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

**Tue, Feb 23, 2021 3:00 PM - 4:30 PM (EST)**

**Please join my meeting from your computer, tablet or smartphone.**

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**Access Code:** 295-376-309

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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 26, 2021 – Regular Meeting
7. Correspondence
  - A. Hamburg Township Historical Museum Newsletter – February 2021
8. Current Business
  - A. Pickleball Court Project
  - B. Senior/Community Center Outdoor Community Spaces Project
  - C. AARP Grant Proposal – Senior/Community Center Patio Door Access - ADA
  - D. 3-year Portable Toilet Contract Award – DJ Septic
9. Old Business
  - A. Parks & Recreation Master Plan/Pending Grants/Supervisor Report**
    1. Iron Belle Trail/Lakelands Trail – Supervisor Update
    2. MNRTF Trust Fund Grants – Clerk Update
  - B. Township Park Use Policy/Fee/Procedures**
    1. Park Facility Use Policy – Updates in progress
    2. Covid Protocol – Following CDC and MDHHS Guidelines

**C. Administrative Services**

1. Park Coordinator's Report – February 2021
  - a. Park Project Proposal - Budgeting
  - b. 2021 Event Blackout List
2. Senior Center Report – February 2021
3. Scholarship Request – None
4. Park Use Requests:
  - A. HCSC Park Use Application – West Park – Field #6,7,8 – March/Nov
  - B. East Michigan Panthers Park Use Application – West Park – Field #1 – April/Nov
  - C. Pirate Soccer Club (PHS) – West Park – TBD – April/June
  - D. Go Sports LLC – East Park – Diamond #4 – May/October
  - E. Hamburg Flyers RC – East Park – RC Field – Annual Use
  - F. PYA (Formerly HPYFA) – East Park – FF 1 & 2 – August/October
  - G. PMA Dubs Event – Disc Golf – April 11, 2021
  - H. Smartwater Invitational – West Park – BLACKOUT – May 1 & 2, 2021
  - I. Jaguar Invitational – West Park – BLACKOUT – May 7 & 9, 2021
  - J. Hamburg Flyer's Air Show – East Park – RC Field – August 7, 2021 (Rain date 14<sup>th</sup>)
  - K. Powerade Invitational – West Park – BLACKOUT – August 21 & 22, 2021

**D. Special Projects**

1. Equipment Upgrade in Playgrounds – Awaiting Bids
2. Hay Creek Bridge Project – No Update
3. ADA Truncated Domes Project on Lakelands Trail – No Update
4. Hamburg RC Flyers – Conceptual Proposal – RC Car/Truck Track – No Updates
5. Dog Park Project – No Updates

**E. Sponsorships/Volunteerism**

1. Eagle Scout Project – None
2. Amenities and Beautification Committee
  - A. Adopt a Garden/Memorial Bench/Tree Project – No Updates

**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 – approved by Township Board 2/2/21

10. Call to the Public

11. Committee Comments

12. Adjournment

**Next Meeting Date:**

**Joint Meeting with Zoning, Planning and TB – February 24, 2021 – 7:00 p.m.**

**Parks Committee: March 23, 2021 – 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 Small Conference Room  
Tuesday, January 26, 2021  
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:04 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Dolan, Mougrabi, Michniewicz, Muck

Board Members Absent: Auxier

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 Michniewicz, to approve the agenda as presented.**

**VOICE VOTE: Ayes: 4, Absent: 1 (Auxier)**

**MOTION CARRIED**

6. Approval of the Minutes

**Motion by Muck, supported by Mougrabi, to approve the minutes from the September 22, 2020, Regular Meeting as presented.**

**VOICE VOTE: Ayes: 4, Absent: 1 (Auxier)**

**MOTION CARRIED**

7. Correspondence

Hamburg Historical Museum Newsletters and Hamburg Township Historical Museum Article were received and filed.

8. New Business

A. Covid-19 Update

Dolan stated Township Offices are open to public with CDC and Michigan Health Department guidelines.

B. Project Proposal – Hamburg Township Municipal Dog Park

Dolan reviewed the proposed plan for a Dog Park in Manly Bennett Park. The project is being considered as a way to reduce canine activity on the sports fields, and provide residents a safe place to go with their pets.

Muck stated they do have a similar park in Novi, and highly recommends a large staging area with a dual gate system and water feature. He said that membership vs non-membership and how the Township will monitor activity levels will be important as well. He stated that Novi has a key fob system which allows for them to see who is coming and going and provides much needed data on the use vs cost. Charging for use also puts everyone on the same page as far as getting their dogs licensed, shots, etc. Novi currently charges \$25.00 annually, and doesn't allow treats or food in the park. Charges cover software, staff and waste bags.

Dolan stated Northville has a fob system as well. He spoke to a number of members/residents who all spoke in favor of the system in place.

Mougrabi stated she likes the idea and feels that perhaps a smartphone option or keypad could also be considered.

Dolan stated he is getting quotes on running power to the site.

Michniewicz stated she is concerned with long-term funding and if it can be sustained. She asked if non-residents were allowed in Novi.

Muck stated they are, and the fees for them are double.

Dolan stated the area is near volleyball and a lot of brush clearing will be needed, which will cost a little over \$5,000.

Henneman stated the patroncity grant guidelines require that the project support the economic development of a downtown, so the grant will have to show connections to both the Village of Hamburg and the Lakelands Trail. She suggested the development of a survey that could go out to residents to gather data on the interest for such a facility.

**Motion by Muck, supported by Michniewicz, to recommend that staff proceed with the Hamburg Township Municipal Dog Park proposal and potential crowd-funding options through MParks and the MDEC/Patroncity and that the Park Coordinator and Clerk provide anticipated project costs, grant funding options, and site layout at the February Parks & Recreation Committee meeting for final recommendation to the Township Board.**

**VOICE VOTE: Ayes: 4, Absent: 1 (Auxier)**

**MOTION CARRIED**

9. Unfinished Business

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

1. Iron Belle & Lakelands Trail Update

Hohl stated they are working on the McGregor trail extension, and there will be work done on the Lakelands Trail this summer, made possible by some grant funding received for the Hay Creek Bridge Project, as well as the Truncated Domes Project for ADA Compliance.

2. Grant Update – MNRTF & Passport Grant Submissions

Dolan gave updates on the #TF20-0093 Acquisition and #TF20-0145 Development Grants. He stated the 2021 Grant cycle is being considered.

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

1. Policies & Procedure Manual – Updates pending

2. Park Fee Schedule & Changes – No changes

3. Senior/Community Center Application and Rules & Regs – No changes

4. Covid Protocol – Community Center remains closed to general public for evening and weekend hour use, and will remain closed until CDC and the Michigan Health Department allows for un-restricted indoor use of a public facility.

**C. Administrative Services**

**1. Park Coordinator's Report**

Parks Coordinator's Report for January 2021 was received and filed.

**2. Senior/Community Center Report**

Senior Center Report for January 2021 was received and filed.

**3. Scholarship Program**

No updates.

**4. Park Use Requests:**

All park use applications received to date will be presented in February.

**5. Scholarship Program – No changes**

**D. Special Projects**

1. Adult Work Area – Phase 2– No updates.
2. Equipment upgrade in Playgrounds – Inspections received, waiting for bids.
3. Community Clean-Up Event – Pending.
4. Project List – No updates.

**E. Sponsorships/Volunteerism/Scholarships**

1. Eagle Scout Project – No updates.
2. Beautification Committee – No updates.

**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

Dolan stated the Community Clean-Up will be discussed in February, but he anticipates that the event may need to be post-poned until later in the year.

Hohl stated he would like some real consideration to be given for the Dog Park as he feels it won't necessarily give the results that are expected. He feels a questionnaire to get a sampling of interest is a good idea.

12. Adjourn Meeting

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

**VOICE VOTE: Ayes: 4, Absent: 1 (Auxier)**

**MOTION CARRIED**

Meeting adjourned at 3:48 p.m.

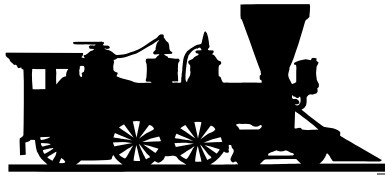
Respectfully submitted,



Debra Henneman  
Parks & ADA Coordinator



No  
Information



# HAMBURG TOWNSHIP HISTORICAL MUSEUM

## See the Exhibit Plan On Display

Want to catch a glimpse of what's in the works to update the displays throughout the Museum? Stop by Wednesdays and Saturdays from 11 am-3 pm to see the floor plans recently presented to the Historical Society board by consultant Joseph Hines of Project Arts and Ideas.

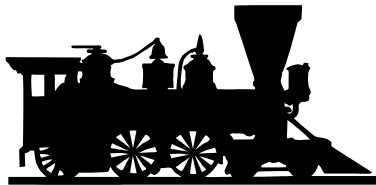
Hines spent two months in late 2020 studying existing displays and artifacts, talking with board members, and reviewing the results of last year's satisfaction survey of township residents. Working from a list of themes that grew out of that survey, he developed a plan that will illustrate Hamburg history in a way that appeals to a wide range of visitors of all ages.

## Call Goes Out for COVID-Related Objects

There's no question that the pandemic that's so deeply affecting our lives is a history-making event. We think it's important to document this event, so that future generations will understand what it was like to live through it. And we could use your help. Please consider donating examples of the following to the Museum: home-made masks; store, restaurant, or bar signage relating to COVID restrictions; invitations or other objects from cancelled events like weddings or graduations; in-home educational materials; takeout menus; and church bulletins dealing with the pandemic. Email us if you have something to offer at [hamburgmichiganmuseum@outlook.com](mailto:hamburgmichiganmuseum@outlook.com).

## Hamburg Native Donates Furnace

Many thanks to **Robert "Bob" Jones** who recently donated a new furnace and air conditioning unit to the Museum! Bob, owner of Autumn Heating and Cooling in St. Clair Shores, spent his formative years in Hamburg Township just blocks from our building. In describing why he made this gift, he said, "I owe a lot to my hometown for all the great childhood memories and lessons taught."



