



# Hamburg Township Parks & Recreation

Hamburg Township Offices  
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Hamburg Township  
Parks & Recreation Committee  
Regular Meeting  
Hamburg Township Hall  
Tuesday, February 28, 2023  
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:03 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

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

Board Members Absent: None

Also Present: Deby Henneman, Township Coordinator

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

**Motion by Michniewicz, supported by Muck, to approve the agenda with the addition of 4.i. PHBSA Opening Day Event under Park Use Requests.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

6. Approval of the Minutes

**Motion by Auxier, supported by Michniewicz, to approve the minutes from the January 24, 2023 Regular Meeting as presented.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

7. Correspondence

Hamburg Historical Museum newsletter was received and filed.

8. Current Business

None

9. Old Business

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

Supervisor Hohl reported that he will be getting bids on trail maintenance for crack filling and hole repair again this year. He stated he hopes to make these types of repairs every year.

1. Iron Belle Trail/Lakelands Trail
  - Huron River free-span Bridge Project – No Update
  - Spark Grant – Lakelands Trail Restroom & Amenities Project – No Update
2. 5-year Master Plan Renewal – Filed awaiting approval
3. Bennett Park & Senior Center – Coordinator Update
  - TF22-0107 Bennett Park & Water Trail Access Improvements – Will be pulling together a concept plan.
  - AARP Challenge Grant – Community Garden Relocation Project – Deadline 3/15/23
  - LCCOA Grant – Water Fountain for Senior Center – Julie applied Feb 2023

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

1. Park Use Policy updates – No updates

**C. Administrative Services**

1. Park Coordinator’s Report – February 2023 – Report received and filed
2. Senior Center Report – February 2023 – Report received and filed
3. Scholarship Request – None
4. Park Use Requests

- a. Livingston County Christian Schools – 2023 Soccer Season

**Motion by Dolan, supported by Auxier, to approve the request from Livingston Christian Schools for their 2023 soccer season as outlined in their application dated February 9, 2023, with the contingency that use be scheduled with the Park Coordinator, that a Certificate of Insurance be provided naming Hamburg Township as an additional insured, and that all other requirements be met to the satisfaction of the Clerk’s office.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

- b. PHBSA – 2023 Baseball Season

**Motion by Dolan, supported by Auxier, to approve the request from Pinckney, Hamburg. Baseball, Softball Association for their 2023 baseball season as outlined in their application dated February 6, 2023, with the contingency that use be scheduled with the Park Coordinator, that a Certificate of Insurance be provided naming Hamburg Township as an additional insured, and that all other requirements be met to the satisfaction of the Clerk’s office.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

- c. East Michigan Panthers

**Motion by Dolan, supported by Auxier, to approve the request from East MI Panthers for their 2023 soccer season as outlined in their application dated January 25, 2023, with the contingency that use be scheduled with the Park Coordinator, that a Certificate of Insurance be provided naming Hamburg Township as an additional insured, and that all other requirements be met to the satisfaction of the Clerk’s office.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

d. MI Jaguars FC – 2023 Spring Soccer Tournament

Motion by Muck, supported by Michniewicz, to recommend approval of the Park Use Application for the Michigan Jaguar FC Spring Tournament by the Michigan Jaguars FC to be held on May 12-14, 2023, in Manly Bennett West Park, as outlined on their application dated 1/23/23, and that staff forward application to Public Safety Committee for their recommendation to the Township Board and to set a hazard level, and to further work with the applicant, the Public Safety Director, and the Clerk Department to ensure that all conditions and terms are adhered to, and that all requested documentation be provided to their satisfaction.

VOICE VOTE: Ayes: 5

MOTION CARRIED

e. Jogging for Jakey – 2023 5K Event

Motion by Dolan, supported by Michniewicz, to recommend approval of the Park Use Application for Jogging for Jakey 5K hosted by the Smotherman family to be held on August 12, 2023 on the Mike Levine Lakelands Trail (with staging at Manly Bennett West Park) as outlined in their application dated January 31, 2023, and as recommended by the Parks & Recreation Committee, with a waiver of fees due to the nature of the event. Contingent upon on all required paperwork, including a Certificate of Insurance naming Hamburg Township as Additional Insured, being submitted to the satisfaction of the Clerk's office.

