

6. Purchases

It was moved by Commissioner Marrocco, supported by Commissioner Marans that the following purchases be approved as recommended by Purchasing Manager Scott Michael and staff.

- ITB-11-006, Newsletter Printing – All Metroparks
- ITB-11-007, Picnic Shelter Materials – Metro Beach & Willow
- RFQ-11-008, Sodium Hypochlorite – Lower Huron
- Letter of Quotation, Wasterwater Treatment Plant Operation and Maintenance – Kensington
- ITB-10-023, Fertilizer Contract Extension – All Metroparks

Commissioner Evans entered meeting room at 10:42 a.m.

Motion carried unanimously.

7. Reports

A. Metro Beach

1. Request – Polo Promotions Event

Deputy Director Almas reported that Polo Promotions, Inc. is requesting to hold an event at Metro Beach called the Celebrity Beach Polo Event on Sept. 10, 2011. This event will have equine polo matches on the beach and a live and silent auction for the benefit of a local charity.

Almas also reported that Polo Promotions proposes to make alcoholic beverages available for purchase to show attendees. Polo Promotions will be responsible for obtaining any licenses and insurance necessary to operate.

Polo Promotions Inc. will pay the following consideration to HCMA:

- 10 percent of gross admission charges
- 10 percent of sponsorship fees
- 10 percent of miscellaneous sales (apparel, hats, shirts, etc.)
- Full-time employee labor at \$51.10 per hour
- Seasonal employee labor at \$12.32 per hour and \$18.48 per overtime hour
- Minimum guarantee of \$3,000 to be paid by Aug. 10, 2011

Almas also made the Board aware that potential sponsors identified by Polo Promotions, Inc. may include liquor, beer and wine manufacturers and distributors.

Commissioner Marrocco suggested to amend the Polo Agreement to state that the minimum guarantee of \$3000 be credited against the sum of the above considerations when computing the final invoice.

It was moved by Commissioner Marans, supported by Commissioner La Belle that the Board of Commissioners approve the agreement as amended with Polo Promotions, Inc. as recommended by Deputy Director Almas and staff.

Motion as amended carried unanimously.

2. Stone Wall Repairs, Food Bar

Chief Engineer Arens reported the project is to include masonry repairs to approximately 360 lineal feet of fieldstone wall at the Food Bar area. Repairs to include the removal and resetting of sandstone cap, removal and resetting sandstone stairway, complete restoration of select areas and tuck pointing.

It was moved by Commissioner Marans, supported by Commissioner Marrocco that the Board of Commissioners approve issuance of a Purchase Order to the lowest responsive, responsible bidder, Lesley Young Masonry, in the amount of \$13,750.00 as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

7. Reports

A. Metro Beach

3. Bids – Asphalt Roadway Repairs

Chief Engineer Arens reported the project includes repairing selected portions of asphalt-surfaced entry on the road and bike path including cold milling of approximately 1,200 square yards of existing asphalt pavement and resurfacing with bituminous asphalt.

It was moved by Commissioner Marrocco, supported by Commissioner Evans that the Board of Commissioners approve issuance of a Purchase Order to the lowest responsive, responsible bidder, Jelsch Paving Company, in the amount of \$11,474.20 as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

4. Bids – Report – Masonry Enclosure, Trash Dumpsters, Activity Center

Chief Engineer Arens reported that on Oct. 14, 2010 the Board of Commissioners awarded a Purchase Order to Buxton of Brighton Building Co. to construct a brick masonry enclosure with concrete pad and gating, to house the trash dumpsters at the Activity Center at Metro Beach Metropark. The Purchase Order amount was \$11,750.00, and the Budget amount for the project was \$19,000.00.

Since that time the owner of Buxton of Brighton Building Co., a sole proprietorship, has incurred health problems. He is no longer able to perform the work and is closing his business. No work has been performed on the project to date, and no payments have been made by HCMA. Since the project is under the statutory \$50,000 limitation, a performance bond was not required.

