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

AGENDA

1. **Call to Order**
2. **Pledge to the Flag**
3. **Roll Call of the Parks & Recreation Committee**
4. **Call to the Public**
 - A. Parks & Recreation Timesheet
5. **Approval of the Agenda**
6. **Approval of the Minutes**
 - B. Parks & Recreation Minutes - March 24, 2026
7. **Correspondence**
 - C. Hamburg Township Historical Museum - April Newsletter
8. **New Business**
 - D. Park Use Application - PHBSA - 2026 Baseball Season
 - E. Park Use Application - PYA - 2026 Football Season
 - F. Park Use Application - Legacy Center - Baseball Tournament & Seasonal Use
 - G. Park Use Application - LCCC Special Ministries 5K - October 2026
 - H. Park Use Application - KLAA Cross Country Championships - October 16, 2026
9. **Old Business**
 - I. **Master Plan/Master Design**
 1. 5-year Master Plan
 2. Master Design Plan/Focus
 - J. **Grants & Grant Projects**
 - K. **Park & Trail Projects (Non-Grant)**
 - L. **Administrative Services and Reports**

1. Township Coordinator's Report
 - a. Parks & Recreation Policies & Procedures/Fees
2. Senior Center Report
3. Community Resource Officer Report
4. Building & Grounds Report
 - a. Parkland/Trail Maintenance Concerns
- M. **ADA Compliance in Parklands/Trail/Township**
- N. **Every Child Shall Play Scholarship**
- O. **Sponsorships/Volunteerism**
- P. **Township Events**
10. **Call to the Public**
11. **Committee Comments**
12. **Adjourn Meeting**

PARKS & RECREATION COMMITTEE ATTENDANCE SHEET

Meeting date: 9/30/25

Meeting type: Regular Special

Board members present:

Present Dolan no per diem

Present Michniewicz

Present McCabe

Present Miller

Present Muck

Recording Secretary: _____ \$100.00 reg. \$75.00 spec. Hourly Rate

Clerk signature: _____



Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, March 24, 2026
3:30 p.m.

1. Call to Order

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

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Miller, Muck, McCabe

Board Members Absent: Dolan, Michniewicz

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

Motion by Miller, supported by McCabe, to approve the agenda as presented.

VOICE VOTE: Ayes: 3, Absent: (Dolan, Michniewicz)

MOTION CARRIED

6. Approval of the Minutes

Motion by Miller, supported by McCabe, to approve the minutes from the February 24, 2026 Regular Meeting, correcting Call to Order to reflect Muck in lieu of Dolan.

VOICE VOTE: Ayes: 3, Absent: (Dolan, Michniewicz)

MOTION CARRIED

7. Correspondence

A. Hamburg Museum Newsletter – Received and filed.

B. Blackout Dates for 2026 – Received and filed

8. New Business

A. Trail Use Request – Vendor – Free Bicycle Clinic – Rittinger

Mr. Rittinger, Bike Medic LLC – Introduced himself to the Committee. He stated he would like to offer a free bike clinic to our area, similar to what he has done for years through the Dexter Farmer's

Market. He stated he moved to this area and would like to volunteer in his community. He stated his non-profit is registered and they have a Board which meets annually.

Miller discussed location options and the pros and cons of trailhead vs on the trail. He stated he is comfortable recommended the concept to the Board.

Mr. Rittinger stated he plans to work some dates in May and June, so could start in our area in July.

Muck asked about insurance.

Mr. Rittinger stated he had it in the past, and is willing to obtain coverage if it is a requirement.

Motion by Miller, supported by McCabe, to recommend approval to Bike Medic, Inc., Bill Rittinger, to allow his Free Bicycle Clinic at any of the Township owned Trailheads along the Lakelands Trail, for up to 6 dates, to be submitted to the Township Coordinator, along with proof of insurance naming Hamburg Township and the MDNR as Additional Insured, and that Board consider waiving any park and/or permit fees as this is offered as a no-cost community benefit.

Ayes: 3 (Absent: Michniewicz, Dolan)

MOTION CARRIED

B. Park Use Application – Michigan Jaguar Tournament – May 8-10, 2026

Motion by Miller, supported by McCabe, to recommend approval of the application dated 2/1/26 from Michigan Jaguars for their Spring International Tournament, contingent that the fields be limited to 4 playing fields, that the Clerk Department be provided with all requested documents, that the applicant pay for sanitary services, that fees be charged at Low Hazard, Non Partner, and that the event be considered a blackout. It is further recommended that Public Safety be present on the Saturday when events are taking place on both sides of the park.

Ayes: 3 (Absent: Dolan, Michniewicz)

MOTION CARRIED

It was further recommended that the Board consider requesting that FD be available to take Drone footage on May 9th during the peak times during that day as relates to traffic flow, parking, and number of guests/participants on the fields.

