

Minutes
Huron-Clinton Metropolitan Authority
Board of Commissioners
Thursday, November 12, 2020

At a regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, Nov. 12, 2020 at 1:00 p.m. The meeting was via remote attendance by commissioners and members of the public due to the Coronavirus pandemic.

Commissioners Present:	Robert W. Marans Jaye Quadrozzi (<i>Remote – Farmington Hills, Oakland County, MI</i>) Kurt Heise Steve Williams John Paul Rea (<i>Remote – Washington Twp., Macomb County, MI</i>) Bernard Parker Timothy J. McCarthy (<i>Remote – Harbor Springs, Emmet County, MI</i>)
Staff Officers Present:	
Director	Amy McMillan
Interim Deputy Director	Michael Lyons
Chief of Finance	Rebecca Franchock
Others:	
Miller, Canfield, Paddock & Stone	Steve Mann
Detroit Riverfront Conservancy	Mark Wallace

1. Call to Order

Commissioner Marans called the meeting to order at 1:05 p.m.

2. Approval – Resolution Establishing Rules for Remote Meetings

Motion by Commissioner Williams, support from Commissioner Rea that the Board of Commissioners approve the Resolution establishing rules for remote meetings.

Motion carried unanimously.

3. Chairman's Statement

None.

4. Public Participation

None.

5. Approval – October 8, 2020 Regular Meeting Minutes

Motion by Commissioner Williams, support from Commissioner Heise that the Board of Commissioners approve the October 8, 2020 regular meeting minutes as submitted.

Motion carried unanimously.

6. Approval – November 12, 2020 Full Agenda

Motion by Commissioner Heise, support from Commissioner Parker that the Board of Commissioners approve the November 12, 2020 agenda as presented.

Motion carried unanimously.

7. Approval – November 12, 2020 Consent Agenda

Motion by Commissioner Rea, support from Commissioner McCarthy that the Board of Commissioners approve the November 12, 2020 consent agenda as presented:

- a. Approval – October Financial Statements
- b. Approval – October Appropriation Adjustments
- c. Report – October Planning and Development Update
- d. Approval – Splash Pad Programming/Hardware Updates, Kensington/Indian Springs
- e. Report – Gas Service Line Installation, Willow Metropark

- f. Approval – Motor City Canoe Rental Services Agreement Renewal, Oakwoods
- g. Approval – Employee Recognition Dinner Subsidy
- h. Report – Purchases over \$10,000
- i. Purchases
 - 1. Data Servers
 - 2. SAN Storage Area Network (SAN) Storage
 - 3. Upfitting Police Vehicles

Motion carried unanimously.

8. **Detroit Riverfront Conservancy Partnership Presentation**

Discussion: Director McMillan introduced Mark Wallace, President and CEO of the Detroit Riverfront Conservancy and reviewed the partnership opportunity.

Mark Wallace said he was grateful for working with the Metroparks in an uncertain year. He said the Riverfront is a beautiful, safe and accessible, is a world class gathering place and is open to everyone. The partnership between the two agencies brings together two premiere systems in southeast Michigan, the Conservancy's board leadership and the Metroparks commissioners are leaders representing the diversity of our region and a spectrum of public and private sector stakeholders and each organization has best-in-class organizational, operational, and programmatic management of regional destinations for recreation.

Mr. Wallace said the partnership has shared visions and values and that the strength of the Riverfront is the system, which runs from Riverside Park to Belle Isle. He said the Riverfront has approximately 3 million visitors per year (Detroit residents – 39 percent, southeast Michigan – 43 percent and others – 18 percent).

Mr. Wallace said the partnership area will be centered around the Ralph C. Wilson, Jr. Centennial Park. He reviewed the updated design for the park and will maximize the interaction with water and that the water garden will be used for all four seasons.

Mr. Wallace said benefits to the partnership include the Metroparks gaining a high visibility physical presence in the city of Detroit; the Metroparks team can help shape Ralph C. Wilson Park while DRFC remains solely responsible for capital costs and construction; and the partnership can begin to grow immediately utilizing the breadth of DRFC spaces and Metroparks assets. He said there will be brand exposure with signage for both the Metroparks and DRFC.

