



Hamburg Township Public Safety Department

PO BOX 157 • HAMBURG, MICHIGAN 48139
PHONE: (810) 231-9391 • FAX: (810) 231-9401

EMAIL: HATP@hamburg.mi.us

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



CALL TO ORDER

ROLL CALL OF THE COMMITTEE

APPROVAL OF THE AGENDA

APPROVAL OF MINUTES

1. Unapproved Minutes

CALL TO THE PUBLIC

GENERAL TOPICS

UNFINISHED BUSINESS

2. Larry Prout/Ainsley's Angels 5K Event

CURRENT BUSINESS

3. Hamburg Community Clean-Up Event 2025
4. Park Use Request - HomeTown Half - Lakelands Trail and Parking in WP - May 24, 2025
5. Park Use Request - KLAA Cross Country Championships - October 16, 2025
6. Park Use Request - Reds Haunted Invitational - Soccer - October 17-19, 2025
7. Park Use Request - Tour De Cure - Lakelands Trail - June 7, 2025
8. Parks & Rec - Blackout Dates - Updated list

ADDITIONAL COMMENTS

ADJOURNMENT

**HAMBURG TOWNSHIP
PUBLIC SAFETY COMMITTEE
UNAPPROVED MINUTES**

Hamburg Township Board Room

Wednesday, March 5, 2025

3:00 p.m.

1. CALL TO ORDER

The meeting was called to order at 3:12 p.m.

2. ROLL CALL OF THE COMMITTEE

Present: Hughes, Hohl

Absent: Menzies

Others present for all or part of the meeting: Duffany, Newton, Nisenbaum, Zernick, Paul, Duhaime, Harvey

3. APPROVAL OF THE AGENDA

Motion by Hohl, seconded by Hughes, to approve the agenda.

Passed unanimously

4. APPROVAL OF MINUTES

Motion by Hughes, seconded by Hohl, to approve the minutes of the February 5, 2025 meeting as presented.

Passed unanimously

5. CALL TO THE PUBLIC

There was no response to the call.

6. GENERAL TOPICS

N/A

7. OLD BUSINESS

N/A

8. NEW BUSINESS

A. Parks & Recreation –

1. Legacy Silver Slam BB Tourney

Motion by Hohl, second by Hughes, based on recommendation from the Public Safety Director that this event be established as a Low hazard event.

Passed unanimously

2. Smartwater

Motion by Hohl, second by Hughes, based on recommendation from the Public Safety Director that this event be established as a Special event.

Passed unanimously

3. PCS. SEC Jamboree 2025

Motion by Hohl, second by Hughes, that Pinckney Community Schools or someone associated with the event, provide an appropriate trainer or medical individual at the event and to set a hazard rating of Medium, also to waive the fee.

Passed unanimously

4. PCS. Coaches Legends Invitational 2025

Motion by Hohl, second by Hughes that a hazard level be set as Special event and that the sponsor provide a medical trainer at said event, also meet with the Public Safety Director or his designee at a minimum of 2 weeks before the event.

Passed unanimously

B. Public Safety – Police

1. Park Ranger Pay

Further discussion was had as to the Park Ranger Pay.

Motion by Hohl to move Rangers pay to the current plan based on years of service.

Motion fails due to lack of support

2. Police Sergeant Promotional Exam

Motion by Hohl, second by Hughes that the Public Safety Director proceeds to establish an eligibility list with a target date in place by August 1, 2025.

Passed unanimously

3. Public Safety Staffing for Bennett Park Events

Further discussion was had regarding Public Safety Staffing for Bennett Park Events.

Motion by Hohl, second by Hughes to direct the Clerk to schedule a workshop with the Board at noon on April 1, 2025, to come to a long-term solution to staffing events and Bennett Park.

9. ADJOURNMENT

Motion by Hohl, second by Hughes to adjourn the meeting.

Passed unanimously

The meeting was adjourned at 4:03 p.m.

Respectfully submitted,
Karen Castleman

Got stuff to get rid of? Want to Volunteer? - Join us!

Hamburg Township Clean-up Event

Hamburg Township invites its residents to RECYCLE, REDUCE and REUSE!

Saturday, April 26, 2025

9 a.m. to 3 p.m.

(Shredding on May 3, 2025—Pettysville Trailhead)

9 a.m. to Noon

Staging location: **Manly Bennett Park West (Disc Golf Entrance)**

Across from: 10405 Merrill Road, Whitmore Lake, MI 48189



PADNOS Recycling: Accepting scrap metal/appliances without freon – **No plastic/glass, No sealed tanks (propane, gas, sealed barrels), No lead acid batteries, TVs or Monitors.**



Monroe's Rubbish: **No construction materials, hazardous or household waste allowed. No liquids or paints.** We will be taking tires, but must be limited to 4 per household.



Compost bin will be available for small branches, yard waste and leaves bagged in paper.



NOTE!!! Paper Shredding will be held on May 3, 2025 at the Pettysville Trailhead!!!

Electr **Cycle:** On-site Shredding from 9 to Noon ONLY

Location: Pettysville Trailhead - Drive thru service provided

**See attached vendor flyer for shredding service details*

Brochures for Livingston County Hazardous Waste will be available outlining their collection dates for hazardous waste and electronics.

**Park/Sports Fields/Trail Clean-up also!
Volunteers Needed! Sign up today!**



**Hamburg Township
Parks & Recreation**



Follow us on Facebook, look for Hamburg Parks and Recreation!

Twitter @hamburg_parks for Schedule updates!

Organized by: Hamburg Township Parks & Recreation

For more information: clerk@hamburg.mi.us or (810)222-1



ELECTROCYCLE

COMPUTER RECYCLING AND DOCUMENT DESTRUCTION

SHREDDING EVENTS:

Documents should be in boxes or paper bags in the trunk of your vehicle for easier access.
All boxes are returned after we dump documents in the container for shredding.

Accepted:

- Documents in Binders, file folders, and hanging files. Paperclips, binder clips, and staples can stay intact and go through the shredder.
- Accordion style file folders
- Manila Folders/Envelopes
- Thin cardboard envelopes
- Checkbooks
- Spiral-bound notebooks
- Paperback books

Not Accepted:

- Wet, damp, or dried moldy paper
- CDs/DVDs
- Bullets
- Lighters
- Glass
- Any flammable items
- Steel
- Plastic
- Hardcoverd books

TO: Parks & Recreation Committee, Public Safety, & Township Board

FROM: Deby Henneman, Township Coordinator

DATE: March 27, 2025

AGENDA ITEM TOPIC: Park Approval – Hometown Half – Use of WP and Lakelands Trail – May 24, 2025

Number of Supporting Documents: **1 Application Packet**

Requested Action

Consider approval of the Park Use request for Hometown Half, as outlined in application from Bodies Race Company dated 3/17/25, for event to be held May 24, 2025 using Parking lot in West Park which will prohibit all other uses, contingent on the Clerk Department be provided all requested documents to their satisfaction, and that application be referred to Public Safety for Hazard level before going to the Township Board for final approval.

Background

This is a new event being proposed and they anticipate approximately 300 participants/guests for the event. Their plan is to use the West Park parking lot and run from there, ending back in West Park. It looks like the event will be over and cleared out by Noon.

Should the board decide to proceed, a hazard level and fee would need to be established for the use of West Park parking as our regular park users would be displaced from using the facilities on a Saturday morning.

Applicant is out of Greenwood, MO.

Draft Motion by Parks & Recreation Committee – March 25, 2025

Motion by Miller, supported by Muck, to recommend motion to deny use of the Manly Bennett Park West parking lot due to lack of park availability and staffing concerns.

