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**HAMBURG TOWNSHIP  
PARKS AND RECREATION COMMITTEE  
REGULAR MEETING AGENDA**

**Location: Hamburg Township Small Conference Room**

**Tuesday, February 18, 2020 – 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. January 21, 2020 – Park & Recreation Regular Meeting Minutes
  - B. January 21, 2020 – Amenities & Beautification Committee Meeting Minutes
7. Correspondence – None
8. New Business
  - A.
9. Current Business
  - A. Parks & Recreation Master Plan/Pending Grants/Supervisor Report**
    1. Iron Belle Trail/Lakelands Trail – Supervisor update
    2. Grant Update – Ralph C. Wilson, Jr. Legacy Funds Grant – Awaiting Award
  - B. Township Park Use Policy/Fee/Procedures**
    1. Park Facility Use Policy – Updates pending
    2. Park Fee Schedule – Proposal to update Community Center fee structure
  - C. Administrative Services**
    1. Park Coordinator's Report – February 2020
      - a. Park Use Form Revision – Information
      - b. User Group Report – January 2020
      - c. Get to Know your Township Services Series – @ Library – March 12, 2020

2. Senior Center Report – January 2020
3. Scholarship Program – Brochure - Information
4. Park Use Requests:
  - A. PHBSA Spring Season - April 1 to July 31, 2020
  - B. Warrior's Rugby Spring Season – March 1 to May 31, 2020
  - C. HCSC Spring Season – March 20 to July 28, 2020
  - D. HPYFA Fall Season – August 10 to October 31, 2020
  - E. Kensington Woods Home Games – April 20, 22 & 29, 2020
  - F. PHS Cross Country Meet – October 17 & 18, 2020

**D. Special Projects**

1. Adult Workout Area – Phase 2 – Clerk Update
2. Equipment Upgrade in Playgrounds – Pending
3. Community Clean-Up Event – Scheduled for April 25, 2020 – 9 a.m. to 3 p.m.
4. Project List - Pending

**E. Sponsorships/Volunteerism**

1. Eagle Scout Project – None
2. Amenities and Beautification Committee
  - A. Adopt a Garden – On website
  - B. Memorial Bench/Tree Project – On website
  - C. Next ABC Meeting - TBD

**F. Signage and Community Awareness – No updates**

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

1. ADA Compliance in Parklands – Transition Plan – No updates
2. ADA Policies and Procedures – No updates

10. Call to the Public
11. Committee Comments
12. Adjournment

**Next Meeting Date: February 25, 2020 – 3:00 p.m.**

# Pledge to the Flag





# 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, January 21, 2020  
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:07 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Dolan, Koeble, Auxier, Muck

Board Members Absent: Mougrabi

Board Member Vacancy: 1

Also Present: Deby Henneman, Parks & ADA Coordinator

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

**Motion by Dolan, supported by Auxier, to approve the agenda with the addition of Park Use Applications for the PowerAde and Smartwater Tournaments and a Closed Session item for Land Acquisition.**

**VOICE VOTE: Ayes: 4      Absent: 1 (Mougrabi)      MOTION CARRIED**

6. Approval of the Minutes

**Motion by Koeble, supported by Auxier, to approve the minutes from November 26, 2019 as presented.**

**VOICE VOTE: Ayes: 4      Absent: 1 (Mougrabi)      MOTION CARRIED**

7. Correspondence

There was no correspondence.

8. New Business

**A. 2020 Meeting Date Calendar**

**Motion by Dolan, supported by Koeble, to approve the Parks & Recreation Calendar of Meeting dates, changing the February 2020 meeting from the 25<sup>th</sup> to the 18<sup>th</sup>, and with the understanding that any requests by the public for evening meetings will be accommodated.**

**VOICE VOTE: Ayes: 4      Absent: 1 (Mougrabi)      MOTION CARRIED**

**B. Bylaw Changes – Information**

Dolan reviewed the Parks & Recreation Bylaw changes, which allows for one member-at-large to be a student athlete assigned by the Athletic Director at Pinckney Community Schools. Bylaws were approved by the Township Board and were received and filed by the Parks Committee.

**C. Closed Session – Property Acquisition**

**Motion by Dolan, supported by Koeble, to go into Closed Session to discuss Land Acquisition.**

**VOICE VOTE: Ayes: 4 Absent: 1 (Mougrabi)**

**MOTION CARRIED**

Opened Closed Session: 3:14 p.m.

Ended Closed Session: 3:50 p.m.

**Motion by Auxier, supported by Muck, to support the proposal for Land Acquisition as presented by the Clerk, and to direct him to recommend the proposal to the Township Board.**

**VOICE VOTE: Ayes: 4 Absent: 1 (Mougrabi)**

**MOTION CARRIED**

9. Unfinished Business

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

1. Iron Belle & Lakelands Trail Update

There were no updates.

2. Grant Update – MNRTF & Passport Grant Submissions

There were no updates.

3. Ralph C. Wilson, Jr. Legacy Funds Grant Submission

Henneman reported that a grant for the Hamburg Township Outdoor Basketball and Seasonal Ice Rink Project has been submitted. Grant awardees are notified in mid-May and announcements are made in June 2020.

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

1. Policies & Procedure Manual – Updates pending

2. Park Fee Schedule – Approved and posted

3. Senior/Community Center Application - Updated

**C. Administrative Services**

1. **Park Coordinator's Report**

Parks Coordinator's Report for January 2020 was received and filed.

2. **Senior/Community Center Report**

Senior Center Report for January 2020 was received and filed.

### 3. Scholarship Program

Brochure reminding User groups of program was sent.

### 4. Park Use Requests:

#### A. Michigan Jaguar Soccer Tournament – May 8-10, 2020

Motion by Muck, supported by Auxier, to recommend to the Township Board that the Park Use Application for the Michigan Jaguar Tournament, dates May 8-10, 2020, be approved as submitted with the following conditions: that after their review of the information, a recommendation from Public Safety Committee be sent to the Township Board, which is to include the assigned Event Category and Hazard Level to determine pricing. Other contingencies are as follows: a Certificate of Insurance naming Hamburg Township as Additional Insured shall be provided, the user be charged a \$500 non-refundable hold the date deposit and charged for use less deposit based on Public Safety's category recommendation, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that any other vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal. A post event debrief will take place at the Public Safety meeting following the event, and a follow-up report will be made to Parks and Recreation.

VOICE VOTE: Ayes: 4 Absent: 1 (Mougrabi)

MOTION CARRIED

#### B. Smartwater Tournament – May 2-3, 2020

Motion by Dolan, supported by Koeble, to recommend to the Township Board that the Park Use Application for the Smartwater Tournament, dates May 2 & 3, 2020, be approved as submitted with the following conditions: that after their review of the information, a recommendation from Public Safety Committee be sent to the Township Board, which is to include the assigned Event Category and Hazard Level to determine pricing. Other contingencies are as follows: a Certificate of Insurance naming Hamburg Township as Additional Insured shall be provided, the user be charged a \$500 non-refundable hold the date deposit and charged for use less deposit based on Public Safety's category recommendation, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that any other vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal. A post event debrief will take place at the Public Safety meeting following the event, and a follow-up report will be made to Parks and Recreation.

VOICE VOTE: Ayes: 4 Absent: 1 (Mougrabi)

MOTION CARRIED

#### C. PowerAde Tournament – August 22-23, 2020

Motion by Muck, supported by Dolan, to recommend to the Township Board that the Park Use Application for the PowerAde Tournament, dates August 22 & 23, 2020, be approved as submitted with the following conditions: that after their review of the information, a recommendation from Public Safety Committee be sent to the Township Board, which is to include the assigned Event Category and Hazard Level to determine pricing as well as a determination if the event can be held in both East and West parks. Other contingencies are as follows: a Certificate of Insurance naming Hamburg Township as Additional Insured shall be provided, the user be charged a \$500 non-refundable hold the date deposit and charged for use less deposit based on Public Safety's category recommendation, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that any other vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal.

A post event debrief will take place at the Public Safety meeting following the event, and a follow-up report will be made to Parks and Recreation.

VOICE VOTE: Ayes: 4 Absent: 1 (Mougrabi)

MOTION CARRIED

5. **Scholarship Program** – No changes

**D. Special Projects**

1. Adult Work Area – Phase 2– Pending
2. Equipment upgrade in Playgrounds – Pending
3. Community Clean-Up Event – Scheduled for April 25, 2020 – 9 a.m. to 3 p.m.

**E. Sponsorships/Volunteerism/Scholarships**

1. Eagle Scout Project – No update was made.
2. Beautification Committee – Newsletter with meeting date will be sent out for AB Committee, and anyone interested in being on the mailing should contact [clerk@hamburg.mi.us](mailto:clerk@hamburg.mi.us).

