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**HAMBURG TOWNSHIP  
PARKS AND RECREATION COMMITTEE  
REGULAR MEETING AGENDA  
Hamburg Township Board Room  
Tuesday, April 26, 2022 – 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. March 22, 2022 – Regular Meeting
7. Correspondence
  - A. Hamburg Township Historical Museum Newsletter
8. Current Business
  - A. None
9. Old Business

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

1. Iron Belle Trail/Lakelands Trail Projects – Supervisor Update
  - Hay Creek Bridge Project – Update – 6/1/22 Completion
  - Trail Maintenance Project – Summer 2022
  - Huron River free-span Bridge Grant - Update
2. 5-year Master Plan Update – RFP draft out March 2022
3. West Park Trust Fund Grant Update – Application submitted

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

1. Park Facility Use Policy
  - Park Use Policy updates – pending
  - Community Center Policy & Fee change – approved
  - Hamburg Administrative Fee Schedule updates – pending (file with Municode)

**C. Administrative Services**

1. Park Coordinator's Report – None
  - A. Blackout List 2022
2. Senior Center Report – April 2022
3. Scholarship Request – None
4. Park Use Requests:
  - A. Jogging for Jakey 5K – August 13, 2022
  - B. PYA Football Practice – Fall 2022

**D. Special Projects**

1. Community Clean-Up Day – Recap
2. East Park Playground Renovation Project – Summer 2022
3. Baseball Dugout Renovation Project – Spring 2022
4. Pickleball Area Amenities – Summer 2022

**E. Sponsorships/Volunteerism**

1. Amenities and Beautification Committee
  - A. Adopt a Garden/Memorial Bench/Tree Project – Volunteers Needed

**F. Signage and Community Awareness**

1. Wayfinding Signage

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

1. ADA Compliance in Parklands – Transition Plan update due 6/1/22
10. Call to the Public
11. Committee Comments
12. Adjournment

**Next Meeting Date:**

**Parks Committee: May 24, 2022 – 3:00 p.m.**

# Pledge to the Flag



No  
Information



# Hamburg Township Parks & Recreation

Hamburg Township Offices  
10405 Merrill Rd., P.O. Box 157  
Hamburg, MI 48139  
(810)222-1124  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

Hamburg Township  
Parks & Recreation Committee  
Regular Meeting  
Hamburg Township Hall  
Tuesday, March 22, 2022  
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: Michniewicz, Muck, Dolan, Auxier

Board Members Absent: Member At Large - Vacant

Also Present: Deby Henneman, Township Coordinator, Duane Hoeppner, Building & Grounds Team Lead, Pat Hohl, Supervisor

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

**Motion by Auxier, supported by Michniewicz, to approve the agenda as presented.**

**VOICE VOTE: Ayes: 4      Absent: 1 (Member at Large)**

**MOTION CARRIED**

6. Approval of the Minutes

**Motion by Michniewicz, supported by Muck, to approve the minutes from the February 22, 2022 Regular Meeting as presented.**

**VOICE VOTE: Ayes: 4      Absent: 1 (Member at Large)**

**MOTION CARRIED**

7. Correspondence

Hamburg Historical Museum newsletters were received and filed.

8. Current Business

A. East Park Playground - Discussion

Dolan discussed 21.22 FY Budget amounts available for new playground equipment in East Park near the Baseball Diamonds. The footprint will be shifted over to be better located away from the foul ball area.