Ayes – 4

Motion Carried

It was further recommended that a Public Gathering Permit process be considered, and that Township Counsel provide a legal review of events held on the Lakelands Trail regarding oversight and liability.



Hamburg Township Manly Bennett Park

Park Use Application

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

P.O. Box 157
10405 Merrill Road
Hamburg, Michigan 48139-0157
(810) 231-1000 Office X-218
(810) 231-4295 Fax

Item 4.

Applicant Information:

Event Sponsor (or name if family or individual use): Bodies Race Company

Name of Event: Hometown Half

Type of Event: 5/10k and 1/2 marathon Park Use Category #: Select One

Applicant Name: Maeghan Weygandt

Date(s) of Event: 5/24/25 (saturday) Time(s) of Event: 7am-1030am

Applicant Address: 32808 E Stringtown Rd Suite or Apt #:

Applicant City: Greenwood State: Mo Zip: 64034

Contact Person (present during use): TBD

Contact's Affiliation with Applicant: Race Director

Contact's Phone: Contact's E-Mail:

Event Co-applicant, if any:

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant:

Co-applicant's phone:

Insurance Information:

Insurance Carrier: Acord

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: AES1212533303 Expiration Date: 7/30/25

Limit of General Liability: 2Million Occurrence Aggregate

Umbrella Coverage Limit (if any): Occurrence Aggregate

Event Description: *(any information that doesn't pertain to your event please indicate not applicable)*Please describe the event you propose to host: Timed 5/10k and 1/2 marathon racehttps://runsignup.com/Race/MI/Ypsilanti/HometownHalfMarathon5k10kAnnArborTotal Number of participants/spectators/guests anticipated during event: 300Average of participants/spectators/guests anticipated at any given time: 300

Site of Proposed Event; include all areas of the parklands that will be used: _____

The parking lot of the soccer fields*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*Will there be camping and trailer facilities? If so, are overnight stays anticipated: n/aNumber of Volunteers: 4-6*Please attach copy of Volunteer Handbook if applicable*Are Volunteers trained?: just handing out water at the water stationsWill tents be used?: yes 10x10 pop up canopy If so, please indicate locations: start/finish area2 10x10 pop up tent/canopy with rubber or sand weights*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*Will admission be charged? If so, how much: Just a participation fee- \$40Parking fee charged? If so, how much: No

Valet service available? _____

Will Food/Beverages be served? If so, types of food and name of persons serving: _____

Only Prepacked granola bars and waters will be provided*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*Will there be Fireworks or any other pyrotechnic display? If so, describe: no*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be any animals present? If so, describe: _____

*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*Will there be Amusement rides or games? If so, describe: no*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: no

Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: we will hire officers for any traffic intersections

Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.

Specific services required from the Township, if any: _____

Other information regarding your event that you feel may be helpful: We have many races at Kensington Metro Parks and in South Lyons and can provide letters of recommendation as needed

Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☒ Regular Season (Games/Practices) ☐ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

Release of Liability & Indemnification Agreement

The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

Personal Property Damage Claims: The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: mw

Public Health & Safety: The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance³ with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: mw

Applicant's Signature: Maeghan Weygandt Date: 3/17/25

Co- applicant's Signature: [Signature] Date: 3/20/25

Parks Coordinator: [Signature] Date: 3/20/25

For office use only

Comments: _____

Meeting Approval Dates: _____ Parks & Recreation _____ Public Safety _____ Township Board

Application has been (Circle one) ☒ Approved ☐ Denied

Hamburg Township Representative: _____

Deby Henneman

From: Maeghan Weygandt <admin@bodiesrc.com>
Sent: Monday, March 17, 2025 4:38 PM
To: Deby Henneman
Subject: 5/24 West Bennet Park
Attachments: Untitled drawing (84).pdf; Park Use Application & Release of Liability.pdf

Thank you so much for your time today. I've attached the application form and the site map to this email. One thing to note is we would set up at 5am, race from 7-1030am and be cleaned up and out by noon. We anticipate 300, so would have 150-200 cars parking.

This is the Run Sign Up page so you can see more about our event [Hometown Half Marathon & 5k/10k - Ann Arbor](#). This is the course map [West Bennett Park 1/2 Whitmore Lake Route - MapMyRun](#) and I assume that this will go outside of your jurisdiction and if there's anyone else we need to permit with as well we'll be happy to do so. I can get you a certificate of insurance for whatever needed as long as I have the name and address of the additional insured and any details you want included. I can have that within a couple of days. Anything else you need please let me know and I'll be happy to provide it asap.

Thanks again for your time and I look forward to hearing from you

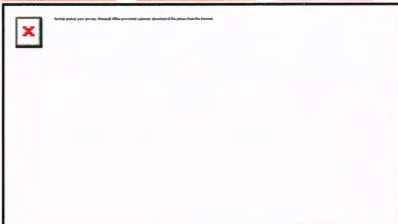
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Thank You,
Maeghan Weygandt
816-616-2138

