

**Minutes**  
**Huron-Clinton Metropolitan Authority**  
**Board of Commissioners**  
**Tuesday, July 13, 2021**

---

A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Tuesday, July 13, 2021. Due to state of Michigan Department of Health and Human Services Emergency Order under MCL 333.2253 and to minimize the spread of COVID-19, this meeting was held in person and electronically, as permitted under Public Act 228 of 2020.

Commissioners Present:	Robert W. Marans Jaye Quadrozzi Kurt Heise Bernard Parker Steve Williams ( <i>remote – Warren, MI, Wayne County</i> ) John Paul Rea
Staff Officers Present:	
Director	Amy McMillan
Deputy Director	Michael Lyons
Chief of Finance	Rebecca Franchock
Others:	
Miller, Canfield, Paddock & Stone	Steve Mann
Absent:	
Governor Appointee	Vacant

**1. Call to Order**

Commissioner Quadrozzi called the meeting to order at 1:00 p.m.

**2. Chairperson's Statement**

Commissioner Quadrozzi said she is only the second woman to be chair of the Metroparks and with the Board leadership cycle it will be another 14 years before another one. She also said Board members have talked about having another retreat and wanted to add discussion to the "other business" section of the agenda.

**3. Public Participation**

None.

**4. Approval – June 10, 2021 Regular Meeting Minutes**

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners approve the June 10, 2021 regular meeting minutes as submitted.

Motion carried unanimously.

**5. Approval – July 13, 2021 Full Agenda**

Motion by Commissioner Rea, support from Commissioner Parker that the Board of Commissioners approve the June 13, 2021 full agenda with the addition of the Board retreat discussion.

Motion carried unanimously.

**6. Approval – July 13, 2021 Consent Agenda**

Motion by Commissioner Marans, support from Commissioner Heise that the Board of Commissioners approve the July 13, 2021 consent agenda as presented:

- a. Approval – June 2021 Financial Statements
- b. Approval – June 2021 Appropriation Adjustments
- c. Report – Monthly 2021 Capital Project Fund Update
- d. Report – Monthly 2021 Major Maintenance Update
- e. Bids – Farm Center Walkways, Kensington
- f. Report – Purchases over \$10,000

- g. Purchases
  - 1. Total Spend and Vendor Location
  - 2. Ventrac Tractor, Stony Creek

Motion carried unanimously.

## 7. Reports

### A. Financial Department

#### 1. Report – Monthly Financial Review

Motion by Commissioner Rea, support from Commissioner Heise that the Board of Commissioners receive and file the monthly financial review as presented by Chief of Finance Rebecca Franchock and staff.

*Discussion:* Chief of Finance Rebecca Franchock updated the Board on current finances and said there was a small downward trend in June and expenses are on track for where they have been in past years.

Commissioner Quadrozzi asked what revenue looked like for the July 4 holiday. Ms. Franchock said the numbers were good but not great.

Motion carried unanimously.

#### 2. Report – At Large Member, Pension Committee/Retiree Health Care Trust

Motion by Commissioner Rea, support from Commissioner Heise that the Board of Commissioners appoint Commissioner Bernard Parker as the “at large” Board member to the Authority’s Pension Committee and Retiree Health Care Trust Board as requested by the Pension Trustee and Retiree Health Care Trust Administrator, Rebecca Franchock.

Motion carried unanimously.

### B. Administrative Office

#### 1. Approval – 2022 Oakland County Combo Permit Agreement

Motion by Commissioner Parker, support from Commissioner Marans that the Board of Commissioners approve the 2022 agreement for the pricing and pricing split for the Oakland County Parks and Huron-Clinton Metroparks joint pass as recommended by Director Amy McMillan and staff.

*Discussion:* Director McMillan updated the Board and said the Metroparks has partnered with Oakland County offering a combination Metroparks/Oakland County annual permit for the past several years and that for 2022, the combination permit price will remain the same at \$64.

Motion carried unanimously.

#### 2. Approval – Printing 2022 Annual Permit

Motion by Commissioner Rea, support from Commissioner Heise that the Board of Commissioners approve the award for printing 2022 annual permits to Graph-X, in an amount not to exceed \$31,157 as recommended by Chief of Marketing and Communications Danielle Mauter; Chief of Finance Rebecca Franchock, Senior Buyer Heidi Dziak and staff.

*Discussion:* Ms. McMillan updated the Board on the printing annual permits.

Commissioner Rea asked if the incumbent was ready to go. Ms. McMillan said yes.

Motion carried unanimously.

#### 3. Approval – Golf Course Drainage

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners approve drainage work at Stony Creek Metropark Golf Course in the amount of \$27,250 to Tom Ward and Sons of Casco, Michigan, the low responsive, responsible bidder for ITB 2021-035 as recommended by Deputy Director Mike Lyons and staff.

