

5. Vouchers

It was moved by Commissioner Hertel, supported by Commissioner La Belle that the vouchers for August 2011 (0218630 through 0219207) be approved as submitted.

Motion carried unanimously.

Commissioner Marans entered the meeting room at 10:36 a.m.

6. Reports

A. Metro Beach

1. Report – Grant Agreement – U.S. EPA Grant, Parking Lot Improvements

Chief Engineer Arens reported that at its April 7, 2011 meeting, the Board authorized staff to submit an application to the U.S. Environmental Protection Agency (U.S. EPA) for a Great Lakes Restoration (GLRI) grant in the amount of \$1 million for a project to improve the main parking lot at Metro Beach Metropark. Staff is pleased to report that our grant application has been accepted by the U.S. EPA. The total estimated cost for the project is \$1,650,000.

Arens said the Parking Lot Improvement project will redesign and reconstruct part of the main lot, its configuration and its drainage system, to reduce its total area of impervious service (by approximately 24 percent), to increase green space, and to implement storm water best management practices (BMPs). The project is the first phase of a project to redevelop the entire Main Parking Lot. As a first phase, only the northerly half (approximately) of the parking lot will be addressed in this project.

Arens said this proposed parking lot improvement project is designed to provide the maximum level of improvement in terms of project and grant goals, and to make meaningful progress toward a comprehensive, master-planned parking lot redevelopment plan.

Arens said the grant application was coordinated by Chief of Natural Resources Paul Muelle, in cooperation with HCMA Engineering and Planning staff, and with the assistance of the engineering firm of Environmental Consulting & Technology, Inc. HCMA will serve as project manager, designer and contract administrator as it customarily does; and that the project is currently in its early conceptual design stage.

Commissioner Marrocco asked how many acres will this cover and how many phases will be needed to complete the project.

Arens replied that it depends on the amount of funding available in the future. Phase I covers approximately 30 acres and that the hope is to complete the project in four phases.

Commissioner La Belle inquired what's in the Five-Year-Plan for this project?

Controller Wahl added that the future phases are not on the current Five-Year-Plan.

It was moved by Commissioner Lester, supported by Commissioner McCarthy that the Board of Commissioners approve the attached Project Agreement and authorize staff to sign the Agreement as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

6. Reports

B. Stony Creek

1. Report – Eastwood Beach Playground

Chief Planner Nyquist presented the plans for a significant play area and is included in the 2011 Capital Improvement Budget with a committed amount of \$600,000.

Nyquist said the new play area is designed for children ages 2-12. The 2-5 year old area consists of a post and deck play structure. Decks, bridges, tunnels, horizontal and vertical climbers, slides, a balance beam and a rock climbing structure will be interlinked creating a challenge course for this age group. The centerpiece of the 5-12 year old area is a 16-foot

tall play net structure connected to three adjoining post and deck structures that are also interconnected to create a giant play structure.

Nyquist said this zone features various spinners including one that will allow a child to go upside down, a swing set with belt swings and an accessible swing.

Nyquist also said that installed under portions of the structures, poured-in-place rubber surfacing will provide lots of color, ADA compliant access, and safe fall zones.

It was moved by Commissioner McCulloch, supported by Commissioner La Belle that the Board of Commissioners receive and file the Stony Creek Eastwood Playground report as recommended by Chief Planner Nyquist and staff.

Motion carried unanimously.

2. Bids – Eastwood Beach Water Main Replacement

Chief Engineer Arens reported the project includes repairs and upgrades of the water mains serving the Eastwood Beach and Boat Launch areas. Existing water mains to be replaced were constructed of pre-PVC plastic over 40 years ago; have experienced frequent breakage, are no longer reliable, and have exceeded their useful life.

Arens said force main relocation is required to accommodate the siting and construction of the Eastwood Beach Play Area Development, currently under design.

Arens said as reported to the Board at its June 9 meeting, and previously, this project is part of a larger undertaking to repair and upgrade major portions of water and sanitary sewer infrastructure, which is essential for Stony Creek Metropark to remain operational.

