

Minutes
Huron-Clinton Metropolitan Authority
Board of Commissioners
Thursday, June 14, 2018

A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, June 14, 2018 at 10:30 a.m. at Lake St. Clair Metropark at the Thomas Welsh Activity Center.

Commissioners Present:	Timothy J. McCarthy Jaye Quadrozzi Robert W. Marans Bernard Parker Kurt L. Heise Steve Williams John Paul Rea
Staff Officers:	
Director	Amy McMillan
Deputy Director	David Kirbach
Other Attendees:	
Rebecca Franchock	Chief of Finance
Steve Mann	Miller, Canfield, Paddock and Stone, PLC

1. Call to Order

Chairman McCarthy called the meeting to order at 10:31 a.m.

2. Chairman's Statement

Commissioner McCarthy welcomed everyone to Lake St. Clair Metropark.

3. Public Participation

Toni Spears, Dexter, said the Metroparks has received criticism from the Sierra Club over the last several years regarding the mowing plan. She said it's good to see an updated plan that is more consistent with preserving natural areas and thanked staff for the hard work.

4. Approval – May 10, 2018 Regular Meeting and Closed Session Minutes

Motion by Commissioner Rea, support from Commissioner Heise that the Board of Commissioners' approve the May 10, 2018 regular meeting and closed session minutes as presented.

Motion carried unanimously.

5. Approval – June 14, 2018 Agenda

Motion by Commissioner Marans, support from Commissioner Quadrozzi that the Board of Commissioners' approve the June 14, 2018 agenda as presented.

Motion carried unanimously.

6. Approval – June 14, 2018 Consent Agenda

Motion by Commissioner Quadrozzi, support from Commissioner Williams that the Board of Commissioners' approve the consent agenda consisting of the following:

- a. Approval – May 2018 Financial Statements and Payment Registers
- b. Approval – May 2018 Appropriation Adjustments
- c. Purchases
 1. Provision/Installation of Three (3) Truck Bodies, Kensington, Lake St. Clair, Stony Creek
 2. Five (5) Utility Cart Vehicles, Lake Erie, Lower Huron, Willow, Oakwoods, Stony Creek
 3. Chipper Truck, All Locations
- d. Report – Purchases Over \$10,000
- e. Bids – Road Overlay and Repairs, Kensington
- f. Report – Marketing/Media Stats

Motion carried unanimously.

7. Reports

A. Finance Department

1. Report – 2017 Audited Financial Statements

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners' receive and file the 2017 Audited Financial Report as presented.

Discussion: Mr. Alan Panter with Yeo & Yeo presented the 2017 audit financial report to the board and said the Metroparks were given a clean opinion. He reviewed the Fund Balance, revenue, expenditures and trends. Mr. Panter said a single audit was also conducted since the Metroparks received a federal grant from the National Oceanic and Atmospheric Administration; there were no compliance issues.

Commissioner Marans asked for a brief history of the Fund Balance prior to 2014. Chief of Finance Rebeca Franchock said staff has made a conscience effort since 2008 to reduce expenses and grow the Fund Balance and that the Fund Balance is higher now than in the past.

Motion carried unanimously.

B. Purchasing Department

1. Report – Local Preference and Vendor Selection

Motion by Commissioner Parker, support from Commissioner Quadrozzi that the Board of Commissioners' receive and file the Local Preference and Vendor Selection report as submitted.

Discussion: Director McMillan said the information provided is background and that staff was not requesting any action at the meeting. She requested the Board review the report and provide feedback. Staff would bring the item back to the board in the future.

Commissioner Parker asked what bringing the item back to the board entailed. Ms. McMillan said local preference for vendor selection would be a discussion topic for a board work session.

Motion carried unanimously.

C. Administrative Department

1. Approval – Motor City Canoe Rentals Service Agreement, Oakwoods

Motion by Commissioner Parker, support from Commissioner Marans that the Board of Commissioners' approve the service agreement with Motor City Canoe Rentals LLC as recommended by Deputy Director Dave Kirbach and staff.

Discussion: Ms. McMillan said the board approved working with Motor City Canoe Rental at the May 2018 meeting and that staff was requesting approval of the agreement.

