Hamburg Township
Parks & Recreation

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
Hamburg Township Hall
Tuesday, October 27, 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 - September 22, 2026
7. **Correspondence**

   B. Hamburg Museum - Newsletter - October 2026
8. **New Business**
9. **Old Business**

   C. **Master Plan/Master Design**
      1. 5-year Master Plan
      2. Master Design Plan/Focus

   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**

I. **Sponsorships/Volunteerism**

J. **Township Events**

10. **Call to the Public**

11. **Committee Comments**

12. **Adjourn Meeting**

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Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, September 22, 2026
3:30 p.m.

1. Call to Order

   Dolan called the meeting to order at 3:39 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

   Board Members Present: Dolan, Michniewicz, McCabe, Miller, Muck
   Board Members Absent: None
   Others Present: Deby Henneman, Duane Hoeppner, Officer Kelly Kozowicz

4. Call to the Public

   A call was made with no response.

5. Approval of the Agenda

   Motion by Dolan, supported by Miller, to approve the agenda adding Baseball Field Improvements Discussion.
   VOICE VOTE: Ayes: 5 **MOTION CARRIED**

6. Approval of the Minutes

   Motion by Michniewicz, supported by Dolan, to approve the minutes from the July 28, 2026, 2026, Regular Meeting, with corrections to the Adjournment motion updating who made and supported the motion.
   VOICE VOTE: Ayes: 5 **MOTION CARRIED**

7. Correspondence

   A. Hamburg Museum Newsletter – Received and filed.

8. New Business

   A. Baseball Field Improvements – Dolan stated the PHBSA would like to come out and discuss upgrades as they have some funds to donate and volunteers. Dolan presented pictures to the

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committee of the current condition of the fields and suggested some improvements that could be made with combined funding from the club and Township.

Henneman stated the ADA upgrades should be made along with these improvements in order to remove them from the Transition list.

Dolan stated he will meet with Baseball to see what they have in mind and then report back to the committee.

9. Old Business

A. Master Plan/Pending Grants/ Trails –

Discussion took place between the committee members regarding the bids received and the experiences each of the members had with the applicants. It was mentioned that the Township could benefit from having a Planner on retainer that was familiar with all Master Plans and Zoning. It was also mentioned that anything above and beyond the scope of the work outlined in the contract should be mutually agreed upon before being invoiced.

Henneman was asked to clarify the deadline for the 5-year Master Plan process as relates to the Grant process through the MDNR. (10/1/26 confirmed that expiration of current plan is Dec 2027, so filing by November 2027 should give enough time to approve and qualify for April 2028 Grant process.)

Motion by Miller, supported by Muck, to recommend the Township Board enter into a contract with Spicer Group for the 5-Year Parks & Recreation Master Plan & Park Design Project with update to timetable to complete by October 2027, with filing by November 2027 after board approval.
VOICE VOTE: Ayes: 5 **MOTION CARRIED**

B. Pending Grant Applications/Projects

- MDNR Manly Bennett Park & Water Trail Access Improvements #TF22-0107
  - Still need Plaque
  - Rain Garden requires installation
  - Kayak Launch path has severe drainage issues
  - Sensory Garden pending
  - Swing Bench area for Bennett Memorial pending (benches ordered)
- MDNR Zukey Footbridge – TF25-0213
  - Design is being worked on by IMEG
  - Will need to be approved by MDNR before RFP/Bid process
  - Timeline anticipates summer 2027 construction

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

- StoryWalk Project – Fall decorations have been installed by Powers Flowers
- West Park Field Repairs – H3 – Pending repair (we could really use the extra field)
- Play Area Interactive Art – East Park Pavilion – Pending

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- Boardwalk in WP/Disc Golf – Boardwalk is closed due to extensive damage. 2027 Construction anticipated.

- Huron River Bridge – No update.

- RC Track **–** No update.

- Dog Park Discussion **–** No updates.

D. Administrative Services & Reports

- **Township Coordinator's Report** – September 2026 – received and filed
- **Senior Center Report** – September 2026 – received and filed
- **Community Resource Officer Report** – Signage from MDNR will be installed on trail regarding E-Bikes and Horse etiquette. Kozowicz is going to training offered by SEMCOG to keep up on new rules/information relating to E-Bikes and other park/trail concerns.

  Muck stated MParks is also trying to be proactive with the E-Bike concerns on trails.

