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**HAMBURG TOWNSHIP  
PARKS AND RECREATION COMMITTEE  
REGULAR MEETING AGENDA  
Hamburg Township Board Room  
Tuesday, May 25, 2021 – 3:00 p.m.**

1. Call to Order
2. Pledge to the Flag
3. Roll Call of the Board
4. Call to the Public
5. Approval of the Agenda
6. Approval of the Minutes
  - A. April 27, 2021 – Regular Meeting
7. Correspondence
  - A. Hamburg Township Historical Museum Newsletter – May 2021
8. Current Business
  - A.
9. Old Business
  - A. Parks & Recreation Master Plan/Pending Grants/Supervisor Report**
    1. Iron Belle Trail/Lakelands Trail – Supervisor Update
  - B. Township Park Use Policy/Fee/Procedures**
    1. Park Facility Use Policy – Updates in progress
    2. Covid Protocol – Update
  - C. Administrative Services**
    1. Park Coordinator's Report – May 2021
    2. Senior Center Report – May 2021
    3. Scholarship Request – None
    4. Park Use Requests:
      - A. Blackout List – Updated
      - B. Michigan Jaguar FC Fall Tournament – September 24-26, 2021 - BLACKOUT

**D. Special Projects**

1. Equipment Upgrade in Playgrounds – Awaiting Bids
2. Hay Creek Bridge Project – Engineer creating design
3. ADA Truncated Domes Project on Lakelands Trail – Complete
4. Hamburg RC Flyers – Conceptual Proposal – RC Car/Truck Track – No Updates
5. Outdoor Seating Project – Clerk Update
6. Pickleball Project – Clerk Update

**E. Sponsorships/Volunteerism**

1. Eagle Scout Project – None
2. Amenities and Beautification Committee
  - A. Adopt a Garden/Memorial Bench/Tree Project – Volunteer Newsletter being sent

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

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

1. ADA Compliance in Parklands – Senior Center ramp/sidewalk completed
2. ADA Policies and Procedures – No updates

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

**Next Meeting Date:**

**Parks Committee: June 22, 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 via GoTo Meeting  
Tuesday, April 27, 2021  
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:05 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Dolan, Michniewicz, Muck, Mougrabi

Board Members Absent: Auxier

Also Present: Deby Henneman, Parks & ADA Coordinator, Duane Hoepfner, Building & Grounds Team Lead

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

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

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

**MOTION CARRIED**

6. Approval of the Minutes

**Motion by Michniewicz, supported by Muck, to approve the minutes from the March 23, 2021, Regular Meeting as presented.**

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

**MOTION CARRIED**

7. Correspondence

Hamburg Historical Museum newsletter was received and filed.

8. New Business

A. PCS Land Use Agreement Draft

**Motion by Muck, supported by Dolan, to recommend approval for use of the Land/Facility Use Agreement, in conjunction with the Park Use Application and Release of Liability & Indemnification Agreement, to approve a 2-year term, with a 1-year renewable term as approved by Administration, to cover field usage for the Pinckney Community Schools and Pinckney Community Education, for any sports activities, contingent on field availability and scheduling with the Park Coordinator, that Insurance be provided listing Hamburg Township as Additional Insured, and with waiver of fees for any sports related events. The Township Board of Trustees may revoke this use at any time.**

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

**MOTION CARRIED**

9. Old Business

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

1. Iron Belle Trail/Lakelands Trail – Supervisor stated he has asked for updates to the 2015 estimates for the project up McGregor, but the grants require AASHTO standards which will cost millions. He doesn't believe going after Federal/State grant funding will be an option and if a 4 foot path on either side is built, the Township would most likely have to self-fund the project with private grants. He also stated there are a number of maintenance projects that are planned for the trail. He will be developing an RFP for all of the items that are a priority. He stated the Township Engineer is designing the Hay Creek Bridge Improvements and once the design is received, it will be going out to bid.

