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**PARKS AND RECREATION COMMITTEE REGULAR MEETING**

**Hamburg Township Board Room  
Tuesday, January 27, 2026 – 3:30 PM**

**AGENDA**

Call To Order

Pledge to the Flag

Roll Call of the Committee

Call to the Public

Approval of the Agenda

Approval of the Minutes

Parks & Rec Meeting Minutes - Regular - November 25, 2025

Correspondence

Hamburg Historical Museum Newsletter - January 2026

New/Current Business

Park Use Request - East MI Panthers Soccer - 2026 Seasonal Use

Park Use Request - Livingston County Catholic Charities - 5K - June 14, 2026

Old Business

A. Master Plan/Master Design - No Update

B. Pending Grant Applications/Projects

MDNR - TF22-0107 - Bennett Park & Water Trail Improvements - First round of reimbursements submitted

MDNR - TF25-0213 - Zukey Footbridge - Awarded and Pending Agreement

MDNR - RP25-0097 - Village Trailhead Improvements - Not Awarded and Closing File

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

West Park Field Repairs - H3 - Pending

Great Start Livingston Story Walk in WP - TBD

Intergenerational Play Area - TBD

Play Area/Interactive Art - East Park Pavilion - Pending

Wayfinding and Safety Signage - Update

Boardwalk in WP/Disc Golf

D. Administrative Services & Reports

Township Coordinators Report - January 2026  
Parks & Rec - Policy & Procedure Manual - Update  
MParks Meeting - March 3-6, 2026  
Senior Center Report - January 2026  
Community Resource Officer Report - January 2026  
Building & Grounds Report - January 2026

E. ADA Compliance in Parklands/Trail/Township

Zukey Bridge Repair  
Township-Wide Door Inspection/Maintenance  
Website Compliance Update  
Assistive Listening Device for Board Rooms - Update

F. Scholarship - Discussion

G. Sponsorships/Volunteerism

H. Township Events

Confirmed:

Community Clean-Up Event - Saturday, April 11, 2026 - 9AM-3PM (Shredding is 9AM - Noon)

Proposed (Proposals to follow):

250th Birthday of the US Celebration - July 4, 2026

Christmas In The Village - December 12, 2026 - 10AM - 6PM

Call to the Public

Committee Comments

Adjournment



# Hamburg Township Parks & Recreation

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

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**Hamburg Township  
Parks & Recreation Committee  
Regular Meeting  
Hamburg Township Hall  
Tuesday, November 25, 2025  
3:30 p.m.**

1. Call to Order

Dolan called the meeting to order at 3:35 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Dolan, Miller, Muck, McCabe, Michniewicz  
Board Members Absent: None

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

**Motion by Dolan, supported by Michniewicz, to approve the agenda as presented.**

VOICE VOTE: Ayes: 5

MOTION CARRIED

6. Approval of the Minutes

**Motion by Michniewicz, supported by Muck, to approve the minutes from the October 28, 2025 Regular Meeting as presented.**

VOICE VOTE: Ayes: 5

MOTION CARRIED

7. Correspondence

A. Hamburg Museum Newsletter

B. Christmas In The Village Committee Notes

- a. October 16, 2025
- b. October 29, 2025
- c. November 12, 2025

All correspondence was received and filed.

Michniewicz stated the improvements at the Museum are great.

8. New Business

A. RC Flyer's Racetrack Project

Dolan stated the olive shrubs were cut back and project ready to move forward.

Henneman stated a detailed plan is needed and the Risk Coordinator at MMRMA has suggested getting their input on the plan prior to building. They review plans at no cost to the insured.

Gary stated he would like to meet as soon as possible on next steps.

9. Old Business

**A. Master Plan/Pending Grants/ Trails**

1. Master Plan/Master Design

Henneman stated information will be included in Strategic Planning for renewal process.

2. Pending Grants

- MDNR Manly Bennett Park & Water Trail Access Improvements #TF22-0107
  - Dolan stated paving is complete and trees have been removed/cleared. Volunteers will need to help clean-up near the kayak launch in the spring.
  - Dolan stated the Township signed a 3-year contract with a tree removal service to take care of fallen trees on the river.
- MDNR Zukey Footbridge – TF25-0213 – Announcement December 2025
  - Dolan stated he would be attending the Trust Fund meeting.
- MDNR Village Trailhead Improvements – RP25-0097 – Announcement December 2025

**B. Project Updates (Other than Grant-related projects)**

1. Trail Projects

- a. Enclosure for Portable Toilets (all trailheads) – Dolan getting quotes.
- b. Trail Plan for inclusion in Parks Master Plan – Henneman suggests.
- c. Village Storywalk Gardens – Adopted by Powers Flowers. Spring 2026.

2. Park/Special Projects/Events

- a. West Park Field Repairs – H3 – Dolan getting quotes.
- b. Great Start Livingston Story Walk – West Park – Awaiting word on funding.

- c. Intergenerational Play Area – TBD
- d. Play Area Interactive Art – East Park Pavilion – Approved for Spring 2026.
- e. Wayfinding & Safety Signage – Complete & Installation to take place Spring 2026.

**C. Administrative Services**

- 1. Township Coordinator's Report – November 2025 – Received and filed
  - a. None
  - b. Christmas In The Village – Henneman provided update. Event is December 12 & 13, 2025.
- 2. Senior Center Report – November 2025 – Received and filed
- 3. Community Resource Officer Report – No report given/Officer assignment pending
- 4. Building & Grounds Report – None
- 5. ADA Compliance in Parklands/Trail
  - a. Zukey Bridge Repair – Bids have been secured, and temporary repairs have been made for the hole in the bridge reported by a resident. The bridge is less than 10 years old and is being inspected for solutions/repairs. Bids are being gathered. Concrete work will be done with the repair per Dolan.
  - b. Township-wide Door Inspection – Henneman to present at Strategic Planning.
  - c. Website Compliance – Deadline April 2027 – Henneman is currently on the website re-design team with IT.
  - d. Assistive Listening Device for Board Room – Henneman to present at Strategic Planning.
- 6. Scholarship Requests – None
- 7. Sponsorships/Volunteerism - None

10. Call to the Public

A call was made with no response.

11. Committee Comments

Miller asked about the status of the Boardwalk.

