



**Hamburg Township
Parks & Recreation Committee
Hamburg Township Hall
Tuesday, July 28, 2026 – 3:30 PM**

AGENDA

1. **Call to Order**
2. **Pledge to the Flag**
3. **Roll Call of the Parks & Recreation Committee**
4. **Call to the Public**
5. **Approval of the Agenda**
6. **Approval of the Minutes**
- A. **Parks & Recreation - Meeting Minutes - May 26, 2026 - Regular Meeting**
7. **Correspondence**
- B. **HTHS Newsletter - July - Information**
8. **New Business**
9. **Old Business**
- C. **Master Plan/Master Design**
 1. 5-year Master Plan - Provide Edits/Input for Draft RFP
 2. Master Design Plan/Focus - Included in RFP
- D. **Grants & Grant Projects**
- E. **Park & Trail Projects (Non-Grant)**
- F. **Administrative Services and Reports**
 1. Township Coordinator's Report
 - a. Parks & Recreation Policies & Procedures/Fees
 2. Senior Center Report
 3. Community Resource Officer Report
 4. Building & Grounds Report
 - a. Parkland/Trail Maintenance Concerns
- G. **ADA Compliance in Parklands/Trail/Township**

H. Every Child Shall Play Scholarship

1. East MI Panthers - Scholarship Request

I. Sponsorships/Volunteerism

J. Township Events

10. Call to the Public

11. Committee Comments

12. Adjourn Meeting



Hamburg Township Parks & Recreation

Item A.

Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810)222-1124
www.hamburg.mi.us

Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, May 26, 2026
3:30 p.m.

1. Call to Order

Dolan called the meeting to order at 3:32 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Dolan, Michniewicz, McCabe, Muck, Miller (3:36 p.m.)

Board Members Absent: None

Others Present: Duane Hoeppner, Officer Kozowicz, Deby Henneman

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 as presented.

VOICE VOTE: Ayes: 4 (Miller Absent for Motion)

MOTION CARRIED

6. Approval of the Minutes

Motion by Michniewicz, supported by Dolan, to approve the minutes from the April 28, 2026, Regular Meeting, as presented

VOICE VOTE: Ayes: 4 (Miller Absent for Motion)

MOTION CARRIED

7. Correspondence

A. Hamburg Museum Newsletter – Received and filed.

8. New Business

None

9. Old Business

- A. Master Plan/Pending Grants/ Trails** – RFP will be distributed after 26/27 budget is approved.

Dolan stated bids over \$25,000 require 3 bids.

Miller arrives – 3:36 p.m.

B. Pending Grant Applications/Projects

- MDNR Manly Bennett Park & Water Trail Access Improvements #TF22-0107
 - Getting bids on Gardens with and without pricing for labor. There is also a future phase being discussed for seating near the playground equipment. B&G will be installing benches and signs. We have ordered the MDNR Plaque and ribbon cutting will most likely be sometime in July 2026.
- MDNR Zukey Footbridge – TF25-0213
 - Dolan called to get additional bids on Soil Boring as pricing IMEG received was a little higher than expected.

C. Park & Trail Special Projects (Non-grant)

- West Park Field Repairs – H3 – Pending repair in spring 2026.
- Play Area Interactive Art – East Park Pavilion – Pending.
- Wayfinding & Safety Signage – Interior signage installed, the driveway directional signs are pending.
- Boardwalk in WP/Disc Golf – Boardwalk is closed due to extensive damage. We don't anticipate it will be open this summer. Dolan is working on getting 3 bids for all of the repairs required and claims have been submitted to MMRMA.
- Huron River Bridge – Dolan mentioned that there is a company that recycles old RR cars and uses them as supports for bridges. He stated the savings could be substantial. Miller likes the idea. Michniewicz likes the repurposing.
- RC Track – No updates
- Dog Park Discussion – No updates, although Committee did discuss potential locations and features. Muck stated they have one in Novi which is a membership only model and it works well. He would be willing to share plans and information.
- E-Bike Signage/Media – Dolan asked for an update on the graphic that was shared on Facebook as he has been fielding some calls. He asked if the Park Rangers have noticed any issues. Officer Kozowicz stated that there haven't been complaints on the E-Bikes, but they do get them on the competitive racing bikes which always go too fast. She said the Electric Dirt Bikes, which look a lot like E-Bikes, are the real issue as they can exceed speeds of 30 MPH. Dolan stated that he double-checked and confirmed that we are required to abide by the State rules on the usage. Miller asked what the current language was in the Parks policy relating to E-Bikes. Henneman to forward.

