

**Minutes**  
**Huron-Clinton Metropolitan Authority**  
**Board of Commissioners**  
**Thursday, December 9, 2021**

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A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, Dec. 9, 2021. Due to state of Michigan Department of Health and Human Services Emergency Order under MCL 333.2253 and to minimize the spread of COVID-19, this meeting was held in person and electronically, as permitted under Public Act 228 of 2020.

Commissioners Present:           Jaye Quadrozzi (*Remote – San Francisco, CA*)  
  Bernard Parker (*Remote – Tucson, AZ*)  
  Robert W. Marans  
  John Paul Rea  
  Stephen Pontoni  
  Tiffany Taylor  
  Bill Bolin (*Remote – Brighton, Livingston County, MI*)

Staff Officers Present:  
  Director                           Amy McMillan  
  Deputy Director               Michael Lyons  
  Chief of Finance               Shedreka Miller

Others:  
  Miller, Canfield, Paddock & Stone           Steve Mann

**1. Call to Order**

Commissioner Quadrozzi called the meeting to order at 1:12 p.m.

**2. Chairperson's Statement**

None.

**3. Employee Recognition**

Jason Kulongoski, Metroparks Employee Association president, recognized the 2020 and 2021 full-time Employees of the Year. The 2020 winners: Craig McNeil, park maintenance specialist at Lake Erie Metropark, and Jena McLearn, park operations supervisor at Kensington Metropark. The 2021 winners: Doug Sciberras, park maintenance supervisor at Indian Springs Metropark, and Mike Broughton, Southern District Community Outreach Interpreter.

Deputy Director Mike Lyons recognized 2021 Part-Time Employees of the Year: Marissa Blair, assistant manager, Stony Creek boat rental facility; Tamara Cotter, park maintenance specialist at Indian Springs Metropark; Shelby Zuk, operations clerk/tolling supervisor in the Southern District; and Ron Gamble, regulatory compliance coordinator in the Natural Resources Department.

Chief of Interpretive Services Jennifer Jaworski recognized 2021 Part-Time Employees in the Interpretive Department: Cheryl Donovan, an interpreter at Wolcott Mill Metropark; and Sabrina Deschamps, an interpreter at Lake Erie Metropark.

Chief of Police Mike Reese introduced Sgt. Douglas Tilden and presented him with Certificate of Commendation for his life heroic efforts by saving a young man from committing suicide by jumping off an overpass onto I-96 near Kensington Metropark.

**4. Public Participation**

Toni Spears, Dexter, MI, thanked staff for their work on the updated deer herd and ecosystem management plan, which she said shows the need for continued deer management.

**5. Approval – November 11, 2021 Regular Meeting Minutes**

Motion by Commissioner Marans, support from Commissioner Taylor that the Board of Commissioners approve the November 11, 2021 meeting minutes as submitted.

Motion carried unanimously.

**6. Approval – December 9, 2021 Full Agenda**

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners approve the December 9, 2021 full agenda as presented.

Motion carried unanimously.

**7. Approval – December 9, 2021 Consent Agenda**

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners approve the December 9, 2021 consent agenda as presented:

- a. Approval – November 2021 Financial Statements
- b. Approval – November 2021 Appropriation Adjustments
- c. Report – Monthly 2021 Capital Project Fund Update
- d. Report – Monthly 2021 Major Maintenance Update
- e. Approval – 2022 Worker’s Compensation Insurance Renewal
- f. Approval – 2022 Fiduciary Liability Insurance Renewal
- g. Approval – 2022 Property and Liability Insurance Renewal
- h. Approval – 2020 Tax Levy Adjustments
- i. Approval – Motor City Canoe Rental Services Agreement
- j. Report – Planning and Development Update
- k. Report – Marketing Update
- l. Report – DEI Update
- m. Report – Interpretive Services Update
- n. Report – Natural Resources Update
- o. Approval – T-Mobile Contract Renewal for Library Hot Spots
- p. Approval – Library Partners Agreement Renewal
- q. Approval – DTE Electrical Service Installation Agreement
- r. Purchases
  1. Report – Purchases over \$10,000
  2. Total Spend and Vendor Location

Motion carried unanimously.

**8. Approval - 2022 Budget and Resolution**

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners approve the 2022 General Fund Budget and Resolution as recommended by Chief of Finance Shedreka Miller and staff.

Commissioner Quadrozzi thanked everyone for their hard work on the budget.

Motion carried unanimously.

**9. Reports**

**A. Administrative Department**

**1. Approval – Deer Herd and Ecosystem Management Plan**

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners approve the Deer Herd and Ecosystem Management Plan as presented by Director Amy McMillan and staff.

Discussion: Director McMillan provided a brief the Board with a brief overview of the 2022-2026 Deer Herd and Ecosystem Management Plan and said it would be available on the Metroparks website for the public and that it was sent to all employees.

Commissioner Parker asked if there was anything in the Plan that says the white deer would not be eliminated. Ms. McMillan said yes.

Motion carried unanimously.

**9. Reports**

**B. Financial Department**

**1. Approval – Designation of Fund Balance**

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners approve the Fund Balance Commitments and Assignments for 2022 in accordance with Governmental Accounting Standards Board Statement No. 54 as recommended by Chief of Finance Shedreka Miller and staff.

Motion carried unanimously.

**2. Report – Monthly Financial Review**

Motion by Commissioner Rea, support from Commissioner Bolin that the Board of Commissioners receive and file the monthly financial review as presented by Chief of Finance Shedreka Miller and staff.

Discussion: Ms. Miller updated the Board on revenue and expenditures for November.

Motion carried unanimously.

**C. Engineering Department**

**1. Approval/Resolution – Grant Agreement Submission for Accessible Launch, Lake St. Clair**

Motion by Commissioner Marans, support from Commissioner Taylor that the Board of Commissioners approve the resolution for the Michigan Department of Environment, Great Lakes, and Energy (EGLE) through the Michigan Coastal Management Program for an accessible kayak/paddle launch at Lake St. Clair Metropark 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 the project includes enhancing previously disturbed waterfront parkland in Lake St. Clair Metropark. Construction of a universally accessible kayak launch will provide barrier-free, safe access to nearby Lake St. Clair and Clinton River Water Trails as well as the Black Creek Marsh for paddle sports.

Motion carried unanimously.

**10. Leadership Update**

Ms. McMillan said 2021 was the best of times and the worst of times and that she is grateful for the Board and staff for the best of times and their support during the worst of times. She said she is excited to see what 2022 has to offer and wished everyone happy holidays.

**11. Other Business**

None.

**12. Public Participation**

None.

**13. Commissioner Comments**

None.

**14. Motion to Adjourn**

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

The meeting adjourned at 12:45 p.m.

Respectfully submitted,



Shawn M. Athayde  
Recording Secretary