

Minutes
Huron-Clinton Metropolitan Authority
Board of Commissioners
Thursday, December 8, 2022

A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, December 8, 2022 at the Administrative Office and via Zoom for public participation.

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

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| Others: | |
| Miller, Canfield, Paddock & Stone | Steve Mann |
| Detroit Riverfront Conservancy | Mark Wallace |

1. Call to Order

Commissioner Quadrozzi called the meeting to order at 1:11 p.m.

2. Chairperson's Statement

None

3. Public Participation

None.

4. Approval – November 10, 2022 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 – December 8, 2022 Full Agenda

Motion by Commissioner Rea, support from Commissioner Taylor, that the Board of Commissioners approve the December 8, 2022 full agenda.

Motion carried unanimously.

6. Approval – December 8, 2022 Consent Agenda

Motion by Commissioner Taylor, support from Commissioner Rea, that the Board of Commissioners approve the December 8, 2022 consent agenda as presented.

Commissioner Marans asked to move item 6-m-2 (total spend and vendor location) to the regular agenda.

Motion by Commissioner Taylor, support from Commissioner Rea, that the Board of Commissioners approve the December 8, 2022 consent agenda as amended.

Motion as amended carried unanimously.

Regular Agenda

7. Approval/Resolution – 2023 Budget

Motion by Commissioner Parker, support from Commissioner Taylor, that the Board of Commissioners approve the 2023 General Fund Budget and Resolution as recommended by Chief of Finance Shedreka Miller and staff.

Motion carried unanimously.

8. Reports

A. Administrative Office

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

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners receive and file the Climate Action Plan update as presented by Dr. Perry.

Discussion: Dr. Perry updated the Board on the CAP project and the progress made to date.

Commissioner Marans asked how large of a sample the group was expecting? Dr. Perry said a few hundred to several thousand.

Commissioner Marans suggested using some of the questions used in the Community Recreation Plan survey.

Commissioner Rea thanked Dr. Perry and staff for the update and the work done to date.

Motion carried unanimously.

2. Report – Use of Blue Cross Blue Shield Rate Stabilization Surplus

Motion by Commissioner Parker, support from Commissioner Rea, that the Board of Commissioners approve the use of a portion of Fund Balance Committed for Rate Stabilization to be paid in January 2023 to full-time employees enrolled in a Metroparks Medical/Rx Plan. Payment amounts will be as follows for employees selecting Metroparks 2023 BCBS medical insurance for employees with single coverage \$1,000 and for employees with two-person/family coverage \$2,000 as recommended by Chief of Human Resources and Labor Relations Randy Rossman.

Discussion: Chief of Human Resources and Labor Relations Randy Rossman updated the Board on the history of the BCBS rate stabilization surplus and said the current amount in the Fund Balance Committed for Rate Stabilization is \$667,718.50. Approval will help mitigate some of the additional costs for covered employees. Staff anticipates this payment will bring the Fund Balance Committed for Rate Stabilization to \$386,718.50.

Motion carried unanimously.

3. Approval – Strategic Plan

Motion by Commissioner Rea, support from Commissioner Parker, that the Board of Commissioners approve the Strategic Plan as presented by Director McMillan and staff.

Discussion: Director McMillan updated the Board on changes/additions that were made to the Strategic Plan that came out of the November 2022 Board meeting. Chief of Marketing and Communications Danielle Mauter showed what the dashboard for the Strategic Plan on the website will look like.

Commissioner Marans said he thinks it's great that the Strategic Plan was incorporated into the website.

Commissioner Parker asked when each department would be submitting its plans.

Motion carried unanimously.

8. Reports

A. Administrative Office

4. Report – Draft Security Camera Project Policy

Motion by Commissioner Rea, support from Commissioner Marans, that the Board of Commissioners (1) provide staff feedback on the Security Camera Project Policy; and (2) receive and file the report as provided by Director Amy McMillan and staff.

Discussion: Director McMillan updated the Board and said Miller Canfield drafted the policy to work in conjunction with the Board approved security camera and drone project. She said staff would bring the policy back to the Board for approval in January 2023.

Motion carried unanimously.

5. Item 6-m-1 (*moved from the consent agenda*)

Motion by Commissioner Rea, support from Commissioner Taylor, that the Board of Commissioners approve the purchase of the unmanned vehicle (drone) as requested by staff.

Discussion: Commissioner Marans said he is interested in the technical aspect for the drones.

Ms. McMillan updated the Board and said the drones would only be used for such things as searching for lost persons, for safety efforts and marketing collateral (i.e. video footage of parks).

Chief of Information and Technology Robert Rudolph explained the technical aspects of the drone and its usage.

Motion carried unanimously.

B. Financial Department

1. Approval - Designation of Fund Balance

Motion by Commissioner Rea, support from Commissioner Bolin, that the Board of Commissioners approve the Fund Balance Commitments and Assignments for 2023 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 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. Departmental Updates

1. Report – Natural Resources Update

Motion by Commissioner Pontoni, 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.

Motion carried unanimously.

8. Reports

C. Departmental Updates

2. Report – Planning and Development Update

Motion by Commissioner Parker, support from Commissioner Taylor, 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 activities involving the Planning department during November.

Motion carried unanimously.

3. Report – Interpretive Services Update

Motion by Commissioner Rea, support from Commissioner Taylor, 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 activities that took place during the month.

Motion carried unanimously.

4. Report – DEI Update

Motion by Commissioner Parker, support from Commissioner Pontoni, 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: Commissioner Quadrozzi asked if there was a plan for the 2023 Speaker Series. Chief of Diversity, Equity and Inclusion Artina Carter said the schedule is in the development phase and that it should be ready by February.

Motion carried unanimously.

5. Report – Marketing Update

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

Motion carried unanimously.

D. Planning and Development

1. Report – Draft 2022-2027 Community Recreation Plan

Motion by Commissioner Marans, support from Commissioner Parker, that the Board of Commissioners receive and file the draft 2023-2027 Community Recreation Plan as presented by Chief of Planning and Development Sarah Plumer and staff.

Discussion: Chief of Planning and Development Sarah Plumer updated the Board on the Community Recreation Plan highlighting action items such as trail improvements, shoreline restoration, dam studies and the Indian Springs playground redevelopment. She also reviewed the timeline for developing the plan.

Commissioner Marans asked if there was enough time to receive partner feedback. Ms. Plumer said yes.

Motion carried unanimously.

9. Leadership Update

Director McMillan let the Board know the Metroparks received two grants totaling \$1 million in grant funding through the Land and Water Conservation Fund for the Reflection Trail Accessibility Renovation at Stony Creek and the West Boardwalk Renovation Lake St. Clair. Each project received \$500,000.

Ms. McMillan thanked everyone for another great year at the Metroparks.

10. Other Business

None.

11. Public Participation

Jason Kulongowski, Metroparks Employee Association president, thanked the Board for approving the rate stabilization funding to help offset the cost of health care.

12. Commissioner Comments

Commissioner Pontoni said he does not view that we (the Metroparks) are finished with work in Detroit.

Commissioner Quadrozzi said she would like to see more outreach in communities such as Pontiac and Ypsilanti.

Commissioner Parker said he is proud the Metroparks were able to complete this work for Detroit.

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 2:17 p.m.

Respectfully submitted,



Shawn M. Athayde
Recording Secretary