

**MINUTES  
BOARD OF COMMISSIONERS MEETING  
HURON-CLINTON METROPOLITAN AUTHORITY  
THURSDAY, DECEMBER 8, 2011**

The regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held at 10:41 a.m. on Thursday, December 8, 2011 at the Administrative Office. The meeting was convened in pursuance to a call thereof by the Executive Secretary and due notice to the HCMA Board of Commissioners.

Present:	Commissioners:	Anthony V. Marrocco John E. La Belle John P. McCulloch Harry E. Lester Timothy J. McCarthy
	Staff Officers:	
	Director	David C. Moilanen
	Deputy Director	Gregory J. Almas
	Controller	David L. Wahl
	Executive Secretary	George Phifer
Absent:	Commissioner	John C. Hertel
	Commissioner	Robert W. Marans
Others:	Legislative Consultant	George Carr

The meeting was called to order by Chairman Marrocco at 10:41 a.m.

**1. Chairman's Statement**

There was no Chairman's statement.

**2. Public Comments**

Larry Noodén, Clinton Huron Environmental Coalition (CHEC), commented on HCMA's desire to acquire land around Metro Beach. Noodén said the DNR has been very interested with seeing how the fish are doing and how they are migrating to areas like Metro Beach.

Barbara Jensen, Milford resident, said she is a Metroparks neighbor and she wanted to come and see what was being proposed and what was going on.

Kelly Turner, Brighton resident, said she was a past employee and is a user of the parks. Turner also wanted to know what were the plans for the Wolcott Mill Farm.

**3. Minutes – November 10, 2011**

It was moved by Commissioner Lester, supported by Commissioner McCarthy that the Board of Commissioners approve the Nov. 10, 2011 regular meeting minutes as submitted.

Motion carried unanimously.

**4. Financial Statements – November 2011**

It was moved by Commissioner La Belle, supported by Commissioner Lester that the financial statements for November 2011 be approved as submitted.

Motion carried unanimously.

**5. Vouchers**

It was moved by Commissioner McCarthy, supported by Commissioner Lester that the vouchers for October 2011 (0219928 through 0220277) be approved as submitted.

Motion carried unanimously.

It was moved by Commissioner McCarthy, supported by Commissioner La Belle that the vouchers for November 2011 (0220278 through 0220678) be approved as submitted.

Motion carried unanimously.

## **6. Purchases**

Purchasing Manager Scott Michael reported that the purchase included furnishing and delivering a tow-type Debris Sweeper to Willow Metropark to be used in the park for grounds clean-up.

It was moved by Commissioner Lester, supported by Commissioner McCulloch that the Board of Commissioners award award ITB-11-013 to the low responsive, responsible bidder, Jacobsen, A Textron Company in the amount of \$17,040.00 as recommended by Buyer Ron Smith and staff.

Motion carried unanimously.

## **7. 2012 Budget**

### **A. Approval and Resolution**

### **B. Revenue Enhancement/Expenditure Reduction Alternatives**

Commissioner McCarthy suggested that the Board discuss item 7(B) – Revenue Enhancement/Expenditure Reduction Alternatives before item 7(A) – Approval and Resolution.

Commissioner McCarthy commented that staff has eliminated lifeguards, inquired if the parks had too many, and would the beaches be safe?

Director Moilanen stated that several years ago, staff did research on whether lifeguards made a difference for beaches that had lifeguards, versus those that did not have lifeguards. The research indicated that there was no difference in beaches that had lifeguards compared to those that did not.

Commissioner Marrocco inquired if they (lifeguards) were in the budget? Marrocco indicated he is in favor of having lifeguards.

Controller Wahl replied that the lifeguards were in staffs recommended 2012 Budget.

Commissioner McCarthy stated there was no way for him to make a decision at the December meeting as to whether we should or should not keep lifeguards. McCarthy also inquired as to what the insurance company thought about this.

Commissioner McCarthy also said that in looking at the list, he was hoping the staff would have adopted some of these items today.

Commissioner La Belle stated that the Board asked staff to show them where \$2 million could possibly be saved and that is what they did. Staff gave us ideas, similar to a score sheet.

Commissioner McCulloch said he did not view this as a score card. Beginning January 1, the Authority begins spending dollars. McCulloch asked what the game plan for the budget going into future years was and that we spent \$3.3 million of our Reserve today and it will increase to \$4 million in 2013; and that something has to give.

Commissioner La Belle asked about attrition.

Controller Wahl stated he did expect some attrition.

Commissioner McCulloch asked what an acceptable level was for the reserve, what's the standard?

Controller Wahl stated the Board's financial policy has set a minimum goal of 5 percent and that he does not believe that is adequate in today's economic times. 10 percent should be considered the minimum and the 2012 staff recommended Budget has the Reserve account at 20 percent (\$14.8 million).

