

MINUTES
BOARD OF COMMISSIONERS MEETING
HURON-CLINTON METROPOLITAN AUTHORITY
THURSDAY, NOVEMBER 14, 2013

The regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held at 11:00 a.m. on Thursday, November 14, 2013 at the Administrative Office. The meeting was convened in pursuance to a call thereof by the Executive Secretary and due notice was given to the HCMA Board of Commissioners.

Present:	Commissioners:	John E. La Belle John C. Hertel Timothy J. McCarthy Robert W. Marans Harry E. Lester Jaye Quadrozzi
	Staff Officers:	
	Director	John P. McCulloch
	Executive Secretary	George Phifer
Others:	Legislative Consultant	George Carr
	Golf Consultant	Bill Fountain
	Richner & Richner	Cedric Richner
Absent:	Commissioner	Anthony V. Marrocco

Chairman La Belle called the meeting to order at 11:00 a.m.

1. Chairman's Statement

None

2. Public Comments

Toni Spears, HCMA volunteer asked the Board what the role would be for ROI Golf Management as it appears from information in the Board packet that they will be involved in assisting with selecting a golf manager.

Director McCulloch replied that ROI Golf Management would provide staff recommendations regarding the golf courses and the necessities for individual courses and suggested changes would be brought to the Board for approval.

3. Minutes – October 4, 2013 Regular Meeting and Board Retreat

It was moved by Commissioner McCarthy, supported by Commissioner Marans that the Board of Commissioners approve the Oct. 3, 2013 regular meeting and Board Retreat minutes as submitted by Executive Secretary Phifer and staff.

Motion carried unanimously.

4. Approval – November 14, 2013 Agenda

Commissioner Marans requested that item 5-e-f (Exemption of Taxes Subject to Capture) be moved to the regular agenda.

Director McCulloch stated item 5-f (Approval – 2014 Board of Commissioners Meeting Schedule) was corrected to reflect the correct date for the May meeting and that the item for Authority Officer Recommendations was moved up on the agenda and was now item 6.

It was moved by Commissioner Hertel, supported by Commissioner Lester that the Board of Commissioners approve the November 14, 2013 agenda.

Motion carried unanimously.

5. Approval – November 14, 2013 Consent Agenda

It was moved by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners approve the Nov. 14, 2013 consent agenda to include the following: Vouchers – September and October 2013; Financial Statements – September and October 2013; 2013 Third Quarter Appropriation Adjustments; Hike-Bike Trail Repairs and Golf Course Cart Path Paving, Kensington; Approval – 2014 Board of Commission Meeting Schedule; and Donations.

Motion carried unanimously.

Regular Agenda

• Item 5-e Resolution: Exemption of Taxes Subject to Capture

- a. City of Ferndale Redevelopment Plan – 965 Wanda Ave.
- b. City of Royal Oak Brownfield Redevelopment Plan – 326 E. Lincoln Avenue
- c. City of Troy Redevelopment Financing Authority for City of Troy Brownfield Development Plan #6
- d. Washtenaw County Brownfield Redevelopment Authority Brownfield Redevelopment Plan – 140 Buchanan Street, Chelsea
- e. City of Detroit Downtown Development Authority Proposed Amendment to the DDA District Boundaries and Restatement of, and Modifications to, the Tax Increment Financing Plan and Development Plan for Development Area No. 1
- f. Pittsfield Charter Township – State Street Corridor Improvement Authority (CIA)

Commissioner Marans requested staff provide clarification on the various exemption of taxes for Brownfield Development Plans, Downtown Development Plans and Corridor Improvement Authority's.

Corporation Counsel Joe Colaianne provided an update to the Board.

Further discussion was held on this item.

It was moved by Commissioner Marans, supported by Commissioner McCarthy that the Board of Commissioners approve the Exemption of Taxes Subject to Capture as recommended by Corporation Counsel Joseph Colaianne and staff.

