

Minutes
Huron-Clinton Metropolitan Authority
Board of Commissioners
Thursday, June 9, 2022

A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, June 9, 2022 at the Willow Metropark Pool Food Bar Area and via Zoom for public participation.

Commissioners Present:	Jaye Quadrozzi Bernard Parker Robert W. Marans John Paul Rea Stephen Pontoni Tiffany Taylor
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Staff Officers Present:	
Director	Amy McMillan
Deputy Director	Michael Lyons
Chief of Finance	Shedreka Miller

Others:	
Miller, Canfield, Paddock & Stone	Steve Mann

Absent:	
Commissioner	Bill Bolin

1. Call to Order

Commissioner Parker called the meeting to order at 12:30 p.m.

2. Chairperson's Statement

None.

3. Public Participation

Toni Spears, Dexter, thanked everyone that participated in the Hudson Mills Master Plan updates. She said she was happy to see invasive species control in the plan as well.

4. Approval – May 12, 2022 regular meeting minutes

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners approve the meeting minutes as submitted.

Motion carried unanimously.

5. Approval – June 9, 2022 Full Agenda

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners approve the June 9, 2022 full agenda as amended.

Motion carried unanimously.

6. Approval – June 9, 2022 Consent Agenda

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners approve the June 9, 2022 consent agenda as presented.

- a. Approval – May 2022 Financial Statements
- b. Approval – May 2022 Appropriation Adjustments
- c. Report – Capital Project Fund Update
- d. Report – Major Maintenance Update
- e. Purchases
 1. Report – Purchases over \$10,000
 2. Total Spend and Vendor Location
 3. Utility Cart Vehicles

Motion carried unanimously.

7. Reports

A. Administrative Department

1. Report – Climate Action Plan Update, Dr. Perry

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners receive and file the Metroparks Climate Action Plan update as requested by Director Amy McMillan and staff.

Discussion: Director Amy McMillan introduced and welcomed Dr. Perry.

Dr. Perry updated the Board on the progress of the Climate Action Plan, which was approved by the Board in January 2022. She said there were three phases to the research, Phase I is Context Alignment consisting of initial team meetings and team building, identifying four Board categories of plans to review, a framework for integrated models of recreation amenities/impacts and for ecosystem services. The group will be moving into Phase II in the fall.

Commissioner Marans asked if commissioners would be engaged during the process. Dr. Perry said yes, during the focus groups.

Commissioner Rea said it was fascinating to see how things move from the micro view to a larger view and how the conversations change.

Director McMillan said there are parallel efforts with staff and storm water management, which is tied together both internally and externally.

Motion carried unanimously.

2. Report – 2021 Audited Financial Statements

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners receive and file the 2021 Annual Comprehensive Financial Report as recommended by Chief of Finance Shedreka Miller and staff.

Discussion: Chief of Finance Shedreka Miller introduced David Helisek with Plante Moran who then updated the Board on the 2021 audited financials highlighting the balance sheet, revenue, expenditures, the general fund, Pension Plan and Retiree Health Care Trust Plan.

Commissioner Parker thanked the finance team for another clean audit.

Motion carried unanimously.

3. Report – DEI Tier 3 Training Evaluation Data

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners receive and file the DEI Training Evaluation Data as recommended by Chief of Diversity, Equity and Inclusion Artina Carter and staff.

Discussion: Chief of Diversity, Equity and Inclusion Artina Carter updated the Board highlighting the training done to date including the evaluation data.

Commissioner Quadrozzi said it was fantastic feedback on the training and asked if training was done all together. Ms. Carter said many employees don't want to train with supervisors.

Motion carried unanimously.

4. Report – Electric Vehicle (EV) Initiatives

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners receive and file the Electric Vehicle (EV) Initiatives report as recommended by the Interim Chief of Planning and Development Jay Bibby and Chief of Engineering Mike Henkel and staff.

Discussion: Chief of Planning and Development Jay Bibby and Chief of Engineering Mike Henkel updated the Board on electric vehicles (EV) and initiatives highlighting charging stations in the five-county region, alternative fuel corridors, socio-economic data, funding opportunities as well as Metroparks goals and considerations. Mr. Bibby said staff has held meetings with DTE, Rivian and are working with Macomb County on grant funding.