Motion carried unanimously.

D. Planning Department

1. Approval – Willow and Oakwoods Master Plan

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners' approve the Willow and Oakwoods Master Plan as recommended by Chief of Planning and Development Nina Kelly and staff.

Discussion: Chief of Planning and Development Nina Kelly said there were minor updates to the master plan and that some of the projects were revised.

Commissioner Marans asked where staff was at with the master plan process. Ms. Kelly said Huron Meadows was in the middle stage and at the beginning stage for Dexter-Huron and Delhi. She said all the master plans would be completed by this fall and that the next stage is implementing the plans.

Commissioner Marans asked if staff would give frequent updates for the plans. Ms. Kelly said yes, updated could be given annually.

Commissioner Heise asked if these were 10-year plans. Ms. Kelly said yes.

Commissioner Quadrozzi asked if the master plans could be added to the iPads. Ms. Kelly said yes.

Commissioner Rea asked how the master plans fit in with the budgeting process. Ms. Kelly said the master plans helps staff to prioritize projects over multi-year periods and that staff will make necessary changes and updates when needed.

Motion carried unanimously.

7. Reports

D. Planning Department

2. Bids – Tennis/Basketball Court Rehabilitation Contract

Motion by Commissioner Rea, support from Commissioner Williams that the Board of Commissioners' accept the proposal from the sole bidder, Michigan Recreation Construction, Inc., for \$207,180.95 to rehabilitate the basketball courts at Lower Huron and Lake St. Clair Metroparks and the tennis courts at Lower Huron Metropark as recommended by Chief of Planning and Development Nina Kelly and staff.

Discussion: Ms. Kelly said during the 2018 budget process, the Lower Huron tennis courts were identified as a priority for reconstruction due to the numerous cracks and heaving and uneven pavement as a result of tree roots and net post footings. The immediately adjacent basketball courts were also incorporated into the project scope, which was estimated at the time to come in at a cost of \$210,000 for reconstruction of the pavement and associated furnishings. She said several courts throughout the Metroparks have been identified as needing either reconstruction or complete removal due to similar levels of deterioration. In an effort to rehabilitate multiple courts with limited financial resources, staff is recommending using, for the first time, plastic tiled surfacing for the basketball courts that are to be retained at Lake St. Clair in addition to the courts at Lower Huron. The plastic surfacing material has become popular as a less costly alternative to pavement (whether new or reconstructed) for court games.

Commissioner Heise asked how the courts would be cleaned when dirt and debris got into the tiles. Ms. Kelly said the tiles could be cleaned by blowing off the tiles.

Commissioner Williams asked how the tiles would affect play and if they got slippery when wet. Ms. Kelly said staff visited courts with the tile and there wasn't a problem with it being slippery.

Commissioner McCarthy said Michigan Recreational Construction prefers these tiles. Ms. Kelly said yes.

Commissioner Quadrozzi asked if there was a substantial price difference between using tiles the traditional resurfacing method. Ms. Kelly said it's a substantial price difference and would cost \$250,000 for the entire project and includes Lake St. Clair and the needed fixtures.

Commissioner Quadrozzi asked if the courts were regular size. Ms. Kelly said the Lake St. Clair courts are standard size.

Commissioner Parker asked how many basketball courts were at Lake St. Clair. Ms. Kelly said two.

Commissioner Heise asked if the tiles would be an overlay on the existing courts. Ms. Kelly said yes, after minor repairs were completed.

Motion carried unanimously.

3. Approval – Sheldon Trails Redevelopment Design Contract, Stony Creek

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners' approve the proposal submitted by Applied Trails Research LLC in the amount of \$24,410 to facilitate the planning and design phase of the Sheldon Trails Development Project as recommended by Chief of Planning and Development Nina Kelly and staff.

Discussion: Ms. Kelly updated the board on the scope of the project and said the project was not budgeted; however, the Metroparks Foundation received a grant from REI and the Clinton River Area Mountain Bike Association (CRAMBA) for \$25,000, which would cover the cost of the design firm.

Commissioner Quadrozzi said she loves this project and would more than likely participate in the walk.