**F. Signage and Community Awareness**

There were no updates.

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

There were no updates.

10. Call to the Public

A call was made with no response.

11. Committee Comments

There were no committee comments.

12. Adjourn Meeting

Motion by Auxier, supported by Muck, to adjourn the meeting.

VOICE VOTE: Ayes: 4 Absent: 1 (Mougrabi)

MOTION CARRIED

Meeting adjourned at 4:23 p.m.

Respectfully submitted,



Debra Henneman  
Parks & ADA Coordinator



# 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  
Amenities & Beautification Committee  
Regular Meeting  
Hamburg Township Hall Board Room  
Tuesday, January 21, 2020  
4:30 p.m.**

1. Call to Order

Henneman called the meeting to order at 4:30 p.m.

2. Pledge to the Flag

3. Purpose of the Meeting

A. Consideration of a Sub-Committee to Parks & Recreation

a. Interested parties can provide contact information to Coordinator

A list of those present was completed and names and emails will be added to the Mail Chimp account. There were 10 people present at the meeting.

b. Quarterly meetings anticipated

Parks Coordinator to advise members of the next meeting which will be held before the Clean-Up event.

B. Gathering of Volunteers for Projects

a. Community Clean-Up – April 25, 2020 – 9 to 3 p.m.

Clean-Up flyer was distributed, and residents asked if clean-up efforts on the trail could take place sooner than the 25<sup>th</sup>. Henneman stated that clean up can be a few weeks prior and is up to the discretion of the resident.

b. Adopt A Garden Program

Reference was made to this program, and residents directed to the website if they are interested.

c. Parkland “Honey Do” tasks

Henneman to come up with a list of projects that volunteers could “adopt” and will make it available on the website.

C. Set Future Meeting

Henneman will send out notice. Anticipate late March or early April.



4. New Business

No new business was presented.

5. Current Business

There was no current business.

6. Call to the Public

A call was made with no response.

11. Coordinator Comments

There were no Coordinator comments.

12. Adjourn Meeting

Meeting adjourned at 5:20 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Debra Henneman', with a long horizontal line extending to the right.

Debra Henneman  
Parks & ADA Coordinator

No  
Information



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February 11, 2020

To: Parks & Recreation Committee

From: Deby Henneman, Parks & ADA Coordinator

Re: Park Coordinator's Report

Our next Community Clean-Up has been approved by the Township Board, and will be held on Saturday, April 25, 2020. Anyone interested in helping with the event, please complete the Volunteer form which can be found on our website at:

[http://cms5.revize.com/revize/hamburgtownship/government/departments/parks\\_and\\_recreation/earth\\_day\\_-\\_hamburg\\_twp\\_clean\\_up\\_day.php](http://cms5.revize.com/revize/hamburgtownship/government/departments/parks_and_recreation/earth_day_-_hamburg_twp_clean_up_day.php).

We had our first Amenities and Beautification Committee meeting on January 21, 2020 at 4:30 and there were about 10 participants. Most were interested in volunteering for the Clean-Up efforts during the Community Clean-Up Event, although there were a few folks that did adopt a few of the Township gardens under our new program. A formal committee was not formed at this time, and future informational meetings will be scheduled by the Parks & ADA Coordinator.

I have discussed changes to the Community Center deposit process with the Senior Director, Treasury and Director of Accounting. Due to the changes in how Parks and Recreation/Senior Center/Trails is funded, we are looking for ways to ensure that costs for Maintenance, Floor Waxing, Supplies, and Utilities are covered. It has also been determined that the current deposit process is cumbersome, as it requires refunds of old deposits and the acceptance of new. I will be working on a proposal for a fee structure that will eliminate the need to retain a refundable deposit, and hope to have the new fee structure in place by the start of the fiscal year. Fees will be set based on comparable surrounding facilities.

I attended several excellent sessions at the MParks Conference and found a great deal of value in attending. It was inspiring being around so many passionate people, who are making their community better one park or program at a time! The Grant workshops were well attended and informative, and it was great to learn from those who have been through it before.

The latest display by the Hamburg Historical Museum, in the lobby of Township Hall, has information about the Zukey Lake Ice House. If you haven't seen it, be sure to take a peek next time you are in. So interesting!



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## **Memorandum**

Date: February 6, 2020

To: Township Board of Trustees  
Parks & Recreation Committee

From: Deby Henneman, Parks & ADA Coordinator

Re: Michigan Jaguars 2020 Invitational Tournament  
Request for 100% Use of Manly Bennett Park – West  
**Blackout dates: May 8-10, 2020 - Sunup to Sundown**

We are in receipt of a Park Use Application from the Michigan Jaguars FC for use of 100% of the Soccer Fields located in Manly Bennett Park West.

The applicant has hosted this event at Manly Bennett for several years, and during this event no other user groups or individuals will be unable to utilize the fields until the following Monday. This event falls on the same weekend that the PHBSA typically holds their Opening Day for baseball in East Park, so both sides of the park will have a large volume of activity.

The Parks & Recreation Committee made their recommendation on January 21, 2020 to forward to the Public Safety Committee. The Committee met on February 5, 2020 and made the recommendation that the event be recommended for approval with a medium hazard level. Excerpt from both meetings have been attached.

Should the Township Board approve the application, it should include a contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the user be charged based on a medium hazard level with a non-refundable hold the date deposit, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal.

**HAMBURG TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
Hamburg Township Board Room  
Wednesday, February 5, 2020  
3:00 P.M.**

**1. CALL TO ORDER**

The meeting was called to order at 3:01 p.m.

**2. ROLL CALL OF THE COMMITTEE**

**Present:** Hohl, Menzies, Koeble

**Absent:** None

**Others Present for All or Part of Meeting:** Duffany, Miller, Dolan, Henneman, Steffens, Zernick, guest from MI Legacy Alliance – Gretchen McKernan

**3. CALL TO THE PUBLIC**

There was no response to the call.

**4. APPROVAL OF THE AGENDA**

Motion by Hohl, second by Koeble, to approve the agenda.

**Passed unanimously**

**5. APPROVAL OF MINUTES**

Motion by Hohl, second by Koeble, to approve the minutes of the January 8, 2020 meeting as presented.

**Passed unanimously**

**6. GENERAL TOPICS**

A. Personnel/reassignments – N/A

B. Police Department – Explorer Program – N/A

C. Parks & Recreation – ADA Transition Update – N/A

**7. OLD BUSINESS**

None Presented

**8. NEW BUSINESS**

A. Parks & Recreation - Parks & Rec gave their recommendations to Public Safety. The hazard level determines the fees.

1. Smartwater Invitational – May 2-3, 2020 – Not as large as PowerAde. Legacy will hire a crew to assist with parking and traffic flow for both events.

2. PowerAde Tournament – August 22-23, 2020. Allowed to use East and West lots.

a. The Public Safety Administration recommendations are that the Smartwater tournament be classified as a medium hazard and the PowerAde tournament be classified as a high hazard.

Motion by Hohl, second by Koeble, that the Public Safety Committee concurs with the recommendation by the Public Safety Administration.

**Passed unanimously**

3. Michigan Jaguar Tournament – May 8-10, 2020 – Same weekend as opening day for baseball.
  - a. The Public Safety Administration recommends a meeting be held prior to this event.

Motion by Hohl, second by Koeble, that we concur with the recommendation to the Board of Trustees.

**Passed Unaminously**

- B. Zoning – Buckshore/Ridgeway address listing for duplex.
  1. 911 is having difficulty with the GIS Mapping of this duplex. Assessing lists the addresses as Buckshore but resident uses Ridgeway. 6465 is not listed as a legal address for either road.

Motion by Hohl, second by Menzies, that we confirm that 6465 is a Buckshore address and Zoning adds 6463 to the County GIS as a Buckshore address.

**Passed unanimously**

**9. FUTURE TOPICS**

None Presented

**10. ADJOURNMENT**

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

**Passed unanimously**

The meeting was adjourned at 3:16 p.m.

Respectfully submitted,

Danielle Price



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**EXCERPT FROM  
PARKS AND RECREATION COMMITTEE  
MEETING MINUTES**

To the attention of: Hamburg Township Board of Trustees

Re: **Draft Parks & Recreation Minutes**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting of the Parks & Recreation Committee:

**Date of Meeting: January 21, 2020**

Board Members Present: Dolan, Koeble, Muck, Auxier  
Board Members Absent: Mougrabi

Non-Voting Members Present: Henneman  
Non-Voting Members Absent: Duffany, Miller, Williamson

**Text of Motion:**

Motion by Muck, supported by Auxier, to recommend to the Township Board that the Park Use Application for the Michigan Jaguar Tournament, dates May 8-10, 2020, be approved as submitted with the following conditions: that after their review of the information, a recommendation from Public Safety Committee be sent to the Township Board, which is to include the assigned Event Category and Hazard Level to determine pricing. Other contingencies are as follows: a Certificate of Insurance naming Hamburg Township as Additional Insured shall be provided, the user be charged a \$500 non-refundable hold the date deposit and charged for use less deposit based on Public Safety's category recommendation, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that any other vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal. A post event debrief will take place at the Public Safety meeting following the event, and a follow-up report will be made to Parks and Recreation.

