

Northville Parks and Recreation Commission
MEETING MINUTES
Wednesday, January 27, 2021
Virtual Meeting
Time: 6:30 p.m.

1. Call to Order: Chairperson Abbo called the meeting to order at 6:35 p.m.

2. Roll Call: Mark Abbo	Mindy Herrmann
Brian Turnbull	Angela Jaafar
Scott Frush	Barbara Moroski-Browne

Staff: Todd Mutchler, Pat Sullivan, Mark Gasche, Shannon Coker

3. Citizen Comments:

Gabriella Duhn spoke of the benefits of skateboarding and proposed that a skate park be built in Northville; she was advised to continue working with Director Gasche in gathering information on a possible skate park.

Bill Foss asked about the dimensions for planned new ballfield fencing at Marv Gans Community Park; he was advised to contact Director Gasche.

Jack Tsalis spoke in favor of the skate park proposal, and noted that he had collected construction and maintenance costs on another area skate park.

Bev Schornhorst asked for clarification on the fee differences between Tier 2 and Tier 3 in the proposed new Field Rental Policy.

4. Adoption of Agenda and Consent Agenda: Motion by Commissioner Herrmann to amend the Regular Agenda and add item 9.D. Skate park discussion under New Business, second by Commissioner Turnbull – Approved unanimously. Motion by Commissioner Turnbull to adopt the Regular Agenda as amended, and approve the Consent Agenda, second by Commissioner Moroski-Browne – Approved unanimously.

Consent Agenda – Approval of November 18, 2020 Regular Meeting Minutes, 2020 Senior Services Participation Report, 2020 Senior Transportation Report, 2021 Parks and Recreation Commission Meeting schedule, and 2021 Parks and Recreation Commission Roster and Contact information.

5. Communications:

A. Pre-audit letter from Plante & Moran, PLLC (attached).

Motion by Commissioner Turnbull to receive and file the pre-audit letter, second by Commissioner Herrmann – Approved unanimously.

6. Presentations:

A. MDNR Recreation Passport Grant Application for replacement of Fish Hatchery playscape presented by Director Gasche

Motion by Commissioner Herrmann to receive and file the Presentation, second by Commissioner Moroski-Browne – Approved unanimously.

7. Department Reports:

- A. Departmental Report – presented by Recreation Superintendent Coker (attached)
- B. P&R Updates – presented by Director Gasche (attached)
- C. COVID Update – presented by Director Gasche (attached)

Motion by Commissioner Turnbull to receive and file the Reports as presented, second by Commissioner Frush – Approved unanimously.

8. Old Business:

- A. Athletic Field Rental Policy – revised policy presented by Director Gasche (attached). Commissioners discussed the draft policy and noted that both individual teams or organizations could qualify for Tier 2, 6. pre-approved level, as long as they meet the 60% Northville resident threshold, along with insurance and payment requirements.

Motion by Commissioner Turnbull to approve the Athletic Field Rental Policy as presented, second by Commissioner Herrmann – Approved unanimously.

9. New Business:

- A. Proposed MDNR Grant application for replacement of playscape at Fish Hatchery Park. Commissioners discussed the application options and gave Director Gasche direction to continue pursuing the grant application to a point where additional feedback is received from the DNR.
- B. Drafts of Facility Rental Agreements with Northville Baseball/Softball Association and Northville Soccer Association. Commissioners discussed the agreements and directed Director Gasche to meet with representatives of the two groups to negotiate the 2021 agreements. It was agreed that a sub-group would be formed to review and revise the language in sections III. J. and K. of the agreements, as well as draft language for a new Personal Information Privacy Policy; Commission Moroski-Browne volunteered to be part of the sub-group. (Note: Commissioner Frush was later added as part of the group.)
- C. Proposed CAPRA Accreditation. Director Gasche gave an overview of the CAPRA Accreditation process through the National Parks and Recreation Association, highlighting benefits to the community, organization, and staff team. It is approximately a two-year process from start to accreditation, and then the department is re-accredited every five years. Only three other Parks and Recreation departments in Michigan are currently accredited.
Motion by Commissioner Turnbull to approve proceeding with the application and accreditation process, second by Commissioner Frush – Approved unanimously.
- D. Skate park discussion. After listening to comments from Gabriella Duhn and Jack Tsalis on the merits of a skate park project in Northville, Commissioners Herrmann, Abbo, and Frush commented on the project. General support was given to pursue the project further, with direction to gather more information on construction and operating costs, insurance, and community interest.

10. Any other business or public comment for the Parks and Recreation Commission:

Commissioner Turnbull noted the City has formed the Ford Field Task Force to look at potential improvements and programming at the park; a group will be organized to look at the possibility of an ice skating rink; and the City has received a good response from citizens on their Master Plan Survey regarding potential development in the Downs area, including from several Township residents.

Lee Heiniger, NBSA President, commented on proposed language for the 2021 Facility Rental Agreement.

11. Adjournment: Motion to adjourn the meeting by Commissioner Moroski-Browne, second by Commissioner Frush. Meeting adjourned at 8:43 p.m.

Next Meeting: March 24, 2021