2. MNRTF Trust Fund Grants – Clerk stated there was no update.

B. Township Park Use Policy/Fee/Procedures

1. Park Facility Use Policy – No updates.

2. Covid Protocol – Following CDC and MDHHS Guidelines. Senior Center is operating at legal levels, and is still closed after hours and on weekends to general public.

C. Administrative Services

1. Park Coordinator's Report – April 2021 – Report received and filed

2. Senior Center Report – April 2021 – Report received and filed

3. Scholarship Request – None

4. Park Use Requests

a. Blackout List – Updated list received and filed.

b. Pinckney Wrestling Boosters – Metal Drive Request – Pettysville Trailhead

**Motion by Dolan, supported by Michniewicz, to recommend approval for use of the Pettysville Trailhead by the Pinckney High School Wrestling Club for a Community Metal Drive Fundraiser as outlined in their application dated 4/18/21, with the suggestion that fees be waived due to the nature of the event, and subject to the Clerk Department being provided all requested documents, including proof of Insurance, to their satisfaction. Residents will still be able to access the Trailhead parking during the event.**

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

**MOTION CARRIED**

D. Special Projects

1. Equipment Upgrade in Playgrounds – Received some of the bids, awaiting others. Repairs to be scheduled once they are received and Purchase Orders are approved.

2. Hay Creek Bridge Project – Engineer is working on design and project will go out to bid once an RFP can be developed.

3. ADA Truncated Domes Project on Lakelands Trail – In progress.

4. Hamburg RC Flyers – RC Car/Truck Track – Conceptual Play – No update.

5. Outdoor Seating Project – Patio has been poured and landscaping will be completed by early summer.
6. Pickleball Court Project – Waiting for concrete pour. Sewer connection had to be moved.

**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

Muck asked if Fun Fest was going to happen.

Henneman stated so far the event is a go pending orders from the State. She stated she would reach out to HERO to get specifics.

Mougrabi left meeting at 3:45 p.m.

Michniewicz asked if another High School student would be needed since Mougrabi will be graduating.

Dolan will reach out to the Athletics Director at Pinckney Community Schools.

12. Adjourn Meeting

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

**VOICE VOTE: Ayes: 3 Absent: 2 (Auxier, Mougrabi)**

**MOTION CARRIED**

Meeting adjourned at 3:47 p.m.

Respectfully submitted,



Debra Henneman  
Parks & ADA Coordinator



## Hamburg Township Parks & Recreation

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

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April 19, 2021

To: Parks & Recreation Committee

From: Deby Henneman, Parks & ADA Coordinator

Re: Park Coordinator's Report

We have broken ground for the outdoor seating area and Pickle ball court project that we are funding jointly with the Senior/Community Center. I already have folks interested in using this new space, and Julie and I will be finalizing the patio furniture selections in the next couple of weeks. The concrete should be poured by early May, so we hope to have this space useable by no later than Memorial Day. I hope to connect with some of our Pickle ball experts to develop rules and regs for use of this area, as well as system to receive payment.

The truncated dome project is proceeding on schedule and should be done by early fall of 2021. The truncated pads will be bright orange to warn pedestrians and bikers that they are coming up on an intersection and should use caution. This improvement is one of the ADA Transition Plan items, and is on the current Parks and Recreation Capital Improvement plan.

I have had interest in our Amenities and Beautification Committee, and several folks have requested to be added to my mailing list which now has over 300 subscribers. I plan to start corresponding again to at least gauge interested in adopting some of the selected gardens around the Township. The only organized "event" I may try to coordinate will be the completion of the beautification of the garden beds in and around the Pickle ball and Community Outdoor Patio areas.

The flashing caution lights at the Merrill Road crosswalk have been removed, and the caution signs, themselves, are being reinstalled. We have also added caution signs to every intersection warning pedestrians that vehicle traffic doesn't stop. With the addition of the orange truncated domes, the intersections should give folks a clear visual warning to use caution when crossing streets along the Hamburg portion of the Mike Levine Lakelands Trail.

There are a number of signs in and around the parklands that are in need of updates, as well as some newer facilities that need rules and regs. Wayfinding signage is also needed, and I hope to start moving forward on ordering and installing this over this next fiscal year.