Chairman La Belle called for a roll call vote.

ROLL CALL VOTE

Voting Yes: Commissioners Hertel, Lester, McCarthy, Marans, Quadrozzi, La Belle
 Voting No: None
 Absent: Commissioner Marrocco

Motion carried unanimously.

6. Authority Officer Recommendations

It was moved by Commissioner Lester, supported by Commissioner Hertel that the Board of Commissioners, at Director McCulloch's recommendation, appoint George Phifer as Deputy Director and Rebecca Franchock as Controller.

Commissioner La Belle also said George Phifer would retain the Chief of Police position as well.

Chairman La Belle called for a roll call vote.

ROLL CALL VOTE

Voting Yes: Commissioners Hertel, Lester, McCarthy, Marans, Quadrozzi, La Belle
 Voting No: None
 Absent: Commissioner Marrocco

Motion carried unanimously.

7. Legislative Report

Legislative Consultant George Carr reported that the Legislature was adjourning today and that there were many things going through quickly with some major shifts in policies. Carr said Corporation counsel has done a good job in addressing the issues with TIFAs and DDAs.

It was moved by Commissioner Hertel, supported by Commissioner Lester that the Board of Commissioners receive and file the Legislative Report as presented by George Carr.

Motion carried unanimously.

8. Update – Park Superintendents

Kim Jarvis, Western Park District Superintendent, Mike Lyons, Eastern Park District Superintendent and Jim Pershing, Southern Park District Superintendent provided the commissioners with updates on various programs and events that occurred at parks in their respective districts.

It was moved by Commissioner Marans, supported by Commissioner Lester that the Board of Commissioners receive and file the updates given by the District Park Superintendents.

Motion carried unanimously.

9. Reports

A. Stony Creek

1. Park Office Water Service Line

It was moved by Commissioner Hertel, supported by Commissioner Lester that the Board of Commissioners authorize the Director to approve a contract for water service connection based upon estimated construction cost, with a follow-up bid tabulation to be presented at the December 12 Board Meeting.

Motion carried unanimously.

B. Hudson Mills

1. Bids – Park Maintenance Building

It was moved by Commissioner Hertel, supported by Commissioner Lester that the Board of Commissioners award Contract No. 516-13M to the lowest responsive, responsible bidder, Cedroni Associates, Inc. in the amount of \$1,088,000.00; and that \$177,000.00 be returned to the Fund Balance for Capital Reserve account, and to release Degenhardt & Sons, Inc. and Brenca Contractors, Inc. from their bids as recommended by Manager of Assets and Development Mike Brahm-Henkel and staff.

Motion carried unanimously.

C. Administrative Office

1. Resolution – State of Michigan SAW Grants

Asset and Development Manager Michael Brahm-Henkel reported that The state of Michigan has made modifications to the SAW Grant Program which include (1) a clarification on how the reimbursement is calculated; (2) the inclusion of separate resolutions for public bodies with or without governing boards which can or cannot levy taxes; and (3) the exclusiveness of the asset management software to the wastewater management section. In order to provide clear documentation as it relates to the adoption of the revised resolution and the date of the Board's action, staff is requesting that the Board of Commissioners reaffirm their intent to approve the attached revised resolution with the language changes set forth by the state.

The resolution that has been published for entities like HCMA which are unable to levy taxes but are public bodies with governing boards, includes revised language in item 4 on the second page of the resolution.

Further discussion was held on this item.

It was moved by Commissioner Marans, supported by Commissioner Quadrozzi that the Board of Commissioners approve the Michigan SAW Grant Resolution as recommended by Manager of Assets and Development Brahm-Henkel and staff.

Motion carried unanimously.