Dolan stated MMRMA has been advised of the claim. Hoeppner has boarded it up to close off access. He stated the Engineer came out with the structural engineer and will be giving their report.

Miller requested a sign be put up at the kiosk advising the boardwalk is closed from use.

Dolan stated the Board will be discussing a reserve policy and possible expansion of the Senior Center with some of the excess funds which would be available.

Muck suggested getting Township Counsel/Insurance Company's opinion on Drones, RC Cars, Planes and what the latest word is on liability for that use.

Dolan there will be no meeting in December. The RC topic will be added to the January meeting.

Muck stated that Planning Commission approved the recognizing of the Manly Bennett parkland property as parkland.

12. Adjourn Meeting

**Motion by Miller, supported by McCabe, to adjourn the meeting.**

VOICE VOTE: Ayes: 5

**MOTION CARRIED**

Meeting adjourned at 4:25 p.m.

Respectfully submitted,

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



P.O. Box 272  
7225 Stone Street  
Hamburg, MI 48139

#### MUSEUM HOURS

Saturdays  
10:00am—2:00pm  
Tours or research by  
appointment.

#### Email

[hthsandmusem@gmail.com](mailto:hthsandmusem@gmail.com)

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

#### Board of Directors

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



Follow us on Facebook—  
Hamburg Historical Museum

# The Wave

*Newsletter of the Hamburg Township Historical Society—Jan 2026*

## The Buzz About Bees and Blossoms

January 24, 2026 - 10:30am—12:00pm



### Discover Nature's Dynamic Duo

Get ready to celebrate the remarkable partnership that keeps our gardens blooming and our plates full! Join us for an engaging event that delves into the fascinating symbiotic relationship between bees and flowers—a pairing essential to ecosystems around the world.

### Why Bees and Flowers Need Each Other

Bees and flowers have evolved side by side for millions of years. Flowers offer bees nectar and pollen, which are vital food sources for busy hives. In return, bees help flowers reproduce by carrying pollen from one blossom to another, ensuring the next generation of plants can flourish.

**Presented  
by:  
Jeff Emery,  
Regional  
Beekeeper  
Pinckney, MI**



### Join Us!

Whether you're a seasoned gardener or simply curious about the wonders of nature, this event promises something for everyone. Mark your calendars and come discover how bees and flowers work together to keep our world blooming.

**Register:** To reserve your seat, email: [hthsandmuseum@gmail.com](mailto:hthsandmuseum@gmail.com)

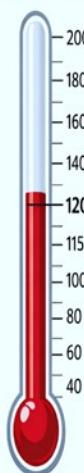
Please provide your name, number attending and a phone/text contact.

Help the  
thermometer rise!

# Join the Hamburg Township Historical Society!

Help Us Reach New Heights —  
Watch Our Membership Thermometer Rise!

Goal: 200



There has never been a better time to become a member of the Hamburg Township Historical Society! Our vibrant organization is dedicated to celebrating and safeguarding our township's rich heritage, and we need your support to keep our mission alive.

Membership comes with fantastic perks: reciprocal memberships, exclusive member only events, discounts, volunteer opportunities, and the chance to connect with neighbors who share your love for history. Every new member helps us expand our impact and keep our historical programs going strong.

**Help fill the membership thermometer!** We only need 80 new members to make our 2026 goal. The Hamburg Township community pulls together, and we CAN make that thermometer rise! Here are four easy ways to impact the thermometer:

- If you are a current member, share the opportunity with your friends.
- If your membership has lapsed, renew!
- Been a long-time friend, but never joined? Do it now!
- Give a gift of membership – a very affordable way to gift an experience.

To view the benefits of each membership category and join online go to [hamburg-museum.org/donate](https://hamburg-museum.org/donate); to join in person and visit the museum on Saturdays from 10:00am to 2:00pm.

## A Moment in Time....



### THE HAMBURG METEORITE

On the night of January 16, 2018, a blindingly bright light was seen and a loud boom was heard directly over Hamburg Township. NASA quickly confirmed that these phenomena were caused by a space object that entered Earth's atmosphere, burned, broke apart, and fell to the ground.

Over the next few days, dozens of people descended upon the Chain of Lakes, hoping to find fragments of this event on the snow covering the frozen bodies of water. The search even drew Robert Ward, a world-famous "meteorite hunter," to the area. He later donated a piece he recovered to Chicago's Field Museum of Natural History. How rare was this event? Michigan has recorded only 13 meteorite falls in its history.

DIVE INTO YOUR HISTORY



Numerous local businesses offered sponsorships for the inaugural ***Christmas In The Village*** event, while small business vendors contributed to an energetic and festive Christmas Market.

### BUSINESS PARTNERS

The area businesses listed below have provided support to Hamburg Township Museum through membership, donations, services and discounts. Their willingness to contribute is an amazing and necessary resource for our work in the community, and we are proud to have them as partners. Please consider local businesses when making buying choices. If your organization is interested in a business membership or exhibit sponsorship, please email us at [hthsandmuseum@gmail.com](mailto:hthsandmuseum@gmail.com) with name and contact information. A museum representative will contact you promptly.



**Advanced Water Systems**  
<https://awtworks.com/>

**Creature Control**  
<https://www.creaturecontrol.com/>

**Livingston Eye Care**  
<https://www.livingstoneyecare.com/>

**Alan's Asphalt**  
<https://alansasphalt.com/>

**Dairy Queen**  
[dairyqueen.com](http://dairyqueen.com)

**Peters True Value Hardware**  
<https://hamburg.shoptruevalue.com/>

**Bank of Ann Arbor**  
<https://www.bankofannarbor.com/>

**Hamburg Coney Island**  
<https://hamburg-coney.restaurants.world.com>

**Stacy Hewitt, Realtor**  
<https://stacyhewittpinkagent.com/>

**Boomers Party Store**  
<https://www.grubhub.com/>

**Hamburg Pub**  
<https://www.facebook.com/p/Hamburg-Pub>

**Todd's Landscaping**  
<https://www.toddsservices.com/>

**Captain Scotty's Boat Tours**  
<https://chainofflakesboattours.com/>

**Hamburg Township Library**  
<https://www.hamburglibrary.org/>

**Wild Indoors Pet Supplies**  
[thewildindoorspetsupplies.net](http://thewildindoorspetsupplies.net)

**Carpet Depot**  
<https://www.carpetdepot.bz/>

**Kroger**  
<https://www.kroger.com/stores/grocery/mi/pinckney>

**Zukey Lake Tavern**  
<http://www.zukeylaketavern.com/>

**COSTCO**  
<https://www.costco.com/>

**Lakeland Golf and Country Club**  
<https://www.lakelandsgolf.com/>

## UPCOMING EVENTS

### JANUARY

- 24– 10:30am—12:00pm—Bees and Flowers  
See page 1 for full details

### FEBRUARY

- 11—7:00pm—Annual Meeting  
at Hamburg Museum (alternatively, pending  
weather, a Zoom link will be shared)
- 21—12:00pm—1:30pm—  
Piece it Together Puzzle Contest

This was so popular last year, we are bringing it back! Watch our Facebook page and February newsletter for full details.



