



**Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, January 25, 2022
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: Michniewicz, Muck, Dolan

Board Members Absent: Auxier, Member At Large - Vacant

Also Present: Deby Henneman, Parks & ADA Coordinator, Duane Hoepfner, Building & Grounds Team Lead, Jennifer Stewart & Courtney Sturgis, Planners from Spicer Group

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

Motion by Dolan, supported by Michniewicz, to approve the agenda, moving Park Use requests up to accommodate those in the audience.

VOICE VOTE: Ayes: 3 Absent: 2 (Member at Large, Auxier)

MOTION CARRIED

6. Approval of the Minutes

Motion by Dolan, supported by Michniewicz, to approve the minutes from the September 28, 2021 Regular Meeting as presented.

VOICE VOTE: Ayes: 3 Absent: 2 (Member at Large, Auxier)

MOTION CARRIED

7. Correspondence

Hamburg Historical Museum newsletters were received and filed.

8. Old Business (moved up on agenda)

C. Administrative Services

4. Park Use Requests

- a. Go Sports LLC – Baseball – 2022 Season – April to October

Motion by Muck, supported by Michniewicz, to recommend approval of the Park Facility Use Application for Go Sports LLC dated 9/28/21 as presented, contingent on all requested

documents being received to the Clerk Department's satisfaction, that field assignments be communicated administratively, and that charges be invoiced based on current fee schedule allowing for in-kind donation credits.

VOICE VOTE: Ayes: 3 Absent: 2 (Member at Large, Auxier) MOTION CARRIED

b. Michigan Jaguars FC Tournament – May 6-8, 2022 – 100% Blackout

Motion by Dolan, supported by Muck, to recommend approval of the Park Facility Use Application for Michigan Jaguars FC Tournament dated 1/3/22 as presented, contingent on all requested documents being received to the Clerk Department's satisfaction, that the application be reviewed and assigned a hazard level by Public Safety, and that charges be invoiced based on current fee schedule.

VOICE VOTE: Ayes: 3 Absent: 2 (Member at Large, Auxier) MOTION CARRIED

c. Warrior Rugby Club – Spring Season – March 1 to June 16, 2022

Motion by Muck, supported by Michniewicz, to recommend approval of the Park Facility Use Application for Warrior Rugby 1/19/22 as presented, contingent on all requested documents being received to the Clerk Department's satisfaction, that field assignments be communicated administratively, and that charges be invoiced based on current fee schedule allowing for in-kind donation credits.

VOICE VOTE: Ayes: 3 Absent: 2 (Member at Large, Auxier) MOTION CARRIED

d. Habz Top Dogs – Pettysville Trailhead – April to October

Discussion took place regarding application submitted for a Hot Dog Cart which the applicant would like to set up at the Pettysville Trailhead adjacent to the Mike Levine Lakelands Trail State Park.

John & Melinda Haberthy stated the cart is self-sustained and they would like to find a location in the community where they live. They plan to serve Michigan made products, and suggested a 90-day trial period.

Muck stated the location may be an issue considering the large investment property across the street from the trailhead that anticipates a 24-hour gas station with food. He asked if the applicant considered Manly Bennett Park.

Motion by Dolan, supported by Muck, to obtain a recommendation from Planning & Zoning Administrator, then determine if recommendation from legal and/or MDNR is required, and report back to Committee and applicant.

VOICE VOTE: Ayes: 3 Absent: 2 (Member at Large, Auxier) MOTION CARRIED

D. Special Projects

1. Master Design Plan – Project Selection – Grant Discussion

Discussion took place regarding the existing Master Design Plan, and the Township Board's support of providing funds for use as a grant match to get some larger projects done. Dolan reviewed both plans that had been discussed with Spicer Group, and according to their recommendation, the following items should be given priority:

- Playgrounds
- Concession stand conversion to include restrooms
- Canoe/Kayak launch improvements
- ADA Parking space improvements
- West Park walking trail improvements

Motion by Dolan, supported by Michniewicz, to recommend the Township enter into an agreement with Spicer Group to draft and apply for a Michigan Department of Natural Resources Trust Fund Grant in the amount of \$300,000, anticipating a \$200,000 match from ARRPA funds with a list of priorities of: West Park Playground, West Park walking trail improvements, Concession/Restroom upgrades, Inclusion of ADA Parking spaces in West Park parking lot, Kayak/Canoe Launch improvements to the Water Trail Access.

9. Current Business

A. Park Facility Use Policy – Revisions & Recommendation

Motion by Muck, supported by Dolan, to table recommendation on Parks policy.

VOICE VOTE: Ayes: 3 Absent: 2 (Member at Large, Auxier) MOTION CARRIED

B. 2022 Meeting Schedule

Received and filed schedule approved by the Township Board.

C. Community Clean-Up Day – Saturday, April 23, 2022

Received and filed.

9. Old Business

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

1. Iron Belle Trail/Lakelands Trail – No Supervisor update.

C. Administrative Services

1. Park Coordinator's Report – September 2021 – Report received and filed

2. Senior Center Report – August & September 2021 – Report received and filed

3. Scholarship Request – None

E. Sponsorships/Volunteerism

1. Eagle Scout Project – No updates.

2. Amenities and Beautification Committee – No updates.

F. Signage and Community Awareness

1. Wayfinding Signage – No update

G. Risk Management (Insurance/ADA)

No updates.

10. Call to the Public

A call was made with no response.

11. Committee Comments

No comments.

12. Adjourn Meeting

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

VOICE VOTE: Ayes: 3 Absent: 2 (Member at Large, Auxier)

MOTION CARRIED

Meeting adjourned at 4:33 p.m.

Respectfully submitted,



Debra Henneman
Parks & ADA Coordinator

Next meeting: Tuesday, February 22, 2022 – 3:00 p.m.