VOICE VOTE: Ayes: 5

MOTION CARRIED

f. Heritage Vintage Market

Motion by Dolan, supported by Auxier, to recommend approval of the Park Use Application for the Heritage Fall Market to be held on September 10, 2023, with approved (shared use) set-up the day before in Manly Bennett Park East, including all events as listed on their application and in their proposal packet, and to be reviewed by Public Safety in order to set a hazard level. Staff will work with MMRMA to satisfy any special requirements they may have due to exposure and the Clerk Department be provided all requested documents to their satisfaction.

VOICE VOTE: Ayes: 5

MOTION CARRIED

g. Livingston County Concert Band – 2023 Community Concert

Motion by McCabe, supported by Auxier, to recommend approval of the Park Use Application for the Livingston County Concert Band, to hold a Free Outdoor Concert for the Public, on July 25, 2023, with the contingency that all required paperwork, including a Certificate of Insurance naming Hamburg Township as Additional Insured, be submitted to the satisfaction of the Clerk's office, and that all fees be waived due to the nature of event.

VOICE VOTE: Ayes: 5

MOTION CARRIED

h. A2 Zukey Relay – Lakelands Trail

Motion by Dolan, supported by Michniewicz, to recommend approval of the Park Use Application for the A2 Zukey Relay event held by Ann Arbor Running Company to be held on June 10, 2023, on the Mike Levine Lakelands Trail, as outlined on their application dated 2/23/23, with recommended waiver of fees due to the nature of the event, and that staff work with the applicant, the Public Safety Director, and the Clerk Department to ensure that all conditions and terms be adhered to, and that requested documentation be provided to their satisfaction.

VOICE VOTE: Ayes: 5

MOTION CARRIED

i. PHBSA Opening Day Event 2023

**Motion by Dolan, supported by Michniewicz, to recommend approval of the Park Use Application for PHBSA for their Opening Day Event 2023 to be held on May 13, 2023, in Manly Bennett East Park, as outlined on their application dated 2/6/23, as long as all concerns from previous events are addressed and the Clerk and Public Safety Committee are satisfied. Furthermore, the Public Safety Committee will make their recommendation to the Township Board and set a hazard level, and staff will work with the Public Safety Director, to ensure that all conditions and terms are adhered to, and that all requested documentation is provided to the Clerk's satisfaction.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

**D. Special Projects**

1. East Park Playground Renovation Project – No update.
2. Baseball Dugout Renovation Project – Hohl and Dolan will take care of it with B&G staff. Considering a metal roof.
3. Pickleball – To be completed spring 2023. Discussion took place regarding tree damaging #3 fence.
4. RC Car/Truck Track proposal – MOU needs to be signed, then final proposal will come to Parks Committee for recommendation and budget to the Township Board. No further update.
5. Sledding Hill (RC Field) – No update
6. Bennett Park & Water Trail Access Improvements – No update
7. Invoicing and Donations – Digital Options – No Update

**E. Sponsorships/Volunteerism**

1. Amenities and Beautification Committee – Have benches in stock. All benches ordered by residents have been installed, and plaques are in. Just waiting for warm weather to complete.
2. Community Clean-Up – Scheduled for Saturday, April 22, 2023, 9 a.m. to 3 p.m.

**F. Signage and Community Awareness**

1. Wayfinding & Safety Signage – Awaiting Quotes.
2. Winans/Hamburg Historical Marker – Hamburg Cemetery – New Marker Coming Soon. Ribbon Cutting will be arranged with State of MI and Historical Museum.

**G. Risk Management (Insurance/ADA)**

1. ADA Compliance in Parklands – No updates
2. Pedestrian Crossings along Lakelands Trail – No update

10. Call to the Public

A call was made with no response.

11. Committee Comments

Dolan mentioned inviting planners to the next meeting to discuss specific elements for the playground/ Park within a park concept.

12. Adjourn Meeting

**Motion by Dolan, supported by McCabe, to adjourn the meeting.**  
**VOICE VOTE: Ayes 5**

**MOTION CARRIED**

Meeting adjourned at 4:40 p.m.

Respectfully submitted,



Debra Henneman  
Township Coordinator  
Parks, ADA, Grants, Ordinances

**Next meeting: Tuesday, March 28, 2023 – 3:00 p.m**