

**Proposed Minutes
Huron-Clinton Metropolitan Authority
Board of Commissioners
Thursday, November 10, 2022**

A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, November 10, 2022 at the Administrative Office and via Zoom for public participation.

Commissioners Present:	Jaye Quadrozzi Bernard Parker John Paul Rea Tiffany Taylor Bill Bolin Robert W. Marans Stephen Pontoni (arrived at 12:47 p.m.)
------------------------	--

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

Others:	
Miller, Canfield, Paddock & Stone	Steve Mann
Detroit Zoological Society	Dr. Hayley Murphy

1. Call to Order

Commissioner Quadrozzi called the meeting to order at 12:33 p.m.

2. Chairperson's Statement

None

3. Public Participation

Toni Spears, Dexter, MI, said that in the five-year master plan updates, natural areas are listed as an action item priority. She said vegetative management is as crucial, and she would like to see an additional \$5,000 added to the budget, raising the total to \$35,000 for invasive species control.

4. Approval – September 8, 2022 Work Session and Regular Minutes

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

Motion carried unanimously.

5. Approval – November 10, 2022 Full Agenda

Motion by Commissioner Rea, support from Commissioner Taylor, that the Board of Commissioners approve the November 10, 2022 full agenda.

Motion carried unanimously.

6. Approval – November 10, 2022 Consent Agenda

Motion by Commissioner Rea, support from Commissioner Taylor, that the Board of Commissioners approve the November 10, 2022 consent agenda as presented.

Motion carried unanimously.

Regular Agenda

7. Presentation – Dr. Hayley Murphy, Detroit Zoological Society

Dr. Hayley, Executive Director and CEO of the Detroit Zoological Society (DZS), updated the Board on the Zoo and Belle Isle Nature Center's background. She reviewed the purpose/vision/mission for DZS, reviewed key commitments, conservation programs, education programs offered by DZS and partnerships.

Commissioner Rea said Macomb County is excited about a partnership with the Detroit Zoo. He said he is excited to have each organization learn from each other and to have a partner for community outreach.

Commissioner Marans asked if DZS was developing a Climate Action Plan. Dr. Murphy said yes and that they have a representative at the 2022 United Nations Climate Change Conference (COP27) in Egypt now.

Motion by Commissioner Rea, support from Commissioner Taylor, that the Board of Commissioners authorize Director McMillan to move forward with developing a partnership with the Detroit Zoological Society.

Motion carried unanimously.

8. Presentation – Preliminary 2023 Budget

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners receive and file the preliminary 2023 budget as recommended by Chief of Finance Shedreka Miller and staff.

Discussion: Chief of Finance Shedreka Miller updated the Board on the proposed 2023 budget highlighting proposed revenue, expenses and use of fund balance.

Commissioner Marans said he recommends increasing the additional funding for invasive species control, which Toni Spears suggested in the public participation.

Commissioner Parker asked about the 2022 funding allocated for the slide at Turtle Cove. Ms. Miller said the funds were not assigned and would remain in the capital project fund.

Commissioner Parker said the fund balance should be used for items the public can use and enjoy, not for park operations. Director McMillan said that once funding is added to the capital project fund, it remains in the capital project fund unless the Board reassigns funding for another project. She said there are significant projects to which the Board can reassign funding if they (commissioners) choose to do so.

Commissioner Parker said he doesn't believe the fund balance should be 15-20 percent over the targeted amount agreed to by the Board.

Commissioner Quadrozzi said she hopes the slide will come into play soon and that the funding can be used for the slide.

Commissioner Rea said there are many infrastructure projects, especially at Lake Erie.

Motion carried unanimously.

9. Reports

A. Administrative Office

1. Report – National Association for Interpretation (NAI) Award

Discussion: Chief of Interpretive Services Jennifer Jaworski updated the Board and said the Metroparks had been awarded a national media award through the National Association for Interpretation for the amazing work that staff has done. She said the Metroparks and the Michigan Learning Channel (MLC) align in mission and values by recognizing and providing educational opportunities and alternative resources for families and teachers. The MLC was interested in seven interpretive videos from our virtual resources series to use in between their regularly scheduled programs during Creatures week, July 11 - 17, a part of their summer learning broadcasts. Ms. Jaworski said this project was done in collaboration between Interpretive Services and Marketing and Communications departments.