## Hamburg Township Historical Museum

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

**810-986-0190**

[www.hamburg.mi.us/culture-recreation/hamburg\\_historical\\_museum](http://www.hamburg.mi.us/culture-recreation/hamburg_historical_museum)

***hamburgmuseummichigan@outlook.com***

***Open 11 am-3 pm  
Wednesdays & Saturdays***

### **Hamburg Township Historical Society Board**

George Weinhagen, President  
David Dauer, Vice President  
Suzanne Hines, Sec./Treasurer  
Karl Bangert  
Wayne Burkhardt  
Linda Harrison  
Janet Mendler  
Carrie Schulz  
Joyce Terry  
Cindy Michniewicz, HT Liaison  
Patricia Majher, Administrator

**Next Meeting: Feb, 20,  
9:30 a.m. at the Museum**

# Early



CAMPBELL TOWN MILL

# Ingenuity

Businesses That Once  
Called Hamburg Home

Visit today for a chance to win a  
Hamburg Pub gift card! One winner  
drawn each month.

NEW EXHIBIT!

**Help us save money on printing and postage! Switch from receiving a paper copy of the newsletter to a digital copy by sharing your email address with us.**

## 2021 Board Officers Are Selected

The agenda for the January meeting of the Society board included the election of officers. George Weinhagen returns as president as does Suzanne Hines as secretary/treasurer. New board member David Dauer was elected vice president.

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**HELP US PRESERVE AND PRESENT THE HISTORY OF HAMBURG. JOIN THE HISTORICAL SOCIETY!**

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

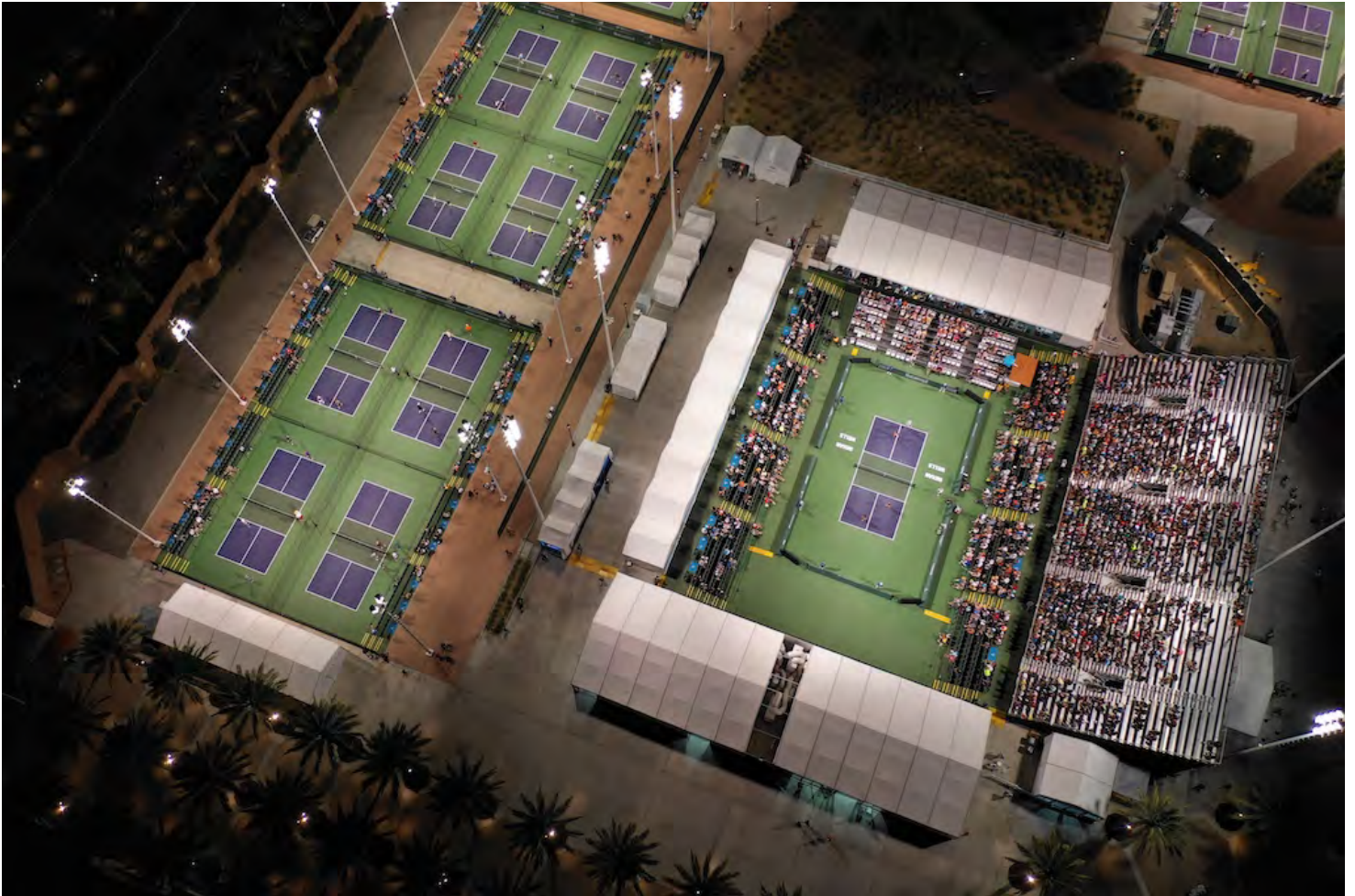
Email address \_\_\_\_\_

**Annual Dues (circle your choice)**

Individual	\$15.00	Business	\$40.00
Family	\$20.00	Life Membership	\$200.00
Student	\$2.00		

Please make your check payable to the Hamburg Township Historical Society. Mail it with this form to P.O. Box 272, Hamburg, MI 48139 or drop it off at the Museum at 7225 Stone Street during visiting hours.

# **Future Hamburg Township Senior Center Pickleball Center Court**

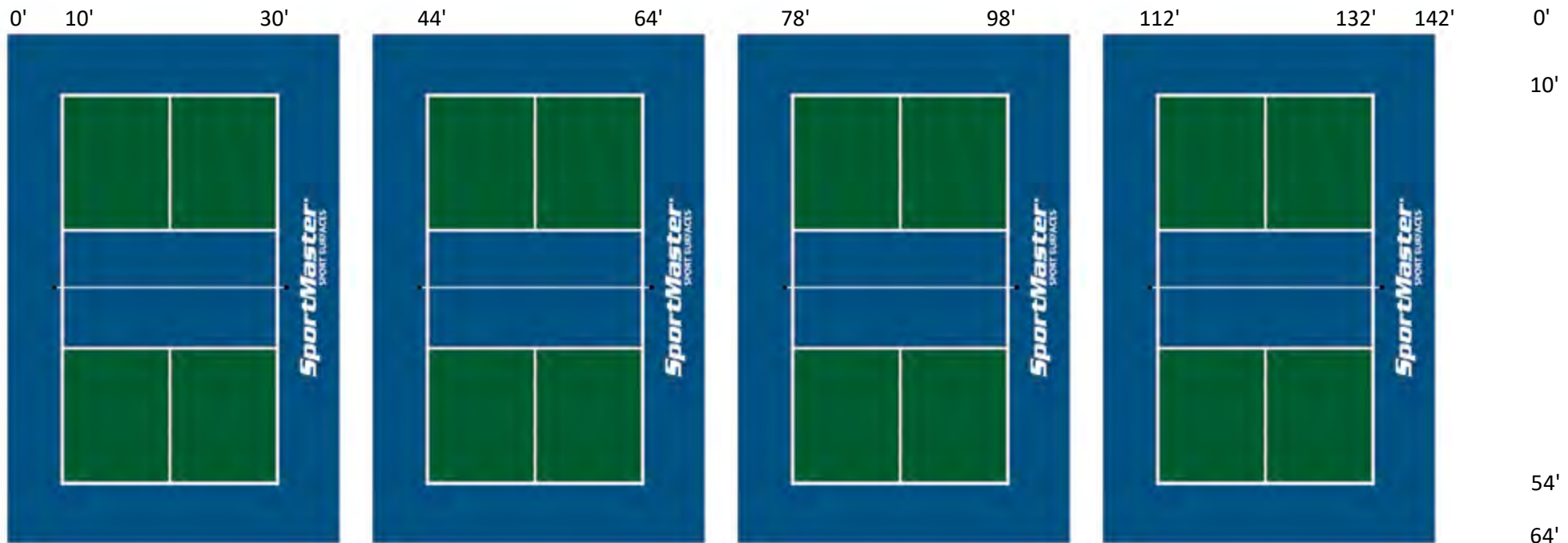


Coming in 2021.....





