

Minutes
Huron-Clinton Metropolitan Authority
Board of Commission
February 9, 2023

A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, February 9, 2023 at the Administrative Office.

Commissioners Present:

Jaye Quadrozzi
Bernard Parker
John Paul Rea
Robert W. Marans
Stephen Pontoni
Bill Bolin (arrived 1:43pm)

Staff Officers Present:

Director
Deputy Director
Chief of Finance

Amy McMillan
Michael Lyons
Shedreka Miller

Others:

Miller, Canfield, Paddock & Stone
Miller, Canfield, Paddock & Stone
Washtenaw County Parks & Recreation Commission
SmithGroup

Steve Mann
Samantha Kopacz
Meghan Bonfiglio
Chad Britnall

1. Call to Order

Commissioner Quadrozzi called the meeting to order at 12:31pm.

2. Chairman's Statement

None.

3. Public Participation

None.

4. Approval – January 12, 2023 public hearing and 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 - February 9, 2023 Full Agenda

Motion by Commissioner Rea, support from Commissioner Parker that the Board of Commissioners approve the February 9, 2023 full agenda

Motion carried unanimously.

6. Approval – Consent Agenda

Motion by Commissioner Rea, support from Commissioner Parker that the Board of Commissioners approve the February 9, 2023 consent agenda as presented.

Motion carried unanimously.

Regular Agenda

7. Reports

A. Administrative Department

1. Approval – Washtenaw County Parks Title IX Plaza Presentation

Deputy Director of Washtenaw County Parks and Recreation Meghan Bonfiglio and landscape architect of SmithGroup Chad Britnall present Title IX Plaza design and placement at Dexter-Huron Metropark located along the Border-to-Border trail.

Discussion: Commissioner Marans asked if the exhibition would change over time and Ms. Bonfiglio and Mr. Britnall responded yes, especially the web interface gives an opportunity to change and build.

Commissioner Parker asked if the plaza would include historical information about Title IX in addition to profiles and personal stories, and Ms. Bonfiglio confirmed that yes that information would be included.

Motion by Commissioner Rea, support by Commissioner Marans to approve the Washtenaw County Parks Title IX Plaza as presented.

Motion carried unanimously.

2. Report – Cross-Departmental Data Review

Chief of Planning and Development Sarah Plumer and Chief of Marketing and Communications Danielle Mauter present the Cross-Departmental Data Review for 2022.

Discussion: Commissioner Marans asked if there was historical data for off-site programming and commented that it would be interesting to track those changes over time in the future using this data.

Commissioner Rea is interested in how aquatics facilities and special events will help drive attendance data forward.

Commissioner Marans asked how the data could be used for Marketing moving forward. Chief of Marketing and Communications Danielle Mauter responded that story maps can look at park specific maps to show which areas have high concentration and where it may be lacking. This information will help pinpoint spending to areas that may have the most impact and then evaluate the results.

Motion by Commissioner Rea, support by Commissioners Marans and Parker to receive and file the Cross-Departmental Data Review as presented by Chief of Marketing and Communications Danielle Mauter and Chief of Planning and Development Sarah Plumer and staff.

3. Approval – Fireworks Displays

Motion by Commissioner Rea, support from Commissioner Parker that the Board of Commissioners approve the award of RFP 2022-034 for fireworks displays at Stony Creek, Willow, Kensington, and Lake Erie to American Fireworks of Hudson, Ohio in the amount of \$53,000 as recommended by Senior Buyer Travis Grubb and staff.

4. Closed Session for Director Performance Review

Motion by Commissioner Rea that the board convene into closed session for the purposes of conducting a periodic personnel evaluation of Director McMillan, pursuant to Section 8(a) of the Open Meetings Act.

ROLL CALL VOTE

Voting yes: Quadrozzi, Parker, Rea, Marans, Pontoni

Voting no: None

Absent: Bolin, Taylor

Motion carried unanimously.

The regular meeting adjourned at 1:25 pm.

Commissioner Quadrozzi reconvened the regular meeting at 1:52 pm.

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners approve a 2% salary increase for Director McMillan and make it retroactive to January 1st, 2023.

B. Financial Department

1. Report-2022 Yearend Report

Chief of Finance Shedreka Miller presented the 2022 Yearend report.

Discussion: Commissioner Quadrozzi asked if there was any estimation of tolling revenue lost at Kensington due to construction on I-96? Director McMillan responded that an estimation of at least \$75,000 in revenue was lost due to the TriBar spill but there is no specific information related to the construction. Director McMillan also pointed out that the three free weekends paid for by DTE in 2021 accounts for the change in vehicle entries.

Director McMillan pointed out the Fund Balance as of January 1, 2023 is \$24.7 million with a target range of \$18 million.