**VOICE VOTE: Ayes: 4      Absent: 1**

**MOTION CARRIED**

I, DEBRA HENNEMAN, Hamburg Township recording secretary to the Parks & Recreation Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular Meeting of the Parks & Recreation Committee.

Date: January 24, 2020

DEBRA HENNEMAN  
HAMBURG TOWNSHIP PARKS & RECREATION COORDINATOR



Hamburg Township Offices  
10405 Merrill Rd., P.O. Box 157  
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## Memorandum

Date: February 6, 2020

To: Township Board of Trustees  
Parks and Recreation Committee

From: Deby Henneman, Parks & ADA Coordinator

Re: Smartwater Invitational Tournament 2020  
Michigan Alliance FC – Manly Bennett Park – West  
Park Use Application for Soccer Field usage – 100% of fields (blackout)

Set-up: May 1, 2020, users will still have access for games/practices  
Dates of Event: May 2 & 3, 2020

We are in receipt of a Park Use Application from the Michigan Alliance for use of Soccer Fields in Manly Bennett West for the Smartwater Invitational Soccer Tournament to be held May 2 & 3, 2020. This Tournament occurs the weekend prior to the Jaguar Tournament and was first at Manly Bennett Park in 2018.

The Parks & Recreation Committee made their recommendation on January 21, 2020 to forward to the Public Safety Committee. The Committee met on February 5, 2020 and made the recommendation that the event be recommended for approval with a medium hazard level. Excerpt from both meetings have been attached.

Should the Township Board approve the application, it should include a contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the user be charged based on a medium hazard level with a non-refundable hold the date deposit, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal.



**HAMBURG TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
Hamburg Township Board Room  
Wednesday, February 5, 2020  
3:00 P.M.**

**1. CALL TO ORDER**

The meeting was called to order at 3:01 p.m.

**2. ROLL CALL OF THE COMMITTEE**

**Present:** Hohl, Menzies, Koeble

**Absent:** None

**Others Present for All or Part of Meeting:** Duffany, Miller, Dolan, Henneman, Steffens, Zernick, guest from MI Legacy Alliance – Gretchen McKernan

**3. CALL TO THE PUBLIC**

There was no response to the call.

**4. APPROVAL OF THE AGENDA**

Motion by Hohl, second by Koeble, to approve the agenda.

**Passed unanimously**

**5. APPROVAL OF MINUTES**

Motion by Hohl, second by Koeble, to approve the minutes of the January 8, 2020 meeting as presented.

**Passed unanimously**

**6. GENERAL TOPICS**

A. Personnel/reassignments – N/A

B. Police Department – Explorer Program – N/A

C. Parks & Recreation – ADA Transition Update – N/A

**7. OLD BUSINESS**

None Presented

**8. NEW BUSINESS**

A. Parks & Recreation - Parks & Rec gave their recommendations to Public Safety. The hazard level determines the fees.

1. Smartwater Invitational – May 2-3, 2020 – Not as large as PowerAde. Legacy will hire a crew to assist with parking and traffic flow for both events.

2. PowerAde Tournament – August 22-23, 2020. Allowed to use East and West lots.

a. The Public Safety Administration recommendations are that the Smartwater tournament be classified as a medium hazard and the PowerAde tournament be classified as a high hazard.

Motion by Hohl, second by Koeble, that the Public Safety Committee concurs with the recommendation by the Public Safety Administration.

**Passed unanimously**

3. Michigan Jaguar Tournament – May 8-10, 2020 – Same weekend as opening day for baseball.
  - a. The Public Safety Administration recommends a meeting be held prior to this event.

Motion by Hohl, second by Koeble, that we concur with the recommendation to the Board of Trustees.

**Passed Unanimously**

- B. Zoning – Buckshore/Ridgeway address listing for duplex.
  1. 911 is having difficulty with the GIS Mapping of this duplex. Assessing lists the addresses as Buckshore but resident uses Ridgeway. 6465 is not listed as a legal address for either road.

Motion by Hohl, second by Menzies, that we confirm that 6465 is a Buckshore address and Zoning adds 6463 to the County GIS as a Buckshore address.

**Passed unanimously**

**9. FUTURE TOPICS**

None Presented

**10. ADJOURNMENT**

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

**Passed unanimously**

The meeting was adjourned at 3:16 p.m.

Respectfully submitted,

Danielle Price



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**EXCERPT FROM  
PARKS AND RECREATION COMMITTEE  
MEETING MINUTES**

To the attention of: Hamburg Township Board of Trustees

Re: **Draft Parks & Recreation Minutes**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting of the Parks & Recreation Committee:

**Date of Meeting: January 21, 2020**

Board Members Present: Dolan, Koeble, Muck, Auxier

Board Members Absent: Mougrabi

Non-Voting Members Present: Henneman

Non-Voting Members Absent: Duffany, Miller, Williamson

*med Han  
Meet w/  
Dep Chief*

**Text of Motion:**

**Motion by Dolan, supported by Koeble, to recommend to the Township Board that the Park Use Application for the Smartwater Tournament, dates May 2 & 3, 2020, be approved as submitted with the following conditions: that after their review of the information, a recommendation from Public Safety Committee be sent to the Township Board, which is to include the assigned Event Category and Hazard Level to determine pricing. Other contingencies are as follows: a Certificate of Insurance naming Hamburg Township as Additional Insured shall be provided, the user be charged a \$500 non-refundable hold the date deposit and charged for use less deposit based on Public Safety's category recommendation, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that any other vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal. A post event debrief will take place at the Public Safety meeting following the event, and a follow-up report will be made to Parks and Recreation.**

**VOICE VOTE: Ayes: 4      Absent: 1**

**MOTION CARRIED**

I, DEBRA HENNEMAN, Hamburg Township recording secretary to the Parks & Recreation Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular Meeting of the Parks & Recreation Committee.

Date: January 24, 2020

*Debra Henneman*

DEBRA HENNEMAN

HAMBURG TOWNSHIP PARKS & RECREATION COORDINATOR



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## **Memorandum**

Date: February 6, 2020

To: Township Board of Trustees  
Parks & Recreation Committee

From: Deby Henneman, Parks & ADA Coordinator

Re: PowerAde Invitational Tournament 2020  
Michigan Alliance FC – Manly Bennett Park – Entire West Park with request for East Park Football Field usage – 100% of fields (blackout)

Set-up: August 21, 2020, users will still have access for games/practices

Dates of Event: August 22 & 23, 2020

We are in receipt of a Park Use Application from the Michigan Alliance for use of all Soccer Fields in Manly Bennett West, as well as the Football fields in East Park, for the PowerAde Invitational Soccer Tournament to be held August 22 & 23, 2020. Based on safety concerns from the events in both 2018 & 2019, Public Safety was requested to make their recommendation to accommodate the event as requested, or limit use to West Park.

The Parks & Recreation Committee made their recommendation on January 21, 2020 to forward to the Public Safety Committee. The Committee met on February 5, 2020 and made the recommendation that the event be recommended for approval for both sides of park with a high hazard level. Excerpt from both meetings have been attached.

Should the Township Board approve the application, it should include a contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the user be charged based on a medium hazard level with a non-refundable hold the date deposit, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal.

**HAMBURG TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
Hamburg Township Board Room  
Wednesday, February 5, 2020  
3:00 P.M.**

**1. CALL TO ORDER**

The meeting was called to order at 3:01 p.m.

**2. ROLL CALL OF THE COMMITTEE**

**Present:** Hohl, Menzies, Koeble

**Absent:** None

**Others Present for All or Part of Meeting:** Duffany, Miller, Dolan, Henneman, Steffens, Zernick, guest from MI Legacy Alliance – Gretchen McKernan

**3. CALL TO THE PUBLIC**

There was no response to the call.

**4. APPROVAL OF THE AGENDA**

Motion by Hohl, second by Koeble, to approve the agenda.

**Passed unanimously**

**5. APPROVAL OF MINUTES**

Motion by Hohl, second by Koeble, to approve the minutes of the January 8, 2020 meeting as presented.

**Passed unanimously**

**6. GENERAL TOPICS**

A. Personnel/reassignments – N/A

B. Police Department – Explorer Program – N/A

C. Parks & Recreation – ADA Transition Update – N/A

**7. OLD BUSINESS**

None Presented

**8. NEW BUSINESS**

A. Parks & Recreation - Parks & Rec gave their recommendations to Public Safety. The hazard level determines the fees.

1. Smartwater Invitational – May 2-3, 2020 – Not as large as PowerAde. Legacy will hire a crew to assist with parking and traffic flow for both events.