It was moved by Commissioner Marrocco, supported by Commissioner Evans that the Board of Commissioners authorize the cancellation of Purchase Order No. 10-4862 for the Dumpster Area Enclosure, and that the project be re-bid at a later date as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

7. Reports

B. Kensington

1. Bids – Kensington-Milford Trail Connector

Chief Engineer Arens reported the project includes constructing approximately 1.2 miles of 10-foot wide asphalt surfaced hike-bike trail, extending from the Milford-Kensington Trail (at the Milford Road entrance to Kensington Metropark) to the existing hike-bike trail within Kensington Metropark. Work includes clearing, grading, earth excavation and fill, drainage, bituminous surfacing, signage and pavement marking.

Arens said the project is necessary to connect the Kensington-Milford Trail, constructed in 2008 by Milford Township in partnership with HCMA, with the existing Kensington hike-bike trail, thus providing a safe, off-the-road means of accessing both trails. The Trail Connector will result in a continuous hike-bike trail from Milford, through Kensington, to Island Lake State Recreation Area and the West Oakland Trail.

The Authority has received a grant from the Michigan Natural Resources Trust Fund, administered by the Michigan Department of Natural Resources (MDNR). The grant project agreement was approved by the Board of Commissioners on Aug. 13, 2009.

It was moved by Commissioner Marans, supported by Commissioner La Belle that the Board of Commissioners award Contract No. 504-10A to the lowest responsive, responsible bidder, D&R Earthmoving, LLC in the amount of \$350,988.15 and that \$95,000.00 of Capital Improvement funds be returned to the Reserve Account as recommended by Chief Engineer Arens and staff, contingent upon approval by MDNR.

Motion carried unanimously.

7. Reports

B. Kensington

2. Bids – Gravel Shoulder Construction

Chief Engineer Arens reported the project includes placing a 3-foot wide gravel shoulder along asphalt-paved main park roadways at various locations within Kensington Metropark. Work includes providing labor, 22A limestone aggregate material, equipment, removal of existing turf along road edges and related work. Project was bid on a unit price basis per lineal foot of 3-foot wide shoulder, with a total contract amount equal to the total Budget amount for contract services of \$15,000.

It was moved by Commissioner Marans, supported by Commissioner Marrocco that the Board of Commissioners approve issuance of a Purchase Order to the lowest responsive, responsible bidder, Fonson, Inc., in the amount of \$15,000.00 as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

C. Hudson Mills

1. Bids – Underground Communication Cable Installation

Chief Engineer Arens reported the project included installing new underground communication cabling to provide service between the Activity Center Area and the Park Service Area, and from there connecting to the public telephone system. Work includes the furnishing and installation of approximately 4,270 lineal feet of underground cable (12-strand copper and 12-strand fiber optic), directional boring under roads and culverts, in-building cabling and related work.

It was moved by Commissioner Marrocco, supported by Commissioner Marans that the Board of Commissioners award Contract No. 508-11K to the lowest responsive, responsible bidder, Marc Dutton Irrigation, Inc., in the amount of \$26,586.25 and that \$6,000.00 of Capital Improvement funds be returned to the Reserve Account as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

D. Willow

1. Bids – Underground Communication Cable Installation

Chief Engineer Arens reported the project includes installing new underground communication cabling to provide service between the Pool Activity Area, the Washago Pond Building and the Park Service Area, and from there connecting to the public telephone system. Work includes the furnishing and installation of approximately 8,120 lineal feet of underground cable, directional boring under roads and culverts, in-building cabling and related work.

It was moved by Commissioner Marans, supported by Commissioner Marrocco that the Board of Commissioners award Contract No. 510-11G to the lowest responsive, responsible bidder, Western Tel-Com Inc., in the amount of \$65,040.71 as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

E. Oakwoods

1. Bids – Sewer Effluent Pump Replacement, Nature Center

Chief Engineer Arens reported the project includes providing a new pre-engineered sewage lift station for the septic system at the Oakwoods Nature Center. Lift station to include rail-mounted simplex effluent pump, electrical controls, fiberglass reinforced polyester wet well, demolition of existing pump station and related work.