### The Knitting Corner

#### ***We're taking the show on the road.....***

During January we will be facilitating a four-week beginners class for students age 10 and up at Livingston Classical Academy in Whitmore Lake. We are excited to share this practical craft and cultural tradition with these young people.

Watch for updates on our next museum program.

*Happy New Year*

*Pat and Denise*



## Discover the Perfect Meeting Space for Your Next Event

Are you looking for a professional and comfortable venue to host your next meeting or event?

Our spacious meeting room seats up to 30 guests and is designed to adapt to your needs with flexible seating arrangements.

Whether you're planning a one-time gathering or recurring sessions, our space is ideal for business meetings, workshops, and more.

Enhance your presentations with our large projection screen, microphones, and a podium for speakers. We provide the tools and amenities to ensure your event runs smoothly and leaves a lasting impression on your attendees. Book our meeting room today and experience convenience, flexibility, and top-notch technology—all in one place!



To unsubscribe from this newsletter please  
contact [hthsandmuseum@gmail.com](mailto:hthsandmuseum@gmail.com)



10405 Merrill Road  
P.O. Box 157  
Hamburg, MI 48139  
(810) 231-1000  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

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**TO:** Hamburg Township Board of Trustees

**FROM:** Deby Henneman, Township Coordinator

**DATE:** January 21, 2026

**AGENDA ITEM TOPIC:** East MI Panthers – 2026 Seasonal Use of Soccer Fields – To be scheduled

Number of Supporting Documents: **1 – Park Use Packet**

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### **Requested Action**

**Recommend approval of the Park Use Application for East MI Panthers, as outlined in application dated 1/19/26, for 2026 soccer season activities, with fields to be scheduled through the Parks Department, subject to Blackout Dates and construction schedule, contingent on the following:**

- **Certificate of Insurance reflecting Hamburg Township as Additional Insured be received**
- **The Clerk Department is provided all requested documents to their satisfaction**
- **That applicant be charged the rate for field use as outlined in the Administrative Fee Schedule**

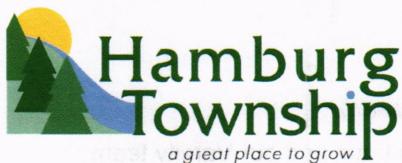
### **Background**

This applicant has been playing on our fields for years, and works well with the other groups who actively use the fields. The dates of their games/practices have already been entered into the calendar, primarily on fields H2 & H6.

They have been made aware of the construction, the closure of field H8, as well as all Blackout Dates which prohibit them from using fields. We will need to have all fields striped and ready for games by the first few days in April.

We have hired Legacy in the past to provide the initial striping with their GPS guided robot at the beginning of each season, and have a vendor maintain those stripes for us throughout the year based on our usage calendar. Last year we hired a vendor to paint the goals and we purchased new nets, so I don't expect we will need much by way of supplies until the next FY.

**Park fee revenues in 2024 for this user were approximately \$2,835.00, at a \$35.00 rate per field, for a 2-hour timeframe.**



## 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

### 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): East Michigan Panthers

Name of Event: soccer pratices and games

Type of Event: soccer practices and games

Park Use Category #: Select One

Applicant Name: Kathleen Marshall

Date(s) of Event: various from 4-1-2026 through 5-19-2026 Time(s) of Event: typically 4-8 pm

Applicant Address: 5574 Richardson Rd.

Suite or Apt #:

Applicant City: Howell

State: MI Zip: 48843

Contact Person (present during use): Kathleen Marshall

Contact's Affiliation with Applicant: Administrator

Contact's Phone: 586-224-0114

Contact's E-Mail: kathimarshall777@gmail.com

Event Co-applicant, if any: Clare Kosmalski

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

Co-applicant relationship to Applicant: Athletic Director

Co-applicant's phone: 734-604-1545

#### Insurance Information:

Insurance Carrier: k&k insurance

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

Policy #: 9YAPG0001334486101 Expiration Date: 5-31-2026

Limit of General Liability: 1,000,000 Occurrence 1 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: soccer practices for our Junior High team and our Varsity team  
soccer games

Total Number of participants/spectators/guests anticipated during event: practices: ~30-32 games: ~75-80

Average of participants/spectators/guests anticipated at any given time: 40

Site of Proposed Event; include all areas of the parklands that will be used: Bennett Park West (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/a

Number of Volunteers: 3-4 Are Volunteers trained?: yes

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: no If so, please indicate locations: n/a

*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? no

Will Food/Beverages be served? If so, types of food and name of persons serving: concessions only at  
spirit night. Just snacks and drinks.

*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: 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: no

*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: mowing done weekly and line striping kept fresh throughout the season for games - fields H2 and H6

Other information regarding your event that you feel may be helpful: none

## 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:

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## 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.

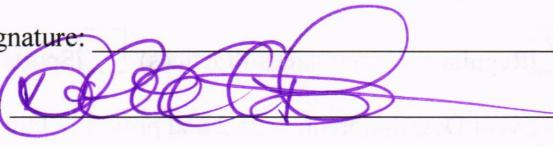
Initials: km

**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: km

Applicant's Signature: \_\_\_\_\_ Date: 1-19-26

Co- applicant's Signature: \_\_\_\_\_ Date: 1-19-26

Parks Coordinator:  Date: 1-21-26

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**For office use only**

Comments: \_\_\_\_\_

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Meeting Approval Dates: \_\_\_\_\_ Parks & Recreation \_\_\_\_\_ Public Safety \_\_\_\_\_ Township Board \_\_\_\_\_

Application has been (Circle one)



Approved



Denied

Hamburg Township Representative: \_\_\_\_\_

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, 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.