D. Administrative Services & Reports

- **Township Coordinator's Report** – May 2026 – received and filed
 - Dolan stated he would like to have an evening meeting scheduled with the groups during the Master Plan process to see what their goals are for the future.
- **Senior Center Report** – May 2026 – received and filed
- **Community Resource Officer Report** – Officer Kozowicz stated she will be meeting with KLAA next week and provide a brief for the packet to the Township Board. She stated Jaguar didn't have signage, but overall, they didn't need to intervene as it relates to traffic. She stated that on the Dog Park conversation, she believes there would be a large amount of support for one and that the Park Rangers get asked all the time where the closest Dog Park is.
- **Building & Grounds Report** – Duane Hoeppner stated the remainder of the signage will be going up this week. He will be getting more bids for a Turf Tank system. Dolan stated the labor is approximately \$7,000 per season, and the paint is \$2,000 so if the Township were to lease a system we would be right about there with cost.

E. ADA Compliance in Parklands/Trail/Township

- Transition Plan updates pending

F. Scholarship – Discussion - No discussion.

G. Sponsorships/Volunteerism - No discussion.

H. Township Events

250th Birthday of the US Celebration – June 20, 2026 – 2 PM

10. Call to the Public

A call was made with no response.

11. Committee Comments

Dolan stated he would like to convert concession buildings into something that could house vending machines, or look into the feasibility. He mentioned having the Park Rangers include that in their duties.

12. Adjourn Meeting

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

VOICE VOTE: Ayes: 5

MOTION CARRIED

Meeting adjourned at 4:48 p.m.

Respectfully submitted,

Deby Henneman, ADACC
Township Coordinator
Parks, ADA, Grants, Ordinances

Newsletter of the Hamburg Township Historical Society—July 2026

SPECIAL NOTE: THE MUSEUM WILL BE CLOSED ON JULY 4. YOU MAY LEAVE RUMMAGE SALE DONATIONS AT THE COVERED ENTRY AREA. THEY WILL BE MOVED INSIDE.

P.O. Box 272
7225 Stone Street
Hamburg, MI 48139
810-986-0190
hthsandmuseum@gmail.com
hamburgmuseum.org



Revolutionary Rummage Sale

SAVE THE DATE - **July 25**

9 am - 3 pm



MUSEUM HOURS

Saturdays

10:00am—2:00pm

Tours or research by
appointment.

Email

hthsandmuseum@gmail.com

Leave your name, phone,
and a brief description of
your request. A museum
representative will respond
promptly

Board of Directors

Shelby Blair, President
Della Copp, Vice President
Alice Winkelman, Secretary
Brian Schulz, Treasurer
Pat Corr, Member-at-Large
Denise Emery, Mem-at-Large
Curt LaLonde, Mem-at-Large
Carrie Schulz, Mem-at-Large

Follow us on Facebook—



**Hamburg Historical
Museum**

To continue the celebration of America250, an explosion of thrift treasures awaits you on **July 25**! Come and enjoy a bit (or a lot) of retail therapy and know that you are supporting the programs, exhibits, and preservation efforts of the Hamburg Township Museum while at the same time keeping perfectly useful goods out of local landfills.

Every donation has value! Donations are being accepted every Saturday through July 18. Drop off between 10am and 2pm: 7225 Stone Street, Hamburg, MI

Donate locally, Support history preservation and learning, Shop sustainably

We cannot accept the following items due to storage space, obsolescence or health concerns.

Televisions

Electronics

Computers and all accessories

Books – Children's books **ARE** accepted

Clothing – Accessories ARE accepted

Furniture, mattresses or large appliances

EXCLUSIVES- JUST FOR YOU!

250 Years of American Music A Tribute to American Expression'



Celebrate America's musical story through songs shaped by history, service, and national spirit. During July, the meeting room screen will feature music samples and brief history notes highlighting famous tunes connected to America's wars and military conflicts.

Stop in during open hours, watch at your leisure, and enjoy this tribute to the music that helped express the American experience.



**CHRISTMAS
IN JULY!**

Saturdays

10 am -2 pm

Christmas in July is here! Get a head start on holiday shopping with cozy, beautiful knit caps for kids and adults. Choose from a variety of colors and designs—each one made in the USA right here in our hometown of Hamburg. Shop items from many other local artisans.

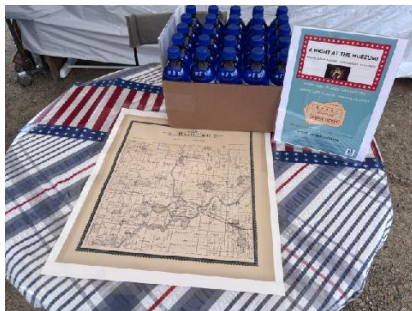
Stop in now and take advantage of this limited off-season special before the holiday rush begins!



IN THE COMMUNITY



HTHS Board members Della Copp (left), Brian Schulz and Carrie Schulz identifying the Hamburg Museum paver located at the Hamburg Township time capsule site.



