

**Minutes  
Huron-Clinton Metropolitan Authority  
Board of Commissioners  
Monday, May 11, 2020**

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A special meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Monday, May 11, 2020 at 10:30 a.m. The meeting was held via remote attendance by commissioners and members of the public due to the Coronavirus pandemic pursuant to Executive Order 2020-75.

Commissioners Present Remotely:

Robert W. Marans  
Jaye Quadrozzi  
Bernard Parker (arrived at 1:41pm)  
Kurt Heise  
John P. Rea  
Steve Williams  
Timothy J. McCarthy

Staff Officers Present Remotely:

Director	Amy McMillan
Deputy Director	Dave Kirbach
Chief of Finance	Rebecca Franchock

**1. Call to Order**

Commissioner Marans called the meeting to order at 10:30 a.m.

**2. Approval – Resolution Establishing Rules for Remote Meetings**

Motion by Commissioner McCarthy, support from Commissioner Rea that the Board of Commissioners approve the resolution establishing rules for remote meetings due to the Coronavirus pandemic pursuant to Executive Order 2020-75.

Motion carried unanimously.

**3. Chairman's Statement**

Commissioner Marans said he hoped this would be the last remote meeting.

**4. Public Participation**

None.

**5. Approval – May 6, 2020 Special Meeting Minutes**

Motion by Commissioner Quadrozzi, support from Commissioner McCarthy that the Board of Commissioners approve the May 6, 2020 special meeting minutes as submitted.

Motion carried unanimously.

**6. Approval – May 11, 2020 Full Agenda**

Motion by Commissioner Rea, support from Commissioner Quadrozzi that the Board of Commissioners approve the May 11, 2020 agenda as presented.

Motion carried unanimously.

## 7. **Approval – May 11, 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 – April Financial Statements
- b. Approval – April Appropriation Adjustments
- c. Report – April Capital Project Fund
- d. Report – April Marketing Update
- e. Report – April Planning and Development Update
- f. Report – Permit Scanning Data Report
- g. Approval – Park Radio Upgrades
- h. Report – Purchases over \$10,000

Motion carried unanimously.

## 8. **Reports**

### **A. Finance Department**

#### **1. Report – April General Fund Financial Review**

Motion by Commissioner McCarthy, support from Commissioner Rea that the Board of Commissioners receive and file the April 2020 General Fund Financial Statement Review as recommended by Chief of Finance Rebecca Franchock and staff.

Discussion: Chief of Finance Rebecca Franchock updated the Board on the financial status of the Metroparks through the end of April. She said park operating revenue for non-tolling aspects were impacted. Tolling came in slightly less than in April with a \$800,000 deficit. Revenue is down year-to-date by \$464. The projected deficit for the end of September is \$4.7 million. Golf revenue for the use of carts will help with revenue for May. As of the last board meeting, refunds for various items totaled \$30,000 and \$60,000 as of May 11.

Ms. Franchock said expenses for administrative and operations are under budget by \$700,000. Staff is working hard to reduce costs. Some of the savings is due to facilities that have been closed or have delayed openings due to COVID-19. She also said staff was anticipating a \$2.7 million deficit compared to the budget at the end of September.

Commissioner McCarthy asked about thoughts on reinstating tolling. Director McMillan said the free entry days will end on May 15 and the plan was to go back to tolling seven days a week beginning May 16.

Commissioner Marans asked how the ending the free days would be publicized. Mr. McMillan said staff was working on language for a press release. Also, there have been a lot of daily passes turned in for annual permits sold during this period.

Commissioner Marans asked if there were signs letting the public know. Ms. McMillan said there would be A-frame signs at the tollbooths.

Motion carried unanimously.

## 8. Reports

### B. Planning Department

#### 1. Approval – Potential Property Acquisition, Wolcott Mill Metropark

Motion by Commissioner Williams, support from Commissioner Rea that the Board of Commissioners authorize staff to proceed with negotiations in pursuit of the acquisition of parcel 05-08-400-004 (Schmidt property) at 17671 30 Mile Road in Ray Township as recommended by Chief of Planning and Development Nina Kelly and staff.

*Discussion:* Ms. McMillan updated the Board on the possible acquisition of land at Wolcott. Ms. McMillan said this is a piece of property the Metroparks are interested in and was included in the land acquisition/divestiture report given to the Board last year.

