

**MINUTES  
BOARD OF COMMISSIONERS MEETING  
HURON-CLINTON METROPOLITAN AUTHORITY  
THURSDAY, JANUARY 9, 2014**

The regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held at 10:30 a.m. on Thursday, January 9, 2014 at the Administrative Office. The meeting was convened in pursuance to a call thereof by the Executive Secretary and due notice was given to the HCMA Board of Commissioners.

Present:	Commissioners:	John E. La Belle John C. Hertel Timothy J. McCarthy Anthony V. Marrocco Harry E. Lester
	Staff Officers:	
	Director	John P. McCulloch
	Deputy Director	George Phifer
	Controller	Rebecca Franchock
Others:	Legislative Consultant	George Carr
Absent:	Commissioner	Jaye Quadrozzi Robert Marans

Chairman La Belle called the meeting to order at 10:33 a.m.

**1. Chairman's Statement**

Commissioner La Belle said he believes we all have heavy hearts regarding the loss of Mary Lester and enough cannot be said about what the Lester's have done for the Metroparks.

Commissioner Lester said words cannot express the love, devotion and help the Metroparks family has provided during this difficult time.

**2. Public Comments**

Toni Spears, HCMA volunteer, said Happy New Year to everyone; gave her sympathy to Commissioner Lester and requested the Board support and approve the grant for the Coastal Zone Management program.

**3. Minutes – December 12, 2013 Regular Meeting and Closed Session**

It was moved by Commissioner Hertel, supported by Commissioner McCarthy that the Board of Commissioners approve the minutes of the Dec. 12, 2013 regular meeting and closed session as submitted by Deputy Director Phifer and staff.

Motion carried unanimously.

**4. Approval – January 9, 2014 Agenda**

Commissioner La Belle requested the agenda be amended to add the following items under other business: Director's employment agreement, Executive Secretary duties and marketing update.

It was moved by Commissioner McCarthy, supported by Commissioner Lester that the Board of Commissioners approve the amended January 9, 2014 agenda.

Motion carried unanimously.

**5. Approval – January 9, 2014 Consent Agenda**

It was moved by Commissioner Hertel, supported by Commissioner Lester that the Board of Commissioners approve the Jan. 9, 2014 Consent Agenda to include the following: donations.

Motion carried unanimously.

## Regular Agenda

### 6. Closed Session

It was moved by Commissioner Marrocco, supported by Commissioner McCarthy that the Board of Commissioners adjourn the regular meeting and proceed into closed session to consult with attorneys regarding pending litigation. [Section 8\(e\) of the Michigan Open Meetings Act – M.C.L. 15.268](#)

Chairman La Belle called for a roll call vote.

#### **ROLL CALL VOTE**

Voting Yes: Commissioners Hertel, Lester, McCarthy, Marrocco, La Belle  
Voting No: None  
Absent: Commissioners Quadrozzi, Marans

Motion carried unanimously.

The closed session began at 10:38 a.m.

The regular meeting reconvened at 11:00 a.m.; no action was taken following the closed session.

### 7. Legislative Report

Legislative Consultant George Carr reported that there is a \$1.3 billion budget surplus and the Legislature is looking at several items related how they may spend the money. Carr said the Personal Property Tax is an issue for the Metroparks, but would need to be placed on the ballot for the general election if any changes were to be made.

Further discussion was held.

It was moved by Commissioner Lester, supported by Commissioner McCarthy that the Board of Commissioners receive and file the Legislative Report as presented by George Carr.

Motion carried unanimously.

### 8. Update – Park Superintendents

Kim Jarvis, Western Park District Superintendent, Mike Lyons, Eastern Park District Superintendent and Jim Pershing, Southern Park District Superintendent provided the commissioners with updates on various programs and events that occurred at parks in their respective districts.

It was moved by Commissioner Hertel, supported by Commissioner McCarthy that the Board of Commissioners receive and file the updates given by the District Park Superintendents.

Motion carried unanimously.

### 9. Reports

#### **A. Wolcott Mill Metropark**

##### **1. Potential Park Name Change**

Director McCulloch reported that the issue of the park name came to his attention last fall because some of the park patrons were getting confused with the name Wolcott Mill and Wolcott Farm. McCulloch said he spoke with Commissioners Hertel and Marrocco regarding a potential name change. McCulloch said staff is looking at branding and marketing for the Metroparks with Berline and suggests the Board not take action at this time on a name change until Berline provides a recommendation to the Board. McCulloch said staff delayed the printing of maps and brochures because of a potential name change; purchasing researched the cost involved with printing only a one-year supply of maps and brochures instead of two years and discovered the cost would be minimal.

It was moved by Commissioner Marrocco, supported by Commissioner Hertel that the Board of Commissioners approve the printing of maps and brochures for a one-year supply; and authorize staff to work with Berline on overall branding.

Motion carried unanimously.

