



Hamburg Township Parks & Recreation

Hamburg Township Offices
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To: Township Board of Trustees & Parks Committee

From: Deby Henneman, Township Coordinator, Parks, ADA, Grants, Ordinances

Re: Township Coordinator's Report – November/December 2024

Parks:

Bennett Park & Water Trail Access Improvements grant TF22-0107: Spicer has provided the required bid documents for the project which are included in this month's packet. Discussion will take place at the December meeting (November 22, 2024 meeting which was rescheduled). The old playground structure has been removed, and the swings and spinners were left in place as they are still in working order. We will be ordering more surfacing in the spring as well as new swings for that area. We anticipate converting the old playground area into an Intergenerational Play Area.

The Village Trailhead Story Walk has installed a holiday book and received an amazing donation of holiday decorations from Powers Flowers. We will be welcoming Santa on December 19, 2024 at 11AM, who has graciously agreed to read the new book: Merry Moosey Christmas.

We have installed the recycled Wind Turbine bench granted by the MDNR at the Pettysville Trailhead. Improvements include a new accessible pathway up to and around the newly improved Kiosk, and then to the bench which also has a solar powered fixture that lights the corner up quite nicely. The artwork will be coordinated in the spring, and I am in the process of finding a suitable volunteer group to maintain the garden plantings. Sample artwork can be seen here: <https://noblewins.com/pages/public-art>.

Park Projects/Tasks:

- West Park
 - Disconnect Sprinkler system for field H8
 - Repair flooding in field H3
 - Engineered Wood Fiber for abandoned playground to install "game" area
 - Eradicate Moles in H1
 - Wayfinding signage for driveway
 - Look into new gate for driveway for large events
 - Update Kiosk
 - Revamp Concession to house vending?

- East Park
 - Engineered Wood Fiber for playground
 - Secure Little Library post
 - Gravel paths to dugouts
 - Paint/Repair wood on dugouts
 - Repair/update batting cage
 - Replace/repair netting over fencing
 - Look into gate for driveway for large events
 - Increase fence height for Flyer's field
 - Install Rules & Regs/Kiosk with contact at Flyer's field
 - Install Info Kiosk at Concession Building
 - Revamp Concession to house vending?
- Trailheads
 - Build/Install wooden screening for portable toilets
 - Crack filling (MDNR Grant)

ADA

Inspections will start after the holidays.

Grants:

- The 2022 Trust Fund Grant #TF22-0107 must be completed by August 31, 2025.
- The 2023 Ralph C. Wilson, Jr. – Trail Maintenance Grant #IG-202324346 is pending.
- MDNR Grant for Trailhead Maintenance is pending – Spring 2025
- A Passport Grant is being planned for future respite improvements at the Village Trailhead.
- A HERO Grant is being pursued for outdoor recreation items at the Village Trailhead.
- A Trust Fund Grant is being planned for the Zukey Footbridge

Ordinances

Ordinances/updates can be found at:

[https://library.municode.com/mi/hamburg_township_\(livingston_co.\)/codes/code_of_ordinances](https://library.municode.com/mi/hamburg_township_(livingston_co.)/codes/code_of_ordinances)

Other projects:

- **Update Policies/Procedures, Park Use forms, and increase Public Safety Fees - Priority**
- Organize and Scan all archive files into Docuware System based on Record retention
- Social Media Policy updates have been presented and are awaiting approval
- Property title clarification and re-zoning of parkland property is pending (with Zoning)
- Pickleball Signage to be Ordered – Rules and Regulations
- Flyer's Field Signage to be Ordered – Rules and Regulations
- Flyer's Field Safety Signage will need new Kiosk
- Flyer's Field Safety Fencing is needed
- East Park could use an entrance Kiosk as the one on the concession building was removed
- Donation capability/QR codes is pending with Treasury/Accounting

**Township Coordinator's Report
December 2024**

- Scheduling Software shortlist is needed, and further demos will be scheduled
- Goal/Net Inventory project (may work with Legacy on an Inventory list)
- I will be working on brochure updates and a “Welcome” page for new residents
 - https://www.hamburg.mi.us/resident/welcome_new_residents/index.php
- Marketing plan for Adopt A Feature Program is pending as forms are being updated