2. PowerAde Tournament – August 22-23, 2020. Allowed to use East and West lots.

a. The Public Safety Administration recommendations are that the Smartwater tournament be classified as a medium hazard and the PowerAde tournament be classified as a high hazard.

Motion by Hohl, second by Koeble, that the Public Safety Committee concurs with the recommendation by the Public Safety Administration.

**Passed unanimously**

3. Michigan Jaguar Tournament – May 8-10, 2020 – Same weekend as opening day for baseball.
  - a. The Public Safety Administration recommends a meeting be held prior to this event.

Motion by Hohl, second by Koeble, that we concur with the recommendation to the Board of Trustees.

**Passed Unaminously**

- B. Zoning – Buckshore/Ridgeway address listing for duplex.
  1. 911 is having difficulty with the GIS Mapping of this duplex. Assessing lists the addresses as Buckshore but resident uses Ridgeway. 6465 is not listed as a legal address for either road.

Motion by Hohl, second by Menzies, that we confirm that 6465 is a Buckshore address and Zoning adds 6463 to the County GIS as a Buckshore address.

**Passed unanimously**

**9. FUTURE TOPICS**

None Presented

**10. ADJOURNMENT**

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

**Passed unanimously**

The meeting was adjourned at 3:16 p.m.

Respectfully submitted,

Danielle Price



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**EXCERPT FROM  
PARKS AND RECREATION COMMITTEE  
MEETING MINUTES**

To the attention of: Hamburg Township Board of Trustees

Re: **Draft Parks & Recreation Minutes**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting of the Parks & Recreation Committee:

**Date of Meeting: January 21, 2020**

Board Members Present: Dolan, Koeble, Muck, Auxier

Board Members Absent: Mougrabi

Non-Voting Members Present: Henneman

**Text of Motion:**

*High Han  
meet w/ O  
Dep Chief*

**Motion by Muck, supported by Dolan, to recommend to the Township Board that the Park Use Application for the PowerAde Tournament, dates August 22 & 23, 2020, be approved as submitted with the following conditions: that after their review of the information, a recommendation from Public Safety Committee be sent to the Township Board, which is to include the assigned Event Category and Hazard Level to determine pricing as well as a determination if the event can be held in both East and West parks. Other contingencies are as follows: a Certificate of Insurance naming Hamburg Township as Additional Insured shall be provided, the user be charged a \$500 non-refundable hold the date deposit and charged for use less deposit based on Public Safety's category recommendation, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packaged foods and beverages, that any other vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal. A post event debrief will take place at the Public Safety meeting following the event, and a follow-up report will be made to Parks and Recreation.**

**VOICE VOTE: Ayes: 4      Absent: 1**

**MOTION CARRIED**

I, DEBRA HENNEMAN, Hamburg Township recording secretary to the Parks & Recreation Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular Meeting of the Parks & Recreation Committee.

Date: January 24, 2020

DEBRA HENNEMAN  
HAMBURG TOWNSHIP PARKS & ADA COORDINATOR

## Participant Fee Payments

### Dexter Rugby



Season	Number of Participants	Total Invoiced/Due	Credit Due	Date Paid	Check #
Spring 2012	0 Res/25 Non Res	\$ 250.00		6/8/2012	1375
Spring 2013	1 Res/17 Surr/11 Cty/2 Oth	\$ 440.00		7/31/2013	1429
Spring 2014	41 Non Res	\$ 410.00		5/22/2014	
Spring 2015	23 Non Res	\$ 230.00		7/28/2015	3364
Spring 2016	21 Non Res	\$ 210.00		6/21/2016	
Spring 2017	19 Non Res	\$ 190.00		10/16/2017	
Spring 2018	15 Non Res	\$ 150.00		9/14/2018	
Spring 2019	18 Non Res	\$ 180.00		6/10/2019	
<b>Total Fees Collected to Date:</b>		<b>\$ 2,060.00</b>	<b>\$ -</b>		



# Participant Fee Payments

## Hamburg Community Soccer Club (HCSC)



Season	Number of Participants	Total Invoiced/Due	Credit Due	Date Paid	Check #
Fall 2006	725	\$ 3,625.00		10/17/2006	2107
Fall 2008		\$ 3,585.00		11/12/2008	
Spring 2011	406 Res/170 Non Res	\$ 3,730.00		5/16/2011	
Fall 2011	304 Res/144 Non Res	\$ 2,960.00		10/12/2011	
Spring 2012	378 Res/274 Non Res	\$ 4,860.00	\$ (230.00)	5/9/2012	
Fall 2012	268 Res/176 Non Res	\$ 3,100.00		9/25/2012	
Spring 2013	305 Res/184 Surr/25 Cty/2 Oth	\$ 3,840.00		6/5/2013	
Fall 2013	211 Res/119 Surr/10 Cty/1 Oth	\$ 2,445.00		11/19/2013	
Spring 2014	248 Res/159 Non Res	\$ 2,730.00	\$ (100.00)	6/25/2014	
Fall 2014	167 Res/129 Non Res	\$ 2,125.00		12/9/2014	
Spring 2015	184 Res/153 Non Res	\$ 2,450.00		7/15/2015	
Fall 2015	105 Res/68 Non Res	\$ 1,205.00		2/23/2016	
Spring 2016	137 Res/105 Non Res	\$ 1,735.00		6/10/2016	
Fall 2016	74 Res/67 Non Res	\$ 1,040.00		1/19/2017	
Spring 2017	82 Res/96 Non Res	\$ 1,370.00		6/29/2017	4973
Fall 2017	29 Res/63 NonRes	\$ 775.00		12/14/2017	
Spring 2018	51 Res/76 NonRes	\$ 1,015.00		7/27/2018	
Fall 2018	30 Res/62 Non Res	\$ 770.00		12/7/2018	
Spring 2019	38 Res/88 Non Res	\$ 1,070.00		7/11/2019	
Fall 2019	5 Res/44 Non Res	\$ 465.00			
Sub Totals:		\$ 37,685.00	\$ (330.00)		
Total Fees Collected to date:				\$ 37,355.00	

## Participant Fee Payments

### Hamburg Enhanced Recreation Organization (HERO)



Season	Number of Participants	Donation/Grant Description	Total Invoiced/Due	Donations/Grants/ADJ	Date Paid	Check #
2006	Unknown Fun Fest		\$ -			
2006		(Flyers/Stages/Electric/Trans)		\$ (19,672.00)		
2007	Unknown Fun Fest		\$ -			
2007		(No Park Donations)		\$ -		
2008	Unknown Fun Fest		\$ -			
2008		(Stages)		\$ (5,000.00)		
2009	Unknown Fun Fest		\$ -			
2009		(Flyers)		\$ (3,000.00)		
2010	Unknown Fun Fest		\$ -			
2010		(Electric)		\$ (1,500.00)		
2011	Unknown Fun Fest		\$ -			
2011		(No Park Donations)		\$ -		
2012	Unknown Fun Fest		\$ -			
2012		(Stage Repair)		\$ (1,500.00)		
2012		(Grant App - Playground Maint)		\$ (2,500.00)		
2013	Unknown Fun Fest		\$ -			
2013		(Park Defib Unit)		\$ (1,181.00)		
2014	Unknown Fun Fest		\$ -			
	Unknown Moving Wall		\$ -			
2014		(No Park Donations)		\$ -		
2015	Unknown Fun Fest		\$ -			
2015	Unknown Fun Fest	(No Park Donations)		\$ -		
2016	Unknown Fun Fest	(No Park Donations)				
2017	Unknown Fun Fest	Land Balancing Payment	\$ 2,500.00		9/18/2017	
2017	Unknown Fun Fest	Public Safety Invoice - Police	\$ 4,402.42		9/26/2017	2110
2017	Unknown Fun Fest	Public Safety Invoice - Fire	\$ 877.58		9/26/2017	2110
2018	Unknown Fun Fest	Land Balancing Payment	\$ 2,500.00		7/2/2018	
2018	Unknown Fun Fest	Public Safety Invoice - Police	\$ 4,646.40		10/30/2018	w/766.40 cr
2018	Unknown Fun Fest	Public Safety Invoice - Fire	\$ 694.83		10/30/2018	
2019	Unknown Fun Fest	Land Balancing Payment	\$ 2,500.00			
2019	Unknown Fun Fest	Public Safety Invoice - Police	\$ 4,661.26			
2019	Unknown Fun Fest	Public Safety Invoice - Fire	\$ 798.74			
2019	Unknown Moving Wall	(No Park Donations)				
2020						
2020						
2020						
<b>Total Fees Collected to Date:</b>			\$ 23,581.23			
<b>Total Park Donations Collected to Date:</b>				\$ (34,353.00)		

