



**Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall Small Conference Room
Tuesday, May 26, 2020
3:00 p.m.**

1. Call to Order

Dolan called the meeting to order at 3:30 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: Mougrabi

Also Present: Deby Henneman, Parks & ADA Coordinator

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: 4, Absent: 1 (Mougrabi)

MOTION CARRIED

6. Approval of the Minutes

Motion by Koeble, supported by Auxier, to approve the minutes from the February 18, 2020 Regular Meeting as presented.

VOICE VOTE: Ayes: 4, Absent: 1 (Mougrabi)

MOTION CARRIED

Motion by Dolan, supported by Auxier, to approve the minutes from the March 31, 2020 Special Meeting as presented.

VOICE VOTE: Ayes: 4, Absent: 1 (Mougrabi)

MOTION CARRIED

7. Correspondence

There was no correspondence.

8. New Business

Covid-19 Update – Dolan stated that restrictions have been loosened for Disc Golf, Flyers Fields and gatherings under 10 people, but the playgrounds and workout area remains closed. Staff will be returning to work week of June 1, 2020.

Muck stated that the City of Novi has opened tennis courts and sports fields with required social distancing. Restrooms are still closed. He has an email he will share with Parks Coordinator that was sent to the user groups in their area.

Henneman to send email to user groups using similar language.

9. Unfinished Business

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

1. Iron Belle & Lakelands Trail Update

There were no updates on the Trail.

2. Grant Update – MNRTF & Passport Grant Submissions

Dolan stated all additional information has been submitted as requested for the Trust Fund grants.

3. Ralph C. Wilson, Jr. Legacy Funds Grant Submission

Henneman reported that grant for the Village Trailhead Basketball/Outdoor Ice Rink Project was denied.

4. Ralph C. Wilson, Jr. Trail Maintenance Grant Submission

Henneman reported that a grant for the Hay Creek Bridge Project has been submitted, along with additional information as requested from the Grant Coordinator. Award is pending, and will be announced July 2020.

5. AARP Community Challenge Grant Submission

Henneman reported that a grant for the Senior/Community Center Outdoor Pickleball Courts has been submitted. Award is pending and will be announced July 2020.

B. Township Park Use Policy/Fee/Procedures

1. Policies & Procedure Manual – Updates pending

2. Park Fee Schedule – Approved and posted

3. Senior/Community Center Fee Schedule - Pending

C. Administrative Services

1. Park Coordinator's Report

Parks Coordinator's Report for March & April 2020 were received and filed.

2. Senior/Community Center Report

Senior Center Report for March & April 2020 were received and filed.

Dolan reported that the Senior Center Director has stayed in communication with their members, and is currently working on a plan for re-opening the center.

3. Scholarship Program

No updates.

4. Park Use Requests:

A. GO Sports LLC – Use of one Diamond – When fields open to November

Motion by Auxier, supported by Koeble, to recommend approval of the application from GoSports LLC, dated 2/24/20, contingent on opportunities for field use as determined by the Parks Coordinator and based on Township Covid-19 protocol, subject to 2-hour block flat-rate charges as outlined in Park Use Schedule, proof of insurance naming Hamburg Township as additional insured be provided, that user be prepared to provide minor field maintenance to support their sport, that the Clerk Department be provided all requested documents to their satisfaction, that use will not be allowed during Blackout Dates and that concession stand use, if applied for, will be limited to pre-packaged foods and beverages.

VOICE VOTE: Ayes: 4, Absent: 1 (Mougrabi)

MOTION CARRIED

B. PHS Cross-Country Invitational – October 17, 2020

Motion by Muck, supported by Auxier, to recommend approval of the application from Pinckney Cross Country (PHS), dated 2/13/20, for their Cross Country Invitational on October 17, 2020, contingent on opportunities for field use as determined by the Parks Coordinator and based on Township Covid-19 protocol, that proof of insurance naming Hamburg Township as additional insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, that Public Safety recommend hazard level and fees for use to Township Board, that use will not be allowed during Blackout Dates and that concession stand use, if applied for, will be limited to pre-packaged foods and beverages.

VOICE VOTE: Ayes: 4, Absent: 1 (Mougrabi)

MOTION CARRIED

5. Scholarship Program – No changes

D. Special Projects

1. Adult Work Area – Phase 2– No updates.
2. Equipment upgrade in Playgrounds – No updates.
3. Community Clean-Up Event – Postponed.
4. Project List – No updates.

E. Sponsorships/Volunteerism/Scholarships

1. Eagle Scout Project – No updates.
2. Beautification Committee – No updates.

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

There were no committee comments.

12. Adjourn Meeting

Motion by Auxier, supported by Koeble, to adjourn the meeting.
VOICE VOTE: Ayes: 4, Absent: 1 (Mougrabi)

MOTION CARRIED

Meeting adjourned at 4:08 p.m.

Respectfully submitted,



Debra Henneman
Parks & ADA Coordinator