Bodies Race Company

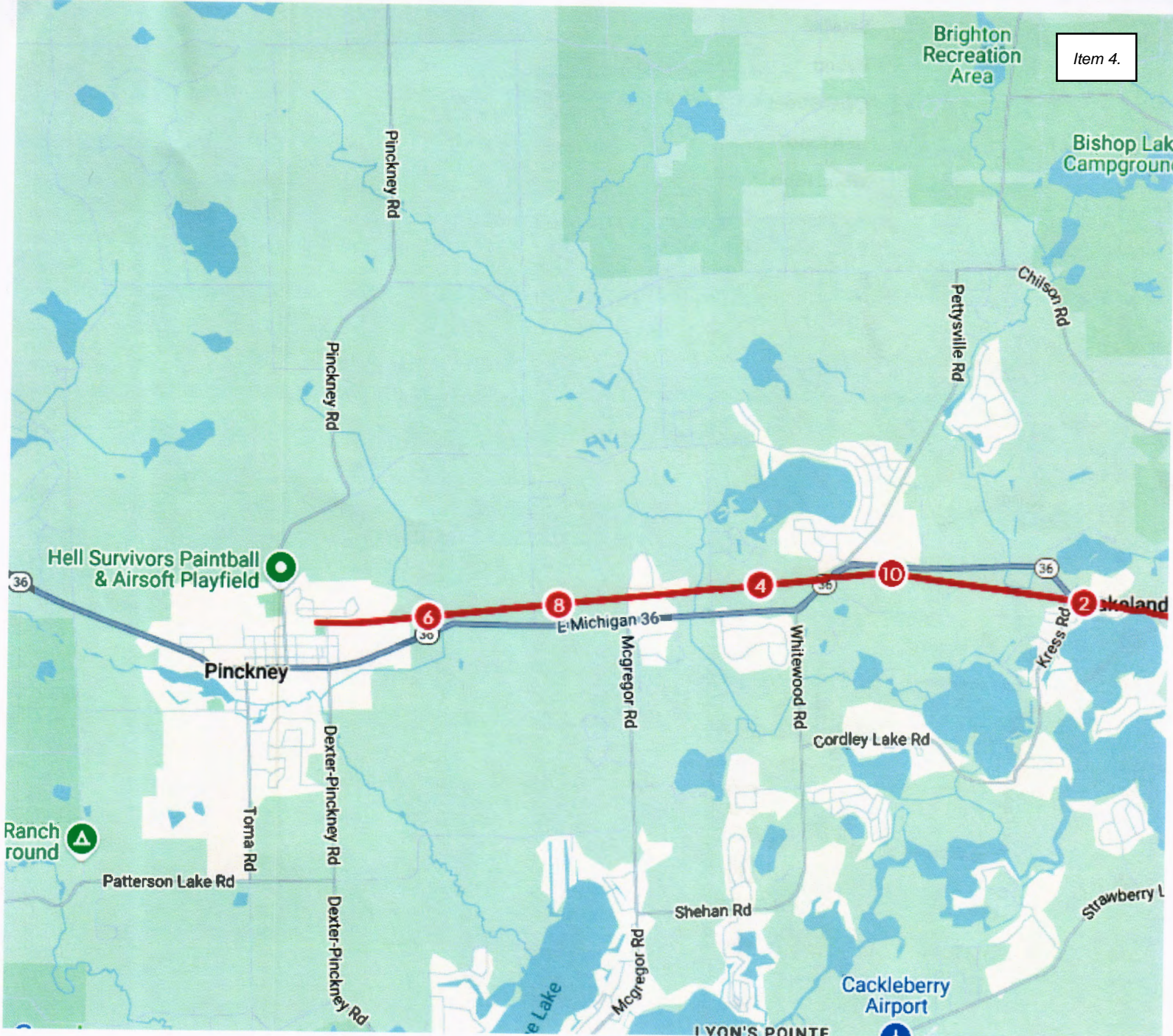
Support Team

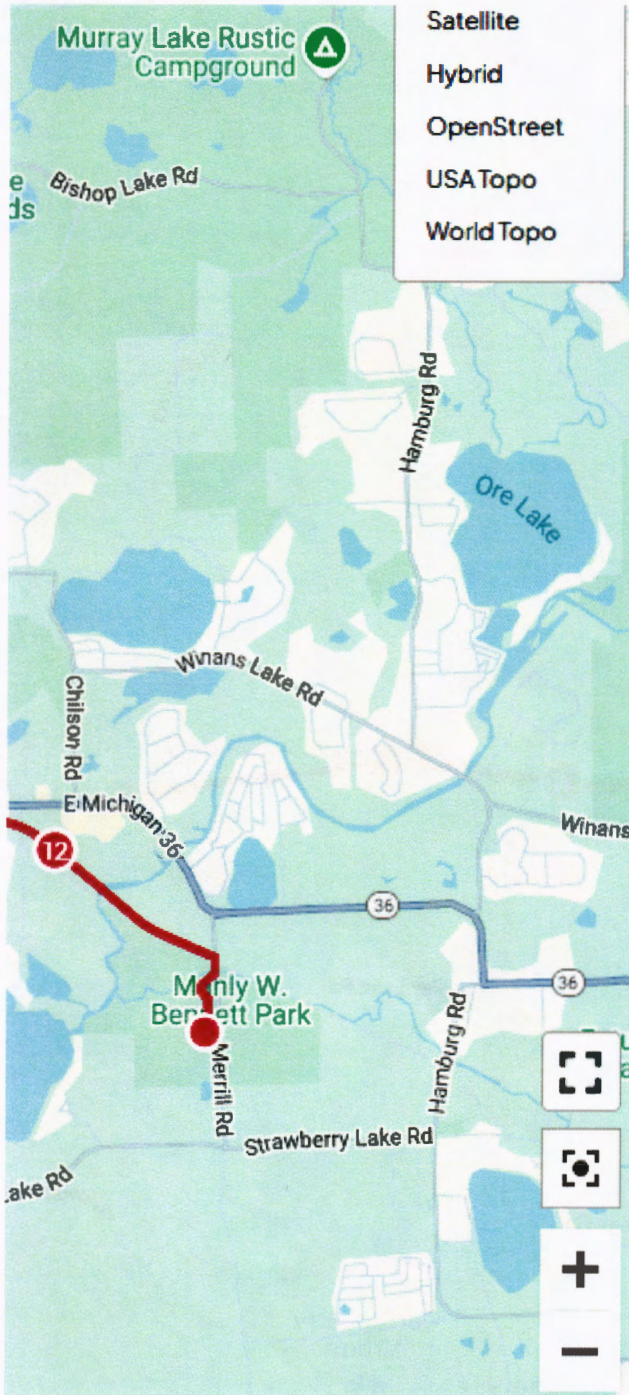
[Facebook](#) | [Instagram](#) | [Website](#)





Start/Finish: Timing equipment, generator, small pa system, inflatable archway, 10x10 pop up canopy, first aid





TO: Parks & Recreation Committee, Public Safety, & Township Board

FROM: Deby Henneman, Township Coordinator

DATE: March 20, 2025

AGENDA ITEM TOPIC: Park Approval – KLAA Cross Country Championships – October 16, 2025
East Park - BLACKOUT
Number of Supporting Documents: **1 Park Use Packet**

Requested Action

Consider approval of the Park Use request for the KLAA Cross Country Championships, as outlined in application from Kensington Lakes Athletic Association & Hartland High School dated 2/24/25, for event to be held October 16, 2025 in East Park, confirming charges for both park fees and public safety, and for the Township Coordinator and Sgt. work with the applicant to finalize the details of the event.

Approval should be contingent upon the following:

- All required paperwork being submitted to the satisfaction of the Clerk's office
- A pre-event meeting with Public Safety no less than 2 weeks prior to the event
- Approval of informational, directional, ADA and/or safety signage is allowed in areas outlined in the Park Use Policy
- That the applicant covers the cost of additional portable toilets, extra cleaning of Township units, and a garbage dumpster, unless rolled into the cost of Park Fees by the Township Board
- That the applicant arranges for volunteers 18+ to assist with parking and transporting ADA/Elderly spectators

Background

This is a repeat event to our parks which will occur on a Thursday during Football Season. It will require a park-wide Blackout which will displace Football and utilize all the parking in both East and West parks. Public Safety will be required due to the numbers estimated on the application and because of the pedestrians crossing on Merrill. We do not have a report on this event from 2024, however, I have been advised that it was way larger than had been originally anticipated, and more staff will be needed for this year's event.

The applicant will be charging an entry fee and expects around 1,500 participants/spectators throughout the day. I am attaching a copy of our layout map which shows anticipated parking spaces in all "lots."

Fees

Fees charged last year were as follows:

- Park Fees - \$500 flat rate per TB
- Public Safety - \$1,246.91 (cost for 2 officers)
- Portable Toilets - \$770.00

Use will require a Public Safety review, and a hazard level being set for fees. Special use for the Public Safety fees would be appropriate and if the Park fees were approved at a High Hazard/Non-Partner rate, \$2,500 for the day, I would recommend having the portable toilet charges included in that cost. A Medium Hazard/Non-Partner rate would be \$1,500.

When fees are considered, it should be kept in mind that no other uses will be allowed on either side of the park.



Hamburg Township Manly Bennett Park
Park Use Application

P.O. Box 157
10405 Merrill Road
Hamburg, Michigan 48139-0157
(810) 231-1000 Office X-218
(810) 231-4295 Fax

Item 5.

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): Kensington Lakes Athletic Association/Hartland High School

Name of Event: KLAA Cross Country Championships

Type of Event: Cross Country Meet Park Use Category #: 4 - Event Use

Applicant Name: Matt Gutteridge

Date(s) of Event: 10/16/25 Time(s) of Event: 11:00-7:00PM

Applicant Address: 10635 Dunham Rd Suite or Apt #:

Applicant City: Hartland State: MI Zip: 48353

Contact Person (present during use): Matt Gutteridge

Contact's Affiliation with Applicant: Same

Contact's Phone: 810-397-3182 Contact's E-Mail: Hartlandxc@gmail.com

Event Co-applicant, if any:

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant:

Co-applicant's phone:

Insurance Information:

Insurance Carrier: Our policy turns over in July, but bl can provide limited liability poolicy from teh school district.