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**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.

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Initials: km

Applicant's Signature: Kathy Marshall

Date: 1-19-26

Co- applicant's Signature: Clare Kosmelli

Date: 1-19-26

Parks Coordinator: Kathy Marshall

Date: 1-21-26

### 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

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**From:** Kathie Marshall <kathiemarshall777@gmail.com>  
**Sent:** Saturday, January 17, 2026 10:19 AM  
**To:** Deby Henneman  
**Cc:** Clare Kosmalski; Kristen Cella  
**Subject:** Dates for Spring

Hi Deby,

Below are the dates that East Michigan Panthers needs for this spring. I will look for that form you always need to remind me about and get that done asap!

Hope you're doing well,

Kathie

April 9 6-8 pm H2 ✓

April 10 4:30-6:30 H2 ✓  
5:30-7:30 H6 ✓

April 13 5-7 pm H6 ✓  
6-8 pm H2 ✓

April 14 6-8 pm H2 ✓

April 21 6-8 pm H2 ✓

April 24 4-6 pm H2 ✓  
5-7 pm H6 ✓

April 27 6-8 pm H2 ✓

April 28 6-8 pm H2 ✓

April 30 4:30-6:30 H2 ✓  
6-8 pm H6 (or any field for practice) ✓

May 5 6:30-8:30 pm H2 ✓

May 7 6:30-8:30 pm H2 ✓

May 12 6:30-8:30 pm H2 ✓

May 14 4-6 pm H2 ✓  
5-7 pm H6 ✓

May 18 4:30-8:30 H2 ✓

4:30-8:30 H6

**May 19 4-6 pm H2  
5-7 pm H6**



## **CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

05/20/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFFERS 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).

<b>PRODUCER</b>  K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	<b>CONTACT NAME:</b> Mass Merchandising Underwriting	
	<b>PHONE</b> (A/C, No, Ext): 1-800-426-2889 <b>FAX</b> (A/C, No): 1-260-459-5105	
<b>INSURED</b>  East Michigan Panthers 5574 Richardson Rd. Howell, MI 48843 A Member of the Sports, Leisure & Entertainment RPG	<b>E-MAIL</b> ADDRESS: info@sportsinsurance-kk.com	
	<b>PRODUCER</b> <b>CUSTOMER ID:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
	INSURER A: AIG Specialty Insurance Company	26883
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

## **COVERAGES**

**CERTIFICATE NUMBER: W02991065**

**REVISION NUMBER:**

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	X	COMMERCIAL GENERAL LIABILITY			9YAPG0001334486101	05/31/2025 12:01 AM EDT	05/31/2026 12:01 AM	EACH OCCURRENCE	\$1,000,000			
		CLAIMS-MADE						X OCCUR	DAMAGE TO RENTED PREMISES (Ea Occurrence)	\$1,000,000		
									MED EXP (Any one person)	\$5,000		
									PERSONAL & ADV INJURY	\$1,000,000		
									GENERAL AGGREGATE	\$5,000,000		
									PRODUCTS – COMP/OP AGG	\$1,000,000		
									PROFESSIONAL LIABILITY	\$1,000,000		
									LEGAL LIAB TO PARTICIPANTS	\$1,000,000		
GEN'L AGGREGATE LIMIT APPLIES PER:												
	POLICY	<input type="checkbox"/> PRO- JECT	<input type="checkbox"/> LOC									
	OTHER:											
A	AUTOMOBILE LIABILITY				9YAPG0001334486101	05/31/2025 12:01 AM EDT	05/31/2026 12:01 AM	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000			
		ANY AUTO OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per person)				
		ONLY HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY					BODILY INJURY (Per accident)				
	X	AUTOS ONLY						PROPERTY DAMAGE (Per accident)				
		NOT PROVIDED WHILE IN HAWAII										
		UMBRELLA LIAB	<input type="checkbox"/> OCCUR					EACH OCCURRENCE				
		EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE				
		DED <input type="checkbox"/> RETENTION										
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			N/A					PER STATUTE	OTHER			
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)												
Y / N <input type="checkbox"/>												
If yes, describe under DESCRIPTION OF OPERATIONS below												
A	MEDICAL PAYMENTS FOR PARTICIPANTS				9YAPG0001334486101	05/31/2025 12:01 AM EDT	05/31/2026 12:01 AM	PRIMARY MEDICAL				
								EXCESS MEDICAL	\$100,000			

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

Legal Liability to Participants (LLP) limit is a per occurrence limit.

Sport(s): Soccer Youth Age(s): 12 and under, 13-15, 16-19

The certificate holder is added as an additional insured, but only for liability caused, in whole or in part, by the acts or omissions of the named insured.

See Attached Additional Remarks Schedule

**CERTIFICATE HOLDER**

## **CANCELLATION**

<p><b>CERTIFICATE HOLDER</b>            Hamburg Township Parks &amp; Recreation            10405 Merrill Rd.            Whitmore Lake, MI 48139            (Owner/Lessor of Premises)</p>	<p><b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b></p>
	<p><b>AUTHORIZED REPRESENTATIVE</b>   </p>

Coverage is only extended to U.S. events and activities.

\*\* NOTICE TO TEXAS INSUREDS: The Insurer for the purchasing group may not be subject to all the insurance laws and regulations of the State of Texas

AGENCY K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	NAMED INSURED East Michigan Panthers	
POLICY NUMBER 9YAPG0001334486101		
CARRIER AIG Specialty Insurance Company	NAIC CODE 26883	EFFECTIVE DATE: 05/31/2025

## ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: 25 FORM TITLE Certificate of Liability Insurance

Sport(s): Soccer Youth

Limited Coverage for "Neurodegenerative Injury" endorsement applies. Neurodegenerative Injury Limit: \$1,000,000 occurrence/\$1,000,000 aggregate; Neurodegenerative Injury Loss Adjustment Expense Limit: \$1,000,000 occurrence/\$1,000,000 aggregate. "Neurodegenerative Injury" means concussion, chronic traumatic encephalopathy, or any other injury to the brain and any symptoms, conditions, disorders and diseases, including death, resulting therefrom but only if such injury occurs as a result of specific events occurring during the policy period.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

### COMMERCIAL GENERAL LIABILITY COVERAGE PART

#### SCHEDULE

<b>Name Of Additional Insured Person(s) Or Organization(s)</b>	
Hamburg Township Parks & Recreation 10405 Merrill Rd. Whitmore Lake, MI 48139	
Named Insured: East Michigan Panthers	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.



