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**HAMBURG TOWNSHIP**  
**PARKS AND RECREATION COMMITTEE**  
**REGULAR MEETING AGENDA**  
**Location: Hamburg Township Board Room**  
**Tuesday, August 28, 2018 – 3:00 p.m.**

1. Call to Order
2. Pledge to the Flag
3. Roll Call of the Board
4. Call to the Public
5. Approval of the Agenda
6. Approval of the Minutes
  - A. Parks Regular Meeting – July 31, 2018, Regular Meeting Minutes
7. Correspondence
8. New Business
  - A. None
9. Current Business
  - A. Parks & Recreation Master Plan/Pending Grants/Supervisor Report**
    1. Iron Belle Trail/Lakelands Trail – Supervisor update
    2. Grant Planning Summit – Schedule Meeting Date
  - B. Township Park Use Policy/Fee/Procedures**
    1. Policies & Procedure Manual – Updates Pending
    2. Park Fee Schedule
      - A. Scheduling Software RFP – To be developed
      - B. Field Maintenance & Equipment Plan – To be developed
  - C. Administrative Services**
    1. Park Coordinator's Report – August 2018
    2. Senior Center Report – None available
    3. Park Use Requests:
      - A. HERO – Vietnam Memorial Moving Wall Visit – Aug 29 to Sept 2, 2019
    4. Scholarship Program – No requests for funding
  - D. Special Projects**
    1. Playground Upgrades – No updates
    2. Hamburg Historical Museum lobby display – No updates
    3. Gravel Parking lot/service drive maintenance RFP – No updates
    4. Batting Cage, T'Ball Fencing & Field Upgrade proposal – Bids requested
    5. Sun Shade for Adult Workout Area – Pending

**E. Sponsorships/Volunteerism**

1. Eagle Scout Project – No updates
2. Amenities and Beautification Committee – No updates
  - A. Clock Tower Project – Beautification Volunteers Needed
  - B. Memorial Bench/Tree Project – No updates

**F. Signage and Community Awareness – Request for Proposal to be developed**

**G. Risk Management (Insurance/ADA)**

1. ADA Compliance in Parklands – Transition Plan – No updates
  2. ADA Policies and Procedures - Pending
10. Call to the Public
  11. Committee Comments
  12. Adjournment

**Next Meeting Date: Grant Planning Summit- September 25, 2018 – 7:00 p.m.**

# Pledge to the Flag



No  
Information



# 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)

Hamburg Township  
Parks & Recreation Committee  
Regular Meeting  
Hamburg Township Hall Board Room  
Tuesday, July 31, 2018  
3:00 p.m.

1. Call to Order

**Motion by Koeble, supported by Auxier for Coordinator Henneman to chair the meeting.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

Henneman called the meeting to order at 3:17 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Koeble, Muck, Bennett, Auxier, Dolan (3:30)

Board Members Absent: None

Advisors Present: Deby Henneman, Parks Coordinator; Pat Hohl, Supervisor

Advisors Absent: Nick Miller, Fire Chief; Richard Duffany, Chief of Police; Russ Williamson, Building & Grounds;  
Chris Hoskins, Senior Center Director

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

**Motion by Koeble, supported by Muck, to approve the agenda as presented.**

**VOICE VOTE: Ayes: 4 (Dolan absent for vote)**

**MOTION CARRIED**

6. Approval of the Minutes

**Motion by Auxier, supported by Koeble, to approve minutes from June 26, 2018 as presented.**

**VOICE VOTE: Ayes: 4 (Dolan absent for vote)**

**MOTION CARRIED**

7. Correspondence

There was no Correspondence.

8. New Business

There was no New Business.

9. Unfinished Business

**A. Parks & Recreation Master Plan/Pending Grants/Supervisor Report**

1. Iron Belle & Lakelands Trail Update

Hohl stated grant applications are on hold until the Grant Summit, to be held in September with Parks & Recreation, Department Heads and the Township Board.

2. Universal Playground & Linking Trail Grant Opportunity – McKenna – Approved

Henneman to touch base with McKenna and start planning and advertising the Summit activities.

3. Solid Waste Challenge Grant – No update was made.

**B. Township Park Use Policy/Fee/Procedures**

1. Policies & Procedure Manual – No update was made.

2. Park Fee Schedule – No update was made.

**C. Administrative Services**

**1. Park Coordinator's Report**

There was no Parks Coordinator Report.

**2. Senior/Community Center Report**

There was no Senior Report.