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: Expiration Date:

Limit of General Liability: Occurrence Aggregate

Umbrella Coverage Limit (if any): Occurrence Aggregate

Event Description: *(any information that doesn't pertain to your event please indicate not applicable)*Please describe the event you propose to host: The goal is to host the KLAA Cross Country Championships.We will run 4 races and hold an awards ceremony.Total Number of participants/spectators/guests anticipated during event: 1200-1500 Public Safety ReviewAverage of participants/spectators/guests anticipated at any given time: 1000Site of Proposed Event; include all areas of the parklands that will be used: The east grounds of Bennett Manley Park for parking and the races. We will need the west parking lot as overflow and bus parking. - wasbusy - this year no other uses allowed.*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*Will there be camping and trailer facilities? If so, are overnight stays anticipated: NoNumber of Volunteers: 15-20 Are Volunteers trained?: No
*Please attach copy of Volunteer Handbook if applicable*Will tents be used?: Yes If so, please indicate locations: _____

Team tents can be set up in a designated locaton for teh athletes.

*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*Will admission be charged? If so, how much: NoParking fee charged? If so, how much: Yes \$5-10 Valet service available? NoWill Food/Beverages be served? If so, types of food and name of persons serving: No*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*Will there be Fireworks or any other pyrotechnic display? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*Will there be any animals present? If so, describe: No*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*Will there be Amusement rides or games? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: Only to possibly set up
the course.

Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so,
describe: No we will provide an onsite trainer for athletes.

Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.

Specific services required from the Township, if any: No specific services requested.

Other information regarding your event that you feel may be helpful: _____

A review from last years event on where I can make changes to make the event more successful.

Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☐ Regular Season (Games/Practices) ☐ Sports Tournament ☒ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

Please see the attached documents to see the time schedule and posible courses for the meet. I have added a
a proposed course as well as the current course.

Release of Liability & Indemnification Agreement

The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

Personal Property Damage Claims: The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: MG

Public Health & Safety: The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance³ with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: MG

Applicant's Signature: Matthew Gutteridge Date: 2/24/2025

Co- applicant's Signature:  Date: _____

Parks Coordinator:  Date: 3/20/25

For office use only

Comments: _____

Meeting Approval Dates: _____ Parks & Recreation _____ Public Safety _____ Township Board

Application has been (Circle one)



Approved



Denied

Hamburg Township Representative: _____

Kensington Lakes Activities Association



Boys & Girls Cross Country Championship October 16th, 2025 Hosted by Hartland Consolidated Schools



Welcome to the KLAA Conference

- Date:** Thursday, October 16th, 2025
- Location:** Manly W. Bennett Park 10405 Merrill Rd, Whitmore Lake, MI 48189
- Entry Fee:** Athletic Departments may be billed for expenses after Meet
- Packet Pick-up:** Packets can be picked up near the finish line.
- Entries:** **Please use Athletic.net. See instructions entitled "KLAA Cross Country Championship" – Online Entry Submission."**

Team rosters can be submitted any time before the deadline and you do not need to specify a race. You can enter them all in the Varsity Race and run the 7 you choose. The remainder will default to the reserve race. Only roster/enter athletes who will be competing that day.

The deadline for team roster submission is Tuesday, October 14th at 8:00 PM.

If you have questions about the meet entry process, please contact Matt Gutteridge at (810) 397-3182 or via email at hartlandxc@gmail.com

Admission and Parking: There is a \$5 fee per car for parking. Also, please park in designated areas. There is not a spectator entry fee.

Box Assignments:

Box 1: Dearborn
 Box 3: Belleville
 Box 5: Canton
 Box 7: Livonia ChurchillBox
 Box 9: HowellBox
 Box 11: NorthvilleBox
 Box 13: SalemBox
 Box 15: Livonia FranklinBox

Box 2: Brighton
 Box 4: Livonia Stevenson
 Box 6: Hartland
 8: Novi
 10: Wayne Memorial
 12: Plymouth
 14: Westland John Glenn
 16: Dearborn Fordson

Schedule:	<u>1:30 pm</u>	<u>Course opens</u>	(6:51pm sunset)
	3:30 pm	Girls Varsity	
	4:10 pm	Boys Varsity	
	4:50 pm	Girls Junior Varsity	
	5:30 pm	Boys Junior Varsity	
	6:15 pm	Awards	

Scoring: The meet will be Bib chip timed. There will also be a backup camera. Live results will be available via athletic.net.

Awards: The medal presentations will follow the completion of the varsity races. There are 28 individual medals for the conference meet. We will present the Conference and Division Champion trophies as well.

T-Shirts: KLAA T-shirts will be available for purchase. Short Sleeve \$20
 Long Sleeve \$25

Questions: Please call or email Matt Gutteridge at (810) 397-3182
hartlandxc@gmail.com



TO: Parks & Recreation Committee, Public Safety, & Township Board

FROM: Deby Henneman, Township Coordinator

DATE: March 20, 2025

AGENDA ITEM TOPIC: Park Approval – Reds Haunted Invitational – Soccer Fields – October 17 & 18, 2025
Number of Supporting Documents: **1 Application Packet**

Requested Action

Consider approval of the Park Use request for Reds Haunted Invitational, as outlined in application from Reds Events dated 2/24/25, for event to be held October 17 & 18, 2025, in West Park, contingent on the Clerk Department be provided all requested documents to their satisfaction, and that application be referred to Public Safety for Hazard level before going to the Township Board for final approval.

Background

This is a new event being proposed and they anticipate approximately 1,250 participants/guests over the 2 day period, with 200 guests at any given time. They stated there will be another location that will also be hosting games.

Approval should consider that we may be in the middle of construction for the West Park project, and will already be cutting into the field use with our regular users. October is traditionally near the end of the fall season, and while this sounds like a fun event, there are just too many variables to consider approval at this time, in my opinion.

Should the board decide to proceed, a hazard level and fee would need to be established for the exposure.



Hamburg Township Manly Bennett Park
Park Use Application

P.O. Box 157
10405 Merrill Road
Hamburg, Michigan 48139-0157
(810) 231-1000 Office X-218
(810) 231-4295 Fax

Item 6.

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): N/A

Name of Event: Reds Haunted Invitational

Type of Event: Soccer Tournament Park Use Category #: 4 - Event Use

Applicant Name: Reds Events

Date(s) of Event: Oct 17th - Oct 19th, 2025 Time(s) of Event: Oct 17 5pm-7pm, Oct 18-19 7am-7pm

Applicant Address: 867 South Blvd E Suite or Apt #: _____

Applicant City: Pontiac State: MI Zip: 48341

Contact Person (present during use): Danny Price

Contact's Affiliation with Applicant: Tournament Director

Contact's Phone: 8409867888 Contact's E-Mail: price@lfcmi.com

Event Co-applicant, if any: _____

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant: _____

Co-applicant's phone: _____

Insurance Information:

Insurance Carrier: Everest National - attached

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: _____ Expiration Date: _____

Limit of General Liability: _____ Occurrence _____ Aggregate _____

Umbrella Coverage Limit (if any): _____ Occurrence _____ Aggregate _____

Event Description: *(any information that doesn't pertain to your event please indicate not applicable)*

Please describe the event you propose to host: We would be hosting a soccer a Halloween Soccer Tournament
over the weekend of October 17th - 19th, 2025. It's a really fun event, kids dress up in Halloween costumes
within thier teams.

Total Number of participants/spectators/guests anticipated during event: 1250

Average of participants/spectators/guests anticipated at any given time: 180

Site of Proposed Event; include all areas of the parklands that will be used: _____
Manly W. Bennett Memorial Park West (of Merrill)

Soccer Fields, Parking Lot, Picnic Pavilion for Tournament HQ

Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect

Will there be camping and trailer facilities? If so, are overnight stays anticipated: No

Number of Volunteers: 5-10 Are Volunteers trained?: Yes
Please attach copy of Volunteer Handbook if applicable

Will tents be used?: Yes If so, please indicate locations: Near Picnic Area
for Tournament HQ and Referee station

Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.

