

Minutes
Huron-Clinton Metropolitan Authority
Board of Commissioners
Thursday, April 9, 2015

The regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held at 10:30 a.m. on Thursday, March 12, 2015 at the Administrative Office.

Commissioners Present:

John E. La Belle
John C. Hertel
Timothy J. McCarthy
Robert W. Marans
Harry E. Lester (via telephone)
Jaye Quadrozzi
Anthony V. Marrocco

Staff Officers:

Interim Director
Deputy Director
Controller

Gregory J. Almas
George Phifer
Rebecca Franchock

Other Attendees:

Steve Mann with Miller, Canfield, Paddock and Stone, PLC
Charles Oxender with Miller, Canfield, Paddock and Stone, PLC
Robert Finkel with Finkel, Whitefield, Selike

Chairman La Belle called the April 9, 2015 meeting to order at 10:30 a.m.

1. Chairman's Statement

Chairman La Belle thanked Commissioner Quadrozzi for attending the recent Employee Recognition dinner and the comments she made at the dinner to employees.

2. Public Comments

Toni Spears, Dexter, Michigan commented on the land update on the agenda and possible land divestiture. Spears said overall the Metroparks has good policies and that the divestiture policy should remain in place. She also commented on reducing land contiguous to the parks.

3. Minutes – March 12, 2015 Regular Meeting and Closed Session

Motion by Commissioner Marans, supported by Commissioner Marrocco that the Board of Commissioners' approve the March 12, 2015 regular meeting and closed session minutes as presented.

Motion carried unanimously.

4. Approval – April 9, 2015 Agenda

Motion by Commissioner Marans, supported by Commissioner Marrocco that the Board of Commissioners' approve the April 9, 2015 agenda as presented.

Commissioner Marrocco suggested deferring the approval of the purchase for the tractor until the May meeting.

Motion by Commissioner Marans, supported by Commissioner McCarthy that the Board of Commissioners' remove the purchase for the tractor and defer until the May meeting.

Motion as amended carried unanimously.

5. Director's Appointment

An honorary motion was made by Commissioner Lester, supported by Commissioner Hertel that the Board of Commissioners' appoint George Phifer director of the Metroparks.

An official motion was then made by Commissioner Hertel, supported by Commissioner Marrocco that the Board of Commissioners' appoint George Phifer director for the Huron-Clinton Metroparks.

Chairman La Belle called for a roll call vote.

ROLL CALL VOTE

Voting yes: Quadrozzi, Marans, Marrocco, McCarthy, Lester, Hertel, La Belle

Voting no: None

Absent: None

Motion carried unanimously.

Commissioner Lester ended his participation by phone at 10:42 a.m.

6. Approval – April 9, 2015 Consent Agenda

Motion by Commissioner Marrocco, supported by Commissioner Quadrozzi that the Board of Commissioners' approve the consent agenda as amended consisting of the following:

- a. Vouchers – March 2015
- b. Financial Statements – March 2015
- c. Purchases
 1. Chlorinated Tablets, Lake St. Clair, Willow and Lake Erie Metroparks
 2. Lake Aquatic Chemicals, Stony Creek and Kensington Metroparks
 3. Golf Cart Batteries, Huron Meadows Metropark
 4. Fertilizer and Turf Chemicals, All parks
 5. Update – Purchases over \$10,000
- d. Approval – Letter of Support, Oakland Township MNRTF Grant Application
- e. Approval – First Quarter Appropriation Adjustments
- f. Approval – Professional Services Agreement, Roof Repair, Lake St. Clair and Kensington Metroparks
- g. Approval – Amended Kosch Contract, Wolcott Metropark
- h. Bids – Road Micro-Surfacing, Stony Creek and Huron Meadows Metroparks
- i. Bids – Tollbooth Replacement, Indian Springs Metropark
- j. Bids – Emergency Lightning Protection System, Kensington Metropark Golf Course
- k. Approval – Professional Services, Lower Huron Maintenance Building Roof System
- l. Bids – Road Overbanding and Cracking Filling, System Wide
- m. Approval – TIFA Exemption, City of Birmingham

Motion carried unanimously.

