

**ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD  
MINUTES OF THE THURSDAY JUNE 11, 2020 REGULAR MEETING  
8:30 A.M., VIA AUDIO/VIDEO CONFERENCING**

**1. Call meeting to order/roll call**

**Present:** Crosby, Schmottlach, Levick, Terwilliger, Steketee, Roe, Haga, Jacobs, VandenBerge

**Absent:** Nowak, Damstra

**Staff Present:** Ferro, Fitzpatrick, Ergang, McCormick

**Public Present:** Paula Lawrence from RJM Design

**2. Approval of agenda**

Terwilliger moved, Roe supported, to approve the agenda as presented. Motion carried unanimously.

**3. Approval of minutes of the March 12, 2020 meeting.**

Roe stated that at the March meeting, she had pointed out that her name was missing from the list of members absent from the February meeting, not from the list of members present.

It was moved by Steketee, seconded by Crosby, to approve the minutes of the March 12 meeting with the correction pointed out by Roe. Motion carried unanimously.

**4. Leonard Field Master Plan & report**

Paula Lawrence from RJM Design presented the final report for the Leonard Field Park Master Plan. She focused on the details of the Final Master Plan section and cost estimates in the report.

Fitzpatrick noted a few highlights, questions and recommended changes. Paula noted on the changes. Haga noted that he did not want the plans showing private landowner's property. Steketee asked how the total amount for this project would get paid for. Fitzpatrick reviewed options of payments over time and a combination of Township funds and donor funds for the project. Additional discussion on increasing rental fees to help sustain operational cost.

It was moved by Haga, seconded by Levick, to recommend the Leonard Field Park Master Plan Final Report to the Township Board for approval. The motion carried by a unanimous roll call vote.

**5. Election of Officers**

By roll call votes, Levick was unanimously elected to serve as Chair and Schmottlach was unanimously elected to serve as Vice-Chair, both for terms ending March 31, 2021.

**6. Committee Report and updates**

**A. Facilities/Program Committee** – Fitzpatrick provided an update on departmental responses to Covid-19, and noted that the adult softball league schedule is getting underway.

**B. Stewardship Committee updates** – No updates given

**C. Trails & Connect Ada Committee** – Ferro stated the Committee's work is completed pending the outcome of the election on the proposed Non-motorized trail millage.

**D. Rules Committee** – No updates

**7. Directors Report** – Fitzpatrick referred to his report for details. He noted that the courts, and playgrounds opened Monday and that the bathrooms will open Friday after a sanitation. The rental room in the Roselle building has not been opened for use yet. With our Program Assistant leaving and the COVID-19 issues, Fitzpatrick noted that it is not clear when the positions will be filled or programs to start back up again.

**8. Board Member Comment** – Haga noted that the township office is opening back up on June 15<sup>th</sup>. Staff will be required to fill out daily forms and will have temperature checks. Face masks will be requested to enter the building. Schmottlach asked if the cleaning will be increased at the Township Hall and Haga said yes, to 3 time a week. Haga requested that a committee be put together to handle nominations for Chair and Vice Chair for next year.

**9. Public Comment** - None

**10. Adjournment**

Meeting adjourned at 10:26 a.m.

Respectfully Submitted,

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Jacqueline Smith, Ada Township Clerk