**3. Park Use Requests:**

There were no Park Use Requests.

**4. Scholarship Program** – No pending requests.

**D. Special Projects**

1. Playground Upgrades – No update was made.

2. Hamburg Historical Museum lobby display – No update was made.

3. Gravel Parking lot/service drive maintenance RFP – Bids sent to Administrators

4. Batting Cage, T'Ball Fencing & Field Upgrade Project – RFP to be developed

5. Sun Shade for Adult Workout Area – Pending

**E. Sponsorships/Volunteerism/Scholarships**

1. Eagle Scout Project – No update was made.

2. Beautification Committee – No update was made.

**F. Signage and Community Awareness**

1. Entrance Signs/Park Rules/Way-finding Signs – No update was made.
2. Trail Town – No update was made.

**G. Risk Management (Insurance/ADA)**

1. ADA Compliance in Parklands – No update was made.
2. ADA Upgrade Reporting Form & Procedure – Approved by Township Board

10. Call to the Public

A call was made with no response.

11. Committee Comments

Muck stated the City of Novi is developing a special use process and Ordinance for Donation Bins in their area.

Hohl stated the access point to Halls Creek is available for use, and the Huron River Watershed Council has it on their water trail map.

Dolan stated additional funding designated for a shade structure for the Adult Workout Area has been received from Mr. Attwood.

12. Adjourn Meeting

**Motion by Koeble, supported by Muck, to adjourn the meeting.**

**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

Meeting adjourned at 3:40 p.m.

Respectfully submitted,



Debra Henneman  
Parks Coordinator



Mike Dolan  
Township Clerk



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

## **Memorandum**

August 23, 2018

To: Parks and Recreation Committee

From: Deby Henneman, Parks Coordinator

Re: September Meeting Date Change – Hamburg Grant Planning Summit

It was recommended by the Township Board that a Planning Summit be scheduled to glean input from all Department Heads, Township Board, Public at Large, User Groups and the Parks Committee. The goal is to ensure that the Park Master Design Plan, and ultimately the Hamburg Township Grant Packet, be as comprehensive as possible and includes all Capital Improvements that the Board is looking to complete in the next decade or so.

Contemplating holiday schedules, and to give ourselves enough time to invite members and prepare for the Summit, Laura Haw from McKenna Associates suggested that we hold the meeting on our regular meeting date of September 25<sup>th</sup>, but move it to 7:00 p.m. It was also suggested that we provide refreshments and that invitations go out no later than Wednesday, September 5, 2018.

Laura has provided a draft agenda which I have included in the packet. I recommend making a motion to change our meeting on September 25, 2018 from 3:00 p.m. to 7:00 p.m., and to schedule a follow-up Special meeting on October 9<sup>th</sup> at 7:00 p.m. anticipating that:

- Formal invitations will go out in early September
- Follow-up interviews will be conducted with those who cannot attend
- A meeting will be held on October 9, 2018 at 7:00 p.m. to finalize draft



- Draft of Master Design Plan will be available by November 2, 2018 to be included in the Township Board packet for Thursday, November 8, 2018.
- Township Board will review draft, provide input and recommend changes by their December 4, 2018 meeting.
- Draft will be finalized and deliverables will be packaged for Township by end of January 2019.

I highly recommend reviewing the current Parks and Recreation Master Plan prior to the Summit, and paying particular attention to the Five-Year Capital Improvement Plan which starts on page 67.

The document can be found at the following link:

[http://cms5.revize.com/revize/hamburgtownship/Lawroom/Parks%20&%20Recreation%20Master%20Plan/Hamburg%20TWP%202018 Recreation%20Master%20Plan 11.2017 small%20v .pdf](http://cms5.revize.com/revize/hamburgtownship/Lawroom/Parks%20&%20Recreation%20Master%20Plan/Hamburg%20TWP%202018%20Recreation%20Master%20Plan%2011.2017%20small%20v.pdf).



August 17, 2018

Mr. Mike Dolan, Township Clerk;  
Ms. Deby Henneman, Parks and ADA Coordinator; and  
Parks and Recreation Committee  
Hamburg Township  
10405 Merrill Road  
P.O. Box 157  
Hamburg, Michigan 48139

**Subject:** Manly W. Bennett Memorial Park Master Design Plan – September 2018 Summit

Dear Hamburg Parks and Recreation Leadership:

Deby Henneman and I met on August 17, 2018 to discuss the September 2018 Summit for parks and recreation improvements and prioritization and specifically, Bennett Park projects. The following draft agenda is proposed for the Summit.