**Event Investment Breakdown  
Hamburg Fun Fest**

Fees Paid/Donations/Grants	2006	2007	2008	2009	2010	2011	2012	2013	20132	2014	2015	2016	2017	2018	2019
Park Use Fees (Waived by Township - \$9,100 per year)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donation - Enabling Garden - Library	\$ 11,372.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donation - Flyer's Field	\$ 11,372.00	\$ -	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donation - Stages - East Bennett Park	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donation - Electric to Stages - East Bennett Park	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donation - Safety Fence - Transformer	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donation - Electric hook-up	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donation - Defibrillator Units - Police/Fire	\$ -	\$ 16,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant - Playground Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donation - Stage Upgrade - East Bennett Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant - Defibrillator Unit - Parks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,181.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant - Explorer Program - Police	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donation - Land Balancing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 2,500.00	\$ 2,500.00	
Public Safety Fees - Fire (Cost)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 877.58	\$ 694.83	
Public Safety Fees - Police (Cost)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 4,402.42	\$ 3,880.00	

<b>Total by Year:</b>	<b>\$31,044</b>	<b>\$16,000</b>	<b>\$5,000</b>	<b>\$3,000</b>	<b>\$1,500</b>	<b>\$ -</b>	<b>\$ 4,000.00</b>	<b>\$ 1,681.00</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,780.00</b>	<b>\$ 7,074.83</b>	<b>\$ -</b>
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**Incremental expense directly specifically related to Fun Fest**

Department	Expenses 2012	Expenses 2013	Expenses 2014	Expenses 2015	Expenses 2016	Expenses 2017	Expenses 2018	Expenses 2019	Expenses 2020
Building & Grounds - Estimated	\$675.00	\$675.00	\$675.00	\$675.00	\$675.00	\$675.00	\$675.00	\$675.00	\$675.00
Police Department	\$3,515.84	\$3,978.65	\$4,118.81	\$5,535.58		\$ 4,402.42	\$ 3,880.00	\$4,661.26	
Fire Department	\$5,040.00	\$3,189.00	\$1,619.72	\$2,424.59	\$ 2,450.00	\$ 877.58	\$ 694.83	\$798.74	
Field Restoration Costs			\$1,250.00	\$4,615.00					
Land Balancing new location - Twp Cost						\$ 31,400.00		\$ 800.00	
Seeding new location - Twp Cost						\$ 3,310.00			
Land Balancing Reimburse by H.E.R.O.						\$ (2,500.00)	\$ (2,500.00)	(\$2,500.00)	
Field Restoration Reimburse by H.E.R.O.			\$ (1,250.00)	\$ (3,000.00)					
Public Safety Reimburse by H.E.R.O.						\$ (5,280.00)	\$ (4,574.83)		

**Total Expense**

<b>Total by Year:</b>	<b>\$9,230.84</b>	<b>\$7,842.65</b>	<b>\$6,413.53</b>	<b>\$10,250.17</b>	<b>\$3,125.00</b>	<b>\$32,885.00</b>	<b>(\$1,825.00)</b>	<b>\$4,435.00</b>		<b>\$72,357.19</b>
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**Normal Event Revenue Per Year (based on current fee schedule)**

Section	Rate per Day	#/Days	Total Charge
Baseball Diamonds	\$350	10.00	\$3,500
Football Fields	\$350	10.00	\$3,500
Soccer Fields	\$350	6.00	\$2,100

<b>Total Estimated:</b>	<b>\$9,100</b>
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# Participant Fee Payments

## Hamburg RC Flyers Club



Season	Number of Participants	Total Invoiced/Due	Credit Due	Date Paid	Check #
2000	25	\$ 125.00		9/15/2000	
2001	31	\$ 140.00		5/2/2001	
2011	25 Res/18 Non Res	\$ 350.00		6/23/2011	
2012	21 Res/21 Non Res	\$ 315.00		4/12/2012	
2013	24 Res/21 Surr/0 Cty/0 Oth	\$ 330.00		7/2/2013	
2014	25 Res/19 Non Res	\$ 315.00		12/1/2014	
2015	20 Res/14 Non Res	\$ 240.00		5/5/2015	
2016	20 Res/21 Non Res	\$ 310.00		9/16/2016	2123
2017	21 Res/20 Non Res	\$ 305.00		11/20/2017	
2018	19 Res/21 Non Res	\$ 305.00		12/4/2018	
2019	14 Res/23 Non Res	\$ 300.00			
2020					
Total Fees Collected to Date:		\$ 2,770.00	\$ -		

## Participant Fee Payments

### Hamburg Pirate Youth Football Association (HYPFA)



Season	Number of Participants	Total Invoiced/Due	Credit Due	Date Paid	Check #	
Fall 2011	169 Res/129 Non Res	\$ 2,135.00		9/13/2011		
Fall 2012	146 Res/139 Non Res	\$ 2,120.00		10/2/2012	2124	
Fall 2013	150 Res/107 Surr/10 Cty/1 Oth	\$ 2,020.00		11/12/2013	2321	
Fall 2014	136 Res/117 Non Res	\$ 1,850.00		1/12/2015	2461	
Fall 2015	111 Res/93 Non Res	\$ 1,485.00		10/26/2015	2563	
Fall 2016	100 Res/101 Non Res	\$ 1,510.00		1/6/2017	2663	
Fall 2017	78 Res/54 Non Res	\$ 930.00		11/6/2017	2695	
Fall 2018	99 Res/57 Non Res	\$ 1,065.00		2/14/2019		
Fall 2019	83 Res/77 Non Res	\$ 1,185.00				
Total Fees Collected to Date:		\$ 14,300.00	\$ -			
Offset Fee/Donation	Description	Total Credit	Total Charge	Balance	Paid Date	Expires
In Kind Donation	Light Poles on Practice Field	(\$9,800.00)		(\$9,800.00)	10/12/2012	10/12/2014
Adjustment of Balance	Expiration of 2 year rolling credit		\$9,800.00	\$0.00	10/12/2014	

## Participant Fee Payments

### Pinckney Hamburg Baseball Softball Association (PHBSA)



Season	Number of Participants	Total Invoiced/Due	Credit Due	Date Paid	Check #	
Fall 2005	131 Adult Co-Ed Participants	655		12/5/2005	3370	
Spring 2011	182 Res/89 Non Res	\$ 1,800.00		10/7/2011		
Opening Day	291 Participants	\$ 291.00		10/7/2011		
Spring 2012	163 Res/98 Non Res	\$ 1,795.00		6/26/2012		
Opening Day	241 Participants	\$ 241.00		6/26/2012		
Spring 2013	142 Res/82 Surr/8 Cty/0 Oth	\$ 1,650.00		8/19/2013		
Spring 2013	Travel-42 Res/26 Surr/2 Cty/0 Oth	\$ 500.00		8/19/2013		
Spring 2014	132 Res/77 Non Res	\$ 1,430.00		11/17/2014		
Spring 2014	Travel-37 Res/22 Non Res	\$ 405.00		11/17/2014		
Spring 2015	107 Res/71 Non Res	\$ 1,245.00		10/26/2015		
Spring 2015	Travel-38 Res/20 Non Res	\$ 390.00		10/26/2015		
Spring 2016	110 Res/231 Non Res	\$ 2,860.00		5/1/2017		
Spring 2016	Travel 20-Res/20 Non Res	\$ 300.00		5/1/2017		
Spring 2017	108 Res/164 Non Res	\$ 2,180.00		12/13/2018		
Spring 2017	Travel - 23 Res/88 Non Res	\$ 995.00		12/13/2018		
Spring 2018	83 Res/85 Non Res	\$ 1,265.00		1/14/2019		
Spring 2018	Travel 193 Res/62 Non Res	\$ 1,585.00		1/14/2019		
Spring 2019	140 Res/120 Non Res	\$ 1,900.00		6/13/2019		
Spring 2019	Travel 25 Res/25 Non Res	\$ 375.00		6/13/2019		
Total Fees Collected to Date:		\$ 15,087.00	\$ -			
Offset Fee/Donation	Description	Total Credit	Total Charge	Balance	Paid Date	Expires
In Kind Donation	Gravel/Material for Diamonds	(\$3,545.34)		(\$3,545.34)	2/22/2013	2/22/2015
2013 Pirate Classic	6 day Tournament - 1500 est		\$2,100.00	(\$1,445.34)	6/25/2013	2/22/2015
2014 Pirate Classic	6 day Tournament - 1500 est		\$2,100.00	\$654.66	7/28/2014	
2014 Pirate Classic	Payment of Invoice by PHBSA	(\$654.66)		(\$0.00)	7/28/2014	
In Kind Donation	Gravel/Material for Diamonds	(\$1,592.28)		(\$1,592.28)	11/12/2014	11/12/2016
In Kind Donation	Construction of Bleachers 24@100	(\$2,400.00)		(\$3,992.28)	11/12/2014	11/12/2016
2015 Pirate Classic	6 day Tournament - 1500 est		\$2,100.00	(\$1,892.28)	6/11/2015	11/12/2016
2015 Pirate Classic	D&J Septic Additional cleanout Wk1		\$180.00	(\$1,712.28)	6/16/2015	11/12/2016
2015 Pirate Classic	D&J Septic Additional cleanout Wk2		\$124.00	(\$1,588.28)	8/10/2015	11/12/2016
In Kind Donation	Batting Cage Hardware	(\$165.61)		(\$1,753.89)	8/29/2015	8/29/2017