C. Park Use Application – Jogging for Jakey 5K – August 29, 2026

Motion by McCabe, supported by Miller, to recommend approval of the application dated 2/21/26 for the Jogging for Jakey 5K Fundraising Event, contingent that use does not extend outside of Hamburg Township, that the Clerk Department be provided all requested documents, that the board consider a waiver of fees, that signage be administratively approved, and that Public Safety and MDNR be copied on the approval packet.

Ayes: 3 (Absent: Dolan, Michniewicz)

MOTION CARRIED

9. Old Business

A. Master Plan/Pending Grants/ Trails – No discussion

B. Pending Grant Applications/Projects

- MDNR Manly Bennett Park & Water Trail Access Improvements #TF22-0107
 - No update
- MDNR Zukey Footbridge – TF25-0213
 - No update

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

- West Park Field Repairs – H3 – Pending repair in spring 2026.
- Play Area Interactive Art – East Park Pavilion – Pending.
- Wayfinding & Safety Signage – Awaiting installation.
- Boardwalk in WP/Disc Golf – Boardwalk is closed. Hoepner to follow up with Randazzo to find out status of quote/repair and get copy of the Engineer's Report.
- Huron River Bridge – No update.

D. Administrative Services & Reports

- **Township Coordinator's Report** – March 2026 – received and filed
 - Committee requested G&O to review and make comment prior to Strategic Planning is April 21, 2026 per Miller
 - Miller and Muck won't be around for next meeting, reschedule?
- **Senior Center Report** – March 2026 – received and filed
- **Community Resource Officer Report** – No report
- **Building & Grounds Report** – Verbal
 - A second full-time position is being posted for Building & Grounds
 - Boardwalk is still closed
 - i. Committee requested status, Duane to report back
 - Transitions still need to be done on bridge by Zukey
 - Zukey Footbridge is in bad shape

E. ADA Compliance in Parklands/Trail/Township

- Kress Road Bridge – Concrete work on approach will be done in the spring.
- Township-wide door inspection/maintenance – will be added to G&O
- Website Compliance Update – Pending
- Assistive Listening Device for Board Rooms – will be added to G&O

F. Scholarship – Discussion - No discussion.

G. Sponsorships/Volunteerism - No discussion.

H. Township Events

- **Confirmed:**
 - Community Clean-Up Event – Saturday, April 11, 2026 – 9AM-3PM
 1. Shredding 9AM-Noon

- 250th Birthday of the US Celebration – Park Use Application
 - 1. 6/20/26 is date set, to happen in coordination with Hamburg Family Fun Fest – More details to follow.

10. Call to the Public

A call was made with no response.

11. Committee Comments

Henneman stated that Kensington Woods Schools will be spending their Service Day on the Lakelands Trail. April 24, 2026 for a clean-up effort.

12. Adjourn Meeting

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

VOICE VOTE: Ayes: 3, Absent: (Dolan, Michniewicz)

MOTION CARRIED

Meeting adjourned at 4:26 p.m.

Respectfully submitted,

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

DRAFT



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



MUSEUM HOURS

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

Email

hthsandmuseum@gmail.com

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

Board of Directors

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

Follow us on Facebook—



**Hamburg Historical
Museum**

NATIONAL VOLUNTEER MONTH – APRIL 2026

We are profoundly grateful for the countless hours our volunteers contribute and for the spirit of generosity they bring with them. Their service reminds us that preserving history is a community effort—one built on collaboration, care, and shared purpose.

To each and every volunteer: thank you for your dedication, your curiosity, and your belief in the value of our past, present and future. Our museum would not be what it is today without you, and our future is brighter because of your continued support.

Ellen Babas

Rich Copp

Cheryl Hartland

Fabian Beltran

Kevin Corr

Dan Kempf

Alex Blair

Nancy Emery

Janet McBridef

Emily Brown

Sarah Emery

Cindy Michniewicz

Jim Brown

Sally Gates

Barb Nettleton

Linda Harrison

Roger Swager

Jonna Way

And to our Board of Directors who are also volunteers

APRIL FOOL'S DAY



BBC news once convinced thousands of viewers spaghetti grew on trees. A 1957 April Fools' prank showed farmers harvesting pasta. When viewers asked how to grow their own, the BBC told them to plant a sprig in tomato sauce.



On March 24 and 25 about 150 third graders, teachers and chaperones from Navigator School came to the museum in groups, each lasting an hour and a half. During that time, they visited a 19th century schoolroom, made butter, made an old-fashioned decorative craft and toured the gallery.



Making home churned butter and having a taste!



March 28 brought the annual Egg Hunt, and a lively group of kids and grown ups enjoyed a sunny hunt with prizes, candy and a golden egg and then made a fluffy bunny or funky flower craft.

Giving bunnies some fluff!





The museum is open every Saturday from 10:00 am – 2:00 pm. You may stroll the galleries at your leisure to learn the history of Hamburg Township. Admission is free.

April

1-30 National Volunteers Month

11 Hamburg Township Clean-Up

(see next column)

May

16 Springtime Tea 12:00 pm

In recognition of America250 we will honor our Founding Mothers

\$35/person includes full tea & program.
Self-guided tour of museum exhibits.