It was moved by Commissioner Marans, supported by Commissioner Lester that the Board of Commissioners award Contract No. 2-509-11B to the lowest responsive, responsible bidder, Teltow Contracting, Inc., in the amount of \$174,200.00, and that funding for the project be made through the Supplemental Major Maintenance Reserve Fund as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

6. Reports

C. Wolcott Mill

1. Intergovernmental Agreement – Grist Mill Tailrace Reconstruction

Chief Engineer Arens reported the project includes reconstructing the tailrace of the Wolcott Grist Mill and is being developed cooperatively by HCMA and the Macomb County Department of Roads (MCDR). The tailrace is an underground concrete box culvert-type structure, approximately 8-feet high, 12-feet wide and 50-feet in length and is an integral component of the historical Grist Mill and its operation.

Arens said the tailrace is deteriorated and at risk of failure and its condition places the roadway structure above it at risk. The project is included in the HCMA's 2011 Major Maintenance budget for \$85,000. Due to the tailrace's state of deterioration the project has become relatively urgent.

Arens said MCDR and HCMA staffs agree that the replacement of the tailrace is a joint responsibility. In order to implement the project, an Intergovernmental Agreement is necessary to address the responsibilities of the parties and their respective cost participation in the project.

Arens said the MCDR will design the tailrace portion of the project, and HCMA will design the building foundation connection. The MCDR will advertise, receive bids for and award a contract for construction, and it will administer the contract. HCMA will reimburse MCDR for actual costs of construction as billed by MCDR after completion of the project. Design of the project is nearly complete, and a fall bid letting is planned.

It was moved by Commissioner Hertel, supported by Commissioner Lester that the Board of Commissioners approve the Intergovernmental Agreement as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

6. Reports

D. Indian Springs

1. Project – Solar Power Easement Agreement – DTE SolarCurrents

Chief Engineer Arens reported that at its May and June 2011 Board meetings, staff presented a proposal for a Solar Power Easement Agreement with DTE Energy under DTE's SolarCurrents program. This proposal was developed in response to the Board's Nov. 11, 2010 direction to staff to negotiate with DTE toward the development of a photovoltaic power project at Indian Springs.

Arens stated the proposed photovoltaic project, to be owned by DTE Energy in Indian Springs and located on an easement to be granted by HCMA, will be approximately 390 kilowatts (kW) in capacity. It will occupy a site approximately 2.7 acres. DTE's total estimated cost to construct the project will be approximately \$2.2 million.

Arens said at its May 2011 Board meeting, Commissioners expressed concerns regarding the proposed Agreement, including proposed compensation to HCMA, and attorney potential conflict in the development of the Agreement.

Arens said DTE Energy has agreed to increase the construction payment from \$7,800 as earlier proposed to \$9,400, and to increase the annual payment from \$7,800 to \$9,400 and the revisions have been included in the revised Agreement.

Arens said at its May 12 meeting, and again at its June 9 meeting, the Board of expressed concern about attorney potential conflict. In response, HCMA retained the legal services of the firm of Plunkett Cooney, PC to provide additional legal review of the Agreement. Their review comments have been agreed to and incorporated in the revised Agreement.

Arens said staff believes this project offers several benefits to the Metroparks. It will be compatible with the educational mission of the Environmental Discovery Center (EDC) at Indian Springs Metropark, and it will support HCMA's overall goals for sustainability in the Metroparks.

It was moved by Commissioner La Belle, supported by Commissioner Hertel approve of the attached DTE Energy Solar Power Easement Agreement as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

6. Reports

D. Indian Springs

2. Seismic Contract – Oil and Gas Exploration Proposal

Chief Engineer Arens reported that HCMA received a proposal from Jordan Development Company, LLC of Traverse City, to perform a seismic survey, as an initial step toward exploring oil and gas development potential in Indian Springs Metropark. Jordan's area of interest for potential exploration at this time covers subsurface areas in the entire 2,500-acre park, at all potential horizontal strata, depending upon results of the seismic survey.

Arens said the proposed seismic test line will extend from Teggerdine Road northward, across approximately 1.8 miles of HCMA land, to the north boundary of the park. Jordan proposes to use a combination of exploratory methods, the method to be applied as may be appropriate for the local terrain and conditions.

Arens said Jordan must perform all testing in close coordination with HCMA staff. Public safety and minimal environmental intrusion are paramount concerns.

