

Minutes
Huron-Clinton Metropolitan Authority
Board of Commissioners
Thursday, May 14, 2015

The regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held at 10:30 a.m. on Thursday, May 14, 2015 at Kensington Metropark at the Farmhouse Grille.

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| Commissioners Present: | John E. La Belle John C. Hertel Timothy J. McCarthy Robert W. Marans Bernard Parker Jaye Quadrozzi Anthony V. Marrocco |
| Staff Officers: | |
| Director | George Phifer |
| Controller | Rebecca Franchock |

Other Attendees:
 Steve Mann with Miller, Canfield, Paddock and Stone, PLC
 Robert Finkel with Finkel, Whitefield, Selike

Chairman La Belle called the May 14, 2015 meeting to order at 10:48 a.m.

1. Chairman's Statement

Chairman La Belle welcomed everyone to the May meeting. He asked for a moment of silence for the passing of Commissioner Lester and his dedication to the Metroparks. Chairman La Belle also welcomed Bernard Parker, the new Wayne County representative and thanked Commissioner Quadrozzi for working on the employment agreement for the director.

2. Public Comments

Toni Spears, Dexter, commented on a presentation staff and Commissioner Marans recently gave at a recent Washtenaw County Board of Commission work session meeting. Ms. Spears said the presentation was a good overview of the Metroparks and she suggested presenting information to all the counties. Ms. Spears also said she had a good meeting with the Director and showed him some of the unique spring flowers at Dexter-Huron.

Fred Metzler, Brighton, commented on the appointment of George Phifer as Director and said the Board made the right decision.

3. Minutes – April 9, 2015 Regular Meeting and Closed Session

Motion by Commissioner Marans, supported by Commissioner Marrocco that the Board of Commissioners' approve the April 9, 2105 regular meeting and closed session minutes as presented.

Motion carried unanimously.

4. Approval – May 14, 2015 Agenda

Motion by Commissioner McCarthy, supported by Commissioner Quadrozzi that the Board of Commissioners' approve the May 14, 2015 agenda as presented.

Commissioner Marrocco requested the purchase item for the tractor be moved to the regular agenda.

Commissioner McCarthy amended the motion.

Motion by Commissioner McCarthy, supported by Commissioner Quadrozzi that the Board of Commissioners' remove the purchase for the tractor from the consent and add it to the regular May agenda.

Motion as amended carried unanimously.

5. Approval – April 9, 2015 Consent Agenda

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

- a. Vouchers – April 2015
- b. Financial Statements – April 2015
- c. Purchases
 2. Mulch, all parks
 3. Police Vehicle Install, various parks
- d. Update – Purchases over \$10,000
- e. Approval – Letter of Support, City of Sterling Heights TAP Grant Application
- f. Approval – Heavner Canoe Rental Agreement, Kensington
- g. Bids – Golf Course Irrigation Head Replacements, Phase V, Indian Springs
- h. Approval – Professional Services Agreement, HVAC System, Indian Springs
- i. Approval – Professional Services Agreement, Parking Lot Lighting, Oakwoods
- j. Approval – Professional Services Agreement, Pool Backwash, Lake Erie
- k. Approval – Professional Services Agreement, Pump Station Upgrades, Lake Erie

Motion carried unanimously.

Regular Agenda

6. Legislative Report

Motion by Commissioner Hertel, supported by Commissioner Marans that the Board of Commissioners' receive and file the Legislative Report as submitted by Consultant George Carr.

Discussion: Legislative Consultant George Carr updated the Board on activities occurring with the Legislature. He said with Proposal 1 failing on May 5, the Senate will be bringing a new plan to the floor soon. The House plan is to take funds from all available funds. A consensus revenue report will be coming out on May 15 outlining what the state has to spend through the end of the current fiscal year. Carr also said the Legislature plans to work through the summer to try to find a solution for the road funding issue.

Motion carried unanimously.

6a. Purchase – Tractor, Stony Creek Metropark

Motion by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners'(1) award RFP-15-021 to the low responsive, responsible bidder, Tri-County Equipment, Inc. in the amount of \$54,476.89 and (2) approve transferring funds from the Lake St. Clair Capital Equipment account to the Stony Creek Capital Equipment account as recommended by Purchasing Agent Maria van Rooijen and staff.

Discussion: Commissioner Quadrozzi said she understands the concern expressed by Commissioner Marrocco about the Metroparks buying American products. She said she likes the policy and the Metroparks should support American made products.