**Official Court Surface of USA Pickleball**



142' 4 court width  
 X 64' north to south length (20' x 44' playing area)  
 9088' sq. – total surface area  
 X 2.75 sq. – excavate, 6" of crushed concrete, 2" of asphalt  
 \$24,992.00

Asphalt	\$25,000.00
Paint	\$6,000.00
Nets	\$2,000.00
Equipment	\$800.00
Benches	\$1,500.00
Walkway	\$ 2,000.00
Fencing	\$ 4,000.00
Signage	\$500.00

## ***Project Cost = \$41,800***

Parks & Rec Misc Project Fund	\$25,000
Senior Center Capital Improvement Fund	\$6700
Senior Center Improvement Fund	\$2000
Senior Center Activities Fund	\$4100
Senior Center Uni-lock Donation Fund	\$4000

## Area Pickleball Courts:

<b>Organization Name</b>	<b>Number of Courts</b>	<b>Charge for Courts</b>
<b>Chelsea Senior Center</b>	3	\$15/year
<b>Howell Senior Center</b>	1 court in old bldg. 3 in new bldg.	Courts are available one day per week and always full
<b>Hartland Senior Center</b>	4 dedicate pickleball courts 6 tennis courts used for pickleball Also indoor courts	Outside courts - free Indoor courts \$4 member \$5 non member
<b>Freedom Park Canton</b>	3 inside 6 outside	Fee schedule is currently being changed
<b>Washtenaw County Recreation Center</b>	8 courts	\$7 for residents \$8 for non-residents
<b>Meri Lou Murray Recreation Center Ann Arbor</b>	4 courts	Membership fee for use – No court reservation
<b>Pinckney Community School Navigator Schools</b>	Outdoor and indoor courts available on Tuesday evenings 7:30-9:30 pm	Outdoor courts are free

# Senior-Community Center Outdoor Seating & Pickleball Court Project—2021

## Site Layout Proposal



Orange circle: Portable Toilet—ADA

Grey circle: Improved Path—Limestone or Asphalt

Yellow circle: Improved Patio Area

Purple circle/rectangle: Picnic Tables /Umbrellas

White circle: Trustee Memorial Benches

Blue circle: Pickleball Courts

Orange starburst: Pretty Stuff/Amenities





10405 Merrill Road ♦ P.O. Box 157 Hamburg, MI 48139  
 Phone: 810.231.1000 ♦ Fax: 810.231.4295  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

**Bid Tabulation for  
 Portable Toilet Services  
 for Manly Bennett Park and the Lakelands Trail  
 Hamburg Township, Michigan  
 Bid Date: February 5, 2021**

<b><u>3-Year Contract – 3/2021 to 3/2024</u></b> Annual – 12 months Seasonal – Mar – Nov ADA units are “accessible” not compliant	<b>Brendel’s Septic</b> 9481 Highland Rd. White Lake, MI 48383 (248) 698-5000	<b>PTS, Inc.</b> 4900 McCarthy Dr., Milford, MI 48381 <a href="http://portabletoiletsmichigan.com">portabletoiletsmichigan.com</a>	<b>D&amp;J Septic Services, Inc.</b> 11445 Chamberlain Drive South Lyon, MI 48178 (248) 437-2610
<b>Item</b>	<b>Charged by 28 day Cycle</b>	<b>Charged by 28 day Cycle</b>	<b>Monthly Charge</b>
<b>Lakelands Trail (Annual):</b> 3 ADA	\$185.00 unit/\$555.00	\$150.00 unit/\$450.00	\$110.00 unit/\$330.00
<b>Lakelands Trail (Seasonal):</b> 3 Regular	\$135.00 unit/\$405.00	\$110.00 unit/\$330.00	\$70.00 unit/\$210.00
<b>Adult Workout/Disc Golf (Annual):</b> 1 ADA	\$185.00 unit/\$185.00	\$150.00 unit/\$150.00	\$110.00 unit/\$110.00
<b>Manly Bennett (Seasonal):</b> 4 ADA	\$185.00 unit/\$740.00	\$150.00 unit/\$600.00	\$110.00 unit/\$440.00
<b>Manly Bennett (Seasonal):</b> 7 Regular	\$135.00 unit/\$945.00	\$110.00 unit/\$770.00	\$70.00 unit/\$490.00
<b>Manly Bennett (FB Aug-Oct):</b> 1 Regular	\$135.00 unit/\$135.00	\$110.00 unit/\$110.00	\$70.00 unit/\$70.00
<b>Senior Center (Covid):</b> 1 ADA <i>Will be supplied until building is available</i>	\$185.00 unit/\$185.00	\$150.00 unit/\$150.00	\$110.00 unit/\$110.00
<b>Extra Cleanings (Covid):</b> 9 ADA/11 Reg	\$30.00 unit/\$600.00	\$150.00 unit ADA/\$110.00 unit Reg	\$70.00 unit/\$1,400.00
<b>Hand Sanitizers:</b>	Included	Included	Included
<b>Delivery Fee: Set-up per year</b>	\$50.00ADA/\$0 Reg - ADA/\$450.00	Waived with 3-year	N/A
<b>Admin fee:</b>	Unknown	\$3.00 per invoice per month	N/A
<b>Stake down/Tip over charges:</b>	Unknown	\$25.00 Stake/unit - \$75.00 Tip/unit	Unknown
<b>Estimated Monthly Price for Annual</b>	<b>\$740.00 (13)</b>	<b>\$600.00 (13)</b>	<b>\$440.00 (12)</b>
<b>Estimated Monthly Price for Seasonal</b>	<b>\$2,275.00 (8) + \$135.00 (3)</b>	<b>\$1,850.00 (8) + \$110.00 (3)</b>	<b>\$1,250.00 (8) + \$70.00 (3)</b>
<b>Annual Estimated Budget w/o Extras</b>	<b>\$28,225.00</b>	<b>\$22,710.00</b>	<b>\$15,490.00</b>
<b>Estimated Monthly Price for extra Covid Clean</b>	<b>\$600.00</b>	<b>\$2,560.00</b>	<b>\$1,400.00</b>



## Hamburg Township Parks & Recreation

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

### Memorandum

February 11, 2021

To: Mike Dolan, Clerk  
Cc: Pat Hohl, Supervisor  
Tony Randazzo, Building & Grounds

From: Deby Henneman, Parks & ADA Coordinator

Re: Anticipated/Proposed Park Projects

For budgeting purposes, I would like to recommend the following projects be considered for the 21/22 Fiscal Year. Estimates would be required.

- ADA Transition Plan upgrades by priority (Parks/Community Center/Trail)      \$25,000\*
    - Accessible Parking in areas without it
    - Accessible routes to Portable Toilets & screening (to prevent tipping in high winds)
    - Accessible routes to Sport facilities
  - Outdoor seating and recreation joint project for Community Ctr.      \$10,000\*
  - Wayfinding & Rules & Regulation Signage for Manly Bennett Park      \$10,000\*\*
  - Outdoor Work-out Area – Accessibility upgrades to parking lot      \$20,000
  - Truncated Domes at all intersections on Lakelands Trail (pending/reserve)      \$20,000
  - Repair/Repaint existing Dugouts, Pavilions, Benches, Fences & Gazebo      \$ 5,000
  - Repair/Replace Flyer's fence damaged by mower      \$ 2,500
  - Walking path upgrades – West Park      \$20,000
    - Fill gaps & seal existing asphalt path, improve gravel path
  - Convert concession into viable Accessible restroom – East Park      \$50,000\*\*\*
  - Convert concession into viable Accessible restroom – West Park      \$50,000\*\*\*
  - Updates to lower level of East Concession to bring into Fire compliance      \$5,000
- (Concessions in both parks should be accessible/used for storm shelter in emergencies)

*\*Suggest an annual amount/reserve be set aside for these types of upgrades for all departments*

*\*\*Handled in a phased approach similar to Baseball Fencing Project*

*\*\*\* This will prohibit the concession stand from being used for cooking, won't comply with Health Dept.*



## Hamburg Township Parks & Recreation

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### Blackout dates for 2021 Playing Season

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

No other uses allowed on Blackout Dates unless approved by Township

**All uses must comply with Michigan Health Department & CDC Guidelines**

**Field Closures due to Covid-19 directives will take priority**

#### East Park

May 8, 2021	PHBSA Opening Day Event - Tentative
June 12-22, 2021	HERO – Family Fun Fest w/set-up – Approved
August 7, 2021	Hamburg RC Airshow – Pending (Rain Date 14 <sup>th</sup> )
August 21-22, 2021	Michigan Alliance – Powerade - Pending

#### West Park

May 1-2, 2021	Michigan Alliance – Smartwater - Pending
May 7, 8 & 9, 2021	MI Jaguars Invitational Tournament - Pending
June 16-21, 2021	HERO – Family Fun Fest Fireworks - Approved
August 21-22, 2021	Michigan Alliance – Powerade - Pending

#### Lakelands Trail

*Individual use of trail is allowed using Social Distancing protocol.*

#### Merrill Field Disc Golf Course

4/11/21 – 1<sup>st</sup> Annual PMA Dubs – Disc Golf Tournament – Individual Host - Pending

#### Volleyball Court Rentals

*Use of Court is allowed using Social Distancing protocol.*

#### Winkelhaus Park

6/12/21 – Private Event – Use of Park from 9AM to 9PM – Individual Host – Pending

#### **For Use Schedule go to:**

[http://www.hamburg.mi.us/government/departments/parks\\_and\\_recreation/parks\\_and\\_rec\\_park\\_use\\_calendar\\_\(google\).php](http://www.hamburg.mi.us/government/departments/parks_and_recreation/parks_and_rec_park_use_calendar_(google).php)



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 16, 2021

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

The Senior Center reopened programming on February 8, 2021. We reopened using our COVID strategies designed in May 2020. These strategies assist us with the changing nature of COVID-19. The Senior Center has had two weather related closures in February. We follow Pinckney Community Schools for weather related closings.

Important Dates: Senior Center was closed on February 15 for President's Day.

Transportation Update: The Senior Center Bus is being utilized five days a week. Trips include rides to the Senior Center, medical appointments, and essential shopping.

Program Updates: The Senior Center reopened activities on February 8, 2021. Activities include exercise, bingo, and a craft class. All activities follow COVID-19 safety protocols. We continue to offer virtual options for most of our programming. In March we will be expanding our activities to include movies and a virtual presentation from the Attorney Generals Office.

Attendance:	January 2021:	Monthly Total – 1100
		Daily Average of 58

The Senior Center had three new members join in the months of January and February.



**Hamburg Township  
Parks & Recreation**

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

**Memorandum**

Date: February 19, 2021

To: Parks & Recreation Committee

From: Deby Henneman, Parks & Recreation Coordinator

Re: Hamburg Community Soccer Club – Use of Manly Bennett Park – West  
Use: 2021 Playing Season Primary use of Fields: 7 & 8

We are in receipt of a Park Use Application from the HCSC dated February 18, 2021 for use of Soccer Fields located in Manly Bennett Park West for the 2021 season. Use will be scheduled with the Park Coordinator, and placed on the Google Calendar being used for scheduling.

They anticipate 50 recreation participants, and their 2020 season was canceled due to Covid-19. This organization is covered under the umbrella of MSYSA's General Liability, and must adhere to their guidelines for all activities. Due to the limitations on the use and the size of the club, shared scheduling will be more than adequate to accommodate their needs. They have also agreed to continue to stripe the fields for us on an as needed basis in exchange for in-kind credits which can then be used toward park fees.