Commissioner McCarthy asked if the Sheldon Foundation was the same family the Metroparks received the land from. Ms. Kelly said yes.

Motion carried unanimously.

7. Reports

D. Planning Department

4. Report – Lake St. Clair Beach Restoration

Motion by Commissioner Rea, support from Commissioner Heise that the Board of Commissioners' receive and file the Lake St. Clair Beach Restoration report as recommended by Chief of Planning and Development Nina Kelly and staff.

Discussion: Ms. Kelly said Planning, Natural Resources, Engineering and Operations staff have been meeting since March 2018 with partners in Macomb County to discuss opportunities for improving water quality at Lake St. Clair Metropark and elsewhere within the Lake St. Clair watershed area. The discussions began to explore grant funding opportunities through the Environmental Protection Agency (EPA) and Great Lakes Restoration Initiative (GLRI) based on a previously-prepared conceptual design for eliminating contamination sources resulting in beach closures.

Motion carried unanimously.

E. Natural Resources Department

1. Report – Metroparks Mowing Plan

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners' receive and file the Metroparks Mowing Plan report as recommended by Chief of Natural Resources and Regulatory Compliance and staff.

Discussion: Mr. Colliton reviewed the mowing plan, land usage and reviewed specific changes to the plan. He said the plan only shows areas that overlap with recreational use areas. He also said the mowing plan would be added to the website.

Commissioner Quadrozzi said this was a great plan and appreciates the work done on it. She also thanked the operations staff on all their knowledge needed to maintain the parks.

Commissioner Marans asked if the mowing plan was on the website; Mr. Colliton said yes. Commissioner Marans also asked what role volunteers play in regards to the Natural Resources department. Mr. Colliton said volunteers have logged more than 600 hours this year and that they work in areas that need immediate attention such as weeding flowers beds, pulling garlic mustard etc.

Motion carried unanimously.

F. Engineering Department

1. Bids - Maintenance Aboveground Storage Tank Installation, Huron Meadows

Motion by Commissioner Marans, support from Commissioner Heise that the Board of Commissioners' (1) award Contract No. 516-18-482 to the low responsive, responsible bidder, Phoenix Environmental, Inc. in the amount of \$122,748.22; and (2) approve the transfer of \$122,748.22 from Fund balance to cover the cost of the project as recommended by Chief of Engineering Mike Henkel and staff.

Discussion: Mr. Henkel updated the Board and said this project was not budgeted in 2018; however, the project was planned to be completed in 2022. The project cost would shift the planned expense from 2022 to the current year. The decision to remove the tanks began when issues arose with the tanks leak detection system. Staff tried to obtain replacement parts; however, the existing probe system was antiquated and parts were no longer available. Knowing that the tanks were planned to be removed in 2022 and that any cost to make improvements would be for a short-time period, staff made the decision to remove the tanks and proceed with the installation of the new system.

Motion carried unanimously.

7. Reports

F. Engineering Department

2. Approval – 26 Mile Road Bridge Rehabilitation/Pedestrian Bridge Design

Motion by Commissioner Quadrozzi, support from Commissioner Parker that the Board of Commissioners' (1) approve the proposal from IBI Group in the amount of \$104,500; and (2) authorize the transfer of \$78,000 from the Engineering Outside Services account to cover the cost of the project as recommended by Manager of Engineering Mike Henkel and staff.

Discussion: Mr. Henkel updated the board and said the consultant will review existing conditions and record drawings, perform and assess the existing bridge and complete a geotechnical investigation. The work includes providing three design concept drawings, which will include widening the shared use path with a bridge deck extension and without. In addition, the consultant will provide details and cost estimates for bridge deck rehabilitation, traffic control plan, permits and the development of a complete set of construction documents. He said staff chose the IBI Group proposal on their understanding, previous experience, identification of the project scope and the deliverables. The focus of the design is to rehabilitate the existing bridge deck including, joints, approaches, curb, structural spalls and railings. The services will also include the options for widening the bridge to allow for a wider shared use path, which is currently in adequate.

Commissioner McCarthy asked if the bridge would fall under the jurisdiction of MDOT. Mr. Henkel said no.