Arens said in order to undertake the seismic survey, a Seismic Contract is necessary to address the terms of access onto HCMA lands.

Arens said in addition, the proposed Seismic Contract includes a grant of an exclusive option to Jordan to enter into an oil and gas lease with HCMA in the event Jordan determines there may be potential for oil and gas production and wishes to pursue its development.

Arens said HCMA has authorized seismic testing on Metropark lands numerous times in the past, most notably in Stony Creek, Indian Springs and Kensington Metroparks.

In accordance with the Board of Commissioner's Resolution of Feb. 10, 1994, oil and gas royalties and related revenues are deposited in the Authority's Supplemental Major Maintenance (SMM) Fund. The SMM Fund is dedicated for major maintenance, repair and reconstruction of essential park infrastructure, for projects whose combined total estimated cost exceeds \$200,000.

Arens also said HCMA staff has reviewed the qualification and experience of Jordan Development and their partners, and we believe they are capable of exploring and developing oil and gas resources at Indian Springs Metropark in a manner that is safe, environmentally-responsible, compliant with HCMA's requirements and those of the authorities having jurisdiction, and also in a manner which may maximize HCMA's potential royalty return. Susan Topp of Topp Law, PLC and Michael McGee of Miller-Canfield have reviewed the proposed Seismic Contract, and have coordinated with HCMA staff on the proposal as well.

Commissioner Lester commented that when drilling for gas, sometimes sand and chemicals are pumped into the hole which has caused problems for communities in the east.

Arens replied that this practice is called fracking, and will not be allowed, and we will include a statement to this effect in the lease.

Commissioner Marrocco inquired if there should be a release held in escrow which will be filed if the company does not exercise its option to enter into an oil and gas lease.

Jordan Development Company, LLC representatives said they have no problem with adding a release to this project.

Commissioner Marrocco inquired how long the option to drill oil and gas lease is for.

Arens replied two years.

Commissioner La Belle asked if we have staff with technical knowledge to oversee a project of this type.

Arens replied yes.

Commissioner Hertel moved to amend the recommendation and add that no fracking be allowed. Marans supported the amendment.

It was moved by Commissioner McCarthy, supported by Commissioner Marans that the Board of Commissioners approve the Seismic Contract and charge a fee of \$1,000 per mile of seismic line tested; and add a no fracking clause to the Agreement as recommended by Chief Engineer Arens and staff.

Motion as amended carried unanimously.

6. Reports

E. Kensington

1. Bids – Wastewater System Improvements, Treatment Plant Decommissioning

Chief Engineer Arens reported the project is to provide improvements to the sanitary sewer system serving Kensington Metropark, including upgrades of two pump stations and

portions of existing sewer main; construction of new equalization basin at the East Boat Launch pump station; replacement of the 2,200-foot long force main under Kent Lake; construction of a new 9,400-foot long, 6-inch diameter HDPE force main connection to the Milford Township Sewer Interceptor; and demolition and decommissioning of the existing wastewater treatment plant.

Arens said the Maple Beach and East Boat Launch pump stations were constructed in 1953. They are aged, deteriorated, and system failures have the potential to result in sewage overflows; their mechanical and electrical systems are in need of major repairs and upgrades. The existing 6-inch-diameter cast iron force main under Kent Lake is almost 60-years-old and requires replacement due to its age, deterioration and potential for breakage.

Arens said connection into the Milford Township System is the most economical means of sanitary sewer treatment available, and a force main extending from the East Boat Launch, along the I-96 right-of-way to the westerly terminus of the Milford System is necessary to make this connection.

Arens said staff has determined that the low bid submitted by Midwest Power Systems, Inc. is non-responsive and is recommended to be rejected. Midwest's bid form stated a bottom-line, total bid amount of \$1,973,714.00. However, this was a itemized unit-price bid (there were 33 items in total), and Midwest's itemized unit prices, when multiplied against estimated quantities and summed to a grand total bid amount, is calculated at \$1,361,870.00. Midwest omitted significant amounts from the individual unit prices a stated in their bid.