The concession stands have been closed for use as "kitchens" and I am in the process of getting volunteers together to help clean and organize the contents. Once they are power washed, I hope to complete painting them inside and out in coordination with the repainting of the dugouts and Building & Grounds continued efforts. A special thank you to Go Sports for tidying the concession stand in East Park, and doing such a great job on Diamond #1. Looking good!



Hamburg Senior Center  
10407 Merrill Road ♦ P.O. Box 157  
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810.222.1140 ♦ Fax: 810.231.3877  
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April 20, 2021

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

**March Statistics:**

- March Attendance: 728
- Daily Average: 32
- Transportation Daily Average: 6
- Number of New Members: 7

**Correspondence:**

- Thank you card from Linda Kittel
- Thank you card from Rosemarie Asadoorian

**Upcoming Closures:**

- Monday, May 31      Memorial Day

**May Programming:**

- Weekly exercise, bingo, and yoga activities
- Cooking Matters 6 week course begins on May 5 through June 9, 2021
- Watercolor Painters return on Thursdays in May
- May 5      May Birthday Drive Through Celebration
- May 6      Succulent Craft Class
- May 7      Cinco de Mayo Drive Through Luncheon
- May 10      Wheel of Fortune
- May 14      Steve Wood Acrylic Painting Class
- May 17      Flower Arranging Class with Brookdale Brighton
- May 19      Senior Advisory Board Meeting
- May 21      Virtual Cooking Class with Independence Village Brighton
- May 27      Jeopardy
- May 28      Movie Hero Dog

**Other Information:**

- Construction has begun on the pickleball courts and back patio.



No  
Information



# HAMBURG TOWNSHIP HISTORICAL MUSEUM

## **Taking Orders Now for Mother's Day Tea Boxes**

Honor your mother and other women who are important in your life with a Mother's Day tea box! Each box contains tea, delicious baked goods, and candy plus recipes for finger sandwiches — for just \$10. For an extra \$3, we'll also provide an easy-to-make kit to craft your own greeting card.

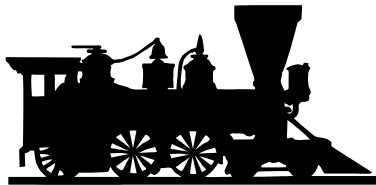
Email [hamburgmuseummichigan@outlook.com](mailto:hamburgmuseummichigan@outlook.com) to **place your order, specifying regular or herbal tea, by Monday, April 12**. Boxes will be available for pick up from 11 am-3 pm Saturday, May 1. Only cash or checks can be accepted for payment. Profits generated by the tea boxes help offset the Museum's operating costs.

## **Trail Signs Bring New Visitors to Our Door**

In late March, we installed two signs on the Lakelands Trail, directing walkers, runners, and bicyclists up the hill to visit the Museum with the enticement of water, snacks, and restrooms. Already the promotion has paid off, with several families making the trek.

## **What's New on Facebook**

Are you following us on Facebook? Over the past few weeks, we've highlighted Mary Marguerite Dunning — a decorated WWII nurse — for Women's History Month; celebrated Hamburg Township's 186th birthday; asked for gift shop suggestions; played "I Spy" with the Museum's artifacts; and posted a photo of friends enjoying our "Drink Me, I'm Irish" cocktail class. To join in the fun, visit [www.facebook.com/hamburgmuseummichigan](https://www.facebook.com/hamburgmuseummichigan).



## 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](mailto: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  
Linda Harrison  
Janet Mendler  
Carrie Schulz  
Joyce Terry  
Cindy Michniewicz, HT Liaison  
Patricia Majher, Administrator

**Next Meeting: April 17  
10 a.m. at the Museum**

## Have You Renewed Yet?

The Historical Society invites you to renew your membership — or sign up for the first time! Just mail in your payment with the form at the bottom of this newsletter or bring it to the Museum during visiting hours on Wednesdays and Saturdays.

