



Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall via GoTo Meeting
Tuesday, February 23, 2021
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:01 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Dolan, Mougrabi, Michniewicz, Muck, Auxier

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 Auxier, supported by Michniewicz, to approve the agenda as presented.

VOICE VOTE: Ayes: 5

MOTION CARRIED

6. Approval of the Minutes

Motion by Auxier, supported by Michniewicz, to approve the minutes from the January 26, 2021, Regular Meeting as presented.

VOICE VOTE: Ayes: 5

MOTION CARRIED

7. Correspondence

Hamburg Historical Museum newsletter was received and filed.

8. New Business

A. Pickle ball Court Project – Dolan reviewed the project to date. He has been working with the Senior Center on a budget which will include funds from Parks & Recreation. The approval of the conceptual project is on the agenda for the 3/10/21 Senior Advisory Committee meeting. Dolan stated the anticipated timeline for this project is as follows:

- 3/10/21 Senior Advisory Meeting
- 3/16/21 Township Board approval
- 3/17/21 Request for Proposal (RFP)
- 4/2021 Contractor approval
- 5/2021 Construction

- 6/2021 Curing and Painting
- 7/2021 Ribbon Cutting and Grand Opening

Dottie Davis, 11910 McGregor Rd., addressed the Parks Committee. She stated she is in support for Pickle ball in Hamburg Township. She stated after attempting to use the courts at Pinckney Community Schools, and traveling back and forth to Hartland for leagues, she finally built one at home. She stated that there are money making opportunities with these courts, and that she feels they would be highly used. She stated revenue could be brought in for everything from clinics to tournaments.

Dolan stated that the Senior Center, for their investment, would like to have low or no-cost use of the courts during their Center hours. All scheduling will be handled by Parks and Recreation, and residents using the courts after Senior Center hours and on weekends will be charged a fee as to be determined by the Township.

Muck stated he is in full support of the project, but that the proposed budget seems a bit low.

Dolan stated a vendor familiar with Hamburg Township grounds was the one who supplied the projected costs.

Muck questioned the use of asphalt and stated that concrete is being used for their project at the City of Novi because of the issues with asphalt cracking after a few years. He stated a maintenance budget would need to be maintained for this site as there would be repairs and repainting needed every few years. He also suggested the consideration of lights for the project.

Michniewicz asked why Ms. Davis wasn't satisfied with the courts at Pinckney Community Schools.

Davis stated there weren't enough courts available for the league in Hartland to drive out and availability was limited.

Dolan stated here is fencing proposed for 2 sides.

Davis stated windscreens are important and recommended having them to begin with. She suggested having 10' fencing on all 4 sides with entry points on various parts of the fence.

Mougrabi stated it is a good idea, and she is sure there would be kids at school that would be interested in forming a club.

Hohl stated he is in support of this project, and suggested that the parking lot expansion be a Township priority to support this proposal, since the parking will be at a premium.

Dolan stated scheduling will be handled by Parks with exclusive Senior Center access during the day.

Hohl suggested increasing the budget and getting lights done at the same time.

Muck stated that Novi did 4 courts and agrees that the budget should be closer to \$125,000.

Davis highly recommends concrete in lieu of asphalt.

Dolan stated he will update the budget, gather new information and send it to parks via email.

Motion by Auxier, supported by Muck, to recommend and support the concept plan for the Pickle ball Courts as proposed to be built as a joint project between Parks & Recreation and the Senior Center, as presented and discussed and as supported by the Parks & Recreation Master Design Plan and the high level of interest the Citizens have expressed.

VOICE VOTE: Ayes: 5

MOTION CARRIED

Hohl stated this project should take precedence over the Dog Park.

Davis stated she would be happy to serve on a Pickle ball sub-committee.

B. Senior/Community Center Outdoor Community Spaces Project

Henneman reviewed the conceptual plan for the Outdoor Community Spaces Project as outlined in the packet. The project is proposed to be jointly funded between Parks & Recreation and the Senior Center. The project will be tied into the Pickle ball project so that the ground leveling and concrete work can be done by one contractor.

Motion by Michniewicz, supported by Auxier, to recommend and support the concept plan for the Outdoor Community Space at the Senior/Community Center, as presented.

VOICE VOTE: Ayes: 5

MOTION CARRIED

Muck stated he is concerned about loitering.

Dolan stated cameras and lights can be done at the same time.