Watch Facebook, your email and our website hamburgmuseum.org for registration information.

June

Historic wedding gown display with added descriptive information.

July

25 – **Revolutionary** Rummage Sale

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

HAMBURG TOWNSHIP CLEAN-UP EVENT

SATURDAY, APRIL 11, 2026

9 AM TO 3 PM

(SHREDDING 9 AM TO NOON)

Staging Location: Manly Bennett Park West

For full details go to: www.hamburg.mi.us

BUSINESS PARTNERS

Advanced Water Systems

awtworks.com/

Alan's Asphalt

alansasphalt.com/

Bank of Ann Arbor

www.bankofannarbor.com/

Boomers Party Store

www.grubhub.com/

Captain Scotty's Boat Tours

chainoflakesboattours.com

Carpet Depot

www.carpetdepot.bz

COSTCO

www.costco.com

Creature Control

www.creaturecontrol.com/

Dairy Queen

dairyqueen.com

Hamburg Coney Island

hamburgconey.restaurants.world.com

Hamburg Pub

www.facebook.com/p/Hamburg-Pub

Hamburg Township Library

www.hamburglibrary.org

Kroger

www.kroger.com/stores/grocery/mi/pinckney

Lakeland Golf and Country Club

www.lakelandgolf.com

Livingston Eye Care

www.livingstoneyecare.com

Stacy Hewitt, Realtor

stacyhewittpinkagent.com

Todd's Landscaping

www.toddservices.com

Wild Indoors Pet

Suppliesthewildindoorspetsupplies.net

Zukey Lake Tavern

www.zukeylaketavern.com



To schedule a visit, reserve the space, or ask a question, email hthsandmuseum@gmail.com and provide your name and contact information. A museum representative will contact you promptly. You can also submit a request by using the room rental agreement found on our website hamburgmuseum.org

Do you need

- A site away from your workplace to hold a meeting?
- A space for a group that meets regularly.
- A convenient location for a one-time event?

The meeting room at the Hamburg Township Museum can fill any of those needs at a very modest cost.

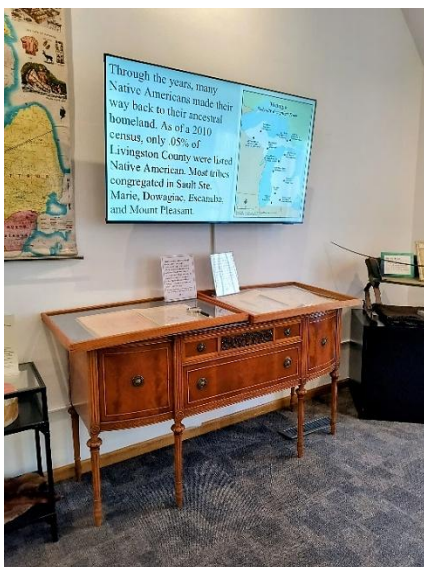
Seating Capacity: 30-32

Tables can be configured in multiple designs

Parking is free and right outside the door of the museum.

The screen will accommodate your Power Point or video,

A microphone and podium are available upon request.



There are now nine screens throughout the museum providing a more immersive experience when you visit the exhibits. You will enjoy more pictures and more detail while still enjoying the historic artifacts you love. We are working diligently to curate even more engaging opportunities to learn about regional history.

Come back often and see what's changed.



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

TO: Hamburg Township Board of Trustees

FROM: Deby Henneman, Township Coordinator

DATE: April 22, 2026

AGENDA ITEM TOPIC: Park Use Application – PHBSA 2026 Season (Baseball)

Number of Supporting Documents: **1 Park Use Application**

Requested Action

To recommend approval of the Park Use Application dated April 14, 2026, for PHBSA’s Baseball/Softball Seasonal Use for 2026, for dates/diamonds to be scheduled with the Park Coordinator between April 20 and July 31, 2026, contingent on:

- **The Clerk Department be provided with all requested documents to their satisfaction**
- **That use will not be allowed during Blackout Dates**
- **That as a Partnering Group, in-kind donations for field maintenance may be credited toward fees**
- **A Seasonal Flat Rate park use fee be established by the Township Board**

Background

Application has been received and includes seasonal use for all activities such as Softball, Baseball, and T-Ball, including tryouts, camps, Opening Day and the end of the year party. This user (and others who wish to play night games) require access to the concession stand to turn on the lights for Field #1. Improvements were made last year to move the switch from the basement to the main level for safety purposes, however, the user will not be able to use the building for concessions unless they obtain a Health Department Certificate. Any outside vendors brought on site must be approved by way of a Tent Permit Application and Fire Inspection.

The club’s use will need to be scheduled around the approved Blackout dates, which have been distributed and are on the digital calendar found on our website. This club is considered a partnering group under the current fee schedule and may be offered a flat rate fee, or the Board may select to waive their fees entirely. The user group paid \$2,000 in 2024 (based on a historical average) and may provide proof of in-kind donations/labor to offset fees. Many of the capital improvement costs are now paid for by the Township, and the group is responsible for costs associated with running their program. Rosters are no longer required, and Non-partnering users are charged \$35.00/2hr rate per use.