Commissioner Marans asked if there was any sense if current staff have electric vehicles (such as administrative office staff). Mr. Bibby said staff are looking at various initiatives.

Motion carried unanimously.

7. Reports

A. Administrative Department

5. Purchase – Bandit Chipper/Stump Grinder

Motion by Commissioner Parker, support from Commissioner Rea that the Board of Commissioners That the Board of Commissioners approve the cooperative purchase of a Bandit chipper and stump grinder from Bandit Industries, Inc of Remus, Michigan through the state of Michigan's MiDeal cooperative contract #19000000301 as recommended by Senior Buyer Travis Grubb and staff.

Discussion: Senior Buyer Travis Grubb updated the Board on the purchase through the state of Michigan's MiDeal Cooperative contract. He also explained how a cooperative purchase works.

Motion carried unanimously.

B. Financial Department

1. Report – Monthly Financial Review

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners receive and file the monthly Financial Review as submitted by Chief of Finance Shedreka Miller and staff.

Discussion: Chief of Finance Shedreka Miller updated the Board on revenue and expenditures for the month.

Motion carried unanimously.

2. Approval – 2021/2022 Tax Levy Report

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners (1) approve the 2022 Tax Rate Request forms at .2070 mills (formerly .2089 mills); and (2) the inclusion of "net" tax revenues of \$36,508,782 in the 2023 Budget as recommended by Shedreka Miller and staff.

Motion carried unanimously.

C. Departmental Update

1. Report – Natural Resources Update

Motion by Commissioner Rea, support from Commissioner Pontoni that the Board of Commissioners receive and file the monthly Natural Resources Report as recommended by Chief of Natural Resources and Regulatory Compliance Tyler Mitchell and staff.

Discussion: Chief of Natural Resources and Regulatory Compliance Tyler Mitchell updated the Board on Natural Resources activities highlighting tree and invasive species removal, and prescribed burns, including one that took place at Rouge Park in Detroit.

Commissioner Pontoni asked how egg round up was done. Mr. Mitchell said staff obtains a permit through the DNR for a specific period in the spring. Staff then goes out to find the birds sitting on nest, and then shake the eggs in order to keep them from hatching.

Motion carried unanimously.

7. Reports

C. Departmental Update

2. Report – Planning and Development Update

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners receive and file the Planning and Development Department Monthly update as recommended by Interim Chief of Planning and Development Jay Bibby and staff.

Motion carried unanimously.

3. Report – Interpretive Services Update

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners receive and file the monthly Interpretive Services update as recommended by Chief of Interpretive Services Jennifer Jaworski and staff.

Motion carried unanimously.

4. Report – DEI Update

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners receive and file the monthly DEI report as recommended by Chief of Diversity, Equity and Inclusion Artina Carter and staff.

Motion carried unanimously.

5. Report – Marketing Update

Motion by Commissioner Rea, support from Commissioner Pontoni that the Board of Commissioners receive and file the monthly Marketing report as recommended by Chief of Marketing and Communications Danielle Mauter and staff.

Discussion: Chief of Marketing and Communications Danielle Mauter updated the Board on activities during the month.

Commissioner Marans asked if the maps would be available in the various facilities throughout the parks. Ms. Mauter said yes.

Motion carried unanimously.

D. Planning and Development Department

1. Report – Metropark to State Park Pathway Connector

Motion by Commissioner Rea, support from Commissioner Pontoni that the Board of Commissioners receive and file the Metropark to State Park Pathway Connector report as recommended by the Interim Chief of Planning and Development Jay Bibby and staff.

Discussion: Interim Chief of Planning and Development Jay Bibby updated the Board on project background.

Commissioner Quadrozzi asked what the next steps were. Mr. Bibby said staff will hold meetings with Livingston County officials to make sure there are no conflicts.

Motion carried unanimously.