C. AARP Grant Proposal – Senior/Community Center Patio Door Access – ADA

Henneman stated that the Senior Center and Parks and Recreation would like to proceed with an AARP Grant application to replace the non-compliant patio doors with wider motion activated exits. Any door proposal will be reviewed by HTFD for compliance.

D. 3-year Portable Toilet Contract Award – DJ Septic chosen to continue contract.

9. Old Business

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

1. Iron Belle Trail/Lakelands Trail – Supervisor had no update.

2. MNRTF Trust Fund Grants – Clerk stated that he is in discussions with Henry Ford who would like to continue negotiations on the Rush Lake Land Acquisition. He stated if the Township were to proceed with another Trust Fund Grant application, it would be done so without the Golf Course operation included. The due date for all Trust Fund Grant applications is 4/1/21.

B. Township Park Use Policy/Fee/Procedures

1. Park Facility Use Policy – Updates pending

2. Covid Protocol – Following CDC and MDHHS Guidelines

C. Administrative Services

1. Park Coordinator's Report – None

a. Park Project Proposal – Information received and filed

b. 2021 Event Blackout List – List received and filed

2. Senior Center Report – February 2021 – Report received and filed

3. Scholarship Request – None

4. Park Use Requests

a. Go Sports LLC – East Park – Diamond #4 – May/October

Motion by Dolan, supported by Michniewicz, to recommend approval of the application for Go Sports LLC as submitted, contingent on the required paperwork being filed with the Clerk's Office, that field assignments be communicated Administratively through the Parks Coordinator, that payments for use be billed based on current fee schedule, and that the use not interfere with priority use of PHBSA or any scheduled Blackout Dates, and that use will be subject to CDC and MDHHS guidelines regarding Covid-19.

VOICE VOTE: Ayes: 5

MOTION CARRIED

Cindy Janssen, Go Sports LLC, addressed the Parks Committee. She stated that she would like to include some semi-permanent baseline markers that could be removed at the end of the year. She said the upgrade would allow for different size kids to play on the same field, and other users would be welcome to use them.

Muck stated he would caution on allowing for the different base lengths as it can cause friction between the users. He suggested discussing it with all parties before proceeding.

b. HCSC Park Use Application – West Park – Fields 6,7,8

Motion by Auxier, supported by Michniewicz, to recommend approval of the application for HCSC as submitted, with the contingency that all required paperwork be filed with the Clerk's Office, that field assignments be communicated Administratively through the Clerk and Parks Coordinator, that payments for use be billed based on current fee schedule, that the Concession stand be cleaned and brought up to code, that all damaged or unused goals/nets be removed from the premises or disposed of, that use of the fields will not be allowed during West Park blackout dates, and that use will be subject to CDC and MDHHS guidelines regarding Covid-19.

VOICE VOTE: Ayes: 5

MOTION CARRIED

c. East Michigan Panthers Park Use Application – West Park – Field 1

Motion by Dolan, supported by Auxier, to recommend approval of the application for East Michigan Panthers as submitted, contingent on the Clerk Department being provided all requested documents to their satisfaction, that the field assignments be communicated administratively through the Parks Coordinator, that payments for use be billed based on current fee schedule, that uses will not be allowed during Blackout Dates, and that all uses comply with the CDC and MDHHS guidelines in regards to Covid.

VOICE VOTE: Ayes: 5

MOTION CARRIED

d. Pirate Soccer Club LLC – West Park – TBD

Motion by Auxier, supported by Michniewicz, to recommend approval of the application for Pirate Soccer Club as submitted, contingent on the Township Board establishing fees, if any, for use, that the Clerk Department being provided all requested documents to their satisfaction, that the field assignments be communicated administratively through the Parks Coordinator, that uses will not be allowed during Blackout Dates, and that all uses comply with the CDC and MDHHS guidelines in regards to Covid.

VOICE VOTE: Ayes: 5

MOTION CARRIED

e. Hamburg Flyers RC Club Park Use – Annual Application

Motion by Dolan, supported by Muck, to recommend approval of the application for Hamburg Flyers RC annual park use as submitted, contingent on the Clerk Department being provided all requested documents to their satisfaction, that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that uses not be allowed during Blackout Dates, and that all uses comply with the CDC and MDHHS guidelines in regards to Covid. All RC activity is monitored by this group on behalf of the Township and Liability for this activity is covered by their provided Insurance.