Ms. McMillan thanked Mr. Wallace and his team and asked the Board to approve the agreement and assign the \$6 million in funding to the Unassigned Fund Balance. She also thanked the lawyers for their work on the agreement.

- A. Motion by Commissioner Parker, support from Commissioner Heise that the Board of Commissioners (1) approve the partnership agreement with the Detroit Riverfront Conservancy for a period of five years with an option to renew; (2) approve contributing funding to the Conservancy in amount of \$6 million; and (3) approve the \$6 million in funding be set aside in the Unassigned Fund Balance pursuant to an agreed upon annual budget as recommended by Director Amy McMillan and staff.

ROLL CALL VOTE

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

Voting no: None

Absent: None

Motion carried unanimously.

Commissioner Parker said he was excited about the partnership and he has looked forward to having a Metroparks presence in the city of Detroit since his tenure as a commissioner began with the Metroparks. He said the park will be great for people with limited transportation.

Commissioner Marans asked if there would be a police presence in the area and asked how the two organizations would work together. Ms. McMillan said both groups will work together and that there will be a strong security presence. Mr. Wallace said they have a good working relationship with both the city of Detroit and Wayne county police.

Commissioner Parker asked how it would be announced. Ms. McMillan said an email and press release would be going out to all stakeholders, all employees and media outlets.

9. Preliminary 2021 Budget

Motion by Commissioner Williams, support from Commissioner Heise that the Board of Commissioners (1) provide staff direction on 2021 preliminary budget; and (2) receive and file the Preliminary 2021 Budget estimates as recommended by Chief of Finance Rebecca Franchock and staff.

Discussion: Chief of Finance Rebecca Franchock reviewed the preliminary 2021 budget numbers with the Board including fourth quarter estimates. She said staff would bring the 2021 budget back to the Board for approval at the December meeting.

Ms. McMillan said staff was looking for feedback today.

Commissioner Parker asked what the additional expenses would be used for. Ms. Franchock said numbers were in alignment with pre-pandemic budgeting and that what staff was not able to accomplish in 2020 would be budgeted for in 2021. She said to be conservative, less golf revenue was projected for next year.

Commissioner Parker asked if wages would move to \$15 for part-time employees. Ms. Franchock said it was not budgeted for 2021; however, part-time employees would receive the same 3 percent increase as full-time employees. Ms. Franchock also explained the cost to the Metroparks if wages for part-time employees increase to \$15 per hour.

Commissioner Parker said he wants to see what the exact numbers would be as its concern for minorities. He also said he would like to have an option to look at when the budget is brought back for approval. Ms. McMillan said staff would bring exact figures to the Board for feedback. She said it could be included in the 2021 budget or staff could bring an amendment back to the Board for approval.

Commissioner Parker asked if the DEI budget was the same. Ms. McMillan said more or less and also included a part-time person.

Commissioner Parker asked if there was funding included in the budget for social gatherings. Chief of Diversity, Equity and Inclusion said funding was included for programming, working with the Detroit Riverfront and the speaker's series.

Commissioner Williams said when bringing comparative increases for review to also include where the funding would be coming from and what would be cut from the budget. Ms. McMillan said staff will bring a report on where funding would come from and that using Fund Balance was also an option.

Commissioner Marans asked why outside services went up. Ms. Franchock said it was due to a full year of consultant's fees.

Commissioner Quadrozzi said the capital projects funding for the development of a playground at Lower Huron would be good publicity. Ms. McMillan said one of the goals for 2020 was collaboration between departments and that she wanted people to be excited when they see construction equipment in the parks.

Motion carried unanimously.

10. Reports

A. Finance Department

1. Report – October General Fund Financial Review

Motion by Commissioner McCarthy, support from Commissioner Williams that the Board of Commissioners receive and file the October General Fund Financial Statement update as recommended by Chief of Finance Rebecca Franchock and staff.

Discussion: Chief of Finance Rebecca Franchock updated the Board on finances to date and said revenue was higher for golf than tolling and that it was a strong revenue month. She also said expenses were slightly higher for October due to three payrolls compared to only two last year.