Muck stated it will be too hard to compare “apples to apples” with playgrounds, suggested giving them budget and letting them propose a design. Further suggested that a few features be given to all of the bidders to work into their design. He suggested the following:

- No enclosed structures, or items that block a parent's view of their children
- Rope structures are a good option
- Swings take up a large area due to the fall zone, look into buddy swing
- Music elements are nice additions
- Ages should be 2-5 and 5-12 using the same footprint

**Motion by Dolan, supported by Auxier, to recommend the Township Board that the Clerk and Buildings & Ground staff work on marking and measuring the updated footprint, and that they work with the Parks Coordinator to finalize bids in order to seek approval of the new playground under the Special Projects budget.**

**VOICE VOTE: Ayes: 4      Absent: 1 (Member at Large)**

**MOTION CARRIED**

9. Old Business

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

1. Iron Belle Trail/Lakelands Trail
  - a. Hay Creek Bridge Project – Starting end of the week. Completion Date: 5/8/22
  - b. Trail Maintenance Project – Bids are due this Friday. Bid Tab will go to Board 4/5/22
  - c. Huron River free-span Bridge Project – Moving forward with Grants for project and getting estimate of costs. Stantec is Engineer.
2. 5-year Master Plan Update – Pending
3. West Park Trust Fund Grant – Application due 4/1/22

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

1. Park Use Policy updates – Pending (to include proposed Vendor Procedure)
2. Community Center Policy & Fee change – Going to Board at 4/5/22 meeting
3. Administrative Fee Schedule updates will be made once all policy changes are approved.

**C. Administrative Services**

1. Park Coordinator's Report – March 2022 – Report received and filed
2. Senior Center Report – March 2022 – Report received and filed
3. Scholarship Request – None
4. Park Use Requests

**A. HCSC 2022 Park Use**

**Motion by Auxier, supported by Dolan, to recommend approval of the Park Facility Use Application for Hamburg Community Soccer Club (HCSC) as presented, contingent on all requested documents being received to the Clerk Department's satisfaction, that field assignments be communicated administratively, and that charges be invoiced based on current fee schedule allowing for in-kind donation credits. No use is allowed during BLACKOUT dates.**

**VOICE VOTE: Ayes: 4      Absent: 1 (Member at Large)**

**MOTION CARRIED**

**B. Hamburg Flyer's 2022 Park Use**

**Motion by Michniewicz, supported by Muck, to recommend approval of the Park Facility Use Application for Hamburg Flyers RC Club as presented in their application dated 3/17/22 for use of the Airfield in Manly Bennett Park, contingent on all requested documents being received to the**

Clerk Department's satisfaction, that charges be charged based on the current Park Use Fee Schedule, and that no use be allowed during BLACKOUT dates.

VOICE VOTE: Ayes: 4      Absent: 1 (Member at Large)

MOTION CARRIED

C. Hamburg Flyer's 2022 Air Show

Motion by Auxier, supported by Michniewicz, to recommend approval of the Park Facility Use Application for Hamburg Flyers RC Club as presented for their Free Annual Airshow in Manly Bennett Park, contingent on all requested documents being received to the Clerk Department's satisfaction, that charges be waived due to the nature of the event, and that the rain date be listed as August 27, 2022.

VOICE VOTE: Ayes: 4      Absent: 1 (Member at Large)

MOTION CARRIED

D. Hamburg Flyer's 2022 Swap Meet

Motion by Auxier, supported by Muck, to recommend approval of the Park Facility Use Application for Hamburg Flyers RC Club as presented for their Free Swap Meet in Manly Bennett Park as outlined in their application dated March 17, 2022, contingent on all requested documents being received to the Clerk Department's satisfaction, that charges be waived due to the nature of the event, and that the rain date be listed as May 15, 2022.

VOICE VOTE: Ayes: 4      Absent: 1 (Member at Large)

MOTION CARRIED

E. Livingston County Concert Band – July 26, 2022

Motion by Auxier, supported by Michniewicz, to recommend approval of the Park Facility Use Application for Livingston County Concert Band as presented for their Free Outdoor Concert in Manly Bennett Park, contingent on all requested documents being received to the Clerk Department's satisfaction, that charges be waived due to the nature of the event, and that the Township Coordinator work with Public Safety and the applicant to create an event plan.

VOICE VOTE: Ayes: 4      Absent: 1 (Member at Large)

MOTION CARRIED

F. East Michigan Panthers

Motion by Auxier, supported by Dolan, to recommend approval of the Park Facility Use Application for East Michigan Panthers Soccer Club as presented in their application dated 3/13/22, contingent on all requested documents being received to the Clerk Department's satisfaction, that field assignments be communicated administratively, and that charges be invoiced based on current fee schedule allowing for in-kind donation credits. No use is allowed during BLACKOUT dates.