**Draft Agenda:**

1. **Welcome and introduction to Parks and Recreation Committee / McKenna Summit team.**
2. **Brief background on the project and outcome for the evening.**  
This will highlight the Township's continued work to prioritize projects and streamline resources and efforts so that greater outcomes for the entire community will be achieved.
3. **Highlight current parks and recreation efforts.**  
Provide a high-level overview of current parks and recreation efforts, ex: recent Master Plan, ADA compliance, Trail Town, Iron Belle, Adult Exercise Station, phase II, etc.
4. **Budget status.**  
Briefly note the revenues / expenditures and the goal to leverage funds for parks and recreation.
5. **Brief question and answer session.**
6. **Break out session: parks and recreation projects Township-wide.**  
Facilitated exercise to prioritize all major parks and recreation projects within the Township.
7. **5 / 10 minute break.**
8. **Break out session: Bennett Park project prioritization.**  
Facilitated exercise that is zoomed in on priority projects at Bennett Park and the future vision of this area.
9. **Final thoughts and next steps.**



### **Summit Logistics**

We anticipate a total of two (2) hours for the Summit meeting and encourage refreshments for increased attendance. The formal presentation will be designed to be approximately 20 minutes with 5-10 minutes immediately after for questions and answers. The focus of the evening will be the two break-out sessions. In the middle of the room, between the two breakout sessions will be two 6x6-foot maps of (1) the entire Township and (2) Bennett Park, which will be placed on tables (coffee table style) where individuals can gather and directly draw on / write ideas down.

### **Summit Invitations**

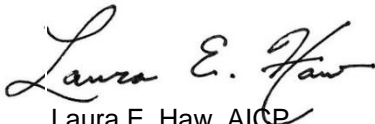
In preparation for the Summit, McKenna will be drafting invitation language for Township review that will be emailed directly to the Township Board, various Commissions and Administration (including Department Heads), and identified stakeholders. The invitation will be posted on the website and social media as well.

If there are any other stakeholders or user groups who should be directly contacted, aside from those on the Township's email roster, please let us know and we will reach out to ensure their viewpoint is included.

If you have any questions, please do not hesitate to contact us. Thank you !

Respectfully submitted,

**McKENNA**



Laura E. Haw, AICP  
Principal Planner





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

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August 24, 2018

To: Parks & Recreation Committee

From: Deby Henneman, Parks Coordinator

Re: Park Coordinator's Report

The event season is winding down to an end, with the last Tournament occurring this weekend. The event coordinator contacted the Hamburg Township Police Department directly to arrange for Public Safety presence during the event. Costs will be billed to the applicant, and will allow for us to know the estimated amounts to include in future fee schedules.

Michigan Recreation and Parks Association contacted me for an interview, and will be featuring the Hamburg Township Parks Department in a future article. We spoke about the unique recreational opportunities we have in our area and the partnerships we have with the groups that utilize our facilities. A draft article should be coming to me in the next few weeks, and I will keep you posted on the publication date.

During my annual inventory, I took note of several areas that are in need of a little TLC. Specifically, the T-ball diamonds require weed control and gravel, along with the installation of safety fencing in front of the player benches. In west park, the concession stand needs a deep cleaning and painting, and the pavilions and benches dotted around the entire facility could use some stain. I would like to thank the Flyer's Club for staining the pavilion back by the airfield, it really looks nice.

I have started on the updates to the Parks and Recreation Policies and Procedures and hope to have the majority of the changes done by the end of October. I plan on doing a separate document for the functions of the ADA Coordinator.



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## **Memorandum**

Date: August 14, 2018

To: Parks and Recreation Committee

From: Deby Henneman, Parks Coordinator

Re: HERO Park Use – Manly Bennett Park – East & West

Special Event: Vietnam Memorial Moving Wall

Viewing Dates: Thursday, August 29 through Monday, September 2, 2019.

**East and West Park Blackout Dates (including set-up and tear down):  
Sunday, August 24, 2019 through Wednesday, September 3, 2014**

We are in receipt of a Park Use Application from Hamburg Enhanced Recreation Organization (H.E.R.O.) dated August 1, 2018 to host the Vietnam Memorial Moving Wall from August 29<sup>th</sup> through September 2<sup>nd</sup>, 2019.

