



Hamburg Township Parks & Recreation

Hamburg Township Offices
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Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, January 28, 2025
3:00 p.m.

1. Call to Order

Muck called the meeting to order at 3:06 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Muck, McCabe, Miller, Dolan (3:23 p.m.)

Board Members Absent: Auxier

Also present: Deby Henneman, Township Coordinator

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

Motion by McCabe, supported by Miller, to have Muck chair the Parks & Recreation Committee meeting in Dolan's absence, and to approve the agenda as presented.

VOICE VOTE: Ayes: 3 (Absent: Auxier, Dolan)

MOTION CARRIED

6. Approval of the Minutes

Motion by Miller, supported by McCabe, to approve the minutes from the December 18, 2024 Regular Meeting, as presented.

VOICE VOTE: Ayes: 3 (Absent: Auxier, Dolan)

MOTION CARRIED

7. Correspondence

There was no correspondence.

8. Current Business

A. 2025 Blackout Dates – Distributed via packet

9. Old Business

A. Parks & Recreation Master Plan/Pending Grants/Supervisor Report

1. Pending Grants

- Ralph C. Wilson Jr. – Trail Maintenance Grant – IG202324346 – Zukey Footbridge

- No Update
- MDNR Lakelands Trail Maintenance Grant – Crack Filling
 - No update
- MDNR Wind Turbine Art Amenity Project – Bench
 - No update
- MDNR Manly Bennett Park & Water Trail Access Improvements #TF22-0107
 - Spicer Update below under Special Projects

2. Park Master Design Plan Concept – No update

B. Township Park Use Policy/Fee/Procedures

1. Park Use Policy updates – Updates are being made to Adopt a Feature & Community Center Rental
2. Park Use Fees – Administrative Fee Schedule is now under budgetary process through Director of Accounting and all Departments will propose fee changes directly. There are no changes to Park Fees anticipated at this time, however, should the Committee wish to pursue an increase, it will need to be proposed during Strategic Planning.

Discussion took place regarding possible fee review, and possibility of rolling in costs associated with vendor services required for larger events.

C. Administrative Services

1. Township Coordinator's Report – January 2025
 - Report received and filed
2. Senior Center Report – No report
3. Scholarship Request – None
4. Park Use Requests

a. International Border Stars Soccer Tourney – April 4-6, 2025

Motion by McCabe, supported by Miller, to recommend approval of the Park Use request for the International Border Stars Tournament, contingent on Public Safety recommending a Hazard level, the clerk office receiving required paperwork, a pre-event meeting with Public Safety take place, that event signage in the parklands be administratively approved, and that charges for additional sanitary services be paid for by the applicant.

Ayes: 3 Absent for motion: Dolan (3:23 p.m.) (Absent: Auxier)

Motion Carried

b. Michigan Jaguar Soccer Tourney – May 9-11, 2025

Motion by Miller, supported by McCabe, to recommend approval of the Park Use request for the Michigan Jaguar Invitational Tournament, contingent on Public Safety recommending a Hazard level, the clerk office receiving required paperwork, a pre-event meeting with Public Safety take place, that event signage in the parklands be administratively approved, and that charges for additional sanitary services be paid for by the applicant.

Ayes 4 (Absent: Auxier)

Motion Carried

c. PowerAde Soccer Tourney – August 16-17, 2025

Motion by Miller, supported by McCabe, to recommend approval of the Park Use request for the Legacy Center Powerade Invitational 2025, contingent on Public Safety recommending a Hazard level, the clerk office receiving required paperwork, a pre-event meeting with Public Safety take place, that event signage in the parklands be administratively approved, and that the charges for additional sanitary services be paid for by the applicant.

Ayes: 4 (Absent: Auxier)

Motion Carried

d. Jogging for Jakey 5K – August 23, 2025

Motion by McCabe, supported by Miller, to recommend approval of the Park Use request for Jogging for Jakey, contingent on the clerk office receiving required paperwork, that Public Safety be advised of the date and time of event, that event signage in the parklands be administratively approved, and that fees be waived due to the nature and size of event.

Ayes: 4 (Absent: Auxier)

Motion Carried

e. SEC Cross Country Jamboree – September 23, 2025

Motion to table by Miller, supported by Muck, until clarification on past due invoice is brought back to the committee at the next meeting.

Ayes: 4 (Absent: Auxier)

Motion Carried

f. Pinckney Cross Country Coaches Legends – September 26 & 27, 2025

Motion to table by Miller, supported by Muck, until clarification on past due invoice is brought back to the committee at the next meeting.

Ayes: 4 (Absent: Auxier)

Motion Carried

D. Special Projects

1. Iron Belle Trail/Lakelands Trail Projects

- Zukey Footbridge – Trust Fund with MDNR
- Wind Turbine Amenity – Will follow up with MDNR on art requirement and ribbon cutting

2. Manly Bennett Park

- Bennett Park & Water Trail Improvements – Spring 2025
- Great Start Livingston Story Walk in West Park – TBD
- Intergenerational Play Area - TBD

3. Other

- 2025 Community Clean Up Event – Save the Date – May 3, 2025 proposed date, need to confirm

E. Sponsorships/Volunteerism

1. Amenities and Beautification Committee – Looking for Volunteers!

F. Signage and Community Awareness

1. Wayfinding & Safety Signage – Signage will be ordered and installed as time allows.

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands – Transition Plan updates will be presented at Strategic Planning

10. Call to the Public

A call was made with no response.

11. Committee Comments

Discussion took place regarding possibility of changing time to 3:30 p.m. Committee Members present agreed on new time, keeping 4th Tuesday of every month.

12. Adjourn Meeting

Motion by Miller, supported by Dolan, to adjourn the meeting.

VOICE VOTE: Ayes: 4 (Absent: Auxier)

MOTION CARRIED

Meeting adjourned at 3:49 p.m.

Respectfully submitted,

Deby Henneman, ADAC
Township Coordinator
Parks, ADA, Grants, Ordinances