

4. Approval – June 11, 2015 Agenda

Motion by Commissioner Parker, supported by Commissioner Hertel that the Board of Commissioners' approve the May 14, 2015 amended agenda with the removal of the following items from the agenda:

- 7-A-1: Wolcott – Approval, Engineering Services Proposal, Parking Lot Redevelopment
- 7-C-1: Oakwoods – Approval, Claremont Development Easement

Motion as amended carried unanimously.

5. Approval – June 11, 2015 Consent Agenda

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

- a. Vouchers – May 2015
- b. Financial Statements – May 2015
- c. Approval – 2015/2016 Tax Levy Report
- d. Purchases
 2. Glow Works Products, Lake St. Clair, Stony Creek, Kensington, Hudson Mills, Willow and Lake Erie Metroparks
 3. Mower, Indian Springs Metropark
 4. Mower, Lake St. Clair Metropark
- e. Update – Purchases over \$10,000
- f. Approval – Letter of Support, Washtenaw County Border-to-Border Trail
- g. Update – Roof Repairs, Wolcott Mill Historic Center and Farm Center
- h. Update – Professional Services Agreement, Roofing Repairs, various locations
- i. Approval – Professional Services Agreement, Seawall Replacement, Lake St. Clair

Motion carried unanimously.

Regular Agenda

6. Legislative Report

Motion by Commissioner Hertel, supported by Commissioner McCarthy 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 in Lansing. One month after Proposal 1 failed, the House passed their version of a transportation funding package. Everything in Lansing is on hold until this bill passes. The legislature is trying to address the state budget provisions and pass a bill prior to the Independence Day holiday. Items impacting the Metroparks is contingent upon the budget passing.

Motion carried unanimously.

7. Reports

B. Stony Creek Metropark

1. Bids – Main Park Road Reconstruction Phase VIII

Motion by Commissioner Marrocco, supported by Commissioner Parker that the Board of Commissioners' (1) award Contract No. 509-15-523 to the low responsive, responsible bidder, James P Contracting, Inc., in the amount of \$754,244.40 and (2) transfer \$114,300 from the Capital Fund Balance to cover the cost between the budgeted amount of \$670,000 and bid amount as recommended by Manager of Assets and Development Mike Brahm-Henkel and staff.

Motion carried unanimously.

7. Reports

D. Administrative Office

1. Report – 2014 Audited Financial Statements

Motion by Commissioner Hertel, supported by Commissioner McCarthy that the Board of Commissioners' receive and file the 2014 Audited Financial Statements as recommended by Controller Franchock and staff.

Discussion: Controller Franchock introduced Abraham & Gaffney Principal Alan Panter who gave a brief overview of the 2014 audited financials. He said this was the first year Abraham & Gaffney was the Metropark auditors and thanked Ms. Franchock and her staff for the hard work. He also stated there were not written audit findings and the auditors were giving the Metroparks a clean opinion. Mr. Panter also said Abraham & Gaffney would be submitting their findings to the Government Finance Officers Association for recognition.

Motion carried unanimously.

2. Update – Development Activities

Motion by Commissioner McCarthy, supported by Commissioner Quadrozzi that the Board of Commissioners' receive and file the Development Activities Update as recommended by Development Director Molly Bell.

Discussion: Ms. Bell updated the Board on Fund Development highlighting goal targets, annual funding, major gifts and grants. She thanked Commissioner Quadrozzi for recommending reaching out to UHY, which has been a good partnership.

Commissioner Marrocco inquired how many "Friends of the Metroparks" there currently were. Ms. Bell replied approximately 2,500. He also asked how many sponsored benches the parks have. Ms. Bell replied there is a wait list for sponsored benches, that benches are \$5,000 each, plaques are an extra \$150, and that the sponsorship is for a 10-year period. Ms. Bell said she is also working with the Planning Department on placement.

Commissioner Quadrozzi said the Metroparks could benefit from a full-time grant writer and to keep it in mind for future planning.

Commissioner La Belle said he is pleased with the way things are moving.

Commissioner McCarthy said patience is paying off and that there is a lot of potential and enthusiasm.

Motion carried unanimously.

3. Approval – Updated Freedom of Information Act Procedures and Guidelines

Motion by Commissioner Marrocco, supported by Commissioner McCarthy that the Board of Commissioners' approve the Freedom of Information Act Procedures and Guidelines recommended by Director Phifer and staff.

Discussion: Director Phifer said Steve Mann with Miller Canfield would review the changes to the FOIA procedure.

Mr. Mann updated the Board on FOIA significant changes the Legislature made in December 2014, which go into effect July 1, 2015. He said there are new guidelines, a standardized fee form, increased penalties for non-compliance, procedures must be

posted on the website for the public and that the Metroparks has elected not to charge for FOIA requests if the amount is determined to be under \$50.