Commissioner McCarthy also asked if the bridge was structurally sound. Mr. Henkel said yes.

Motion carried unanimously.

8. Election of Board Officers

Motion by Commissioner Marans, support from Commissioner Williams that the Board of Commissioners' maintain the same officers through June 2019.

Motion carried unanimously.

9. Closed Session

Motion by Commissioner Quadrozzi, support from Commissioner Rea that the Board of Commissioners' adjourn to a closed session to consult with attorney(s) regarding pending litigation pursuant to MCL 15.268 Section 8 (e) of the Open Meetings Act.

ROLL CALL VOTE

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

Motion carried unanimously.

The regular meeting adjourned at 11:30 a.m.

Commissioner McCarthy reconvened the regular meeting at 11:38 a.m.

Motion by Commissioner Quadrozzi, support from Commissioner Heise that the Board of Commissioners' approve the settlement for the lawsuit Brett Livingston vs. HCMA as recommended by Miller Canfield.

Motion carried unanimously.

10. Other Business

a. Class I and II eBike Demonstration

Discussion: Ken Verkest, Harrison Township supervisor and Greg Krzeminski with Pedogo Junction Electric Bikes, reviewed the differences between the Class I (no assisted throttle) and Class II bikes (assisted throttle) and said the eBikes allowed senior members of the community to continue biking. Mr. Krzeminski invited board members to take a closer look at the bikes and to see how they work.

Commissioner McCarthy asked if a board decision was needed. Ms. Kelly said no, that the bikes were just for demonstration.

Commissioner Marans asked how the bikes were powered. Mr. Krzeminski said the bikes run on a battery.

Commissioner Parker left the meeting at 11:54 am.

Commissioner Williams asked about the new bike legislation. Ms. Kelly said the Metroparks have not opted out of Class I eBike legislation and that they are allowed everywhere. Municipalities have to opt out of legislation in order to prohibit use.

Commissioner Heise asked if every municipality had to opt out individually. Ms. Kelly said yes.

Motion by Commissioner Rea, support from Commissioner Williams that the Board of Commissioners' receive and file the report on eBikes.

Motion carried unanimously.

11. Staff Leadership Update

Director McMillan said the parks had a good Memorial Day weekend and the parks did an extraordinary job, was well prepared with the hot weather and that staff received no complaints from patrons.

Ms. McMillan updated the board on the summer fun programs and said there were changes to the outreach programs and that the program was reinvented for 2018. Chief of Interpretive Services Jennifer Jaworski said the program for this year is called Get Out and Play and will be held at Kensington, Lake St. Clair and Lower Huron Metroparks. The program was almost filled and currently had more than 1,200 participants. Ms. Jaworski played a video created to market the program for the board.

Commissioner Marans asked about the capacity and funding level. Ms. Jaworski said \$40,000 and approximately 3,000 participants and that staff would be gathering demographics.

Commissioner Heise asked if it was too late in the season to promote the program. Ms. Jaworski said 1,200 people have registered for the event in the last few days.

Commissioner Williams asked if the program was open to people in all five counties. Ms. Jaworski said yes.

Ms. McMillan thanked Chief of Information Technology Robert Rudolph and Shawn Athayde for rolling out electronic board packets. She also said going forward, all presentations would now be electronic and shown on screens for everyone to see.

12. Commissioner Comments

Commissioner Marans said he likes that everything is going green.

Commissioner Rea said the Spring n' Splash would be taking place at Lake St. Clair on Saturday, June 16 and encouraged everyone to attend.

Commissioner Williams thanked staff for their continued hard work.

Commissioner Heise said topics for work sessions should include budgeting, capital improvements and personnel issues. Ms. McMillan said she would like to try and schedule for July/August first and if there is not a date that works for everyone she would look something in August/September and that Ms. Athayde would poll the board for possible dates.

Ms. McMillan also congratulated Ms. Franchock on her new role as Acting Chief of Accounting.

13. Motion to Adjourn

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

The meeting adjourned at 12:11 p.m.

Respectfully submitted,



Shawn M. Athayde
Recording Secretary