The History Hydration Station at the Hamburg Family Funfest offered visitors a look at early Hamburg and a water refresher.

State Representative Jennifer Conlin (right) talks with Marie Sarnacki, history teacher from South Lyon East High School at the museum following the Springtime Tea honoring America's Founding Mothers. Marie, an award-winning history teacher spoke to guests as they enjoyed tea, scones, tea sandwiches and sweet treats.



HTHS Board President, Shelby Blair, and neighborhood museum ambassadors proudly march in the Memorial Day Parade

BUSINESS PARTNERS – WE ARE REDESIGNING YOUR NEWSLETTER SPACE- SEE YOU IN AUGUST!

DIVE INTO YOUR HISTORY



The museum is open every Saturday from 10am – 2pm. You may stroll the galleries at your leisure to learn the history of the Hamburg Township region. Admission is free.

July

25 – 9 am – 3pm

Revolutionary Rummage Sale –
see page 1 for full details

Sep –

19 – 7pm – 11pm

A Night At The Museum –
See next column

Oct –

10 – Hamburg Village Tour
Details to follow

24 – Witches Hat Tea

Hear Suzanne Hines, founder of the Hamburg Township Museum, as she presents Halloween history and customs while you enjoy tea and treats with friends and neighbors. Watch for registration.



To unsubscribe from this newsletter please contact
hthsandmuseum@gmail.com

Get ready for a Night at the

Museum! This special event will include a silent auction, concessions, and more activities to be announced in the August and September newsletters. Come for the fun, stay for the movie *Night At The Museum* for free 9-11 pm. Watch the newsletter, website and Facebook for more information.



Believe It or not the movie, Night At The Museum is twenty years old in 2026 and now considered a vintage family classic.

Sign up now!

REGISTER IN ADVANCE TO SAVE YOUR SPOT
FOR THE MOVIE:

HTHSandMuseum@gmail.com

Include your name and phone

You will receive a confirming email.

Space is limited to 30 on the floor of the museum.



FAX: (810) 231-4295
TELEPHONE: (810) 231-1000



P.O. Box 157
10405 Merrill Road
Hamburg, MI 48139

REQUEST FOR PROPOSAL FOR FIVE-YEAR MASTER PLAN FOR PARKS AND RECREATION

Issue Date: August 3, 2026

Proposal Deadline: **August 20, 2026, at 2:00 p.m., Eastern Time**
Hamburg Township
Attn: Parks Department/Township Coordinator
10405 Merrill Road, P.O. Box 157
Hamburg, MI 48139

Contact: Deby Henneman
Phone: (810) 231-1000 Ext. 218
Direct: (810) 222-1124
Fax: (810) 231-4295
Email: dhenneman@hamburg.mi.us

DESCRIPTION: Proposals are being solicited for the purpose of contracting for researching and updating the current five-year Master Plan for our Parks and Recreation Department.

This solicitation, along with all attachments and addenda may be downloaded from the Hamburg Township Purchasing Department website at hamburg.mi.us. Copies of this solicitation document and any issued addenda may also be obtained from the Township Coordinator, 10405 Merrill Road, P.O. Box 157, Hamburg, MI 48139, (810) 231-1000 Ext. 218. Please note that additional addenda or attachments will be issued to the bid page which can be found here:

https://www.hamburg.mi.us/departments/purchasing/open_bids_and_bid_results.php

Proposals must be time stamped by the Purchasing Agent by the exact date and time indicated above. Proposals may be submitted via email to Clerk@hamburg.mi.us with a cc to dhenneman@hamburg.mi.us. Proposals received after the deadline will not be accepted.

REQUEST FOR PROPOSALS
TOWNSHIP OF HAMBURG

PARKS AND RECREATION MASTER PLAN

A. Introduction

The Township of Hamburg is requesting proposals to update their current five-year Township Parks and Recreation Master Plan. Selected consultant will assist staff in updating and formatting current plan, providing statistical data and charts, and re-writing the sections of the plan that require new information based on the changes in Township demographics, budget considerations, and the desires of the residents based on a thorough survey and input process.

The consultant shall work with staff to facilitate public meetings, surveys, and assist in meeting the requirements of the MDNR timeline in order to comply with the 2027 Trust Fund grant cycle. Consultant will be given access to past Master Plans as a reference and will work with staff to ensure that all listed goals and objectives comply with ADA Standards.

