

**Proposed Minutes**  
**Huron-Clinton Metropolitan Authority**  
**Board of Commissioners**  
**Thursday, February 11, 2021**

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At a regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, Feb. 11, 2021. The meeting was via remote attendance by commissioners and members of the public due to the Coronavirus pandemic.

Commissioners Present:                      Robert W. Marans (*Remote – Ann Arbor, Washtenaw County, MI*)  
    Jaye Quadrozzi (*Remote – Beverly Hills, Oakland County, MI*)  
    Kurt Heise (*Remote – Plymouth Twp, Wayne County, MI*)  
    John Paul Rea (*Remote – Mt. Clemens, Macomb County, MI*)  
    Timothy J. McCarthy (*Remote – Grosse Pointe, Wayne County, MI*)  
    Bernard Parker (*Remote – Detroit, Wayne County, MI*)  
    Steve Williams (*Remote – Marine City, St. Clair County, MI*)

Staff Officers Present:  
Director    Amy McMillan  
Interim Deputy Director                      Michael Lyons  
Chief of Finance                                      Rebecca Franchock

Others:  
Miller, Canfield, Paddock & Stone                      Steve Mann  
Miller, Canfield, Paddock & Stone                      Joe Fazio

**1. Call to Order**

Commissioner Marans called the meeting to order at 9:00 a.m.

**2. Chairman's Statement**

Commissioner Marans said that due to the timing of the virtual ribbon cutting ceremony, public participation would be moved to the end of the agenda and that all comments would need to be submitted in writing and would be read out loud.

Motion by Commissioner Quadrozzi, support from Commissioner McCarthy that the Board of Commissioners move public participation to the end of the agenda immediately before the closed session.

Commissioner Parker asked what it meant that comments needed to be submitted in writing. Steve Mann, legal counsel for the Metroparks, explained that a public body may use technology to facilitate typed public comments during the meeting submitted by members of the public participating in the meeting that may be read to or shared with members of the public body and other participants to satisfy the requirement under this subsection that members of the public be heard by others during the electronic meeting and the requirement under section 3(5) that members of the public be permitted to address the electronic meeting.

**3. Public Participation**

*Moved to the end of the agenda, before the closed session.*

**4. Approval – February 11, 2021 Regular Meeting and Closed Minutes**

Motion by Commissioner Rea, support from Commissioner Quadrozzi that the Board of Commissioners approve the February 11, 2021 regular meeting and closed session minutes as submitted.

## **ROLL CALL VOTE**

Voting yes: Quadrozzi, Parker, McCarthy, Rea, Heise, Marans  
Voting no: None  
Absent: Williams (*technical issues with computer and did not vote*)

Motion carried unanimously.

### **5. Approval – February 11, 2021 Full Agenda**

Motion by Commissioner Heise, support from Commissioner McCarthy that the Board of Commissioners approve the February 11, 2021 agenda as presented.

Mr. Mann reminded the Board to add the additional closed session to consider material exempt from discussion or disclosure by state or federal statute as permitted under Section 8(h) of the Open Meetings Act.

Commissioner Heise amended the motion to approve adding the second closed session to the agenda.

## **ROLL CALL VOTE**

Voting yes: Quadrozzi, Parker, McCarthy, Rea, Heise, Marans, Williams  
Voting no: None  
Absent: None

Motion carried unanimously.

### **6. Virtual Ribbon Cutting – Recreation Passport Grant, Lake St. Clair Nature Center**

Discussion: Chief of Interpretive Services Jennifer Jaworski updated the Board on project and said that in March 2016, the Board approved a resolution for support to apply for this grant. The Michigan DNR, Recreation Passport Grant has the overall purpose to provide wider accessibility to recreational resources at the local level, with a specific emphasis on funding the renovation of public recreation facilities that have outlived their useful life expectancy. On Dec. 21, 2016, the Metroparks were notified of receiving the grant. She said the scope of the project falls within the Five-Year Recreation Plan for the Lake St. Clair Metropark and that this project further enhances the ability to educate visitors on the unique flora and fauna at Lake St. Clair Metropark by showing the native wildlife in displays that mimic their natural habitat. The exhibits add aspects of the changing ecology of Lake St. Clair, rare native species and water quality.

Ms. Jaworski said the interactive elements of the new exhibits via touch screens will include auditory information that will enhance the education experience for all. The wildlife tanks, habitat artwork, interactive elements, and turtle exhibit contribute to an overall welcoming and dynamic experience. It will also allow wheelchair mobility in the public exhibit and employee access space.

Julie Champion, Eastern District Interpretive Services Supervisor, walked through the nature center and described the changes and the new exhibits.

Commissioner Quadrozzi thanked staff for the tour.

