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 – September 2026

Parks:

Bennett Park & Water Trail Access Improvements Grant TF22-0107: The contractor will be completing some hardscape work for us and getting the beds ready for planting. We anticipate the beds will be ready by early October, so I will be scheduling a volunteer planting date for the week of the 12th. Volunteers will be needed for planting the sensory garden as well as the Kayak Launch garden.

I will be developing a list of items to be adopted through our Adopt-A-Garden program, now that we know what is needed to finalize this project. We have opportunities for adopting benches, a bench swing, a free little library or art center, and play elements for the sensory garden. It has been suggested by Duane that we retain the swing set and purchase new swings for it as the posts are in good condition. We could then clean up the edges, add engineered wood fiber, and then install some intergenerational games such as cornhole, or connect 4. This would be a good use of the space until something permanent could be done.

Anyone who is interested in providing long term maintenance of our gardens through our Adopt A Feature program, can contact dhenneman@hamburg.mi.us or learn more at: https://www.hamburg.mi.us/departments/parks_and_recreation/commemorative_bench,_tree___garden_program.php.



Trails:

Lakelands Trail Zukey Lake Footbridge & Amenities Project Grant TF25-0213: The Prime Professional is working on the Design which we should have by early October. Once received, it will need to go to the MDNR for approval, after which we can go to bid. We anticipate that occurring after the holidays and hiring a contractor in time for a spring construction start date. Everything should be wrapped up on this project by Fall 2027.

I have had no updates on the Fire Truck wayside exhibit. Chief Duffany has taken the lead for that project.

Events:

We have ordered the last set of bricks for 2026 which should arrive by the end of September. The bricks and time capsule will be placed by the end of October and the bronze plaque will be put in place. Benches have been installed, and the memorial stone will be in place at the completion of the project along with the memorial plaque planned for that. A few of the plants are being monitored for a possible spring replacement.

Christmas In The Village 2026 is scheduled for Saturday, December 12, 2026 from Noon – 7 PM. Sponsor and Vendor letters have gone out and the website has been updated, however, with the transition to the upgraded website, some of the information will need to be duplicated to the new site which I will work on before it goes live.

A ribbon cutting will need to be scheduled for the West Park project, which most likely will be early November and on a weekday.

Park Projects/Tasks:

- West Park
  - Repair flooding in field H3 – **On hold**
  - Engineered Wood Fiber for abandoned playground to install "game" area – **Duane to get pricing on upgrading that area and getting new wood fiber, as well as new swings for that area.**
  - Look into new gate for driveway for large events
  - Update Kiosks Information holders – **Assign to Park Rangers?**
  - Complete work on the Sensory & Rain Gardens – **We need worker bees –Week of October 12, 2026, will be sending out email**
- East Park
  - Playground inspections – **Duane to complete and maintain records.**
  - Replace Dugouts & create pathways to each size field – **PHBSA?**
  - Repair/update batting cage – **PHBSA?**
  - Replace/repair netting over fencing (**We have exceeded life expectancy – this screens playground area)**
  - Look into gate for driveway for large events

    - Increase fence height for Flyer's field – **Need to screen spectators. MMRMA has offered to review plans for any upgrades in that area to ensure compliance.**
    - Install Rules & Regs/Kiosk with contact at Flyer's field for RC and Sledding hill HH
    - Install Info Kiosk at Concession Building
    - Revamp Concession to house vending?
    - Sidewalk Art Project at the East Park Concession – **On hold, artist no longer on staff**
- Trail/Trailheads
    - **Tree/growth trimming project – Delays due to workload and other projects**
    - Build/Install wooden screening for portable toilets – **On hold**
    - Fill sinkholes and reinforce asphalt, as needed – **Park Rangers spray issues**
    - Provide more respite areas through Adopt A Feature program - **Ongoing**
    - Zukey Lake Bridge (Kress Rd.) - EB transition needs to be addressed. – **Work pending – Spring 2026 (Duane will check into 7/2026)**
    - Complete work on the Story Walk Garden – **Adopted by Powers Flowers**
        - Gravel upgrade requires further treatment

ADA

All updates will be made in the Transition Plan and made available to Township Board for their Budget review process each year. – **Will be completed for the Master Plan process**

- Website compliance with WCAG 2.2 has been extended to April 2028
- Door inspection RFP is being developed. 26/27 FY
- Assistive Listening Device will be purchased and shared. 26/27 FY

Grants & Master Plan

- Bid Tab to Parks for 9/22/26 meeting and to Township Board at 10/6/26 meeting. Current Master plan can be found here: https://cms7files.revize.com/hamburgmi/Parks_And_Rec/Master%20Plan/01_Final%20Plan%20with%20Adoption%20Documentation%20(Compressed).pdf
- The 2022 Trust Fund Grant #TF22-0107 requires bench, sign, and garden installation to complete and close. This should be a priority.
- Trust Fund Grant #TF25-0213 awarded – Currently working on Design and RFP

Ordinances

Supplement #5 will be the next Supplement which will be finalized at the end of 2026 and published early 2027. All changes are uploaded as they are approved/published and can be found on the Ordinance home page listed under Adopted Ordinances Not Yet Codified: https://library.municode.com/mi/hamburg_township,_(livingston_co.)/codes/code_of_ordinances.

Recent Ordinances approved and in the works (to my knowledge):

- Authorized Township Officials – Status unknown
- Parks & Recreation Ordinance Amendments – To match Policy Updates, as discussed/approved by Township Board