B. Scope of Work

- Development of Final Master Plan Document (3 copies and PDF)
- Community Description Update
- Administrative Structure Update
- Inventory of Regional Facilities
- Community Input Sessions/Public Meetings/Publications
- Goals and Objectives next five years and beyond
- Action Plan next five years and beyond
- Planning Process Summary
- Provide sample flyers, postcards, press releases, and other templates to staff
- Photographs, if needed
- Master Design Plan Drawing of Manly Bennett Park including 5-year improvements
 - To be used as attachment for all grants pursued for Township Parklands
 - Should include 3 Trailheads owned by Hamburg Township as well
 - Reflect future build-out of the “Park within a Park” in West Park

C. Township Board

The Township Board shall be responsible for contract approval or any changes thereto and authorization to approve payment of all invoices submitted to the municipality. The Township Coordinator will be the lead staff person assigned to this project. The consultant is encouraged to meet with the Township Clerk, Planning/Zoning Administrator, Senior/Community Center Director, Public Works Director, and Buildings & Grounds Team Leader, if input is required.

D. Scope of Work

The scope includes a series of meetings with the Parks & Recreation Committee and/or Staff and provide a report of the findings with accompanied drawings. Activities include:

- Meet with the Parks Committee: 1) prior to commencing the project to receive input, 2) at fifty percent completion, 3) at eighty percent completion, 4) review and make recommendations of final plan draft to Township Board, and 5) to assist with delivery the final plan with accompanying drawings, recommendations and estimates to the State.
- Review the documents provided by the Township and become familiar with our facilities by way of an on-site inspection.
- Obtain public input to understand community sentiment and needs through focus groups, current user groups, charrettes, and surveys.
- Consider the range of uses desired at the parks and make a recommendation on what uses should be accommodated based on the goals of the current administration.
- A comprehensive review and report on existing facilities and infrastructure, with recommendations on better utilizing those facilities considering the existing use as well as the Township's desire to create a multi-use/ intergenerational facility.
- Determine the facilities and infrastructure needed to meet these uses, taking into consideration any natural resource constraints and permitting and constructability issues.
- Update the existing five-year Parks and Recreation Master Plan by incorporating necessary improvements (e.g., lighting, parking, pedestrian and vehicular circulation improvements, etc.) with full contemplation to be used as a tool to secure grants, budgetary needs, and other available funding.
- Prepare preliminary cost estimates of the proposed future planning and improvements and an analysis of permitting issues for budgetary use and/or the consideration of a future millage. Document should also include a timeframe required to complete each element.
- Prepare a conceptual design showing recommended facilities and uses using goals and objectives for the next 5-year period for parklands as well as trailheads.

The Township will provide its chosen consultant with copies of the following items:

- Most recent copy of Hamburg Township Parks & Recreation Master Plan
- Hamburg Township Master Plan, if desired
- Parks & Recreation Committee prioritized project list
- Aerial photos of East Park and West Park, if desired (via drone)
- Other documents as requested and on file at the Township Offices

The Township Parks currently include the following facilities:

- Senior/Community Center
- Two (2) Community Playgrounds
- Two Concession Stand structures; one at each park
- Three Football Practice Fields
- Seven Soccer Field areas
- One “Park within a Park” near Soccer Field (New “pod” design playground)
- Nine Baseball Fields/Diamonds
- Hamburg R/C Airplane Flyers Club Field, Runway and Pavilion
- One Volleyball Court area
- Walking path through Park including a Boardwalk through the Wetlands
- 5K course through Airfield location
- The Mike Levine Lakelands Trail; 6.5 miles of non-motorized trail system including a box culvert (tunnel) located under State Highway M-36
- Three municipally owned trailheads linked to, and providing parking for, the Mike Levine Lakelands Trail
 - Village Trailhead – Includes Free little library and StoryWalk
 - Merrill Trailhead – Near access to the Kayak Launch and Huron River Water Trail
 - Pettysville Trailhead – Pump Track, Wind Turbine Mural, FD Wayside Exhibit, Nature Trail
- Associated parking lots, roads, sidewalks, pavilions, etc.

A successful proposal shall have the following characteristics:

- Demonstrated background in recreation master and site planning
- Demonstrated understanding of state, federal and other prevailing permitting issues
- Ability to provide preliminary cost estimates for proposed scenarios

E. Response Format

Responses to this RFP should consist of the following:

1. A cover letter expressing the firm’s interest in working with the Township including identification of the principal individuals that will provide the requested services and sub-consultants (if any). Please demonstrate success on similar projects, including contact names, addresses, and emails for references.
2. A description of the scope of work that includes detailed steps to be taken, including any products or deliverables resulting from each task. Please include a summary of estimated labor hours by task that clearly identifies the project team members and the number of hours performed by each team member by task.
4. A proposed schedule/timeline with completion deadline of 3/1/27.

G. Consultant Selection

A bid tab will be developed, including all submitted proposals, which will be delivered to the Parks and Recreation Committee at their August 25, 2026 – 3:30 p.m. meeting. They will make a recommendation to the Township Board who will select a consultant at their daytime meeting held September 1, 2026 – 2:30 p.m. Proposal should include contract language in order to allow the Township Board a chance to review it prior to directing the Clerk to execute.