Will admission be charged? If so, how much: No

Parking fee charged? If so, how much: No Valet service available? N/A

Will Food/Beverages be served? If so, types of food and name of persons serving: _____
If possible i'd like to invite food vendors, shaved ice, and coffee vendors.

For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.

Will there be Fireworks or any other pyrotechnic display? If so, describe: No

Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.

Will there be any animals present? If so, describe: No

Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.

Will there be Amusement rides or games? If so, describe: No

Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.

Will there be a need for vehicles to be used on Township grounds? If so, describe: Vendor trucks if allowed.

Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: there will always be an athletic trainer on-site to tend to any player injuries

Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.

Specific services required from the Township, if any: None

Other information regarding your event that you feel may be helpful: This is a wonderful event that will see a large number of teams, families, and staff come through your wonderful park and area of businesses. We would be honored to have our event here.

Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☐ Regular Season (Games/Practices) ☒ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

Release of Liability & Indemnification Agreement

The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

Personal Property Damage Claims: The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: DP

Public Health & Safety: The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance³ with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: DP

Applicant's Signature: Danny Price Date: 2/24/25

Co- applicant's Signature: [Signature] Date: 3/20/25

Parks Coordinator: [Signature] Date: 3/20/25

For office use only

Comments: _____

Meeting Approval Dates: _____ Parks & Recreation _____ Public Safety _____ Township Board

Application has been (Circle one)

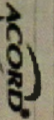


Approved



Denied

Hamburg Township Representative: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)
1/29/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY DESCRIBED BELOW. THIS CERTIFICATE OF LIABILITY INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed IF SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
USI Insurance Services NW
801 Union Street, Suite 1000
Seattle, WA 98101

INSURED
Michigan State Youth Soccer Association
8401 General Drive, Suite 120
Plymouth MI 48170

CONTACT
Name: Held Palmer
Phone: 208-577-5885
Fax: 208-577-5885
Email: Held.Palmer@usi.com
Address: 10000 N. 40th Street, Suite 1000, Boise, ID 83721

INSURER A: Everest National Insurance Company
Insureds: United States Fire Insurance Company
Policy No.: 21113

COVERAGES

CERTIFICATE NUMBER: 83741753

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF LIABILITY INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

LINE NO.	TYPE OF INSURANCE	ADOL. SIGN. REQ. (YES/NO)	POLICY NUMBER	POLICY PER. (START/END)	POLICY EXP. (START/END)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR		SHGL01851-241	9/1/2024	9/1/2025	FACH OCCURRED AND DAMAGE TO RENTED VEHICLES (if a occurrence) \$1,000,000 MED EXP. (per person) \$51,000 PERSONAL & AUTO LIABILITY \$51,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS - COMPOUND AGG \$51,000,000 Per Occurrence Limit \$1,000,000 Per Aggregate Limit \$1,000,000 BODILY V. LIABILITY (per person) \$51,000,000 BODILY V. LIABILITY (per accident) \$5 PROPERTY DAMAGE \$5 ZEP AGGREGATE \$5
A	ANY AUTO UNINSURED/UNDERINSURED AUTOS ONLY NON-OWNED AUTOS ONLY		SHGL01851-241	9/1/2024	9/1/2025	FACH OCCURRED AND DAMAGE TO RENTED VEHICLES (if a occurrence) \$1,000,000 MED EXP. (per person) \$51,000 PERSONAL & AUTO LIABILITY \$51,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS - COMPOUND AGG \$51,000,000 Per Occurrence Limit \$1,000,000 Per Aggregate Limit \$1,000,000 BODILY V. LIABILITY (per person) \$51,000,000 BODILY V. LIABILITY (per accident) \$5 PROPERTY DAMAGE \$5 ZEP AGGREGATE \$5
	WORKING COMPENSATION AND EMPLOYER LIABILITY ANY PERSONNEL TO BE MAINTAINED OFFICIAL NUMBER 12410007 If any person is being employed by the organization or organization's member		SHGL01724-241	9/1/2024	9/1/2025	FACH OCCURRED AND DAMAGE TO RENTED VEHICLES (if a occurrence) \$1,000,000 MED EXP. (per person) \$51,000 PERSONAL & AUTO LIABILITY \$51,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS - COMPOUND AGG \$51,000,000 Per Occurrence Limit \$1,000,000 Per Aggregate Limit \$1,000,000 BODILY V. LIABILITY (per person) \$51,000,000 BODILY V. LIABILITY (per accident) \$5 PROPERTY DAMAGE \$5 ZEP AGGREGATE \$5
	Accident Medical Expense		US20655966	9/1/2024	9/1/2025	FACH OCCURRED AND DAMAGE TO RENTED VEHICLES (if a occurrence) \$1,000,000 MED EXP. (per person) \$51,000 PERSONAL & AUTO LIABILITY \$51,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS - COMPOUND AGG \$51,000,000 Per Occurrence Limit \$1,000,000 Per Aggregate Limit \$1,000,000 BODILY V. LIABILITY (per person) \$51,000,000 BODILY V. LIABILITY (per accident) \$5 PROPERTY DAMAGE \$5 ZEP AGGREGATE \$5

TO: Parks & Recreation Committee, Public Safety, & Township Board

FROM: Deby Henneman, Township Coordinator

DATE: March 20, 2025

AGENDA ITEM TOPIC: Park Approval – American Diabetes Association – Tour De Cure 2025 – June 7, 2025 – Less than 100 participants
Number of Supporting Documents: **1 Application Packet**

Requested Action

Consider approval of the Park Use request for Tour De Cure 2025, as outlined in application from American Diabetes Association dated 3/3/25, for event to be held June 7, 2025 on a portion of the Lakelands Trail, contingent on the Clerk Department be provided all requested documents to their satisfaction, and that application be referred to Public Safety for their input before going to the Township Board for final approval.

Background

This event has occurred in our area over the years, however, the last time I received an application was 2017. Anticipated exposure is under 100 people, but the event does coincide with another event taking place that same day, the Huron 100 Endurance Run. It is for this reason that Public Safety should do a review.

There would be no Park related fees for this event as it is held on the Lakelands Trail, however, should Public Safety be needed a determination on charges would be needed.



Hamburg Township Manly Bennett Park
Park Use Application

P.O. Box 157
10405 Merrill Road
Hamburg, Michigan 48139-0157
(810) 231-1000 Office X-218
(810) 231-4295 Fax

Item 7.

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): American Diabetes Association c/o Event 360

Name of Event: Tour de Cure Michigan

Type of Event: Bicycle Ride - rules of the road, non-timed Park Use Category #: Select One Event

Applicant Name: American Diabetes Association c/o Event 360

Date(s) of Event: June 7. Riders anticipated to enter into Hamburg 10:15AM. Riders off-route by 2pm.

Time(s) of Event: Event route marking (see attached examples - wire H Frames and Duct Tape) to occur June 5-6

Applicant Address: 55 E Jackson Blvd Suite or Apt #: Suite 1030

Applicant City: Chicago State: IL Zip: 60604

Contact Person (present during use): Aaron Gingras

Contact's Affiliation with Applicant: Production coordinator, Event 360

Contact's Phone: 872-895-7523 Contact's E-Mail: agingras@event360.com

Event Co-applicant, if any: _____

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant: _____

Co-applicant's phone: _____

Insurance Information:

Insurance Carrier: Great American To be provided

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: MAC 332600705 Expiration Date: 2/1/26

Limit of General Liability: 1,000,000 Occurrence 3,000,000 Aggregate

Umbrella Coverage Limit (if any): 5,000,000 Occurrence 5,000,000 Aggregate

Event Description: *(any information that doesn't pertain to your event please indicate not applicable)*

Please describe the event you propose to host: _____

The American Diabetes Association's 'Tour de Cure' event is a rules-of-the-road, non-timed bike ride.

