

**MINUTES
BOARD OF COMMISSIONERS MEETING
HURON-CLINTON METROPOLITAN AUTHORITY
THURSDAY, MARCH 14, 2013**

The regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held at 10:30 a.m. on Thursday, March 14, 2013 at the Administrative Offices. 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:	Anthony V. Marrocco John E. La Belle Robert W. Marans Timothy J. McCarthy Harry E. Lester Jaye Quadrozzi
	Staff Officers:	
	Director	John P. McCulloch
	Controller	Lisa Dolan
	Executive Secretary	George Phifer
Others:	Attorney	Michael McGee
Absent:	Commissioner	John C. Hertel

The meeting was called to order by Chairman Marrocco at 10:30 a.m.

1. Chairman's Statement

None

2. Public Hearing

Chairman Marrocco said the Board would begin the meeting with a public hearing on two grant applications for projects at Lake St. Clair Metropark. The first is the construction of a play area and the west side walk; and the second is a project for accessible floating docks. Marrocco said Chief Planner Sue Nyquist would present both projects.

Nyquist reported there were two projects which the Authority was applying for grants. The first is the \$1.25 million project to redevelop the existing play area and the west side walk; both will feature new locations; and both are listed in the recently approved five-year Community Recreation Plan. The projects were originally developed in the late 1950s, and although the play area has been redeveloped throughout the years, current play equipment is more than 20-years-old, deteriorated, does not meet safety regulations, and repair parts are difficult to find.

Further Board discussion was held on this item.

The second project is a Recreation Passport Grant for accessible docks at the Shore Marina. The maximum award is \$45,000 and this is a \$75,000 project. One of the initiatives of this program is Universal Accessibility; there are no accessible docks at Lake St. Clair Metropark since the removal of the floating docks.

Further Board discussion was held on this item.

Commissioner Marrocco called for a motion to close the Public Hearing.

It was moved by Commissioner La Belle, supported by Commissioner Marans that the Board of Commissioners close the public hearing.

Motion carried unanimously.

3. Public Comments

Toni Spears, HCMA volunteer, read a statement: "Well, spring is nearly here, and we'll all be ready to dust off the golf clubs and head over to our favorite course soon." Spears continued with "The agenda today includes a proposed contract to assess the Metroparks golf operations. The HCMA has extensive investment in golf courses, and so it's appropriate to evaluate the longer term operation of these facilities. How best to do that?"

The no-bid contract for ROI Golf Management is for up to \$70K, so some due diligence is appropriate. The principals have strong credentials, but it would be appropriate to request letters of recommendation from municipal customers who had similar work performed, and determine if they found that the cost and benefit were in alignment with expectations. The ROI proposal also includes this statement: 'The success of any golf facility has a much greater chance for success if there is a clear mission and vision statement.' What is the HCMA mission and vision for golf? And how does this meld with the general decline in participation in this sport in this area of Michigan?

Last year as part of its Master Plan, the Metroparks hired Public Sector Consultants to survey residents in the five counties for their opinions on Metroparks programs, services, facilities, patterns of use, etc. The survey found high customer satisfaction among visitors, but golf was not among the list of their common activities, and was not cited as an activity to increase non-visitor attendance. Perhaps a survey of golf and golfing in this area would be helpful.

Additional information on park usage comes from the data compilation as of the end of November in the December 2012 board packet. That data shows nearly 208,500 (208,472) rounds played in 2012 among all the Metroparks courses. In comparison, the data also shows that over 1.6 million participants had attended interpretive facilities programs the same time period.

If approved, the consultants should begin their work with a good understanding of the fiscal constraints of the Metroparks and an awareness of the park visitor preferences.

Hopefully their work will result in a Metroparks Master Plan that includes a plan for golf that is based on a vision of best practices, but also fiscally sound and realistic given the current HCMA financial constraints and the recreational trends for this area.

4. Minutes

A. February 14, 2013 – Public Hearing Minutes

B. February 14, 2013 – Regular Meeting Minutes

It was moved by Commissioner Marans, supported by Commissioner McCarthy that the Board of Commissioners approve the Feb. 14, 2013 public hearing and regular meeting minutes as submitted by Executive Secretary Phifer and staff.

Motion carried unanimously.