10405 Merrill Road  
P.O. Box 157  
Hamburg, MI 48139  
(810) 231-1000  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

**TO:** Parks & Recreation Committee & Township Board

**FROM:** Deby Henneman, Township Coordinator

**DATE:** January 21, 2026

**AGENDA ITEM TOPIC:** Park Use Approval – Livingston County Catholic Charities – Help Us Stomp Out Elder Abuse One Step At A Time Run/Walk 5K

Number of Supporting Documents: **Application & Certificate of Ins**

### **Requested Action**

Recommend approval of the application from Livingston County Catholic Charities as submitted, with the contingency that the organization work with the Township Coordinator to locate a suitable route which will not interfere with Hamburg Fun Fest set-up activities, and that the Certificate of Insurance be updated to name Hamburg Township as Additional Insured, that public safety be made aware of the event once the route is confirmed, and that all requested information be provided to the Clerk's Department to their satisfaction. Additionally, it is requested that a recommendation to waive all park use fees be considered due to the fund-raising nature of the event.

### **Background**

This is the first year for this event, and the request for use of the trails may not be cost prohibitive for this organization since the MDNR charges a fee for their permits. I will be recommending that the organization use the newly completed trails around the soccer fields, with a secondary route being planned through the Disc Golf Course. The Cross Country Course in East Park is unavailable due to the Blackout for Hamburg Fun Fest.

This is a fund-raiser co-hosted by the Hamburg Senior Center and benefits charities against Elder Abuse.

### **Fiscal Considerations**

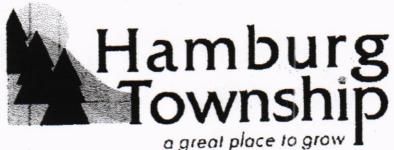
Does the agenda item require the expenditure of funds? Yes  No

Are funds budgeted? Yes  No

Fiscal year affected: Choose an item.

Is a budget amendment required? Yes  No

General Ledger numbers affected: N/A



Hamburg Township Manly Bennett Park  
Park Use Application

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-015  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

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): Livingston County Catholic Charities

Name of Event: Help US Stamp Out Elder Abuse One Step At A Time

Type of Event: Run/Walk 5 K Park Use Category #:  Select One

Applicant Name: Beth Newman

Date(s) of Event: June 12, 2026 Time(s) of Event: 8:30 am

Applicant Address: 2020 E Grand River Suite or Apt #: 104

Applicant City: Howell State: MI Zip: 48843

Contact Person (present during use): Beth Newman

Contact's Affiliation with Applicant: Same

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

Event Co-applicant, if any: Julie Eddings

All Co-applicants must also sign all applications and waivers.  
Co-applicant relationship to Applicant: None - friend - Director  
Co-applicant's phone: 810-222-1142 Hamburg SrCenter

Insurance Information:

Insurance Carrier: Arthur Gallagher Risk Mngmt Service

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.  
Policy #: B2-A3-RL-0000016-00 Expiration Date: 7/1/2025

Limit of General Liability: 10,000,000 Occurrence 10,000,000 Aggregate

Umbrella Coverage Limit (if any): n/a 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:

A run, walk or roll  
5K for Elder Abuse Awareness-  
will use the trails - around West Park

Total Number of participants/spectators/guests anticipated during event: 20 - 40 ish

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

Site of Proposed Event; include all areas of the parklands that will be used: We would  
use parking lot, trail, trail head, restrooms  
pavilion possibly

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

Portable  
toilets

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

Number of Volunteers: 10 - 15 Are Volunteers trained?: \_\_\_\_\_

*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? NO

Will Food/Beverages be served? If so, types of food and name of persons serving: Water,  
bagels, granola bars, fruit.

*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: 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: no

*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: \_\_\_\_\_

### 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:

Doing a 5K Walk/run/roll for  
Elder Abuse Awareness'

### 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.*

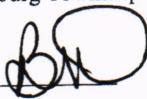
The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

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.

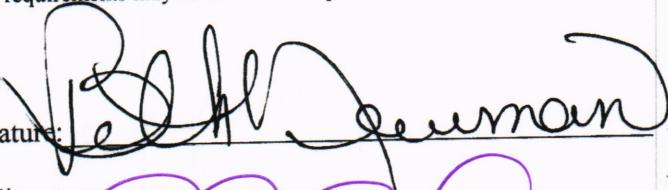
The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without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

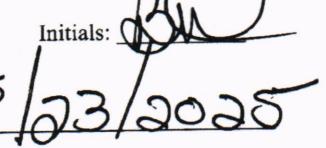
Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, 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.

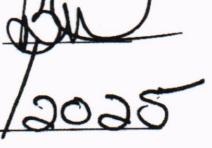
**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant 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: 

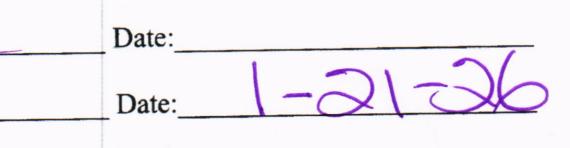
**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance3 with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and 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 park and facilities.

Applicant's Signature: 

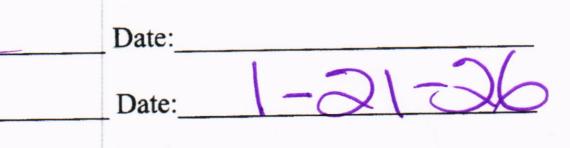
Date: 

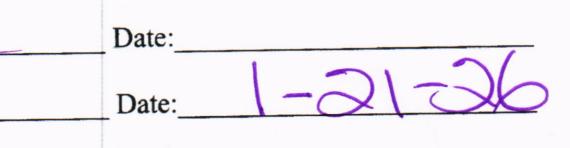
Initials: 

Co-applicant's Signature: 

Date: 

Parks Coordinator: 

Date: 

Initials: 

#### 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/YYYY)

6/25/2024

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  
Arthur J. Gallagher Risk Management Services, LLC  
300 Ottawa NW  
Suite 301  
Grand Rapids MI 49503