The applicant anticipates up to 5,000 guests during the course of the event, and is requesting extra time for set-up and tear-down which is necessary to provide the Moving Wall with a safe and proper setting. Blackout dates being requested are around Labor Day weekend, when we typically see very little activity on the fields. The fall soccer seasons will be delayed a few days due to the tear-down activities and the soccer clubs will be notified if HERO completes the restorations any sooner than the 3<sup>th</sup> of September.

I recommend approval of the application from HERO for their Vietnam Memorial Moving Wall Event in East and West Park from August 29 through September 2, 2019 with Blackout dates of August 24 to September 3, 2019, as outlined in their application dated August 1, 2018 and contingent upon the following: That a Certificate of Insurance naming Hamburg Township as Additional Insured be provided in limits that satisfy the Township Attorney

and Insurance provider, that the current Park Use fee of \$700.00 per day, per park area, be waived due to the nature of the event, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession stand sales be limited to pre-packaged foods or that vendors, if any and subject to inspection by Fire Marshal, provide Certificates of Insurance and copy of their food license, if applicable.

Due to the nature and size of the event, I recommend a joint meeting including members of HERO, Public Safety and the Clerk staff to answer questions and further discuss the parameters of this park use approval prior to the event. I will also communicate to the clubs what dates the parks will be unavailable for their use.

This applicant will be in charge of requesting additional portable toilets as well as dumpsters for this event, and all charges incurred for these services. They will also be expected to have all additional facilities removed by September 3<sup>rd</sup>, 2014 and will be charged for any damages incurred to the premises due to their event.





**Hamburg Township Manly Bennett Park  
Park Use Application and  
Release of Liability & Indemnification Agreement**  
(Application must be submitted 60 days before required use)

Submit by Email

Print Form

10405 Merrill Road  
Hamburg, MI 48139  
(810) 231-1000 X-218 Office  
(810) 231 4295 Fax

**Applicant Information:**

Name of Event:	Vietnam Memorial Moving Wall Visit to Hamburg		
Type of Event:	Public Display		
Applicant Name:	Hamburg Enhanced Recreation Organization (H.E.R.O.)	Park Use Category:	3 - Qualified Group
Date(s) of Event:	Thursday - Monday August 29 - September 2, 2019	Time(s) of Event:	24 Hours Each Day
Applicant Address:	P O Box 548	Suite or Apt. #:	
Applicant City:	Hamburg	Applicant State:	MI
		Applicant Zip:	48139
Contact Person:	Joanna Hardesty	Contact Title:	President
Contact Phone:	(810) 397-9058	Contact Cell:	(810) 397-9058
Contact Email:	jghwade1@aol.com	All Co-applicants must also sign all applications and waivers	
Event Co-applicant, if any:		Co-applicant Phone:	
Co-applicant relationship to Applicant:			

**Insurance Information:**

Insurance Carrier:	West Bend Mutual	Policy Number:	NSL 1335562
General Liability Limit:	6,000,000	Expiration Date:	5/12 each year

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

**Event Description:** (any information that doesn't pertain to the event please indicate "not applicable" or "N/A")

Details of Event including number of days needed for the event, setup and tear-down: This will be the 3rd visit of the Moving Wall to Hamburg Township. Request is for the use of Manly Bennett Park - West beginning August 24th for set-up and running through September 3rd for tear down. We will utilize the same footprint as two previous visits. In addition, we request use of the designated area for H.E.R.O. at Bennett Park - East to place a stage for a possible USO Concert starring Bob Hope, Jimmy Durante & Jack Benny impersonators.

Setup Saturday weekend prior through Tuesday after Labor Day.

Estimated Number of Participants:	350	Estimated Number of Spectators/Guests:	5000
Estimated percentage of Hamburg Resident participation:	75%	Estimated percentage of non-resident:	25%

Details of the Township site required for Proposed Event, please include site plan drawing of layout for any Special Events:	Manly Bennett Park - West. We will utilize the same footprint as two previous visits (see attached proposed drawing)
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Will there be camping and trailer facilities? If so, are overnight stays anticipated?:

YES

Number of Volunteers: 250

Are Volunteers trained?: YES

Please attach copy of Volunteer Handbook if applicable

Will tents be used?: Yes

All tent locations must be pre-approved

If so, indicate locations:

Military tents will be placed on site near the Wall.

Will admission be charged?: NO

If so, how much?:

Parking fee charged?: NO

If so, how much?:

Valet service available?: Golf Cart Shuttles

If so, how much?: FREE

If music is played or performed, will there be a separate fee?: NO

If so, how much?:

Have all participants, vendors and volunteers, including those from other Organizations, signed hold harmless agreements to protect Hamburg Township, its Residents, Staff and Officials from any and all Liability that may arise due to this proposed event? Please provide blank copy of any forms used reflecting Hold Harmless language prior to event.