VOICE VOTE: Ayes: 4      Absent: 1 (Member at Large)

MOTION CARRIED

G. Smartwater Tournament

H. PowerAde Tournament

Muck stated, based on past history, any use by this applicant should require a concrete plan.

Motion by Muck, supported by Dolan, to recommend denial of both applications from Michigan Alliance FC both dated March 10, 2022 for the Smartwater Tournament April 30-May 1, 2022 and PowerAde Invitational August 20-21, 2022, and to not recommend approval of these events until the Director of Public Safety is satisfied with the crowd control, directional signage, and the comprehensive traffic plan which should be submitted in writing by the applicant. This decision has been made due to historical lack of communication from this group, and past events that have raised public safety concerns.

VOICE VOTE: Ayes: 4      Absent: 1 (Member at Large)

MOTION CARRIED

**D. Special Projects**

1. Community Clean-Up Event – Saturday, April 23, 2022 – 9AM to 3PM – Volunteers needed.
2. East Park Playground Renovation Project – See above.
3. Baseball Dugout Renovation Project – Supplies ordered, construction to be done by 6/1/22.

**E. Sponsorships/Volunteerism**

1. Amenities and Beautification Committee – Updates will be made to program. Benches will be going up.

**F. Signage and Community Awareness**

1. Wayfinding Signage – No update

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

1. ADA Compliance in Parklands - No update

10. Call to the Public

A call was made with no response.

11. Committee Comments

Muck expressed his appreciation to the Township for allowing the Parks Coordinator to participate with the MParks Conference every year.

12. Adjourn Meeting

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

**VOICE VOTE: Ayes: 3      Absent: 2 (Member at Large, Auxier)**

**MOTION CARRIED**

Meeting adjourned at 4:04 p.m.

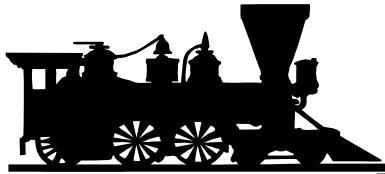
Respectfully submitted,



Debra Henneman  
Township Coordinator  
Parks, ADA, Grants, Ordinances

**Next meeting: Tuesday, April 26, 2022 – 3:00 p.m.**





# HAMBURG TOWNSHIP HISTORICAL MUSEUM

## Michigan's Great Girls Talk Set for April 21

Bring your children to be entertained and inspired by a **FREE in-museum talk** — starting at 6:30 pm on Thursday, April 21 — about girls in Michigan's past who did something amazing before turning 20. Museum administrator Pat Majher will share stories about a singer who was discovered by Motown at 15; a pilot who earned her wings at 16; a tennis player who won her first Grand Slam at 17, and more.

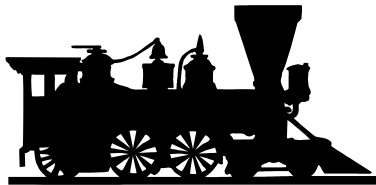
Books on the same subject will be available for purchase.

## Join Us for a Tea Fundraiser Honoring Mothers

After several years of no in-house teas, we're finally hosting our first and it will celebrate Mothers' Day! We invite you to make a reservation for **Saturday, May 7 at 2 pm** for you and your guest(s) to be treated to a delicious array of home-baked goods and tea followed by an entertaining talk from our administrator about Michigan's female lighthouse keepers. After the talk, you're welcome to tour the museum (admission price included) and take in the new exhibit on famous females in Hamburg Township history.

Tickets for this fundraiser, to help defray the costs of museum operations, are \$20 for members and \$25 for non-members. **Only 32 seats are available; make your reservations by May 2 by visiting [www.eventbrite.com](http://www.eventbrite.com) and searching for Hamburg Township.**

Do you prefer to pick up something sweet and take it elsewhere to enjoy with your mother or friends? Then place an order for **tea boxes** instead! Priced at \$12 for members and \$14 for non-members\*, the tea boxes will be ready for pick up between 9 am and noon on Saturday, May 7. Order by May 2 through [www.eventbrite.com](http://www.eventbrite.com).