All anticipated uses have been included in the Google Calendar which can be found here:

[http://www.hamburg.mi.us/government/departments/parks\\_and\\_recreation/parks\\_and\\_rec\\_park\\_use\\_calendar\\_\(google\).php](http://www.hamburg.mi.us/government/departments/parks_and_recreation/parks_and_rec_park_use_calendar_(google).php).

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 stand be cleaned and brought up to code, that all damaged or unused goals/nets be removed from the premises or disposed of, that use of the fields will not be allowed during West Park blackout dates, and that use will be subject to CDC and MDHHS guidelines regarding Covid-19.



## 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): Hamburg Co. Soccer Club  
Name of Event: Spring & Fall Season  
Type of Event: Games practices Park Use Category #: Select One  
Applicant Name: Hamburg Community Soccer Club  
Date(s) of Event: March 26 - Nov. 20th 2001 Time(s) of Event: Daylight hrs  
Applicant Address: 2481 Shehan Rd. Suite or Apt #: To be scheduled with Park Coat.  
Applicant City: Pinkney 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: Pullen through MS4SA  
Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.  
Policy #: To be provided prior to season 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: 50

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

Site of Proposed Event; include all areas of the parklands that will be used: Section 6 periodic

H 7 & H 8 will use probable  
to be scheduled w/ Parks

*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 &  
non-Alcoholic Beverages No concession stand closed

*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 sheets  
*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 on at appropriate times, grass cut as appropriate

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.

Applicant's Signature: \_\_\_\_\_ Date: 2-18-21  
Co- applicant's Signature: \_\_\_\_\_ Date: 2-18-21  
Parks Coordinator: \_\_\_\_\_ Date: 2-18-21

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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 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 19, 2021

To: Parks & Recreation Committee

From: Deby Henneman, Parks Coordinator

Re: East Michigan Panthers

Soccer Field Use – 2021 Season – Use from April 1 through Nov 15, 2021

Field to be assigned administratively – Shared use of H1

We are in receipt of a Park Use Application from East Michigan Panthers for their Homeschool sports program. They used the fields last year as Covid allowed, and have provided their anticipated schedule which has been put in the Google calendar. They are charged at an hourly rate and invoices will be sent by the Parks Coordinator at the end of each month of use.

The applicant will be required to provide a renewal in May for their proof of insurance, with the Township included as Additional Insured. We have their Covid-19 protocol on file and they understand they must comply with all current guidelines. Their group is small, so shared field use on H1 with any other users will be feasible.

Should this application be recommended for approval, it should be done so based on the application from East Michigan Panthers dated 2/12/2021 as provided in the packet, contingent on a renewal Certificate of Insurance naming Hamburg Township as Additional Insured, that the Clerk Department be provided all requested documents to their satisfaction, and that no use be allowed during Blackout Dates. Use must comply with CDC and MDHHS guidelines relating to Covid.

Based on the current Park Use Fee Schedule, their rates would be \$25.00 per 2-hour block and will require scheduling with the Park Coordinator.

P.O. Box 157 10405 Merrill Road Hamburg, Michigan 48139-0157 **Hamburg Township Manly Bennett Park**  
(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): **East Michigan Panthers**

Name of Event: **soccer workouts/practices**

Type of Event: **soccer workout/practices** Park Use Category #: **not sure?**

Select One

Applicant Name: **Kathleen Marshall**

Date(s) of Event: **several dates, listed at end of doc** Time(s) of Event: **See below at end of doc**

Applicant Address: **5574 Richardson Rd.** Suite or Apt #: \_\_\_\_\_

Applicant City: **Howell** State: **MI** Zip: **48843**

Contact Person (present during use): **Doug Marshall/Kathie Marshall**

Contact's Affiliation with Applicant: **applicant/applicant's spouse: Administrators**

Contact's Phone: **586-224-0114** Contact's E-Mail: **kathiemarshall777@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: **K&K Insurance**

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

Policy #: **6BRPG0000007258600** Expiration Date: **5-29-2021**

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

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

Aggregate \_\_\_\_\_

1 | Park Use Application PA01012020

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

Please describe the event you propose to host:

**Off-season soccer workouts and Regular season soccer workouts / practices**

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

**\*\*Participants will be comprised of players from 3 team levels : Junior High, JV and Varsity.**

**Number of participants will vary.**

Average of participants/spectators/guests anticipated at any given time: **20**

Site of Proposed Event; include all areas of the parklands that will be used: **soccer field**

**# 1 planned**

**3 Non-qualified**

**scheduled  
2/18/21  
subject to  
change**

**Renewal will be  
required during season**

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

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

Number of Volunteers: 3-4 Are Volunteers trained?: as coaches, yes

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: NO If so, please indicate locations: \_\_\_\_\_

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

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

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

Will Food/Beverages be served? If so, types of food and name of persons serving: NO

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

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

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

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

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

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

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

## 2 | Park Use Application PA01012020

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

*Reg Maintenance*

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/Off Season (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.

### 3 | Park Use Application PA01012020

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: ktm

**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: ktm

Applicant's Signature: Kathleen Marshall Date: 2-12-2021

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

Parks Coordinator:  Date: 2-19-21

**For office use only**

Comments: Use scheduled as requested  
-except for blackout dates.

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

Application has been (Circle one) Approved Denied

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

*May 7 Blackout - Jagged*  
*June 17 Fun Fest*  
*June 21*

<u>Dates Requested</u>	<u>Time of Day</u>	<u># participants</u>
April 9, 16, 23, 30 ✓	6-8 pm	10-25
May 7, 14, 21, 28 ✓	6-8 pm	10-25
June 4 ✓	6-8 pm	10-25
June 7, 10, 14, 17, 21, 24, 28 ✓	6:30-8:30 pm	10-25
July 1, 5, 8, 12, 15, 19, 22, 26, 29 ✓	6:30-8:30 pm	10-25
August 2, 3, 4, 5, 6, 9, 10, 16, 17, 23, 24, 30, 31 ✓	6:30-8:30 pm	20-30
September 7, 8, 13, 16 ✓	6:00-8:00 pm	20-30
September 20, 23, 27, 28 ✓	5:30-7:30 pm	20-30
October 4, 5, 11, 12, 18, 19 ✓	5-7 pm	20-30

**\*\*Participants will be comprised of players from 3 team levels : Junior High, JV and Varsity.**

4 | Park Use Application PA01012020

Added:

8/26 - 6:30-8:30

9/9 - 6-8

9/30 - 5:30-7:30

10/7 - 5-7

In lieu of Blackout Dates



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/02/2020

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> K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	<b>CONTACT NAME:</b> Mass Merchandising Underwriting	
	<b>PHONE</b> (A/C, No, Ext): 1-800-426-2889	<b>FAX</b> (A/C, No): 1-260-459-5105
	<b>E-MAIL</b> info@sportsinsurance-kk.com	
	<b>PRODUCER</b> CUSTOMER ID:	
	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
<b>INSURED</b> East Michigan FC 5574 Richardson Rd. Howell, MI 48843 A Member of the Sports, Leisure & Entertainment RPG	<b>INSURER A:</b> Nationwide Mutual Insurance Company	23787
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**

CERTIFICATE NUMBER: W01837200

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"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		6BRPG0000007258600	05/29/2020 5:05 PM EDT	05/29/2021 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 <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			6BRPG0000007258600	05/29/2020 5:05 PM EDT	05/29/2021 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 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 STATUTE <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>			6BRPG0000007258600	05/29/2020 5:05 PM EDT	05/29/2021 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): Soccer Youth Age(s): 12 and under, 13-15, 16-19

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

See Attached Additional Remarks Schedule

**CERTIFICATE HOLDER**

Hamburg Township Parks & Recreation  
10405 Merrill  
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

*Scott Michael*

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





## ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804		NAMED INSURED East Michigan FC
POLICY NUMBER 6BRPG0000007258600		
CARRIER Nationwide Mutual Insurance Company	NAIC CODE 23787	EFFECTIVE DATE: 05/29/2020
ADDITIONAL REMARKS		
THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM, FORM NUMBER: 25                      FORM TITLE      Certificate of Liability Insurance		

Sport(s): Soccer Youth

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

### ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

## SCHEDULE

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

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.

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



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 19, 2021

To: Parks & Recreation Committee

From: Deby Henneman, Parks & Recreation Coordinator

Re: Pinckney Community Education – Use of Manly Bennett West for Soccer Program  
April through June – as scheduled with Park Coordinator

We are in receipt of a Park Use Application from Pinckney Community Schools dated February 19, 2021 for use of the West park soccer fields. Their anticipated numbers are low, and it is likely that we will be able to schedule their activities in and around other uses easily. Scheduling will be handled administratively through the Parks Coordinator, and made available for residents to see on the Township website.

The 2-year contract with the schools ends in March, so fees will need to be addressed at a Township Board level. If it is the recommendation to the Township Board that the schools not be charged for their use, a motion to that effect should be made.

Should approval of the application be recommended as submitted, it should include the contingency that the Clerk Department be provided all requested documents to their satisfaction, that the field assignments be communicated Administratively through the Parks Coordinator, that uses will not be allowed during Blackout Dates, and that all uses comply with the CDC and MDHHS guidelines in regards to Covid.