Commissioner McCulloch stated that he believes we will see further decline in revenues and a slow recovery; and that he advocates that more expenditure reductions occur in the 2012 Budget.

Commissioner Marrocco asked if staff has looked at raising fees and closing down facilities that are not making money.

Director Moilanen said yes, both have been looked at.

Commissioner Lester commented that there was a near drowning at Stony Creek and we are looking at eliminating lifeguards. What value do we put on a person's life?

Lester also said he was concerned about cutting employee training. Lester said we need to look at the whole park system, at duplicate jobs, contracting and the big stuff.

Commissioner McCarthy inquired if we needed the \$5 million in land acquisition?

Controller Wahl replied that the Board approved Master Plan has identified 400 acres at Wolcott Mill that still needs to be acquired.

Commissioner Marrocco said land is cheap and that its value is a moving target.

Commissioner La Belle said he is not against reductions; that maybe we need to look at increasing the fees for park permits. La Belle said he would be happy with that.

Commissioner McCulloch suggested adopting the revenue enhancement and expenditure cuts as identified by staff on listing B and C.

It was moved by Commissioner McCulloch, supported by Commissioner McCarthy that the Board amend staff's recommended 2012 Budget for the additional cuts (attachments 7b and 7c) as identified by staff, and address some of the structural changes that impact wages and/or benefits on the proposed General Labor Expenditure Reductions (attachment b) that totaled \$1,015,000.

Motion carried unanimously.

Director Moilanen inquired if lifeguards were eliminated.

Commissioner McCulloch said there would be the opportunity to look at lifeguards and other areas such as marketing to see if any changes needed to be made.

Further discussion was held on the 2012 recommended Budget.

It was moved by Commissioner McCulloch, supported by Commissioner McCarthy that the Board of Commissioners adopt the 2012 Budget as amended.

Motion carried unanimously.

## **8. Reports**

### **A. Metro Beach**

#### **1. Report – Name Change Survey**

It was moved by Commissioner La Belle, supported by Commissioner Lester that the Board of Commissioners approve that Metro Beach Metropark be renamed to Lake St. Clair Metropark effective January 1, 2012.

Motion carried unanimously.

## **8. Reports**

### **A. Metro Beach**

#### **2. Letter of Intent – Six Rivers Land Conservancy**

Chief of Natural Resources Paul Muelle reported that since October 2009, the Metroparks has been in discussions with Macomb County Department of Planning and Economic Development and Six Rivers Regional Land Conservancy regarding the acquisition of wetland property adjacent to Metro Beach Metropark. The proposed property acquisition consists of up to five separate parcels totaling 113 acres immediately adjacent to the Metro Beach Metropark Black Creek Marsh.

Muelle said the properties have been identified as critical areas for acquisition by Macomb County, Michigan Department Natural Resources and Environment (MDNRE), and Six Rivers Regional Land Conservancy because of the unique nature of the ecosystems. A property valuation conducted by the Macomb County Department of Planning and Economic Development in April 2010 estimated the current property value of all the parcels in aggregate to be between \$300,000 and \$400,000.

Muelle said as reported to the Board in May 2010, the Metroparks submitted a grant application through the MDNRE Office of the Great lakes for NOAA funding to purchase the property. The grant request was unsuccessful.

Muelle said that recent meetings between representatives from Macomb County with the Michigan Natural Features Trust Fund Board, indicate a support for the property acquisition and a willingness to support the project for future grant funding through the Trust Fund.

Muelle said that in order to facilitate this process, Six Rivers Regional Land Conservancy has proposed to act as a project coordinator, solicit private foundation funding for the local match and associated costs, negotiate property acquisitions on behalf of HCMA and if necessary pre-acquire the properties that would eventually be transferrable to HCMA.

Muelle said Six Rivers Regional Land Conservancy has submitted a Letter of Intent which outlines organizational roles of the partners involved in this project which Six Rivers Regional Land Conservancy would like executed prior to commencement of fund raising and property acquisition negotiations.

Commissioner McCulloch said he supported passing a motion for the commission to proceed with this project.

It was moved by Commissioner La Belle, supported by Commissioner McCulloch that the Board of Commissioners direct staff regarding continued cooperation with Six Rivers Regional Land Conservancy and Macomb County for obtaining the proposed property adjacent to Metro Beach and to authorize the Director to sign the Letter of Intent as recommended by Chief of Natural Resources Paul Muelle and staff.

Motion carried unanimously.