## 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

Karl Bangert, President  
Carrie Schulz, Vice President  
Linda Harrison, Secretary  
Vacant, Treasurer  
Pat Corr  
Joyce Terry  
Vicky Terry  
Alice Winkelman  
Cindy Michniewicz, HT Liaison  
Patricia Majher, Administrator

**Next Meeting: Saturday, April 16 @  
9:30 a.m. at the Museum**

## Celebrate Women's History by Visiting the **New Exhibit**

We invite you to enjoy "Making Herstory: Famous Females of Hamburg Township," a new display honoring 8 women who — each in her own way — made the township a better place to live. We've got a kids' make-and-take craft and a Rosie the Riveter selfie station, too. Visiting hours are from 11 am-3 pm Wednesdays and Saturdays.

*This exhibit is funded in part by Michigan Humanities, an affiliate of the National Endowment for the Humanities, with local support from the Hamburg Firefighters Association, Stacy Hewitt of 3DX Real Estate, Catherine Hunter of Hunter Advertising, and the St. Stephen Episcopal Church Ladies' Guild.*

## **Stop In the Museum on Parade Day!**

Our doors will be open for you to visit either before or after Hamburg's Memorial Day Parade, which is set for Monday, May 30 at 10 am. We also offer free parking in our lot, located at 7225 Stone Street.

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## **YOUR MEMBERSHIP HELPS PRESERVE HAMBURG HISTORY!**

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

Address \_\_\_\_\_

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

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

- ☐ Individual: \$20/yr.      ☐ Dual: \$25/yr.      ☐ Family: \$30/yr.  
☐ Business: \$50/yr.      ☐ Life: \$300

**\*ADD \$12 to receive paper newsletters via USPS; email copies are free**

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.



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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April 21, 2022

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

**March Statistics:**

- Monthly Attendance: 1547
- Daily Average: 67
- Transportation Daily Average: 16
- Number of New Members: 19

**Correspondence:**

- Thank you note from Linda Dassori
- Thank you card from Pearl Monkiewicz

**Upcoming Closures:**

- Monday, May 30, 2022 for Memorial Day

**Upcoming Programming:**

- Brain Works presentation about cognition and the aging brain on Wednesday, May 4
- Captain Mark Concert on Friday, May 6
- Learn From Your Blindspots – low vision presentation on Monday, May 9 at 11 am
- Senior Center Bus trip to Greektown on Wednesday, May 11
- Acrylic Paint Class on Friday, May 13
- Cooking Matters “No More Meal Time Madness” on Wednesday, May 18
- Spring Concert at Hartland Senior Center on Thursday, May 19
- Rummage Sale on Saturday, May 21
- Lunch Bunch on Wednesday, May 25
- Book Club on Thursday, May 26
- Summer BBQ kick off on Friday, May 27
- Village Travelers on Tuesday May 31

**Other Information:**

- Hamburg Senior Center will be hosting a Battle of the Senior Centers Pickleball Tournament on Wednesday June 22 with Brighton, Hartland, Howell, and Putnam Senior Centers.



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: April 22, 2022

To: Parks & Recreation Committee

From: Deby Henneman, Township Coordinator

Re: Scholarship Request - East Michigan Panthers – Spring 2022

We have received a request from the captioned user group to assist with participant fees for their spring 2022 season. They would like to request funding as follows:

- 1 Varsity Player – Family #1 - \$150 each
- 2 Varsity Players – Family #2 - \$150 each
- 2 Middle School Players – Family #2 - \$25 each

Total amount requested: \$500

The group is a 501©(3) organization and requires fundraising from their participants, which will be used to offset some of the additional costs for the fees.