Arens said the unit price bid amounts are material components of the bid and are not mere formalities that can be waived or amended after bid opening, in order to match the bidders intended grand total bid amount. Since the sum of the unit prices does not equal the bidder's stated total bid by a significant amount, Staff believes the bid is substantially in error and is thus non-responsive.

Arens also said as a key component of major park infrastructure having total repair/replacement cost in excess of \$200,000, funding of this project is recommended through the Authority's Supplemental Major Maintenance Fund, in accordance with the Board of Commissioner's Resolution of Feb. 10, 1994.

Arens said conversations with Midwest have been cordial, but there are some major omissions which he does not believe were material mistakes.

Commissioner McCulloch inquired if Midwest was prepared to accept \$1,361,870.

Arens replied no.

Commissioner Marrocco inquired if the Authority has ever accepted the second lowest bidder?

Arens replied yes.

Commissioner Lester commented that in the past, there has been discussion of these issues of low bid. Once they bid, they could come back asking for more money.

Commissioner La Belle commented that we were not accepting the second lowest bid, that we are accepting Reliance.

It was moved by Commissioner McCarthy, supported by Commissioner La Belle that the Board of Commissioners reject the bid by Midwest Power Systems, Inc.; that it award Contract No. 2-504-11L to the lowest responsive, responsible bidder, Reliance Building Company in the amount of \$2,004,450.00, and that funding for the project be made through the Supplemental Major Maintenance Reserve Fund as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

6. Reports

E. Kensington

2. Connection Fee Approval – Milford Township Sanitary Sewer System

Chief Engineer Arens reported that in order to connect the Kensington Wastewater System into the Milford Township Sanitary Sewer System, a connection fee must be paid to Milford Township. The connection fee is calculated at \$250,250.

Arens said this project is the culmination of a multi-year effort to eliminate the Kensington Metropark waste water treatment plant and connect into the Milford Township System.

Arens also said as a key component of major park infrastructure having total repair/replacement cost in excess of \$200,000, funding of this connection fee is recommended through the Authority's Supplemental Major Maintenance Fund, in accordance with the Board of Commissioner's Resolution of Feb. 10, 1994.

It was moved by Commissioner La Belle, supported by Commissioner McCulloch that the Board of Commissioners authorize payment of the \$250,250 connection fee to Milford Township, and that funding for the connection fee be made through the Supplemental Major Maintenance Reserve Fund, as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

6. Reports

F. Oakwoods

1. Report – Canoe Access Site – U.S. Navy Seabees Construction Project

Chief Engineer Arens report that HCMA and the U.S. Navy Seabees (Naval Mobile Construction Battalion 26, Selfridge ANG) have been cooperating on the development of a Canoe/Kayak Access Site and Drive at Oakwoods Metropark in 2011. This cooperative project was initiated by Community Relations Administrator Jack Liang and has been designed by HCMA Planning and Engineering staff.

Arens said the project includes the construction of an aggregate-surfaced access drive, approximately 900-feet in length, a parking area, and a canoe/kayak access ramp to the Huron River. The project is required to support the growing demand for canoe and kayak access along the lower reaches of the Huron River.

Arens said that HCMA will provide all construction material necessary for the project, including an estimated 900 tons of aggregate material. A total of \$24,000 is included in HCMA's 2011 Capital Improvement Budget toward material purchases for the project. However, no individual material purchase will exceed the Director's \$10,000 authorization limit. The Seabees will provide all labor, equipment, transportation and supplies to construct the project. While the Seabees will be responsible to manage construction activities, general oversight and quality assurance will be provided by HCMA Engineering staff.

Commissioner Marrocco asked how far the next canoe access site was?

Arens replied approximately three to four miles.

Commissioner Lester commented that we get so many requests for canoe launching, and a lot of people will be happy.

Commissioner Marrocco inquired how we got involved in this project?

Arens replied that it was done by Community Relations Administrator Jack Liang.

It was moved by Commissioner Lester, supported by Commissioner Marans that the Board of Commissioners authorize the Director to execute the necessary agreements to implement the project with the U.S. Navy Seabees as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

6. Reports

G. Lake Erie

1. Report – Successful Grant Partnerships

Chief of Natural Resources Paul Muelle reported that the U.S. EPA, through the Great Lakes Restoration Initiative (GLRI), has awarded The Nature Conservancy (Michigan) a grant totaling \$548,463 to support the Detroit River-Western Lake Erie Cooperative Weed Management Area (CWMA) and Phragmites Control project.