Discussion: Deputy Director Lyons updated the Board and said the work was needed to repair drainage lines at the golf course.

Commissioner Quadrozzi asked if staff was comfortable using the vendor. Mr. Lyons said yes.

Motion carried unanimously.

## 7. Reports

### C. Departmental Updates

#### 1. Report – Marketing Update

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

Discussion: Chief of Marketing and Communications Danielle Mauter updated the Board on current marketing efforts including print, TV, radio advertising and artwork for printed media inserts. She also updated the Board on the TV commercial shoot that took place in June using 220 volunteers and showed the finished commercials that were now airing.

Commissioner Heise asked if the commercial shoot was done in one day. Ms. Mauter said it was done over a three-day period.

Commissioner Parker said he noticed there were no phone numbers for the Metroparks in the commercials. Ms. Mauter said staff is trying to have the public go to the website for information. Commissioner Parker replied that not everyone has internet access and staff should consider adding phone numbers for the next commercials.

Commissioner Rea asked if the material was done inhouse. Ms. Mauter said yes.

Commissioner Rea suggested that staff partner with other organizations such as Make Macomb Your Home and with Oakland County for future commercials.

Commissioner Marans asked if scanning permits could be used to determine demographics and how it correlates to the media inserts. He also would like to see the results. Ms. Mauter said the media inserts from the Michigan Chronicle was from June and would most likely have an impact after the summer season.

Motion carried unanimously.

#### 2. Report – DEI Update

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

Discussion: Chief of Diversity, Equity and Inclusion Carter updated the Board on DEI efforts including the next speaker in the DEI speaker series.

Commissioner Quadrozzi asked what is being done to promote the DEI speaker series. Ms. Carter said information there is a broad distribution through marketing and other outlets as well as partnerships that have been cultivated.

Commissioner Marans asked that the speaker's Curriculum Vitae.

Motion carried unanimously.

#### 3. Report – Interpretive Services Update

Motion by Commissioner Marans, support from Commissioner Heise that the Board of Commissioners receive and file Interpretive Services monthly update as recommended by Chief of Interpretive Services Jennifer Jaworski and staff.

Discussion: Chief of Interpretive Services Jennifer Jaworski updated the Board on various programs and initiatives that took place during the month.

Motion carried unanimously.

## 7. Reports

### C. Departmental Updates

#### 4. Report – Natural Resources Update

Motion by Commissioner Rea, support from Commissioner Parker that the Board of Commissioners receive and file the Natural Resources update 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 projects and highlighted activities in the Natural Resources department that took place during the month including volunteer days, hazardous tree removal and shrub control.

Commissioner Heise asked about the Rouge Park project. Ms. McMillan said yes and that staff recently pitched the project to students at the University of Michigan and would be meeting with them soon to go over project details.

Commissioner Marans asked if anything was being done to control the mosquito population. Mr. Mitchell said no as it has been cost prohibitive and also because the Metroparks has a lot of wetland areas.

Commissioner Quadrozzi asked what the European frog bit survey was. Mr. Mitchell said it's a plant that will cover the entire top portion of water choking out native species.

Motion carried unanimously.

#### 5. Report – Planning Department Monthly Update

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners receive and file the Planning and Development Department Monthly Update as recommended by Chief of Planning and Development Nina Kelly and staff.

Discussion: Chief of Planning and Development Nina Kelly updated the Board on Planning and Development activities highlighting the Rouge Park design process with the students from the University of Michigan and that staff was invited to present to the Michigan Natural Resources Trust Fund Board of Trustees in August.

Commissioner Marans asked what the timeframe was for the Rouge Park project. Ms. Kelly said approximately eight weeks.

Motion carried unanimously.

### D. Planning Department

#### 1. Report – Permit Scanning Data Analysis

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners receive and file the May/June 2021 Visitation Report as recommended by the Chief of Planning and Development Nina Kelly and staff.

Discussion: Chief of Planning and Development Nina Kelly updated the Board on scanning activity in the Metroparks, reviewed data caveats and equity population analysis.

Commissioner Heise asked if car counts are still taking place. Ms. Kelly said yes.

Commissioner Marans asked if Wayne County and the city of Detroit have separate data. Ms. Kelly said yes.

Motion carried unanimously.

## 7. Reports

### D. Planning and Development Department

#### 2. Approval – Huron Meadows Trail Connections Feasibility Study

Motion by Commissioner Marans, support from Commissioner Parker that the Board of Commissioners accept the proposal from PEA Group to facilitate development of the Huron Meadows Trail Connections Feasibility Study as recommended by Chief of Planning and Development Nina Kelly and staff.

