

**Northville Parks and Recreation Commission**  
**MEETING MINUTES**  
**Wednesday, May 27, 2020**  
**Virtual Meeting**  
**Time: 6:30 p.m.**

**1. Call to Order:** Chairperson Nix called the meeting to order at 6:36 p.m.

**2. Roll Call:** Robert R. Nix  
                  Brian Turnbull  
                  Barbara Moroski-Browne  
                  Symantha Heath  
                  Mindy Herrmann  
                  Matthew Wilk

Staff: Todd Mutchler, Pat Sullivan, Mark Gasche

**3. Citizen Comments:**

- A. Lee Heiniger, President of Northville Baseball/Softball Association (NBSA), outlined the safety protocol for COVID that NBSA has in place for running practices, and requested that they be allowed to utilize NPR fields.
- B. Todd Beyer, Tennis Coach, outlined the tennis lesson program and proposed safety protocol for running tennis lessons, and requested that the tennis courts at Fish Hatchery Park be opened for lessons and open play.
- C. Bill Stockhausen and Kurt Holder outlined plans for a proposed Scout Camporee to be held in Northville in 2021. They would like to utilize Ford Field, Ford Field East, and Mill Race Village for the event. Mr. Holder will submit a detailed plan for the event to Parks and Recreation.
- D. Mary Wisniewski spoke in support of opening the tennis courts.

Motion by Commissioner Herrmann to allow NBSA to use NPR baseball/softball fields for practice, second by Commissioner Wilk. – Approved unanimously. Requested to include COVID language in Liability Release.

Motion by Commissioner Herrmann to open the tennis courts at Fish Hatchery Park for lessons, second by Commissioner Moroski-Browne. – Approved unanimously. Requested to include COVID language in Liability Release.

Motion by Commissioner Herrmann to allow open play on the tennis courts at Fish Hatchery Park, second by Commissioner Wilk. – Approved unanimously. Requested placing signage outlining COVID protocol, and court monitoring.

**4. Adoption of Agenda and Consent Agenda:** Motion by Commissioner Wilk to approve the Agenda and Consent Agenda items, second by Commissioner Herrmann – Approved unanimously. Consent Agenda: Approval of January 22, 2020 Meeting Minutes.

**5. Presentations:**

- A. 2019 Audit Report – presented by Michelle Lewis of Plante Moran (attached)
- B. 2020 1<sup>st</sup> Quarter Report – presented by Director Gasche (attached)

Motion by Commissioner Herrmann to receive and file the 2020 1<sup>st</sup> Quarter Report, second by Commissioner Moroski-Browne. – Approved unanimously.

**6. Department Reports:**

- A. Departmental Report – presented by Director Gasche (attached).
- B. P&R Updates – presented by Director Gasche (attached).
  - Commissioner Moroski-Browne reviewed the proposed new Ford Field Rental Policy.
- C. 2019 Senior Transportation Ridership Report – presented by Director Gasche (attached).
- D. Director Gasche reviewed COVID impacts on the Parks and Recreation Department and actions taken (attached).

**7. Old Business:** none

**8. New Business:**

- A. Discussed policy/practice on overnight camping in parks.
- B. Discussed Senior Transportation policies. Will review options with the Northville Senior Advisory Commission (NSAC).
  - Discussed strategies for increasing ridership.
  - Established a Transportation sub-committee to review options. Committee will include Commissioners Herrmann, Moroski-Browne, and Director Gasche.
- C. Presented Park, Pavilion and Field Rental Rates; effective July 1, 2020.
- D. Motion by Commissioner Herrmann to accept the December 31, 2019 Financial Report and Supplemental Information with corrected date, second by Commissioner Wilk. – Approved unanimously. (attached)

**9. Any other business or public comment for the Parks and Recreation Commission:**  
none

**10. Adjournment:** Motion to adjourn the meeting by Commissioner Turnbull, second by Commissioner Wilk. Meeting adjourned at 8:46 p.m.

**Next Meeting:** July 22, 2020