**Every Child Shall Play Scholarship Fund (Prior McNulty Scholarship) - GL 208-278-500**

**Starting Balance: \$3,000 on July 1, 2015 (Funds from McNulty transferred over 15/16 FY)**

Funds Dispersed through Scholarship process:

Date of Issue	Club/Donor	Req #	Starting Balance	Check Amount	Ending Balance	FY
March 14, 2006	Hamburg Flyers	1	\$ 2,950.00	\$ 207.10	\$ 2,742.90	
November 24, 2008	PHBSA (Baseball)	3	\$ 2,742.90	\$ 412.50	\$ 2,330.40	
November 8, 2011	HPYFA (Football)	4	\$ 2,330.40	\$ 400.00	\$ 1,930.40	11/12
March 27, 2012	PBSC (Soccer)	1	\$ 1,930.40	\$ 150.00	\$ 1,780.40	11/12
November 21, 2012	HPYFA (Football)	3	\$ 1,780.40	\$ 300.00	\$ 1,480.40	12/13
December 18, 2013	HPYFA (Football)	2	\$ 1,480.40	\$ 200.00	\$ 1,280.40	13/14
February 18, 2014	HPYFA (Football)	4	\$ 1,280.40	\$ 300.00	\$ 980.40	13/14
February 18, 2015	HPYFA (Football)	1	\$ 980.40	\$ 100.00	\$ 880.40	14/15
March 27, 2015	Koeble	Donation	\$ 880.40	\$ (1,000.00)	\$ 1,880.40	14/15
June 30, 2015	Hamburg Twp	FY Adjustment	\$ 1,880.40	\$ (1,119.60)	\$ 3,000.00	15/16
September 11, 2015	HPYFA (Football)	Donation	\$ 3,000.00	\$ (1,000.00)	\$ 4,000.00	15/16
December 16, 2015	HPYFA (Football)	4	\$ 4,000.00	\$ 350.00	\$ 3,650.00	15/16
Pending	PHBSA (Baseball)	5	\$ 3,650.00	\$ 242.50	\$ 3,407.50	16/17
August 1, 2016	Pinckney Blues	Donation	\$ 3,407.50	\$ (1,250.00)	\$ 4,657.50	16/17
October 4, 2021	East Michigan Panthers	2	\$ 4,657.50	\$ (300.00)	\$ 4,357.50	21/22
Total Fund Balance as of 11/2021					\$ 4,357.50	



**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: April 22, 2022

To: Parks & Recreation Committee

From: Deby Henneman, Parks Coordinator

Re: Jogging for Jakey 5K – Park Use Application  
5K Race on Lakelands Trail, and staged at Merrill Trailhead

We are in receipt of a Park Use Application from Courtney Smotherman who is requesting access to the Lakelands Trail to hold a 5K Race on August 13, 2022. She is requesting limited use of the Lakelands Trail for this event, and the route will circle back to the staging area at the Merrill Trailhead. This event is in memory of Jakey Smotherman and all proceeds will be donated to charity.

I recommend approval of the application as submitted, based on the application from the Courtney Smotherman dated 3/21/22, as provided in the packet, with the contingency that a Certificate of Insurance (or copy of Homeowners Insurance) be provided naming Hamburg Township as Additional Insured, that the established Park Use fee be waived due to the nature of the event, that public safety be made aware of the event and that all requested information be provided to the Clerk's Department to their satisfaction.





## 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): Courtney Smotherman

Name of Event: Jogging for Jakey

Type of Event: 5k race Park Use Category #:        Select One

Applicant Name: Courtney + Brenden Smotherman

Date(s) of Event: ~~6-11-22~~ 8-13-22 Time(s) of Event: 9am - 12pm

Applicant Address: 7147 Campbell mills ct. Suite or Apt #:       

Applicant City: Brighton State: MI Zip: 48116

Contact Person (present during use): Courtney Smotherman

Contact's Affiliation with Applicant: Contact person is the applicant

Contact's Phone: 810-360-5067 Contact's E-Mail: Courtney.Smotherman@  
hotmail.com

Event Co-applicant, if any: Brenden Smotherman

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

Co-applicant relationship to Applicant: Husband

Co-applicant's phone: 248-459-8481

#### Insurance Information:

Insurance Carrier:       

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

Policy #:        Expiration Date:       

Limit of General Liability:        Occurrence        Aggregate       

Umbrella Coverage Limit (if any):        Occurrence        Aggregate



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

Please describe the event you propose to host: The event is a 5K race named logging for lakey. All proceeds of the race will be donated to charity.