5. Approval of March 14, 2013 Agenda

Commissioner La Belle asked that the Marketing Manager position be added as a discussion item under reports.

It was moved by Commissioner McCarthy, supported by Commissioner Lester that the Board of Commissioners add the Marketing Manager position to the agenda under reports.

Motion carried unanimously.

Director McCulloch asked that two items be added to the agenda: Western District Park Superintendent Kim Jarvis would like to update commissioners about the Maple Syrup program and George Phifer would like to introduce several police officers.

5 b. Kim Jarvis spoke about the Maple Syrup program currently underway throughout the Metroparks.

George Phifer introduced police officers that were recently promoted as well as new police officers recently hired.

6. **Approval of Consent Agenda**

It was moved by Commissioner La Belle, supported by Commissioner Quadrozzi that the Board of Commissioners approve the consent agenda containing the following items: Vouchers; Purchases: (1) Steel Drums – All Parks; (2) Grounds and Roadside Equipment – Indian Springs, Lower Huron Metroparks; (3) Fertilizer and Turf Chemicals – All Metropark Golf Courses; Resolution – MI Recreation Passport Grant; Bids – Farm Center Play Area Development; Agreement – Trail Maintenance and Repair, Milford Township; Bids – Hike-Trail Crack Filling, Roadway Overbanding, Various Locations; 2013 Park Entertainment Programs; and Donations.

Motion carried unanimously.

Regular Agenda

7. **Reports**

A. **Lake St. Clair**

1. **Resolution – MNTRF Grant Application**

It was moved by Commissioner Marans, supported by Commissioner McCarthy that the Board of Commissioners approve the Resolution – MNTRF Grant Application as recommended by Chief Planner Nyquist and staff.

Motion carried unanimously.

B. **Lower Huron**

1. **Bids – Tree Plantings at Walnut Grove Campground and Group Camp Area**

Supervising Engineer Martin reported that work included furnishing and planting shade trees in the group camp area at East Bend Picnic Area and Walnut Grove campground. Martin said this project will improve the aesthetics of the camping areas by providing increased shade near rental sites and in the group camp area.

It was moved by Commissioner Lester, supported by Commissioner La Belle that the Board of Commissioners approve award Contract No. 506-13Z to the low responsive, responsible bidder, Reliable Landscaping, Inc. in the amount of \$13,846.00 as recommended by Supervising Design Engineer Martin and staff.

Motion carried unanimously.

C. **Lake Erie**

1. **Bids – Pool Concrete Repairs and Resurfacing, Phase 2**

Supervising Design Engineer Martin reported that work included selective removal and replacement of deteriorated pool shell concrete substrate; selective removal and refinishing of deteriorated "Diamond Brite" pool surfacing; provide necessary caulking, preparation and related work. Work must be completed prior to opening the facility. The budget amount of \$71,000 was based on a larger estimate of pool surface area to repair; and that under the project design phase, the estimate was re-evaluated and the scope was reduced.

It was moved by Commissioner Lester, supported by Commissioner Marans that the Board of Commissioners award Contract No. 712-13M to the low responsive, responsible bidder, Advanced Pool Services, Inc. in the amount of \$23,047.50 as recommended by Supervising Design Engineer Martin and staff.

Motion carried unanimously.

2. **Bids – Wave Pool Pump Replacement and Roof Access Shafts**

Supervising Design Engineer Martin reported regarding the turbine pump replacement, the two existing pool circulation turbine pumps at the Lake Erie Wave Pool are aged, deteriorating, and are at risk of failure at this time. The pumps are original, having been installed as part of the pool mechanical building construction in 1982. While the pumps have received partial repairs in the past, they are currently beyond repair. Pump failure during pool operation will result in closure of the pool. Therefore they should be replaced as soon as practicable, prior to the start of the pool operating season. A quote was requested and received from Kerr Pump and Supply, Inc. the authorized representative for the pumps, for the furnishing and installation of

the two pumps (including motors), and the removal of existing pump systems, in the total amount of \$30,623.

The vertical turbine pumps were installed with no means of removing or replacing them. There is no roof hatch or hoisting equipment, and ceiling clearance is inadequate to lift and remove the pumps in their entirety. Pump components (e.g. motors and seals) have been serviced in the past by hoisting from the roof trusses, which were not designed to handle the components. The turbines have never been fully removed, serviced or replaced.