VOICE VOTE: Ayes: 5

MOTION CARRIED

f. PYA Park Use for Football – Park Use Application - East Park

Motion by Dolan, supported by Muck, to recommend approval of the application for Pirate Youth Athletics as submitted, contingent on the Clerk Department being provided all requested documents to their satisfaction, that the field assignments be communicated administratively through the Parks Coordinator, that payments for use be billed based on current fee schedule, that uses will not be allowed during Blackout Dates, and that all uses comply with the CDC and MDHHS guidelines in regards to Covid.

VOICE VOTE: Ayes: 5

MOTION CARRIED

g. Hamburg Flyer’s Air Show Event – Park Use Application – East Park

Motion by Dolan, supported by Muck, to recommend approval of the application for Hamburg Flyers RC Airshow Event as submitted, Event Date August 7, with a Rain date of August 14, 2021, contingent on the Clerk Department being provided all requested documents to their satisfaction, that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, and that event comply with the CDC and MDHHS guidelines in regards to Covid. All RC activity is monitored by this group on behalf of the Township and Liability for this activity is covered by their provided Insurance.

VOICE VOTE: Ayes: 5

MOTION CARRIED

h. PMA Dubs Event – Park Use Application – Disc Golf Course

Motion by Auxier, supported by Dolan, to recommend approval of the 1st Annual PMA Dubs Event as submitted, Event Date April 11, 2021, contingent on the Clerk receiving all requested documents to their satisfaction, that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that payment for the number of participants be made no later than the Wednesday following the event, and that event comply with the CDC and MDHHS guidelines in regards to Covid.

VOICE VOTE: Ayes: 5

MOTION CARRIED

i. Smartwater Invitational – Park Use Application – BLACKOUT of West Park

Motion by Muck, supported by Auxier, to recommend approval of the application for Michigan Alliance FC and to request recommendation and hazard/fee level from from Public Safety. Approval includes a contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the user be charged a \$500 non-refundable hold the date deposit and charged for use less deposit based on fee schedule, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession stand remain closed to use, that any other vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal, and that a recommendation from the Public Safety Committee be received prior to requesting the Township Board’s approval. This event will need to comply with all CDC and MDHHS Covid guidelines.

VOICE VOTE: Ayes: 5

MOTION CARRIED

j. Jaguar Invitational – Park Use Application – BLACKOUT of West Park

Motion by Muck, supported by Auxier, to recommend approval of the application for Michigan Jaguars FC and to request recommendation and hazard/fee level from Public Safety. Approval includes a contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the user be charged a \$500 non-refundable hold the date deposit and charged for use less deposit based on fee schedule, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession stand remain closed to use, that any other vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal, and that a recommendation from the Public Safety Committee be received prior to requesting the Township Board’s approval. This event will need to comply with all CDC and MDHHS Covid guidelines.

VOICE VOTE: Ayes: 5

MOTION CARRIED

k. Powerade Invitational – Park Use Application – BLACKOUT of West and East Park

Motion by Muck, supported by Auxier, to recommend approval of the application for Michigan Alliance FC and to request recommendation and hazard/fee level from from Public Safety. Approval includes a contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the user be charged a \$1,000 non-refundable hold the date deposit (both parks) and charged for use less deposit based on fee schedule, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession stand remain closed to use, that any other vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal, and that a recommendation from the Public Safety Committee be received prior to requesting the Township Board’s approval. This event will need to comply with all CDC and MDHHS Covid guidelines.

VOICE VOTE: Ayes: 5

MOTION CARRIED

3. Scholarship Program – No requests

D. Special Projects

1. Equipment Upgrade in Playgrounds – Awaiting Bids
2. Hay Creek Bridge Project – Dolan stated the vendor will be contacted and it will be going out for bid.
3. ADA Truncated Domes Project on Lakelands Trail – summer 2021 completion anticipated.

4. Hamburg RC Flyers – RC Car/Truck Track – Conceptual Play – Update anticipated in March
5. Dog Park Project – Dolan stated a survey would be developed and distributed to gauge interest in a community cost-share model in which crowd-funding would be used as a match for MDEC’s program.

Henneman will pull together some questions and work with Dolan with proposed project layout, and will bring it back for review at March meeting.

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

Henneman reminded Committee of the joint meeting, Wednesday, February 24, 2021 at 7 p.m. via GoTo.

12. Adjourn Meeting

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

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

MOTION CARRIED

Meeting adjourned at 4:20 p.m.

Respectfully submitted,



Debra Henneman
Parks & ADA Coordinator