# 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.**

**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.



Interim Guidance for Athletics issued May 14, 2021

## New Updates

- Based on the most current [CDC Guidance](#):
  - All individuals can gather outdoors for purposes of organized sports without wearing face masks. This applies to both contact and non-contact organized sports.
    - MDHHS recommends that individuals who are not fully vaccinated continue to wear face masks while participating in contact sports both outdoors and indoors.
  - Fully vaccinated individuals can gather indoors for the purposes of organized sports without wearing face masks. This applies to both contact and non-contact organized sports.
  - Unvaccinated individuals participating in outdoor organized contact sports without face masks do not need to test more frequently than weekly.

## Executive Summary

- Organized sports, like other activities where participants gather and interact in close proximity across households, pose COVID-19 risks. Depending on COVID-19 infection rates, sports may need certain mitigation measures to avoid exposing participants to unacceptable infection risk and risk of accelerated virus transmission in their communities.
- Different restrictions and mitigation measures may be needed for unvaccinated individuals based on the particular risk of each sport and current rates of transmission:
  - Contact sports, such as football, lacrosse, and wrestling, pose a higher risk of transmitting COVID-19 to participants, coaches, and the general community, than non-contact sports;
  - Indoor sports pose higher risks than outdoor sports; and

- Sports where a face mask cannot be safely worn, such as wrestling and water polo, pose higher risks than sports where participants can wear face masks throughout play.
- Mitigation measures are described below for non-contact sports and contact sports. Additional mitigation measures, including more frequent testing, are described for contact sports in which unvaccinated individuals cannot safely wear face masks indoors or when community transmission is high.

## **Mandatory Provisions**

The following provisions are mandatory pursuant to the [Gatherings and Face Mask Order](#) issued on May 14, 2021:

### **Testing Requirements for Unvaccinated Participants**

- Unvaccinated participants ages 13 – 19 participating in contact and non-contact organized sports must test for SARS-CoV-2 on at least a weekly basis. These requirements apply to both school and non-school sponsored sports.
  - Unvaccinated participants ages 13 – 19 can only participate in organized sports with proof of a negative diagnostic test (antigen or RT-PCR) on at least a weekly basis.
- Participants who have recovered from confirmed COVID-19 in the past three months and remain symptom-free may gather for purposes of sports practice or competition without testing if:
  - they can provide a letter from their doctor attesting that they fall into this category, or
  - they have proof of a positive antigen or RT-PCR diagnostic test within three months. An antibody test is not sufficient.
- Fully vaccinated persons are not subject to the sports testing requirements set forth in Section 5(d) of the [Gatherings and Face Masks Order](#) unless they have COVID-19-like symptoms.

## **Face Mask Requirements**

### **Unvaccinated Individuals:**

- Unvaccinated participants, coaches, and other team personnel must wear a face mask at all times when indoors, unless a sports organizer has determined that wearing face masks would be unsafe and all participants have been tested and received negative tests as outlined above in the **Testing Requirements** section.
- For non-contact and contact sports practice and competition, face masks are not required for unvaccinated individuals when conducted outdoors.

### **Fully Vaccinated Individuals:**

- Fully vaccinated participants, coaches, and other team personnel do not need to wear face masks while participating in organized sports, indoors and outdoors. This applies to both contact and non-contact organized sports.

**NOTE:** The testing and face mask requirements set forth above are minimum requirements and should not be understood to override or supplant any stricter protocols that a sports organizer may require for its members or participants.

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## **Recommended Practices**

### **1. Individuals Should Continue to Wear Face Masks while Participating in Contact Sport Activities.**

- While face masks are not required for organized sports practice or competition outdoors, MDHHS strongly recommends that individuals who are not fully vaccinated participating in contact sports activities remain masked outdoors.

### **2. Isolate or Quarantine Away from Others if Symptoms or Exposure to COVID-19**

- Individuals, including those who are fully vaccinated, should not play or practice while [symptomatic](#) even with a negative COVID-19 test, per [current CDC guidelines](#).
- Teams should institute a screen for symptoms before play or practice. Teams may sign up for and use the free [MI Symptoms tool](#) to complete self-screening for COVID-19 symptoms.
- Unvaccinated individuals should not play or practice while a member of their household is exhibiting any signs or symptoms of COVID-19.

