



**HAMBURG TOWNSHIP
PARKS AND RECREATION COMMITTEE
REGULAR MEETING AGENDA
Location: Hamburg Township Board Room
Tuesday, July 30, 2019 – 3:00 p.m.**

1. Call to Order
2. Pledge to the Flag
3. Roll Call of the Board
4. Call to the Public
5. Approval of the Agenda
6. Approval of the Minutes
 - A. June 25, 2019 – Park & Recreation Regular Meeting Minutes
7. Correspondence – None
8. New Business

None
9. Current Business
 - A. Parks & Recreation Master Plan/Pending Grants/Supervisor Report**
 1. Iron Belle Trail/Lakelands Trail – Supervisor update
 2. Grant Update –MNRTF & Passport Grants
 - B. Township Park Use Policy/Fee/Procedures**
 1. Park Facility Use Policy – No Updates
 2. Park Fee Schedule – Public Safety Fees being developed
 - C. Administrative Services**
 1. Park Coordinator’s Report & Blackout List – July 2019
 2. Senior Center Report – July 2019
 3. Scholarship Program – No updates

4. Park Use Requests:

A.

D. Special Projects

1. Sun Shade for Adult Workout Area – Ordered – Clerk Update
2. Park Entrance Sign Replacement – Out to bid

E. Sponsorships/Volunteerism

1. Eagle Scout Project – None
2. Amenities and Beautification Committee – Volunteers needed
 - A. Adopt a Garden – Policies & Procedures to be drafted
 - B. Memorial Bench/Tree Project – Policies & Procedures completed

F. Signage and Community Awareness – No updates

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands – Transition Plan – No updates
2. ADA Policies and Procedures – No updates

10. Call to the Public

11. Committee Comments

12. Adjournment

Next Meeting Date: August 27, 2019 – 3:00 p.m.

Pledge to the Flag





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 Board Room
Tuesday, June 25, 2019
3:00 p.m.

1. Call to Order

Motion by Auxier, supported by Koeble, to have Muck chair the meeting.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1

MOTION CARRIED

Muck called the meeting to order at 3:02 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Koeble, Muck, Auxier

Board Members Absent: Dolan

Board Member Vacancy: 1

Also Present: Deby Henneman, Parks Coordinator

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

Motion by Auxier, supported by Koeble, to approve the agenda adding PHS Cross Country Course to New Business.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1

MOTION CARRIED

6. Approval of the Minutes

Motion by Auxier, supported by Koeble, to approve the minutes from May 28, 2019 as presented.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1

MOTION CARRIED

7. Correspondence

There was no correspondence presented.

8. New Business

A. PHS Cross Country Course

Hohl stated the PHS Cross Country team desires to return to Merrill Field and use Manly Bennett Park as their "home" field. They have plotted a course, and he explained the areas that it has been proposed to go through. The course would be used for meets.

Muck asked if the course crossed any roads.

Hohl stated it did not. He stated the maintenance of the course will be the responsibility of the club. He stated he would advise them that a schedule of meets will be required by August 1st of each year.

Motion by Auxier, supported by Koeble, to recommend support of the conceptual plan for the PHS Cross Country course, to be used as a “Home” track for cross country meets and practices, subject to review and approval by the Parks Coordinator and Township Park Planner, with the understanding that the course will not interfere with the Park Master Design plan, that maintenance of the course will be provided by PHS and their events will not conflict with other user groups or Blackout Dates.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1

MOTION CARRIED

9. Unfinished Business

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

1. Iron Belle & Lakelands Trail Update

Hohl stated he is waiting on a quote for the McGregor Road bike lane and sidewalk in order to proceed with the grant.

Muck mentioned that it might be good to attend the MNRTF Grant deliberation.

Hohl stated he would attend.

2. Grant Planning Summit – Master Design Draft

There was no update.

B. Township Park Use Policy/Fee/Procedures

1. Policies & Procedure Manual – Updates pending

2. Park Fee Schedule – Addition of Public Safety charges

Motion by Auxier, supported by Koeble, to concur with the recommended Public Safety fees as presented by Chief Duffany, and to forward support to the Public Safety Committee for their recommendation to the Township Board for action to take on updating the Parks and Recreation Park Facility Use Fee Schedule.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1

MOTION CARRIED

C. Administrative Services

1. Park Coordinator's Report

Parks Coordinator's Report was received and filed.