CONTACT  
NAME:  
PHONE (A/C, No, Ext): 616-233-0910 FAX (A/C, No): 616-233-0923  
E-MAIL ADDRESS:

INSURED  
Michigan Catholic Conference  
Livingston County Catholic Charities 5137  
2020 E. Grand River Ave., Suite 104  
Howell MI 48843

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Princeton Excess & Surplus Lines Ins Co	10786
INSURER B: Safety National Casualty Corporation	15105
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

## COVERAGEs

CERTIFICATE NUMBER: 1217551689

REVISION NUMBER:

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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	X COMMERCIAL GENERAL LIABILITY  CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		R2-A3-RL-0000016-00	7/1/2024	7/1/2025	EACH OCCURRENCE	\$ 10,000,000	
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	
						MED EXP (Any one person)	\$	
						PERSONAL & ADV INJURY	\$ included	
						GENERAL AGGREGATE	\$ 10,000,000	
						PRODUCTS - COMP/OP AGG	\$	
							\$	
	GEN'L AGGREGATE LIMIT APPLIES PER:  X POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:							
A	AUTOMOBILE LIABILITY  X ANY AUTO  OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		R2-A3-RL-0000016-00	7/1/2024	7/1/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 10,000,000	
						BODILY INJURY (Per person)	\$	
						BODILY INJURY (Per accident)	\$	
						PROPERTY DAMAGE (Per accident)	\$	
							\$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					EACH OCCURRENCE	\$	
	DED <input type="checkbox"/> RETENTION \$					AGGREGATE	\$	
							\$	
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  N / A	SP4066507	7/1/2024	7/1/2025	X PER STATUTE	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	Misc Professional Liability Dir & Off/Counselors E&O Claims Made Retro Date		R2-A3-RL-0000016-00	7/1/2024	7/1/2025	OCC/Claims Made Aggregate 7/1/1985	\$ 10,000,000 \$ 10,000,000	

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

\*\*LIMITS ARE INCLUSIVE OF DEFENSE & INSURED RETENTION\*\*  
GENERAL OPERATIONS OF LIVINGSTON COUNTY CATHOLIC CHARITIES INCLUDING VOLUNTEERS ACTING ON BEHALF OF LIVINGSTON COUNTY CATHOLIC CHARITIES.

Will need renewal w/

## CERTIFICATE HOLDER

## CANCELLATION

Hamburg Twp  
Interested Parties 5137  
MI 0  
USA  
Addl Ins

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

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**From:** [noreply-migrants@intelligrants.com](mailto:noreply-migrants@intelligrants.com)  
**To:** [Deby Henneman](mailto:Deby.Henneman@Michigan.gov)  
**Subject:** Application Outcome for TF25-0213 - Lakelands Trail Zukey Lake Footbridge Renovation  
**Date:** Thursday, December 18, 2025 3:25:23 PM

---

Hamburg Township,  
TF25-0213  
Lakelands Trail Zukey Lake Footbridge Renovation

Congratulations! On behalf of Department of Natural Resources (DNR) Director Scott Bowen, I am writing to inform you that the application noted above was among those recommended for funding by the Michigan Natural Resources Trust Fund (MNRTF) Board of Trustees to receive a grant in the amount of \$100,000.00.

A formal grant offer will be made in the form of a project agreement (PA) after funds are appropriated by the State Legislature. This process could take 4-6 months. When funds become available we will contact you again with information on the PA. The following steps can be done before you enter in to a PA with the DNR Grants Management Section. **If for any reason your PA is not approved or fully executed, your community will be liable for any expenses incurred.**

### **Acquisition Projects**

1. Begin preparing your legal description and boundary map.
2. Beginning in January, you may incur costs for environmental due diligence and 40-year title search.
3. Once Grants Management approves the title work and environmental due diligence you will be authorized get an appraisal.

### **Development Projects**

1. Begin preparing your legal description and boundary map.
2. Finalize any easements or other land rights if all or a portion of the project area is not owned by the agency receiving the grant.
3. Retain the services (internal staff or consultant) of a prime professional.
4. Make sure local matching funds are in place.
5. Beginning in January, you may, begin to incur costs associated with the preparation of plans, specification, and bid documents for your project.

Please refer to the project procedures booklet throughout the grant administration process. Even if you have received a MNRTF grant in recent years, you should read this booklet carefully since it provides updated information on project procedures.

For details on the required supporting documentation to accompany the project agreement, please review either the "Acquisition Project Procedures" booklet or the "Develop Project Procedures" booklet available on our website: [www.Michigan.gov/DNR-Grants](http://www.Michigan.gov/DNR-Grants). Under "Recreation" click on "Michigan Natural Resources Trust Fund Grant Program". Under "Forms and Information for Grantees" click on the project procedures booklet.

If you have any questions regarding your project or the MNRTF program, please contact your Grant Coordinator.

Sincerely,  
Grants Management Section  
Finance and Operations Division  
Michigan Department of Natural Resources

**From:** [noreply-migrants@michigan.gov](mailto:noreply-migrants@michigan.gov)  
**To:** [Deby Henneman](mailto:Deby.Henneman@michigan.gov)  
**Subject:** Application Outcome for RP25-0097 - Village Trailhead Accessible Respite and Parking Lot Project  
**Date:** Tuesday, December 9, 2025 2:51:18 PM

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Hamburg Township,  
RP25-0097  
Village Trailhead Accessible Respite and Parking Lot Project

We regret to inform you that the application noted above was not recommended by the DNR Director. This is a competitive grant program. More applications were submitted than could be funded.

New DNR Recreation Grant applications are accepted on April 1 each year. If you would like to discuss potential projects and strategies for a future application, contact your Grant Coordinator.

Thank you for your interest in the Recreation Passport Grant Program.

Sincerely,  
Grants Management  
Finance and Operations Division  
Michigan Department of Natural Resources



## Hamburg Township Parks & Recreation

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

To: Township Board of Trustees & Parks Committee

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

Re: Township Coordinator's Report – January 2026

### **Parks:**

Bennett Park & Water Trail Access Improvements Grant TF22-0107: The Railroad was out with their crew and cleared some debris in the culvert which was inhibiting water flow. In addition, the Township did some tree removal, so water is now flowing freely to the kayak launch. The walking paths have been completed and as soon as the weather breaks we will need to install a bench and complete the garden. There will be an interpretive sign placed at the intersection of the kayak pathway and the linking path to the Lakelands Trail which leads from the Merrill Trailhead. Construction on the playground and final amenities will continue in spring 2026. A “Pardon Our Dust” sign will be installed as soon as the weather clears.