In order to remove and replace the pumps, access shafts with operable hatches are needed in the roof structure for removal of the pumps. This project will construct two access shafts, reinforce the existing wood roof structure, provide permanent, operable rooftop access hatches and related work. Any work related to hoisting of pumps under this project, and as needed for future servicing, will be performed using a mobile crane.

Further discussion was held on this item.

It was moved by Commissioner Lester, supported by Commissioner McCarthy that the Board of Commissioners authorize issuance of a Purchase Order to Kerr Pump and Supply, Inc. in the amount of \$30,623.00 for the Pump Replacement work; and that a Purchase Order be pre-authorized for issuance to the lowest responsive, responsible bidder in their quoted amount (to be determined) for the Access Shaft work, as recommended by Supervising Design Engineer Martin. Staff will provide a follow-up report at the April 11, 2013 Board of Commissioners meeting to report on the contract award of the Roof Access project, and progress of the overall project.

Motion carried unanimously.

7. Reports

D. Administrative Office

It was moved by Commissioner La Belle, supported by Commissioner McCarthy that the Board of Commissioners approve renewing the agreement with Kassie Kretzschmar for marketing services through December 31, 2013 and hereby authorize Director John McCulloch to execute such agreement contingent upon legal counsel's review of the terms and conditions of the agreement.

Further discussion was held on this item.

Motion carried unanimously.

1. Proposal – Gladiator Rock'n Run Event, Stony Creek Metropark

Marketing Manager Kassie Kretzschmar reported that staff is requesting Board approval for the "Gladiator Rock'n Run" event that is scheduled to be held in August at Stony Creek Metropark. Kretzschmar said staff will ensure compliance with all insurance and Michigan Liquor Control Commission requirements.

This event typically has approximately 2,000 participants and the group produces 12 Gladiator Rock'n Runs annually across the country and has done so for more than 20 years. This is the first time the event will be hosted by a Metropark. The event features music, food, beer, and vendors that give away samples. Typically, the Gladiator Rock'n Run event personnel bring in the food vendors and/or food trucks and require them to donate a portion of their proceeds to the charity as well. The event normally provides one beer as part of registration.

It was moved by Commissioner McCarthy, supported by Commissioner Marans that the Board of Commissioners approve the event and beer/wine sales for the Gladiator Rock'n Run event at Stony Creek Lake Metropark as recommended by Director John McCulloch and staff.

Motion carried unanimously.

7. Reports

D. Administrative Office

2. Wolcott Mill Golf Course Contract

Director McCulloch reported that in September 2012, the Board approved an RFP from Stony Creek Golf Management to operate the Wolcott Mill Golf Course and that under the terms and conditions of the agreement, a personal guarantee or a performance bond would be required. This agreement also required the review and approval from the Authority's legal counsel prior to this RFP being finalized. During the course of negotiations, an acceptable personal guarantee could not be agreed upon, thus it was legal counsel's recommendation to secure a bank letter of credit.

Because of the amount of money invested in the Wolcott Mill Golf Course, staff has concerns about whether the proposed \$70,000 was an acceptable dollar amount for the letter of credit. Legal Counsel Mike McGee confirmed that Stony Creek Golf Management was unwilling to secure a letter of credit acceptable to the Authority for an amount greater than \$70,000.

Director McCulloch recommended that the Authority not approve the proposed agreement and that the Metroparks continue to operate the golf course.

It was moved by Commissioner La Belle, supported by Commissioner Marans that the Board of Commissioners reject the proposed agreement and authorize staff to develop and implement a plan to continue to operate the golf course.

Motion carried unanimously.

3. Golf Rates and Golf Marketing

Director McCulloch reported that the Huron-Clinton Metroparks golf marketing campaign is designed to build our customer base, increase our email list, develop course loyalty and retain current golfers and leagues. A primary component of these initiatives is to increase rounds during slow periods (weekdays and weekends after noon).

Further discussion was held on this item.

It was moved by Commissioner Lester, supported by Commissioner Quadrozzi that the Board of Commissioners approve the Golf Marketing and Golf Rates for 2013 as recommended by Director McCulloch and staff.