We anticipate approx 50-75 riders to utilize the course that runs through Hamburg. First riders are expected to pass into Hamburg at 10:15AM. All riders off route by 2PM. Route to utilize 7.8 miles within the Township, utilizing the Lakelands Trail, Hamburg Rd, Sheldon Rd, Hall Rd, and Eight Mile W.. See attached for route maps with turn-by-turn directions. See email correspondence for Ride W GPS route link.

Total Number of participants/spectators/guests anticipated during event: 50-75

Average of participants/spectators/guests anticipated at any given time: 50-75

Site of Proposed Event; include all areas of the parklands that will be used: _____

See attached route maps and email correspondence for GPS link.

Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect

Will there be camping and trailer facilities? If so, are overnight stays anticipated: NO

Number of Volunteers: Route volunteers - est 10-15 Are Volunteers trained?: Yes

Please attach copy of Volunteer Handbook if applicable

Will tents be used?: No If so, please indicate locations: _____

Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.

Will admission be charged? If so, how much: No

Parking fee charged? If so, how much: No Valet service available? N/A

Will Food/Beverages be served? If so, types of food and name of persons serving: _____

N/A

For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.

Will there be Fireworks or any other pyrotechnic display? If so, describe: N/A

Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.

Will there be any animals present? If so, describe: N/A

Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.

Will there be Amusement rides or games? If so, describe: N/A

Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.


Will there be a need for vehicles to be used on Township grounds? If so, describe: _____



We are requesting use of golf carts along the Lakelands trail to support signage deployment and clean up. Carts may also be used by our medical provider in the event of an emergency.

Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so,

describe:  We will contract with EMSS, our national EMS provider to arrange a roaming ambulance with EMT. Unit will roam the event route and report to location as needed.

Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.

Specific services required from the Township, if any: n/a

Other information regarding your event that you feel may be helpful: _____

Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☐ Regular Season (Games/Practices) ☐ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

n/a

Release of Liability & Indemnification Agreement

The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

Personal Property Damage Claims: The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: U

Public Health & Safety: The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance³ with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: U

DocuSigned by: Charlotte Carter Date: 3/3/2025
C1148642B39446E...

Co- applicant's Signature: [Signature] Date: _____

Parks Coordinator: [Signature] Date: 3/20/25

For office use only

Comments: _____

Meeting Approval Dates: _____ Parks & Recreation _____ Public Safety _____ Township Board

Application has been (Circle one) ☒ Approved ☐ Denied

Hamburg Township Representative: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/YY) 03/04/2025
Item 7.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MARSH USA, LLC. 1166 Avenue of the Americas New York, NY 10036 CN103156776-Stand-GAWUP-24-26	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Great American Insurance Company INSURER B: Federal Insurance Company INSURER C: Great American Alliance Insurance Company INSURER D: INSURER E: INSURER F:	NAIC # 16691 20281 26832
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COVERAGES	CERTIFICATE NUMBER: NYC-012239986-01	REVISION NUMBER: 5
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			MAC 3326007 05	02/01/2025	02/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			MAC 3326007 05	02/01/2025	02/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			UMB 3326009 05	02/01/2025	02/01/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input checked="" type="checkbox"/> N/A			(25) 7174-66-92	07/01/2024	07/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	PROPERTY Other deductibles may apply			MAC 3326007 05 as per policy terms and conditions.	02/01/2025	02/01/2026	LIMIT: \$ 4,019,120

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Tour de Cure Michigan, Date of Event: 6/7/25 Event: Bike Ride
Hamburg Township is included as additional insured (except Workers Compensation) where required by contract.

CERTIFICATE HOLDER

CANCELLATION

Hamburg Township
PO Box 157, 10405 Merrill Road
Hamburg, MI 48139

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Marsh USA LLC

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AGENCY CUSTOMER ID: CN103156776

LOC #: New York



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY MARSH USA, LLC.		NAMED INSURED AMERICAN DIABETES ASSOCIATION ATTN: ROBERT BRINDLE 2451 CRYSTAL DRIVE ARLINGTON, VA 22202
POLICY NUMBER		
CARRIER	NAIC CODE	
EFFECTIVE DATE:		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

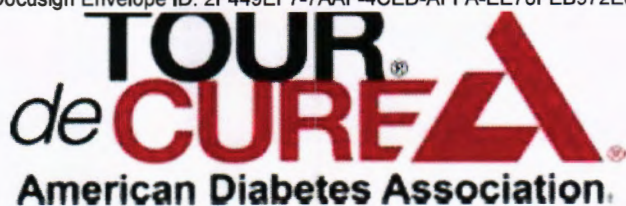
Excess Layer

Carrier: Hamilton Select Insurance Inc

Policy#: ECHS00115914

Effective Dates: 2/1/2025-2/6/2026

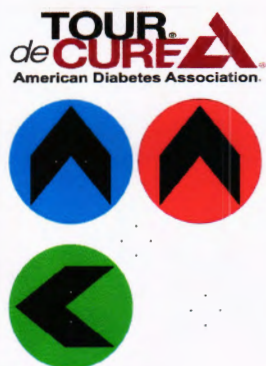
Limit: \$5M x \$5M



Route Signage Example

Item 7.

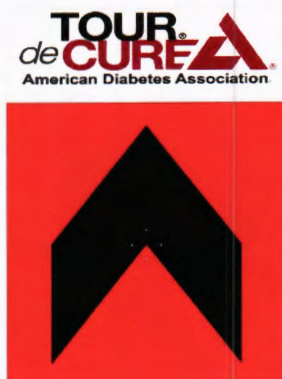
Multiple Route Directional Signage



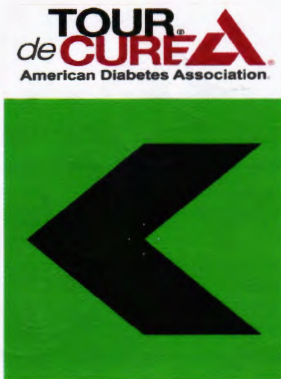
Marking:

- Place one arrow approximately 100 feet before each turn for every route length approaching the turn.
- For turns with one or more routes, use a multiple-route sign.
- Place one arrow after the turn or intersection to reaffirm the route direction.
- The route marking team may place confidence arrows for long, straight sections to indicate that the route continues straight ahead.
- At prominent intersections, place two confidence arrows for each group of riders on the route.
- Use H wire sign stake to place sign along the route