Ms. McMillan updated the board on annual permit sales for 2021 to date and that more than 1600 permits have been sold this year compared to only 500 last year. Most permits were sold online and people are taking advantage of the early bird pricing.

Motion carried unanimously.

2. Report – October Capital Project Fund

Motion by Commissioner Parker, support from Commissioner Heise that the Board of Commissioners receive and file the monthly Capital Project Fund report as submitted by Rebecca Franchock and staff.

Motion carried unanimously.

10. Reports

B. Administrative Department

1. Approval – Health Insurance Program(s)

Motion by Commissioner Parker, support from Commissioner Heise that the Board of Commissioners accept the recommendation to approve the 2021 employee and retiree medical and dental insurance program(s) as presented by Human Resources Manager and Labor Relations Randy Rossman and staff.

Discussion: Chief of Human Resources and Labor Relations Randy Rossman updated the Board on the health insurance programs and said there was a 11.3 percent increase for Blue Cross Blue Shield, which puts the Metroparks over the hard cap and that employees would need to make a contribution for 2021. He said the various options were discussed with the employee associations and the recommendation is to change the active employee and pre-65 retiree high deductible health plan. This plan will have a deductible of \$2,000/\$4,000, 80 percent after deductible medical coverage and a five-tier prescription co-pay after deductible and an out-of-pocket maximum of \$3,000/\$6,000. Mr. Rossman said there would be a small employee contribution (Single – \$5.66, Two Person – \$13.60 and Family – \$16.99). Staff was not recommending changes to dental or vision.

Motion carried unanimously.

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

Motion by Commissioner Parker, support from Commissioner Heise that the Board of Commissioners approve the use of a portion of Fund Balance Committed for Rate Stabilization to be paid in January 2021 to full-time employees enrolled in the Metroparks High Deductible Health Plan, for either \$1,500 for single coverage or \$3,000 for two-person/family coverage, in accordance with the Board of Commissioners previous actions as recommended by Chief of Human Resources and Labor Relations Randy Rossman.

Discussion: Mr. Rossman updated the Board and said each year our medical/prescription insurance carrier, Blue Cross Blue Shield of Michigan (BCBSM), reviews current claims and the current claim trends for groups of similar size. This results in development of a Rate Stabilization Reserve Account, which is used as a cushion for large claims. He said the final 2021 BCBSM renewal rate is above the hard cap and has resulted in additional costs for participating

employees along with a reduction in the health insurance benefit. The current amount in the Fund Balance Committed for Rate Stabilization \$888,850. 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 balance to \$455,350.

Commissioner Parker asked if staff was talking about using another plan. Mr. Rossman said it would still be with BCBS but another plan with an 80/20 deductible.

Commissioner Parker asked what the stabilization would be. Mr. Rossman said \$55,000 after use of the \$453,000.

Commissioner Heise asked is the fund was replenished every year. Mr. Rossman said the Metroparks receives funds from BCBS when we have lower health care costs and unfortunately the Metroparks will not receive the additional funding this year.

Commissioner McCarthy said that Ms. McMillan did not include herself in the rate stabilization surplus. Mr. McCarthy said she should be included.

Commissioner Parker amended his motion to include the director in the rate stabilization funding.

Motion by Commissioner Parker, support from Commissioner Heise that the Board of Commissioners approve the use of a portion of Fund Balance Committed for Rate Stabilization to be paid in January 2021 to full-time employees enrolled in the Metroparks High Deductible Health Plan, for either \$1,500 for single coverage or \$3,000 for two-person/family coverage, and include the director in accordance with the Board of Commissioners previous actions as recommended by Chief of Human Resources and Labor Relations Randy Rossman.

Motion carried unanimously.

10. Reports

B. Administrative Department

3. Report – GolfNow G1 Agreement and Hardware

Motion by Commissioner Rea, support from Commissioner McCarthy that the Board of Commissioners renew a two-year GolfNow Agreement with upgraded G1 technology and equipment hardware purchase in the amount of \$48,512.80 as recommended by Deputy Director Michael Lyons and staff.