In Kind Donation	Gravel/Material for Diamonds	(\$2,574.76)		(\$4,328.65)	10/26/2015	10/26/2017
2016 Pirate Classic	6 day Tournament - 1500 est		\$2,100.00	(\$2,228.65)	5/19/2017	10/26/2017
2017 Pirate Classic	6 day Tournament - 1500 est		\$2,100.00	(\$128.65)	6/2/2017	10/26/2017
Adjustment of Balance	2-year rollover expired 10/26/17	\$128.65		\$0.00	10/26/2017	
2018 Pirate Classic	6 day Tournament - 1500 est	-\$1,400.00	\$1,400.00	\$0.00	6/25/2018	
2019 Pirate Classic	4 day Tournament - 1500 est		\$1,400.00	\$1,400.00	6/13/2019	



**Hamburg Township  
Parks & Recreation**

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

**Blackout dates for 2020 Playing Season**

**(Includes Tentative and Pending – **Hi-lite** has event both sides)**

**No other uses allowed on Blackout Dates unless approved by Township**

**East Park**

May 9, 2020	PHBSA Opening Day event - Tentative
May 16 & 17, 2020	PHBSA Baseball Tournament – Tentative
May 30 & 31, 2020	PHBSA Baseball Tournament - Tentative
June 13-23, 2020	HERO – Family Fun Fest w/set-up – Approved
August 8, 2020	Flyer's Airshow –(Rain date 8/15/20)- Tentative
August 22 & 23, 2020	MI Alliance – Powerade Tournament – Pending
October 17 & 18, 2020	PHS Cross Country Meet - Tentative

**West Park**

April 25, 2020 – 7AM-4PM	Hamburg Community Clean-Up - Approved
May 2 & 3, 2020	Smartwater Tournament - Pending
May 8, 9 & 10, 2020	MI Jaguars Invitational Tournament - Pending
June 17-20, 2020	HERO – Family Fun Fest- Fireworks– Approved
August 22 & 23, 2020	MI Alliance – Powerade Tournament – Pending
October 17 & 18, 2020	PHS Cross Country Meet - Tentative

**Lakelands Trail**

**Merrill Field Disc Golf Course**

**Volleyball Court Rentals**

Monday Evenings (May-Oct)     Kevin McClafferty (4-12 participants) - Tentative





Hamburg Senior Center  
10407 Merrill Road ♦ P.O. Box 157  
Hamburg, MI 48139  
810.222.1140 ♦ Fax: 810.231.3877  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

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February 13, 2020

To: Parks & Recreation Committee  
From: Julie Eddings, Senior Program Director  
Re: Senior Center Report

The Senior Center received two Thank You cards in the mail from families who have recently lost loved ones.

The Senior Center will be closed on February 17, 2020 for President's Day.

The Hamburg Township/LETS continues to grow. In January, bus trips totaled 168 rides with a daily average of 15 riders per day. The bus had outings to Olive Garden, MJR Theatre, and Okemos Meridian Mall as well daily scheduled rides to and from the Senior Center.

Programming in January included a Healthy Heart Lunch and Learn and a Valentine Card Making Class as well as regularly scheduled daily activities. The Senior Center had the floors stripped and waxed on January 17, 2020.

February programming will include a Valentine's Day Potluck, a Red Hat Meeting, an informational discussion from University of Michigan Occupational Therapist Group, and a Collage Card Making Class. The Senior Center will be traveling to FireKeepers and Frankenmuth in February.

Attendance at the Senior Center continues to increase. The Senior Center had twenty new members join in December and January. January monthly total was 1248 with a daily average of 62.



**Hamburg Township  
Parks & Recreation**

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

**Memorandum**

Date: February 11, 2020

To: Parks & Recreation Committee  
Hamburg Township Board of Trustees

From: Deby Henneman, Parks & ADA Coordinator

Re: Pinckney Hamburg Baseball Softball Association – Park Use Application  
2020 Spring Season, including Opening Day event and Travel Tryouts

We are in receipt of a Park Use Application from the PHBSA for use of the Baseball Diamonds/T'Ball area/Concession Stand in Manly Bennett Park East for their regular season April 1 to July 31, 2019, including their Opening Day Event and Travel Tryouts. Dates for those events are TBD and will be approved administratively.

Park Use will be subject to Blackout Dates, including the 2020 Family Fun Fest. Should the PHBSA desire to use the Concession Stand use for sales of anything other than pre-packaged foods, it will require a separate application along with current copy of a Health Department License, to be paid for by the PHBSA.

I recommend approval of the application from the PHBSA as submitted, contingent on proof of insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, that use will not be allowed during Blackout dates and that Concession sales be limited to pre-packaged foods and beverages unless Concession stand is licensed by PHBSA with the Health Department and proper documents are submitted.



## Hamburg Township Manly Bennett Park

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

### 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: Pinckney Hamburg Baseball and Softball Association league

Type of Event: Youth baseball season Park Use Category #: 4 - Event Use

Applicant Name: PHBSA

Date(s) of Event: April 1st-July 31st Time(s) of Event: 8AM-8PM

Applicant Address: PO Box 813 Suite or Apt #: \_\_\_\_\_

Applicant City: Hamburg State: MI Zip: 48139

Contact Person (present during use): Chns Schell

Contact's Affiliation with Applicant: President PHBSA

Contact's Phone: 989-954-9978 Contact's E-Mail: cschell tsm@gmail.com

Event Co-applicant, if any: \_\_\_\_\_

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

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

#### Insurance Information:

Insurance Carrier: Nationwide Mutual Insurance Company

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

Policy #: 6BRPG0000006993600 Expiration Date: 5/10/2020

Limit of General Liability: 1,000,000 Occurrence per occurrence Aggregate

Umbrella Coverage Limit (if any): \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate

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

Please describe the event you propose to host: We host our local youth baseball and softball league

Total Number of participants/spectators/guests anticipated during event: 350 kids in the league plus parents

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: baseball complex

*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: 20 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: concession stand will be open for basic foods that do not require food license

*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 will 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

### 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 subject 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: CS

**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: CS

Applicant's Signature: chell Date: 1-31-2020

Co-applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parks Coordinator: [Signature] Date: 2-11-20

#### 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)

05/08/2019

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).

<b>PRODUCER</b> K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	<b>CONTACT NAME:</b> Mass Merchandising Underwriting <b>PHONE (A/C, No, Ext):</b> 1-800-426-2889 <b>FAX (A/C, No):</b> 1-260-459-5105 <b>E-MAIL ADDRESS:</b> info@sportsinsurance-kk.com <b>PRODUCER CUSTOMER ID:</b>
<b>INSURED</b> Pinckney Hamburg Baseball and Softball Associ P.O. Box 813 Hamburg, MI 48139 A Member of the Sports, Leisure & Entertainment RPG	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Nationwide Mutual Insurance Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
	<b>NAIC #</b> 23787

**COVERAGES****CERTIFICATE NUMBER:** W01436146**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	<b>COMMERCIAL GENERAL LIABILITY</b> <input checked="" type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X		6BRPG0000006993600	05/10/2019 12:01 AM EDT	05/10/2020 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 - COMP/OP AGG \$1,000,000 PROFESSIONAL LIABILITY \$1,000,000 LEGAL LIAB TO PARTICIPANTS \$1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NOT PROVIDED WHILE IN HAWAII <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			6BRPG0000006993600	05/10/2019 12:01 AM EDT	05/10/2020 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					<input type="checkbox"/> PER STATE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	<b>MEDICAL PAYMENTS FOR PARTICIPANTS</b>			6BRPG0000006993600	05/10/2019 12:01 AM EDT	05/10/2020 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)

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

Sport(s): Baseball Age(s): 12 and under, 13-15; Softball 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.

**CERTIFICATE HOLDER**

Hamburg Township  
P.O. Box 157, 10405 Merrill Rd.  
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

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



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

## Memorandum

Date: February 11, 2020

To: Parks & Recreation Committee  
Hamburg Township Board of Trustees

From: Deby Henneman, Parks & ADA Coordinator

Re: Warriors Rugby Club (Formerly known as Dexter Rugby)  
Use of Manly Bennett East - Football Field #2 – Games & Practices  
March 1 to May 31, 2020.