Commissioner Quadrozzi asked if staff keeps FOIA files and requests? Director Phifer said yes, all files are kept in Shawn Athayde's office along with electronic files. Mr. Mann said the new legislation makes it more tedious for the FOIA Coordinator, but accessible for the public.

Commissioner McCarthy asked how many FOIA requests are received a year. Director Phifer said it varies and that most of the reports are for accidents and insurance requests. Commissioner Parker asked how does the FOIA Coordinator decide the fee to be charged. Director Phifer said it depends on how long and how much time it takes to pull the information together. The cost for the FOIA request is communicated to the individual before moving forward with the FOIA.

Motion carried unanimously.

7. Reports

D. Administrative Office

4. Approval – Blue Cross Blue Shield Rate Stabilization Surplus

Moved by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners' commit the 2014 Blue Cross Blue Shield of Michigan (BCBSM) Rate Stabilization Surplus (\$580,711) for future rate stabilization of Metroparks employee benefit costs and potential distribution to employees to offset the impact of high deductible benefit plans.

Discussion: Human Resources Manager Randy Rossman updated the Board on the rate stabilization and said each year BCBS estimates the Metroparks premium rates based on current claims and the current claim trends for groups similar in size. For 2014, the total premium paid was higher than actual claims filed and that the Metroparks would receive a lump sum payment of \$580,711. Staff would like to distribute 67 percent (\$389,076) to employees over the next four years with the remaining amount going into a restricted fund for health care.

Commissioner Marrocco asked if the money is premiums paid by employees. Mr. Rossman replied yes. Commissioner Marrocco also asked if an employee leaves this year will they get the money back. Mr. Rossman replied no.

Commissioner Parker inquired what the average saving would be per year. Mr. Rossman said \$700 for a family and \$50 for single coverage.

Commissioner La Belle called for a roll call vote.

ROLL CALL VOTE

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

Voting no: None

Absent:

Motion carried unanimously.

8. Election of Board Officers

Motion by Commissioner Quadrozzi, support by Commissioner Marrocco that the Board of Commissioners' appoint the following commissioners to officer positions: Commissioner Hertel – Chairman, Commissioner McCarthy – Vice Chairman, Commissioner Marans – Treasurer and Commissioner Quadrozzi – Secretary.

Commissioner La Belle called for a roll call vote.

ROLL CALL VOTE

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

Motion carried.

9. Closed Session

At the regular meeting of the Board of Commissioners' held on June 11, 2015 there was a motion by Commissioner Quadrozzi supported by Commissioner Hertel 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: None

The regular meeting adjourned at 11:35 a.m.

Chairman La Belle reconvened the regular meeting at 11:49 a.m.

Motion by Commissioner Quadrozzi, support by Commissioner Marans that the Board of Commissioners' accept the recommendation by legal counsel authorizing Director Phifer and legal counsel to execute the agreement for former Director McCulloch.

ROLL CALL VOTE

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

Motion carried.

10. Staff Officer Report

Director Phifer updated the Board on upcoming events in the parks including fireworks and the Michigan Philharmonic concert. Director Phifer informed the Board of an award Stony Creek received from Trip Advisor and thanked staff for their hard work.

Director Phifer updated the Board on the Chief of Police position and said more than 40 applications have been received and interviews would take place by the end of June. Commissioner Marans asked who was on the interview panel. Director Phifer replied himself, Randy Rossman and two other Chiefs' of Police.

Director Phifer handed out Deputy Director job description for the Board to review and provide feedback before posting the opening. Commissioner Marans asked what the process was for finding a new Deputy Director. Director Phifer said he would like to sit down with commissioners to review the posting and make sure they are comfortable with the job description. After that, the job would be posted. Commissioner Parker asked what the timeframe would be. Director Phifer said the position would be posted once feedback was received from Board members.

Paul Muelle gave an update on the Special Parks District Forum, which was currently taking place; and that there were approximately 70 participants from across the U.S. and Canada. Mr. Muelle said comments were favorable and some were surprised at how large of parks we have and the amount people we serve.

Director Phifer thanked Commissioner Hertel for his donation of a miniature horse "Sugar" to the Wolcott Farm Center. Director Phifer also thanked Commissioner La Belle for his service as Chair and welcomed the new Board Officers.

11. Other Business

None

12. Commissioner Comments

Commissioner Hertel thanked Commissioner La Belle for his last two years serving as Chair.

Commissioner McCarthy thanked Commissioner La Belle.

Commissioner Marans thanked Commissioner La Belle.

Commissioner Quadrozzi thanked Commissioner La Belle for shepherding everyone through stormy waters.

13. Motion to Adjourn

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

The meeting adjourned at 12:00 p.m.

Respectfully submitted,



Shawn M. Athayde
Recording Secretary