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TO: Hamburg Township Parks & Recreation Committee

FROM: Deby Henneman, Township Coordinator

DATE: February 19, 2026

AGENDA ITEM TOPIC: Goals and Objectives: Parks & Recreation Master Plan and Park Design

Number of Supporting Documents: **1**

Background

Our current 5-year Parks & Recreation Master Plan was adopted by the Board on January 3, 2023, and approved by the MDNR on 3/10/23. The document in its entirety can be reviewed on our website here: [https://cms7files.revize.com/hamburgmi/Parks_And_Rec/Master%20Plan/01_Final%20Plan%20with%20Adoption%20Documentation%20\(Compressed\).pdf](https://cms7files.revize.com/hamburgmi/Parks_And_Rec/Master%20Plan/01_Final%20Plan%20with%20Adoption%20Documentation%20(Compressed).pdf)

Filing Deadlines through the MDNR for Grants are April 1st and for Master Plans April 30th of each year.

A new Parks & Recreation Master Plan will need to be filed prior to April 30, 2027 in order to apply for grants in the 2028 cycle. If we were to apply for grants in the 2027 cycle, the current Master Plan will suffice.

The Master Plan cycles listed below include the initial costs for discussion:

- 2007 Recreation Plan – Mannik & Smith Group, Inc. - unfiled (mitigation)
- 2012 Master Plan – McKenna (costs unknown/planner of record)
- 2017 Master Plan – McKenna Associates - \$7,500
- 2018 Master Design & Grant Apps – McKenna Associates - \$8,400
- 2023 Master Plan – Spicer Group - \$13,200

These costs don't include any overages or additions. To give an idea of timeline required for this type of project, we hired Spicer in June of 2022 and filed the final document with the MDNR in February of 2023. With the amount of public input sessions, publication deadlines, and Board review, I believe allowing for a full year is prudent.

I recommend an estimated budget be included in the Goals and Objectives for Parks & Recreation for Development of the Parks & Recreation Master Plan and Parkland Design and am attaching the 25/26 Goals and Objectives for review and suggested updates to prepare for Strategic Planning.