- **Building & Grounds Report** – Muck asked Hoeppner if Park Rangers were being coordinated with when cutting the trail. Hoeppner and Kozowicz stated they were but residents still sneak through.

E. **ADA Compliance in Parklands/Trail/Township -** None

F. **Scholarship –** None

G. **Sponsorships/Volunteerism -** No discussion.

H. Township Events

Christmas In The Village – December 12, 2026 – Noon-7 PM

10. Call to the Public - A call was made with no response.

11. Committee Comments – No comments.

12. Adjourn Meeting

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

Meeting adjourned at 4:44 p.m.

Respectfully submitted,

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

DRAFT

The Wave

Newsletter of the Hamburg Township Historical Society—Oct 2026

HAMBURG TOWNSHIP MUSEUM

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

MUSEUM HOURS

Saturdays
10:00am—2:00pm
Tours or research by appointment
Email
hthsandmusem@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



Register here

https://www.eventbrite.com/e/2001890383025?aff=oddtdtcreator

Seating is Limited – Don't Wait

MORE OCTOBER EXCITEMENT AT THE MUSEUM

QUICK!! GO TO PAGE 2



Walk Through History: Hamburg Village Walking Tour



Saturday, October 10 | 1:00 PM

Hamburg Township Historical Museum, 7225 Stone St

$10 per person; children under 10 are free

What stories are hiding behind the buildings you pass every day? Join us for the Hamburg Village Walking Tour and discover the surprising stories behind familiar buildings, early businesses, the railroad, and other landmarks that shaped our community.

- **Start with the history at the Hamburg Museum** — a welcoming introduction that sets the scene for your walk.
- **Walk the village with a guide** — see landmarks from the stories that shaped them.
- **Step inside St. Stephen's Church** — Michigan's oldest church still operating in its original 1844 building.
- **Refresh and connect** — enjoy post-tour refreshments.
- **Take history home** — receive a printed guide of historic Hamburg homes beyond the village.
- **Keep exploring** — view the Hamburg Township Museum exhibits.

REGISTER: https://www.eventbrite.com/e/walk-through-history-hamburg-village-walking-tour-tickets-2002663582686?aff=oddtdtcreator





And More Fun

Meet the museum witches and enjoy their basket of sweet treats.

TRICK OR TREAT

at the museum

OCTOBER 31 – 6-8 pm





HERE IS AN OPPORTUNITY TO HELP US HONOR HAMBURG HEROS



Coming in November

As the nation recognizes veterans and their families, Hamburg Township Museum will also honor local heroes in exhibits and with names scrolling on museum screens.

To be part of this recognition, please submit the following information for veterans who are or were Hamburg residents:

- **Name of Veteran, Years of Service (example 1942-1946)**

Optional:

- **Name of conflict: i.e., Civil War, World War II, Vietnam**
- **Branch of Military**

Email to: hthsandmuseum@gmail.com

You will receive an email confirmation of receipt

UPCOMING EVENTS

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.

Oct 10 – 1pm
Hamburg Village Tour
Walk the village, hear the history, watch the website and FB for registration. See page 2.

Oct 24 – 3pm
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. See page 2.**

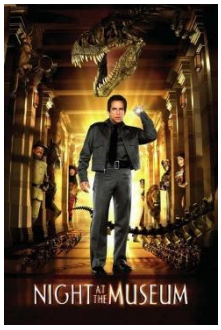
Oct 31 – 6pm – 8pm
Trick or Treat at the Museum

Nov – National Veterans and Military Families Recognition – See page 3.

Dec 12 – 12pm - 7pm
Second Annual Christmas in the Village
Watch the upcoming newsletters, Facebook and website for more details

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





The Historical Society's A NIGHT AT THE MUSEUM event was a hit for the community and the museum!

A HUGE thank you to event supporters Mac's Marina and Quality Roofing and to our devoted and tireless volunteers.



Hamburg Township
Parks & Recreation

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 – October 2026

Parks:

Bennett Park & Water Trail Access Improvements Grant TF22-0107: The contractor completed the groundwork for the Kayak Launch Garden and we are ready for planting. I have reached out to the Garden Club to see what they can help with as far as plants and labor and will need to fill in the rest with purchases and staff/vendor labor.

