

**Huron-Clinton Metropolitan Authority
Board of Commission Meeting Minutes
December 12, 2024
Administrative Office**

A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, December 12, 2024 at Huron-Clinton Metroparks Administrative Office.

Commissioners Present:

Bernard Parker
William Bolin
John Paul Rea
Robert W. Marans
Tiffany Taylor
Jaye Quadrozzi

Staff Officers Present:

Director
Deputy Director
Chief of Finance

Amy McMillan
Mike Lyons
Shedreka Miller

Commissioners Absent:

Stephen Pontoni

Others:

Miller, Canfield, Paddock & Stone

Steve Mann

1. Call to Order

Commissioner Parker called the meeting to order at 1:12pm.

2. Chairman's Statement

Commissioner Parker thanked staff for the budget presentation.

3. Public Participation

None.

4. Approval – November 14, 2024 Regular Meeting Minutes

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

Motion carried unanimously.

5. Approval – December 12, 2024 Full Agenda

Motion by Commissioner Rea, support from Commissioner Quadrozzi that the Board of Commissioners approve the full agenda as submitted.

Motion carried unanimously.

Consent Agenda

6. Approval – December 12, 2024 Consent Agenda

Motion by Commissioner Marans, support from Commissioner Taylor that the Board of Commissioners approve the consent agenda as submitted.

Motion carried unanimously.

Regular Agenda

7. Reports

A. Administrative Department

1. Approval/Resolution - 2025 Budget

Discussion: Director McMillan and Chief of Finance, Shedreka Miller presented the 2025 Budget.

Commissioner Parker asked what the major changes since the November meeting has been. Director McMillan stated a new full-time position in the Engineering Department, changes in wages including seasonal bonus for employees, golf ranger wages and park maintenance staff are major changes from the November presentation. Chief of Finance, Shedreka Miller added that we have also added funds for the seasonal bonus and added a couple capital projects that makes up the change.

Commissioner Parker stated that this budget will put the fund balance lower than past budgets.

Commissioner Quadrozzi stated the upcoming year will be questionable and we need to remain smart about the budget.

Motion by Commissioner Rea, support from Commissioner Marans that the Board of Commissioners approve the 2025 Budget as submitted.

Motion carried unanimously.

2. Approval – SEI Investment Recommendation

Discussion: Chief of Finance, Shedreka Miller presented the SEI Investment Recommendation.

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners approve the SEI Investment Recommendation as submitted.

Motion carried unanimously.

3. Report – Climate Action Plan Annual Report and Q4 Update

Discussion: Chief of Interpretive Services Jennifer Jaworski presented the Climate Action Plan Annual Report and Q4 Update.

Motion by Commissioner Marans, support from Commissioner Rea that the Board of Commissioners receive and file the Climate Action Plan Annual Report and Q4 Update as submitted.

Motion carried unanimously.

4. Approval – Swim Partners

Discussion: Chief of Marketing and Communications, Danielle Mauter presented the Swim Partners.

Motion by Commissioner Marans, support from Commissioner Taylor that the Board of Commissioners approve the Swim Partners as submitted.

Motion carried unanimously.

5. Approval – Pension Cost of Living Adjustment

Motion by Commissioner Rea, support from Commissioner Bolin to reconsider the Pension Cost of Living Adjustment as discussed at the November Board of Commissioners meeting.

Motion carried unanimously.

Motion by Commissioner Rea, support from Commissioner Bolin to rescind the previous motion as discussed at the November Board of Commissioners meeting.

Motion carried unanimously.

Discussion: Director McMillan presented the Pension Cost of Living Adjustment as discussed at the Pension/RHCT Committee meeting.

Motion by Commissioner Bolin, support from Commissioner Marans to approve the Pension Cost of Living Adjustment as recommended.

Yes – Parker, Bolin, Marans, Quadrozzi, Taylor
No – Rea
Absent – Pontoni

Motion carried.

B. Financial Department

1. Report – Monthly Financial Report

Discussion: Chief of Finance, Shedreka Miller presented the Monthly Financial Report.