## 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): Pinckney Community Education

Name of Event: Youth Soccer - Boys and Girls teams

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

Applicant Name: Brian Wardlow

Date(s) of Event: Saturdays - based on schedule Time(s) of Event: Morning/Early Afternoon

Applicant Address: 2130 East M-36 Suite or Apt #: \_\_\_\_\_

Applicant City: Pinckney State: MI Zip: 48169

Contact Person (present during use): Sean Grace

Contact's Affiliation with Applicant: Employee

Contact's Phone: 810-217-4341 Contact's E-Mail: sgrace@pinckneypirates.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: Pinckney Community Schools

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

Policy #: Same as last year..... 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: Youth Soccer games

Total Number of participants/spectators/guests anticipated during event: 100 players/coaches/spectators

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

Site of Proposed Event; include all areas of the parklands that will be used: Youth Soccer Fields

shared use of #7 & #8 WP soccer

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

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

Number of Volunteers: 3

Are Volunteers trained?: 3

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: no

If so, please indicate locations: \_\_\_\_\_

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

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

Parking fee charged? If so, how much: no

Valet service available? no

Will Food/Beverages be served? If so, types of food and name of persons serving: no

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

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

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

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

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

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

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

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

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

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: no

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

Specific services required from the Township, if any: Mowing/stripping maybe - HCSC to

assist w/ stripping

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: bw

**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: bw

Applicant's Signature: Brian Wardlow Date: 2/19/20

Co- applicant's Signature: Sean Grace Date: 2/19/20

Parks Coordinator: [Signature] Date: 2/19/21

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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 INSURANCE

<b>Producer</b> <b>SET SEG</b> 415 W. Kalamazoo Street Lansing, MI 48933				THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.		
<b>Insured</b> <b>Pinckney Community Schools</b> 2130 E M-36 Pinckney, MI 48169				<b>COMPANIES AFFORDING COVERAGE</b>  <b>A</b> MASB-SEG Property/Casualty Pool, Inc.		
<small>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 TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.</small>						
CO LTR	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS	
<b>A</b>	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> Comprehensive Form <input checked="" type="checkbox"/> Premises/Operations <input checked="" type="checkbox"/> Products/Completed Operations <input checked="" type="checkbox"/> Broad Form Property Damage <input checked="" type="checkbox"/> Personal Injury	PC- 0000359	7/1/20	7/1/21	BI & PD COMBINED OCCURRENCE  BI & PD COMBINED AGGREGATE  PERSONAL INJURY OCCURRENCE  PERSONAL INJURY AGGREGATE	\$1,000,000  N/A  \$1,000,000  N/A
<small>DESCRIPTION</small> Hamburg Township Parks and Recreation are hereby added as an additional insured for liability but only in respects to the school activities performed at Manly Bennet Park by or on behalf of the named Insured for the 2020 to 2021 school year.						
<b>CERTIFICATE HOLDER</b> Hamburg Township PO Box 157 Hamburg, MI 48139				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL <b>30</b> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.		
<b>AUTHORIZED REPRESENTATIVE</b>  <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: left;">             Deana Coolidge            PROPERTY/CASUALTY DEPARTMENT         </div> <div style="text-align: right;">           Date August 13, 2020         </div> </div>						





**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)**

MEMO

Date: 2/5/21

To: Parks & Recreation Committee

From: Deby Henneman, Parks & ADA Coordinator

Re: Park Use Application from: Go Sports LLC

I am in receipt of an application for use of Baseball Diamond B4 (or more suitable in size) in Manly Bennett East for this spring season by the captioned applicant. This approval should require that all documents such as Certificate of Insurance, with Hamburg Township named as Additional Insured, and signed Land Use Agreement/Park Use Application be provided prior to their start date.

Use for this field would be scheduled with the Parks Coordinator, and billed monthly for actual use at the beginning of the subsequent month. The rate for use will be billable at \$25.00 per 2-hour block, and there are no refunds.

Should use be recommended for approval, it should be done so contingent on the required paperwork being filed with the Clerk's Office, that payments for use be billed based on current fee schedule, and that the use not interfere with priority use of PHBSA or any scheduled Blackout Dates.

Deby Henneman  
Parks Coordinator



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 #: \_\_\_\_\_ Select One

Applicant Name: 60 SPORTS, LLC. - Cindy Janssen

Date(s) of Event: M-F-May 1<sup>st</sup> - Oct 31<sup>st</sup> Time(s) of Event: Evening

Applicant Address: 1039 Silver Lake Rd Suite or Apt #: \_\_\_\_\_

Applicant City: Green Oak Twp State: MI Zip: 48116

Contact Person (present during use): Cindy Janssen

Contact's Affiliation with Applicant: same

Contact's Phone: 248-935-7678 Contact's E-Mail: cinjan08@yahoo.com

Event Co-applicant, if any: Erk Janssen

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

Co-applicant's phone: 248-921-5213

#### Insurance Information:

Insurance Carrier: Farmers Ins/ US Liability Ins

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

Policy #: NPP020J2696 Expiration Date: 11/1/21 - will auto renew 1/21

Limit of General Liability: 1,000,000 Occurrence 2,000,000 Aggregate

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

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

Please describe the event you propose to host: Softball & baseball practices & games -  
Regular season.

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

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

Site of Proposed Event; include all areas of the parklands that will be used: Field 4 @ Bennett Park

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

Will tents be used?: NO If so, please indicate locations: \_\_\_\_\_

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

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

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

Will Food/Beverages be served? If so, types of food and name of persons serving: 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: We would like to install base mounts on field 4 to provide a safer base method for the kids. The mounts can be removed at the end of the season

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: CJ

**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: CJ

Applicant's Signature: Cindy Jansen Date: 10-5-20  
Co-applicant's Signature: Eric Jansen Date: 10-5-20  
Parks Coordinator: [Signature] Date: 10-5-21

**For office use only**

Comments: Use may require self-maintenance re: chalking/diamonds. Use will need to work w/ PHBSA anticipated use.

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 18, 2021

To: Parks & Recreation Committee

From: Deby Henneman, Parks Coordinator

Re: Hamburg Flyers 2021/2022 Annual Season – Manly Bennett RC Field

We are in receipt of a Park Use Application from the Hamburg Flyers RC Club, Inc. dated February 9, 2021, for the Hamburg Flyer's RC Annual Season from April 1, 2021 to April 1, 2022.

Should approval of this 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 will be subject to blackout dates.

All RC activity is monitored by this group on behalf of the Township and Liability for this activity is covered by their provided Insurance.



## Hamburg Township Manly Bennett Park

### Park Use Application

#### And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

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

### Applicant Information:

Event Sponsor (or name if family or individual use): Hamburg Flyers RC Club, Inc.

Name of Event: Hamburg Flyer RC Club, Inc.

Type of Event: Aeronautics Park Use Category #: 2 - Qualified User

Applicant Name: Hamburg Flyer RC Club, Inc.

Date(s) of Event: April 15, 2021 thru April 14, 2022 Time(s) of Event: Park hours

Applicant Address: Manly Bennett Airport 10405 Merrill Rd. Suite or Apt #: \_\_\_\_\_

Applicant City: Hamburg State: MI Zip: 48139

Contact Person (present during use): Eugene Doncea

Contact's Affiliation with Applicant: President

Contact's Phone: 734-637-3571 Contact's E-Mail: E8da68@aol.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: Academy of Model Aeronautics, Inc. Westchester Surplus Lines Insurance Co.

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

Policy #: TBD 62201534015 Expiration Date: TBD 3-31-21 \*

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

Umbrella Coverage Limit (if any): 1,500,000 Occurrence 4,000,000 Aggregate

*\* Renewal will be required for season & event.*



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

501(c)3 nonprofit activities. The purpose is to develop, educate, Please describe the event you propose to host: advance and safeguard modeling and aeronautical activities. This is to include, but not limited too, Buddy Box, educational seminars, community education and awareness, Also RC Truck/car activities

Total Number of participants/spectators/guests anticipated during event: 1-200 +/-

Average of participants/spectators/guests anticipated at any given time: 1-1000 +/-

Site of Proposed Event; include all areas of the parklands that will be used: Manley Bennett Airport

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

Will there be camping and trailer facilities? If so, are overnight stays anticipated: N/A

Number of Volunteers: 1/100 +/- Are Volunteers trained?: Yes

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: Yes If so, please indicate locations: Manley Bennett Airport

*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 only membership fees

Parking fee charged? If so, how much: No Valet service available? No for club

Will Food/Beverages be served? If so, types of food and name of persons serving: Yes. TBD to cover ins.

*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: TBD

*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: Personal Pets

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

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

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

Yes. Members and guest

Will there be a need for vehicles to be used on Township grounds? If so, describe: \_\_\_\_\_  
vehicles driven to and from the site.

*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,  
No  
describe: \_\_\_\_\_

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

Yes. Lawn service and maintance.

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:

*NA*

## 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: ED

**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: ED

Applicant's Signature: Eugene D... Date: Feb 9, 2021

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

Parks Coordinator: [Signature] Date: 2-18-21

**For office use only**

Comments: Added to Google Calendar 2/18/21

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)

5/4/2020

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> The Harry A. Koch Co. P.O. Box 45279 Omaha NE 68145-0279	<b>CONTACT NAME:</b>		
	<b>PHONE (A/C No. Ext):</b> 402-861-7000	<b>FAX (A/C No.):</b>	
<b>INSURED</b> Academy of Model Aeronautics, Inc. &/or Affiliated &/or Associated Chartered Clubs, Chapters & Members Thereof 5161 E. Memorial Drive Muncie IN 47302	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	INSURER A: Westchester Surplus Lines Insurance Co		10172
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

**COVERAGES****CERTIFICATE NUMBER:** 959503208**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<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"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y	Y	G22011534015	3/31/2020	3/31/2021
						EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$0 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$1,000,000 PRODUCTS - COMP/OP AGG \$1,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <b>DED</b> <input type="checkbox"/> <b>RETENTION \$</b> <input type="checkbox"/>					EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Excess Liability	Y	Y	G22011546015	3/31/2020	3/31/2021
						Limits per Occ \$1,500,000 General Aggregate \$4,000,000

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

Hamburg Township is an additional insured, primary and non-contributing as respects to any additional insured site owner. Location: Manley W. Bennett Park 10405 Merrill Rd. Club: 1454 Hamburg Flyers R/C Club Inc.

**CERTIFICATE HOLDER****CANCELLATION**

Hamburg Township  
PO Box 157  
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**

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**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 18, 2021

To: Parks and Recreation Committee  
Hamburg Township Board of Trustees

From: Deby Henneman, Parks & ADA Coordinator

Re: Pirate Youth Athletics (formerly HPYFA)– Use of Manly Bennett Park – East  
Fields: **Football Practice Fields 1 & 2**

We are in receipt of a Park Use Application from the Pirate Youth Athletics dated February 10, 2021 for use of Football practice areas 1 & 2 located in Manly Bennett Park East for their fall season beginning August 2, 2021 and ending October 31, 2021.

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 50.

