



# Hamburg Township Parks & Recreation

Hamburg Township Offices  
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Hamburg Township  
Parks & Recreation Committee  
Regular Meeting  
Hamburg Township Hall Board Room  
Tuesday, November 26, 2019  
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:05 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Dolan, Koeble, Auxier, Muck

Board Members Absent: None

Board Member Vacancy: 1

Also Present: Deby Henneman, Parks Coordinator

Dolan stated the Pinckney Community Schools Athletic Department is still looking for an appropriate candidate for the Committee and they will notify him when one has been selected.

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

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

**VOICE VOTE: Ayes: 4      Vacancy: 1**

**MOTION CARRIED**

6. Approval of the Minutes

**Motion by Koeble, supported by Auxier, to approve the minutes from October 29, 2019 as presented.**

**VOICE VOTE: Ayes: 4      Vacancy: 1**

**MOTION CARRIED**

7. Correspondence

Henneman distributed an update from Supervisor Hohl regarding the St. Mary's Wildbots group and their presentation for the 2019 First Lego League Challenge. They won the research award for their ideas on how to cross pedestrians safely over Merrill Road, from one side of Manly Bennett Park to the other.

8. New Business

There was no New Business.

9. Unfinished Business

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

1. Iron Belle & Lakelands Trail Update

Hohl reported that he will be attending a meeting in January with the MDNR to get a definitive answer regarding Ashto standards, and whether they would be willing to waive them due to the hardships that would cause for the interconnect up McGregor Road.

2. Grant Update – MNRTF & Passport Grant Submissions

Henneman reported the grant announcements will be in December 2019. She reported that she will be moving forward with the Wilson Grant proposal as outlined in the packet.

**B. Township Park Use Policy/Fee/Procedures**

1. Policies & Procedure Manual – Updates pending

2. Park Fee Schedule – Open discussion took place regarding the Park Facility Use Fee Schedule and the proposals that were presented by the Parks Coordinator.

Discussion took place regarding the existing user groups and their role in the maintenance of the sports fields. Committee also discussed the income generated by current park fees and what the Township will be doing as far as maintenance moving forward.

Dolan reported that the Township will continue to cut grass and empty garbage, and that any other items required to maintain the fields as sports fields, will be the user groups' responsibility.

**Motion by Muck, supported by Auxier, to recommend to the Township Board that the Park Facility Use fees for the 2020 Calendar Year remain at a \$5.00 per resident, \$10.00 per non-resident seasonal charge, self-reported by the User Groups, with same requirements for documentation such as General Liability & Property Insurance, Concession and Background Check confirmation, and that event fees be increased as outlined in Option #2, with additional charges for Public Safety as included, unless otherwise negotiated by Parks & Recreation Administration and the Township Board.**

**VOICE VOTE: Ayes: 4 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:**

None

4. **Scholarship Program** – No changes

**D. Special Projects**

1. Adult Work Area – Phase 2– Pending
2. Equipment upgrade in Playgrounds – Pending
3. Community Clean-Up Event – Scheduled for April 25, 2020 – 9 a.m. to 3 p.m.

**E. Sponsorships/Volunteerism/Scholarships**

1. Eagle Scout Project – No update was made.
2. Beautification Committee – Newsletter with meeting date will be sent out for AB Committee, and anyone interested in being on the mailing should contact [clerk@hamburg.mi.us](mailto:clerk@hamburg.mi.us).

**F. Signage and Community Awareness**

There were no updates.

**G. Risk Management (Insurance/ADA)**

There were no updates.

10. Call to the Public

A call was made with no response.

11. Committee Comments

**Motion by Dolan, supported by Koeble, that there be no meeting in December, due to the holidays, unless a topic is brought forward that necessitates a special meeting. Due to the MParks Conference being held the last week in January, the next regular meeting will be January 21, 2020 at 3:00 p.m.**

**VOICE VOTE: Ayes: 4      Vacancy: 1**

**MOTION CARRIED**

12. Adjourn Meeting

**Motion by Auxier, supported by Muck, to adjourn the meeting.**

**VOICE VOTE: Ayes: 4      Vacancy: 1**

**MOTION CARRIED**

Meeting adjourned at 3:56 p.m.

Respectfully submitted,



Debra Henneman  
Parks & ADA Coordinator