Commissioner Marans said that he hoped everyone would be able to visit the Lake St. Clair Nature Center in person soon.

**7. Approval – February 11, 2021 Consent Agenda**

Motion by Commissioner McCarthy, support from Commissioner Rea that the Board of Commissioners approve the February 11, 2021 consent agenda as presented:

- a. Approval – Government Relations Consulting Services
- b. Approval – Playground Mulch Installation, various locations
- c. Bids – Maple Beach Irrigation System, Kensington Metropark
- d. Approval – December 2020 Financial Statements
- e. Approval – December 2020 Appropriation Adjustments
- f. Report – Purchases over \$10,000
- g. Purchases
  - 1. Recycling Bins

**ROLL CALL VOTE**

Voting yes: Quadrozzi, Parker, McCarthy, Rea, Heise, Marans, Williams

Voting no: None

Absent: None

Motion carried unanimously.

**8. Reports**

**A. Financial Department**

**1. Report – 2020 Yearend Financial Review**

Motion by Commissioner Heise support from Commissioner Rea that the Board of Commissioners receive and file the 2020 Year-end Financial Review as submitted by Chief of Finance Rebecca Franchock and staff.

Discussion: Chief of Finance Rebecca Franchock reviewed 2020 financial results with the Board highlighting revenue, expenses, golf revenue, capital projects, major maintenance and the Fund Balance.

Commissioner Marans asked if the daily permit trade up program would happen again in 2021. Ms. Franchock said yes. Director McMillan said the program would run through July 2021.

Motion carried unanimously.

**2. Report – December 2020 Capital Project Fund**

Motion by Commissioner Quadrozzi, support from Commissioner McCarthy that the Board of Commissioners receive and file the Capital Project Fund report as submitted by Chief of Finance Rebecca Franchock and staff.

Discussion: Ms. Franchock updated the Board on the status of capital projects to date.

Motion carried unanimously.

**3. Approval – Review of Plan Experience from 2016-2020**

Motion by Commissioner McCarthy, support from Commissioner Heise that the Board of Commissioners approve changing the Demographic and Economic assumptions subject to approval by the Pension Committee and Retiree Health Care Trust regarding updating actuarial assumptions to be used in future actuarial valuations for the Huron-Clinton Metropolitan Authority Employee's Defined Benefit Retirement Plan and Retiree Health Care Trust as on the condition it is approved by the Pension Committee and Retiree Health Care Trust Board of Trustees as recommended by Chief of Finance Rebecca Franchock and staff.

Discussion: Ms. Franchock updated the board and said the assumptions used in the actuarial valuation for the defined benefit pension plan are critical to an accurate portrayal of the status and health of the plan. It is therefore prudent that these assumptions are periodically studied and where needed, revised. It has been five years since a review of this nature has been completed.

Commissioner McCarthy asked if approval of the actuarial valuation study could be done next month after the Pension Committee approves it. Ms. Franchock said the Board could approve the study on the condition that the Pension Committee and Retire Health Care Trust Board of Trustees approves it at their quarterly meeting, which will be held immediately following the Board meeting.

Motion carried unanimously.

## 8. Reports

### B. Administrative Department

#### 1. Approval – Major Media Buys

Motion by Commissioner Williams, support from Commissioner McCarthy that the Board of Commissioners approve the major media buys from various vendors as specified below, as recommended by Chief of Marketing and Communications Danielle Mauter and staff.

*Discussion:* Chief of Marketing and Communications Danielle Mauter updated the Board on media buys for 2021 and said there are no print buys included in this action item as they were smaller and spread out throughout the year. Social media buys were also not included as they were previously approved.

Motion carried unanimously.

#### 2. Report – Monthly Marketing Update

Motion by Commissioner McCarthy, support from Commissioner Heise that the Board of Commissioners receive and file monthly marketing update as recommended by Chief of Marketing and Communications Danielle Mauter and staff.

Motion carried unanimously.

#### 3. Report – Monthly DEI Update

Motion by Commissioner Quadrozzi, support from Commissioner Parker that the Board of Commissioners receive and file the monthly DEI update as presented by Chief of Diversity, Equity and Inclusion Artina Sadler and staff.

*Discussion:* Chief of Diversity, Equity and Inclusion Artina Sadler updated the Board on DEI efforts and the upcoming DEI Speaker Series.

Commissioner Marans asked if there were only three or four speakers. Ms. Sadler said if more could be scheduled that it would be great.

Motion carried unanimously.

#### 4. Report – Interpretive Services Update

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

*Discussion:* Chief of Interpretive Services Jennifer Jaworski updated the Board on various programs and initiatives including an Equine Retirement Plan, developed for Kensington and Wolcott Mill Metroparks Farm Centers, Interpretive Master Plans for 2021, the Michigan Activities Pass through the Library Network, community engagement efforts and programming.