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 all uses comply with CDC and MDHHS Covid guidelines, and that use of the fields will not be allowed during East Park blackout dates. All field use will be scheduled with the Parks Coordinator.





## 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): Pirate Youth Athletics (Formerly HPYFA)

Name of Event: PYA Football Practice

Type of Event: PYA Football Practice Park Use Category #: 2 - Qualified User

Applicant Name: Pirate Youth Athletics

Date(s) of Event: August 2 - October 31, 2021 Time(s) of Event: Monday - Friday 5pm to 9 pm

Applicant Address: PO Box 741 Suite or Apt #: \_\_\_\_\_

Applicant City: Hamburg State: MI Zip: 48139

Contact Person (present during use): Jon Prescott

Contact's Affiliation with Applicant: PYA President

Contact's Phone: 810-522-7878 Contact's E-Mail: registerhpyfa@gmail.com

Event Co-applicant, if any: Kelly Rysso

All Co-applicants must also sign all applications and waivers.  
Co-applicant relationship to Applicant: VP of Cheer

Co-applicant's phone: 810-599-6395

*Cheerleading won't be  
using fields at Manly  
Bennett Park, have  
sound alternate site.*

#### Insurance Information:

Insurance Carrier: K&K insurance group

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

Policy #: 6BRPG0000007258600 Expiration Date: 09/25/2021

Limit of General Liability: 1,000,000 Occurrence 5,000,000 Aggregate

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

*AI Conf requested  
2/18/21*

**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 Field 1&2

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

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

Site of Proposed Event; include all areas of the parklands that will be used: Fields 1&2 for football

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

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

Number of Volunteers: 30

Are Volunteers trained?: yes

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: no

If so, please indicate locations: 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 Portable toilet  
near storage shed from 8/1 to 10/31

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.*

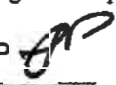
The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

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.

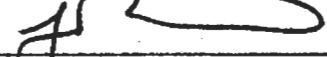
Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules,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

**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: JP 

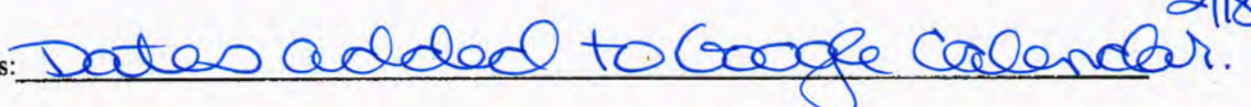
Applicant's Signature: Jon Prescott  Date: 2/10/2021

Co-applicant's Signature: Kelly Russo  Date: 2-10-21

Parks Coordinator:  Date: 2-18-21

**For office use only**

Comments:

 2/18

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)

09/23/2020

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> 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> Pirate Youth Athletics PO 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:** W01845833**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"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			6BRPG0000007258600	09/25/2020 12:01 AM EDT	09/25/2021 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 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			6BRPG0000007258600	09/25/2020 12:01 AM EDT	09/25/2021 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"/> <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"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	<b>MEDICAL PAYMENTS FOR PARTICIPANTS</b>			6BRPG0000007258600	09/25/2020 12:01 AM EDT	09/25/2021 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): Cheerleading - Youth Age(s): 12 and under; Youth Football (Tackle &amp; Contact) Age(s): 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

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

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

AGENCY CUSTOMER ID:  
LOC #

**ACORD**<sup>TM</sup>

**ADDITIONAL REMARKS SCHEDULE**

**Page 1 of 1**

AGENCY K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804		NAMED INSURED Pirate Youth Athletics
POLICY NUMBER 6BRPG0000007258600		
CARRIER Nationwide Mutual Insurance Company	NAIC CODE 23787	EFFECTIVE DATE: 09/25/2020

**ADDITIONAL REMARKS**

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

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

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



# EVIDENCE OF PROPERTY INSURANCE

W01845832

DATE (MM/DD/YYYY)

09/23/2020

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

<b>AGENCY</b> K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804		<b>PHONE</b> (A/C, No, Ext): 1-800-426-2889		<b>COMPANY</b> Nationwide Mutual Insurance Company	
<b>FAX</b> (A/C, No): 1-260-459-5105		<b>E-MAIL ADDRESS:</b> info@sportsinsurance-kk.com			
<b>CODE:</b>		<b>SUB CODE:</b>			
<b>AGENCY CUSTOMER ID:</b>		<b>LOAN NUMBER</b>		<b>POLICY NUMBER</b> 6BIM 0000022474400	
<b>INSURED</b> Pirate Youth Athletics PO Box 741 Hamburg, MI 48139		<b>EFFECTIVE DATE</b> 09/25/2020 12:01 AM EDT		<b>EXPIRATION DATE</b> 09/25/2021 12:01 AM EDT	
				<input type="checkbox"/> CONTINUED UNTIL TERMINATED IF CHECKED	
<b>THIS REPLACES PRIOR EVIDENCE DATED:</b>					

## PROPERTY INFORMATION

LOCATION/DESCRIPTION

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 EVIDENCE OF PROPERTY INSURANCE 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.

## COVERAGE INFORMATION

PERILS INSURED ☐ BASIC ☐ BROAD ☐ SPECIAL ☐

COVERAGE / PERILS / FORMS	AMOUNT OF INSURANCE	DEDUCTIBLE
Inland Marine-Miscellaneous Property: Business Personal Property including; Sports equipment, field maintenance equipment, concession stand equipment (excluding products), small portable storage units and miscellaneous equipment and supplies	\$65,000	\$1000*


## REMARKS (including Special Conditions)

\* Deductible applies per claim

## 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.

## ADDITIONAL INTEREST

<b>NAME AND ADDRESS</b> Evidence of Coverage	<input type="checkbox"/>	<b>ADDITIONAL INSURED</b>	<input type="checkbox"/>	<b>LENDER'S LOSS PAYABLE</b>	<input type="checkbox"/>	<b>LOSS PAYEE</b>
	<input type="checkbox"/>	<b>MORTGAGEE</b>	<input type="checkbox"/>		<input type="checkbox"/>	
	<b>LOAN #</b>					
	<b>AUTHORIZED REPRESENTATIVE</b> 					





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 9, 2021

To: Parks & Recreation Committee

From: Deby Henneman, Parks Coordinator

Re: 1<sup>st</sup> Annual PMA (Positive Mental Attitude) Dubs – 4/11/2021 Disc Golf

We are in receipt of a Park Use Application from Jason Kaliszewski dated 2/6/21 for limited use of the Disc Golf Course, Parking lot and grassy area in Manly Bennett Park West for a Disc Golf Tournament scheduled for April 11, 2121. A true “blackout” is not necessary as this use will allow access to the course for casual players during the event.

All league play is considered similar to individual use, and is subject to a \$2.00 pay per play fee which the club will collect and pay the Township. Applying for use allows for them to set-up portable tents and banners the day of the event. There are 2 portable toilets available at the trailhead, and another halfway through the course, so based on the anticipated numbers there shouldn't be a need for additional units. Tournament/Event use will require documents to the satisfaction of the Clerk as outlined in the Park Use Policy.

I recommend approval of the application as submitted, based on the application from Jason Kaliszewski dated 2/6/21 as provided in the packet, contingent upon the applicant providing a Certificate of Insurance naming Hamburg Township as Additional Insured, that payment for the number of participants be made no later than the Wednesday following the event, and that the Clerk Department be provided all requested documents to their satisfaction.



## 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): Positive Mental Attitude Disc Golf

Name of Event: 1st Annual PMA Dubs

Type of Event: Disc golf tournament Park Use Category #: Select One

Applicant Name: Jason Kaliszewski

Date(s) of Event: 4-11-2021 Time(s) of Event: 9:30 am

Applicant Address: 1480 Shady Crest Dr. Suite or Apt #: \_\_\_\_\_

Applicant City: Hartland State: MI Zip: 48353

Contact Person (present during use): Noah Rae

Contact's Affiliation with Applicant: Friend

Contact's Phone: 810-623-6604 Contact's E-Mail: Noahnoah1919@yahoo.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: To be provided / must include Add'l Insured Clause

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: I would like to host a doubles disc golf tournament at the Gulch disc golf course

Total Number of participants/spectators/guests anticipated during event: 72

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

Site of Proposed Event; include all areas of the parklands that will be used: The site I would like to use is the Gulch disc golf course at Merrill Park West

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

Will tents be used?: No If so, please indicate locations: Staging area should be placed on a grassy area near parking  
*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 - Township Player fee \$2.00 each

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: Have the fairways mowed if need be.

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:

Doubles tournament consisting of 36 teams, 2 people per team with 4 different divisions depending on skill level.  
72 players overall.

Must allow for individual players to work around event.

### **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: JK

**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: JK

Applicant's Signature:  Date: 2-6-21  
Co- applicant's Signature:  Date: \_\_\_\_\_  
Parks Coordinator:  Date: 2-9-21

### 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 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 18, 2021

To: Parks and Recreation Committee

From: Deby Henneman, Parks Coordinator

Re: Smartwater Invitational Tournament 2021  
Michigan Alliance FC – Manly Bennett Park – West  
Park Use Application for Soccer Field usage – 100% of fields (blackout)

Set-up: April 30, 2021, users will still have access for games/practices  
Dates of Event: May 1 & 2, 2021

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 1 & 2, 2021. This Tournament occurs the weekend prior to the Jaguar Tournament and was first at Manly Bennett Park in 2018.

The Public Safety Committee will need to make their recommendation prior to the application being sent to the Township Board for approval. The anticipated hazard level is High, but all charges will be based on the recommendation from Public Safety. This group will be charged as a non-partnering user group.

The applicant will be in charge of requesting additional portable toilets as well as dumpsters for this event, and all charges incurred for these services. They will also be expected to have all additional facilities removed by the Monday of the following week and will be charged for any damages incurred to the premises due to their event.

Should the Parks & Recreation Committee recommend approval of 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 a \$500 non-refundable hold the date deposit and charged for use less deposit based on fee schedule, 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, and that a recommendation from the Public Safety Committee be received prior to requesting the Township Board's approval. This event will need to comply with all CDC and MDHHS Covid guidelines.