Motion by Commissioner Rea, support from Commissioner Taylor receive and file the Monthly Financial Report as submitted.

Motion carried unanimously.

Engineering and Planning & Development agenda items were moved ahead of Department Updates due to time constraints.

C. Engineering

1. Approval – Bids-Lower Huron Bike Trail Reconstruction

Discussion: Chief of Engineering Services, Mike Henkel presented the Bids-Lower Huron Bike Trail Reconstruction.

Motion by Commissioner Marans, support from Commissioner Rea approve the Bids-Lower Huron Bike Trail Reconstruction as submitted.

Motion carried unanimously.

2. Approval - Design Services- Administration Heating, Ventilation, and Cooling System Assessment

Discussion: Chief of Engineering Services, Mike Henkel presented the Design Services- Administration Heating, Ventilation, and Cooling System Assessment.

Motion by Commissioner Bolin, support from Commissioner Rea approve the Design Services- Administration Heating, Ventilation, and Cooling System Assessment as submitted.

Motion carried unanimously.

3. Approval - Change order- Indian Springs UST Removal Report and Testing

Discussion: Chief of Engineering Services, Mike Henkel presented the Change order- Indian Springs UST Removal Report and Testing.

Motion by Commissioner Marans, support from Commissioner Taylor approve the Change order- Indian Springs UST Removal Report and Testing as submitted.

Motion carried unanimously.

D. Planning & Development

1. Approval – Resolution- Wayne County Municipal Annual Permit

Discussion: Chief of Engineering Services, Mike Henkel presented the Resolution- Wayne County Municipal Annual Permit.

Motion by Commissioner Rea, support from Commissioner Taylor approve the Resolution- Wayne County Municipal Annual Permit submitted.

Motion carried unanimously.

E. Department Updates

1. Report – Interpretive Services Update

Discussion: Chief of Interpretive Services, Jennifer Jaworski presented the Interpretive Services Update.

Motion by Commissioner Quadrozzi, support from Commissioner Taylor receive and file the Interpretive Services Update as submitted.

Motion carried unanimously.

2. Report – DEI Update

Discussion: Chief of DEI, Artina Carter presented the DEI Update.

Motion by Commissioner Rea, support from Commissioner Taylor receive and file the DEI Update as submitted.

Motion carried unanimously.

3. Report – Natural Resources Update

Discussion: Chief of Natural Resources, Katie Carlisle presented the Natural Resources Update.

Motion by Commissioner Taylor, support from Commissioner Marans receive and file the Natural Resources Update as submitted.

Motion carried unanimously.

4. Report – Planning and Development Update

Motion by Commissioner Rea, support from Commissioner Taylor receive and file the Planning and Development Update as submitted.

Motion carried unanimously.

5. Report – Marketing Update

Discussion: Chief of Marketing and Communications, Danielle Mauter presented the Marketing Update.

Motion by Commissioner Rea, support from Commissioner Taylor receive and file the Marketing Update as submitted.

Motion carried unanimously.

8. Public Participation

Retiree Representative Dave Wahl expressed his appreciation to the Board of Commissioners for approving the Pension Cost of Living Adjustment.

9. Other Business

None.

10. Leadership Update

Director McMillan thanked the Board of Commissioners for approving the 2025 Budget. McMillan thanked the Chief of Finance for her work on the budget and stated we are grateful for the great continuing news but understands the new year will be uncertain how it will impact us. McMillan also recognized Chief of Interpretive Services Jennifer Jaworski for her work in leading the Climate Action Plan.

11. Commissioner Comments

Commissioner Taylor – Happy Holidays

Commissioner Marans – Appreciates the new approach to the budget this year.

Commissioner Parker – Stated the new administration will bring changes, we hope everyone will be able to move forward and grow at the Metroparks.

12. Motion to Adjourn

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

The meeting adjourned at 2:25pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Micaela Vasquez".

Micaela Vasquez
Recording Secretary