## **8. Reports**

### **B. Stony Creek**

#### **1. Report – Sanitary Sewer Rehabilitation Project**

Chief Engineer Arens reported on Oct. 14, 2010, the Board of Commissioners awarded a contract to Liqui-Force Services (USA), Inc. for the rehabilitation of the sanitary sewer main serving areas throughout Stony Creek Metropark, in the amount of \$138,191. The project provided cleaning, televising, cured-in-place lining and repairs at various locations. At this time a final supplemental appropriation is needed to cover differences between total amounts authorized under the Work Order and actual amounts expended, both for contract services and for field engineering/contract administration expenditures by HCMA Engineering staff.

Arens reported as part of an effort to repair and/or replace critical elements of park infrastructure having total repair/replacement costs in excess of \$200,000, funds are recommended to be transferred from the Supplemental Major Maintenance Reserve Account.

Arens said Work Order overages related to contract services are due to excavation, dewatering and replacement costs related to the repair of an approximately 100-foot section of sewer main which unexpectedly collapsed immediately prior to the project. This section of main was located in high water conditions adjacent to Stony Lake, and soils were liquefied and unstable.

Arens said work was unforeseen and outside the scope of the contract; however, time was of the essence in making repairs, and there was inadequate time for re-bidding the work.

Arens said Work Order overages related to Employee Wages (HCMA contract administration) are due to unanticipated extra work and time expended related to contract change issues and major unanticipated repairs which occurred during the course of the contract.

It was moved by Commissioner La Belle, supported by Commissioner McCarthy that the Board of Commissioners approve a transfer of funds in the total amount of \$132,200 from the Supplemental Major Maintenance Reserve Account as detailed in this report, as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

## 8. Reports

### C. Kensington

#### 1. Report – Martindale Bathhouse Building and Site Renovation Project

Chief Engineer Arens reported that on December 11, 2008, the Board of Commissioners awarded a contract to the Braun Construction Group for the redevelopment of the Martindale Beach Bathhouse Building and Site in the amount of \$2,625,000. The project demolished the existing deteriorated 56-year old bathhouse and related site work, and replaced it with a new 7,800-square foot facility, along with approximately three acres of site improvements, utilities and landscaping.

Arens reported that the contract is being closed out at this time, and the Work Order will be closed in the near future. A final supplemental appropriation is needed at this time to cover differences between total amounts authorized under the Work Order and actual amounts expended, both for contract expenditures and for in-house contract administration expenditures.

Arens reported funds are available from the Item, "Hike-Bike Trail Reconstruction", due to favorable bids received on the Milford Hike-Bike Trail Connector project, which included all work anticipated under the Hike-Bike Trail Reconstruction project.

Arens said Work Order overages related to contract services by Braun are due to the final contract amount being higher than the total amount available under the Work Order (by a total of \$11,800, which was as approved by multiple change orders, each within the Director's approval limit).

Arens reported that these additional expenditures were incurred during the course of the contract and were necessary to complete the work in a timely manner for the 2010 operating season, with each individual expenditure being within the Director's approval limit.

Arens said Work Order overages related to Employee Wages (for HCMA field engineering, construction surveying, contract administration, etc.) were due to unanticipated extra work and time expended over a three-year period.

It was moved by Commissioner McCarthy, supported by Commissioner La Belle that the Board of Commissioners approve a transfer of funds in the total amount of \$165,300 as detailed in this report, as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

## 8. Reports

### D. Lake Erie

#### 1. Bids – 2012 Maintenance Dredging, Marina Channel

Chief Engineer Arens reported that the project includes removing approximately 7,500 cubic yards of dredging in the channel and mooring areas of the Marina; set channel markers at the Marina and Boat Launch. Dredging is required to remove accumulated sediment and to assure boating access to the marina. Dredging will provide 7.0 feet of depth below low water datum in the offshore channel and 3-feet within the inland channel and mooring areas.

It was moved by Commissioner Lester, supported by Commissioner McCarthy that the Board of Commissioners approve the issuance of a Purchase Order to the lowest responsive,

responsible bidder, Marine Services, Inc., in the amount of \$26,775.00 as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

## **8. Reports**

### **E. Administrative Office**

#### **1. USGS Stream Gauging Stations – Annual Cost Participation**

Chief Engineer Arens reported that The Authority has participated in a cooperative water resources information program with the U.S. Geological Survey (USGS) and the Michigan Department of Environmental Quality (MDEQ) for a number of years. In the past the Authority participated in the funding of four gauging stations and three water level recorders at locations upstream and downstream of Stony Lake and Kent Lake. For the 2011-2012 year, HCMA will reduce its participation by one gauging station related to Kent Lake (Huron River near Milford) and one partial flow recorder related to Stony Lake (W. Branch Stony Creek at Washington Rd.) as a cost-saving measure.