## 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): Michigan Alliance FC

Name of Event: Smartwater Invitational

Type of Event: Soccer Tournament Park Use Category #: 2 - Qualified User

Applicant Name: Gretchen McKernan

Date(s) of Event: May 1 - 2, 2021 *Set-up 4/30/21* Time(s) of Event: 8 am - 9 pm

Applicant Address: 9299 Goble Drive Suite or Apt #: \_\_\_\_\_

Applicant City: Brighton State: MI Zip: 48116

Contact Person (present during use): Gretchen McKernan

Contact's Affiliation with Applicant: Administrator

Contact's Phone: 734-260-1907 Contact's E-Mail: gretchen.mafc@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: Pullen Insurance *No current COI on file. Renewal requested*

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

Policy #: \_\_\_\_\_ Expiration Date: 9-1

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

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

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

Please describe the event you propose to host: Youth Soccer Tournament for 8U - 18U teams.

Total Number of participants/spectators/guests anticipated during event: 5000

> High

Average of participants/spectators/guests anticipated at any given time: 1500

Site of Proposed Event; include all areas of the parklands that will be used: All fields in West Bennett

*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: 50 Are Volunteers trained?: Yes

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: Yes If so, please indicate locations: Along pathway as in past

must be placed in non-sprinklered areas

*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: Licensed vendors will be

selling carnival-type food, barbeque, smoothies, shaved ice, etc. - Inspections required

as well as Certificates of Ins & copies of lic.

*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 golf carts

*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 See schedule of costs

*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: Just typical field maintenance

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: gdm

**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: gdm

Applicant's Signature: Gretchen McKernan Date: 2-12-2021

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

Parks Coordinator:  Date: 2-18-21

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**For office use only**

Comments: Use scheduled in Google calendar

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

Application has been (Circle one)



Approved



Denied

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

## Public Safety Fee Chart

*As referenced: Appendix – C  
Parklands, Community  
Center and Public Safety  
Fee Schedule*

Event Category	Event Size/Hazard Description	Public Safety Fee	Personnel Provided
Low Hazard	<b>Less than 1000</b> <ul style="list-style-type: none"> <li>Prohibited activities: Alcoholic beverages, fireworks, professional sporting events, pets</li> </ul>	<b>No Public Safety Fee Required</b> (unless use is determined to have need of personnel based on type of event).	
Medium Hazard	<b>1001 – 2500</b> <ul style="list-style-type: none"> <li>Prohibited activities: Alcoholic beverages, fireworks, professional sporting events, pets</li> </ul>	<b>Full Day: \$600 per day</b> <b>Half Day: \$300 per day</b>	<b>2 public safety personnel</b>
High Hazard	<b>2501-5000</b> <ul style="list-style-type: none"> <li>Prohibited activities: Alcoholic beverages, fireworks, professional sporting events, pets</li> </ul>	<b>Full Day: \$1,200 per day</b> <b>Half Day: \$600 per day</b>	<b>4 public safety personnel</b>
Special Use	<b>Over 5,000</b> <ul style="list-style-type: none"> <li>Must be proposed and permitted through special approval process through Township Board</li> <li>May require further permits and specialty insurance</li> </ul>	Actual salary costs for all public safety personnel (Police & Fire) not working a regularly-scheduled shift	Public Safety Administration (in consultation with the event organizers and Parks & Rec Director) determine the public safety needs for the event

- **All new event applications/uses require review by Public Safety Personnel**
- Half Day is 6 hours or less, Full Day is more than 6 hours
- The Township Board may waive or reduce required public safety fees by special request of the event organizers
- All event applications, no matter the size, must start with a Park Use Application submittal with the Parks & Recreation Department



**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 5, 2021

To: Parks & Recreation Committee

From: Deby Henneman, Parks & Recreation Coordinator

Re: Michigan Jaguars Invitational Tournament - Request for 100% Use West Park  
**Blackout dates: May 7-9, 2021 – 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 event anticipates up to 1,000 attendees at any given time, contingent upon determinations of allowable crowd size during the Covid-19 Pandemic as stated by the CDC and Michigan Health Department. The proposed crowd size does not require a review by Public Safety.

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. There have not been any other requests for use of these fields for this particular weekend; however it will affect the regular user groups who may need to reschedule games or practices to allow for this event. This event also 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. To date, there have been no reported issues relating to this event.

In addition to the park fees, the applicant will be in charge of requesting and paying for additional portable toilets as well as dumpsters for this event. They will also be expected to have all items removed by the Monday of the following week and will be charged for any damages incurred to the premises due to their event.

If a recommendation is made for approval of the application as submitted, it should be contingent on the following: that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided for this event, that the applicant be invoiced as outlined in the current Park Use Fee Schedule, that the Clerk Department be provided all requested documents to their satisfaction. This event will also require Vendor Inspections by the HTFD as well as proper documentation based on the vendor's services.



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): Michigan Jaguars FC

Name of Event: Jaguar United Spring Invitational

Type of Event: youth soccer tournament Park Use Category #: 4 - Event Use

Applicant Name: Annalisa Van Houten

Date(s) of Event: May 7-9, 2021 Time(s) of Event: 12pm til 9pm Friday and 7am to 9pm

Applicant Address: 24404 Catherine Industrial Suite or Apt #: Suite 310

Applicant City: Novi State: MI Zip: 48375

Contact Person (present during use): Annalisa Van Houten

Contact's Affiliation with Applicant: Tournament Director

Contact's Phone: 2486130729 Contact's E-Mail: avanhouten20@gmail.com

Event Co-applicant, if any: N/A

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

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

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

Insurance Information:

Insurance Carrier: Pullen Insurance issued by Michigan State Youth Soccer Association

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

Policy #: won't be issued til April Expiration Date: \_\_\_\_\_

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

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

must include AI clause  
for Hamburg Township



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

Please describe the event you propose to host: Youth Soccer Tournament

Total Number of participants/spectators/guests anticipated during event: 500 to 1000 depending on number of field

Average of participants/spectators/guests anticipated at any given time: same as above

Site of Proposed Event; include all areas of the parklands that will be used: West Bennett Park soccer fields

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

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

Number of Volunteers: 15-25

Are Volunteers trained?: yes

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: yes If so, please indicate locations: Main tent 20x40 across  
from concession stand area

*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: yes. Vendor trucks

Will be established around March/April but probably Kettlecorn, soccer store, smoothies, pretzels

**Certs & Food licenses required w/ HTFD Insp.**

*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: participants will be told no animals

*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: Golf carts

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

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: No, we will have athletic trainers on site as required by our state soccer association

*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: Lawn cut day before event or day of event preferably

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: ADV

**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: ADV

Applicant's Signature: Ormalisa Van Houten Date: 12/29/20

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

Parks Coordinator: [Signature] Date: 2-5-21

#### For office use only

Comments: Xtra Portable toilets & dumpster required at applicant's cost. To be removed by 5-10-21.

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)

11/19/2020

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).

<b>PRODUCER</b> Hummel Group, Inc. 148 Main Street  Wadsworth OH 44281		<b>CONTACT NAME:</b> Julie Piazza CISR <b>PHONE (A/C, No. Ext):</b> (330) 335-2521 <b>FAX (A/C, No):</b> (330) 335-2524 <b>E-MAIL ADDRESS:</b> jpiazza@hummelgrp.com	
<b>INSURED</b> B & K Food Concepts, LLC, DBA: Different Twist Pretzel PO Box 1514  Southgate MI 48195		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Westfield Insurance Company <b>INSURER B:</b> Technology Insurance Company <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 24112 42376	

**COVERAGES****CERTIFICATE NUMBER:** Master Liab. 2021-2022**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 WVP	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			CWP3436617	1/1/2021	1/1/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 Employment Practices Liability \$ 100,000
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			CWP3436617	1/1/2021	1/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist combined single \$ 1,000,000
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			CWP3436617	1/1/2021	1/1/2022	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A		TWC3920737	12/12/2020	12/12/2021	E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

Certificate Holder is an additional insured as required by written contract.

Event: Jaguars Invitational Soccer Tournament

**CERTIFICATE HOLDER****CANCELLATION**

Hamburg Twp Parks & Rec-Soccer Facilities PO Box 157 10405 Merrill Rd 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  P Teague Jr. CIC CRM/
--	--

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## Public Safety Fee Chart

*As referenced: Appendix – C  
Parklands, Community  
Center and Public Safety  
Fee Schedule*

Event Category	Event Size/Hazard Description	Public Safety Fee	Personnel Provided
Low Hazard	<b>Less than 1000</b> <ul style="list-style-type: none"> <li>Prohibited activities: Alcoholic beverages, fireworks, professional sporting events, pets</li> </ul>	<b>No Public Safety Fee Required</b> (unless use is determined to have need of personnel based on type of event).	
Medium Hazard	<b>1001 – 2500</b> <ul style="list-style-type: none"> <li>Prohibited activities: Alcoholic beverages, fireworks, professional sporting events, pets</li> </ul>	<b>Full Day: \$600 per day</b> <b>Half Day: \$300 per day</b>	<b>2 public safety personnel</b>
High Hazard	<b>2501-5000</b> <ul style="list-style-type: none"> <li>Prohibited activities: Alcoholic beverages, fireworks, professional sporting events, pets</li> </ul>	<b>Full Day: \$1,200 per day</b> <b>Half Day: \$600 per day</b>	<b>4 public safety personnel</b>
Special Use	<b>Over 5,000</b> <ul style="list-style-type: none"> <li>Must be proposed and permitted through special approval process through Township Board</li> <li>May require further permits and specialty insurance</li> </ul>	Actual salary costs for all public safety personnel (Police & Fire) not working a regularly-scheduled shift	Public Safety Administration (in consultation with the event organizers and Parks & Rec Director) determine the public safety needs for the event

- **All new event applications/uses require review by Public Safety Personnel**
- Half Day is 6 hours or less, Full Day is more than 6 hours
- The Township Board may waive or reduce required public safety fees by special request of the event organizers
- All event applications, no matter the size, must start with a Park Use Application submittal with the Parks & Recreation Department





**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 17, 2021

To: Parks & Recreation Committee

From: Deby Henneman, Parks Coordinator

Re: Hamburg Flyers RC Annual Airshow – Manly Bennett Park – East  
Park Use Application for Special Event

We are in receipt of a Park Use Application from the Hamburg Flyers RC Club, Inc. dated February 9, 2021, for the Hamburg Flyer's RC Annual Airshow proposed to be held on August 7, 2021 with a rain date of August 14, 2021.

