



**Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, April 26, 2022
3:00 p.m.**

1. Call to Order

Dolan called the meeting to order at 3:07 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, Township Coordinator, Pat Hohl, Supervisor

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 with the addition of Wayfinding Signage Discussion addition.

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

MOTION CARRIED

6. Approval of the Minutes

Motion by Michniewicz, supported by Muck, to approve the minutes from the March 22, 2022 Regular Meeting as presented.

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

MOTION CARRIED

7. Correspondence

Hamburg Historical Museum newsletters were received and filed.

8. Current Business - None

9. Old Business

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

1. Iron Belle Trail/Lakelands Trail

a. Hay Creek Bridge Project – Updated completion date: 6/1/22

b. Trail Maintenance Project – Vendor selected, summertime project

c. Huron River free-span Bridge Project – Estimates in, grants underway

2. 5-year Master Plan Update – Coordinator to request bids
3. West Park Trust Fund Grant – Application submitted

Muck announced that funding for Trust Fund is being held up at the State level. He will contact State Representative on our behalf since we have a pending project that is promised funds.

Henneman stated Township has received the grant funds from Ralph Wilson, Jr.

B. Township Park Use Policy/Fee/Procedures

1. Park Use Policy updates – Pending (to include proposed Vendor Procedure)
2. Community Center Policy & Fee change – Going to Board at 4/5/22 meeting
3. Administrative Fee Schedule updates will be made once all policy changes are approved.

C. Administrative Services

1. Park Coordinator's Report – March 2022 – Report received and filed
2. Senior Center Report – March 2022 – Report received and filed
4. Scholarship Request – East Michigan Panthers – Spring 2022

Motion by Muck, supported by Michniewicz, to approve the Every Child Shall Play Scholarship request from East Michigan Panthers, for programming run at the West Manly Bennett Park soccer fields.

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

4. Park Use Requests

- A. Jogging for Jakey – August 13, 2022

Motion by Michniewicz, supported by Muck, to recommend approval of the Park Facility Use Application for Jogging for Jakey Charity 5K as presented, contingent on all requested documents being received to the Clerk Department's satisfaction, that charity be identified, and that charges be waived due to the nature of the event.

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

- B. PYA Football Practice – Fall 2022

Motion by Dolan, supported by Michniewicz, to recommend approval of the Park Facility Use Application for PYA as presented, contingent on all requested documents being received to the Clerk Department's satisfaction, that charges be based on the current Park Use Fee Schedule, and that no use be allowed during BLACKOUT dates.

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

D. Special Projects

1. Community Clean-Up Event – Saturday, April 23, 2022 – 9AM to 3PM – Recap.
2. East Park Playground Renovation Project

Muck stated that the City of Novi generally approaches the vendor(s) with a budget, and asks them to come back with a design including all costs for installation. He suggested having staff tear down the existing structures in order to save costs on demolition.

Motion by Dolan, supported by Muck, to bring back acquired bids and designs to the Parks Committee for the East Park Playground Project, in anticipation of a summer 2022 construction.

3. Baseball Dugout Renovation Project – Supplies ordered, construction to be done by 6/1/22.

E. Sponsorships/Volunteerism

1. Amenities and Beautification Committee – Updates will be made to program. Benches will be going up.

F. Signage and Community Awareness

1. Wayfinding Signage

Discussion took place regarding wayfinding signage needs in park, specifically the Manly Bennett Monument sign which is in very poor condition. Updated costs were requested for:

- Manly Bennett Park – Monument Sign (East Park Entrance)
- Municipal Complex – Monument Sign
- Clock Tower Directional Sign (in driveway to Municipal Complex)
- Directional Signage – Wayfinding (West Park & Disc Golf Entrances)
- Kiosk Signage – Township Hall with Bike Rack
- Kiosk Signage - Pickleball

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands - No update

10. Call to the Public

A call was made with no response.

11. Committee Comments

Henneman expressed her concerns with the striping of the soccer fields, and the lack of sports volunteers to do it.

12. Adjourn Meeting

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

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

MOTION CARRIED

Meeting adjourned at 3:53 p.m.

Respectfully submitted,



Debra Henneman
Township Coordinator
Parks, ADA, Grants, Ordinances

Next meeting: Tuesday, May 24, 2022 – 3:00 p.m.