H. Submissions

Consultants wishing to be considered for this project should submit a PDF, or mail one copy of their proposal to:

Deby Henneman
Hamburg Township Coordinator
10405 Merrill Road, P.O. Box 157
Hamburg, MI 48139
clerk@hamburg.mi.us
cc: dhenneman@hamburg.mi.us

Please ensure the following information is clearly printed on the outside:

1. Name and address of prime consultant
2. Due date and time
3. Envelope contents (technical and cost proposals)
4. Project name: 5-Year Master Plan for Hamburg Township Parks & Recreation

Questions about the project should be directed to Deby Henneman, Township Coordinator, at the above address or at:

Telephone: (810) 231-1000 Ext. 218
Direct Line: (810) 222-1124
Email: dhenneman@hamburg.mi.us

The Township must receive all proposals no later than **2:00 PM on Thursday, August 20, 2026**. Proposals received after this time will not be accepted or reviewed. Please be advised if you hand delivering your proposal that our offices are closed on Fridays.

All proposals become the property of the Township upon submission. The expense of preparing and submitting a proposal is the sole responsibility of the consultant. The Township reserves the right to reject any or all proposals received, to negotiate with any qualified source, or to cancel in part or in its entirety this RFP as is in the best interest of the Township.



Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810)231-1000
www.hamburg.mi.us

To: Township Board of Trustees & Parks Committee

From: Deby Henneman, Township Coordinator, Parks, ADA, Grants, Ordinances

Re: Township Coordinator's Report – June 2026

Parks:

Bennett Park & Water Trail Access Improvements Grant TF22-0107: The playground surfacing was completed, and we are waiting on the install of the swing which should be happening by the end of the month. LJ will be completing some restoration, and we have hired Amour Landscaping to prepare the garden areas for plantings. Using the plan provided by the Hamburg Garden Club, I am finalizing the sensory garden design and have some plants coming as a donation from a resident that will work perfectly there. What we can't use there will be placed either in the interpretive garden near the kayak launch, or elsewhere on the parkland property.

We will be painting the gazebo in West Park and finishing off the restoration of the new ramp installed by LJ. There is a small amount of seating in there, with more seating planned near the music "pod" which will be donated by the Bennett's Beavers in memory of Jim Bennett who passed away on May 24, 2026. His bench being placed in the parklands is appropriate considering his time on the Parks & Recreation Committee, as well as the children served through his Bennett's Beavers non-profit.

The ribbon cutting will most likely be pushed into August 2026 at this point as we will need to wait for all of the final touches before inviting the MDNR out for their post-construction inspection.



Figure 1 - Play Pod/Climber Complete



Figure 2 - Sensory Garden pre-filling/planting



Figure 3- Merry Go Round, Climber, Saucer Swing (Poured in Place Surface)



Figure 4- Gazebo Pathway – This structure needs stain and minor repair. Suggest Brown Stain, with Dark Green Trim like Adult Workout.

The sensory garden is the next project that will need to be completed in the WP project, and a plan has been developed. Once the contractor has graded and filled the areas for both the sensory garden as well as the interpretive garden near the kayak launch, we will start moving some plantings over and getting them installed with help from volunteers. For anyone interested in helping on planting day, you can contact Deby Henneman at dhenneman@hamburg.mi.us.

There are features proposed in the sensory garden that will allow for donor opportunities through our Adopt-A-Feature program. A rendering has been attached to this memo for comment. Anyone who is interested in providing long term maintenance of our gardens through our Adopt A Feature program, can contact dhenneman@hamburg.mi.us or learn more at: https://www.hamburg.mi.us/departments/parks_and_recreation/commemorative_bench_tree_garden_program.php. I am in the process of updating our forms and applications now!

Trails:

Lakelands Trail Zukey Lake Footbridge & Amenities Project Grant TF25-0213: IMEG is collecting bids for soil borings, and we hope to make our selection soon to move forward with that process. In the meantime, we are working on what we are “allowed to” within the rules of the grant process.

Our Bicycle clinic will be starting in June near the Pettysville Trailhead and dates proposed are as follows: Sundays mornings from 9am - 12noon. June 7, July 5, August 9, September 6.

Events:

Thank you to the staff who assisted with the America 250 / Time Capsule Event! It was windy, it was busy, and it was a success, because of you all. Items for the time capsule will be collected through the end of this week, and the capsule will be buried permanently by the contractor after America's birthday.

