

**MINUTES  
BOARD OF COMMISSIONERS MEETING  
HURON-CLINTON METROPOLITAN AUTHORITY  
THURSDAY, DECEMBER 12, 2013**

The regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held at 10:00 a.m. on Thursday, December 12, 2013 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 (arrived at 10:08 a.m.) Timothy J. McCarthy Robert W. Marans Jaye Quadrozzi
	Staff Officers:	
	Director	John P. McCulloch
	Deputy Director	George Phifer
	Controller	Rebecca Franchock
Others:	Legislative Consultant	George Carr
Absent:	Commissioner	Anthony V. Marrocco Harry E. Lester

Chairman La Belle called the meeting to order at 10:00 a.m.

**1. Chairman's Statement**

None

**2. Public Comments**

Larry Noodén, Clinton Huron Environmental Coalition (CHEC), said he wanted to comment on the progress of the Metroparks saying Bill Kreger served more than 40 years on the Board. Kreger recognized the need for the Board to have the ability to work together, working for the public to achieve the greater good. The Metroparks have gone through a tough economic period and Mr. McCulloch joined the organization during a difficult time. Even with these challenges, things are going well. Noodén asked everyone to be patient and supportive of the director.

**3. Minutes – November 14, 2013 Regular Meeting**

It was moved by Commissioner Marans, supported by Commissioner Quadrozzi that the Board of Commissioners approve the Nov. 14, 2013 regular meeting as submitted by Deputy Director Phifer and staff.

Motion carried unanimously.

**4. Approval – December 12, 2013 Agenda**

It was moved by Commissioner Marans, supported by Commissioner McCarthy that the Board of Commissioners approve the December 12, 2013 agenda.

Motion carried unanimously.

**5. Approval – December 13, 2013 Consent Agenda**

It was moved by Commissioner Quadrozzi, supported by Commissioner McCarthy that the Board of Commissioners approve the Dec. 12, 2013 Consent Agenda to include the following: Vouchers – November 2013; Financial Statements – November 2013; 2013 Property Tax Adjustments; Bids – Stony Creek Park Office Municipal Waterline update; Bids – Lake Erie Marina Dredging; 2014 Employee Recognition Dinner; and Donations.

Motion carried unanimously.

## Regular Agenda

### **6. Closed Session**

The closed session, upon agreement by the present Commissioners, was moved to the end of the agenda to accommodate the anticipated arrival of a commissioner.

### **7. Legislative Report**

Legislative Consultant George Carr reported that the general business of the Metroparks is moving forward. The Legislature approved the abortion bill which will have some impacts on the Metroparks as it relates to health care.

It was moved by Commissioner Marans, 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.

Commissioner Hertel said we should take advantage of the media and seek help from the public regarding the issue with snares in the Southern District.

Commissioner Marans commented he would like to see visuals (pictures, video) of park events to go along with the activities Park Superintendents are reporting to the Board.

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. Administrative Office**

##### **1. Defined Contribution FICA Alternative Pension Plan**

Administrative Services Manager Carol Stone reported that the Metroparks participates in a program for public agencies that allows for an alternative to traditional FICA withholdings for part-time and seasonal employees. There are two types of FICA Alternative Plans, defined benefit and defined contribution. Under the program, wages for eligible employees are exempt from both the employee and employer contributions to FICA. The Metroparks FICA Alternative Pension Program is currently administered as part of the defined benefit pension program and requires that seasonal employees receive a payment from the pension program at the end of each year.

It was moved by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners approve closing the defined benefit FICA Alternative Pension plan and adopt the ICMA-RC defined contribution FICA Alternative Pension Plan covering part-time and seasonal positions working 600 or less hours per year with an employer contribution of 1.5 percent and an employee contribution of 6 percent.

Motion carried unanimously.

##### **2. Approval – Liability Insurance Renewal**

It was moved by Commissioner McCarthy, supported by Commissioner Quadrozzi that the Board of Commissioners approve renewal property and liability insurance with the Michigan Municipal Risk Management Authority for 2014.

Motion carried unanimously.

##### **3. Approval – Professional Services Contract for Communications and Marketing**

Director McCulloch reported that with the goal of increasing both park attendance and revenue, proposals were sought for public relations and marketing services to enhance the existing marketing and communications efforts. Thirteen responses were received to the request for proposals. A committee was established to review the proposals and after soliciting additional information from nine of the vendors, interviews were conducted with five vendors. Based on the marketing concepts presented, their knowledge of the Metroparks, and their expertise in the area of social media and technology, it is recommended that the proposal from Berline be accepted.

Further discussion was held on this matter.

It was moved by Commissioner Hertel, supported by Commissioner Marans that the Board of Commissioners approve the contract with Berline for marketing and public relations services at a monthly retainer of \$6,000 per month.

Motion carried unanimously.

### **Closed Session**

It was moved by Commissioner Marans, supported by Commissioner McCarthy that the Board of Commissioners proceed in closed session to consider the personnel evaluation of Director John McCulloch as requested by the Director. [\*Section 8 \(a\) 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, McCarthy, Marans, Quadrozzi, La Belle  
Voting No: None  
Absent: Commissioners Marrocco, Lester

Motion carried unanimously.

The regular meeting adjourned at 11:33 a.m.

In closed session, it was moved by Commissioner McCarthy, supported by Commissioner Marans that the Board of Commissioners adjourn the closed session and immediately reconvene the regular meeting.

#### **ROLL CALL VOTE**

Voting yes: Commissioners Hertel, McCarthy, McCarthy, Marans, Quadrozzi, La Belle  
Voting no: None  
Absent: Commissioners Marrocco, Lester

Motion carried unanimously.

The regular meeting reconvened at 11:12 a.m.

Commissioner McCarthy left the meeting at 11:12 a.m.

Commissioner Hertel said he would like the issue with the minutes resolved and requested staff inquire about hiring a stenographer.

### **10. Director's Report**

Director McCulloch wished everyone Merry Christmas.

### **11. Other Business**

None

### **12. Commissioner Comments**

Commissioner Hertel said Happy Holidays.

Commissioner Marans said that at the last Detroit Riverfront Conservancy meeting, one of the objectives for 2014 was to have a transportation system in Detroit that included both land and waterways transportation. Marans said there was discussion regarding having transportation around the MacArthur Bridge, Belle Isle and the Ambassador Bridge as well as general discussion on how to accomplish the goals. Marans said he would like to see the Metroparks involved in the process.

Commissioner Quadrozzi said Happy Holidays.

Commissioner La Belle said Happy Holidays.

**14. Motion to Adjourn**

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

Motion carried unanimously.

The meeting adjourned at 11:16 p.m.

Respectfully submitted,



George Phifer  
Deputy Director