Commissioner Rea asked if this piece of property backs up to the river. Ms. McMillan said yes.

Commissioner Quadrozzi said she doesn't have an issue with the acquisition and asked if the Metroparks would be paying more on first refusal. Ms. McMillan said staff is concerned a private bidder may want the property and the Metroparks could out bid us for the property.

Commissioner Quadrozzi said staff and commissioners may get questions on why the Metroparks would use these funds for a land purchase during this economic period. Ms. McMillan said there is the Metroparks has a land acquisition fund, which is encumbered and not part of the general fund for this purpose.

Commissioner Williams said the land values in Livingston County was fairly high and he believes it is on par with other land for sale.

Commissioner Quadrozzi voted no.

Motion carried.

### C. Administrative Department

#### 1. Approval – Consumer Energy Easement, Kensington Metropark

Motion by Commissioner McCarthy, support from Commissioner Rea that the Board of Commissioners approve the request by Consumers Energy (CMS) for an easement on Kensington Park property to complete the Saginaw Trail Pipeline Project as recommended by Deputy Director David Kirbach and staff.

*Discussion:* Deputy Director David Kirbach updated the Board on the project and said this is the last easement needed for the Saginaw Trail project. Consumers was paying the Metroparks \$61,502 for the easement rights, which is comparable to the payment received for the other easements for this project. He said the easement will not affect the main park; however it will cut across the hike-bike trail and Consumers will restore the area once finished.

Motion carried unanimously.

## 8. Reports

### C. Administrative Department

#### 2. Approval – Summer 2020 Event Cancellation Timeline

Motion by Commissioner Rea, support from Commissioner Quadrozzi that the Board of Commissioners approve cancelling large events for the summer 2020 as recommended by Director Amy McMillan and staff.

Discussion: Ms. McMillan said staff is requesting to cancel fireworks as it is difficult to conduct social distancing. She said staff would like to cancel the first segment of the concert series at Lake St. Clair and Stony Creek because it is difficult to maintain social distancing since the concerts are held on the plaza. Staff is also requesting to cancel the 2020 Signature events since staff would have to downplay the event and it wouldn't receive a large marketing push. Ms. McMillan said a decision on the Michigan Philharmonic concert has not been made and staff was hoping it could still take place.

Motion carried unanimously.

### D. Engineering Department

#### 1. Report – Committed Construction Projects

Motion by Commissioner Rea, support from Commissioner McCarthy that the Board of Commissioners receive and file the Committed Construction Projects report as recommended by Chief of Engineering Services Mike Henkel and staff.

Discussion: Mr. Kirbach updated the Board on the Capital Projects and Major Maintenance projects that have already been committed to for 2020 (projects where a bid was already awarded or already in progress).

Motion carried unanimously.

Commissioner Parker joined the call at 1:41 p.m.

#### 2. Report – Project Construction Update

Motion by Commissioner Williams, support from Commissioner Parker that the Board of Commissioners receive and file the Project Construction report as recommended by Chief of Engineering Services Mike Henkel and staff.

Discussion: Mr. Kirbach updated the Board and said the project schedules have been compressed and staff is working to get them started as soon as is feasible. These projects were designed, bid, and awarded before all non-essential construction was stopped due to the governor's stay-at-home order.

Motion carried unanimously.

## 9. Other Business

None.

## 10. Staff Leadership Update

Ms. McMillan thanked staff for their hard work and thanked the Board for their support. She said staff was getting conflicting information on opening aquatic facilities and that the lobbying firm was reaching out to the governor's office for clarification.

**11. Commissioner Comments**

Commissioner Heise thanked staff for their hard work.

Commissioner McCarthy thanked staff for their hard work.

Commissioner Parker explained why he was late and said he hoped staff would put as much literature about the Metroparks and other various topics for the public to read.

Commissioner Quadrozzi thanked staff for their hard work and said she is impressed with social media participation.

Commissioner Rea thanked staff for their continued efforts.

Commissioner Marans said he received lots of information from various outlets about the importance of parks and green spaces.

Commissioner Williams thanked staff for their hard work and said it was good to see all the social media posts.

**12. Motion to Adjourn**

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

The meeting adjourned at 1:53 p.m.

Respectfully submitted,



Shawn M. Athayde  
Recording Secretary