2. Senior/Community Center Report

Senior Center Report was received and filed.

3. Park Use Requests:

A. Hamburg Pirate Youth Football Assoc. – Fall 2019 Park Use

Motion by Auxier, supported by Koeble, to recommend approval of the HYPFA 2019 Fall Season application, dated May 6, 2019, for season dates August 1 through October 31, 2019, contingent on a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, and that use be subject to East Park Blackout dates.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1 MOTION CARRIED

- B. Huron Valley Disc Golf – Disc Golf Tournament – August 4, 2019 – 8 a.m. to 4 p.m.

Motion by Auxier, supported by Koeble, to recommend approval of the Huron Valley Disc Golf PDGA Disc Golf Tournament application, dated June 20, 2019, for event on August 4, 2019 from 8 am to 4 pm, contingent on a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, and that group be charged \$2 per participant.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1 MOTION CARRIED

4. Scholarship Program – No changes

D. Special Projects

1. T'Ball Fencing & Field Upgrade Project - Completed
2. Sun Shade for Adult Workout Area – Permit is in process

E. Sponsorships/Volunteerism/Scholarships

1. Eagle Scout Project – No update was made.
2. Beautification Committee – No update was made.

F. Signage and Community Awareness

1. Entrance Signs/Park Rules/Way-finding Signs – In process, bids being received by Supervisor

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands – No update was made.

10. Call to the Public

A call was made with no response.

11. Committee Comments

No Committee comments were made.

12. Adjourn Meeting

Motion by Koeble, supported by Muck, to adjourn the meeting.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1 MOTION CARRIED

Meeting adjourned at 3:43 p.m.

Respectfully submitted,

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke at the end.

Debra Henneman
Parks Coordinator

No
Information



Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810)231-1000
www.hamburg.mi.us

July 17, 2019

To: Parks & Recreation Committee

From: Deby Henneman, Parks Coordinator

Re: Park Coordinator's Report

The Blackout Date list has been updated and has been included in the packet. I have had more calls for individual and small group use of the picnic areas and have been successful so far working around the sport use. I do my best to maintain a Google Calendar which reflects usage for the fields. You can find it at:

[http://www.hamburg.mi.us/government/departments/parks_and_recreation/parks_and_rec_park_use_calendar_\(google\).php](http://www.hamburg.mi.us/government/departments/parks_and_recreation/parks_and_rec_park_use_calendar_(google).php).

A Community Clean-up event is scheduled for Saturday, August 17, 2019 from 9 a.m. to 4 p.m. We are accepting Volunteer applications for this event, and the link for the flyer and waiver form can be found on our website at:

http://www.hamburg.mi.us/government/departments/parks_and_recreation/earth_day_-_hamburg_twp_clean_up_day.php. The on-site document shredding will only be available from Noon to 4 p.m.

We are actively seeking parties interested in doing the initial striping for our football and soccer fields at the beginning of each season. The weekly striping will then be maintained by the sports groups, however, we would be interested in obtaining pricing on the weekly maintenance as well. Anyone who is interested in providing a quote, please contact clerk@hamburg.mi.us.

Michigan Alliance and HERO met with Public Safety regarding the upcoming PowerAde Tournament and Moving Wall Event, and all concerns were addressed. Michigan Alliance will be working with HERO to come up with a plan for parking and intend to have more volunteers and signage in place. Public Safety has been asked to plan on being there.



Hamburg Township Parks & Recreation

Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810)231-1000
www.hamburg.mi.us

Blackout dates for 2019 Playing Season

(Includes Tentative and Pending – **Hi-lite** has event both sides)

No other uses allowed on Blackout Dates unless approved by Township

East Park

May 11, 2019	PHBSA Opening Day event - Approved
May 18 & 19, 2019	PHBSA Baseball Tournament – Approved
June 1 & 2, 2019	PHBSA Baseball Tournament - Approved
June 8 – 18, 2019	HERO – Family Fun Fest w/set-up – Approved
July 13, 2019 - 2pm-6pm	Manly Family Picnic (50 people) - Approved
August 10, 2019	Flyer's Airshow – Pending (Rain date 8/17/19)
August 24 & 25, 2019	MI Alliance – Powerade Tournament – Approved
August 24-Sept 3, 2019	Vietnam Moving Wall Event – Approved