Motion carried unanimously.

4. Golf Consultant Contract

Director McCulloch reported that ROI Golf Management has submitted a proposal to evaluate the cost of operations, budgets, purchasing and pricing schemes in order to assist Metroparks golf facilities in implementing best management practices. The attached proposal details the scope of services ROI will provide Metropark golf courses.

Further Discussion was held on this item.

It was moved by Commissioner McCarthy, supported by Commissioner Lester that the Board of Commissioners approve the ROI Golf Management Consultant Contract as recommended by Director McCulloch and staff.

Motion carried unanimously.

5. Update – Marina Rates, Lake St. Clair and Lake Erie Metroparks

Supervising Design Engineer Martin reported that this update is in response to Chairman Marrocco's question raised at the Feb. 14 Board meeting regarding the use of special discounts or coupons at the Lake St. Clair Marina. Martin said the Lake St. Clair marina fee structure is governed by the Michigan State Waterways Commission, under the terms of our Feb. 20, 2009 Waterways Grant Agreement.

The Waterways Grant Agreement placed the marinas at Lake St. Clair under Waterways' regulation, as far as operational requirements and fee-setting are concerned. In particular, the Agreement states that marina fees must be approved in advance by the Waterways Commission, and that HCMA cannot request variances in fees more than once a year. Therefore, prior to considering special discounting or couponing at the Lake St. Clair Marina, staff first must seek a variance from the Waterways Commission.

There was a consent judgment (J. B. Associates vs. HCMA) issued in 1983 which resolved a lawsuit brought by the owner of a neighboring marina, alleging unfair competition between the Metroparks' Lake Erie Marina (as a publicly-funded marina) and his privately-owned marina. As part of the consent judgment, the Metroparks agreed to cease renting marina slips on a seasonal or year-round basis, and to convert to transient slip rental by attrition of existing seasonal leases over time. The last seasonal lease in effect at the marina expired in 2011.

Legal Counsel Michael McGee spoke about the consent agreement and pleadings. The consent agreement is a court order, in effect until perpetuity unless you go to court and request a modification.

Commissioner Marrocco requested copies of the lawsuit and pleadings.

It was moved by Commissioner Marans, supported by Commissioner Lester that the Board of Commissioners receive and file the Marina Update Report as recommended by Supervising Design Engineer Martin and staff.

Motion carried unanimously.

7. Reports

D. Administrative Office

6. Update – Marina Dredging, Lake St. Clair and Lake Erie Metroparks

Director McCulloch spoke about Gov. Snyder's announcement regarding an initiative to address historic low water levels in the Great Lakes, and the need to maintain harbor access for recreational boating. Based on this announcement, the Authority submitted requests to the Department of Natural Resources for funding dredging projects at Lake St. Clair and Lake Erie Metroparks. In response, the Department of Natural Resources has developed an Emergency Dredging Plan (EDP), totaling approximately \$21 million of supplemental funding, to address dredging in Harbors of Refuge and Public Recreational Marinas across the Great Lakes.

Director McCulloch provided commissioners a letter from Legislative Consultant George Carr stating three dredging projects were approved for funding at Lake St. Clair and Lake Erie.

It was moved by Commissioner Lester, supported by Commissioner Quadrozzi that the Board of Commissioners receive and file the MDNR 2013 Emergency Dredging Plan Report as recommended by Supervising Design Engineer Martin and staff.

Motion carried unanimously.

8. Closed Session

It was moved by Commissioner Marans, supported by Commissioner Lester that the Board of Commissioners immediately adjourn to a closed session to consult with attorneys regarding pending litigation. (Section 8 (e) of the Michigan Open Meetings Act M.C.L. 15.268 (e)).

ROLL CALL VOTE

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

Motion carried unanimously.

The regular meeting adjourned at 11:45 a.m.

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

ROLL CALL VOTE

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

Motion carried unanimously.

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

9. Other Business

None

10. Director's Comments

None

11. Commissioner Comments

Commissioner Lester wished everyone a Happy Easter.

12. Motion to Adjourn

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

Motion carried unanimously.

The meeting adjourned at 12:15 p.m.

Respectfully submitted,



George Phifer
Executive Secretary