



**Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall Board Room
Tuesday, March 27, 2018
3:00 p.m.**

1. Call to Order

Clerk Dolan called the meeting to order at 3:00 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Koeble, Dolan, Muck, Bennett, Auxier

Board Members Absent: None

Advisors Present: Deby Henneman, Parks Coordinator

Advisors Absent: Pat Hohl, Supervisor; Mark Hogrebe, Fire Chief; Richard Duffany, Chief of Police; Russ Williamson, Building & Grounds; Chris Hoskins, Senior Center Director

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

Motion by Dolan, supported by Koeble, to approve the agenda as presented.

VOICE VOTE: Ayes: 5

MOTION CARRIED

6. Approval of the Minutes

Motion by Koeble, supported by Auxier, to approve minutes from January 23, 2018 as presented.

VOICE VOTE: 5

MOTION CARRIED

7. Correspondence

There was no correspondence presented.

8. Unfinished Business

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

1. Iron Belle & Lakelands Trail Update

Dolan announced the new plan for the Iron Belle to go through Stockbridge way, west of Chelsea, and for a smaller trail to be developed along McGregor. Plans to follow. He stated Green Oak us supposed to be moving forward with their trail this summer.

2. Master Plan

Was filed and approved by State.

3. Universal Playground Grant Opportunity – McKenna

Park Coordinator met with representative from McKenna Associates, regarding Grant opportunities for Universal Playgrounds. A bid was requested for assistance with a comprehensive grant application that includes internal trails, playgrounds, shade structures and restrooms. Grant year targeting is 2019.

4. Recycling Initiative Grant – Parks Coordinator will apply for Clean-Up Event.

B. Township Park Use Policy/Fee/Procedures

1. Policies & Procedure Manual – No updates.

2. Park Fee Schedule –

Motion by Muck, supported by Auxier, to recommend approval of the transitional Park Facility Use Fee Schedule with the understanding that the Parks and Recreation Department will be presenting a full fee schedule proposal once a scheduling program for the fields and Community Center can be implemented.

VOICE VOTE: Ayes: 5

MOTION CARRIED

C. Administrative Services

1. Park Coordinator's Report

Henneman reviewed the March 2018 Parks Coordinator Report.

2. Senior/Community Center Report

Henneman presented the Senior/Community Center March 2018 report as provided in the packet.

3. Park Use Requests:

A. Legacy Center Adult Softball Leagues – Spring/Summer 2018

Motion by Muck, supported by Auxier, to recommend approval of the Park Use Application for Legacy Center for Adult Softball League on Sundays from 3:00 p.m. to 11:00 p.m. starting April 29, 2018 through July 8, 2018, with the understanding that the updated fee schedule will apply, that use may require assistance with weekend diamond maintenance, that concession stand use will not be allowed, and that the Parks and Clerk Department be provided all requested information to their satisfaction.

VOICE VOTE: Ayes: 5

MOTION CARRIED

B. PHS Wrestling Boosters Metal Drive

Motion by Dolan, supported by Auxier, to recommend approval of the Park Use Application for Pinckney High School Wrestling Boosters for Metal Drive on June 2 & 3, 2018 at the Pettysville Trailhead, that the Parks and Clerk Department be provided all requested information to their satisfaction and that park use fees be waived due to the nature of the event.

VOICE VOTE: Ayes: 5

MOTION CARRIED

4. **Scholarship Program** – No Requests for funding

D. Special Projects

1. Playground Upgrades – No updates, pending Grant bid
2. Marketing Materials – No update
3. Hamburg Historical Museum lobby display – No update
4. Earth Day – Park Clean-up – Weekend of April 21-22, 2018

E. Sponsorships/Volunteerism/Scholarships

1. No projects at this time

F. Signage and Community Awareness

1. Entrance Signs/Park Rules/Way-finding Signs – Request for Proposal to be developed
2. Trail Town – Wayfinding signage is being worked on and John Calvert will send samples to Deby.

G. Risk Management (Insurance/ADA)

1. No updates.

9. New Business

There was no New Business.

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 Bennett, supported by Auxier, to adjourn the meeting.

VOICE VOTE: Ayes: 5

MOTION CARRIED

Meeting adjourned at 4:34 p.m.

Respectfully submitted,



Debra Henneman
Parks Coordinator



Mike Dolan
Township Clerk