## 9. Reports

### A. Wolcott Mill Metropark

#### 2. Right-of-Way Request, Wolcott Road Bridge Replacement

It was moved by Commissioner Marrocco, supported by Commissioner McCarthy that the Board of Commissioners approve the Right-of-Way Agreement with the Macomb County Department of Roads, subject to legal technical review by Corporate Counsel Joseph Colaianne, as recommended by Manager of Assets and Development Mike Brahm-Henkel and staff.

Motion carried unanimously.

### B. Administrative Office

#### 1. Resolution – Coastal Zone Management Program

Natural Resources and Environmental Compliance Manager Paul Muelle reported that the Coastal Zone Management Program (CZM) administered by the Michigan Department of Environmental Quality, Office of Great Lakes (OGL), enables coastal states to develop a coastal management program to improve protection of sensitive shoreline resources, to identify coastal areas appropriate for development, to designate areas hazardous to development and to improve public access to the coastline. The program includes local pass through grants and administration of coastal related sections of the Natural Resource and Environmental Protection Act.

The Metroparks along with project partners is looking to submit an application to the Coastal Zone Management Program for funding assistance to study the abundance and distribution of amphibian and reptile populations along the Huron to Erie Corridor. The focus of this project will include the identification of herpetofauna and the assessment of known and potential habitat. Through educational workshops, coastal community members and stakeholders will also be engaged in local stewardship and training in collection of data for the Michigan Herp Atlas.

It was moved by Commissioner Marrocco, supported by Commissioner Lester that the Board of Commissioners approve the Resolution – Michigan Coastal Zone Management Grant as recommended by Natural Resources and Environmental Compliance Manager Muelle and staff.

Motion carried unanimously.

#### 2. Proposed Revisions for Board Approved Land Policies

It was moved by Commissioner Hertel, supported by Commissioner McCarthy that the Board of Commissioners table the land policy updates until the February meeting.

Motion carried unanimously.

## 10. Director's Report

Director McCulloch reported that the DSO concert tentatively scheduled for June 14 at Kensington Metropark was being changed to June 21 at Stony Creek Metropark due to scheduling conflicts with the DSO. McCulloch said the budget for the concert was \$200K and \$50K is the Metroparks responsibility. McCulloch said he plans to find sponsors to defray costs. In addition to the DSO, the Michigan Philharmonic will also play two concerts this summer at Kensington and Hudson Mills.

Commissioner La Belle said he would like to see concerts throughout the various counties.

Commissioner Lester said he remembers the DSO played at Lake Erie years ago.

Further discussion was held.

McCulloch reported that he has been working with corporate counsel to solidify the contract with Kosch Catering and will be bringing the contract to the Board at the February meeting.

Commissioner McCarthy inquired about the status of the search for a Foundation Development person.

McCulloch responded he has been working with Richner & Richner on a proposal for the position. Richner & Richner will also assist the Metroparks with identifying sources for seeking potential applicants for this position.

## **11. Other Business**

### **1. Director's Contract**

It was moved by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners approve the director's employment agreement presented to the Board at the June 6, 2013 meeting for a term of 10 years.

Motion carried unanimously.

### **2. Executive Secretary Duties**

Director McCulloch reported that the Board asked staff to research the possibility of hiring a stenographer to record the Board minutes. Deputy Director Phifer looked into the cost and staff believes there are other alternatives the Board should consider.

Corporation Counsel Joe Colaianne is capable of handling this task along with any land transactions that would ultimately require his involvement on any agreements.

It was moved by Commissioner Lester, supported by Commissioner McCarthy that the Board of Commissioners authorize the Director and Deputy Director the ability to assign the duties and functions of the Executive Secretary to staff accordingly.

Further discussion was held.

Motion carried unanimously.

### **3. Marketing Update**

Administrative Services Manager Carol Stone reported that 269 Metropark Christmas ornaments were sold during a special marketing effort during the holidays. Stone said she has been working with Berline to assist staff with enhancing marketing efforts for 2014. Some of the projects include developing a new golf logo, assisting in creating new graphics for the Mobile Learning Center and providing a style guide for the Metroparks.

Director McCulloch said he asked Ms. Stone to create a matrix for use when preparing for events.

Stone also introduced the newest member to the Communications and Marketing department, Stephanie Bechard.

## **12. Commissioner Comments**

Commissioner Hertel said he is aware previous marketing efforts have not been received well and he urges staff to embrace the latest changes and support the marketing efforts.

Commissioner Lester agreed with Commissioner Hertel regarding marketing and said he believes the Metroparks has a winning team. Lester again, thanked the Board and Metropark staff for their support during this difficult time.

Commissioner Marrocco commented on vehicle entries and that Kensington had 194,000 vehicle entries but only \$64K in revenue. Marrocco also inquired about the vouchers and financial statements.

Controller Franchock said the year-end financials have not been closed and the Board will be receiving both December and January vouchers and financials at the February meeting.

Commissioner La Belle said he is happy with the changes for marketing and thanked staff for the work being done on the ERP system.

**14. Motion to Adjourn**

It was moved by Commissioner McCarthy, supported by Commissioner Lester that the Board of Commissioners adjourn the regular meeting.

Motion carried unanimously.

The meeting adjourned at 12:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "George Phifer".

George Phifer  
Deputy Director