☒ Yes

☐ No

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

NO

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

Will there be any animals present? If so, describe:  
(Pets are not allowed in parkland during events)

Decks-De Animal Control Ordinance 197 and the Park Facility Use Policy

YES. Military and Service Dogs

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. Golf carts to moving visitors to and from the parking lot

Personal vehicles used on Township grounds require proof of Auto Liability based on the description of use and areas needing to be accessed by the vehicle during the event

Will Food/Beverages be served? If so, list types of food and name of person(s) serving:

YES. Bottle beverages pop, water, juice. Food prepared off-site, ie. donuts, pizza, etc. Hot dogs and hamburgers prepared on site. Licensed Food Handler is Jennifer Bakka.

Concession not licensed.

For anything other than pre-packaged foods, Health Department Permit and verification of Products Liability coverage must be provided

Will there be a need for Private Security or Emergency Responders? If so, describe:

NO

Specific services required from the Township, if any:

NONE



**Organized Sports and/or Sporting Events:** *This section not applicable to non-sports related events.*

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

If Tournament  
or other event,  
please describe:

All Regular Season sports participants **MUST** complete the Hamburg Township Sports Group Medical Waiver and Authorization and provide these forms to the Township.

Initials

All Tournament participants, including those from other Organizations, shall sign Hold Harmless clauses to protect Hamburg Township, its Residents, Staff and Officials from any and all Liability that may arise due to this proposed event. **Please provide executed tournament log reflecting Hold Harmless language after the event.**

Initials

All Sports Group Medical Waiver and Authorizations and Hold Harmless forms must be supplied to the Township at time of registration.

**Participant Information:**

Please indicate total number of HAMBURG TOWNSHIP participants in your organization:

Please indicate total number of NON-RESIDENT participants in your organization:

Please indicate, or attach a  
copy of the fee structure for  
participation in this sports  
season/tournament/event:

**Contact Information:**

*Upon Park Approval, the applicant will provide a roster of all participants including their names, ages and residency information*

Please indicate on premise contact for before, during and after the event:

Event Contact Phone:

Event Contact Cell Phone:

Please indicate person in charge of concessions, if any:

Concessions Contact Phone:

Concessions Contact Cell Phone:

Types of Foods/Beverages  
that will be served (Pre-  
packaged only):

Please indicate the process  
by which you complete  
Background Checks:

Background Checks may be required as outlined in Hamburg Township Park Facility Use Policy, as referenced in Section 4.4 and outlined in Appendix A.

**Other Information:**

Please provide  
any other  
information  
regarding your  
event that you  
may find  
helpful:



## 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 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 on 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:

jh

**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 Concussion Law, Acts 342 & 343, Public Acts of 2012, as referenced in Section 4.4 of 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:

jh

**Confirmation of Individual Participation: (Sports Groups):** The applicant hereby swears and attests that they have obtained original signatures and initials on the Hamburg Township Sports Group Medical Waiver and Authorization for all participants that will be utilizing the Hamburg Township Park Facilities for sport related activities. Furthermore, these forms waive, release and discharge from any and all liability for death, disability, personal injury, property damage, property theft, or actions of any kind which may hereafter accrue, including traveling to and from practice, game or any event, the following entities: Hamburg Township, its elected and appointed officials, employees and volunteers, representatives and agents, and others working or acting on behalf of Hamburg Township. Furthermore, the applicant will submit all original forms to the Hamburg Township Parks and Recreation Department and attest that they are in compliance with the Michigan Sports Concussion Law, Acts 342 & 343, Public Acts of 2012, as referenced in Section 4.4 of the Park Facility Use Policy and outlined in Appendix A.

Initials:

N/A

Applicant's Signature:

*Donna H. Hurdley*  
On behalf of H.B.R.O.

