Christmas In the Village – Notes from 7/30/26 Pre-Meeting

Event Date: December 12, 2026 – Noon – 7:00 p.m.

Please see attached draft schedule.

Next meeting: To Be Determined – St. Stephen's, or Hamburg Pub - Hamburg, MI

August 19th – 4 p.m. available for folks?

Attended Name	Organization	Email
Jason Negri, Supervisor	Hamburg Township	jnegri@hamburg.mi.us
Deby Henneman, Twp Coordinator	Hamburg Township	dhenneman@hamburg.mi.us
Duane Hoeppner	Hamburg Township	dhoeppner@hamburg.mi.us
Other Committee Members	**Organization**	**Email**
Pat Kneeland	St. Stephen's Church	pat.kneeland@gmail.com
Nancy DeWolf	St. Stephen's Church	nancydewolf@sbcglobal.net
Brandy Mills	Hamburg Pub	thehamburgpub@gmail.com
Mia Powers	Powers Flowers	miaflowers@aol.com
John Salame	Village Barbershop	jcsalame@gmail.com
Steve Lindimore	Bennett's Beavers	slindi@yahoo.com
Esther Clingan	Building next to Pub	Clinganesther@gmail.com
Matt Urbanowicz (Antique Fire Truck)	Hamburg FD	murbs@hamburg.mi.us
Rick Beaudin	PPHH Chamber	rick@pinckneypirate.com
Mike Steinaway	Hamburg Township FD	msteinaway@hamburg.mi.us
Julie Eddings, Senior Director	Hamburg Township	jeddings@hamburg.mi.us
Holly Hentz	Hamburg Library	hhentz@hamburglibrary.org
Lynn Riehl	Hamburg Library	lriehl@hamburglibrary.org
Casey Yost	Hamburg Township FD	cyost@hamburg.mi.us
Laura Strandt	Hamburg Library	lstrandt@hamburglibrary.org
Alice Winkelman	HTHS	alw6543@gmail.com

Entertainment:

Strolling Characters/Choir – Will be dotted in during day if inside, will work around Mrs. Claus

- Kensington Woods Schools – Who was contact?
- PCS Schools – Can we get them involved?
    - Reached out to Act 2 & Pinckney Players – No response
- Church groups – Could some of them stroll during the day?
- Senior Pipers Group – Would they be interested in performing?
- Possible indoor location for entertainment – St. Stephens?

Santa & Mrs. Claus Visit

- Hamburg Historical Museum – Santa Visit
    - Proposed timeframe 12:30 – 2:30
- St. Stephen's – Storytime with Mrs. Claus
    - Proposed timeframe 3:30 – 4:00

Nativity Scene

- Hamburg Historical Museum Grounds – Grassy area off parking lot
    - Animals on display starting at 5:00 p.m.
    - Live Nativity – 5:30 p.m.

Ceremonial Lighting of the Tree by Santa

- St. Stephen's
    - Proposed time – 6:00 p.m. start
    - **No generators running during this time!**
        - Pastor Blessing
        - Christmas Sing-along
        - Santa Tree lighting to start the holiday season
- Tree – Is it possible we can get something larger? Cost? – Powers Flowers donated in 2025
    - We purchased a topper for this in 2025 – who has it? Star with strings?

Holiday Market:

- Proposing Tent again in Hamburg Grocery parking lot
- Food Vendors to be in the same area as the Market – limited to 3
- Set-up 10-11:30 – Market opens at Noon and closes at 6:00 p.m.
    - Vendors must be in place and cars moved no later than 11:30 a.m.
    - Vendors may quietly break down starting at 6:00 p.m. with vendor vehicles for pick-up starting at 6:30 p.m.
    - Roads will be open by 7:00 p.m.
- There will be a small charge for the space, with additional charge for table and chairs
- More vendors are needed – spaces will be limited
- **Shuttles to run between 10 a.m. and 7 p.m. – same route as last time**

Gingerbread Alley:

- Will be relocated to Stone Street along sidewalk
    - Need an electricity source
    - Possibly will need lighting
- Antique Store has been sold, we are not sure what will happen to the building yet
- Hope to have free standing displays set up for "photo booth" options
    - Will need to replace a lot of those since they were damaged/stapled/windblown
- Will need hay bales again for Gingerbread Alley & Nativity
    - Powers Flowers supplied in 2025

Arts & Crafts:

- Possibility of Bennett's Beavers – Making crafts for Museum ?
- Arts and Crafts could happen all day? During Santa Visit?

Powers Flowers – Will provide a tree for St. Stephen's at a 10' min

Megan Paul – Will assist with window painting & Gingerbread Alley

Deby Henneman – Will design and build Gingerbread Alley

Donations:

Xmas in the Village Donations: GL#101-000.000-674.200

Expenses:

Xmas in the Village Expenses (Old Park It! Event): GL#101-751.000-943.001

Letters to go out shortly to all past sponsors to see if they would like to sponsor again at same level. We will need additional sponsors as well to cover costs.

Event Website Page:

Facebook Event Page:

Other listings:

Evvent (Argus) - https://evvnt.com/events/?_evDiscoveryPath=/event/3323613-christmas-in-the-village and https://evvnt.com/events/?_evDiscoveryPath=/event/3323639-christmas-in-the-village

WHMI –

PPHH Chamber –

Freedom River – Would they be interested in doing a Silent Auction Event the night before to help raise money?