Regular Agenda

7. Legislative Report

Legislative Carr was not able to attend meeting; no report was given; no action taken.

8. Reports

A. Lake St. Clair Metropark

1. Approval – Professional Services Agreement, Marsh Restoration Phase II

Natural Resources and Environmental Compliance Manager Paul Muelle reviewed the project and grant process with the Board. He said Phase II of the project will complete the hydrological restoration and habitat improvement of the Black Creek Marsh and is a continuation of Phase I, which began in 2010. Muelle said that ASTI would serve as the grant manager handling all the administrative work for the project.

Commissioner McCarthy asked if Black Creek would flow all the way to the Clinton River. Muelle replied yes, but it wouldn't be navigable.

Commissioner Marans stated the fee for ASTI was also \$.5 million and asked what the fee covered. Muelle replied the fee covered grant management, construction and contract documents and a consultant's fee.

Commissioner Marrocco asked why Macomb County was not involved with Phase II. Muelle replied that Macomb County received the first grant and handled all the administrative work. The second grant (for Phase II) was awarded to HCMA and it's more efficient for Metroparks staff to handle than having to go through a third party.

Motion by Commissioner Quadrozzi, supported by Commissioner McCarthy that the Board of Commissioners' approve the Professional Services Agreement with ASTI Environmental, Inc. as recommended by Natural Resources and Environmental Compliance Manager Paul Muelle and staff.

Motion carried unanimously.

B. Administrative Office

1. Approval – Underground Storage Tank Coverage for 2015-2016

Motion by Commissioner Marrocco, supported by Commissioner Hertel that the Board of Commissioners' authorize staff to bind coverage with Action Advantage Group for one-year Underground Storage Tank coverage for the period April 23, 2015 through April 23, 2016 at a total premium amount of \$15,320.58.

Motion carried unanimously.

2. Report – Metroparks Land Inventory

Dave Struck reviewed the Land Inventory report along with land maps for each park.

Commissioner Marrocco asked about the map legend color-coding and how the decision was made to use the red, yellow and green. Struck replied it was a collaborative effort between the Planning, Engineering and Natural Resources departments.

Commissioner Marans asked if staff took into account potential use value. Struck said yes, for both use and ecological value.

Commissioner Hertel asked that the chairman appoint a three-member committee to work with staff and review this report. This committee can then decide which land parcels to sell and then bring a recommendation to the full Board for action.

Commissioners Quadrozzi and Marrocco said they would like to be involved.

Motion by Commissioner Marans, supported by Commissioner Marrocco that the Board of Commissioners' receive and file the Land Inventory Report as presented by Manager of Planning Dave Struck.

Motion carried unanimously.

8. Reports

B. Administrative Office

3. Approval – Equipment Capitalization Threshold Change

Motion by Commissioner Marrocco, supported by Commissioner Quadrozzi that the Board of Commissioners' (1) approve raising the equipment capitalization limit from \$1,000 to \$5,000; and (2) transfer \$42,500 from the Capital Equipment Account to the Park Operations Account as recommended by Controller Franchock.

Motion carried unanimously.

4. Report – Building Blocks, IT Road Map

Shakib Obeidy updated the Board on the IT staff members and their responsibilities, reviewed training initiatives, 2015 department objectives as well as the department budget, infrastructure and equipment challenges and the weekly site visits staff make to parks. Obeidy also reviewed challenges faced at the parks due to outdated equipment and lack of services (i.e. Wi-Fi) and how the department was meeting the challenges.

Commissioner Quadrozzi commented that having Wi-Fi at the parks would be helpful to increase revenue. She also asked if staff has reached out to other communities to see if there is grant revenue available to help with Wi-Fi access. Shakib said staff would look into grant opportunities.

Commissioner Quadrozzi commented that Rochester was able to make the city Wi-Fi accessible. Commissioner Marans said Washtenaw County has also made headway into having Wi-Fi accessible to everyone.