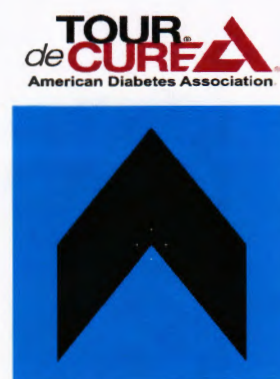
Metric Century



Metric 1/2 Century



Family Fun Ride



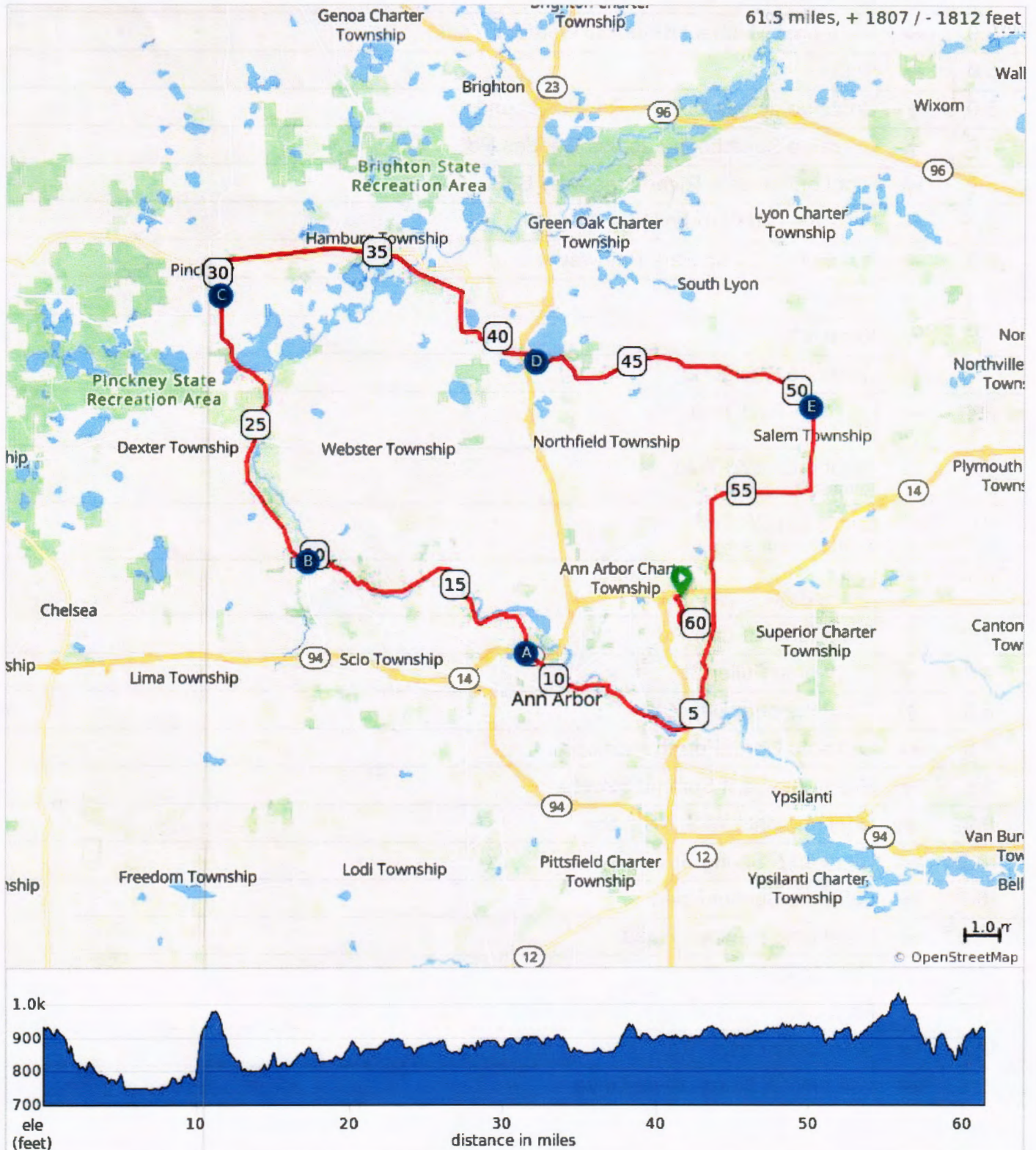
DocuSign Envelope ID: 2F449EF7-7AAF-4CED-AFFA-EE78FEB972E8



ADA25 TCMI 63.5mi - Permits Pending v2



- | | |
|---|-------------------------------------|
| A. Rest Stop #1: Bird Hills Parking Area | D. Rest Stop #4: First UMC Whitmore |
| B. Rest Stop #2: Monument Park | E. Rest Stop #5: Willow Greenhouses |
| C. Rest Stop #3: St. Mary Catholic Church | |



Dist	Type	Note
0.0	📍	Start of route
0.2	←	Left onto Earhart Rd
1.2	←	Left onto Ann Arbor Rd/Plymouth Rd
2.1	→	Right onto N Dixboro Rd
3.0	←	Left at Matthaei Botanical Gardens
3.0	→	Right onto Matthaei Botanical Gardens Trail
5.0	→	Right
5.0	↑	Continue across Dixboro Rd Westbound
5.0	↑	Continue Southbound across Geddes Rd
5.2	→	Right onto Huron River Greenway B2B
5.2	←	Left onto Old Dixboro Rd
5.3	→	Right onto Gallup Park Pathway
6.4	↱	Keep left
6.6	↱	Keep left
7.1	↑	Continue Straight
8.4	←	Left onto B2B Trail Keep on Sidewalk
8.6	→	Right onto B2B Trail Across Crosswalk
8.6	←	Left onto B2B Trail Keep on sidewalk
9.1	↑	Left Across sidewalk West bound
9.1	i	Continue on Fuller Rd
9.2	→	Right onto Fuller St
9.5	↑	Continue onto Depot St
9.8	←	Left onto North Fourth Avenue
9.8	→	Right onto East Summit Street
9.9	↑	Continue onto W Summit St
10.2	→	Right onto Spring Street
10.5	←	Left onto Sunset Road
11.3	→	Right onto Newport Road
11.3	i	Rest Stop Ahead
11.4	i	Rest Stop #1: Bird Hills Parking Area
12.8	→	Right onto Foster Rd
12.9	←	Left onto W Huron River Drive

12.9 miles. +408/-526 feet

Dist	Type	Note
17.3	↩	Slight Left onto B2B Trail
17.3	↑	Continue on B2B - Dexter-Huron Metropark to Zeeb Road
18.4	←	Left
18.5	→	Right onto B2B Trail (Dexter Section)
19.9	←	Left onto Central Street
20.0	←	Left onto 3rd Street
20.1	→	Right onto Dover St
20.4	→	Right onto Ann Arbor St
20.4	i	Rest Stop Ahead
20.5	i	Rest Stop #2: Monument Park
20.5	↑	Continue onto Main St
21.0	→	Slight right onto Dexter-Pinckney Rd
28.7	i	Rest Stop Ahead
29.2	→	Right onto Grayhawk Ct
29.3	i	Rest Stop #3: St. Mary Catholic Church
29.3	→	Right onto Dexter-Pinckney Rd
29.9	↑	Continue onto S Dexter Rd
30.4	→	Right onto Lakelands Trail State Park
33.4	←	Left onto Lakelands Trail State Park Ride under overpass
37.7	→	Right onto Hamburg Road
38.7	↩	Keep left
38.9	↑	Continue onto Sheldon Road
40.1	→	Right onto Emerald Cir
40.2	→	Right to stay on Emerald Cir
40.5	→	Right onto Emerald Cir S
40.8	→	Right onto Opal Ln
40.8	←	Left onto Barker Rd
41.3	←	Keep left to stay on Barker Rd
41.4	→	Right onto Main St
41.6	i	Rest Stop ahead
41.7	←	Rest Stop #4: First UMC Whitmore
41.8	←	Left onto E Shore Dr
42.5	→	Right onto 7 Mile Rd
46.2	↗	Keep right

33.3 miles. +642/-603 feet

Dist	Type	Note
48.2	↑	At roundabout, take second exit to continue straight on 7 Mile Road
49.3	↑	Continue onto Angle Road
50.3	↙	Slight left onto Six Mile Road
50.5	→	Right onto Curtis Road
50.5	i	Rest Stop Ahead
50.7	→	Right on Oak Knoll Rd
50.7	→	Willow Greenhouse
50.8	→	Right onto Curtis Rd
53.1	→	Right onto North Territorial Road
55.5	↗	Keep right
55.6	←	At roundabout, take third exit for southbound Pontiac Trail
56.0	←	Left onto North Dixboro Road
59.5	→	Right onto Plymouth Road
60.4	→	Right onto Earhart Road
61.4	→	Right
61.5	📍	End of route

15.3 miles. +470/-483 feet

Deby Henneman

From: Aaron Gingras <agingras@event360.com>
Sent: Wednesday, February 26, 2025 12:57 PM
To: Deby Henneman
Cc: Megan Paul; Clerk
Subject: RE: Tour De Cure Application Link - June 7, 2025 Event Date on Lakelands Trail - Heads up regarding Huron 100 Event the same day
Attachments: ADA25_TCMI Route Signage Summary.pdf; ADA25_TC_DuctTape Marking Example.pdf; ADA25_TCMI_63-5mi_-_Permits_Pending_v2.pdf

Hi Deby,

Thank you so much for your time on the phone yesterday! Sgt Megan, it's great to meet you.