It was moved by Commissioner Evans, supported by Commissioner La Belle that the Board of Commissioners award Contract No. 711-11G to the lowest responsive, responsible

bidder, Bob Myers Excavating, Inc., in the amount of \$15,500.00 as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

7. Reports

F. Administrative Office

1. Bids – Golf Course Irrigation Replacement, Lake Erie and Indian Springs

Chief Engineer Arens reported that the project includes replacing fairway and greens irrigation heads at the Lake Erie and Indian Springs golf courses. Work includes replacing approximately 50 heads at each course, turf repairs and supplying extra heads for replacement stock. This project, which will replace approximately one-third of the total number of heads on each course, is the first phase of a multi-year effort to replace obsolete and failing irrigation heads on these golf courses.

It was moved by Commissioner Marrocco, supported by Commissioner Marans that the Board of Commissioners award a contract to the lowest responsive, responsible bidder, Marc Dutton Irrigation, Inc., in the amount of \$26,100.00 as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

2. Grants Management Update

a. Awarded and Pending Grants

Chief of Natural Resources Muelle reported on the following awarded and pending grants:

Awarded Grants

Metro Beach – Great Lakes Marsh Restoration

A U.S. Fish and Wildlife Service grant administered by the Michigan Department of Natural Resources. This project focused on the restoration of approximately 350 acres of wetland at Metro Beach Metropark currently being threatened by the invasion of Phragmites. 2011 is the third year of this four year grant project. Restoration activity in the marsh has included multiple herbicide applications, prescribed burns and vegetation mowing. Management will continue through 2011 and early 2012. The 369 acres of wetlands treated at Metro Beach represents approximately 42 percent of the total grant award of \$531,976.

Metro Beach – Lake St. Clair Coastal Marshland Restoration

This U.S. EPA – Great Lakes Restoration Initiative, administered by Macomb County will restore approximately 400 acres of Great Lakes coastal marsh at Metro Beach Metropark. An ecosystem restoration plan will be developed and implemented and the affects to wetland flora and fauna will be monitored over a three year period. Partners in the restoration project include Macomb County, Huron-Clinton Metroparks, Clinton River Watershed Council, and Wayne State University. The grant amount was \$1,275,000.

Stony Creek – Eastern Massasauga Rattlesnake Habitat Improvement

HCMA received a Michigan Department of Natural Resources – Land Owner Incentive Program grant for \$10,200. This program will include ecological restoration treatments to several habitats within Stony Creek Metropark where the Eastern Massasauga Rattlesnake occurs. The work is to be completed by September 2011.

Pending Grant Applications

Metro Beach – Great Lakes AOC Land Acquisition

A National Oceanic and Atmospheric Administration Great lakes AOC Land Acquisition Grant was applied for in January by HCMA. The proposed property acquisition grant consists of up to five separate parcels totaling 113 acres immediately adjacent to the Metro Beach Metropark Black Creek Marsh. Acquiring the parcels adjacent to Metro Beach Metropark would increase critical habitat for wetland dependent species. The requested grant amount is \$419,175.

Lake Erie, Oakwoods, Willow – Oak Openings Priority Lands Restoration Collaborative

A National Fish and Wildlife Federation grant application was developed through the Nature Conservancy in Ohio. This is a regional effort by multiple agencies (The Nature Conservancy, The Stewardship Network, Toledo Metroparks, Huron-Clinton Metroparks, and Oak Openings Region Conservancy) to conduct ecological restoration treatments in North Central Ohio and Southeast Michigan. The National Fish and Wildlife Federation have invited the collaboration to submit a full proposal for funding consideration.

It was moved by Commissioner Marans, supported by Commissioner La Belle that the Board of Commissioners receive and file the Awarded and Pending Grant Management Report as recommended by Chief of Natural Resources Muelle and staff.

Motion carried unanimously.