The ribbon-cutting has been scheduled for November 18, 2026 at 4 p.m. and we will start at the West Park Playground and end at the Merrill Trailhead parking lot near the Kayak Launch. By that time, I hope to have the audio recorded for the website and the project page developed.

The adult swings are installed, one of which will be a memorial for Jim Bennett. A stone will be placed next to the swing with a bronze plaque which has been ordered. The ribbon cutting will include this area as well.





The Sensory Garden has been put on hold until such time that we have interested parties to fund the features that are planned for that space. In the meantime, it will remain topsoil and mulch.Anyone who is interested in purchasing a feature, or for 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.

Trails:

Lakelands Trail Zukey Lake Footbridge & Amenities Project Grant TF25-0213: The Prime Professional is working on the Design. Once received, it will need to go to the MDNR for approval, after which we can go to bid. We anticipate that occurring after the holidays and hiring a contractor in time for a spring construction start date. Everything should be wrapped up on this project by Fall 2027.

Events:

The last set of bricks for 2026 has been received and will be installed by early November. The bricks and time capsule will be installed with the bronze plaque on the time capsule site, and the memorial plaque will be installed on a boulder in the garden directly across from it. The plan is to continue to sell bricks for a Fall 2027 installation and continue to fill in the time capsule area. Bricks that are sold moving forward will be installed each Fall.

Christmas In The Village 2026 is scheduled for Saturday, December 12, 2026 from Noon – 7 PM. So far, we have collected $3,000 in Sponsorships, $120 in Vendor Payments, and $1,300 in In-Kind Donations. We have an additional $2,000 promised that is unpaid as of today. With the inclusion of the Township funds, we have $12,120 as our anticipated budget.

Park Projects/Tasks:

- West Park
  - Repair flooding in field H3 – **On hold**
  - Engineered Wood Fiber for abandoned playground to install "game" area – **Quote Attached – Adding to Agenda for discussion**
  - Look into new gate for driveway for large events – Need Pricing
  - Update Kiosks Information holders – **Assign to Park Rangers?**
  - Complete work on the Rain Garden (Kayak Launch) – **We need worker bees for Dates in the first 2 weeks of November.**
- East Park
  - Playground inspections – **Duane to complete and maintain records.**
  - Replace Dugouts & create pathways to each size field – **PHBSA – Mike D lead on this**
  - Repair/update batting cage – **PHBSA – Mike D lead on this**
  - Replace/repair netting over fencing - **PHBSA – Mike D lead on this**
  - Look into gate for driveway for large events – Need Pricing
  - 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 – **On hold, artist no longer on staff**

- Trail/Trailheads
  - **Tree/growth trimming project – Duane to update**
  - Build/Install wooden screening for portable toilets – **On hold per Mike D**
  - 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 (Duane will check into 7/2026) – Update?**
  - Complete work on the Story Walk Garden – **Adopted by Powers Flowers**
    - Gravel upgrade: stones are loose and not compliant.
    - Garden bed is not complete, needs more edging and dirt. Powers to plant.

ADA

All updates will be made in the Transition Plan and made available to Township Board for their Budget review process each year. – **Will be completed for the Master Plan process**

- 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 & Master Plan

- Spicer to complete our Master Plan and Master Design by Fall 2027
- The 2022 Trust Fund Grant #TF22-0107 will be closed out by November 2027
- Trust Fund Grant #TF25-0213 awarded – Currently working on Design and RFP

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.

Recent Ordinances approved and in the works (to my knowledge):

- Authorized Township Officials – Status unknown
- Parks & Recreation Ordinance Amendments – To match Policy Updates, as discussed/approved by Township Board
- Utilities – First Reading? (Negri)

Website

- **ADA Compliance by April 2028 for all forms, pages, images, etc.**
- Update/Edit all pages with incorrect or missing information when new site goes live
  - Parks & Rec – Facilities and Services – Adopt a Feature
  - Community Center Rental
  - ADA Info Center

Old Playground WP

Michigan Recreational Construction INC.

PROPOSAL

No: 226402A

Date of Estimate: 9/30/2026
Quote Valid Until: 12/20/2026
Payment Terms: Net 30
Estimator: Zane Sheffer

Bill To: Hamburg Township
10405 Merrill Road,
P.O. Box 157, Hamburg,
Michigan 48139.