Estimate from Legacy Center to prepare the 4 large baseball fields for season: \$2,500 (Gravel not included)



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

Item D.

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): PHBSA

Name of Event: PHBSA 2026 Baseball/Softball/Tball season

Type of Event: Youth Baseball / Softball / Tball season Park Use Category #: 2 - Qualified User

Applicant Name: Pete Rosek, Vice President, Pinckney Hamburg Baseball & Softball Association

Date(s) of Event: April 20 - July 31, 2026 Time(s) of Event: 4-10pm, M-F occasional weekends

Applicant Address: PO Box 813 Suite or Apt #: [Redacted]

Applicant City: Hamburg State: MI Zip: 48139

Contact Person (present during use): Robert Lane

Contact's Affiliation with Applicant: President of PHBSA

[Redacted signature area]

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: United States Liability Insurance Company

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

Policy: [Redacted] Expiration Date: 1/19/2027

Limit of General Liability: \$2,000,000 Occurrence \$1,000,000 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 run a local youth baseball and softball league.

Participants will use the ball fields during the event (baseball / softball season) _____

Other dates: Saturday, May 9 (Opening Day) and Saturday, June 27 (Closing picnic) *after noon*

Total Number of participants/spectators/guests anticipated during event: 350

Average of participants/spectators/guests anticipated at any given time: 200

Site of Proposed Event; include all areas of the parklands that will be used: Manly W. Bennett Park,
Baseball / Softball / Tball fields 1-8

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: 70 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? No

Will 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: _____

Yes, we use utility vehicles to prep the fields

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: No

Other information regarding your event that you feel may be helpful: No additional info

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 for, 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: PR _____

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 compliance 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: PR _____

Applicant's Signature: _____
Co- applicant's Signat _____

For office use only

Comments: _____

Meeting Approval Dates: 4/28/20 Parks & Recreation _____ Public Safety _____ Township Board

Application has been (Circle one) Approved Denied

Hamburg Township Representative: _____



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

TO: Parks & Recreation Committee

FROM: Deby Henneman, Township Coordinator

DATE: April 22, 2026

AGENDA ITEM TOPIC: Park Use Application – PYA Football Season 2026

Number of Supporting Documents: **Application & COI**

Requested Action

Recommend approval of the Park Use application by PYA dated 3/24/26 as submitted, with the contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, and that use of the fields will not be allowed during East Park blackout dates. Fees for the season to be determined by the Township Board.

Background

We are in receipt of a Park Use Application from the Pirate Youth Athletics dated March 24, 2026 for use of Football practice areas 1 & 2 located in Manly Bennett Park East for their fall season beginning July 1, 2026 and ending November 1, 2026. Use also includes surrounding green spaces/pavillion for Cheer/Pom, as well as any planned camps or special events.

The club has requested use of 2 Football practice areas, leaving field #3 (between Diamonds #1 & #4) available for use by others. They anticipate their number of participants at 100, and 125 people attending at any given time. Their use is on weekdays, leaving all fields available on the weekends, pending a couple of camps which is covered under this application.

Fiscal Considerations

Park fees will need to be established for this group, and their field use will be scheduled with the Parks Department, including camps. Their fees were \$1,000 last year, and any in-kind donations made by way of improvements are credited with proof of purchase.

We took over the initial striping of the fields last year, similar to what we do in soccer, however PYA maintains the lines throughout the season with paint we reimburse them for. Last year the initial striping cost was \$1,500 for 2 fields via Legacy Center, and we credited the club’s invoice \$151.90 for paint.



Item E.

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

Hamburg Township Manly Bennett Park Park Use Application

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): _____

Name of Event: Football Practice & Camps

Type of Event: Football and Cheer/Pom Park Use Category #: 4 - Event Use

Applicant Name: Pirate Youth Athletics (Jordan Zernick - Registrar Board Member)

Date(s) of Event: July 1st - November 1st *weekdays* Time(s) of Event: 5pm to 9pm *Camp uses dates/times TBD*

Applicant Address: PO Box 741 Hamburg, Mi 48139 Suite or Apt #: _____

Applicant City: Hamburg Township State: Michigan Zip: 48139

Contact Person (present during use): Jim Childs & Jordan Zernick

Contact's Affiliation with Applicant: Pirate Youth Athletics - Board Member - Registrar

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: K&K Insurance Group, Inc.

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

Policy #: 9 _____ Expiration Date: 9/26/2026

Limit of General Liability: 1,000,000 Occurrence 5,000,000 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: Football/Cheer - Pom Camps and practice

Total Number of participants/spectators/guests anticipated during event: 125

Average of participants/spectators/guests anticipated at any given time: 100

Site of Proposed Event; include all areas of the parklands that will be used: Football Fields 1 & 2
Cheer/Pom will make use of open fields
and/or Pavillion

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: 30 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? No

Will 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: 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: Storage Shed Access

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:

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.