Muelle said this is a regional effort by multiple agencies including The Nature Conservancy (Michigan), Huron-Clinton Metroparks, Michigan DNR, Ducks Unlimited, Eastern Michigan University and Detroit River International Wildlife Refuge, to control invasive *Phragmites australis* on approximately 1,200 acres of coastal wetlands within the western Lake Erie basin, from the Detroit River to northern Maumee Bay.

Muelle said the Nature Conservancy (Michigan) will be the primary administrators of this plan. As a member of the Detroit River-Western Lake Erie CWMA, the Huron-Clinton Metroparks will have the opportunity to treat 400 acres of phragmites infested coastal wetlands at Lake Erie Metropark, project planning will begin this fall with restoration work anticipated to begin the summer of 2012.

Muelle also said the National Fish and Wildlife Foundation approved a grant to The Nature Conservancy (Ohio) for \$869,188.65 to support the Oak Openings Interagency Restoration Team project.

Muelle said the Stewardship Network, Toledo Metroparks, Huron-Clinton Metroparks, and Oak Openings Region Conservancy will conduct ecological restoration treatments (invasive species removal, savanna thinning, burning, prairie planting) of the highest priority wet prairie, oak savanna, oak barrens and flatwoods habitats within the Oak Openings region which stretches from north central Ohio to southeast Michigan at the Lake Erie shoreline.

Muelle said project planning will begin this fall with restoration work anticipated to begin the spring of 2012.

Commissioner Marans commended staff on getting this grant.

Commissioner Lester inquired if staff was making progress with phragmites?

Muelle replied we will, after we receive new equipment and implement more cutting and controlled burns.

It was moved by Commissioner Marans, supported by Commissioner Lester that the Board of Commissioners receive and file the Successful Grant Partnerships report as recommended by Chief of Natural Resources Paul Muelle and staff.

Motion carried unanimously.

6. Reports

H. Administrative Office

1. Strategic Plan Review – Goals 6-8

Director Moilanen reported that at the Aug. 30 Board Special Meeting, commissioners and staff discussed the action items developed for goals one through five of the Metroparks strategic plan. Because the action items for goals six through eight were not discussed, the Board recommended taking up discussion of those items at the Sept. 8 Commission meeting.

Issue/Goal 6: Increasing and Diversifying Funding Resources

Director Moilanen said the Metroparks will look for new and creative opportunities for increasing and diversifying funding. Partnerships, sponsorships, grants, revenue producing

facilities and programs, and at the right time, consider re-establishing the Foundation concept, will be explored for their potential fund development.

Director Moilanen said the following items were developed to support increasing and diversifying funding resources (team members – Dave Moilanen, Kassie Kretzchmar, Jack Liang):

- Increase corporate sales of HCMA annual permits
 - Contact at least six corporations within a 30-mile radius and offer an explanation of the program.
- Develop membership program for Metroparks to encourage more revenue from annual permit sales and more attendance.
 - Research membership programs in other park districts.
- Conduct major fundraising effort in 2012-13.
 - Identify project or program to support through a fundraising effort.
 - Develop fundraising strategies, logistics, team members, including volunteers from outside organization.
 - Develop collateral and market funding effort.

Commissioner Marrocco commented that there was not a lot of emphasis put on the foundation, and we should be looking at an endowment.

Commissioner Hertel commented that we should look to identify someone who can focus all of their attention on raising money for the foundation and that the right individual could cover the cost of their salary in one month.

Commissioner McCulloch commented that he agreed with Commissioner Hertel, that it needs to be done on a full-time basis.

Commissioner Marans commented that we need to determine where we are going as an organization before we activate the foundation.

Commissioner Hertel commented that there are endowments for environmental and healthcare related efforts.

Commissioner Marrocco commented that this should be a part of the Strategic Plan.

It was moved by Commissioner La Belle, supported by Commissioner Hertel that the Board of Commissioners request staff for a recommendation by the February 2012 Board meeting regarding an assessment of whether to proceed with reactivating the Metroparks Foundation and whether to hire a Development Officer.

