

Minutes
Huron-Clinton Metropolitan Authority
Board of Commissioners
Thursday, April 9, 2020

A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, April 9, 2020 at 10:30am. The meeting was held via remote attendance by commissioners and members of the public due to the Coronavirus pandemic pursuant to Executive Order 2020-15.

Commissioners Present Remotely:

Robert W. Marans
Jaye Quadrozzi
Bernard Parker
Kurt Heise
John P. Rea
Steve Williams
Timothy J. McCarthy

Staff Officers Present Remotely:

Director
Deputy Director
Chief of Finance

Amy McMillan
Dave Kirbach
Rebecca Franchock

1. Call to Order

Chairman Marans called the meeting to order at 1:00 p.m.

2. Approval – Resolution Establishing Rules for Remote Meetings

Motion by Commissioner Quadrozzi, support from Commissioner McCarthy that the Board of Commissioners approve the resolution establishing rules for remote meetings due to the Coronavirus pandemic pursuant to Executive Order 2020-15.

Motion carried unanimously.

3. Chairman's Statement

None.

4. Public Participation

None.

5. Approval – March 12, 2020 Work Session, Closed Session, Public Hearing, Regular Meeting Minutes

Motion by Commissioner Parker, support from Commissioner Quadrozzi that the Board of Commissioners approve the March 12, 2020 Work Session, Closed Session, Public Hearing and Regular Meeting minutes as submitted.

Motion carried unanimously.

6. Approval – April 9, 2020 Full Agenda

Motion by Commissioner McCarthy, support from Commissioner Williams that the Board of Commissioners approve the April 9, 2020 agenda as presented.

Motion carried unanimously.

7. Approval – April 9, 2020 Consent Agenda

Motion by Commissioner Rea, support from Commissioner McCarthy that the Board of Commissioners approve the April 9, 2020 consent agenda as presented:

- a. Approval – March Financial Statement Review
- b. Approval – March Appropriation Adjustments
- c. Report – Capital Project Fund
- d. Report – March Marketing Update

- e. Report – March Planning and Development Update
- f. Approval – Wayne County Annual Maintenance Permit
- g. Bids – Playground Mulch
- h. Bids – Hike-Bike Trail Reconstruction, Kensington
- i. Bids – Hike-Bike Trail Reconstruction, Lower Huron
- j. Bids – Hike-Bike Trail Reconstruction, Hudson Mills
- k. Bids – Iron Belle Connector Trail Paving, Dexter-Huron
- l. Bids – Stony Creek Boat Launch Parking Lot Reconstruction
- m. Approval – RecTrac and CardConnect Equipment
- n. Report – Purchases over \$10,000
- o. Purchases
 - 1. Heavy Duty Work Utility Vehicle, Hudson Mills
 - 2. Forage Harvester, Wolcott Mill Farm Center

Motion carried unanimously.

8. Reports

A. Administrative Department

1. Approval – Emergency Management Plan

Motion by Commissioner Williams, support from Commissioner McCarthy that the Board of Commissioners approve the Emergency Management Plan in response to the COVID-19 emergency as recommended by Director Amy McMillan and staff.

Discussion: Director McMillan reviewed the Emergency Management Plan developed by staff leadership in response to the COVID-19 pandemic and outlined the proposed actions, which include: (1) Committing to continue with regular operations until May 14, 2020, in the event of all parks closing, to be reviewed monthly thereafter until all executive orders have expired. (2) Postpone further expenses on all major maintenance projects not yet underway until at least May 14, 2020. (3) Postpone further expenses on all capital projects not yet underway or for which bids have not yet been awarded until at least May 14, 2020. (4) Continue free Tuesday, Wednesday and Thursday until stay at home order expires. (5) In the event of an order to close parks in any one county by order of that county's health department, all other Metroparks outside of that county will continue to operate. (6) Review at each board meeting the large special events scheduled 30-60 days out to determine whether such events should go forward.

Ms. McMillan also let the Board know there have been a lot of cancellations resulting in more than \$30,000 refunds for programs and facility rentals.

Commissioner Heise said it's a good plan and makes sense.

Commissioner McCarthy said he supports the plan.

Commissioner Parker asked to have the revenue by month explained. Ms. McMillan said staff estimated revenue in the event parks close. She explained that the chart handed out shows an estimate of monthly revenue and expenditures. If the parks remain open, only the non-tolling revenue would be lost. Approximately \$750,000 is needed for non-tolling park revenue.

Chief of Finance Rebecca Franchock said typically there are more expenses than revenue in April and the scenario was developed to reflect the same circumstances as a normal year.

Commissioner Parker asked if there was \$3 million in expenses for April. Ms. Franchock explained the proposed revenue and expenditure scenario.

Commissioner Parker asked if staff was requesting the Board to approve the emergency plan and not the dollar amount. Ms. McMillan said yes.

Commissioner Parker asked if staff was trying to get funding from government stimulus packages. Ms. McMillan said she is working with consultants to see if the Metroparks fits into any of the stimulus packages.

Commissioner Quadrozzi said she agrees with the plan.

Commissioner Rea said decisions will need to be made on the fly and that it's a good plan.

Commissioner Williams said it's a solid plan.

Commissioner Marans asked how many events represented the \$30,000 in refunds. Ms. Franchock said more than 150 events.

Roll Call Vote

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

Voting no: None

Absent: None

Motion carried unanimously.

9. Other Business

None.

10. Staff Leadership Update

Ms. McMillan thanked staff at all levels of the organization for their hard work and dedication.

11. Commissioner Comments

Commissioner Heise said hats off to the entire Metroparks crew and said staff should try to secure funding if possible.

Commissioner McCarthy thanked staff for all their hard work.

Commissioner Parker said it's good that there isn't tolling three days a week as it helps expose more people to the parks.

Commissioner Quadrozzi said she is proud of all the hard work staff is doing in the parks.

Commissioner Rea said to let him know if Macomb County can be of help in any way and thanked staff for all the hard work.

Commissioner Williams thanked staff for their hard work.

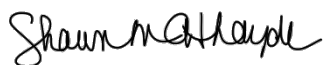
Commissioner Marans said these are unprecedented times with changing viewpoints on many issues. He also said he is receiving positive feedback from people about the value of the parks and the role they are playing right now.

12. Motion to Adjourn

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

The meeting adjourned at 1:48 p.m.

Respectfully submitted,



Shawn M. Athayde
Recording Secretary