



Hamburg Township Parks & Recreation

Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810)222-1124
www.hamburg.mi.us

Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, January 24, 2023
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:04 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Michniewicz, Dolan, Auxier, Muck, McCabe

Board Members Absent: None

Also Present: Deby Henneman, Township Coordinator, Duane Hoepfner, Building & Grounds

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

Motion by Auxier, supported by Michniewicz, to approve the agenda as presented.

VOICE VOTE: Ayes: 5

MOTION CARRIED

6. Approval of the Minutes

Motion by Auxier, supported by Michniewicz, to approve the minutes from the December 20, 2022 Regular Meeting as presented.

VOICE VOTE: Ayes: 5

MOTION CARRIED

7. Correspondence

Hamburg Historical Museum newsletter was received and filed.

8. Current Business

A. Spark Grant – Lakelands Trail Restroom and Amenities Proposal – Discussion & Input

Dolan stated the initial round for the Spark Grant brought in roughly 280 Million in requests for 15 Million in funding for the first round. The second round is anticipated to open sometime in late January or early February.

Muck stated he feels it is a good exercise to apply in that once the application is prepared, it may make a good request for a future Trust Fund or Passport grant.

Auxier asked if we would consider reducing the scope in order to lower the amounts being requested in order to have a better chance at funding. Suggested we could eliminate the pavilion at Village Trailhead.

Henneman explained that the terms of the Grant are very specific on what they are looking for, and the pavilion is a key feature of the Township’s response to the heightened needs of the public during Covid. The project as proposed is the best fit for the terms set forward by the State.

Dolan stated in a discussion with the Grant Coordinator, the project could be split into 3 separate grant applications which would give the Township an opportunity to propose the same project in 3 different “sizes.”

Motion by Muck, supported by Michniewicz, to direct staff to finalize the conceptual plan for all 3 trailhead improvements and to forward to the Township Board for final approval on the Spark Grant submittal.

VOICE VOTE: Ayes: 5

MOTION CARRIED

9. Old Business

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

1. Iron Belle Trail/Lakelands Trail
 - a. Hay Creek Bridge Project – Fully funded, file closed.
 - b. Huron River free-span Bridge Project - Nothing new on Grant
 - c. Spark Grant – Lakelands Trail Restroom & Amenities Project (see above)
2. 5-year Master Plan Renewal – Filing due 2/1/23
3. TF22-0107 Bennett Park & Water Trail Access Improvements – Dolan reached out to private donor regarding some ideas for improvements in West Park. Discussion took place regarding the scope items of the grant, as well as some other improvements for consideration near and around the Adult Workout area. He asked the Committee if the playground should stay where it is, or be relocated.

Auxier stated he doesn’t feel it makes sense to move the playground adjacent to the parking lot due to the dust from gravel lot.

Henneman stated the numbers for soccer are down, and a large portion of the area goes unused for the most part. The fields that are used the most currently are H1, H2, H6, & H7.

Dolan suggested that he could request a design from a consultant for the area known as field H8 to include relocation of the playground, a possible ninja workout area, and other amenities such as a pavilion, seating & shade trees.

Motion by Muck, supported by Michniewicz, to direct Clerk and staff to request a proposal and conceptual drawings for the NE quadrant of West Park (known as H8) as an active recreation center. This Master Design is to include scope items from grant #TF22-0107 as well as possible editions such as a Ninja warrior course, pavilion, walkways, shade trees, and passive recreation items. It is suggested that this be developed in a phased approach or as funding is made available.

VOICE VOTE: Ayes: 5

MOTION CARRIED

B. Township Park Use Policy/Fee/Procedures

1. Park Use Policy updates – Updates to Application language being reviewed, changes to be incorporated.
2. Community Center Policy & Fee change – Updates pending.
3. Administrative Fee Schedule – Updates pending.

C. Administrative Services

1. Park Coordinator’s Report – December 2022 – Report received and filed

2. Senior Center Report – December 2022 – Report received and filed
3. Scholarship Request – None
4. Park Use Requests
 - a. Go Sports LLC – 2023 Baseball Season

Motion by Auxier, supported by Michniewicz, to recommend the Township Board approve the Park Use Application from Go Sports LLC for the 2023 Baseball Season as outlined in the application dated November 22, 2023, as presented.

VOICE VOTE: Ayes: 5

MOTION CARRIED

D. Special Projects

1. East Park Playground Renovation Project – No update.
2. Baseball Dugout Renovation Project – Hohl and Dolan will take care of it with B&G staff.
3. Pickleball – To be completed spring 2023. Discussion took place regarding “ponding” on new court.
4. RC Car/Truck Track proposal – MOU needs to be signed, then final proposal will come to Parks Committee for recommendation and budget to the Township Board.
5. Sledding Hill (RC Field) – Dolan will be ordering signs.
6. Bennett Park & Water Trail Access Improvements – (Report under Grants)
7. Invoicing and Donations – Digital Options - Update

E. Sponsorships/Volunteerism

1. Amenities and Beautification Committee – No updates
2. Community Clean-Up – Scheduled for Saturday, April 22, 2023, 9 a.m. to 3 p.m.

F. Signage and Community Awareness

1. Wayfinding & Safety Signage – Dolan stated that quote has been received, and alternate quotes will be needed.

Muck suggested another vendor, so Henneman will send request for quote.
2. Winans/Hamburg Historical Marker – Hamburg Cemetery – New Marker Coming Soon

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands – Safety signage has been ordered and will be replaced over the next couple of months.
2. Pedestrian Crossings along Lakelands Trail – No update

10. Call to the Public

A call was made with no response.

11. Committee Comments

There were no committee comments.

12. Adjourn Meeting

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

VOICE VOTE: Ayes 5

MOTION CARRIED

Meeting adjourned at 4:20 p.m.

Respectfully submitted,



Debra Henneman
Township Coordinator
Parks, ADA, Grants, Ordinances

Next meeting: Tuesday, February 28, 2023 – 3:00 p.m