

**Minutes**  
**Huron-Clinton Metropolitan Authority**  
**Board of Commissioners**  
**Thursday, December 12, 2019**

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A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, December 12, 2019, after the Public Hearing at the Administrative Office.

Commissioners Present:	Robert W. Marans Jaye Quadrozzi Bernard Parker Kurt Heise Steve Williams Timothy J. McCarthy John P. Rea
Staff Officers:	
Director	Amy McMillan
Deputy Director	Dave Kirbach
Chief of Finance	Rebecca Franchock
Other Attendees:	
Miller Canfield	Steve Mann

1. **Call to Order**  
Chairman Marans called the meeting to order at 10:51 a.m.
2. **Chairman's Statement**  
Commissioner Marans said Kim Jarvis, interim Western District park superintendent, was retiring again from the Metroparks and he thanked her for coming back to help.
3. **Public Participation**  
Toni Spears, Dexter, congratulated the parks and staff on a successful year.
4. **Approval – November 14, 2019 Regular Meeting Minutes**  
Motion by Commissioner Quadrozzi, support from Commissioner Rea that the Board of Commissioners approve the regular meeting minutes as presented.

Motion carried unanimously.

5. **Approval – December 12, 2019 Full Agenda**  
Motion by Commissioner Heise, support from Commissioner Rea that the Board of Commissioners approve the December 12, 2019 agenda as presented.

Motion carried unanimously.

6. **Officer Parks – Presentation of Graduation Certificate from Oakland County K9 Academy**  
Acting Police Chief/Lt. David Smith introduced Officer Green and his K9 partner Officer Parks and said they recently completed training at the Oakland County K9 Academy. Sgt. Dave Roddy from the Oakland County Sheriff's Department and Officer Mike Raby from the Southfield Police Department presented Officers Green and Parks with a graduation certificate. Lt. Smith then swore Officer Parks in as an official Metroparks Police officer.
7. **Approval – December 12, 2019 Consent Agenda**  
Motion by Commissioner Rea, support from Commissioner McCarthy that the Board of Commissioners approve the December 12, 2019 consent agenda as presented.

Motion carried unanimously.

**8. Approval – 2020 Budget and Resolution**

Motion by Commissioner McCarthy, support from Commissioner Rea that the Board of Commissioners approve the 2020 General Fund Budget and Resolution as recommended by Chief of Finance Rebecca Franchock and staff.

Motion carried unanimously.

**9. Reports**

**A. Administrative**

**1. Approval – 2020 Board Meeting Schedule**

Discussion: Director McMillan said there was a change to the recommendation and that the January meeting date would remain on the second Thursday of January (Jan. 9) instead of moving to Jan. 16.

Ms. McMillan reviewed the three options for the Board to choose: (1) stay with the current schedule, (2) change to a 9:00 am start time, or (3) change to an afternoon start time.

Commissioner Quadrozzi said she was requesting a time change to make the day more productive.

Commissioners Heise and McCarthy said they were good with the schedule as is.

Commissioners Williams and Heise said they prefer afternoon meetings.

Motion by Commissioner Quadrozzi, support from Commissioner Parker that the Board of Commissioners approve changing the meeting time to 1:00 pm.

**Roll Call Vote**

Voting yes: Quadrozzi, Rea, Williams, Parker

Voting no: McCarthy, Heise, Marans

Absent: None

Motion passed.

Commissioner Marans said he would not be able to attend the January or February meeting with a 1:00 pm start time.

Commissioner Quadrozzi amended her motion.

Motion by Commissioner Quadrozzi, support from Commissioner Rea that the Board of Commissioners approve a 10:30 am meeting start time for the January, February and March 2020 meetings and a 1:00 pm start time for meetings beginning in April 2020.

Motion as amended carried unanimously.

**2. Approval – 2020 Property and Liability Insurance Renewal**

Motion by Commissioner McCarthy, support from Commissioner Rea that the Board of Commissioners approve the suggested renewal for the 2020 property and liability insurance with the Michigan Municipal Risk Management Authority (MMRMA) as recommended by Chief of Human Resources and Labor Relations Randy Rossman and staff.

Discussion: Chief of Human Resources and Labor Relations Randy Rossman updated the Board on the 2020 property and liability renewal and said based on the results of MMRMA's assessment of Metroparks operations and claims exposure, renewal rates for 2020 came in with an annual premium of \$609,570 including \$255,000 stop-loss coverage. This is a \$49,237 reduction from the \$658,807 premium in 2019. As MMRMA members, the Metroparks participates in the MMRMA's member net asset distribution program. The Metroparks received a payment from the distribution program in the amount of \$93,927 in December 2018 and staff expects payment in the amount of \$129,885 in December 2019.