Event Schedule:

- **Event Flyer to be updated**

Parking/Shuttle:

- $30 an hour – **Julie** arranged in 2025 – Can she contact again?
- **Jason** to check with St. Paul's Lutheran to see if we can use their parking again.
- Overflow parking: Village Trailhead
- Road must remain clear to Hamburg Pub
- Cones must be up to give visual to pedestrians who park at trailhead

Barrier Inventory:

- **Checked with Livingston County and they do not have cones or barriers available for use.**
- **What Township has on hand:**
    - **Road Barrier Inventory**
        - **6 Yellow Sandwich Board Signs**
        - **5 ADA Sandwich Boards**
        - **4 Large Barricades**
        - **5 Sidewalk Barricades**
        - **2 Tall Delineator Posts**
        - **5 Orange Barrels**
        - **3 Be Prepared To Stop Canvas Signs**
        - **20 Cones B&G**
        - **25 Cones PD**
        - **3 Large Barricades Road Closed**
        - **2 Stop For Pedestrian Crosswalk Signs**

Live Nativity:

- **Duane** Hoppner is Team Lead on this feature

Food & Market Vendors

- **Deby** is Team Lead on Vendors

Festival Lights/Decorations:

We have permission to use the "alley" from Suzanne Hines. **Deby** will double-check for 2026.

Antique Store Property has been sold, so we won't be using that as a walk through.

- Backdrops will be used along the pathway to cover undesirable areas
- Inventory of all Holiday Decorations will be done shortly and shared
- We are taking donations of used holiday decorations

Along with Over the Road banner, I would like to look into the small banners for the light poles as well here at the township, and purchase a few for in the Village as well.

Request that Church provide Electricity and location for the Tree again.

Restrooms/Warming Stations/Vendor Tent/First Aid:

Facilities for one or the other, or both: Need to determine if these all still stand

- Hamburg Pub – **Open all hours of the event**
- St. Stephen's Church – **Open all hours of the event**
- Hamburg Museum – **Open all hours of the event**
- Portable Toilets at Village Trailhead (Parks & Recreation)
    - **5 units are being donated by PTS (Hamburg's vendor) in addition to the ones at the Village Trailhead– They were placed up near the Market.**
    - **Deby to contact them again for this year**
- **Tent to be secured through Classic Tent & Event? – Deby?**

Building & Grounds/Parks & Rec will decorate the Gazebo, Powers Flowers will decorate the StoryWalk.

Hamburg FD to help with First Aid Tent/Vehicle.

Garbage and Utilities – **Duane Team Lead**

- **Will need blue barrels for garbage**
- **Metal Barrels for heat/fires**
- **Dumpster for garbage**
- **Light for evening hours only?**

Tent Vendor:

Classic Tent and Event – Brighton, MI (734) 891-2699

Visit from Santa: TBD

Letters to Santa: TBD

- Library to do this again?
- Seniors to respond again?
- Box to Museum for the Day then back to Library? Assign someone specifically.

Member Assignments:

Chamber - Rick Beaudin

Senior Center - Julie Eddings

- Kensington Woods Schools contact for strolling carolers (Saturday)
- Santa letter contact - Responses

Building & Grounds, Hamburg Township – Duane Hoeppner

- Set up Road Barriers as per Public Safety
- Maintain Garbage Cans, Fire Barrels, & Dumpster
- Tables and Chairs for vendors and eating were both under tent
    - If more vendors the food area may need to be a separate tent?
- Coordinate Live Nativity

Public Safety – FD & PD

- First Aid
- Road Blockades/Public Safety
- Antique Firetruck (or regular) for Saturday evening to take Santa back to North Pole?

Hamburg Museum

- Santa Visit
- **Bennett's Beavers Craft – to contact Bennett's Beavers to coordinate**
- Location of Live Nativity

Parks & Recreation – Deby Henneman

- Finalize Event Map with Public Safety & Supervisor
- Finalize all Applications, Flyers, Marketing Materials – Update to 2026
- Coloring Books and Crayons at services tent/info area
- Market Coordination – Day of
  - Coordinate, design, and order all sponsor swag, banner & bags
  - Social Media, Admin, & Website lead
  - Vendor contact
- **Deby securing Banner Permit, Park Use Permit, and LCRC Road Closure Permit**
- **Hamburg Township has a speaker system with microphone**

Powers Flowers – Mia?

- Big Beautiful Tree for in front of St. Stephen's – 10' min
- Decorations at the Village Trailhead and Story Walk

Pat Kneeland/Nancy DeWolf – St. Stephen's?

- Main point of contact for choirs
- Will be warming station and restroom during event
- Will have a Sunday service and cookies after – open to public

Brandy Mills – Hamburg Pub?

- Will offer food specials and/or be a food vendor with pizza by the slice
- Parking available for customers only
- Will be warming station and restroom during event for customers

Jason Negri – Supervisor

- Assist Parks and Rec for Map, Route, Blockades – approve with Public Safety
- Jason & Deby – Send out letters to Hamburg Businesses and residents to coordinate with neighborhood for tree lighting and house decorating. Advise there is an event.
- Jason to work with Duane and property owner to get Hamburg Grocery cleaned up and decorated.
- Jason to approach new owner of Antique store to find out if they want to participate in event
- Jason to find out status of the Boy Scout cabin and what is to be done with it.
  - Possible location for Future events?
- Oversite of CITV Budget and Cash Flow