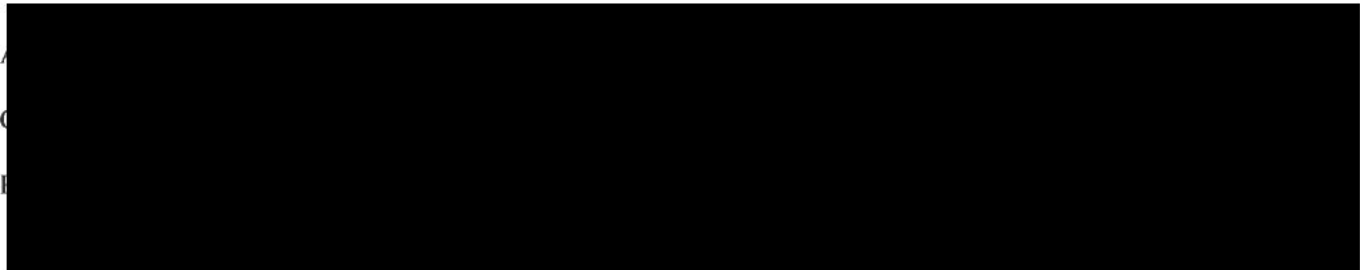
Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules,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

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: JZ



For office use only

Comments: _____

Meeting Approval Dates: 4/28/26 Parks & Recreation _____ Public Safety _____ Township Board

Application has been (Circle one) Approved Denied

Hamburg Township Representative: _____



CERTIFICATE OF LIABILITY INSURANCE

Item E.

DATE (MM/DD/YYYY)
09/02/2025

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 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 K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804		CONTACT NAME: Mass Merchandising Underwriting	
		PHONE (A/C No, Ext): 1-800-426-2889	FAX (A/C, No): 1-260-459-5105
		E-MAIL ADDRESS: [REDACTED]	
		PRODUCER CUSTOMER ID:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: AIG Specialty Insurance Company	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	
		NAIC #	
		26883	

COVERAGES **CERTIFICATE NUMBER:** W03126950 **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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X		[REDACTED]	09/26/2025 12:01 AM EDT	09/26/2026 12:01 AM	EACH OCCURRENCE \$1,000,000 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 - COM/POP AGG \$1,000,000 PROFESSIONAL LIABILITY \$1,000,000 LEGAL LIAB TO PARTICIPANTS \$1,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY NOT PROVIDED WHILE IN HAWAII			[REDACTED]	09/26/2025 12:01 AM EDT	09/26/2026 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	<input type="checkbox"/> MEDICAL PAYMENTS FOR PARTICIPANTS			[REDACTED]	09/26/2025 12:01 AM EDT	09/26/2026 12:01 AM	PRIMARY MEDICAL EXCESS MEDICAL \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Sexual Misconduct Liability - \$250,000 each "Insured Event" limit with \$1,000,000 aggregate
Sport(s): Cheerleading - Youth Age(s): 12 and under; Youth Football (Tackle & Contact) Age(s): 12 and under
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 Hamburg Township PO Box 157 Hamburg, MI 48139 (Owner/Lessor of Premises)	CANCELLATION 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 <i>Scott Furbush</i>
--	--

Coverage is only extended to U.S. events and activities.
** NOTICE TO TEXAS INSURED: The Insurer for the purchasing group may not be subject to all the insurance laws and regulations of the State of Texas

AGENCY CUSTOMER ID:
LOC #

ACORDTM**ADDITIONAL REMARKS SCHEDULE**

Page 1 of 1

AGENCY K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804		NAMED INSURED Pirate Youth Athletics	
POLICY NUMBER 9YAPG0001334486101			
CARRIER AIG Specialty Insurance Company	NAIC CODE 26883	EFFECTIVE DATE: 09/26/2025	
ADDITIONAL REMARKS			
THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM.			
FORM NUMBER: 25 FORM TITLE Certificate of Liability Insurance			

For Sport(s): Cheerleading - Youth, Youth Football (Tackle & Contact)

Limited Coverage for "Neurodegenerative Injury" endorsement applies. Neurodegenerative Injury Limit: \$1,000,000 occurrence/\$1,000,000 aggregate; Neurodegenerative Injury Supplementary Payments: \$1,000,000 occurrence/\$1,000,000 aggregate. "Neurodegenerative injury" means any brain injury, neurological injury, disease, condition or dysfunction, including, but not limited to, Alzheimer's disease, Parkinson's disease, amyotrophic lateral sclerosis (ALS), mild traumatic brain injury, repetitive brain trauma, chronic traumatic encephalopathy (CTE), dementia, cognitive injury or disorder, memory loss, anxiety disorder, mood disorder, depression, sleeplessness, impulse control problems, headaches or single or repetitive concussive or sub-concussive injury or trauma.