- Unvaccinated individuals should not play or practice if deemed a [close contact](#) of someone infected with COVID-19 and should quarantine at home as required by the local health department.
- Sports team staff should maintain prompt follow-up for case investigation and full contact tracing (including affected contacts outside of the team).
- If any individual tests positive:
  - **with an antigen test:** that individual should not gather for the purposes of competitive or team activities for the duration of their infectious period as determined by [current CDC guidance](#), unless that individual is asymptomatic and obtains a negative RT-PCR test within 48 hours of the initial positive antigen test.
  - **with a RT-PCR test:** that individual should not gather for purposes of competitive or team activities for the duration of their infectious period, defined as 10 days from date of first positive test (if asymptomatic) or as determined by [current CDC guidance](#) (if symptomatic).

### 3. Practice Safer Individual Behaviors

- Wash hands frequently and cover coughs and sneezes.
- Do not share items that are difficult to clean, sanitize, or disinfect. Use separate towels, clothing, or other items used to wipe faces or hands.
- Individuals should use their own gear/equipment and minimize sharing equipment.
- Individuals are encouraged to provide their own food, drinks, and/or water.
- Refrain from handshakes, hugs, fist bumps, high fives or contact celebrations.
- Refrain from spitting, chewing gum or tobacco in the event areas.
- During the two weeks before and after unmasked practice or competition, unvaccinated participants should completely avoid participation in non-team social gatherings, which should be strictly enforced by team staff and coaches.
- For younger participants, it may be beneficial for parents or other household members to monitor their children, make sure they follow social distancing and take other protective actions (e.g., younger children could sit with parents or caregivers instead of in a dugout or group area).

#### **4. Clean and Disinfect Often**

- Ensure enough time between each practice or competition to allow for proper cleaning and disinfection of the facilities and shared equipment.
- Ensure adequate supplies to support healthy hygiene practices for participants, spectators, and employees, including soap, hand sanitizer with at least 60 percent alcohol content, paper towels, and tissues.
- Identify an adult staff member or volunteer to ensure proper cleaning and disinfection of objects and equipment, particularly for any shared equipment or frequently touched surfaces.
- When disinfecting, use products that meet [EPA's criteria for use against SARS-CoV-2](#) and that are appropriate for the surface. Prior to wiping the surface, allow the disinfectant to sit for the necessary contact time recommended by the manufacturer. Train staff on proper cleaning procedures to ensure safe and correct application of disinfectants.
- Provide individual disinfectant wipes in bathrooms.

#### **5. Choose Safer Options for Practices and Competitions for Unvaccinated Individuals**

- Prioritize outdoor, as opposed to indoor, practice and play as much as possible.
- If playing inside, ensure ventilation systems or fans operate properly. Increase circulation of outdoor air as much as possible, for example by opening windows and doors. Do not open windows and doors if doing so poses a safety or health risk (e.g., risk of falling or triggering asthma symptoms) to participants or others using the facility.
- Avoid areas with poor ventilation (weight rooms, small spaces) where social distancing cannot be implemented.
- Prioritize non-contact activity, like conditioning and drills, where social distancing can be maintained.
- Small groups may help reduce the risk of teamwide COVID-19 outbreaks as they allow for greater social distancing, easier contact tracing, and reducing the number of participants that need to be quarantined.
- Minimize travel to other communities and regions for practices and competition.



- Limit the use of carpools, buses, or other shared transportation between all persons outside the same household. When riding in an automobile to a practice or competition, encourage individuals to ride with persons living in their same household and to always wear a face mask if traveling with persons outside the same household. The CDC recommends use of masks by all in planes, trains, busses and other forms of communal transportation.
- The total capacity of stadiums and arenas may be limited by local or state regulation. Find the latest state regulations at [www.Michigan.gov/coronavirus](http://www.Michigan.gov/coronavirus).