Motion carried unanimously.

## 8. Reports

### B. Administrative Department

#### 5. Report – Natural Resources Update

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

*Discussion:* Chief of Natural Resources and Regulatory Compliance Tyler Mitchell updated the Board on Natural Resources efforts including prescriber burns and gypsy moth treatment plans.

Commissioner Williams asked if there was still national gypsy moth funding available. Mr. Mitchell said not that he was aware of.

Commissioner Rea said Macomb County receives funding from the MSU Extension program since Macomb County has a large gypsy moth infestation.

Motion carried unanimously.

### C. Planning Department

#### 1. Report – Planning Department Monthly Update

Motion by Commissioner Heise, support from Commissioner Rea that the Board of Commissioners receive and file receive and file the Planning and Development Department Monthly Update as recommended by Chief of Planning and Development Nina Kelly and staff.

*Discussion:* Chief of Planning and Development Nina Kelly updated the Board on Planning and Development activities highlighting grant projects, the CAPRA accreditation process and grant applications for the Michigan Natural Resources Trust Fund (MNRTF).

Motion carried unanimously.

#### 2. Approval – Transit Connectivity Project, Lake St. Clair Metropark

Motion by Commissioner McCarthy, support from Commissioner Rea that the Board of Commissioners accept the proposal from OHM Advisors to facilitate development of the Lake St. Clair Metropark Transit Connectivity Project as recommended by Chief of Planning and Development Nina Kelly and staff.

*Discussion:* Chief of Planning and Development Nina Kelly updated the Board on the project and said that last summer, OHM Advisors approached Metroparks staff with a proposal to prepare a plan for improving transit and nonmotorized access to the Metroparks; the resulting Park Access Plan was presented to the Board in August 2020. Metroparks staff coordinated with Harrison Township and the Macomb County Planning and Economic Development Department on an application to the SEMCOG Transportation Equity Grant Program using the Park Access Plan as a baseline from which to continue working toward improving transportation access to Lake St. Clair Metropark.

Ms. Kelly said the consultant will engage partners and stakeholders to develop a pilot transit plan for access to Lake St Clair Metropark. This plan will achieve three goals: (1) Connect urban areas across the metro region to the Metroparks; (2) Further the Metroparks equity goals through the fair distribution of resources and improvements across the metro region; and (3) Decrease potential barriers of entry through increased opportunities for transit use and non-motorized connections.

Commissioner Rea said he also sits on the SEMCOG Board and will abstain from voting.

Motion carried.

## 8. Reports

### C. Planning Department

#### 3. Approval – Iron Belle Trail Project, Lower Huron Metropark

Motion by Commissioner McCarthy, support from Commissioner Williams that the Board of Commissioners (1) accept the proposal from PEA Group for a total of \$72,182 for the design (\$52,193) and construction oversight (\$19,994) of the Lower Huron Iron Belle Trail Project; and (2) approve the funding transfer within the Capital Project Fund as described below as recommended by Chief of Planning and Development Nina Kelly and staff.

*Discussion:* Ms. Kelly updated the Board and said due to the COVID-19 pandemic, the state of Michigan remained under a spending freeze for the majority of 2020, and the Metroparks opted to move forward with the projects. The DNR is enabling the Metroparks to repurpose these grant funds (totaling \$82,075) for the design of the Iron Belle Trail connector in Lower Huron Metropark, and funding must be spent by the end of August 2021. She said the Metroparks has been working with many stakeholders to continue filling in the gaps along the Iron Belle Trail route. In the past couple of years, a group of stakeholders identified the preferred Iron Belle Trail alignment between the existing terminus in Lower Huron Metropark and the Washtenaw County border.

Ms. Kelly said the Metroparks was awarded funding through the Michigan Natural Resources Trust Fund and through the Ralph C. Wilson, Jr. Foundation in 2020 to construct the segment from its current location along South Metro Parkway to the north park entrance (Segment 1). The preferred trail alignment then crosses Huron River Drive and continues west along the north side of the road, terminating at the recently reconstructed bridge over the Huron River (Segment 2). Upon completion of the design, the Metroparks will proceed with construction of Segment 1 and will work with Wayne County to seek out Transportation Alternatives Program (TAP) funding to construct Segment 2.

Commissioner Marans asked if this was the northern entrance. Ms. Kelly said yes. He also asked if this will connect to the connecting trail; Ms. Kelly said yes it will extend north to Hannon Road.

#### **ROLL CALL VOTE**

Voting yes: Quadrozzi, Parker, McCarthy, Rea, Heise, Marans, Williams  
Voting no: None  
Absent: None

Motion carried unanimously.