We will continue to sell legacy bricks for that location, with another installation taking place this fall. For more information, please visit: https://www.hamburg.mi.us/T66_R79.php

Park Projects/Tasks:

- West Park
 - Repair flooding in field H3 – **On hold per management.**
 - Engineered Wood Fiber for abandoned playground to install “game” area – **On hold**
 - Wayfinding signage for driveway – **Signs are awaiting installation**
 - Look into new gate for driveway for large events
 - Update Kiosks Information holders
 - Complete work on the Sensory & Rain Gardens – **We need fill and worker bees**
- East Park
 - Playground inspections – **Duane to complete and maintain records.**
 - Replace Dugouts & create pathways to each size field
 - Repair/update batting cage
 - Replace/repair netting over fencing (**We have exceeded life expectancy – this screens playground area**)
 - Look into gate for driveway for large events
 - Increase fence height for Flyer's field – **Need to screen spectators. MMRMA has offered to review plans for any upgrades in that area to ensure compliance.**
 - Install Rules & Regs/Kiosk with contact at Flyer's field for RC and Sledding hill HH
 - Install Info Kiosk at Concession Building
 - Revamp Concession to house vending?
 - Sidewalk Art Project at the East Park Concession – **Is Underway!**



- Trail/Trailheads
 - Build/Install wooden screening for portable toilets – **Clerk getting bids**
 - Fill sinkholes and reinforce asphalt, as needed – **Park Rangers spray issues**
 - Provide more respite areas through Adopt A Feature program - **Ongoing**
 - Zukey Lake Bridge (Kress Rd.) - EB transition needs to be addressed. – **Work pending – Spring 2026**
 - Complete work on the Story Walk Garden – **Adopted by Powers Flowers**

ADA

All updates will be made in the Transition Plan and made available to Township Board for their Budget review process each year. - **Delayed**

- Website compliance with WCAG 2.2 has been extended to April 2028
- Door inspection RFP is being developed. 26/27 FY
- Assistive Listening Device will be purchased and shared. 26/27 FY

Grants:

Parks & Recreation has recommended updating the 5-year Master Plan which will be due by 4/1/27. – **Requested Budget of \$30,000 for this at Strategic Planning.**

- The 2022 Trust Fund Grant #TF22-0107 has been extended to Summer 2026.
- Trust Fund Grant #TF25-0213 awarded – Awaiting agreement. Prime Professional secured.

Ordinances

Supplement #5 will be the next Supplement which will be finalized at the end of 2026 and published early 2027. All changes are uploaded as they are approved/published and can be found on the Ordinance home page listed under Adopted Ordinances Not Yet Codified:

[https://library.municode.com/mi/hamburg_township_\(livingston_co\)/codes/code_of_ordinances](https://library.municode.com/mi/hamburg_township_(livingston_co)/codes/code_of_ordinances).

Recent Ordinances approved and in the works:

- Fireworks Ordinance – New Section VI – Effective June 20, 2026
- Breach Of Peace Ordinance – Amended – Effective June 20, 2026
- Wastewater Treatment Ordinance – Amended – Effective July 25, 2026
- Authorized Township Officials – Pending first reading: July 7, 2026



Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810)231-1000
www.hamburg.mi.us

To: Township Board of Trustees & Parks Committee

From: Deby Henneman, Township Coordinator, Parks, ADA, Grants, Ordinances

Re: Township Coordinator's Report – July 2026

Parks:

Bennett Park & Water Trail Access Improvements Grant TF22-0107: The project is 90% complete, we just need to finish up the gardens and install the amenities. I received feedback on the sensory garden design and will be making tweaks to the plant types based on the Hamburg Garden Club's recommendations.

There are features proposed in the sensory garden that will allow for donor opportunities through our Adopt-A-Feature program. The sensory element installation will be contingent on receiving donations and must comply with accessibility and municipal parkland safety standards.

Anyone who is interested in providing long term maintenance of our gardens through our Adopt A Feature program, can contact dhenneman@hamburg.mi.us or learn more at:

https://www.hamburg.mi.us/departments/parks_and_recreation/commemorative_bench_tree_garden_program.php.

The gazebo will be cleaned and stained, just waiting for the weather to cooperate. When the sensory garden is installed, I plan on placing a few plants around the base of the gazebo as well. There will also be a garden near the adult swing area which will be funded in part by a donation from the Bennett's Beavers.

I would also like to see if the spinners remaining in the playground could be moved/reinstalled near the pathway. They seem to be in good repair and it might be nice to repurpose them along the path. I will speak to Duane about this as he is our current Playground Inspector. If it is possible, I would request that the work be done by a playground installation company.

Trees have been installed in and around the field where the path and playground have been installed. Once they have a few years to establish themselves, they will provide some amazing shade for future visitors.

We do have a meeting with Spicer on August 4th, at which time I hope to have an idea of when the ribbon cutting will be held. The closeout paperwork should be submitted to the MDNR by early September.