## 6. Utilize Safer Face Mask Options

- Adjusting the level and intensity of physical activity and taking frequent rest breaks can improve toleration of a face mask.
- Any face mask that becomes saturated with sweat should be changed immediately.

## 7. Utilize Additional Testing

- Even where it is not required, sports organizers are encouraged to administer a testing program as specified in the **Testing Requirements** section above.
- Testing of unvaccinated individuals is recommended before any inter-team competition, especially before participants come into close contact with other participants from outside the local community.

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## Resources for Sports Testing

MDHHS is here to support testing your participants and keeping your sports programs safe. Please visit our [MI Safer Sports Testing Program](#) website for information including enrollment forms, antigen test result reporting, test order surveys, training videos, and FAQs.

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**For additional resources on mitigation measures and resources available to participants and teams, please see the following links:**

- [MDHHS COVID-19 Information and Resources for Athletics](#) (URL: [bit.ly/3pXCwMI](http://bit.ly/3pXCwMI))
- [MDHHS Organized Sports Testing Frequently Asked Questions](#) (URL: [bit.ly/3vGjux4](http://bit.ly/3vGjux4))
- [MI Safer Sports Testing Program](#) (URL: [bit.ly/3qYFsIB](http://bit.ly/3qYFsIB))

- [CDC: Playing Sports](#) (URL: [bit.ly/3rJbyZZ](https://bit.ly/3rJbyZZ))
- [CDC: Considerations for Youth Sports Administrators](#) (URL: [bit.ly/3aFfynm](https://bit.ly/3aFfynm))
- [MDHHS Antigen Tests FAQ and Resources](#) (URL: [bit.ly/3cEMAEQ](https://bit.ly/3cEMAEQ))
- [American Academy of Pediatrics](#) face masking recommendations for contact sports (URL: [bit.ly/2LsSbEO](https://bit.ly/2LsSbEO))

For the latest information on Michigan's response to COVID-19, please visit [Michigan.gov/Coronavirus](https://Michigan.gov/Coronavirus). You may also call the COVID-19 Hotline at 888-535-6136 or email [COVID19@michigan.gov](mailto:COVID19@michigan.gov).



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May 18, 2021

To: Parks & Recreation Committee

From: Deby Henneman, Parks & ADA Coordinator

Re: Park Coordinator's Report

The outdoor seating area has been poured and furniture is in place. The final phase will be installing plantings and safety fencing which we hope to have done by the end of June. The Pickle ball court has been poured and is curing prior to painting. Clerk Dolan will be working to complete this project by the end of this fiscal year. The Senior Director has volunteers to help with rules and regulations for us of the court, and we will be finalizing signage in the next few weeks.

The truncated dome project has been completed and is awaiting inspection. Improvements have also been made to the Senior Center sidewalk and curb ramp. There is a future improvement planned to connect the front sidewalk, pickleball, and the back patio together with a second phase.

There are a number of signs in and around the parklands that are in need of updates, as well as some newer facilities that need rules and regs. Wayfinding signage is also needed, and I hope to start moving forward on ordering and installing this over this next fiscal year. I would also like to work with Accounting/Treasury to investigate the feasibility of using QR codes to direct resident donations via smartphone.

We have had some volunteers step forward to help with painting and minor repair of the baseball dugouts. We should start seeing those reverted back to the tan/brown color-scheme over the next few months. I am working with Building & Grounds to have mulch installed in all of the common areas, and hope to start having some folks adopting our Township gardens.

We have scheduled several graduation parties, private meetings and other events in the park. Activity levels have been increasing by the week, and I anticipate a very busy summer. Fun Fest will be proceeding as planned, and we are in communication with H.E.R.O. to ensure that it complies with all suggested guidelines from the Health experts.