Total Number of participants/spectators/guests anticipated during event: 80-100

Average of participants/spectators/guests anticipated at any given time: 80-100

Site of Proposed Event; include all areas of the parklands that will be used: The race will start at the building area (we will use picnic table) and go on lakeland trails path from Merrill Rd. Merrill Trailhead

*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?: yes by me prior to event  
*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: yes If so, please indicate locations: one tent will be used close to the building in the grass for registration  
*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*

Will admission be charged? If so, how much: \$35

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, post race snacks. All snacks will be packaged-chips, bananas, bottled water.

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

### 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:

5 K race

### 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: CS

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance<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: CS

Applicant's Signature: Constance Smith Date: 3-21-22  
Co-applicant's Signature: [Signature] Date: 03/21/22  
Parks Coordinator: [Signature] Date: 4/22/22

### For office use only

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

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

Application has been (Circle one) ☒ Approved ☐ Denied

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



## Hamburg Township Parks & Recreation

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

### **Memorandum**

Date: April 22, 2022

To: Parks and Recreation Committee  
Hamburg Township Board of Trustees

From: Deby Henneman, Township 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 March 23, 2022 for use of Football practice areas 1 & 2 located in Manly Bennett Park East for their fall season beginning August 1, 2022 and ending October 29, 2022.

The club has requested use of 2 Football practice areas, leaving field #3 (between Diamonds #1 & #4) available for use by others. They anticipate their number of participants at 100, and 150 people attending at any given time.

Should approval of the application be recommended as submitted, it should be done so with the contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, and that use of the fields will not be allowed during East Park blackout dates. All field use will be scheduled with the Parks Department.





## 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 2022

Type of Event: Football Practice Park Use Category #: 4 - Event Use

Applicant Name: Pirate Youth Athletics

Date(s) of Event: August 1st - October 29th 2022 Time(s) of Event: Monday - Friday 5pm - 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 - Doesnt practice here

Co-applicant's phone: 810-5996395

#### 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: 10/31/2022 9/26/22

Limit of General Liability: 1000000 Occurrence 5000000 Aggregate

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

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

Please describe the event you propose to host: Football Practices Field 1&2 w/ goals

Total Number of participants/spectators/guests anticipated during event: 150

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

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

*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: Portable Toilet on Fields 1&2 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:

### 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 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<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: JP JP

Applicant's Signature: [Signature] Date: 03/23/2022  
Co- applicant's Signature: [Signature] Date: 03/23/2022  
Parks Coordinator: [Signature] Date: 4/22/22

### For office use only

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

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

Application has been (Circle one)



Approved



Denied

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



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

# Hamburg Township Clean-up Event

Hamburg Township invites residents to RECYCLE, REDUCE and REUSE!

**Saturday, April 23, 2022**

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

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

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



**PADNOS Recycling:** Accepting scrap metal/appliances without freon – No plastic/glass, No sealed tanks (propane, gas, sealed barrels), No lead acid batteries, TVs or Monitors.



**Monroe's Rubbish:** No construction materials, hazardous or household waste allowed. No liquids or paints. We will be taking tires, but must be limited to 4 per household.



**Compost bin** will be available for small branches, yard waste and leaves bagged in paper.



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

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

**Volunteers Needed! Sign up today!**

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

*Brochures for Livingston County Hazardous Waste will be available  
outlining their collection dates for hazardous waste and electronics.*



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

Twitter @hamburg\_parks for Schedule updates!

Organized by: Hamburg Township Parks & Recreation

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