Arens said the total cost of operating three gauging stations and two recorders for the one-year period, October 1, 2011 to September 30, 2012 will be \$41,500.00. The unit cost share for each recorder is unchanged from 2010-2011 funding levels. The information this program provides is important for HCMA's management of the Stony Lake and Kent Lake impoundments. It also supports the water resource management efforts of other agencies in the Clinton River and Huron River watersheds.

It was moved by Commissioner McCulloch, supported by Commissioner La Belle that the Board of Commissioners continue cost participation with the U.S. Geological Survey on the gauging stations and recorders for the period of October 1, 2011 to September 30, 2012 in the amount of \$41,500.00 as recommended by Chief Engineer Arens and staff.

Motion carried unanimously.

## **8. Reports**

### **E. Administrative Office**

#### **2. RFP – Recreation Survey**

Chief Planner Susan Nyquist reported that as part of the five-year planning process and in preparation for the 2013-2017 Community Recreation Plan, the Metroparks intends to conduct a random recreation survey of the residents of the five county region of Southeast Michigan.

Nyquist said a Request for Proposals to conduct the random survey was distributed to eleven firms and/or academic institutions and included the following objectives:

- To conduct a random public survey, compiling twenty four hundred (2400) completed surveys representing each of the five counties in quantity and proportion to the demographics in each respective county; and per each HCMA management district in order to represent the region accurately.
- To develop, in consultation with the HCMA Staff and the HCMA Board of Commissioners, a set of appropriate questions that will elicit the information needed to assess recreational needs.
- To code, analyze and present the data from the Survey.
- To complete these objectives in a timely manner with a minimum of cost.

Based on the review and evaluation of proposals by HCMA staff and in consultation with Commissioner Marans, Public Sector Consultants (PSC) is the firm most qualified to provide the recreation survey.

It was moved by Commissioner La Belle, supported by Commissioner McCarthy that the Board of Commissioners accept the Alternate Proposal as submitted by Public Sector Consultants, Inc. in the amount of \$65,627.00 as recommended by Chief Planner Susan Nyquist and staff.

Motion carried unanimously.

## 8. Reports

### E. Administrative Office

#### 3. 2012 Commission Meeting Schedule

Director Moilanen reported that revisions were made to the proposed 2012 Board of Commissioners' meeting schedule to include moving the June 14 meeting to June 7; and moving the September Pension and Retiree Health Care meeting to August.

It was moved by Commissioner La Belle, supported by Commissioner McCulloch that the Board of Commissioners approve the revised 2012 Commission meeting schedule as recommended by Director Moilanen and staff.

Motion carried unanimously.

#### 4. Donations

Deputy Director Almas requested the Board accept the November donations.

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

- Dexter Soccer Club made a \$2500 cash donation for fertilizer, seeds and pesticides to be used at the soccer fields at Hudson Mills Metropark.
- Annette Jones made a \$300 cash donation for a memorial bench in memory of Alexander Jones to be used at Kensington Metropark.
- Donna and Gary Stearn made a \$300 cash donation for bench to be used along the trail at the Nature Center at Kensington Metropark.
- Greg Almas made a \$200 cash donation to purchase a Tulip tree to be planted at the Administrative Office.
- Paul Rishel, Jr. donated a sword and long-gun for display and programs at Wolcott Mill Metropark; itemizing a value of \$200 - \$300.
- William Napieralski donated a Canada Goose mount for use in one of the Nature Center's in the Southern District; itemizing a value of \$200.

Motion carried unanimously.

#### 5. Legislative Report

Legislative Consultant Carr reported there are currently no issues before the legislature that will impact the Metroparks at this time.

It was moved by Commissioner La Belle, supported by Commissioner Lester 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 commented that he wanted to share with the Board two awards that the Metroparks received this year: *The Certificate of Achievement for Excellence in Financial Reporting* from the Government Finance Officers Association of the United States and Canada; and *A Distinguished Service Award* from the Michigan Interscholastic Golf Coaches Association.

Director Moilanen also wished the commissioners' happy holidays.

## 10. Commissioner Comments

Commissioner Lester wished everyone happy holidays.

Commissioner McCarthy wished everyone happy holidays.

Commissioner McCulloch wished everyone happy holidays. McCulloch also announced he would be introducing a formal process for evaluating Staff Officers. McCulloch commented that we all need to know what's working and what's not working. McCulloch also requested that staff provide a total

compensation schedule by job titles for Metropark full-time employees; and requested a list of ongoing consulting contracts.

Commissioner Marrocco wished everyone Merry Christmas, and congratulated Commissioners' McCulloch and McCarthy for being on the Board for their first year.

**11. Motion to Adjourn**

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

Motion carried unanimously.

The meeting adjourned at 12:14 p.m.

Respectfully submitted,



George Phifer  
Executive Secretary