Commissioner Parker said that all agreed at the Finance Committee meeting that there is more than what is needed in the fund balance and asked staff to present recommendations for possible projects or one-time expenses to help reduce the fund balance.

Motion by Commissioner Rea, support from Commissioner Pontoni that the Board of Commissioners receive and file the 2022 Yearend Financial Review as recommended by Chief of Finance Shedreka Miller and staff.

Motion carried unanimously.

2. Approval - IRS Voluntary Correction Program

Motion by Commissioner Parker, support from Commissioner Rea that the Board of Commissioners approve the IRS Voluntary Correction Program (VCP) application for the Huron-Clinton Metropolitan Authority Employees' Retirement Plan as recommended by Chief of Finance, Shedreka Miller.

Motion carried unanimously.

C. Planning and Development

1. Approval – Carbon Reduction Program Application – Electrification of Metroparks Fleet

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners approve a resolution for the grant application to Carbon Reduction Program administered by the Southeastern Michigan Council of Governments (SEMCOG) for the Electrification of the Metroparks Fleet as recommended by Chief of Planning and Development Sarah Plumer and staff.

Motion carried unanimously.

2. Approval – Maintenance and Development of the Shelden Trails

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners approve the purchase of trail maintenance and development services for the Shelden Trails at Stony Creek Metropark from FlowTrack Mountain Bike Trails LLC of Marquette, MI in an amount not-to-exceed \$25,000 as recommended by Senior Buyer Travis Grubb and staff.

Motion carried unanimously.

3. Approval – Indian Springs Playground Development

Motion by Commissioner Rea, support from Commissioner Parker that the Board of Commissioners approve the award of RFP 2022-035 to Play Environments Design of

Holland, Michigan in an amount not-to-exceed \$600,000 for a turnkey solution to design and install a new playground at the former maze location within Indian Springs Metropark.

Motion carried unanimously.

D. Engineering Department

1. Approval – Quote – Lower Huron Pump and Motor repair

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners 1) issue a purchase order for project 706-23-201 to Kennedy Industries in the amount of \$35,790.00 and 2) transfer \$35,790.00 from the Lake Erie major maintenance unallocated account to cover the cost of the project as recommended by Chief of Engineering Services Mike Henkel and staff.

Motion carried unanimously.

2. Approval – Quote – Stony Creek Eastwood Beach Boiler Replacement

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners award Contract No. 709-23-063 to the low responsive, responsible bidder, Fraser Mechanical Inc., in the amount of \$31,109.00 as recommended by Chief of Engineering Services Mike Henkel and staff.

Motion carried unanimously.

3. Approval – Quote – Capital Item – Electrical Design Services Indian Springs Cart Storage Conversion

Motion by Commissioner Pontoni, support from Commissioner Rea that the Board of Commissioners approve the Proposal dated January 24, 2023 from Hubble, Roth and Clark, Inc. in the amount of \$51,730.00 as recommended by Chief of Engineering Services Mike Henkel and staff.

Motion carried unanimously.

4. Approval – Design Services Stony Creek Boat Launch Seawall

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners approve the Proposal dated January 4, 2023 from Hubble, Roth and Clark, Inc. in the amount of \$69,678.45 as recommended by Chief of Engineering Services Mike Henkel and staff.

Motion carried unanimously.

E. Natural Resources

1. Approval – Prescribed Burns

Discussion: Commissioner Rea asked how many comprehensive acres will be gone through this year and Chief of Natural Resources and Regulatory Compliance Tyler

Mitchell responded somewhere around 150 acres dependent on weather for good burn days.

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners approve awards of ITB 2023-001 to Plantiwise (\$20,380) and David Borneman (\$7,659) of Ann Arbor, Michigan totaling \$28,039 for the purchase of prescribed burns in 2023 at multiple locations as recommended by Chief of Natural Resources and Regulatory Compliance Tyler Mitchell and staff.

Motion carried unanimously.

2. Approval – GEI Oakland County Cooperative Shoreline Restoration

Motion by Commissioner Marans, support from Commissioner Parker that the Board of Commissioners approve the cooperative purchase of ecological restoration services in support of the wetland restoration efforts at Lake Erie Metropark in an amount not-to-exceed \$142,052 from GEI Consultants of Allendale, Michigan through Oakland County’s cooperative contract #006608 as recommended by Chief of Natural Resources and Regulatory Compliance Tyler Mitchell and staff.

Motion carried unanimously.

8. Leadership Update

None.

9. Other Business

None.

10. Public Participation

Toni Spears thanked the Board of Commissioners for the support of the Title IX project.

11. Commissioner Comments

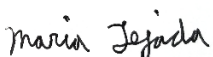
None.

12. Motion to Adjourn

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

The meeting adjourned at 2:23pm.

Respectfully submitted,



Maria Tejada
Recording Secretary