Ms. Jaworski showed one of the featured videos.

Commissioner Marans asked that the link for the awards be shared with commissioners.

No action taken.

9. Reports

A. Administrative Office

2. Report – 2023 Events/Programs Presentation

Motion by Commissioner Rea, support from Commissioner Taylor, that the Board of Commissioners receive and file the 2023 Events/Programs update as presented by staff.

Discussion: Director McMillan updated the Board on the background of the program committee and said it stemmed from the public survey conducted in the spring where programming/events were deemed a priority to Metroparks visitors. Ms. McMillan then introduced Erin Parker, district interpretive services supervisor, who reviewed committee members and explained what the committee was tasked with doing. She said the committee used the survey to dig deeper into what visitors wanted when visiting a Metropark. Ms. Parker said high priorities for events/programs in the parks included movies in the park, art/photography, pet-friendly programming, camping, fishing, concerts, aquatic fitness, astronomy and walking programs.

Commissioner Marans said he would like to see the evaluation component, as he thinks it's important. He also said he would like to see feedback from the Board.

Motion carried unanimously.

3. Report – Draft Strategic Plan

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners receive and file the draft Strategic Plan as presented by Director McMillan and staff.

Discussion: Director McMillan said she shared the draft strategic plan with each commissioner and that the process began after the Board retreat last October. She explained how the high-level plan was developed, why the plan is based on a three-year timeframe, and that she recommends making the strategic plan a rolling plan.

Commissioner Marans said he would like to see more action-oriented items and asked if the suggestions he made were included. Ms. McMillan said the suggestions were not yet incorporated into the plan.

Commissioner Parker said he was concerned there were no specific objectives in the plan. Ms. McMillan said the different departments would have specific objectives in existing plans.

Motion carried unanimously.

4. Approval – Storm Water Management Consultant

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners approve RFP 2022-021 to LimnoTech/Drumond Carpenter in the total amount of \$116,100 for consulting services and assistance in developing a regional strategy that will position the Metroparks to take a leadership role in southeast Michigan when it comes to stormwater management research and initiatives.

Motion carried unanimously.

5. Approval – Trails Connection Feasibility Study

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners approve the award for RFP 2022-023 to the PEA Group of Brighton, Michigan, in the total amount of \$276,232 to determine the best and most feasible way to make trail connections between the Metroparks and adjoining public lands and/or regional trails as recommended by Travis Grubb and staff.

Motion carried unanimously.

6. Approval – Sale of Wolcott Liquor License

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners authorize staff to work towards selling the Wolcott Mill Golf Course Liquor License as recommended by Deputy Director Mike Lyons and staff.

Motion carried unanimously.

9. Reports

A. Administrative Office

7. Approval – Cooperative Purchase of Toro Grounds Equipment

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners approve the cooperative purchase of various pieces of Toro grounds equipment in the total amount of \$541,080.08 from Spartan Distributors of Auburn Hills, Michigan through Sourcewell's cooperative contract #031121-TTC as recommended by Senior Buyer Travis Grubb and staff.

Motion carried unanimously.

8. Approval – Golf Cart Purchases

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners approve the purchase of a new electric golf cart fleet for the Indian Springs Metropark Golf Course in the amount of \$559,230 from Textron, Inc. of Augusta, Georgia, the lowest responsive and responsible bidder as recommended by Senior Buyer Travis Grubb and staff.

Motion carried unanimously.

9. Approval – Health Insurance Renewal

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners accept the recommended renewal for the 2023 employee and retiree health insurance as recommended by Chief of Human Resources and Labor Relations Randy Rossman and staff.

Motion carried unanimously.

10. Approval – HR Succession Plan

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners accept the proposal to add an additional employee to the Human Resources Department as recommended by Chief of Human Resources and Labor Relations Randy Rossman and staff.

Motion carried unanimously.

B. Financial Department

1. Report – Monthly Financial Review

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

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

Motion carried unanimously.

