Christmas In the Village – Notes from 8/19/26 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

Attended Name	Organization	Email
Jason Negri, Supervisor	Hamburg Township	jnegri@hamburg.mi.us
Deby Henneman, Twp Coordinator	Hamburg Township	dhenneman@hamburg.mi.us
Nancy DeWolf	St. Stephen's Church	nancydewolf@sbcglobal.net
Brandy Mills	Hamburg Pub	thehamburgpub@gmail.com

Other Committee Members	Organization	Email
Duane Hoeppner	Hamburg Township	dhoeppner@hamburg.mi.us
Pat Kneeland	St. Stephen's Church	pat.kneeland@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 – Need to be contacted
- PCS Schools – Can we get them involved?
- Church groups – Could some of them stroll during the day?
- Senior Pipers Group – Would they be interested in performing again?
- Possible indoor location for entertainment – St. Stephens stated Mrs. Claus & Jason could do book readings there.

Santa & Mrs. Claus Visit

- Hamburg Historical Museum – Santa Visit (Their Santa)
    - Proposed timeframe 12:30 – 2:30
- St. Stephen's – Storytime with Mrs. Claus (Library's Mrs. Claus)
    - Proposed timeframe 3:30 – 4:00
- St. Stephen's – Classic Storytime (Jason)
    - Proposed timeframe 4:30-5:00

Nativity Scene

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

Ceremonial Lighting of the Tree by Santa (Rick B.)

- 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 around 6:30 p.m.
- Tree – Is it possible we can get something larger? Cost? – Powers Flowers donated in 2025
    - Can we budget for this? Can we contact Tree service/Farm to see what they can do?
    - We purchased a topper for this in 2025 – who has it? Star with strings?

Holiday Market:

- Proposing Tent again in Hamburg Grocery parking lot
    - 2nd location could be Village Trailhead
    - 3rd location could be Stone Street
- Food Vendors to be in the same area as the Market – Can also be in the street between barricades if we get a good response.
- 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 after 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 8 p.m. (or last person leaves)– same route as last time**

Gingerbread Alley:

- Will be relocated to Stone Street
    - Need an electricity source – Solar?
    - Possibly will need lighting – Tunnel?
- 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
- Would like to make Tomato cage trees with lights to put along the path
- Get neighbors to decorate if possible
- See if Bennett's Beavers building front can be used?

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

Event Website Page:

https://www.hamburg.mi.us/departments/parks_and_recreation/christmas_in_the_village.php

Facebook Event Page: https://www.facebook.com/events/2013442172633854/

Other listings:

Evvent (Argus) -

WHMI –

PPHH Chamber –

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

Event Schedule:

- **Event Flyer draft attached**

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
- **Spaces will be $25, with $10 extra for table and 2 chairs**

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. – All set

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)
  - **Request units from PTS – 3 near market, 1 at each of the other shuttle stops**
  - **Deby to contact them again for this year**
- **Tent to be secured through Classic Tent & Event? – Deby to book.**

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: Museum?

Letters to Santa: Library to do again

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

Member Requested Tasks:

Chamber - Rick Beaudin

- Request funding from Chamber again
- See if we can distribute Sponsorship and Vendor letter via Chamber
- Can you be 6 p.m. Santa?

Senior Center - Julie Eddings

- Contact Shuttle for this year's event
    - Please find out if they know how many pick-ups they did last time
- Send out vendor letters to your group again?
- Kensington Woods Schools contact for strolling carolers
- Santa letter contact – Responses
- PCS contact for strolling carolers/characters

Building & Grounds, Hamburg Township – Duane Hoeppner

- Set up Road Barriers as per LCRC Permit/Parks/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
- Decorating – may need more frames built for backdrops

Public Safety – FD & PD (Kelly liaison?)

- First Aid
- Road Blockades/Public Safety
- Antique Firetruck (or regular) to take Santa back to North Pole?
- Need to review and approve route so we can apply for permit via LCRC

Hamburg Museum

- Santa Visit
- **Bennett's Beavers Craft – to contact Bennett's Beavers to coordinate**
- Location of Live Nativity
- Possible location for Jingle Market as a Plan C

Parks & Recreation – Deby Henneman

- Finalize Event Map with Public Safety & Supervisor – In process
- Finalize all Applications, Flyers, Marketing Materials – In process
- Work with Accounting to invoice vendors/sponsors
- Set up website with updated information once finalized
- Distribute ½ sheet flyers and schedules to committee to pass out
    - Church and Hamburg Pub requested stacks
    - Pass out during Halloween event for trick-or-treaters
- 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 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 – 20' possible? Cost?
- Decorations at the Village Trailhead and Story Walk

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

- Main point of contact for choirs
- Will have their own craft show
- Will host Mrs. Claus and the Victorian Gentleman reading events
- 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

Everyone:

- Approach potential sponsors
- Pass out flyers to your customers
- Like and share our posts
- Share the event and RSVP there even if you just respond "interested"
    - **https://www.facebook.com/events/2013442172633854/**
- Approach potential vendors & crafters