2. Approval – Lower Huron Master Plan Update

Motion by Commissioner Rea, support from Commissioner Pontoni that the Board of Commissioners approve the 2022 update to the Lower Huron Master Plan as recommended by Interim Chief of Planning and Development Jay Bibby and staff.

Discussion: Interim Chief of Planning and Development Jay Bibby updated the Board and said this was the five-year update to the 10-year Master Plan. He said the following sections were updated: revenue, visitation, Demographic/socioeconomic population data and Community and supporting plan documents

Motion carried unanimously.

7. Reports

D. Planning and Development Department

3. Approval – Hudson Mills Master Plan Update

Motion by Commissioner Marans, support from Commissioner Pontoni that the Board of Commissioners approve the 2022 update to the Hudson Mills Master Plan as recommended by Interim Chief of Planning and Development Jay Bibby and staff.

Discussion: Interim Chief of Planning and Development Jay Bibby updated the Board and said staff identified and made changes to include additional improvements at Hudson Mills.

Motion carried unanimously.

E. Engineering Department

1. Approval – Change Order, Boat Launch Building, Stony Creek

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners (1) approve a change order for the construction of the new Stony Creek boat launch building contract 509-20-554 in the amount of \$30,219.84; and (2) approve a transfer from fund balance to cover additional construction costs as recommended by Chief of Engineering Services Mike Henkel and staff.

Discussion: Chief of Engineering Services Mike Henkel updated the Board and said the project is currently anticipated to be substantially complete in August. Installation of electrical and mechanical systems are currently in progress.

Commissioner Quadrozzi asked about the timeline. Mr. Henkel said the contractor was having trouble getting doors and there was a six to eight-week delivery delay.

Motion carried unanimously.

2. Bids – Accessible Kayak Launch, Lake St. Clair

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners (1) award Contract No. 502-21-697 to the low responsive, responsible bidder, JSS Macomb, LLC., in the amount of \$525,513.61; and (2) authorize the transfer of \$135,787.61 from the Kensington unallocated major maintenance account to cover the cost of the project as recommended by Chief of Engineering Services Mike Henkel and staff.

Discussion: Chief of Engineering Services Mike Henkel updated the Board and said the project is for the construction of an accessible kayak launch providing barrier-free access to nearby Lake St. Clair, Clinton River Water Trails, as well as the Black Creek Marsh for paddle sports. Additional site work includes fence removal and relocation, shoreline restoration, walkways, and educational signage. The project is located behind the maintenance area and next to the existing boat launch parking lot.

Motion carried unanimously.

3. Approval – Storm Water Mapping

Motion by Commissioner Pontoni, support from Commissioner Rea that the Board of Commissioners approve the request for proposal 900-22-268 from Environmental Consulting & Technology, Inc. (ECT) in the amount of \$27,950 as recommended by Chief of Engineering Services Mike Henkel and staff.

Discussion: Chief of Engineering Services Mike Henkel updated the Board and said the work described in the RFP is to provide determination, classification, testing, and field verify the location of new outfalls for inclusion into the organizations MS4 permit base on newly drawn urbanized area mapping. The consulting services will make determinations of outfalls as to their requirement to be accounted for in the urbanized areas for each park listed above. He also said field verification, GIS data acquisition, mapping, outfall sampling and screening will be completed as required and a draft

and final report of findings will be provided. It is estimated that approximately 63 outfalls will need to be located and verified within the urbanized areas. The outfalls are spread throughout Oakwoods, Willow, Lower Huron, Lake Erie, Stony Creek, Kensington, and Delhi Metroparks. The work spans Oakland, Washtenaw, Wayne and Macomb Counties.

Motion carried unanimously.

7. Reports

F. Natural Resources Department

1. Report – Healing the Huron River Headwaters, Consumers Energy Foundation Grant Award

Motion by Commissioner Marans, support from Commissioner Pontoni that the Board of Commissioners receive and file the Healing the Huron River Headwaters, Consumers Energy Foundation Grant Award Report as recommended by Chief of Natural Resources and Regulatory Compliance Tyler Mitchell and staff.

Discussion: Chief of Natural Resources and Regulatory Compliance Tyler Mitchell updated the Board and said the project goal is to restore the forested wetland and floodplain habitats that make up the headwater area of the Huron River, thereby improving its water quality and increasing the region's overall sustainability.