Director Phifer said staff always tries to purchase American made products, however, with the tractor purchase; it is an economically better decision to go with the current recommendation.

Commissioner McCarthy said he also supports buying American made products and that it is getting harder to achieve this goal.

Commissioners La Belle and Marrocco voted no.

Motion carried.

At the request of the Chairman, Director Phifer introduced Nina Kelly as the new Manager of Planning. Ms. Kelly updated the board on her background and past work experience. Chairman La Belle also thanked Commissioner Marans with the selection process for the planning position.

7. Reports

A. Lake St. Clair Metropark

1. Approval – Lake St. Clair/St. Clair River Protection and Restoration Partnering Agreement

Motion by Commissioner Marans, supported by Commissioner Marrocco that the Board of Commissioners' approve the Lake St. Clair/St. Clair River Protection and Restoration Partnership Agreement as recommended by Natural Resources and Environmental Compliance Manager Paul Muelle and staff.

Discussion: Natural Resources and Environmental Compliance Manager Paul Muelle reviewed the partnership agreement with the Board and updated them on project details to manage invasive species in, and around the Lake St. Clair Watershed.

Motion carried unanimously.

B. Stony Creek Metropark

1. Approval – Resolution, MNRTF Grant Agreement, Boat Launch Redevelopment

Motion by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners' approve the Resolution for the MNRTF Project and authorize staff to execute the Project Agreement as recommended by Natural Resources and Environmental Compliance Manager Paul Muelle and staff.

Discussion: Planning Manager Nina Kelly reviewed the project details to date and updated the Board on the segments of the agreement.

Commissioner Hertel expressed concern about the popularity of the boat launch and how less launch areas (going from six to four) will affect traffic and back-ups. Manager of Assets and Development Mike Brahm-Henkel responded that staff had examined the situation with park staff when preparing the grant material. Eastern District Park Superintendent Mike Lyons said the parking lot is generally filled with cars for runners and walkers and that four launches can accommodate the needs of boaters.

Commissioner Hertel asked if the boating economy picks up, if there is a way to revert back to six launches? Mr. Brahm-Henkel said the design for the project uses skid piers verses permanent piers and should make it easier for placement and movement. He also said staff would review the grant to see if changing the amount of ramps is feasible.

Commissioner McCarthy asked how many launches are used for kayaks or canoes. Mr. Lyons replied not many, as there is a different area in the park for day launches.

Commissioner Quadrozzi asked what the component for the kayak launches look like. Ms. Kelly said there are separate kayak launches; and that they are handicap accessible. Commissioner Quadrozzi also inquired about launching paddleboards. Ms. Kelly said the design should be able to accommodate launching paddleboards.

Commissioner Marans wanted to know if the Board signed the agreement now if staff would have to go back to the MDNR. Mr. Brahm-Henkel said staff shouldn't have to go back to the DNR since the engineering drawings have not been submitted.

Commissioner Marrocco expressed his concern that there weren't enough launches and said there should be six and asked about pricing for the skid piers. Mr. Brahm-Henkel said it was \$43,000 for two skid piers recently installed at Lake St. Clair Metropark. Commissioner Marrocco said he would like staff to look at future usage to make sure there is space.

Commissioner McCarthy amended his motion to include the investigation on skid piers for six launches.

Motion by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners' (1) approve the Resolution for the MNRTF Project and authorize staff to execute the Project Agreement; and (2) investigate the use of skid piers for six launch sites.

Motion carried unanimously.

7. Reports

C. Kensington Metropark

1. Bids – Entrance Road Construction

Motion by Commissioner Marrocco, supported by Commissioner Quadrozzi that the Board of Commissioners' (1) award Contract No. 504-15-1094 to the low responsive, responsible bidder, Ajax Paving Co., in the amount of \$369,917 and (2) approve the transfer of \$50,000 from Capital Fund Balance to the Kensington Capital Account to cover the difference between the bid and work order amount as recommended by Manager of Assets and Development Mike Brahm-Henkel and staff.

Motion carried unanimously.

7. Reports

D. Hudson Mills Metropark

1. Approval – Resolution, MNRTF Grant Agreement, Property Acquisition

Motion by Commissioner Marans, supported by Commissioner Hertel that the Board of Commissioners' approve the Resolution and authorize staff to execute the Michigan Natural Resources Trust Fund Project Agreement as recommended by Natural Resources and Environmental Compliance Manager Paul Muelle and staff.

