

**Minutes  
Huron-Clinton Metropolitan Authority  
Board of Commissioners  
Thursday, August 14, 2014**

The regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held at 10:30 a.m. on Thursday, August 14, 2014 at the Nature Center at Stony Creek Metropark.

Commissioners Present:	John E. La Belle Timothy J. McCarthy John C. Hertel Jaye Quadrozzi Harry E. Lester Robert W. Marans
Staff Officers:	
Director	John P. McCulloch
Deputy Director	George Phifer
Controller	Rebecca Franchock
Recording Secretary/Corporation Counsel	Joseph W. Colaianne
Absent:	Anthony V. Marrocco

Chairman La Belle called the August 14, 2014 meeting to order at 10:35 a.m.

**1. Chairman's Statement**

Chairperson La Belle complimented the Board, the management team and staff for the progress made on the Five-Year-Plan.

**2. Public Comments**

Larry Noodén, University of Michigan, Biology, commented that the natural features of the Metroparks is modeled after the Chicago natural resource system and perhaps do not receive the attention or have the impact as other park facilities. Natural areas do require maintenance. Nature is part of national and psychological heritage – people like to be out in nature. The natural features provide a learning environment for young people; that is getting kids interested in science and learning in general. Mr. Noodén indicated that he was encouraged to hear that the Metroparks are including public input.

**3. Minutes – July 10, 2014 Regular Meeting**

Motion by Commissioner Marans, supported by Commissioner Lester that the Board of Commissioners' approve the July 10, 2014 regular meeting minutes as submitted.

Motion carried unanimously.

**4. Approval – August 14, 2014 Agenda**

That the Board of Commissioners' approve the Aug. 14, 2014 meeting agenda as amended, removing item 5(e) from the consent agenda.

Discussion: Commissioner Hertel requested that the item 5(e) (Approval – Restructuring Administrative Services Department) be postponed until the next meeting.

Motion carried unanimously.

**5. Approval – August 14, 2014 Consent Agenda**

Motion by Commissioner Quadrozzi, supported by Commissioner Hertel that the Board of Commissioners approve the August 14, 2014 Consent Agenda consisting of the following: Vouchers – July 2014, Financial Statements – July 2014, Approval – 2014/2015 Tax Levy Report, Approval – ExecuTime Software, LLC (Time and Attendance) Contract and Approval – TIFA Exemptions

Motion carried unanimously.

**6. Closed Session – Consult with Counsel regarding strategy and contract negotiations**

At the regular meeting of the Board of Commissioner held on Aug. 14, 2014 there was a motion by Commissioner Hertel supported by Commissioner Lester that the Board of Commissioners immediately adjourn to a closed session to consult with counsel regarding strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement (MCL 15.268(c)).

**ROLL CALL VOTE**

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

The regular meeting adjourned at 10:46 a.m.

Chairman La Belle reconvened the regular meeting at 11:10 a.m.

Motion by Commissioner Hertel, supported by Commissioner Lester that the Board of Commissioners approve the Memorandum of Agreement between the Authority and the collective bargaining units and authorize the Director to execute the agreements.

Motion carried unanimously.

**Regular Agenda**

**7. Legislative Report**

Motion by Commissioner Marans, supported by Commissioner Lester that the Board of Commissioners receive and file the legislative report as submitted by Legislative Consultant George Carr.

Motion carried unanimously.

**8. Update – Park Operation**

Motion by Commissioner McCarthy, supported by Commissioner Lester that the Board of Commissioners receive and file the Park Operations Update as presented by staff.

**Discussion:**

1. Sue Knapp, Lake St. Clair, Park Operations Supervisor provided the update on behalf of the Eastern District (see attached report).
2. Susan Schmidt, Agricultural Coordinating Supervisor, provided the update from Wolcott Mill Metropark (see attached report).
3. Jim Pershing, Southern District Superintendent, provided the update from the Southern District (see attached report).
4. Tamra Bezzeg, Park Operations Supervisor, provided the update from the Western District (see attached report).

Motion carried unanimously.

**9. Reports**

**A. Lower Huron Metropark**

**1. Bids – Main Park Road Resurfacing Phase III and Tulip Tree Entrance Paving.**

Motion by Commissioner Marans, supported by Commissioner Hertel that the Board of Commissioners award Contract No. 506-14B to the low responsive, responsible bidder, Cadillac Asphalt, LLC in the amount of \$137,121.60 and transfer \$4,100.00 from Capital Fund Balance to cover the difference between the bid and budgeted amount as recommended by Manager of Assets and Development Mike Brahm-Henkel and staff.

Motion carried unanimously.

## 10. Reports

### B. Administrative Office

#### 1. Update – Marketing and Communications

Motion by Commissioner McCarthy, supported by Commissioner Marans that the Board of Commissioners receive and file the Marketing and Communications Update as presented by Community Relations Administrator Chip Tischer and staff.