You can find a link to the project plans on the Parks & Recreation home page here:

[https://www.hamburg.mi.us/departments/parks\\_and\\_recreation/index.php](https://www.hamburg.mi.us/departments/parks_and_recreation/index.php) Or at the project page:  
[https://www.hamburg.mi.us/departments/parks\\_and\\_recreation/learn\\_more\\_about\\_this\\_amazing\\_project\\_here!.php](https://www.hamburg.mi.us/departments/parks_and_recreation/learn_more_about_this_amazing_project_here!.php)

We have not been assigned a Public Safety representative as of today's date. I have requested that the Public Safety Committee provide a report on the Park Ranger activities and to have them help with Park related items such as filling kiosks, reporting maintenance concerns, etc. I have not received any updates.

The Boardwalk has been closed off from all foot traffic for the winter.

### **Events:**

The Christmas In The Village Project Report will be forthcoming once I have completed a final audit with Accounting.

The Community Clean-Up Event has been scheduled for April 11, 2026 which was the only day the Paper Shredder was available. The plan, for now, is to host both events on the same day, and have the shredding in the small gravel lot near the entrance to Merrill Trailhead as we have had in the past. That way I can guide the flow of traffic from my post. I will be updating the website and posting an event in early February.

There is an Anniversary of the US event proposed for 7/4/26, as well as the 2026 Christmas In The Village event which I will be bringing forward for park use as well as budget. I hope to have a proposal for the summer event to the Board by the end of February.

### **Park Projects/Tasks:**

- West Park
  - Repair flooding in field H3 – **On hold per management.**
  - Engineered Wood Fiber for abandoned playground to install “game” area – **On hold until we decide what is going there, if anything. Playground equipment still needs to be removed.**
  - Wayfinding signage for driveway – **Signs have been received and awaiting installation**
  - Look into new gate for driveway for large events
  - Update Kiosk – **We have a Pardon the Progress sign for Project to install**
  - Revamp Concession to house vending?
  - Complete work on the Sensory & Rain Gardens – **Adopted by Hamburg Garden Club**
  - Story Walk design – need to determine if grant is still available
- East Park
  - Playground inspections – **Duane**
  - Gravel paths to dugouts
  - Repair/update batting cage
  - Replace/repair netting over fencing
  - Look into gate for driveway for large events
  - Increase fence height for Flyer’s field – **Met with MMRMA Risk Consultant**
  - Install Rules & Regs/Kiosk with contact at Flyer’s field
  - Install Info Kiosk at Concession Building
  - Revamp Concession to house vending?
  - Install ADA Parking Signs – **No update**
  - Install One way Traffic signs in Baseball parking lot
- Trail/Trailheads
  - Build/Install wooden screening for portable toilets – **Assigned to Clerk**
  - Fill sinkholes and reinforce asphalt, as needed – **Park Rangers spray issues**
  - Provide more respite areas through Adopt A Feature program
  - Zukey Lake Bridge (Kress Rd.) - EB transition needs to be addressed and Several boards are spongy and need to be replaced – **Work pending**
  - Complete work on the Story Walk Garden – **Adopted by Powers Flowers**
  - Zukey Footbridge (Carpet Depot) – **Grant awarded, Engineer sending quote for Prime Professional and Design costs**

### **ADA**

Inspections will be completed as time allows. All updates will be made in the Transition Plan and made available to Township Board for their Budget review process each year for strategic planning.

I was reminded at a seminar at MMRMA that ADA non-compliance/suits are not covered by our policy. Per our Risk Consultant.

Door inspection RFP being developed. 26/27 FY

Assistive Listening Device will be purchased and shared between all meeting facilities. 26/27 FY

**Grants:**

- The 2022 Trust Fund Grant #TF22-0107 has been extended to Spring 2026.
- Recreation Passport Grant #RP-25-0097 was not awarded
- Trust Fund Grant #TF25-0213 was awarded

**Ordinances**

All changes are uploaded as they are approved and can be found on the Ordinance home page listed under Adopted Ordinances Not Yet Codified:

[https://library.municode.com/mi/hamburg\\_township\\_\(livingston\\_co.\)/codes/code\\_of\\_ordinances](https://library.municode.com/mi/hamburg_township_(livingston_co.)/codes/code_of_ordinances). The Hamburg Township Code of Ordinances is in the process of being codified.

**Other projects/events:**

- **Update Park Policies/Procedures, Park Use forms, and Park/Public Safety Fees - Priority**
- Organize and Scan all archive files into Docuware System based on Record retention **(we just had some training and are looking at some changes in how we archive things)**
- Property title clarification and re-zoning of parkland property – Survey was completed. Zoning Administrator is working on the rezoning of parklands.
- Pickleball Signage to be Ordered – Rules and Regulations
- Flyer's Field upgrades to include Sledding hill and RC Auto area to be designed and approved via MMRMA with sledding hill signage
- East Park could use an entrance Kiosk as the one on the concession building was removed
- Donation capability/QR codes is pending with Treasury/Accounting – **Cash Posts being installed once signage is ordered. New pay system through Township?**
- A scheduling solution is needed desperately, but is on hold based on what we allow in use
- I will be working on brochure updates and a “Welcome” page for new residents
  - [https://www.hamburg.mi.us/resident/welcome\\_new\\_residents/index.php](https://www.hamburg.mi.us/resident/welcome_new_residents/index.php)
- Marketing plan for Adopt A Feature Program – in process
- Clean Up Event – 2026 event needs to be planned for April 11, 2026 – Budget \$12,000
- 250<sup>th</sup> Anniversary of US – Event needs to be planned for July 4, 2026 - Pending
- Christmas In The Village – Event needs to be planned for December 12, 2026 - Pending
- Sunscreen Dispenser Project – installation in 2 locations
- Interactive Art project for East Park Concession - pending

# Hamburg Senior Center 2025 Year in Review

## Bringing Our Mission to Life in 2025

The mission of the Hamburg Township Senior Center is to provide a community focal point where older adults come together for services and activities that reflect their experience and skills, respond to their diverse needs and interests, enhance their dignity, support their independence, and encourage their involvement in the center and the community.