### D. Engineering Department

#### 1. Approval – North Fishing Site Redevelopment, Lower Huron Metropark

Motion by Commissioner Quadrozzi, support from Commissioner Rea that the Board of Commissioners award Contract No. 506-19-491 to the low responsive, responsible bidder, Best Asphalt, Inc., in the amount of \$233,483 as recommended by Chief of Engineering Services Mike Henkel and staff.

*Discussion:* Chief of Engineering Services Mike Henkel and said the Board authorized staff to apply for the Land and Water Conservation Fund grant in March 2018. The Board passed a resolution authorizing staff to execute the project agreement with LWCF at the July 11, 2019 Board meeting. He said the existing parking lot at the North Fishing site in Lower Huron Metropark is popular with park users for launching small watercraft, accessing the bike trail and picnicking near the river.

Mr. Henkel said some patrons use small trailers for transporting canoes and kayaks, which the current parking lot does not accommodate easily. The area poses many challenges for parking, flow of pedestrians and access to the river. The project will address these issues by providing expanded parking with trailer spaces, a new turn around area for those unloading watercraft, a fishing deck, and an accessible launch. In addition, site amenities will include a bike/wheelchair repair station, pet waste station, and trailhead signage.

Commissioner Marans asked when it would be completed. Mr. Henkel said July 2021.

Commissioner McCarthy asked how many parking spots there were. Mr. Henkel said 36 spots.

**ROLL CALL VOTE**

Voting yes: Quadrozzi, Parker, McCarthy, Rea, Heise, Marans, Williams

Voting no: None

Absent: None

Motion carried unanimously.

**8-E. Public Participation** *(moved from the beginning of the agenda)*

None.

**9. Closed Session**

- a. For the purpose of the considering the purchase of certain real properties, pursuant to Section 8(d) of the Michigan Open Meetings Act – M.C.L. 15.268(d).

Motion by Commissioner Rea support from Commissioner Quadrozzi that the Board of Commissioners adjourn the regular meeting and enter into a closed session for the purpose of consulting with attorneys to consider material exempt from discussion or disclosure by State law pursuant to Section 8(h) of the Open Meetings Act.

**ROLL CALL VOTE**

Voting yes: Quadrozzi, Parker, McCarthy, Rea, Heise, Marans, Williams

Voting no: None

Absent: None

Motion carried unanimously.

The regular meeting adjourned at 10:30 a.m.

The regular meeting reconvened at 10:59 a.m.

Motion by Commissioner Rea, support from Commissioner Williams that the Board of Commissioners approve the purchase of property located 17671 30 Mile Road, Ray Township, Michigan and to authorize staff to consummate the purchase agreement.

**ROLL CALL VOTE**

Voting yes: Quadrozzi, Parker, McCarthy, Rea, Heise, Marans, Williams

Voting no: None

Absent: None

Motion carried unanimously.

**9. Closed Session**

- b. For the purpose of consulting with attorneys to consider material exempt from discussion or disclosure by State law pursuant to Section 8(h) of the Open Meetings Act.

Motion by Commissioner Rea support from Commissioner McCarthy that the Board of Commissioners adjourn the regular meeting and enter into a closed session for the purpose of consulting with attorneys to consider material exempt from discussion or disclosure by State law pursuant to Section 8(h) of the Open Meetings Act.

**ROLL CALL VOTE**

Voting yes: Quadrozzi, Parker, McCarthy, Rea, Heise, Marans, Williams  
Voting no: None  
Absent: None

Motion carried unanimously.

The regular meeting adjourned at 11:02 a.m.

The regular meeting reconvened at 12:00 p.m.

**10. Other Business**

- a. Chief of Diversity, Equity and Inclusion Artina Sadler updated the Board about the upcoming DEI Speaker Series and the first guest speaker, Heather McGhee.

Motion by Commissioner Parker, support from Commissioner McCarthy that the Board of Commissioners approve the \$15,000 fee for the first speaker in the DEI Speaker Series (Heather McGhee) by Chief of Diversity, Equity and Inclusion Artina Sadler and staff.

Commissioner Williams voted no.

Motion carried.

- b. Motion by Commissioner Rea, support from Commissioner Williams that that the Board of Commissioners approve leasing the property located at 17671 30 Mile Road, Ray Township, Michigan to the current agricultural tenant as recommended by Director Amy McMillan and staff.

Motion carried unanimously.

**11. Staff Leadership Update**

None.

**12. Commissioner Comments**

None.

**13. Motion to Adjourn**

Motion by Commissioner McCarthy, support from Commissioner Heise that the Board of Commissioners adjourn the regular meeting.

The meeting adjourned at 12:02 p.m.

Respectfully submitted,



Shawn M. Athayde  
Recording Secretary