C. Planning and Development

1. Approval – Master Plan Updates (Delhi, Dexter-Huron, Huron Meadows, Indian Springs, Willow, Oakwoods, Lake Erie)

Motion by Commissioner Rea, support from Commissioner Bolin, that the Board of Commissioners approve the updates to the master plans for Delhi, Dexter-Huron, Huron Meadows, Indian Springs, Willow, Oakwoods and Lake Erie Metroparks as recommended by Chief of Planning and Development Sarah Plumer and staff.

Motion carried unanimously.

9. Reports

C. Planning and Development Department

2. Approval/Resolution – Off-Leash Dog Area Development (LWCF Grant), Lower Huron

Motion by Commissioner Rea, support from Commissioner Bolin, that the Board of Commissioners approve a resolution authorizing staff to execute the forthcoming Project Agreement for the Land and Water Conservation Fund (LWCF) Grant for an Off-Leash Dog Area Development at Lower Huron Metropark as recommended by Chief of Planning and Development Sarah Plumer and staff.

Motion carried unanimously.

3. Approval/Resolution – Walnut Grove Campground (MNRTF Grant), Lower Huron

Motion by Commissioner Rea, support from Commissioner Bolin, that the Board of Commissioners approve a resolution authorizing staff to execute the forthcoming Project Agreement for the Michigan Natural Resources Trust Fund (MNRTF) Grant for the Lower Huron Metropark – Walnut Grove Campground Development as recommended by Chief of Planning and Development Sarah Plumer and staff.

Motion carried unanimously.

4. Approval/Resolution – Great Wave Pool Grant Application (MDNR Spark Grant), Lake Erie

Motion by Commissioner Rea, support from Commissioner Bolin, that the Board of Commissioners approve a resolution for the Michigan Department of Natural Resources SPARK grant program for the Great Wave Pool Renovation project at Lake Erie Metropark as recommended by Chief of Planning and Development Sarah Plumer and staff.

Motion carried unanimously.

5. Approval/Resolution – Engineering for High Water Grant (EGLE), North Marina, Lake St. Clair

Motion by Commissioner Rea, support from Commissioner Bolin, that the Board of Commissioners approve a resolution for the Michigan Department of Environment, Great Lakes, and Energy's (EGLE) State High Water Infrastructure grant program for the Engineering for High Water at North Marina project at Lake St. Clair Metropark as recommended by Chief of Planning and Development Sarah Plumer and staff.

Motion carried unanimously.

6. Approval/Resolution – Greening the Parking Lot Grant (EGLE), Lake St. Clair

Motion by Commissioner Rea, support from Commissioner Bolin, that the Board of Commissioners approve a resolution for the Michigan Department of Environment, Great Lakes, and Energy's (EGLE) State High Water Infrastructure grant program for the Greening of the Parking Lot at Lake St. Clair Metropark as recommended by Chief of Planning and Development Sarah Plumer and staff.

Motion carried unanimously.

D. Engineering Department

1. Bids – Golf Course Irrigation Repair/Replacement Design, Stony Creek, Indian Springs, Willow

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners award contract P-509-21-560 to Hubble, Roth & Clark, Inc. in the amount of \$221,400 as recommended by Chief of Engineering Services Mike Henkel and staff.

Discussion: Chief of Engineering Services Mike Henkel updated the Board on the project and said the work includes professional design services to address the replacement and upgrades to the golf course irrigation systems. The golf course irrigation replacement design services will address head controls, pipe, sprinkler heads, valves, control wiring, pumps and pump controls, intakes, and enclosure/building.

Motion carried unanimously.

9. Reports

D. Engineering Department

2. Bids – Wave Pool Plaza Concrete Repairs, Lake Erie

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners (1) award Contract No. 712-22-142 to the low responsive, responsible bidder, Grit Services, Inc., for \$118,492; and (2) authorize the transfer of \$61,323 from the Fund Balance 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 on the project and said The Board approved contract 712-21-136 at the Oct. 14, 2021 meeting to replace concrete walkways around the Lake Erie pool complex. This work was started but not finished by the original contractor. This contract would facilitate the completion of work.

Motion carried unanimously.