Date: August 1, 2018

Co-Applicant's Signature:

*[Signature]*

Date:

Parks Coordinator:

*[Signature]*

Date:

8/2/18

For office use only

Comments:

*Park - TB-*

Application has been (Check One)

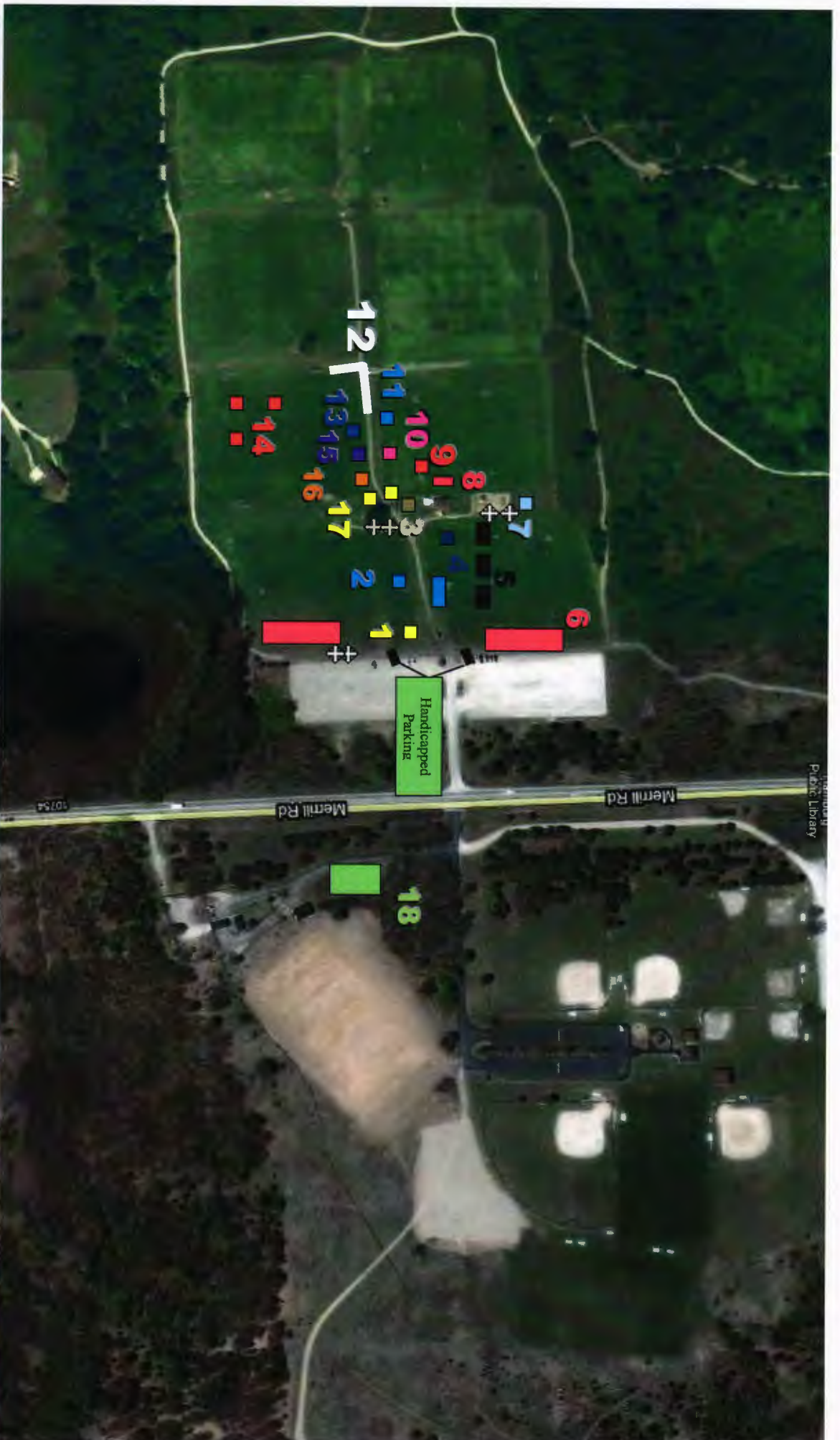
☐ Approved

☐ Denied

Hamburg Township Clerk:

*[Signature]*





## The Moving Wall Visit – Preliminary Layout Plan

- |                      |                          |                          |   |
|----------------------|--------------------------|--------------------------|---|
| 1. American Huey 369 | 5. Veterans' Village     | 9. Wall Guard Station    | 14. Education Displays                    |
| 2. Vehicle Displays  | 6. Motorcycle Parking    | 10. Flag Folding Station | 15. Chaplain                              |
| 3. First Aid Tent    | 7. Mobile Command Center | 11. POW Station          | 16. War Dogs                              |
| 4. Museum            | 8. Covered Rest Area     | 12. MOVING WALL          | 17. Volunteer Check In / Info / Computers |
|                      |                          | 13. Stage                | 18. Volunteer RV Stat ++ Porta-Johns      |