We support our mission through these service modules: Health and wellness, social engagement, resources and support, meals and nutrition, and transportation.

In 2025, this mission guided everything we did — from meals and wellness programs to social connections and essential support services.

## 2025 By the Numbers

- Members served: 32,391
- Average daily attendance: 133
- New members welcomed: 355
- Programs, classes, and special events offered: ~1600
- New programs offered: ~115
- Volunteer Hours: ~5500

## Mission in Action: Our Service Modules

### • Health & Wellness

Programs focused on movement, education, and prevention helped members stay active, informed, and engaged. Wellness offerings supported both physical and emotional health, contributing to independence and quality of life.

Program highlights: Massage Therapy, Skin Cancer Awareness and Prevention, ATI Physical Therapy Exercise Class, Daily Walking Club, Non-medical Chronic Pain Management

## • Social & Engagement

Social programs, special events, and everyday gatherings created a welcoming environment where friendships form and members feel a sense of belonging. These connections are at the heart of dignity and community involvement.

Program highlights: Themed Luncheons and BBQ's, The 2<sup>nd</sup> Annual Performance of the Hamburg Senior Center Players, The Music Makers, WHMI Day

## • Resources & Support

Through partnerships and onsite resources, the Senior Center served as a trusted access point for information, referrals, and assistance. These services help members navigate life changes while maintaining independence.

Program highlights: Hamburg Township Police Department Scam Presentations, Downsizing and Decluttering Seminar, Plymouth Physical Therapy Specialists Seminars, Will and Estate Planning Legal Support, AARP Tax Preparation. National Alzheimer Association Support and Seminars

## • Meals & Nutrition

Meals continue to be a vital service — providing nourishment, routine, and an opportunity to connect. Shared meals remain one of the most meaningful ways members gather and support one another.

Program highlights: Themed Luncheons and BBQ's, Boomers Weekly Lunches (1,475 meals served), Meals on Wheels Congregate Lunches (572 meals served)

## • Transportation

Transportation services helped reduce barriers and ensured members could access programs, meals, and appointments, supporting independence and continued participation in community life.

Program highlights: Daily rides to essential appointments and the Senior Center, Casino trips, Tigers Game, Fowlerville Fair, Lunch Bunches

# Building Updates

In 2025, we continued to make improvements to the Senior Center to ensure a safe, welcoming, and comfortable space for our members. Updates included a new sound system, a new sidewalk, concrete lift of an existing sidewalk, a new vending machine, and new outdoor patio tables and chairs. These improvements support accessibility, daily operations, and the overall experience of those who use the center.

# Community Support and Donations

The Hamburg Senior Center continues to be deeply supported by the generosity of our community. In 2025, donations from individuals, families, local organizations, and businesses helped enhance programs, support

special events, and improve our facility and equipment. This collective generosity played a meaningful role in strengthening our ability to serve our members and enrich their daily experience.

## **Fundraising**

In 2025, the Hamburg Senior Center hosted several successful fundraising events, including our Holiday Bazaar, New and Used Sale, Luncheon Raffles, and Cookbook sales. These efforts raised vital resources that directly support programs, meals, and services for our members. We are incredibly grateful to everyone who participated, donated, and volunteered.

## **Volunteers**

Our incredible team of volunteers is at the heart of everything we do. In 2025, our volunteers contributed over 5500 hours. This is equivalent to 137.5 full workweeks! Our volunteers help with programs, events, meals, and daily center operations. Their dedication brings our mission to life, supports our members, and creates a welcoming, vibrant community. We are deeply grateful for each and every hour shared!

## **Looking Ahead**

As we move into 2026, we remain committed to honoring what feels familiar and comfortable while continuing to evolve, ensuring the Hamburg Senior Center remains a place where our members feel valued, supported, and connected.

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

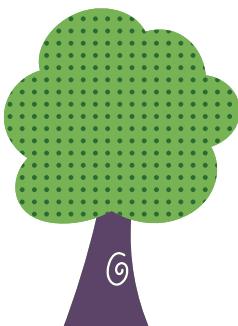
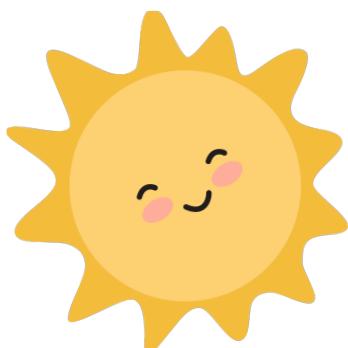
Hamburg Township invites its residents to **RECYCLE, REDUCE and REUSE!**

# Hamburg Township Clean-up Event

**Saturday, April 11, 2026**

**9 a.m. to 3 p.m.**

**(Shredding is 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/metal pieces

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. Rims are acceptable for recycling.

**Compost bin:** Will be available for small branches, yard waste and leaves.

Please bag your yard waste in paper bags.

**ElectroCycle: On-site Shredding from 9 to Noon ONLY**



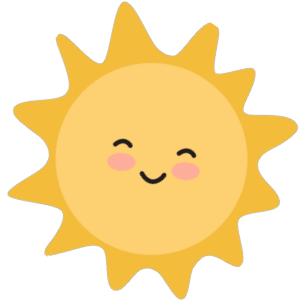
Hamburg Township  
Parks & Recreation

Follow us on Facebook, look for  
Hamburg Parks and Recreation for updates!  
For more information: [clerk@hamburg.mi.us](mailto:clerk@hamburg.mi.us) or (810)222-1124  
or head to our website [www.hamburg.mi.us](http://www.hamburg.mi.us)





# Clean-up Event Info Sheet



## Metal recycling:

Steel – items like appliances, bed frames, furnaces, tractors  
Cast Iron – sinks, tubs, brake drums, and rotors  
Copper – items like wire, cable, tubing, radiators  
Aluminum – items like lawn furniture, radiators  
Electronics – items like laptops, PCs, memory, RAM, chips  
Stainless Steel  
Car Batteries  
Zinc

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

## Paper Shredding:

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 and Manila Folders/Envelopes
- Thin cardboard envelopes
- Checkbooks
- Spiral-bound notebooks
- Paperback books

## Not Accepted:

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



## Tires:

- 4 per household - Rims are acceptable

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