Discussion: Ms. Kelly updated the Board on the project background and grant funding for the land acquisition. She also said there may be some legal fees to receive a title from the landowner; and that the owner wanted more money than the property's appraisal.

Commissioner Marans recommended moving forward with the project and determine what legal issues are involved.

Commissioner Hertel said he was concerned the property doesn't include the area adjacent to the river. Mr. Brahm-Henkel replied staff reviewed records and that they show the Metroparks does own the property adjacent to the river.

Motion carried unanimously.

7. Reports

E. Oakwoods Metropark

1. Approval – Claremont Development Easement

Motion by Commissioner Hertel, supported by Commissioner McCarthy that the Board of Commissioners' approve the sanitary sewer easement request from DRG-Huron for a residential development in Huron Township to connect to the South Huron Valley Utility Authority (SHVUA) interceptor sewer, which runs through Oakwoods Metropark recommended by Manager of Assets and Development Mike Brahm-Henkel and staff.

Discussion: Commissioner Marrocco said he was concerned about this sewer easement agreement and suggested delaying action until further investigation into the project could take place.

Commissioner Hertel withdrew his motion and no action was taken.

7. Reports

F. Administrative Office

1. Approval – Director's Contract

Motion by Commissioner McCarthy, supported by Commissioner Marans that the Board of Commissioners' approve the Director's contract as presented.

Discussion: Legal Counsel Steve Mann reviewed elements of the Director's contract with Board highlighting the length of the contract, severance, salary and benefits.

Commissioner Parker asked if this was a normal severance package. Mr. Mann replied yes.

Motion carried unanimously.

2. Approval – Pension and RHCT Investment Policy Change

Motion by Commissioner McCarthy, supported by Commissioner Marrocco that the Board of Commissioners' approve the Revised Investment Policy Statements for the Pension Plan and Retiree Health Care Trust as amended with changes with amended language to include changing "Directors" to "Commissioners," "objective" to "target" and adding the wording "average annually over a 10-year period."

Discussion: Controller Franchock reviewed the Pension Plan and Retiree Health Care Trust investment policies and the changes recommended during the Pension and RHCT meeting, which took place prior to the regular Board meeting.

Commissioner Marrocco asked if the Pension Plan or RHCT was funded at 74 percent. Ms. Franchock said the Pension Plan.

Motion carried unanimously.

3. Approval – Pension Valuation and Recommended Contribution

Motion by Commissioner McCarthy, supported by Commissioner Marrocco that the Board of Commissioners' (1) receive and file the Annual Actuarial Valuation and GASB Statement No. 67 and (2) approve the Pension contribution with the amended changes

approved by the Pension Committee with a \$3 million Pension contribution completed now and reserve \$200,000 until GRS completes the Retiree Health Care valuation.

Discussion: Controller Franchock updated the Board on the Gabriel, Roeder, Smith (GRS) valuation and the effects on funding. She said the Pension Committee decided to recommend a \$3 million contribution now and hold \$200,000 until the Retiree Health Care Trust valuation is completed.

Commissioner Marrocco asked when the Plan funding should be higher than 80 percent, and what percentage is recommended for government entities. Ms. Franchock said 80 percent is a good, but funding at 100 percent ties up money.

Commissioner La Belle asked Dave Wahl, the Retiree Representative for the pension Committee and Retiree Health Care Trust, for his comments on investments. Mr. Wahl said the Plan is now a closed group and that things should keep moving in the right direction.

Commissioner Parker asked why the contribution was being done now instead of waiting until both valuations are completed. Ms. Franchock said the valuation was completed now in order to meet the GASB 67 deadline for audited financials. Commissioner McCarthy also said investing the money now would earn interest etc.

Motion carried unanimously.

7. Reports

F. Administrative Office

4. Update – Wolcott Mill Parking Lot Reconstruction

Moved by Commissioner Hertel, supported by Commissioner McCarthy that the Board of Commissioners receive and file the Wolcott Mill Parking Lot Update as presented by Manager of Assets and Planning Mike Brahm-Henkel.

Discussion: Manager of Assets and Development Mike Brahm-Henkel reviewed the area at the Historic Center that is planned for a new parking lot.

Commissioner Marrocco said he spoke with the Ray Township supervisor and suggested holding off on proceeding with the project until staff has a chance to meet with Ray Township officials.

Commissioner McCarthy inquired how the project would be impacted if construction was deferred a month. Mr. Brahm-Henkel said staff could keep moving forward and the process would not be affected.