Motion carried unanimously.

2. Approval – Project Funds Reallocation, Lake Erie Shoreline and Marsh Restoration project

Motion by Commissioner Marans, support from Commissioner Taylor that the Board of Commissioners approve a reallocation of project funds in the amount of \$90,229.50 from Metroparks staff reimbursable time, to cover the project elements of permit fees, soil borings, and costs for grant required post-construction monitoring in the amount of \$14,861, and additional dredge work and coir pillow installation in the amount of \$75,368.50 as recommended by Chief of Natural Resources and Regulatory Compliance Tyler Mitchell and staff.

Discussion: Chief of Natural Resources and Regulatory Compliance Tyler Mitchell updated the Board and said funding for the project is provided by the Great Lakes Commission (GLC) to support the Great Lakes Restoration Initiative (GLRI) with pass-through funds from the National Oceanic and Atmospheric Administration (NOAA). This project is supported with federal funds. Reallocation of these funds will reduce HCMA administrative reimbursable time from \$115,070 to roughly \$24,840.50.

Motion carried unanimously.

8. Election of Board Officers

Motion by Commissioner Rea, support from Commissioner Parker that the Board of Commissioners elect the following to the following Board Officer positions: Chair – Commissioner Quadrozzi, Vice Chair – Commissioner Parker, Secretary – Commissioner Rea and Treasurer – Commissioner Taylor.

Motion carried unanimously.

9. Leadership Update

a. Juneteenth Celebration

Director McMillan updated the Board on the Juneteenth Celebration including programming and activities.

Commissioner Parker asked if staff would be handing out information on what Juneteenth is about. Ms. McMillan said she would ask the committee to include information.

b. Swim Program Update

1. Ms. McMillan updated the Board on the progress of the swim program and said there was not a lot of infrastructure in Livingston County to accommodate lessons. Staff reached out to the Brighton Area Recreation Connection (BARC) and they will hold swim lessons at their facilities, and she was requesting the Board to approve a partnership with BARC for an amount not to exceed \$25,000.

Motion by Commissioner Parker, support from Commissioner Taylor that the Board of Commissioners approve a partnership agreement with BARC to provide swim lessons in an amount not to exceed \$25,000.

Motion carried unanimously.

2. Ms. McMillan said Oakland County was able to pull staff together in order to offer swim lessons at Waterford Oaks, which would also include free transportation.

Commissioner Marans asked who was providing the transportation. Ms. McMillan said she would provide the Board with the transportation information.

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners approve a partnership agreement with Oakland County Parks and Recreation to provide swim lessons at Waterford Oaks County Park in an amount not to exceed \$25,000.

Motion carried unanimously.

3. Ms. McMillan said the DNR was able to provide swim lessons at Pontiac Lake State Park, which will include children from Pontiac (open to all).

Motion by Commissioner Taylor, support from Commissioner Parker that the Board of Commissioners approve a partnership agreement with the DNR to provide swim lessons at Pontiac Lake State Park in an amount not to exceed \$25,000.

Motion carried unanimously.

Commissioner Quadrozzi asked staff to prepare an outline with the location of the swim programs. Ms. McMillan said she would provide information with scheduling, registration etc.

Commissioner Marans asked if this covered all five counties. Ms. McMillan said yes.

Commissioner Marans also said he hoped a press release would be going out as this is an important initiative. Ms. McMillan said Danielle Mauter, chief of marketing and communications was working with the Detroit Riverfront Conservancy on details for a press release.

10. Other Business

None.

11. Public Participation

None.

12. Commissioner Comments

Commissioner Marans proposed changing the board meeting time to 12:30 p.m. instead of 1:00 p.m.

Motion by Commissioner Marans, support from Commissioner Pontoni that the Board of Commissioners approve changing the monthly board meeting time to 12:30 p.m.

Motion carried unanimously.

13. Motion to Adjourn

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners adjourn the regular meeting.

The meeting adjourned at 2:32 p.m.

Respectfully submitted,



Shawn M. Athayde
Recording Secretary