Motion carried unanimously.

Commissioner McCarthy commented that he thought it would be best served by going to the outside and hiring someone with expertise in this area.

Issue/Goal 7: Natural Resources Stewardship

Chief of Natural Resources Paul Muelle said the Metroparks will continue to conserve, enhance, protect, and maintain significant elements of natural diversity, promote active stewardship for increased ecological integrity, support and encourage environmental sustainability, respect and honor the regions cultural and historical values, and encourage compatible recreational use within the park system for present and future generations.

Muelle said the following items were developed to support natural resources stewardship (team members – Paul Muelle, Mike George, Amanda Streby, Justin Smith):

- Promote diversity and ecosystem complexity; conserve, enhance, protect and maintain significant elements of natural diversity.
 - Identify significant natural communities, sensitive areas and locations of rare and protected species.
 - Prioritize areas that can be actively managed to improve bio-diversity.

- Actively manage natural communities to promote sustainable diverse native ecosystems and restore these communities to ecological health.
- Develop a monitoring program for long-term management strategies and a recording and documentation protocol to track changes.
- Promote active stewardship for improved ecological integrity.
 - Increase visibility of stewardship activities in the media, facilities, public information.
 - Develop awareness of the strategic issues involved in natural resource management and environmental sustainability.
 - Develop partnerships with other organizations to improve, promote and facilitate natural resource management, planning and implementation.
 - Develop volunteer program directed at attaining natural resource management goals.
- Develop human-ecosystem interactions: encourage compatible recreational use within the park system for present and future generations.
 - Allow for appropriate human use and enjoyment while protecting ecological quality and biological diversity.
 - Incorporate natural resource information into the Metroparks Master Planning process.
 - Coordinate with other departments and staff for mutually beneficial outcomes.
 - Continually refine management approaches and systems to achieve cost-effective, efficient and sustainable outcomes.
- Support and encourage environmental sustainability.
 - Develop comprehensive sustainability program.
 - Engage employees in the development and integration of ecologically sustainable practices.
 - Monitor and track sustainable programs.
 - Encourage citizen involvement.
- Promote and facilitate the development of a Natural Resources staff that has the ability to plan and implement management activities.
 - Define long-term personnel needs for various department activities.
 - Work with management for opportunities to fill full and part time positions.
 - Explore funding sources to support additional positions.
 - Provide adequate training and materials to support the positions.

Issue/Goal 8: Enhancing Educational Opportunities

Chief of Interpretive Services Mike George said the land holdings of the Metroparks encompass a diverse spectrum of natural habitats and cultural sites in southeastern Michigan. It is our mission to engage visitors, both on site and off, and to give them educational experiences focused on a “sense of place” within the time and existing landscape.

George said the following items were developed to support enhancing educational opportunities (team members – Mike George, Julie Champion, Jill Martin, Tim Phillips, Mike Tucker, Gerry Wykes):

- Increase and/or maintain school use of interpretive programming.
 - Offer scholarships/grants (~\$250) to help defray school cost for transportation.
 - Seek grant opportunities for transportation funding and develop partnerships.
 - Increase direct marketing to teachers.
- Increase awareness of interpretive programming to the public.
 - Continually assess programs and adjust as needed.
 - Offer package programs where a family can purchase a pass to attend an interpretive program and other park activities.
- Promote a positive perception of Interpretive Department within HCMA.
 - Offer opportunities to educate staff in other departments within a park.
- Address the declining appearance of exhibits and facilities.
 - Include line item in budget to accommodate exhibit preparation and planning.
 - Develop ways for visitors to donate toward wayside signs and exhibits.

- Seek grants.
- Conduct yearly walk-through to assess each facility.
- Continue cohesiveness of Interpretive Department.
 - Maintain central coordinator for reorganization plan and strategic plan.
 - Chief of Interpretive Services to be heavily involved in budget.
- Enhance opportunities for non-formal/self-guided educational experiences.
 - Seek technology that will engage visitors at remote locations in parks.
 - Increase remote location interactions with visitors by interpreters.
 - Develop authority-wide events that work to the strengths of the interpretive program.
- Focus on quality of programs, rather than quantity of programs.
 - Increase interpretive staff training.
 - Pursue training for non-interpretive staff.
 - Examine techniques for programs.