The applicant anticipates up to 200 participants/spectators for this event, and will be limited based on current Covid-19 crowd recommendations. Should they proceed with this event, any food vendors hired will provide copy of their insurance and food license. The current insurance certificate on file covers this exposure.

Should approval of this application be recommended as submitted, it should be done so with the contingency that the established Park Use fee be waived due to the nature of the event, the Covid-19 protocol outlining procedures for crowd control and social distancing will be provided, 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 will be subject to 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 Flyers RC Club, Inc.

Name of Event: Hamburg Flyer RC Club, Inc. Air Show

Type of Event: Aeronautics Park Use Category #: 2 - Qualified User

Applicant Name: Hamburg Flyer RC Club, Inc.

Date(s) of Event: Aug 7, 2021 Rain Date: Aug 14, 2021 ✓ Time(s) of Event: Park hours

Applicant Address: Manley Bennett Airport 10405 Merrill Rd. Suite or Apt #: \_\_\_\_\_

Applicant City: Hamburg State: MI Zip: 48139

Contact Person (present during use): Eugene Doncea

Contact's Affiliation with Applicant: President

Contact's Phone: 734-637-3571 Contact's E-Mail: E8da68@aol.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: Academy of Model Aeronautics, Inc.

Westchester Surplus Lines Insurance Co

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

Policy #: TBD 622011534015 Expiration Date: TBD Current 3-31-21 \*

Limit of General Liability: TBD 1,000,000 Occurrence 1,000,000 Aggregate 1,500,000

Umbrella Coverage Limit (if any): None Occurrence None Aggregate None

*\* Renewal will be required for season & event.*

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

501(c)3 nonprofit activities. The purpose is to develop, educate, advance and safeguard modeling and aeronautical activities. This is to include, but not limited too, Buddy Box, educational seminars, community education and awareness, Also RC Truck/car activities

Total Number of participants/spectators/guests anticipated during event: 1-200 +/-

Average of participants/spectators/guests anticipated at any given time: 1-1000 +/-

Site of Proposed Event; include all areas of the parklands that will be used: Manley Bennett Airport

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

Will there be camping and trailer facilities? If so, are overnight stays anticipated: N/A

Number of Volunteers: 1/100 +/\* Are Volunteers trained?: Yes

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: Yes If so, please indicate locations: Manley Bennett Airport

*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 - Community Event open to public

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: Yes. TBD

*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: TBD

*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: Personal Pets - won't be allowed during event

*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.*

Yes. Members and guest

Will there be a need for vehicles to be used on Township grounds? If so, describe: \_\_\_\_\_  
vehicles driven to and from the site.

*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,  
No  
describe: \_\_\_\_\_  
\_\_\_\_\_

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

Yes. Lawn service and maintenance.  
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:

N/A

## Release of Liability & Indemnification Agreement

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

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



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

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

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

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

Initials: ED

**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: ED

Applicant's Signature: Eugene D... Date: Feb 9, 2021

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

Parks Coordinator: [Signature] Date: 2-18-21

**For office use only**

Comments: Added to Google Calendar as pending 2/18

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)

5/4/2020

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> The Harry A. Koch Co. P.O. Box 45279 Omaha NE 68145-0279	<b>CONTACT NAME:</b> <b>PHONE (A/C No. Ext):</b> 402-861-7000 <b>FAX (A/C No.):</b> <b>E-MAIL ADDRESS:</b>
<b>INSURED</b> Academy of Model Aeronautics, Inc. &/or Affiliated &/or Associated Chartered Clubs, Chapters & Members Thereof 5161 E. Memorial Drive Muncie IN 47302	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Westchester Surplus Lines Insurance Co <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES****CERTIFICATE NUMBER:** 959503208**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<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"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y	Y	G22011534015	3/31/2020	3/31/2021 EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$0 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$1,000,000 PRODUCTS - COMP/OP AGG \$1,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Excess Liability	Y	Y	G22011548015	3/31/2020	3/31/2021 Limits per Occ \$1,500,000 General Aggregate \$4,000,000

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

Hamburg Township is an additional insured, primary and non-contributing as respects to any additional insured site owner. Location: Manley W. Bennett Park 10405 Merrill Rd. Club: 1454 Hamburg Flyers R/C Club Inc.

**CERTIFICATE HOLDER****CANCELLATION**

Hamburg Township  
PO Box 157  
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**

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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 19, 2021

To: Parks & Recreation Committee

From: Deby Henneman, Parks Coordinator

Re: PowerAde Invitational Tournament 2021

Michigan Alliance FC – Manly Bennett Park – Entire West Park with request for East Park Football Field usage – 100% of fields (blackout)

Set-up: August 20, 2021, users will still have access for games/practices

Dates of Event: August 21 & 22, 2021

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 21 & 22, 2021. Based on safety concerns from the events in both 2018 & 2019, and the current park application procedure, it will be required that Public Safety make their recommendation to accommodate the event as requested, or if approval will be limited to West Park. The anticipated hazard level is High, but all charges will be based on the recommendation from Public Safety. This group will be charged as a non-partnering user group.

The applicant will be in charge of requesting additional portable toilets as well as dumpsters for this event, and all charges incurred for these services. They will also be expected to have all additional facilities removed by the Monday of the following week and will be charged for any damages incurred to the premises due to their event. Should the event be approved on both sides of the park, they will need to work out a safety plan with Public Safety staff.

Should the Parks & Recreation Committee recommend approval of 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 a \$500 non-refundable hold the date deposit and charged for use less deposit based on fee schedule, that the Clerk Department be provided all requested documents to their satisfaction, that the Concession vendors supply a Certificate of Insurance and proof of Food Service license, if applicable, subject to a Vendor Inspection by the Fire Marshal, and that a recommendation from the Public Safety Committee be received prior to requesting the Township Board's approval. Use should also comply with CDC and MDHHS guidelines relating to Covid.





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): Michigan Alliance FC

Name of Event: Powerade Soccer Invitational

Type of Event: Soccer Tournament Park Use Category #: 2 Qualified User 4 Event Use

Applicant Name: Gretchen McKernan

Date(s) of Event: August, 21-22, 2021 Set-up August 20, 2021 Time(s) of Event: 8 am - 9 pm

Applicant Address: 9299 Goble Drive Suite or Apt #: \_\_\_\_\_

Applicant City: Brighton State: MI Zip: 48116

Contact Person (present during use): Gretchen McKernan

Contact's Affiliation with Applicant: Administrator

Contact's Phone: 734-260-1907 Contact's E-Mail: gretchen.mafc@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: Pullen Insurance No current COI on file -To be supplied Must include A.I. Clause

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

Policy #: \_\_\_\_\_ Expiration Date: 9-1

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

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

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

Please describe the event you propose to host: Youth Soccer Tournament for 8U - 18U teams.

Total Number of participants/spectators/guests anticipated during event: 5000

Average of participants/spectators/guests anticipated at any given time: 1500

Site of Proposed Event; include all areas of the parklands that will be used: Fields in both East and West

Bennett Parks, as in past - Subject to Public Safety Rec.

*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: 50

Are Volunteers trained?: Yes

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: Yes

If so, please indicate locations: Along pathway as in past

must be placed in non-sprinklered areas  
*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: Licensed vendors will be

selling carnival-type food, barbeque, smoothies, shaved ice, etc.

- Inspections required  
as well as certificates of Ins & Copies of lic.  
*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 golf carts

*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 See schedule of costs

*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: Just typical field maintenance

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.

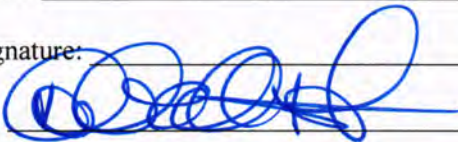
**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant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

**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: gdm

Applicant's Signature: Gretchen McKernan Date: 2-12-2021

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

Parks Coordinator:  Date: 2-19-21

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**For office use only**

Comments: Use scheduled in Google calendar

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

Application has been (Circle one)



Approved



Denied

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

## Public Safety Fee Chart

*As referenced: Appendix – C  
Parklands, Community  
Center and Public Safety  
Fee Schedule*

Event Category	Event Size/Hazard Description	Public Safety Fee	Personnel Provided
Low Hazard	<b>Less than 1000</b> <ul style="list-style-type: none"> <li>Prohibited activities: Alcoholic beverages, fireworks, professional sporting events, pets</li> </ul>	<b>No Public Safety Fee Required</b> (unless use is determined to have need of personnel based on type of event).	
Medium Hazard	<b>1001 – 2500</b> <ul style="list-style-type: none"> <li>Prohibited activities: Alcoholic beverages, fireworks, professional sporting events, pets</li> </ul>	<b>Full Day: \$600 per day</b> <b>Half Day: \$300 per day</b>	<b>2 public safety personnel</b>
High Hazard	<b>2501-5000</b> <ul style="list-style-type: none"> <li>Prohibited activities: Alcoholic beverages, fireworks, professional sporting events, pets</li> </ul>	<b>Full Day: \$1,200 per day</b> <b>Half Day: \$600 per day</b>	<b>4 public safety personnel</b>
Special Use	<b>Over 5,000</b> <ul style="list-style-type: none"> <li>Must be proposed and permitted through special approval process through Township Board</li> <li>May require further permits and specialty insurance</li> </ul>	Actual salary costs for all public safety personnel (Police & Fire) not working a regularly-scheduled shift	Public Safety Administration (in consultation with the event organizers and Parks & Rec Director) determine the public safety needs for the event

- **All new event applications/uses require review by Public Safety Personnel**
- Half Day is 6 hours or less, Full Day is more than 6 hours
- The Township Board may waive or reduce required public safety fees by special request of the event organizers
- All event applications, no matter the size, must start with a Park Use Application submittal with the Parks & Recreation Department