3. Approval – Washington Township Water Main Easements, Stony Creek

Motion by Commissioner Marans, support from Commissioner Rea, that the Board of Commissioners approve the water main easement for Washington Township as recommended by Chief of Engineering Services Mike Henkel and staff.

Discussion: Chief of Engineering Services Mike Henkel updated the Board on the project and said The Metroparks approached Washington Township a few years ago to inquire and express our interest in connecting the park's west side to the Township's municipal water service. At that time, they did not have any plans for extending their infrastructure and the Metroparks would have had to pay for the total cost of the extension, which was cost prohibitive. Historically, Stony Creek has been challenging to find areas conducive to drilling new wells that can produce the required water demands needed to support park facilities. This has been a limiting factor for park development and associated amenities. Water quality has also been an issue due to the high iron content in the water from pump station wells; high iron content adds to the maintenance of park facilities. The easements will allow the construction of the new water main for township residents and the Metroparks.

Motion carried unanimously.

E. Natural Resources

1. Approval – Shoreline Restoration Project Phase 2, Lake Erie

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners award contract No 512-18-239R to the low responsive, responsible bidder, Catskill Remedial Contracting Services, Inc. for an amount not to exceed \$657,136.48 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 the project and said it would benefit numerous state and federal wildlife species, enhance both sport and non-sport fisheries, and provide enhanced water-based recreation opportunities. These outcomes will be accomplished by softening 1,183 linear feet of shoreline and enhancing approximately 1.7 acres of shallow water channels and pools. Shoreline softening will be located on the unused portion of the peninsula south of the wave pool and will include locations for shore fishing.

Motion carried unanimously.

9. Reports

F. Departmental Updates

1. Report – Natural Resources Update

Motion by Commissioner Marans, support from Commissioner Rea, that the Board of Commissioners receive and file the monthly update submitted by Chief of Natural Resources and Regulatory Controls Tyler Mitchell and staff.

Discussion: Chief of Natural Resources and Regulatory Controls Tyler Mitchell updated the Board, highlighting Lake Erie Marsh dredging, fall prescribed burns, vernal pool surveys and volunteer seed plug events.

Motion carried unanimously.

9. Reports

F. Departmental Updates

2. Report – Planning and Development Update

Motion by Commissioner Marans, support from Commissioner Rea, that the Board of Commissioners receive and file the monthly Planning update submitted by Chief of Planning and Development Sarah Plumer and staff.

Discussion: Chief of Planning and Development Sarah Plumer updated the Board on the grant applications approved by the Board.

Commissioner Marans asked when the deadlines for the grants are due. Ms. Plumer said Nov. 30 for the EGLE grants and Dec. 19 for the Spark grants.

Director McMillan said it would most likely be February before staff hears anything about grant acceptance.

Motion carried unanimously.

Commissioner Taylor left the meeting room at 1:55 p.m.

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 submitted by Chief of Interpretive Services Jennifer Jaworski and staff.

Discussion: Chief of Interpretive Services Jennifer Jaworski updated the Board, highlighting the supplemental science curriculum with DPSCD, science clubs, the library hotspot program and events held throughout the month.

Motion carried.

Commissioner Quadrozzi left the meeting room at 2:25 p.m.

4. Report – DEI Update

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners receive and file the monthly DEI update submitted by Chief of Diversity, Equity and Inclusion Artina Carter and staff.

Discussion: Chief of Diversity, Equity and Inclusion Artina Carter updated the Board and highlighted the members of the DEI team and duties within the department.

Motion carried.

5. Report – Marketing Update

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners receive and file the monthly marketing update submitted by Chief of Marketing and Communications Danielle Mauter and staff.

Discussion: Chief of Marketing and Communications Danielle Mauter let the Board know about the new Metroparks stickers and that each commissioner had an envelope with stickers at the table.

Motion carried.

10. Leadership Update

Director McMillan let everyone know there would be free admission to the parks on Friday, Nov. 11, in honor of Veteran's Day.

11. Other Business

None.

12. Public Participation

13. Commissioner Comments

Commissioner Rea gave kudos to staff for the recent Halloween events.

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 2:32 p.m.

Respectfully submitted,



Shawn M. Athayde
Recording Secretary