

**MINUTES
BOARD OF COMMISSIONERS MEETING
HURON-CLINTON METROPOLITAN AUTHORITY
THURSDAY, APRIL 11, 2013**

The regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held at 10:30 a.m. on Thursday, April 11, 2013 at Indian Springs Metropark at the Environmental Discovery Center. 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 John C. Hertel Timothy J. McCarthy Harry E. Lester
	Staff Officers:	
	Director	John P. McCulloch
	Controller	Lisa Dolan
	Executive Secretary	George Phifer
Absent:	Commissioner Commissioner	Robert W. Marans Jaye Quadrozzi
Others:	Legal Counsel (Miller Canfield) Legal Counsel (Miller Canfield)	Michael McGee Steve Mann

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

1. Chairman's Statement

Chairman Marrocco welcomed everyone to Indian Springs.

2. Public Comments

None

3. Minutes

A. March 14, 2013 – Regular Meeting Minutes

B. March 14, 2013 – Closed Session Minutes

It was moved by Commissioner Lester, supported by Commissioner La Belle that the Board of Commissioners approve the March 14, 2013 regular meeting and closed session minutes as submitted by Executive Secretary Phifer and staff.

Motion carried unanimously.

4. Approval of April 11, 2013 Agenda

Director McCulloch indicated he received several questions from a commissioner regarding item 5-c, the 2013 Roof Management Program Update, and that he would like to move the item to the regular agenda.

It was moved by Commissioner Lester, supported by Commissioner Hertel that the Board of Commissioners approve moving item 5-c, the 2013 Roof Management Program Update, to the regular agenda.

Motion carried unanimously.

5. Approval of Consent Agenda

It was moved by Commissioner Hertel, supported by Commissioner Lester that the Board of Commissioners approve the April 11, 2013 consent agenda consisting of the following: Vouchers; Purchases: (1) Garbage Truck – Stony Creek Metropark, (2) Lake Aquatic Chemicals – Stony Creek, Kensington and Willow Metroparks, (3) Sodium Hypochlorite – Lower Huron Metropark, (4) Utility Tractor – Natural Resources Crew and (5) Computers – All locations; Bathhouse Water Heater Replacement at Lake Erie; Update – Wave Pool Mechanical Room Roof Scuttle and Access at Lake Erie; Medicare Part D Subsidy; Donations; and Legislative Report.

Motion carried unanimously.

Regular Agenda

2013 Roof Management Program Update

Asset and Development Manager Michael Brahm-Henkel reported that Roofing Technology Associates, Ltd. (RTA) submitted a proposal to provide roof-consulting services for major buildings throughout the Metroparks for a lump sum fee of \$35,000. The scope of services for the program update includes 121 roof inspections of the major buildings throughout the Metroparks. RTA will include detailed visual inspections of each roof, infrared thermal scanning and moisture testing of low-slope roofs, roof system testing as needed, inputting of inspection results into a computerized roofing asset management system, preparation and submittal of a technical report addressing each roof structure. The Roof Management Program Update is a continuation of the Authority's roof management program which was initiated in 2004 and last updated in 2008.

Further discussion was held on this item.

It was moved by Commissioner La Belle, supported by Commissioner Lester that the Board of Commissioners approve the issuance of a Purchase Order to Roofing Technology Associates, Ltd., Inc. in the amount of \$35,000.00 for the 2013 Roof Management Program Update as recommended by Asset Manager Michael Brahm-Henkel and staff.

Motion carried unanimously.

6. 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 in their districts.

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

Motion carried unanimously.

7. Reports

A. Lake St. Clair

1. Agreement – Lake St. Clair Community Sailing Center

Chief Planner Susan Nyquist reported that the Metroparks was approached by a group that formed a 501(c)(3) and would like to work out of Lake St. Clair Metropark. Jim Rogers, president of the Lake St. Clair Community Sailing Club was at the meeting to answer questions.

Further discussion was held on this item.

It was moved by Commissioner Lester, supported by Commissioner McCarthy that the Board of Commissioners approve the agreement with Lake St. Clair Community Sailing as recommended by Chief Planner Nyquist and staff.

Motion carried unanimously.