Director Moilanen commented that staff will take the recommendations back for these goals; make updates and work on adding goal nine.

It was moved by Commissioner Hertel, supported by Commissioner Lester that the Board of Commissioners discuss and provide staff with input on the action items for goals six-eight of the Metroparks strategic plan, as recommended by Director Moilanen and staff.

Motion carried unanimously.

6. Reports

H. Administrative Office

2. Golf Course Maintenance Request for Proposals (RFP)

Director Moilanen reported that pursuant to the Board's motion made at the March 2011 Commission meeting, staff has prepared a request for proposals (RFP) for the purpose of maintaining the Kensington Metropark Golf Course for a pilot three-year contract period beginning with the 2012 golf season. Based on suggestions made at the March meeting about the original proposal, the format of the current proposal has been changed to be more concise and clear. At the same time, staff has identified current Metropark golf turf cultural practices and tried to explicitly describe the extent and quality of services that we would expect a private contractor to adhere to in maintaining the course.

In developing this document, staff has reviewed several golf maintenance and operational requests for proposals developed by other agencies. Because this is the first time a RFP has been prepared for contracting the maintenance of a Metroparks golf course, staff is looking for guidance from the Commission on the document's content, requirements and design before the RFP is finalized and distributed.

Commissioner Hertel inquired about who else has staff talked with or use as a reference.

Moilanen replied staff spoke with representatives from the city of Troy, Taylor and Auburn Hills.

Controller Wahl stated that over the last ten years, staffing has been reduced at our golf courses.

Commissioner McCulloch inquired if our administration pointed out that there were several ancillary duties performed by golf course staff and has this been addressed in the RFP and what staff done in recent years to change golf course operations over the last few years.

Commissioner McCulloch also asked staff to prepare a report regarding recent changes in golf course operations, costs and on what ancillary duties current golf course maintenance staffs perform.

It was moved by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners review this request for proposals document for the maintenance of the Kensington Metropark Golf Course by a private contractor and provide input to staff on

suggested edits to the document before the Oct. 13 Board meeting, as recommended by Director Moilanen and staff.

Motion carried unanimously.

6. Reports

H. Administrative Office

3. 2011 Health Risk Assessment Contract

Human Resources Manager Carol Stone reported that recognizing lifestyle factors greatly contribute to health care claims and thus, impact health insurance premiums, HCMA has partnered with its employees on a wellness program to promote healthy living.

McGraw-Wentworth, our group health insurance agent, has obtained quotes for the assessments. It should be noted that the quotes are based on 2010 participation rates. As the total number of full-time positions has reduced from 2010, it is anticipated that participation rates will actually be slightly lower than 2010.

The University of Michigan M-Fit Division was the lowest responsive, responsible bid received at \$10,919. M-Fit has completed the assessments in the past and has done an excellent job. Funds are allocated in the Human Resources budget to cover the cost of the Health Risk Assessments.

It was moved by Commissioner Lester, supported by Commissioner Marans that the Board of Commissioners award the 2011 Health Risk Assessment contract to the low responsive, responsible bidder, the University of Michigan M-Fit Division as recommended by Human Resources Manager Stone and staff.

Motion carried unanimously.

6. Reports

H. Administrative Office

4. Report – 2011 Retiree Health Care Trust Contribution

Retiree Health Care Plan Administrator David Wahl reported the Retiree Health Care Trust Board of Trustees retained Gabriel, Roeder, Smith & Company (GRS) to perform an actuarial valuation of Authority OPEB's. The GRS actuarial valuation report calculated benefit values, liabilities and the Annual Required Contribution (ARC). The valuation is necessary every two years to comply with the accounting reporting requirements of the Governmental Accounting Standards Board Statement #45.

Wahl reported based on Oct. 1, 2011 updated census data and current benefit levels and costs, GRS calculated the Authority's total actuarial accrued liability for OPEB's at \$35.8 million. The Authority's Retiree Health Care Trust has assets of \$13.8 million, leaving an "unfunded actuarial accrued liability" of \$22.0 million. This translates into a funded ratio of 38.6 percent. To amortize this \$22.0 million unfunded liability over a 30-year period for HCMA's "closed" group will require a 2011 contribution (ARC) of \$2,485,145 to fund OPEB's for current retirees/spouses (128) and for future OPEB's being earned by eligible active employees (217).