Trails:

Lakelands Trail Zukey Lake Footbridge & Amenities Project Grant TF25-0213: IMEG is collecting bids for soil borings, and we hope to make our selection soon to move forward with that process. In the meantime, we are working on what we are “allowed to” within the rules of the grant process.

The next date for the free Bicycle clinic will be Sunday, August 9th from 9am to Noon and will be near the Pettysville Trailhead. The final date for the season is planned for September 6th.

I have had no updates on the Fire Truck wayside exhibit.

Events:

We will be wrapping up the America 250 Event by burying the time capsule in early August and have a dozen or so bricks to add to the area surrounding the site. There will also be a bench and memorial stone placed there to complete this project. We will continue to sell legacy bricks for that location. For more information, or to see information about our event, please visit:

https://www.hamburg.mi.us/T66_R79.php

HERO submitted a Park Use Application to the Township Board at the July 9, 2026, meeting. A five-year extension was approved.

Planning for the Christmas In The Village event will be starting in early August.

Park Projects/Tasks:

- West Park
 - Repair flooding in field H3 – **On hold per management.**
 - Engineered Wood Fiber for abandoned playground to install “game” area – **On hold**
 - Wayfinding signage for driveway – **Installed!**
 - Look into new gate for driveway for large events
 - Update Kiosks Information holders
 - Complete work on the Sensory & Rain Gardens – **We need worker bees –TBD**
- East Park
 - Playground inspections – **Duane to complete and maintain records.**
 - Replace Dugouts & create pathways to each size field
 - Repair/update batting cage
 - Replace/repair netting over fencing (**We have exceeded life expectancy – this screens playground area**)
 - Look into gate for driveway for large events
 - Increase fence height for Flyer’s field – **Need to screen spectators. MMRMA has offered to review plans for any upgrades in that area to ensure compliance.**
 - Install Rules & Regs/Kiosk with contact at Flyer’s field for RC and Sledding hill HH
 - Install Info Kiosk at Concession Building
 - Revamp Concession to house vending?
 - Sidewalk Art Project at the East Park Concession – **Is Underway!**

- Trail/Trailheads
 - Tree/growth trimming project – **Delays due to workload and other projects**
 - Build/Install wooden screening for portable toilets – **Clerk getting bids**
 - Fill sinkholes and reinforce asphalt, as needed – **Park Rangers spray issues**
 - Provide more respite areas through Adopt A Feature program - **Ongoing**
 - Zukey Lake Bridge (Kress Rd.) - EB transition needs to be addressed. – **Work pending – Spring 2026**
 - Complete work on the Story Walk Garden – **Adopted by Powers Flowers**

ADA

All updates will be made in the Transition Plan and made available to Township Board for their Budget review process each year. - **Delayed**

- Website compliance with WCAG 2.2 has been extended to April 2028
- Door inspection RFP is being developed. 26/27 FY
- Assistive Listening Device will be purchased and shared. 26/27 FY

Grants:

Parks & Recreation has recommended updating the 5-year Master Plan which will be due by 4/1/27. – **Requested Budget of \$30,000 for this at Strategic Planning. RFP out in August.**

- The 2022 Trust Fund Grant #TF22-0107 has been extended to Summer 2026.
- Trust Fund Grant #TF25-0213 awarded – Agreement pending per MDNR.

Ordinances

Supplement #5 will be the next Supplement which will be finalized at the end of 2026 and published early 2027. All changes are uploaded as they are approved/published and can be found on the Ordinance home page listed under Adopted Ordinances Not Yet Codified:

[https://library.municode.com/mi/hamburg_township_\(livingston_co.\)/codes/code_of_ordinances](https://library.municode.com/mi/hamburg_township_(livingston_co.)/codes/code_of_ordinances).

Recent Ordinances approved and in the works:

- Fireworks Ordinance – New Section VI – Effective June 20, 2026 – on Municode
- Breach Of Peace Ordinance – Amended – Effective June 20, 2026 – on Municode
- Wastewater Treatment Ordinance – Amended – Effective July 25, 2026 – on Municode
- Authorized Township Officials – Pending first reading: Not sent to the Board

June 9, 2026

To: Parks & Rec Committee
From: Julie Eddings
Re: Senior Center Director's Report

Summary:

May was an exceptionally active and rewarding month at the Hamburg Senior Center. Special programming highlights included a trip to FireKeepers Casino, free legal services through LCCSM, a Horsetail Salve class, a Ladies Tea party, and a backyard birding lunch and learn with Hudson Mills Metropark. The center also welcomed a presentation on tick and Lyme disease from a local healthcare professional. New programs launched in May included Tai Chi with Hilary, Texas Hold'em for Fun, Sign Language Club, Book Club, Junk Journaling, and a Flying Solo program. The month wrapped up with our Summer BBQ Kickoff and a rock painting session for The Hamburg Flag Project, our community American flag display celebrating America's 250th anniversary.