I have drafted the application but have one quick question before I'll be able to go grab that signature.. Can you share in a reply to this email the COI requirements (ie: liability (or other type), amount if other than \$1million per occurrence, and the specific language you would like to see re: additional insured)? I'll need to confirm those details so that I can share out with our broker.

An additional thank you, for sharing the Huron group's detail. Upon further review, it looks like we will see about 2.5mi of 'route overlap' at a point that is 47miles into their run, and about 30miles into our bike ride. I have no concerns about route congestion – I'd anticipate both groups to be very dispersed that far along in each route. I have made a note on my end to focus a few of our volunteer flaggers at the point where we enter the Lakelands Trail (where we 'meet-up' with the run) and then again where their Huron runners exit the trail (where we 'keep going' on the trail). Let me know if there are any concerns on your end, but I'm feeling great now that we've connected.

While have you – While this detail will also be captured in the application, I wanted to share out the below information here, too – so you have it on hand between now and when the app is complete.

- American Diabetes Association's Tour de Cure bike ride
- Rules-of-the-road, non-timed
- June 7 Event date
 - o We anticipate approx. 50-75 riders to ride through Hamburg township utilizing approx. 7.8miles on the Lakelands Trail, Hamburg Rd, Sheldon Rd, Hall Rd, and Eight Mile W.
 - o First riders are expected to reach Hamburg at approx. 10:15AM. All riders off route by 2PM.
- June 5-6: Event route signage deployed (wire h-frame / 'yardsign' style with color coded tabbed duct tape arrows)
 - o Our route team of 6 staff will be tasked with route cleanup behind our last rider on event day.

Please see attached for a PDF route map with turn-by-turn directions as well as route marking examples. Please see [THIS LINK](#) which will take you to our Ride With GPS route map.

Please let me know your thoughts on that COI requirements and I'll get that out for processing!
 Thanks again for connecting – I'm looking forward to working together to bring this event to life!

Aaron M Gingras (He/Him/His) | Event Production Coordinator | Event 360, Inc.

+1 872-895-7523 | agingras@event360.com | Event360.com

From: Deby Henneman <dhennean@hamburg.mi.us>

Sent: Tuesday, February 25, 2025 4:56 PM

To: Aaron Gingras <agingras@event360.com>

Cc: Megan Paul <mpaul@hamburg.mi.us>; Clerk <clerk@hamburg.mi.us>

Subject: Tour De Cure Application Link - June 7, 2025 Event Date on Lakelands Trail - Heads up regarding Huron 100 Event the same day

Importance: High

You don't often get email from dhennean@hamburg.mi.us. [Learn why this is important](#)

Hi Aaron:

Attached is the application for Huron 100 for your reference, which includes their anticipated route. I am copying Sgt. Megan Paul on this email as she is our Community Safety liaison and will be your point of contact for your event should you have any need for Public Safety presence.

You will find our application on our website here:

https://www.hamburg.mi.us/departments/parks_and_recreation/index.php under the forms tab. You will want to use the Long Form application and you can fill out what pertains to your event, returning it with a route and details. We will also need a copy of your GL policy with an Additional Insured clause naming Hamburg Township.

I'm sorry your information didn't make it to me originally and glad we finally connected. If you could reply all when you return your information, I would appreciate it. That way everyone gets the info we need to move forward with your approval. If Sgt. Paul has any questions or concerns, she will reach out directly to you once we receive your application.

Thanks again,

Deby Henneman, ADAC
Hamburg Township Coordinator
Parks, ADA, Grants, Ordinances
(810) 222-1124
dhennean@hamburg.mi.us

Please note: The Hamburg Township Offices are closed on Fridays



Blackout (Bold)/Event activity dates for 2025

Hi-lite reflects events on both sides of park - No other uses allowed on Blackout Dates

East Park

April 26, 2025	Baseball Clean Up the Fields - TBD
May 10, 2025	PHBSA Opening Day Event – 500 Est Participants
May 17-18, 2025	Legacy Center Baseball Tourney Event
June 7-17, 2025	Hamburg Family Fun Fest (HERO) – Setup/Teardown
June 11-15, 2025	Hamburg Family Fun Fest (HERO) – Carnival Dates – 5,000 avg
June 21, 2025	PHBSA Season Close Event – 500 Est Participants
June 26, 2025	Hamburg Library – Free Concert – 7PM-Dusk
July 24, 2025	Hamburg Library – Free Concert – 7PM-Dusk
August 9, 2025	Private Event – Pavilion Area & Playground – 150 Est Participants
August, 21, 2025	Hamburg Library – Free Concert – 7PM-Dusk
August 22, 2025	PHS XC Meet Pinckney vs Brighton – 8AM-11AM – 100 Est Participants
September 23, 2025	SEC XC Jamboree (PHS) – 1,000 avg (WP/parking)
September 26 & 27, 2025	XC Coaches Legends (PHS) – 1,500 Est Participants (WP/parking)
October 16, 2025	KLAA Cross Country Championships – 1,500 Est Participants (WP/Parking)

West Park

April 4-6, 2025	International Border Starts Tournament – 2,000 participants/Guests
April 26, 2025	Hamburg Community Clean Up Event – WP Parking lot closed (Date TBD)
May 3-4, 2025	Smartwater Tournament – 1,500 Total Participants/Guests
May 9-11, 2025	MI Jaguar FC Soccer Tournament – 1,600 Total Participants/Guests
June 7-17, 2025	Hamburg Family Fun Fest (HERO) – Setup/Teardown
June 14, 2025	Hamburg Family Fun Fest (HERO) – Disc Golf Tourney
June 13 & 14, 2025	Hamburg Family Fun Fest (HERO) – Fireworks 5,000 avg
August 16 & 17, 2025	PowerAde Tournament – 2,500 Total Participants/Guests
August 23, 2025	Jogging for Jakey 5K – 7AM-1PM - 75 Total Participants (See trail)
October 17 & 18, 2025	Reds Haunted Invitational – Pending

Lakelands Trail

May 3, 2025	Community Clean-Up Paper Shredding – Pettysville TH – 9AM-Noon
June 7&8, 2025	Huron 100 Endurance Run – 9am 6/7/25 to 5pm 6/8/25 – ends at Country El
June 7, 2025	Tour De Cure – expected time in Hamburg 10AM
August 23, 2025	Jogging for Jakey 5K – 7AM-1PM - 75 Total Participants (See WP)

Winkelhaus Park

Memorial Day Annually	Parade in Village of Hamburg
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Projects

- West Park Grant Improvements – Trails around WP, Playground Area and H8 will be under construction
- Huron River Water Access Improvements – Possible temp closure of parts trail access from Merrill parking