POLICY NUMBER: 9YAPG0001334486101

COMMERCIAL GENERAL LIABILITY
CG 20 26 04 13

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

Name Of Additional Insured Person(s) Or Organization(s)
Hamburg Township PO Box 157 Hamburg, MI 48139
Named Insured: Pirate Youth Athletics
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

TO: Hamburg Township Board of Trustees

FROM: Deby Henneman, Township Coordinator

DATE: April 22, 2026

AGENDA ITEM TOPIC: Park Use Application – Legacy Center (Baseball Tournament)

Number of Supporting Documents: **1 Park Use Application**

Requested Action

Recommend approval of application for Legacy Silver Slam II Baseball Tournament, submitted 4/9/26, with the following contingencies:

- **Certificate of Insurance be amended to name Hamburg Township as Additional Insured**
- **The Clerk Department be provided all requested documents to their satisfaction**
- **That the Township Board allow credit for in-kind field maintenance, if any**
- **That applicant arrange for sanitary services/dumpster via our vendor and pay charges directly**
- **That this application cover regular seasonal use for 2026 for games/practices, and that the applicant may request scheduling of future dates/times based on availability, and charged at current rate**

Background

This is the same event which was approved last year but which didn't end up happening on our fields. Legacy Center has been very responsive to our requests for help as we navigate changes in volunteer availability and the changes in user group board members. I have double-checked the proposed dates with PHBSA, who have advised they do not have any conflicts with the requested dates.

The diamonds could use some TLC and Legacy Center is available to come over and assist us with their equipment and staff. They stated they could clean up the infield skin on the 4 fields which would be about a two-day job, with a 3–4-person crew. They estimate the cost to be around \$2,500.00, which doesn't include any gravel. We have a small amount of material on hand which is believed to be adequate for this season.

Event use daily rate for non-partnering is currently \$750.00 per day, which would be a total of \$3,000 for the 4 days they are requesting for Tournament use. I am also proposing that regular seasonal use be approved for them so I could schedule games or practices as the calendar allows for the \$35 per field/per 2-hour rate. Any other events would be submitted under a separate application.

Any outside vendors brought on site must be approved by way of a Tent Permit Application and Fire Inspection.



Item F.

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

Hamburg Township Manly Bennett Park Park Use Application

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): Legacy Center Sports Complex

Name of Event: Legacy Silver Slam I and Legacy Silver Slam II

Type of Event: Baseball Tournaments Park Use Category #: 4 - Event Use

Applicant Name: Ryan Ford

Date(s) of Event: 5/16-5/17 and 5/30-5/31 *Tournament* Time(s) of Event: 8 am - 8 pm each day

Applicant Address: 9299 Goble Drive Suite or Apt #: _____

Applicant City: Brighton State: MI Zip: 48116

Contact Person (present during use): Ryan Ford

Contact's Affiliation with Applicant: Baseball Director

Contact's Email: _____

Event Co-applicant, if any: Colin Boak

All Co-applicants must also sign all applications and waivers.
Co-applicant relationship to Applicant: Baseball Field Superintendent

Insurance Information:

Insurance Carrier: _____ *cert w/ A1 Clause
To be submitted upon approval*

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: Both weekends we'd be running a baseball tournament on the
fields Fields 1-4

Total Number of participants/spectators/guests anticipated during event: Parents of players, 40 per field

Average of participants/spectators/guests anticipated at any given time: 12 per team, 24 on a field at a time

Site of Proposed Event; include all areas of the parklands that will be used: Just the baseball 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: No

Number of Volunteers: 3-4 people on site at all times 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? No

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

We will not be selling _____

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: We would follow your rules No pets

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: We would be able to line and drag the fields before the games. We would ask you to have the grass mowed, and restrooms available if you have any.

Extra portable toilets & cleaning of our units will be applicant's responsibility. Also dumpster if needed.
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) *Also through 2026* 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.

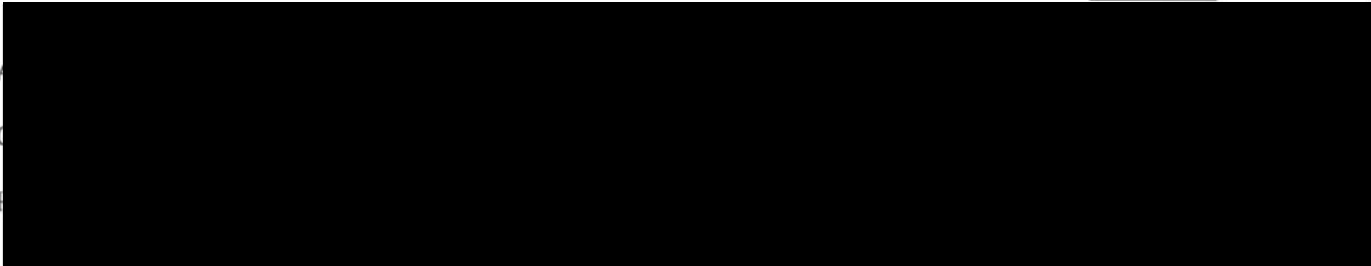
Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules,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

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: _____



For office use only

Comments: _____

Meeting Approval Dates: 4/28/20 Parks & Recreation _____ Public Safety _____ Township Board

Application has been (Circle one) Approved Denied

Hamburg Township Representative: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD) **10/29/2025** Item F.