Commissioner Marans asked how often he (Obeidy) met with the director and controller. Obeidy replied he met often with the director and not often with the Controller. Commissioner Marans said it should be a team effort and that he should meet with the director and controller on a regular basis.

Motion by Commissioner McCarthy, supported by Commissioner Marans that the Board of Commissioners' receive and file the Building Blocks, IT Road Map report as presented by Information Technology Manager Shakib Obeidy.

Motion carried unanimously.

5. Update – Building Blocks, Capital Development (Five-Year-Plan)

Paul Muelle gave the Board an overview on the challenges the Metroparks faces today within the five-county region and how the challenges affects the five-year planning process.

Commissioner La Belle said we need to be careful what goes in the Five-Year-Plan as it impacts the budget.

Dave Struck reviewed the Five-Year-Plan process from a planning perspective and how the Metroparks have traditionally used a master planning process when

updating the Five-Year-Plan. Struck also update the Board on the objectives for the Five-Year-Plan.

Mike Brahm-Henkel updated the Board on ways staff was trying to “think outside the box” when it came to repurposing outdated buildings and facilities and how to turn existing facilities into revenue generators tying in what patrons want with what is realistic for the park system. Brahm-Henkel also summarized the overall process, which includes capital development, an idea driven approach, multi-purpose/multi-seasonal facility use, a regional approach, budgetary balance and the general planning document.

Commissioner Marans said it was a good presentation as well as good team effort. Marans also said it’s important to include the public and receive their input.

Commissioner La Belle said at some point the financial future will impact how the plan is updated and we (Board) and staff need to keep that in mind.

Commissioner Marans a district approach should be done at the sub-district level as well (i.e. not offering the same amenities at parks within a district).

Motion by Commissioner McCarthy, supported by Commissioner Marrocco that the Board of Commissioners’ receive and file the Capital Development (Five-Year-Plan) report as presented by Manager of Planning Dave Struck, Natural Resources and Environmental Compliance Manager Paul Muelle and Assets and Development Manager Mike Brahm-Henkel.

Motion carried unanimously.

9. Closed Session

At the regular meeting of the Board of Commissioners’ held on April 9, 2015 there was a motion by Commissioner Marrocco supported by Commissioner Marans that the Board of Commissioners immediately adjourn to a closed session consider a legal opinion from outside counsel within the attorney-client privilege. [*Section 8 \(h\) of the Michigan Open Meetings Act. M.C.L 15.268 \(h\)*](#)

ROLL CALL VOTE

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

The regular meeting adjourned at 11:52 a.m.

Chairman La Belle reconvened the regular meeting at 12:13 p.m.

10. Staff Officer Report

Out-going Interim-Director Greg Almas congratulated George Phifer on his appointment to director and thanked the Board for his career at the parks.

Director George Phifer thanked Greg Almas for coming out of retirement and wished him well. Phifer also thanked the Board for the opportunity to serve as director and looks forward to working with the Board, staff and the citizens of southeast Michigan.

11. Other Business

Commissioner Hertel expressed his concerns regarding the Land Inventory update and requested staff to provide the Board with additional recommendations on potential divestiture of Metroparks land.

12. Commissioner Comments

Commissioner Hertel expressed his concern for Commissioner Lester and being able to attend the meeting and thanked Greg Almas for coming back to the parks.

Commissioner McCarthy congratulated George Phifer and thanked Greg Almas. McCarthy also said Director Phifer would now need to pick a deputy director. McCarthy also asked what happens with Greg after the meeting. Almas replied he had a few loose ends to tie up on the Foundation, but would be available should the Board need to speak with him.

Commissioner Marans congratulated George Phifer and thanked Greg Almas.

Commissioner La Belle congratulated George Phifer and thanked Greg Almas.

13. Motion to Adjourn

Motion by Commissioner Marans supported by Commissioner McCarthy that the Board of Commissioners' adjourn the regular meeting.

The meeting adjourned at 12:24 p.m.

Respectfully submitted,



Shawn M. Athayde
Recording Secretary