Project Name: Manly Bennet Park - West
Organization: Hamburg Twp
Address: 10405 Merrill Rd, Whitmore Lake, MI 48189
Contact: Duane Hoeppner
Phone: 517.499.6454
Email: dhoeppner@hamburg.mi.us

Qty	Item	Item Description	Price Each	Total
	Swing Area Construction	Work to be performed includes: ~ Raise swing beam and re-rivet at the proper height. ~ Supply and install (4 ea) sets of belt seats, chains and clevises. ~ Excavate existing engineered wood fiber and dirt and haul spoils offsite. ~ Provide a 140' x 12" x 6" steel reinforced concrete border with finished face for engineered wood fiber. ~ Furnish and install a 54' x 6' x 5.5" aggregate path connecting the swing area to the existing asphalt path. ~ Provide a concrete dub down at end of aggregate path into the playground. ~ Furnish and install engineered wood fiber at a depth of 12" in the swing area. ~ Restore all areas disturbed due to construction.		$19,900.00
	Alternate #1: 2-Tier Wood Timber Border	Work to be performed includes: ~ Furnish and install a 140 LF 2-tiered 6" x 6" pressure treated wood timber border in lieu of the concrete border. ***Deduct: $1,600.00***		
	Alternate #2: Plastic Timber Border	Work to be performed includes: ~ Furnish and install a 140' x 12" high Funtimber plastic timber border in lieu of the concrete border. ***Deduct: $3,050.00***		
			Total:	**$19,900.00**

Proposal does not include supply of product, site preparation, drainage, restoration, removing existing structures, safety surface, permits or prevailing wage unless specified in quote.

Accepted by Customer: _____ Date: _____

Michigan Recreational Construction, Inc.
18631 Conant, Detroit MI 48234 OR 1091 Victory Dr., Howell 48843
Detroit Office: 313.551.0565 Howell Office: 517.545.7122

Hamburg Township
a great place to grow

October 5, 2026

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

Summary:

September was a busy and engaging month at the Hamburg Senior Center, offering members a wide variety of opportunities to connect, learn, create, and have fun. Highlights included our Country Western BBQ and Oktoberfest Luncheon, along with several creative programs including acrylic painting, Playing with Beads, and Canvas Creations. Members also enjoyed educational presentations on Hospice Care and Changing Through the Ages with our own member, Karen Hamp leading the talk. We also introduced a new ballroom dancing class. Outside the Center, members enjoyed a Tigers game at Comerica Park and a beautiful day on the Chain of Lakes that included lunch at Zukey Lake Tavern, a boat ride with volunteer captains, and an ice cream stop at NautiMI.

Behind the scenes, staff spent significant time preparing for the October launch of MySeniorCenter, including training, entering programs and updating member information.
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Monthly Statistics:

	September 2026
• Monthly Attendance:	3364
• Daily Average:	160
• Number of New Members:	50
• Transportation - Monthly Rides:	206
• Boomers Meals:	172
• Meals on Wheel Congregate:	47
• Vending Machine Revenue:	$99
• Email Campaigns:	9,846
• Printed Newsletters:	307

Program Development:

- Offered 17 special programs in September
- Maintained over 22 regular programs in August

Community Connections:

- Partnered with Zukey Lake Tavern and NautiMI for the Chain of Lakes Boat Trip.
- Boat Captains for Boat Trip: Mike and Tabitha Dolan, Chuck and Pat Menzies, Mike and Kathy

Austin, Glen Wolf, RJ and Jillian Price.
- Partnered with Cooper, Riesterer, and Gross to present The Top 10 Estate Planning Mistakes.

Operations Update:

- MySeniorCenter equipment arrived and training for staff and volunteers is underway.
- Updated front desk registration procedures and sign-up forms to ensure accuracy and prepare for the transition to MySeniorCenter.
- Successfully implemented a shelter-in-place procedures during a tornado warning with staff and members responding appropriately.

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Looking Ahead:

- Launch Member Touchscreen Check in with MySeniorCenter on October 5, 2026
- Medicare Open Enrollment begins October 15, 2026
- Introducing a new Veterans Coffee Hour on October 26
- Secretary of State Mobile SOS on October 16, 2026
- Flu/COVID clinics on October 21 and November 17, 2026
- Holiday Bazaar on Saturday, November 21, 2026
- Christmas In The Village on Saturday, December 12, 2026
- Kiwanis Christmas Lunch on Friday, December 4, 2026