*Discussion:* Chip Tischer, Community Relations Administrator provided the update regarding marketing and communications. He noted that the Metroparks commercials, with the assistance of consultant, Berline are running on selected cable stations. Mr. Tischer acknowledged the success of the Metroparks Facebook campaign, as well as the launching of the Blue Cross Blue Shield Healthy Blue Extras campaign (a discount program that was no cost to the Metroparks). In addition, Mr. Tischer discussed website analytics in detail. Commissioner McCarthy inquired whether the Metroparks was involved with the state's Pure Michigan campaign. Commissioner Quadrozzi noted that the "Annual Metroparks Report" was very good and whether this was something that was distributed. Mr. Tischer indicated that he provides all of the county elected officials with copies of the annual report. Chairperson La Belle noted that Livingston County's local paper; Livingston Daily Press and Argus rated the Metroparks as best for recreation. Commissioner Hertel raised the importance of developing and having relationships with local television and newspapers.

Motion carried unanimously.

#### 2. Approval – Five-Year-Plan

Motion by Commissioner Marans, supported by Commissioner Lester that the Board of Commissioners approve the Five-Year-Plan as recommended by Controller Franchock.

*Discussion:* Rebecca Franchock, Controller presented the five-year rolling plan for 2015 through 2019. Chairperson La Belle expressed the importance of strategic planning as part of the long-term planning for the Metroparks. Commissioner Hertel indicated his support for the plan.

Motion carried unanimously.

#### 3. Resolution – Restatement of Retirement Plan and Trust, Effective Oct. 1, 2013

Motion by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners adopt the attached resolution approving the Adoption of the Restatement of HCMA Employees' Retirement Plan and Trust, Effective October 1, 2013 as recommended by Controller Franchock and Corporation Counsel Colaianne.

*Discussion:* Corporation Counsel Colaianne provided a brief overview of the changes to the Restatement.

Motion carried unanimously.

#### 4. Resolution – Authorizing Pension Committee's Facilitation of the Administration of Defined Contribution and Deferred Compensation Plans

Motion by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners adopt the attached resolution authorizing the HCMA Pension Committee to Facilitate the Administration of the ICMA-RC Defined Contribution Retirement Plan, the ICMA-RC 457 Deferred Compensation Plan and the Equitable Insurance 452 Deferred Compensation Plan as recommended by Controller Franchock and Corporation Counsel Colaianne.

*Discussion:* Director McCulloch noted that the decisions relative to the defined contribution and deferred compensation plans have been made internally, and per our consultant, it was suggested that the HCMA Pension Commission facilitate administration of these plans.

Motion carried unanimously.

## 10. Reports

### B. Administrative Office

#### 5. Metroparks Foundation

##### a. Amended and Restated Bylaws

Motion by Commissioner McCarthy, supported by Commissioner Marans that the Board of Commissioners receive and file the Amended and Restated Metroparks Foundation Bylaws.

*Discussion:* Director McCulloch noted that Corporation Counsel Colaianne and Clark Hill attorney, Duane Tarnacki revised the bylaws to address some of the concerns raised by commissioners. In particular, the restated Bylaws would have the Authority appoint two of its members, as well have the Authority Director serve on the Foundation Board of Directors. No action is required other than receive and file.

Motion carried unanimously.

##### b. Report – Appointment of Foundation Board Members

Motion by Commissioner Lester, supported by Commissioner Marans that the Board of Commissioners appoint Commissioner Hertel and Commissioner McCarthy to the Huron-Clinton Metroparks Foundation board of directors as proposed in the revised and restated amended Foundation bylaws.

*Discussion:* Chairperson La Belle suggested that Commissioner Hertel and McCarthy consider serving on the Metroparks Foundation Board of Directors.

Motion carried unanimously.

##### c. Approval – Contract between HCMA and Foundation

Motion by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners That the Board of Commissioners table the Memorandum of Agreement between HCMA and the Huron-Clinton Metroparks Foundation after review and comment from HCMA's outside legal counsel from Clark Hill.

Motion carried unanimously.

## 11. Staff Officer Report

None

## 11. Other Business

None

## 12. Commissioner Comments

Commissioner Lester indicated that he received a nice letter from a person regarding signs concerning hot coals in the park. Director McCulloch noted that information is being provided to patrons and that we are updating signage to include three different languages.

## 13. Motion to Adjourn

Motion by Commissioner Hertel, supported by Commissioner Marans that the Board of Commissioners adjourn the regular meeting.

Motion carried unanimously.

The meeting adjourned at 12:15 p.m.

Respectfully submitted,



Joe Colaianne  
Recording Secretary/Corporation Counsel