Wahl said this is the first actuarial valuation done since 2009. It fully reflects: (1) the change in retiree health benefits enacted in July 2010 (Medicare Advantage), and (2) new retiree eligibility requirements. The Authority's 2011 Budget underestimated the favorable impact of these changes and a projected 2011 Medicare Advantage rate increase did not materialize. Currently, a total of \$3.3 million is available in the Authority's 2011 Budget to fund the ARC of \$2,485,145. Wahl indicated this places the Authority in a unique one-time position to contribute more than the ARC in 2011.

Wahl said the Retiree Health Care Trust Board of Trustees met earlier in the day to review the 2011 GRS Actuarial Valuation Report. The Board of Trustees approved requesting a contribution of \$3.3 million to the Retiree Health Care Trust in October 2011.

It was moved by Commissioner Lester, supported by Commissioner McCulloch that the Board of Commissioners (1) approve a contribution of \$3.3 million to the Huron-Clinton Metropolitan Authority Retiree Health Care Trust Fund as recommended by the Retiree Health Care Trust Board of Trustees and Plan Administer Wahl.

Motion carried unanimously.

6. Reports
H. Administrative Office
5. Donations

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

- An \$800 donation made by Janet Reynolds-Kotz for a bench to be used at the Nature Center at Kensington Metropark.

Motion carried unanimously.

6. Reports
H. Administrative Office
6. Legislative Report

Legislative Consultant Carr reported that both chambers of the Legislature will return to work after the Labor Day holiday and is scheduled to be in session until just before Thanksgiving. The session will be active with the governor's K-12 education Reform Plan expected to take precedence along with unresolved state budget issues.

Carr reported a major issue with serious potential impact to the Authority will be the proposed elimination or revision of the state's personal property tax (PPT) system. Lt. Gov. Calley has begun discussions on the potential for the phased elimination of PPT and potential replacement revenue sources. This will be an approximately \$1.2 billion issue for local governments including the Authority. Early numbers indicate a total elimination of the PPT for HCMA would result in about a 10 percent decrease in aggregate property tax revenues per year.

Carr said the Lt. governor is expected to outline a more defined proposal on Sept. 19 and we have initiated contacts with both the Legislature and the governor's staff to outline the impact on HCMA as well as a need to include a replacement revenue source.

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

Motion carried unanimously.

9. Director's Comments

Director Moilanen said staff appreciates the commissioner involvement and support for the Strategic Plan and HCMA.

George Phifer introduced officers Quentin Allen, Rodney Bradburn, Ray Tompkins and Lt. Nicole Ford.

Greg Almas introduced Gary Hopp and Thomas Knuth.

10. Commissioner Comments

Commissioner Lester commented that Wayne County is the only area that does not have camping and we need to stay on top of this. Lester also congratulated staff on the meeting that was held at Lake Erie. Lester said he was really impressed with the employees and wanted to be sure his sentiments were passed on to them. Lester also commented that Chief Phifer hired a good group of police officers.

Director Moilanen commented that money has been added to next year's budget for development of camping at Lower Huron and Stony Creek.

Commissioner La Belle commented that over the past year, he has had the opportunity to work on the Strategic Plan. La Belle said one of the goals he has is for staff to gain the confidence of the Board regarding the good work the employees are doing.

Commissioner McCarthy commented that he is more comfortable with the meetings than previous ones.

Commissioner Marans thanked Chief Phifer for hiring a professional group of police officers.

Commissioner Marrocco commented how the Metroparks can have two beaches across from each other and only one of the beaches is contaminated.

Chief of Natural Resources Muelle replied that it depends on the circulation within the lake.

Commissioner Marrocco announced that the Metroparks is being recognized by the Michigan Public Purchasing Officers Association in October; a job well done by the parks.

11. Motion to Adjourn

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

Motion carried unanimously.

The meeting adjourned at 12:29 p.m.

Respectfully submitted,



George Phifer
Executive Secretary