Motion carried unanimously.

## 9. Reports

### A. Administrative Department

#### 3. Approval – 2020 Health Insurance Renewal

Motion by Commissioner Williams, support from Commissioner Rea that the Board of Commissioners accept the recommended renewal for the 2020 employee and retiree medical and dental insurances as outlined below.

*Discussion:* Mr. Rossman updated the Board and said due to a good claims experience over the last renewal period, the Metroparks were facing an overall premium increase of \$195,792 (5.3 percent) to our health insurance program. The current plan has a deductible of \$2,000/\$4,000. He said staff was not recommending any changes for 2020.

Commissioner McCarthy said he was refraining from the vote due to a conflict of interest.

Motion carried.

#### 4. Approval – Pollution Liability Insurance Renewal

Motion by Commissioner Heise, support from Commissioner Rea that the Board of Commissioners approve a three-year Pollution Liability insurance policy provided by Ironshore, a Liberty Mutual company for the period from Jan. 1, 2020 to Jan. 1, 2023 for the premium in the amount of \$61,475 as recommended by Chief of Finance Rebecca Franchock and staff.

*Discussion:* Chief of Finance Rebecca Franchock updated the Board and said the cost of the policy will be allocated over the three-year term. For 2020 that cost is \$20,491.67. The 2020 general fund budget as proposed, contains \$13,280 for Pollution Insurance coverage. \$7,211.67 will be transferred from other operations accounts to cover the variance in 2020. She said The Metroparks current Pollution Liability coverage, which is written on a five-year basis, ends Dec. 31, 2019. This \$5 million policy had been written through AIG Insurance Company. This fall, AIG notified Metroparks staff through our agent that they would no longer have this type of coverage.

Motion carried unanimously.

#### 5. Approval – 2020 Worker’s Compensation Insurance Renewal

Motion by Commissioner Rea, support from Commissioner Heise that the Board of Commissioners approve the Worker’s Compensation insurance policy renewal provided by the Michigan Counties Workers’ Compensation Fund (MCWCF) for 2020 for the estimated annual premium amount of \$484,797.79 as recommended by Chief of Finance Rebecca Franchock and staff.

*Discussion:* Ms. Franchock updated the Board and said the Metroparks have participated in the Michigan Counties Workers’ Compensation Self-Insured Fund (MCWCF) since January 2013. Full statutory coverage for workers’ disability compensation and employers’ liability is guaranteed by the Fund through authority granted by the state of Michigan under Chapter 6, Section 418.611, and Paragraph (2) of the Workers’ Disability Compensation Act of 1969, as amended.

Commissioner Williams asked if staff was happy with the group. Ms. Franchock said yes.

Motion carried unanimously.

#### 6. Report – November Marketing Update

Motion by Commissioner Rea, support from Commissioner Quadrozzi that the Board of Commissioners receive and file the November Marketing update as recommended by Chief of Marketing and Communications Danielle Mauter and staff.

Motion carried unanimously.

## 9. Reports

### B. Finance

#### 1. Report – November General Fund Financial Statement Review

Motion by Commissioner Rea, support from Commissioner Williams that the Board of Commissioners receive and file the November 2019 General Fund Financial Statement Review as recommended by Chief of Finance Rebecca Franchock and staff.

Motion carried unanimously.

#### 2. Report – Monthly Capital Project Fund Update

Motion by Commissioner Quadrozzi, support from Commissioner Rea 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 said there were a few more completed projects and a couple of projects were canceled. Moving forward, Ms. Franchock said the Board will receive a more comprehensive report on a quarterly basis.

Commissioner Parker requested an explanation for the cancellation of the Stony Creek Boat Launch project. Ms. Franchock said the funding for the original project was cancelled and funding for the new project was added. She said the cancelled project funding will be reallocated to the new boat launch project.

Commissioner Marans said the capital projects report should be considered as a topic for the next work session.

Motion carried unanimously.

#### 3. Approval – 2020 Designation of Fund Balance

Motion by Commissioner Rea, support from Commissioner Williams that the Board of Commissioners approve the Fund Balance Commitments and Assignments for 2020 in accordance with Governmental Accounting Standards Board Statement No. 54 as recommended by Chief of Finance Rebecca Franchock and staff.

*Discussion:* Ms. Franchock updated the Board on the three categories designated for the fund balance.