On the community side, the New and Used Rummage Sale held on May 16th was a tremendous success, generating \$2,967 in proceeds — a testament to the dedication of our members, volunteers and staff. The center also observed Memorial Day with closure on May 25th.

Monthly Statistics:

	<u>May 2026</u>
• Monthly Attendance:	3495
• Daily Average:	175
• Number of New Members:	43
• Transportation - Monthly Rides:	328
• Boomers Meals:	124
• Meals on Wheel Congregate:	24
• Vending Machine Revenue:	\$140
• Email Campaigns:	15,770
• Printed January Newsletters:	221

Programming and Activity Highlights:

• Derby Lunch on May 1	80 in attendance
• May Birthday Celebration on May 6	34 in attendance
• Pickleball Injury Prevention Clinic on May 7	22 in attendance
• Ladies Tea Party on May 8	60 in attendance
• Brookdale Craft on May 11	19 in attendance
• Senior Celebration Day on May 12	83 in attendance
• Flying Solo on May 13	22 in attendance
• Debbie and Pat Craft on May 18	10 in attendance
• Legal Services Free Estate Planning on May 19	6 in attendance

- | | |
|---|-------------------|
| • Firekeepers Bus Trip on May 20 | 35 in attendance |
| • Tracey's Salve Class on May 21 | 8 in attendance |
| • Book Club on May 21 | 16 in attendance |
| • Pampered Chef on May 22 | 16 in attendance |
| • Lunch Bunch to Gourmet Garden on May 27 | 16 in attendance |
| • BBQ Kickoff on May 29 | 125 in attendance |

Professional Partnerships:

- Attended a Webinar presentation on how to help seniors recognize and respond to scams.

Community Connections:

- Received food donations from Livingston County Conservation Club and Enzo's Catering.
- Partnership with LCCOA for Senior Celebration Day
- Partnered with Brostrom Physical Therapy for an Injury Prevention Clinic
- Partnership with LSSCM for free legal aid and estate planning

Building & Operations Update:

- Prepared back patio for BBQ season.
- Purchased 3 new canopies for the patio.

July 21, 2026

To: Parks & Rec Committee
From: Julie Eddings
Re: Senior Center Director's Report

Summary:

June was an active month at the Senior Center. Special highlights include a beginner pickleball clinic, a medical presentation on ticks and tick-borne illnesses, two patio BBQ's, a Backyard Birding program with Hudson Mills, and a fermenting class with Tracey. We had a banking scam presentation with Fifth Third Bank, two painting classes, and a Men's Breakfast. We attended the Family Fun Fest dressed as Superman, The Livingston Count Senior Spelling Bee where we had the winning speller, and the Recycled Rockettes at Hartland Senior Center.

Our American Flag rock project was on display at the Family Fun Fest from June 16-20. We collected items from staff and members for the America 250-time capsule, and our band performed *God Bless America* at the America 250 celebration.

Monthly Statistics:

	<u>June 2026</u>
• Monthly Attendance:	5115
• Daily Average:	233
• Number of New Members:	26
• Transportation - Monthly Rides:	275
• Boomers Meals:	178
• Meals on Wheel Congregate:	34
• Vending Machine Revenue:	\$63
• Email Campaigns:	9,625
• Printed Newsletters:	350

Program Development:

- 21 special programs offered in June.
- Maintained 20+ recurring weekly activities.

Community Connections:

- Received food donations from Livingston County Conservation Club and Enzo's Catering.
- The Senior Center participated in the Family Fun Fest attempt to set a World Record for the largest gathering of people dressed as Superman.
- The Senior Center contributed items for the America 250-time capsule at Township Hall.

- The Hamburg Music Makers performed *God Bless America* at the America 250 celebration at Township Hall.

Operations Update:

- Front gardens are being updated.
- Pickleball area will see upgrades including an extension of the patio, a bocce ball court, and a corn hole game.

Looking Ahead:

- Hamburg Senior Center's 3rd production *Murder at the Red Velvet Swan* on August 6&7
- Tiger's Game on September 9
- Holiday Bazaar on November 21



Hamburg Township Offices
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(810)231-1000
www.hamburg.mi.us

Memorandum

Date: June 1, 2026

To: Parks & Recreation Committee

From: Deby Henneman, Township Coordinator

Re: Scholarship Request - East Michigan Panthers – Spring 2026

We have received a request from the captioned user group to assist with participant fees for their spring 2026 season. They would like to request funding as follows:

1 Middle School (Fee \$275) – Amount requested - \$150

Total amount requested: \$150

The group is a 501©(3) organization and requires fundraising from their participants, which will be used to offset some of the additional costs for the fees. I have confirmed that this request is for a Hamburg resident, and complies with the cap of \$750.00 total per season.