The captioned organization has submitted a Park Use Application for Field use for a spring Rugby league to be held on Football field #2 in Manly Bennett East. This group is affiliated with USA Rugby Federation, and all participants and coaches are members of this organization which provides insurance coverage, as well as providing background checks on any adult 18 years or older who holds a position as coach or board member.

The club will be made aware of the blackout dates for both the Pinckney Hamburg Baseball Softball Association as well as the Family Fun Fest, which will impact when fields are available for Rugby's use.

Should approval of the application be recommended as submitted, it should be done so 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.





## Hamburg Township Manly Bennett Park

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

### 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: \_\_\_\_\_

Type of Event: \_\_\_\_\_ Park Use Category #: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_ Time(s) of Event: \_\_\_\_\_

Applicant Address: \_\_\_\_\_ Suite or Apt #: \_\_\_\_\_

Applicant City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person (present during use): \_\_\_\_\_

Contact's Affiliation with Applicant: \_\_\_\_\_

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

Event Co-applicant, if any: \_\_\_\_\_

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

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

#### Insurance Information:

Insurance Carrier: \_\_\_\_\_

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: \_\_\_\_\_

\_\_\_\_\_

Total Number of participants/spectators/guests anticipated during event: \_\_\_\_\_

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

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

\_\_\_\_\_

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

Number of Volunteers: \_\_\_\_\_ Are Volunteers trained?: \_\_\_\_\_

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: \_\_\_\_\_ 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: \_\_\_\_\_

Parking fee charged? If so, how much: \_\_\_\_\_ Valet service available? \_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

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

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

\_\_\_\_\_

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

Will there be Amusement rides or games? If so, describe: \_\_\_\_\_

\_\_\_\_\_

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

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

---

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

Specific services required from the Township, if any: \_\_\_\_\_

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

## 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: \_\_\_\_\_

**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<sup>3</sup> 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: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co- applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parks Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_

---

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### For office use only

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

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

Application has been (Circle one)

Approved

Denied

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



**Hamburg Township  
Parks & Recreation**

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

**Memorandum**

Date: February 11, 2020

To: Parks & Recreation Committee  
Hamburg Township Board of Trustees

From: Deby Henneman, Parks & Recreation Coordinator

Re: Hamburg Community Soccer Club – Use of Manly Bennett Park – West  
Use: Spring 2020 Season Shared use of Fields: 7 & 8

We are in receipt of a Park Use Application from the HCSC dated February 9, 2020 for use of Soccer Fields located in Manly Bennett Park West for their spring season beginning March 20, 2020 and ending July 28, 2020.

They anticipate 80 recreation participants, fall count was 49. Due to the small number of participants, HCSC does not require use of all 8 areas of West Park, and can limit their activities to 2 areas. This will allow for the remaining Hamburg fields to be left open for other uses, or for scheduled maintenance. Open fields could also be available for field rotation should the need arise. HCSC is currently striping the fields and maintaining the nets on the goals for all fields.

Should approval of the application be recommended as submitted, it should be done so 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, that the field assignments be communicated Administratively through the Clerk and Parks Coordinator, that the Concession sales be limited to pre-packaged foods and beverages and that use of the fields will not be allowed during West Park blackout dates.



Hamburg Township Manly Bennett Park  
Park Use Application

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

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): Hamburg Community Soccer Club

Name of Event: Spring Season

Type of Event: Games & practices Park Use Category #: 2 - Qualified User

Applicant Name: Hamburg Community Soccer Club

Date(s) of Event: March 20 - July 28 Time(s) of Event: Daylight hours

Applicant Address: 2481 Shehan Rd Suite or Apt #: \_\_\_\_\_

Applicant City: Pinckney State: MI Zip: 48169

Contact Person (present during use): James Clark

Contact's Affiliation with Applicant: President

Contact's Phone: (810)923-5552 Contact's E-Mail: jimclarkcoach@gmail.com

Event Co-applicant, if any: \_\_\_\_\_

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

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

Insurance Information:

Insurance Carrier: Michigan State Youth Soccer Association (Pullen)

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

Policy #: on file Expiration Date: 9-1-20

Limit of General Liability: 1,000,000 Occurrence both limited Aggregate

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

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

Please describe the event you propose to host: Regular use for practices and games.

Total Number of participants/spectators/guests anticipated during event: 80

Average of participants/spectators/guests anticipated at any given time: 80

Site of Proposed Event; include all areas of the parklands that will be used: H6, H7, H8

Due to size of club, 2 fields should be sufficient.

*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 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: Only pre-packed snack items and non-alcoholic beverages.

*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 for delivery of heavy materials such as paint and nets.

*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: Normal trash pick-up, watering of grass turned off at appropriate times, grass cut at an appropriate height for soccer.

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: \_\_\_\_\_

**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<sup>3</sup> 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: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: 2-9-20

Co- applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parks Coordinator: [Signature] Date: 2-11-20

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**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)  
1/3/2020

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	K&K Insurance Group, Inc. 301 Commerce Street, Suite 2370 Fort Worth, TX 76102	CONTACT NAME:	Sports Division	
		PHONE:	(800) 441-3994	FAX:
		E-MAIL ADDRESS:	kk.sports@kandkinsurance.com	
		INSURERS AFFORDING COVERAGE	NAIC #	
INSURED	Michigan State Youth Soccer Association 9401 General Drive, Suite 120 Plymouth, MI 48170	Insurer A:	National Casualty Company	11991
		Insurer B:	Nationwide Life Insurance Company	66869
		Insurer C:		
		Insurer D:		
		Insurer E:		
		Insurer F:		

**COVERAGES** **CERTIFICATE NUMBER:** 19014403 **REVISION NUMBER:** 0

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	ADD'L INSRD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X		KKO-80861-00	9/1/2019	9/1/2020	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE UNLIMITED PRODUCTS - COMP/OP AGG \$1,000,000 PARTICIPANT LEGAL LIABILITY \$1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			KKO-80861-00	9/1/2019	9/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
A	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$			XKO-80862-00	9/1/2019	9/1/2020	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under		N/A				WC STATU-TORY LIMITS OTH-ER E. L. EACH ACCIDENT E. L. DISEASE - EA EMPLOYEE E. L. DISEASE - POLICY LIMIT
B	PARTICIPANT ACCIDENT MEDICAL			BAX-308471-00	9/1/2019	9/1/2020	\$100,000

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

This certificate is issued on behalf of Michigan State Youth Soccer Association & Hamburg Community Soccer Club. Certificate Holder is Additional Insured as respects the operations of the Named Insured for sanctioned activities of the state association.

## CERTIFICATE HOLDER

Hamburg Township, West Bennett Park  
10405 Merrill Road  
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

*Scott Hummel*



**Hamburg Township  
Parks & Recreation**

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

**Memorandum**

Date: February 11, 2020

To: Parks and Recreation Committee  
Hamburg Township Board of Trustees

From: Deby Henneman, Parks & ADA Coordinator

Re: Hamburg Pirate Youth Football Association – Use of Manly Bennett Park – East  
Fields: **Football Practice Fields 1 & 2 as well as T'Ball area for Cheer**

We are in receipt of a Park Use Application from the Hamburg Pirate Youth Football Association dated January 22, 2020 for use of Football practice areas 1 & 2 located in Manly Bennett Park East for their fall season beginning August 10, 2020 and ending October 31, 2020.

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 of 185, and recent data reflects an average number of 160.

Should approval of the application be recommended as submitted, it should be done so 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, that use of the concession stand (if requested) be limited to pre-packaged foods and beverages only, and that use of the fields will not be allowed during East Park blackout dates.