Motion carried unanimously.

### C. Planning Department

#### 1. Approval – Michigan Coastal Management Program Grant Application

Motion by Commissioner Williams, support from Commissioner Heise that the Board of Commissioners approve the Michigan Department of Environment, Great Lakes, and Energy (EGLE)'s Michigan Coastal Management Program (MCMP) grant resolution and \$183,964 as match to implement green infrastructure projects in Lake Erie Metropark, 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 grant match and the project.

Commissioner Marans asked if the match the Metroparks provides is in the 2020 budget. Ms. Kelly said no since most of the work would not be done until 2021.

Motion carried unanimously.

#### 2. Report – Proposed Land Acquisitions and Divestments

Motion by Commissioner Rea, support from Commissioner Williams that the Board of Commissioners receive and file the update on the proposed land acquisitions and divestments throughout the Metroparks as recommended by Chief of Planning and Development Nina Kelly and staff.

Discussion: Ms. Kelly updated the Board on proposed land acquisitions and divestments.

Commissioner Heise asked if staff would put the property up for sale at Lake St. Clair. Ms. Kelly said it's a possibility.

Commissioner Marans asked about the Milford lease. Ms. Kelly said the lease agreement with Milford states they need to have Metroparks approval for any plans on the property.

Commissioner Heise said he would like to have the cost for appraisals at the March meeting. Ms. McMillan said the Metroparks would not hire appraisers unless there was a buyer. She also said staff would work to get a generalized cost for the property.

Commissioner McCarthy asked if the property near Lake Erie Metropark was developable. Ms. Kelly said no and that it was along the river.

Motion carried unanimously.

## **9. Reports**

### **B. Planning Department**

#### **3. Report – Volunteer 2019 Annual Report**

Motion by Commissioner Heise, support from Commissioner Williams that the Board of Commissioners receive and file the Volunteer Services 2019 Annual Report as recommended by Chief of Planning and Development Nina Kelly and staff.

Discussion: Ms. Kelly thanked staff that worked on volunteer efforts, reviewed project highlights and the program going forward.

Commissioner Marans asked how the program was being marketed. Ms. Kelly said she is working with marketing on different ways to get the information to the public.

Motion carried unanimously.

### **D. Interpretive Department**

#### **1. Report – Summer Fun and Get Out and Learn Program Updates**

Motion by Commissioner Rea, support from Commissioner Parker that the Board of Commissioners receive and file Summer Fun and Get out and Learn Program report as recommended by Chief of Interpretive Services Jennifer Jaworski and staff.

Discussion: Chief of Interpretive Services Jennifer Jaworski reviewed the Summer Fun and Get Out and Learn programs.

Commissioner Williams asked if the programs were open to all schools. Ms. Jaworski said yes.

Commissioner Marans asked if lunch was provided. Ms. Jaworski said yes.

Commissioner Parker suggested finding a mechanism to encourage participants to visit a different park after the program.

Commissioner Marans suggested staff get individual feedback and not just feedback from the organization.

Motion carried unanimously.

#### **2. Report – Oakwoods Nature Center Update**

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

Discussion: Ms. Jaworski updated the Board on the progress of the project and said it was slightly behind schedule but would be ready for the grand opening in June.

Motion carried unanimously.

**9. Reports**

**E. Natural Resources Department**

**1. Report – Deer Management Update**

Motion by Commissioner Quadrozzi, support from Commissioner Rea that the Board of Commissioners receive and file the Metroparks Deer Management Program report 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 Metroparks deer management program and highlighted the changes from the DNR. He said deer management at the Metroparks would not begin until after the extended bow season closed at the end of January 2020.

Motion carried unanimously.

**10. Other Business**

None.

**11. Staff Leadership Update**

Ms. McMillan thanked staff that worked on the grants that were approved by the MNRTF, said the DIA Inside Out program would be returning to the Metroparks in 2020 and that early permit sales were going well.

**12. Commissioner Comments**

Commissioner Parker wished everyone happy holidays.

Commissioner Heise wished everyone happy holidays.

Commissioner Williams wished everyone happy holidays.

Commissioner Rea wished everyone happy holidays.

Commissioner McCarthy wished everyone happy holidays.

Commissioner Quadrozzi wished everyone happy holidays.


Commissioner Marans wished everyone happy holidays.

**13. Motion to Adjourn**

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

The meeting adjourned at 12:33 p.m.

Respectfully submitted,



Shawn M. Athayde  
Recording Secretary