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 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 Kapnick Insurance Group 333 Industrial Dr Adrian MI 49221	CONTACT NAME: Amy Reidy PHONE (A/C): [REDACTED] FAX (A/C): [REDACTED] E-MAIL ADDRESS: [REDACTED]
INSURED Legacy Center, LLC Brighton Fit, LLC 9299 Goble Drive Brighton MI 48116	INSURER A: Accident Fund National Insurance Company INSURER B: Guarantee Trust Life Ins. Co. INSURER C: The Hanover Insurance Company INSURER D: The Hanover Insurance Group, Inc. INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** 314616184 **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
D	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR 5,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER			[REDACTED]	10/30/2025	10/30/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
D	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			[REDACTED]	10/30/2025	10/30/2026	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 <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			[REDACTED]	10/30/2025	10/30/2026	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
A	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			[REDACTED]	10/30/2025	10/30/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B	Accident/Medical			[REDACTED]	10/30/2025	10/30/2026	Limit \$25,000

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

CERTIFICATE HOLDER Hamburg Township Parks and Recreation PO Box 157 Hamburg MI 48139	CANCELLATION 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 <i>James S. Kapnick</i>
---	---



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 G.

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: Special Ministries 5K Color Run

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

Applicant Name: Hailey Sluis - Director of Special Ministries

Date(s) of Event: October 3rd Time(s) of Event: 8am - 2pm

Applicant Address: 2895 W Grand River Suite or Apt #:

Applicant City: Howell State: MI Zip: 48843

Contact Person (present during use): Hailey Sluis

Contact's Affiliation with Applicant: Director of Program

Contact's Phone: [REDACTED] Contact's E-Mail: [REDACTED]

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: Arthur J Gallagher Risk Management Service

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

Policy #: [REDACTED] Expiration Date:

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 Walk/Run 5K for Disabilities Awareness. Will use the trails around West Park.

Total Number of participants/spectators/guests anticipated during event: 30-50 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, rest rooms, Pavillion

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: 10-15 Are Volunteers trained?: _____

Please attach copy of Volunteer Handbook if applicable

Will tents be used?: Possibly If so, please indicate locations: may use

at Starting Point if need for registration

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,

Sports Drinks, Snacks

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, maybe service animals

only

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 for Disability 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: HB

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 compliance 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: HB

Applicant's Signature [Redacted] Date: 4/23/26

Co- applicant's Signature: _____ Date: _____

Parks Coordinator: _____ Date: _____

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)
6/5/2025

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 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 S Riverside Plaza Ste 1500 Chicago IL 60606	CONTACT NAME: [REDACTED]
	PHONE (A/C No., E): [REDACTED]
E-MAIL ADDRESS: [REDACTED]	INSURER(S) AFFORDING COVERAGE
INSURED Michigan Catholic Conference Livingston County Catholic Charities #5137 510 Capitol Avenue Lansing MI 48933	NAIC # 22667
INSURER A: ACE American Insurance Company	INSURER B:
INSURER C:	INSURER D:
INSURER E:	INSURER F:

COVERAGES CERTIFICATE NUMBER: 1304314748 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
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ 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 DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Cyber Liability - Claims Made Retention:			[REDACTED]	7/1/2025	7/1/2026	Aggregate/Per Claim: \$5,000,000 Retention: \$250,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The State Of Michigan, Its Departments, Divisions, Agencies, Offices, Commissions, Officers, Employees, And Agents Are Additional Insured On The General Liability And Auto Liability And There Is A Waiver Of Subrogation On The Workers Compensation.

CERTIFICATE HOLDER Evidence of Insurance	CANCELLATION 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



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 H.

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 [redacted] Contact's E-Mail: [redacted]n

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

Average of participants/spectators/guests anticipated at any given time: 1000

Site 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.

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: 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: No

Parking fee charged? If so, how much: Yes \$5-10 Valet service available? No

Will 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 possible 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 compliance 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: _____

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 KLA 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 "KLA 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 [REDACTED]

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 2: Brighton |
| Box 3: Belleville | Box 4: Livonia Stevenson |
| Box 5: Canton | Box 6: Hartland |
| Box 7: Livonia ChurchillBox | 8: Novi |
| Box 9: HowellBox | 10: Wayne Memorial |
| Box 11: NorthvilleBox | 12: Plymouth |
| Box 13: SalemBox | 14: Westland John Glenn |
| Box 15: Livonia FranklinBox | 16: Dearborn Fordson |

Schedule:	1:30 pm	Course opens	(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: [Redacted]





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

To: Township Board of Trustees & Parks Committee

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

Re: Township Coordinator's Report – April 2026

Parks:

Bennett Park & Water Trail Access Improvements Grant TF22-0107: The playground equipment has been delivered, and installation should start shortly. I will be connecting with the Garden Club for final design thoughts in the next few weeks now that spring is here. We have a meeting planned with Spicer for final construction details and have just submitted the second request for reimbursement.