*Discussion:* Chief of Planning and Development Nina Kelly updated the Board and said the Livingston County Trails Plan is a comprehensive study involving the identification, mapping, and analysis of trail networks throughout Livingston County. The plan, completed in June 2020, was guided by the Livingston County Outdoor Network (LivON), a coalition that includes representation from the Metroparks, and builds on the existing regional trail systems to improve connections throughout the County. She said the Plan's final priorities were developed with a focus on connecting major destinations identified during the public engagement process. Priority routes were determined based on public input, feasibility, connectivity and safety. The first priority route connects Brighton State Recreation Area, Huron Meadows Metropark and Island Lake Recreation Area, which also connects to Kensington Metropark. Key to this route, and one of the most challenging connections, is a US-23 crossing. None of the existing overpasses or underpasses have suitable areas for getting nonmotorized traffic safely across the highway.

Motion carried unanimously.

### E. Engineering Department

#### 1. Bids – Boat Launch Restroom Building, Stony Creek

Motion by Commissioner Rea, support from Commissioner Heise that the Board of Commissioners award Contract No. 509-20-554 to the low responsive, responsible bidder, Bernco, Inc., in the amount of \$1,634,038 as recommended by Chief of Engineering Services Mike Henkel and Staff.

*Discussion:* Chief of Engineering Services Mike Henkel updated the Board on the project and said the new building will provide a 1,425 square foot gathering area with large operable windows to provide a view of the lake, two separate changing rooms, four family restrooms and associated mechanical space. In addition, the work will include the installation of a fabric shade structure, seating areas, bike rack and repair station, accessible grills and tables, associated walks, and utilities. The project will be completed in phases, and the existing building will be used until the new facility is opened. Once the new building is complete, the existing building will be demolished, which will allow for the construction of the shade structure and associated site work. The targeted completion date is August 2022.

Motion carried unanimously.

#### 2. Report – Washago Pond Background and Update

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

*Discussion:* Chief of Engineering Services Mike Henkel updated the Board and said that staff met on site at Washago Pond with the Huron River Watershed Council (HRWC) in late June. Staff had reached out to HRWC to seek their thoughts and recommendations for the area as the Washago Pond dam has been on the HRWC list of potential dam removals and there is currently an opportunity for the restoration of the area, which could provide a healthy ecosystem. The associated tributary can provide diverse habit for fish, aquatic invertebrates and amphibians as well as providing a filtering effect for rainwater.

Motion carried unanimously.

#### 3. Bids – Off-Leash Dog Area, Stony Creek

(1) award Contract No. 509-20-555 to the low responsive, responsible bidder, Warren Contractors and Development, Inc., in the amount of \$163,507.80; and (2) approve the transfer of \$25,008 from

project 508.20-219 Hudson Mills Tollbooth removal and replacement to cover the cost of the project as recommended by Chief of Engineering Services Mike Henkel and staff.

*Discussion:* Chief of Engineering Services Mike Henkel updated the Board and said the grant resolution for the project was approved by the Board at the March 8, 2019 meeting and that the project will be constructed at the Oakgrove picnic area at Stony Creek Metropark.

Ms. McMillan said the Metroparks received \$50,000 in grant funding from the DNR and that the goal is to have an off-leash park in each district.

Commissioner Parker asked if staff modeled the concept after another park. Ms. McMillan said some parks run the gambit from rustic to amusement type parks and that it will be very usable for both dogs and humans.

Motion carried unanimously.

**8. Public Participation**

Toni Spears, Dexter, MI said there was a lot of trouble hearing everyone speak.

**9. Other Business**

Commissioner Quadrozzi opened the floor for comments on a Board retreat.

Commissioner Rea said it's a good idea especially looking at a post-pandemic stage.

Commissioner Marans said he would like to see dialogue on carbon neutrality and sustainability.

Commissioner Heise said he would like to pause the idea of a Board retreat until the new members have been decided and that staff needs to be mindful of the Open Meetings Act.

Commissioner Quadrozzi said now would be a good time to start thinking about strategy and ideas and that a retreat wouldn't take place until late September or October. She also asked if there was any interest in forming a sub-committee for the purpose of exploring ideas.

Ms. McMillan said staff will work with the subcommittee to set the agenda, meetings etc. and that conversations would be on the table for no more than 30 days before it goes to the full board. The retreat would be an important tool for sustainability moving forward.

**10. Commissioner Comments**

Commissioner Rea said he was looking forward to the new restroom facility at Stony Creek.

Commissioner Parker thanked the staff at Lake St. Clair when his family was there for a reunion. He also said we need to be mindful of wording and should use chair and not chairman and also suggested using the term "forward tees" instead of women's tees.

Commissioner Williams thanked staff for their continued hard work.

Commissioner Quadrozzi asked staff to share the complete list of awards and grants with the Board.

**11. Motion to Adjourn**

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

The meeting adjourned at 2:53 p.m.

Respectfully submitted,



Shawn M. Athayde  
Recording Secretary