



# Hamburg Township Parks & Recreation

Hamburg Township Offices  
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Hamburg Township  
Parks & Recreation Committee  
Regular Meeting  
Hamburg Township Hall Small Conference Room  
Tuesday, August 18, 2020  
3:00 p.m.

1. Call to Order

Dolan 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: Dolan, Koeble, Auxier, Muck, Mougrabi

Board Members Absent: None

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 Muck, to approve the agenda as presented.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

6. Approval of the Minutes

**Motion by Koeble, supported by Muck, to approve the minutes from the July 21, 2020, Regular Meeting as presented.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

7. Correspondence

There was no correspondence.

8. New Business

Covid-19 Update – There was no update.

9. Unfinished Business

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

1. Iron Belle & Lakelands Trail Update

Hohl stated there would be a work session on August 6, 2020 at Noon to discuss the development of a request for proposal (RFP) for major maintenance of the Mike Levine Lakelands Trail.

2. Grant Update – MNRTF & Passport Grant Submissions

Dolan stated the Township is on the agenda for a presentation to the Trust Fund Board in August, and the consultants from Spicer have been hired to assist with the presentation. Drone footage for the presentation will be taken.

3. AARP Community Challenge Grant Submission

Henneman stated our Pickleball Project has been passed on for grant funding through AARP.

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

1. Policies & Procedure Manual – Updates pending

2. Park Fee Schedule & Changes – Updates approved

3. Senior/Community Center Application and Rules & Regs – Updates approved

4. Covid Protocol – No updates

**C. Administrative Services**

**1. Park Coordinator’s Report**

Parks Coordinator’s Report for July 2020 was received and filed.

**2. Senior/Community Center Report**

Senior Center Report for July 2020 was received and filed.

**3. Scholarship Program**

No updates.

**4. Park Use Requests:**

A. HERO – Land Facility Use Agreement – Family Fun Fest

**Motion by Dolan, supported by Koeble, to recommend the execution of the Land/Facility Use License Agreement H.E.R.O./Hamburg Fun Fest, 3-year agreement to the Township Board.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

B. 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

C. 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