9. Reports

C. Administrative Office

2. Approval – Professional Services Contract, ROI Golf Management

Director McCulloch reported that Return on Investment Golf Management (ROI) was retained to analyze individual Metropark course operations as self-sustaining assets. Principals Bill Fountain and Bruce Matthews met with park and course maintenance and operations staff, and followed up with recommendations to reduce expenses and increase revenue. Staff recommends that the established business relationship with consultants ROI continue through the 2014 golf season.

Further discussion was held on this item.

It was moved by Commissioner McCarthy, supported by Commissioner Hertel that the Board of Commissioners approve the Professional Services Contract with ROI Golf Management as recommended by Director John McCulloch and staff.

Motion carried unanimously.

3. Approval – Restructuring – Marketing and Communications

Director McCulloch reported that with the vacancy of the marketing manager, it provided an opportunity to evaluate the Metroparks marketing, communications and public relations strategy to determine the most effective use of limited resources with the goal of increasing both park attendance and revenue. Consideration was given to filling the existing vacancies and providing these services in-house; outsourcing all marketing, communications and public relations functions; or a combination of in-house services and outsourcing. Under the proposed combination structure, in-house staff will be responsible for day-to-day maintenance of the website and social media venues; production of print material to include rack cards, maps, and park brochures; media releases; and outreach such as trade shows and community events. The marketing and public relations consultant will assist with developing an overall marketing strategy.

Commissioner Hertel said this was good for the Metroparks.

It was moved by Commissioner Quadrozzi, supported by Commissioner Lester that the Board of Commissioners restructuring marketing and communications as recommended by Director McCulloch.

Motion carried unanimously.

4. Approval – Foundation Development Plan

Director McCulloch reported that Richner & Richner, LLC (R&R) was retained to create a three-year fund development plan to map a strategy for integrating philanthropy into the Metroparks culture and to begin producing a consistent annual return on investment in line with industry standards.

Commissioner McCarthy said patience was needed with starting the Foundation and it would take time.

Commissioner Quadrozzi said she agreed with Commissioner McCarthy and that the Metroparks are underrepresented in this area and that it may take 18 months or more to get the Foundation up and running.

Further discussion was held on this item.

It was moved by Commissioner Hertel, supported by Commissioner Lester that the Board of Commissioners approve the Foundation Development Plan as recommended by Director John P. McCulloch and staff.

Motion carried unanimously.

10. 2014 Budget – Approval and Resolution

It was moved by Commissioner Marans, supported by Commissioner Quadrozzi that the Board of Commissioners approve the 2014 Budget Resolution as recommended by Chief Accountant Franchock and staff.

Chairman La Belle called for a roll call vote.

ROLL CALL VOTE

Voting Yes: Commissioners Hertel, Lester, McCarthy, Marans, Quadrozzi, La Belle
Voting No: None
Absent: Commissioner Marrocco

Motion carried unanimously.

10. Director's Report

Director McCulloch reported that he, Jack Liang and Sue Nyquist met with three students from the University of Michigan working on a project for the Metroparks promoting partnerships; and that the students may be at the December Board meeting to present their findings to the Board.

Chief Planner Sue Nyquist reported on the experience working with the students. Two students are majoring in Public Policy and the other student is majoring in Public Policy/Natural Resources. The students are well-spoken, articulate and are looking at strategies to assist the Metroparks with ways to raise funds by increasing park attendance.

Further discussion was held on this item.

11. Other Business

None

12. Commissioner Comments

Commissioner Hertel said this was the most significant meeting held in a long time. Hertel said he was also asked by Tom Welsh, Jr. about the status of the sign renaming Stony Creek Golf Course to the Thomas Welsh Golf Course.

Director McCulloch said he would look into the matter.

Commissioner Lester said happy Thanksgiving.

Commissioner McCarthy said happy Thanksgiving.

Commissioner Marans said the new décor is nice.

Commissioner Quadrozzi said "Go Lions."

14. Motion to Adjourn

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

Motion carried unanimously.

The meeting adjourned at 12:22 p.m.

Respectfully submitted,



George Phifer
Executive Secretary