7. Reports

F. Administrative Office

2. Grants Management Update

b. New Grant Applications

Chief of Natural Resources Muelle reported on the following new grant proposals:

Metro Beach – Parking Lot Improvements

Staff submitted a U.S. EPA – Great Lakes Restoration Initiative grant application for parking lot improvements at Metro Beach. The project will focus on the re-design of the parking lot and implementation of phase one of a multi-phased project that will reduce the total acres of impervious surface of the lot and will use storm water Best Management Practices (BMP's) to redirect storm water runoff away from the Black Creek. The grant request is for \$1,000,000.

Lake Erie – Detroit River-Western Lake Erie CWMA and Phragmites Control

Another U.S. EPA Great Lakes Restoration Initiative grant application was submitted by The Nature Conservancy in Michigan. This would be a regional effort by multiple agencies including The Nature Conservancy, Huron-Clinton Metroparks, Michigan DNR, Ducks Unlimited, and the USFWS to eradicate invasive Phragmites from coastal wetlands within the western Lake Erie basin, from the Detroit River to northern Maumee Bay. The Michigan chapter of The Nature Conservancy will be the primary administrators of this plan, however a multitude of landowners and properties are embedded within the project, and many of the largest remaining coastal marshes, both publicly and privately owned, in the Michigan-portion of western Lake Erie will be involved. The grant request is for \$548,463.

Detroit River-Western Lake Erie Cooperative Weed Management Area Memorandum of Understanding

The purpose of the Memorandum of Understanding (MOU) is to establish and formalize a cooperative effort among the participants for the integrated management and control of invasive plant species across jurisdictional boundaries in Wayne and Monroe Counties, Michigan, and thus to create the Detroit River-Western Lake Erie Cooperative Weed Management Area (CWMA).

The establishment of this CWMA would allow participants to contribute, cooperate, and benefit from the collective efforts of the Detroit River-Western Lake Erie *Phragmites* CWMA Team. Each organization will benefit by providing staff and other resources for use on *Phragmites* or other invasive plant species control on lands prioritized by the CWMA Team.

It was moved by Commissioner Marans, supported by Commissioner La Belle that the Board of Commissioners support the new grant proposals and authorize the Director and staff to approve a Memorandum of Understanding with participating members in a Cooperative Weed Management Area for the purpose of controlling invasive exotic plant species in the Detroit River-Western Lake Erie basin as recommended by Chief of Natural Resources Paul Muelle and staff.

Motion carried unanimously.

7. Reports

F. Administrative Office

3. 2011 Insurance Report

Controller Wahl reported that the Authority has retained Mr. Haig Neville, an independent insurance counsel, to examine, audit and make recommendations on the Authority's property/casualty insurance policies for 2011.

Wahl stated the report covers all 2011 insurance policies that were approved by the Board in January 2011. The report notes that the Authority's insurance program continues to be a well-planned, comprehensive program with competitive pricing. It is felt the current insurers provide coverages that best meet the broad coverage requirements for the Authority. Wahl also said that Authority coverages continue to be placed with well-rated insurance companies (A and A+).

It was moved by Commissioner Marrocco, supported by Commissioner Marans that the Board of Commissioners receive and file the 2011 Insurance Report as recommended by Controller Wahl and Staff.

Motion carried unanimously.

4. 2011 First Quarter Appropriation Adjustments

Controller Wahl reported that in order to maintain compliance with line item appropriation limits, periodic reviews have been made to the Budgetary Expenditure accounts. As a result of these reviews, and subsequent to review by the Director, these appropriation adjustments have been recorded.

Wahl reported that \$792,100 of the \$943,800 in General Fund appropriation adjustments made represent funds transferred between accounts and that appropriations totaling \$151,700 were made from the General Funds Reserve for Future Contingencies account.

It was moved by Commissioner La Belle, supported by Commissioner Marans that the Board of Commissioners approve the Appropriation Adjustments as recommended by Controller Wahl and staff.

Motion carried unanimously.