Further discussion was held on this item.

Motion carried unanimously.

5. Update – Interpretive Services

Moved by Commissioner McCarthy, supported by Commissioner Parker that the Board of Commissioners receive and file the Interpretive Services Update as presented by Interpretive Services Manager Jennifer Hollenbeck.

Discussion: Interpretive Services Manager Jennifer Hollenbeck introduced her supervising staff, reviewed the Interpretive Services department and updated the Board on interpretive events, attendance, revenue and goals of the department. Ms. Hollenbeck introduced Ryan Colliton, stewardship coordinator and gave an update on a new initiative, the Community Advocate Network (CAN) and how the Natural

Resources and Interpretive Services are working together to involve and update the public and organizations on what to expect at the Metroparks.

Commissioner Marans said it was a good presentation and asked on areas the two departments were working on and how does staff plan to evaluate the CAN project. Ms. Hollenbeck said staff surveys would be used, which would help both staff and the Board regarding planning and is an effective tool for feedback.

Commissioner La Belle said the Interpretive Services department attendance at events accounts for approximately one million visitors out of nearly eight million visitors annually. Director Phifer said he comes to the parks on the weekends and that programs are full, parking is full and facilities are busy.

Commissioner Marans asked about the Mobile Learning Center (MLC) its usage in cities such as Detroit. Ms. Hollenbeck replied the MLC is fully booked for school programs and will be at Detroit RiverFront Conservancy events "Touch a Truck" and Detroit River Days.

Motion carried unanimously.

8. Closed Session

At the regular meeting of the Board of Commissioners' held on May 14, 2015 there was a motion by Commissioner Marans supported by Commissioner McCarthy that the Board of Commissioners 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, Parker, Marrocco, McCarthy, Hertel, La Belle

Voting no: None

Absent:

The regular meeting adjourned at 12:15 p.m.

Commissioner Quadrozzi left the meeting at 12:30 p.m.

Chairman La Belle reconvened the regular meeting at 12:55 p.m.

9. Staff Officer Report

Director Phifer welcomed the new commissioner from Wayne County, Nina Kelly, the new manager of planning and thanked the Board for the opportunity to meet with them to discuss park business.

Director Phifer said he looks forward to continuing the working relationship, which has been established. He said the Metroparks would have an increased presence in events held in Detroit and mentioned the "Touch a Truck" event and Detroit River Days. He said legal counsel Miller Canfield has been a pleasure to work with.

Director Phifer thanked Toni Spears for taking time to meet with him and showing him the spring wild flowers. Director Phifer advised the Board that staff would be making a similar presentation, which was made at Washtenaw County, to the Oakland County Board of Commissioners.

Director Phifer updated the Board on a recent trip staff took to the Cleveland Metroparks and that staff was exploring alternative revenue opportunities including looking into an adventure park type facility that would include zip lining.

Director Phifer also informed the Board that a spring auction report was handed out for the Board to review.

Natural Resources and Environmental Compliance Manager Paul Muelle updated the Board on the upcoming Special Parks District Forum (SPDF) and encouraged Commissioners to attend.

Controller Franchock informed the Board that the new ERP financial system went live on May 11, which allows for workflows and is more efficient. She thanked staff for all the hard work and long hours getting the system up and running. She also said the next phase of the project would be taking place in early 2016.

10. Other Business

None

11. Commissioner Comments

Commissioner Hertel thanked Chairman La Belle for his hard work during his tenure and congratulated Director Phifer on having his contract completed and signed.

Commissioner McCarthy welcomed Commissioner Parker.

Commissioner Marrocco welcomed Commissioner Parker. He also noted vehicle entries for April were up, but revenue was down. He also asked why golf rounds were up and revenue was down. Director Phifer said it is due to an accounting change with the new system and that league revenue is paid over a period of time as leagues play instead of adding the revenue up front at the beginning of the season.

Commissioner Parker said he has been an East Side Detroiter all his life and that growing up his family went to Lake St. Clair Metropark (then Metro Beach) all the time and a family day trip was coming out to Kensington Metropark. He thanked Director Phifer for thorough orientation and looked forward to contributing to the Metroparks as a Commissioner.

Commissioner Marans welcomed Commissioner Parker.

12. Motion to Adjourn

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

The meeting adjourned at 1:07 p.m.

Respectfully submitted,



Shawn M. Athayde
Recording Secretary