West Park

May 4 & 5, 2019	Smartwater Invitational - Approved
May 10, 11, 12, 2019	MI Jaguars Invitational Tournament - Approved
June 14-18, 2019	HERO – Family Fun Fest- Fireworks– Approved
June 22, 2019	Loomis Family Picnic (50 people) - Approved
August 24 & 25, 2019	MI Alliance – Powerade Tournament – Approved
August 24-Sept 3, 2019	Vietnam Moving Wall Event – Approved

Lakelands Trail

April 30, 2019 (M. Trailhead)	A Walk in the Woods Trail Walk – Library Event
June 29, 2019 (M. Trailhead)	Jogging for Jakey 5K - Fundraiser

Merrill Field Disc Golf Course

April 30, 2019 (M. Trailhead)	A Walk in the Woods Trail Walk – Library Event
June 29, 2019 (M. Trailhead)	Jogging for Jakey 5K – Fundraiser
August 4, 2019 (Disc Course)	PDGA Disc Golf Tournament - Pending

Volleyball Court Rentals

Monday Evenings until 10/15 Kevin McClafferty (4-12 participants)

Got stuff to get rid of? Want to Volunteer? - Join us!

Hamburg Township Clean-up Event



Hamburg Township invites residents to RECYCLE, REDUCE and REUSE!

Saturday, August 17, 2019

9:00 a.m. to 4 p.m.

Staging location: **Manly Bennett Park West (Disc Golf Entrance)**
10405 Merrill Road, Whitmore Lake, MI



Hamburg Township: Accepting useable household goods and clothing to be donated to Salvation Army



Regal Recycling: Accepting scrap metal/appliances – No plastic/glass



Monroe's Rubbish: No construction materials, hazardous or household waste allowed



Compost bin will be available



Iron Mountain: Accepting documents for Secure Document Shredding

Park/Sports Fields/Trail Clean-up also!

Volunteers Needed! Sign up today!

No hazardous waste, no paint cans or large items that cannot be hand-loaded into dumpsters .

Brochures for Livingston County Hazardous Waste will be available

outlining their collection dates for hazardous waste and electronics.



**Hamburg Township
Parks & Recreation**



Follow us on Facebook, look for Hamburg Parks and Recreation!

Twitter @hamburg_parks for Schedule updates!

Organized by: Hamburg Township Parks & Recreation

For more information: clerk@hamburg.mi.us or (810)222-1124



Hamburg Senior Center
10407 Merrill Road ♦ P.O. Box 157
Hamburg, MI 48139
810.222.1140 ♦ Fax: 810.231.3877
www.hamburg.mi.us

July 16, 2019

To: Parks & Recreation Committee
From: Julie Eddings, Senior Program Director
Re: Senior Center Report

The Senior Center was closed on Wednesday, July 3 at 1:00 pm through Friday, July 5, 2019 for the Fourth of July Holiday and floor waxing. The center will be closed on Tuesday, August 6 for elections.

The Hamburg Township/LETS bus collaboration began on July 1, 2019 with nine riders. For the month of July, the average number of riders has been five. The program is being marketed through the Senior Center Newsletter, Brochures, and Meals on Wheels Flyers to homebound seniors. It has also been mentioned in the Livingston Daily paper. It is being received very positively with the members of the Senior Center.

The Senior Center hosted Kathy McDonough on July 11, 2019 for a Diabetes discussion. Clare Withrow from Color Street Nails will be at the center on July 19, 2019. Phyllis Lindblade will be teaching a crocheted heart class to benefit Peyton's Project. The Senior Center will host a potluck on July 26, 2019 and an acrylic painting class on Tuesday, July 30, 2019.

The Senior Center took two trips in July. The trip to the Clinton River had 38 members attend. FireKeepers had 49 members signed up.

Quilts of Valor will honor a WWII member on July 29, 2019 at 3:00 pm.

Next month the Senior Center will have a bus for Senior Celebration (Power) Day on August 2, 2019. The Attorney General's office will have an Investment Scams Seminar on August 16, 2019. Estate Information Services will provide a comprehensive estate-planning workshop on August 22, 2019 and Heart to Heart Hospice will be providing a stress relief seminar.

Attendance at the Senior Center continues to increase. The Senior Center had five new members join from June 21 to July 16, 2019. June monthly total was 1196 with a daily average of 60.