5. Marketing Contract

Director Moilanen commented that the Board directed staff to undertake the process of establishing and filling the position of marketing manager (director) for the Huron-Clinton Metroparks. This position was to be on a contractual basis for a one-year period, for the purposes of improving the marketing program of the Metroparks. This contract person would be responsible for developing and implementing a marketing program designed to increase attendance at the Metroparks through stronger brand recognition, increased awareness of the parks and through the development of sponsored events and festivals.

Based on diverse marketing experience, knowledge and connections with local media – especially radio, communication skills, and personality, it was the consensus of the panel that the best candidate for Metroparks marketing manager (director) would be Kassie Kretzschmar.

It was moved by Commissioner Marans, supported by Commissioner La Belle that the Board of Commissioners approve staff entering into a one-year contract in the amount of \$100,000 with Kassie Kretzschmar as marketing manager for the Metroparks, as recommended by Director Moilanen and staff.

Motion carried unanimously.

7. Reports

F. Administrative Office

6. Human Resources Manager

Director Moilanen reported that staff has been engaged in a search for a new Human Resources Manager to replace retiring Human Resources Officer, William Johnstone. Based on educational background in human resources, 30 years experience with public employers – city of Howell and city of Plymouth, demonstrated experience in negotiating and administering collective bargaining agreements, and other exhibited competencies it was the consensus of the interview panel that the best candidate for the Human Resources Manager was Carol A. Stone.

It was moved by Commissioner La Belle, supported by Commissioner Marrocco that the Board of Commissioners confirm the hiring of Carol A. Stone as the Metroparks' Human Resources Manager as recommended by Director Moilanen and staff.

Motion carried unanimously.

7. Donations

It was moved by Commissioner Marans, supported by Commissioner Evans that the following donations are accepted and a letter of appreciation be sent to the donors as recommended by Deputy Director Almas and staff.

- A \$3217.93 cash donation from the 2011 Frosty Freestyle Race for the purchase of ski equipment and cross country ski program support at Huron Meadows Metropark.
- A mounted deer head donation made by Dale Schaedig to be used at the Hudson Mills Metropark Activity Center.

Motion carried unanimously.

8. Legislative Report

Legislative Consultant Carr reported that while the state's budget and tax structure will take center stage, local government reform and cooperation legislative hearings will begin next week. Carr said Senate Bill 7 as currently proposed would have an immediate impact on the Authority by mandating a minimum 20 percent co-insurance or contribution by all employees to their health care insurance.

Carr also said that he is actively working with the bill sponsor and committee staff to determine the potential impact on the Authority and what options may be available. While simple in concept and intended to reduce the cost of government, this legislation has many unintended and unknown impacts.

It was moved by Commissioner Marans, supported by Commissioner Evans that the Board of Commissioners receive and file the legislative report as submitted by Legislative Consultant Carr.

Motion carried unanimously.

Commissioner Marrocco left the meeting room at 11:36 a.m.

8. Park/Department Presentations

a. Hudson Mills

Park Manager Jerry Cyr provided information for the Board regarding the history of Hudson Mills, Dexter-Huron and Delhi Metroparks. Cyr also listed major events held at those parks including cross country skiing, disc golf, canoeing, golfing and various fundraiser events such as a walk for the March of Dimes.

9. Director's Comments

Director Moilanen stated that Oakland County Commissioners are currently looking at two candidates for the vacant Metroparks Commissioner spot and that there is no word on when a decision will be made. Moilanen also thanked the commissioners who participated in the search for the two candidates.

10. Commissioner Comments

Commissioner Marans said it was a great presentation from the parks (Hudson Mills).

Marans also inquired if the Board would consider moving the June meeting date back to its original date due to a conflict with his scheduling.

Chairman Lester requested that Director Moilanen check with the other commissioners to determine what dates work for everyone.

11. Motion to Adjourn

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

Motion carried unanimously.

The meeting adjourned at 11:56 a.m.

Respectfully submitted,



George Phifer
Executive Secretary