Discussion: Interim Deputy Director Michael Lyons updated the Board and said GolfNow G1 software will help improve efficiency and customer service at the seven regulation golf courses within the Metroparks. GolfNow G1 is the industries most advanced software and platform, which will help in driving business to our golf courses. In 2020, three Metropark Golf Courses were in the top 10 for rounds sold in the Detroit market (Kensington, Stony Creek and Indian Springs). The hardware cost for the upgraded system for all seven regulation golf courses totals \$48,512.80.

Motion carried unanimously.

4. Report – 2020 Visitor Data Analysis/RecTrac Presentation

Motion by Commissioner Parker, support from Commissioner Williams that the Board of Commissioners receive and file a report on the visitor data collection and analysis efforts during 2020 and goals for 2021 as recommended by Chief of Planning and Development Nina Kelly, Chief of Marketing and Communications Danielle Mauter, Chief of Information Technology Robert Rudolph, Interim Deputy Director Mike Lyons and staff.

Discussion: Chief of Planning and Development reviewed the overall scanning data, data by park, vehicle counts, daily vs. annual scans, the trade up program, demographic/socio-economic data.

Chief of Marketing and Communications Danielle Mauter reviewed visuals, recapped the summer campaign including TV/video, radio ads, billboard ads, print ads and digital social media.

Commissioner Marans asked staff to send the locations of the billboards.

Commissioner Marans said the Observer was not listed and asked if staff was in contact with them. Ms. Mauter said the Observer was on the media list and staff has been in contact with them.

Ms. Kelly reviewed maps including the high concentration of patrons living near parks tend to visit frequently.

Chief of Information Technology Robert Rudolph reviewed the new equipment for the new POS system (RecTrac) and how the new system will be integrated into the financial system.

Interim Deputy Director Mike Lyons reviewed current initiatives underway with scanning and the POS system.

Motion carried unanimously.

10. Reports

B. Administrative Department

5. Report – Marketing Report

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

Motion carried unanimously.

6. Report – DEI Report

Motion by Commissioner Heise, support from Commissioner McCarthy that the Board of Commissioners receive and file the monthly DEI Report as recommended by Chief of Diversity, Equity and Inclusion Artina Sadler and staff.

Discussion: Chief of Diversity, Equity and Inclusion Artina Sadler reviewed DEI initiatives and said the Metroparks are in the “Forming” stage, which is the first phase of the DEI plan, she reviewed special projects that are currently underway, staff training continues and Tier 3 training will wrap up on Nov. 7.

Motion carried unanimously.

7. Report – ADA Grievance Procedure

Motion by Commissioner Heise, support from Commissioner Parker that the Board of Commissioners approve the Metroparks Grievance Procedure under the Americans with Disabilities Act (ADA) as recommended by Chief of Diversity, Equity and Inclusion Artina Sadler and staff.

Motion carried unanimously.

C. Planning Department

1. Report – 2020-2023 Rouge Park Partnership Update

Item postponed until December 2020 meeting.

11. Closed Session

Motion by Commissioner Heise, support by Commissioner McCarthy that the Board of Commissioners adjourn the regular meeting and for the purpose of consulting with attorneys to consider material exempt from discussion or disclosure by State law pursuant to Section 8 (h) of the Open Meetings Act.

ROLL CALL VOTE

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

Voting no: None

Absent: None

Motion carried unanimously.

The regular meeting adjourned at 3:00 p.m.

Commissioner Marans reconvened the regular meeting at 3:09 p.m.

Motion by Commissioner Heise, support from Commissioner Williams that staff approve the settlement agreement with Kosch.

Motion carried unanimously.

12. Other Business

None

13. Staff Leadership Update

Ms. McMillan thanked staff and the Board for the hard work and effort put into the Detroit Riverfront Conversancy partnership and for approving the rate stabilization for employees.

14. Commissioner Comments

Commissioner Williams thanked staff for their continued hard work.

Commissioner Parker said he was please with the Detroit Riverfront Conversancy partnership.

Commissioner McCarthy said he appreciates the in-person meetings at the park and said remote meetings should be held at the administrative office. He also said he is not impressed with the GoToMeetings technology.

15. Motion to Adjourn

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

The meeting adjourned at 3:13 p.m.

Respectfully submitted,



Shawn M. Athayde
Recording Secretary