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



The Boardwalk was due to be opened, then suffered a significant amount of damage due to a fallen tree. A claim has been submitted by the Clerk, and we don't anticipate this feature being opened until at least fall, possibly into 2027. More details to follow.

Events:

The Community Clean-Up Event Report is forthcoming. We also had a small Community Service Day event on April 24, 2026 and would like to thank Kensington Woods Schools for stepping up and assisting us with sprucing the Lakelands Trail!

The America 250 / Time Capsule Event has been posted to our website, and we are taking Legacy Circle Brick orders through May 1, 2026 for those who wish for their bricks to be installed by our event. We will continue to take orders and, depending on demand, may have one more installation in 2026, and then annually starting in 2027. Here are ways you can support this fun event!

- Buy A Brick for the Legacy Circle! – Engraved with up to 3 lines - \$125 each
- Buy a Commemorative Coin! - \$15 each plus tax at the Treasury (limited supply)
- Donation of your choice! – Give us any amount to help with the cost of the celebration!
- We will also have:
 - Apple Pie Contest with Ice Cream cart
 - Grilled Hot Dogs & Chips

The flyers and event applications can be found: https://www.hamburg.mi.us/T66_R79.php



Park Projects/Tasks:

- West Park
 - Repair flooding in field H3 – **On hold per management.**
 - Engineered Wood Fiber for abandoned playground to install “game” area – **On hold until we decide what is going there, if anything. Playground equipment still needs to be removed.**
 - Wayfinding signage for driveway – **Signs are awaiting installation**
 - Look into new gate for driveway for large events
 - Update Kiosks Information holders
 - Complete work on the Sensory & Rain Gardens – **Adopted by Hamburg Garden Club – To be coordinated with Parks & Rec**

- East Park
 - Playground inspections – **Duane to complete and maintain records.**
 - Gravel paths to dugouts
 - Dugouts are rotting
 - Repair/update batting cage
 - Replace/repair netting over fencing
 - Look into gate for driveway for large events
 - Increase fence height for Flyer’s field – **Need to screen spectators. MMRMA has offered to review plans for any upgrades in that area.**
 - Install Rules & Regs/Kiosk with contact at Flyer’s field for RC and Sledding hill HH
 - Install Info Kiosk at Concession Building
 - Revamp Concession to house vending?
 - Install ADA Parking Signs in parking lot – **No update**
 - Install One way Traffic signs in Baseball parking lot – **Spring 2026**

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

ADA

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

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

Grants:

Parks & Recreation has recommended updating the 5-year Master Plan which will be due by 4/1/27.

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

Ordinances

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

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

April 21, 2026

To: Parks and Rec Committee
 From: Julie Eddings
 Re: Senior Center Director’s Report

March Summary:

March was an active and well rounded month at the Hamburg Township Senior Center. Programming highlights included a maple syrup program at Hudson Mills Metropark, a St. Patrick’s Day Luncheon, and a Frank Sinatra tribute concert. Educational programming included a lunch and learn provided by local senior service providers, and an in-house streaming presentation. We also traveled to Brighton Senior Center to participate in a Senior Trivia Contest, where Hamburg placed first.

March Statistics:

	<u>2026</u>
• Monthly Attendance:	2909
• Daily Average:	132
• Number of New Members:	30
• Transportation - Monthly Rides:	249
• Boomers Meals:	175
• Meals on Wheel Congregate:	38
• Vending Machine Revenue:	\$60
• January Email Campaigns:	9,261
• Printed January Newsletters:	310
• Volunteer Hours Contributed:	~429

Programming and Activity Highlights:

• Streaming Presentation on March 3	35 in attendance
• March Birthday Lunch on March 4	40 in attendance
• Hudson Mills Maple Sugaring Trip on March 11	15 in attendance
• St. Patrick’s Day Celebration on March 13	120 in attendance
• Brighton Senior Center Trivia Contest on March 19	6 in attendance
• Frank Sinatra Tribute Concert on March 20	60 in attendance
• Area Senior Services Lunch and Learn on March 25	25 in attendance
• Tie-Dye Workshops on March 18 and 26	30 in attendance

Professional Partnerships:

- Senior Center staff met with Beth Newman, from Livingston County Catholic Charities, to discuss protocols for addressing mental health situations involving senior center members. Topics covered

included identifying the appropriate first points of contact during a mental health crisis, and best practices for managing crisis situations both over the phone and in person. The presentation was informative and provided valuable guidance for Senior Center staff in navigating these sensitive and complex situations.

Item L.

Community Connections:

- Received food donations from Livingston County Conservation Club and Enzo's Catering.