Hamburg Senior Center  
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810.222.1140 ♦ Fax: 810.231.3877  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

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May 17, 2021

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

**March Statistics:**

- April Attendance: 718
- Daily Average: 45
- Transportation Daily Average: 6
- Number of New Members: 11

**Correspondence:**

- Thank you card and donation from Bonnie Shelden in memory of Elline Shelden
- Kroger Rewards Quarterly Report \$77.96

**Upcoming Closures:**

- Monday, May 31 Memorial Day

**June Programming:**

- Weekly exercise, bingo, and yoga activities
- Cooking Matters 6 week course begins on May 5 through June 9, 2021
- Acupuncture meets weekly on Tuesdays
- Watercolor Painting Group on Wednesdays starting June 16
- June 2 May Birthday Drive Through Celebration
- June 10 Nancy's Craft Class
- June 11 Steve Wood Acrylic Painting Class
- June 18 Patio Grand Opening with Hamburger Barbeque
- June 25 Movie

**Other Information:**

- The back patio construction is complete and furnished. The seniors have been enjoying the seating areas. The patio Grand Opening will be on Friday, June 18 at 12:00 pm.



## 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 15, 2021	PHBSA Opening Day Event - Approved
June 12-22, 2021	HERO – Family Fun Fest w/set-up – Approved
July 28, 2021	Library: Beverly Meyer Kids Music Concert - Approved
August 7, 2021	Hamburg RC Airshow – Approved (Rain Date 14 <sup>th</sup> )
August 21-22, 2021	Michigan Alliance – Powerade – Approved
Sept 28, 2021	SEC XC Jamboree (Blackout 1:30 – 6 PM) - Approved

#### **West Park**

May 1-2, 2021	Michigan Alliance – Smartwater - Approved
May 7, 8 & 9, 2021	MI Jaguars Invitational Tournament - Approved
June 16-21, 2021	HERO – Family Fun Fest Fireworks - Approved
August 21-22, 2021	Michigan Alliance – Powerade – Approved
September 24-26, 2021	Michigan Jaguars FC - 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 – Approved

#### **Volleyball Court Rentals**

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

#### **Winkelhaus Park**

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 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: May 18, 2021

To: Parks & Recreation Committee

From: Deby Henneman, Parks & Recreation Coordinator

Re: Jaguar United Invitational Soccer Tournament

Request for 100% Use of Manly Bennett Park – West

**Blackout dates: September 24-26, 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 this fall. This is the same group that hosts a soccer tournament every May here at the Township. 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.

In addition to the park fees and public safety costs, 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.

I recommend approval of the application as submitted 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 with fees as determined by the Public Safety Committee and recommended to the Township Board as outlined in the current Park Use Fee Schedule, that the Clerk Department be provided all requested documents to their satisfaction, that all Covid-19 Executive Orders be complied with should Executive Orders still be in place at the time of the event, and that a Vendor Inspection by the HTFD be done prior to event.





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: 2021 Jaguar United Fall Invitational

Type of Event: soccer Tournament Park Use Category #: 4 - Event Use

Applicant Name: Annalisa Van Houten

Date(s) of Event: Sept 24-26, 2021 *penciled into calendar* Time(s) of Event: Friday 3-9pm, Sat 7am-9pm and S

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 for club

Contact's Phone: 2486130729 Contact's E-Mail: avanhouten20@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 (won't have until sept 4th 2021 when policies are reissued)

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

Policy #: to be submitted 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: Soccer tournament. Same as our Spring event in may but we are creating a fall event now

Total Number of participants/spectators/guests anticipated during event: 1000

Average of participants/spectators/guests anticipated at any given time: 300 or less

Site of Proposed Event; include all areas of the parklands that will be used: 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: 10 Are Volunteers trained?: they will be

*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: yes If so, please indicate locations: on the west side of field 1

*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, smoothies

pretzels, kettlecorn

- will provide ins certs & subject to Fire Inspection

*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: 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 a trainer on site

*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 mowed

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:

Youth soccer tournament for teams U7-U19

### ***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: Annalisa Van Houten Date: May 13, 2021

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

Parks Coordinator: [Signature] Date: 5-18-21

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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: \_\_\_\_\_