7. Reports

B. Administrative Office

1. Agreement – Six Rivers Regional Land Conservancy

Chief of Natural Resources Paul Muelle reported that the proposed Agreement with Six Rivers Regional Land Conservancy (SRRLC) is to assist the Metroparks in the process of acquiring five parcels of property totaling approximately 110 acres adjacent to the Black Creek Marsh at Lake St. Clair Metropark. The Department of Natural Resources' Michigan Natural Resources Trust Fund (MNRTF) and the National Oceanic and Atmospheric Administration's (NOAA) Great Lakes Area of Concern Acquisition Program have provided funding for the land purchases.

Further discussion was held on this item.

It was moved by Commissioner Lester, supported by Commissioner La Belle that the Board of Commissioners approve approve the Six Rivers Regional Land Conservancy Agreement as recommended by Chief of Natural Resources Paul Muelle and staff.

Motion carried unanimously.

2. Financial Statements - February

Controller Lisa Dolan reported that the financial audit was completed by Rehman Robson; and they will provide a draft of the final statements. The auditors will meet with the Controller, Director and Treasurer to discuss the audit and financial statements; and will present the findings at the May meeting.

Dolan said there was a \$2.3 million increase in 2012 General Fund – Fund Balance and a \$1.3 decrease in 2012 Capital Project Fund Balance. Property tax revenues are projected to decrease approximately \$500,000 from 2012 to 2013.

Further discussion was held on this item.

It was moved by Commissioner Lester, supported by Commissioner Hertel that the Board of Commissioners receive and file the financial statements as recommended by Controller Dolan and staff.

Motion carried unanimously.

3. 2013 First Quarter Budget Amendments

It was moved by Commissioner La Belle, supported by Commissioner Hertel that the Board of Commissioners approve the 2013 First Quarter Budget Amendments as recommended by Director McCulloch, Controller Dolan and staff.

Motion carried unanimously.

4. Consulting Agreement – Financial System

Controller Dolan reported that staff spoke to three consulting companies regarding providing HCMA assistance with selecting an appropriate Enterprise Resource Planning (ERP) system and have selected Plante & Moran for this service.

Commissioner Marrocco asked why UHY was not selected. Director McCulloch replied that the key person for UHY is out of Atlanta, Georgia and McCulloch said he believes HCMA needs to have this person working locally to assist staff with evaluating what HCMA needs.

Commissioner Lester said he agrees, that the business should be kept in state.

It was moved by Commissioner La Belle, supported by Commissioner McCarthy that the Board of Commissioners approve the selection of Plante & Moran as Consultants, and approve their completion of the two projects, ERP selection and IT assessment and evaluation, at a total not to exceed \$87,400 as recommended by Controller Dolan and staff.

Motion carried unanimously.

**8. Other Business
Purchase – Pedal Boats**

Director McCulloch reported there is an additional purchase for approval – six standard four-seat rental type pedal boats for use at Stony Creek and four Swan style four-seat pedal boats for use at Kensington Metropark.

It was moved by Commissioner La Belle, supported by Commissioner Lester that the Board of Commissioners award purchase of pedal boats to Owosso Composite, LLC on a unit price basis as recommended by Buyer Ron Smith and staff.

Motion carried unanimously.

Director McCulloch reported that the Authority has been approved to receive grants from the Michigan Department of Natural Resources (MDNR) under the recently enacted Emergency Dredging Plan for dredging at the marinas at Lake St. Clair and Lake Erie Metroparks. In order to receive the EDP grants, the Board of Commissioners are required to enter into Waterways Grant Agreements with the MDNR for each location, and to approve Resolutions accepting the terms of the Agreement.

It was moved by Commissioner La Belle, supported by Commissioner Lester that the Board of Commissioners approve the acceptance of the above Grants subject to satisfactory terms and conditions of such Grant agreements as recommended by Assets and Development Manager Michael Brahm-Henkel and staff.

Motion carried unanimously.

9. Commissioner Comments

Commissioner La Belle said it's good that the governor signed the bill for the dredging grant. La Belle suggested inviting the governor to the parks to show him what the Metroparks are doing with the funds. Director McCulloch agreed.

Commissioner McCarthy said he wanted to apologize for being late. McCarthy also said he found an article in the *Wall Street Journal* regarding pensions title, "Pensions Rate of Return Fantasy."

Commissioner Marrocco said the director would be providing the commissioners a 15 minute tour for those who are able to stay.

10. Motion to Adjourn

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

Motion carried unanimously.

The meeting adjourned at 11:10 a.m.

Respectfully submitted,



George Phifer
Executive Secretary