michigan. The elected commissioners shall be electors of their respective counties, and the appointed commissioners shall be electors of the

metropolitan district. The appointed commissioners shall serve for 4 year terms or until their successors are appointed, except that for the first board 1 shall be appointed for a 2 year term. The terms of the elected commissioners shall be staggered so that not more than 1 term shall expire in any 1 year, and after the first board no terms shall be less than 6 years. For the first board the terms of the elected commissioners shall be in the order of the populations of the several counties, the commissioner from the most populous county having the longest term.

History: 1939, Act 147, Eff. Jan. 10, 1942 ;-- CL 1948, 119.54

119.55 Board of commissioners; meetings; organization; employees.

Sec. 5. The commissioners shall hold a meeting within 1 month after their selection, on the call of the chairman of the board of supervisors of the most populous county of the metropolitan district, at such time and place as he may designate. Such meeting shall elect a chairman, who must be a member of the board of commissioners, and a secretary and a treasurer, who need not be members. The board shall also, from time to time, select and employ such other officers and employees and engage such services as shall be deemed necessary to effectuate its purposes.

History: 1939, Act 147, Eff. Jan. 10, 1942 ;-- CL 1948, 119.55

119.56 Board of commissioners; records; accounts; treasurer's bond.

Sec. 6. The commissioners shall cause to be kept a written or printed record of every session of the board, which record shall be public. They shall also provide for a system of accounts to conform to any uniform system required by law, and for the auditing at least once yearly of the accounts of the treasurer by a competent certified public accountant or by the auditor general of the state. The board shall require of the treasurer a suitable bond by a responsible bonding company, such bond to be paid for by the board.

History: 1939, Act 147, Eff. Jan. 10, 1942 ;-- CL 1948, 119.56

119.57 Board of commissioners; levy of tax, procedure.

Sec. 7. The commissioners may levy for the purposes of the authority a tax of not more than 1/4 mill upon each dollar of the assessed value of the property of the district. The board shall ascertain the total taxes or appropriation required for any year and shall thereupon certify to the board of

supervisors of each county comprising the district the necessary tax rate to raise such amount, which shall be uniform in the district, and shall take into consideration the ratio that the total assessed valuation of each respective county bears to the total assessed value of all property, real and personal in said entire district according to the last assessment in each of said respective counties. All taxes shall be assessed, levied, collected and returned as county taxes under the general property tax law. All moneys collected by any tax collecting officer from the tax levied under the provisions of this section shall be transmitted to the authority to be disbursed as provided in this act.

The subjects of taxation for the district purposes shall be the same as for state, county, and school purposes under the general law.

History: 1939, Act 147, Eff. Jan. 10, 1942 ;-- CL 1948, 119.57

119.58 Revenue bonds; issuance; lien.

Sec. 8. For the purposes of acquiring, purchasing, constructing, improving, enlarging, extending, or repairing any revenue-producing recreational facilities, the commissioners may issue self-liquidating bonds in accordance with the provisions of Act No. 94 of the Public Acts of 1933, as amended. Such bonds shall not impose any liability upon the district but shall be secured only by the property and revenues of the facilities for the purchase and construction of which they were issued. Such bonds shall not be sold for less than par, and shall bear interest at a rate not in excess of 6 per cent. The commissioners shall have power to create a lien on such facilities as security for the payment of the bonds.

History: 1939, Act 147, Eff. Jan. 10, 1942 ;-- CL 1948, 119.58

Compiler's Notes: For provisions of Act 94 of 1933, referred to in this section, see MCL 141.101 et seq.

119.59 Property, purchase, gift or devise; condemnation, procedure.

Sec. 9. For the purposes of the authority as herein defined, the commissioners may purchase, accept by gift or devise or condemn private property. If by condemnation, the provisions of Act No. 149 of the Public Acts of 1911, as amended, being sections 3763 to 3783, inclusive, of the Compiled Laws of 1929, or such other appropriate provisions therefor as exist or shall be made by law, may

be adopted and used for the purpose of instituting and prosecuting such condemnation proceedings.

History: 1939, Act 147, Eff. Jan. 10, 1942 ;-- CL 1948, 119.59  
Compiler's Notes: For provisions of Act 149 of 1911, referred to in this section, see MCL 213.21 et seq.

119.60 Referendum.

Sec. 10. The foregoing local act shall be submitted to the electors of the counties of Wayne, Washtenaw, Livingston, Oakland, and Macomb at the regular election in November, 1940. The secretary of state is hereby required to certify the said local act to the various clerks of the several counties named in the manner required by law. It shall be the duty of the board of election commissioners of each county above named to prepare ballots for the use of electors in all precincts in the counties of Wayne, Washtenaw, Livingston, Oakland, and Macomb, in the manner required by law, which ballots, after setting forth the foregoing local act in full, shall be in substantially the following form:

"Vote on local act incorporating into the Huron-Clinton Metropolitan Authority the metropolitan district including the counties of Wayne, Washtenaw, Livingston, Oakland, and Macomb.

"Shall the above local act be approved and adopted?

"Yes ( )

"No ( )."

It shall be the duty of the board of election commissioners in each above named county to deliver the ballots so prepared to the inspectors under the general election law. All votes cast upon said local act shall be counted, canvassed, and returned in the same manner as is provided by law for counting, canvassing, and returning votes cast for state officers.

History: 1939, Act 147, Eff. Jan. 10, 1942 ;-- CL 1948, 119.60

119.61 Referendum; approval by two or more counties; resubmission; governing body.

Sec. 11. If a majority of the electors voting thereon at any election in 2 or more of the above named counties, which are contiguous, shall vote "yes" on the proposal, then all the counties so approving shall constitute a metropolitan district, and the Huron-Clinton metropolitan authority shall be a corporation having all the powers, duties and obligations provided for in this act.

The governing board shall consist of the 2 commissioners appointed by the governor and of the elected commissioners from the counties so approving.

If a majority of the electors in any county should vote "no" on the approval of a Huron-Clinton Metropolitan Authority, the project may again be submitted to the electors in such county or counties, by their respective boards of supervisors or by petitions signed by at least 10 per cent of the electors therein. Such county or counties shall become part of the metropolitan district whenever at a later election a majority of the electors in such county or counties shall vote "yes".

History: 1939, Act 147, Eff. Jan. 10, 1942 ;-- CL 1948, 119.61  
Compiler's Notes: This act has been adopted by the counties enumerated in MCL 119.60.

119.62 Violation of MCL 168.1 to 168.992 applicable to petitions; penalties.

Sec. 12. A petition under section 11, including the circulation and signing of the petition, is subject to section 488 of the Michigan election law, 1954 PA 116, MCL 168.488. A person who violates a provision of the Michigan election law, 1954 PA 116, MCL 168.1 to 168.992, applicable to a petition described in this section is subject to the penalties prescribed for that violation in the Michigan election law, 1954 PA 116, MCL 168.1 to 168.992.

History: Add. 1998, Act 170, Eff. Mar. 23, 1999