## Hamburg Township Manly Bennett Park

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

### 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): Hamburg Pirate Youth Football Association (HPYFA)

Name of Event: HPYFA football and cheer/pom practice

Type of Event: football and cheer/pom practice Park Use Category #: 2 - Qualified User

Applicant Name: Hamburg Pirate Youth Football Association

Date(s) of Event: August 10 - October 31, 2020 Time(s) of Event: Monday-Friday evenings 5pm - 9pm

Applicant Address: P.O. Box 741 Suite or Apt #: \_\_\_\_\_

Applicant City: Hamburg State: MI Zip: 48139

Contact Person (present during use): Kelly Rysso

Contact's Affiliation with Applicant: HPYFA Treasurer and VP of Cheer/Pom

Contact's Phone: 810-599-6395 Contact's E-Mail: registerhpyfa@gmail.com

Event Co-applicant, if any: Chad Bross

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

Co-applicant relationship to Applicant: HPYFA President

Co-applicant's phone: 734-604-0675

### Insurance Information:

Insurance Carrier: K & K Insurance

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

Policy #: 6BRPG0000006993500 Expiration Date: 9/25/2020

Limit of General Liability: \$1,000,000 Occurrence \$5,000,000 Aggregate \_\_\_\_\_

Umbrella Coverage Limit (if any): n/a Occurrence n/a 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 practices on fields 1 & 2 and cheer/pom practices on the baseball diamonds near the police station

Total Number of participants/spectators/guests anticipated during event: 185

Average of participants/spectators/guests anticipated at any given time: 30

Site of Proposed Event; include all areas of the parklands that will be used: fields 1 & 2 for football practices and the baseball diamonds between the police station and the parking lot for cheer/pom practices

*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: approx 30 Are Volunteers trained?: yes

*Please attach copy of Volunteer Handbook if applicable*

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

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

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

Parking fee charged? If so, how much: no Valet service available? no

Will Food/Beverages be served? If so, types of food and name of persons serving: 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: none

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

## Organized Sports and/or Sporting Events:

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

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

n/a

## Release of Liability & Indemnification Agreement

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

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







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/27/19

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).

<b>PRODUCER</b> K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	<b>CONTACT NAME:</b> Mass Merchandising <b>PHONE (A/C, No, Ext):</b> 1-800-426-2889 <b>FAX (A/C, No):</b> 1-260-459-5105 <b>E-MAIL ADDRESS:</b> info@sportsinsurance-kk.com <b>PRODUCER CUSTOMER ID:</b>
<b>INSURED</b> 10092629 CP# 614 Hamburg Pirate Youth Football Association P.O. Box 741 Hamburg, MI 48139 A Member of the Sports, Leisure & Entertainment RPG	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Nationwide Mutual Insurance Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
	<b>NAIC #</b> 23787

**COVERAGES****CERTIFICATE NUMBER:** 2001754059 09/27/2019**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"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			6BRPG0000006993500	09/25/19 12:01 AM	09/25/20 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 - COMP/OP AGG \$1,000,000 PROFESSIONAL LIABILITY \$1,000,000 LEGAL LIAB TO PARTICIPANTS \$1,000,000
A	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> Not provided while in Hawaii			6BRPG0000006993500	09/25/19 12:01 AM	09/25/20 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"/> <b>UMBRELLA LIAB</b> <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"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> 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 <input type="checkbox"/> OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	<input type="checkbox"/> <b>MEDICAL PAYMENTS FOR PARTICIPANTS</b>			6BRPG0000006993500	09/25/19 12:01 A.M.	09/25/20 12:01 A.M.	PRIMARY MEDICAL EXCESS MEDICAL \$25,000

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

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

Sports: Tackle and Contact Football (Ages: 12 and Under); Cheerleading (Ages: 12 and Under)

See Attached Additional Remarks Schedule:

**CERTIFICATE HOLDER**

Evidence of Coverage

**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

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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.

ACORD 25 (2016/03)

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**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  
10405 Merrill Road  
P.O. Box 157  
Hamburg, MI 48139

Named Insured: Hamburg Pirate Youth Football Association  
CP# 614

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.



**Hamburg Township  
Parks & Recreation**

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

**Memorandum**

Date: February 11, 2020

To: Parks & Recreation Committee  
Hamburg Township Board of Trustees

From: Deby Henneman, Parks & ADA Coordinator

Re: Kensington Woods Schools – Use of Manly Bennett Park – West

Use: Limited User - Spring 2020 Home Games

Field: **Field #1 (or as assigned by Park Coordinator)**

We are in receipt of a Park Use Application from Kensington Woods Schools dated February 11, 2020 for limited use of Soccer Fields located in Manly Bennett Park West. Kensington Woods School is located in the former Lakelands Elementary Building and has determined that they do have adequate field space for practices, but would like to use something more formal as their “Home” field.

Kensington Woods is a small private school, with approximately 25 children that participate in the Soccer program. They are requesting 1 field, for the 3 dates outlined in the application for 2-hour periods, so their use will be limited. Field use will be assigned by the Parks Coordinator.

Should this application be approved, it should also be contingent up on the Clerk Department being provided all requested documents to their satisfaction, that the field assignments be communicated administratively through the Clerk and Parks Coordinator, and that use is subject to Blackout dates.



Hamburg Township Manly Bennett Park  
Park Use Application

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

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): Kensington Woods Schools

Name of Event: Girls Soccer (8v8)

Type of Event: Soccer Game Park Use Category #: Select One 4 Event Use

Applicant Name: Thomas Wagner

Date(s) of Event: 4/20, 4/22, 4/29 Time(s) of Event: 5:00, 5:00, 5:30

Applicant Address: 9501 Pettys Rd Suite or Apt #: \_\_\_\_\_

Applicant City: Lakeland State: MI Zip: 48143

Contact Person (present during use): Daniel Stastyshyn

Contact's Affiliation with Applicant: Soccer Coach

Contact's Phone: (352) 702-6217 Contact's E-Mail: dstastyshyn@kwoods.org

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: General Agency Company (see attached)

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

Policy #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Limit of General Liability: \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate \_\_\_\_\_

Umbrella Coverage Limit (if any): \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate \_\_\_\_\_

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

Please describe the event you propose to host: Girls 8v8 Soccer games (High School level) - Dates as requested - No need of fields for practices

Total Number of participants/spectators/guests anticipated during event: Between 50-60

Average of participants/spectators/guests anticipated at any given time: 45

Site of Proposed Event; include all areas of the parklands that will be used: 8v8 Soccer field

*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: \_\_\_\_\_ Are Volunteers trained?: \_\_\_\_\_  
*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: \_\_\_\_\_ 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 admissions charge

Parking fee charged? If so, how much: \_\_\_\_\_ Valet service available? \_\_\_\_\_

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: none

Other information regarding your event that you feel may be helpful: please make sure the field is lined & flagged before hand.

### 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:

 Just games.

### 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: TH

**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<sup>3</sup> 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: TH

Applicant's Signature: Tow W Date: 2/11/2020

Co- applicant's Signature: [Signature] Date: 2/11/2020

Parks Coordinator: [Signature] Date: 2/11/2020

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**For office use only**

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

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

Application has been (Circle one)



Approved



Denied

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



KENSwoo-01

JALLEN

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
2/11/2020

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).

<b>PRODUCER</b> General Agency Company 525 E. Broadway Mount Pleasant, MI 48858	<b>CONTACT NAME:</b> Beverly Weeks	
	<b>PHONE (A/C, No, Ext):</b>	<b>FAX (A/C, No):</b>
	<b>E-MAIL ADDRESS:</b> bweeks@ga-ins.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
	<b>INSURER A:</b> EMCASCO Insurance Company	21407
	<b>INSURER B:</b> Employers Mutual Casualty Co	21415
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**INSURED**  
Kensington Woods School Kensington Woods High School  
Livingston Technical Academy  
9501 Pettys Rd  
Lakeland, MI 48143

## COVERAGES

CERTIFICATE NUMBER:

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 <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			5D43319	2/22/2020	2/22/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 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
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			5E43319	2/22/2020	2/22/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			5J43319	2/22/2020	2/22/2021	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 Pers/Adv Injury \$ 4,000,000
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> 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	5H43319	2/22/2020	2/22/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Linebacker			5K43319	2/22/2020	2/22/2021	Each Occurrence 1,000,000
B	Linebacker			5K43319	2/22/2019	2/22/2020	Aggregate 3,000,000

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

## CERTIFICATE HOLDER

## CANCELLATION

Hamburg Township Bennet Park  
10405 Merrill Road  
Hamburg, MI 48139

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

AUTHORIZED REPRESENTATIVE

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

# Hamburg Township Clean-up Event

Hamburg Township invites residents to RECYCLE, REDUCE and REUSE!

**Saturday, April 25, 2020**

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

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

**10405 Merrill Road, Whitmore Lake, MI**



**PADNOS Recycling:** Accepting scrap metal/appliances – No plastic/glass



**Monroe's Rubbish:** No construction materials, hazardous or household waste allowed



**Compost bin** will be available



**Iron Mountain:** 11 a.m. to 3 p.m. Only—Secure Document Shredding On-Site

**Park/Sports Fields/Trail Clean-up also!**

**Volunteers Needed! Sign up today!**

*No hazardous waste, no paint cans or large items that cannot be hand-loaded into dumpsters.*

*Brochures for Livingston County Hazardous Waste will be available*

*outlining their collection dates for hazardous waste and electronics.*



**Hamburg Township  
Parks & Recreation**



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

Twitter @hamburg\_parks for Schedule updates!

Organized by: Hamburg Township Parks & Recreation

For more information: [clerk@hamburg.mi.us](mailto:clerk@hamburg.mi.us) or (810)222-1124