



**HAMBURG TOWNSHIP
PARKS AND RECREATION COMMITTEE
REGULAR MEETING AGENDA
Hamburg Township Board Room
Tuesday, April 25, 2023 – 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. February 28, 2023 – Regular Meeting
 - B. March 28, 2023 – Regular Meeting (Canceled due to lack of quorum)
7. Correspondence
 - A. Hamburg Township Museum – April Newsletter
8. Current Business
9. Old Business

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

1. Iron Belle Trail/Lakelands Trail Projects
 - Huron River free-span Bridge Grant – Update
 - Spark Grant – Lakelands Trail Restroom & Amenities Project – Update
 - Wilson Maintenance Grant – Proposed Bridge Repair (Carpet Depot)
2. 5-year Parks Master Design Plan – Update
3. Bennett Park & Senior Center
 - Bennett Park & Water Trail Access Improvements #TF22-0107 – Update
 - AARP Grant – Community Garden & Accessible Walkways Project – Update
 - LCCOA Grant – Water Fountain for Senior Center (Julie) – Update
 - East Park Intergenerational Gathering Area – Proposal

B. Township Park Use Policy/Fee/Procedures

1. Park Facility Use Policy – In Progress

C. Administrative Services

1. Township Coordinator's Report – April 2023

- a. Rescheduling of May meeting to May 30, 2023 (or alternate date)
2. Senior Center Report – April 2023
3. Scholarship Request
 - a. None
4. Park Use Requests
 - a. PYA Football Practice 2023 Season
 - b. Expedition Explore Baseball Camp – August 5, 2023
 - c. Pinckney Community Schools – Coaches Legions CC Invitational – Sept 29 & 30, 2023

Applications approved at Township Board April 4, 2023 (no action needed):

- Legacy Sports Complex – Smartwater Invitational – May 6 & 7, 2023 (4 fields)
- Hamburg Flyers RC Club – Annual Park Use – April 1, 2023 to April 1, 2024
- Hamburg Flyers RC Club – Hamburg RC Airshow – August 12, 2023
- Hamburg Flyers RC Club – Hamburg RC Swap Meet – May 13, 2023

D. Special Projects

1. East Park Playground Renovation Project – Ribbon Cutting Today at 4:30 p.m.
2. Baseball Dugout Renovation Project – Shingle Replacement – Update
3. Pickleball Court #3 – Update
4. RC Truck Track Proposal – Update
5. Bennett Park & Water Trail Access Improvements – (Report under Grants)
6. Scheduling & Invoicing/Donations – Digital Options - Update

E. Sponsorships/Volunteerism

1. Amenities and Beautification Committee
2. Community Clean-up Event – Recap

F. Signage and Community Awareness

1. Wayfinding & Safety Signage – Update
2. Hamburg Historical Sign in Hamburg Cemetery – Sign Ordered, Dedication Date TBD

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands – No updates
10. Call to the Public
11. Committee Comments
12. Adjournment

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

Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, February 28, 2023
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:03 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Michniewicz, Dolan, Auxier, Muck, McCabe

Board Members Absent: None

Also Present: Deby Henneman, Township Coordinator

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

Motion by Michniewicz, supported by Muck, to approve the agenda with the addition of 4.i. PHBSA Opening Day Event under Park Use Requests.

VOICE VOTE: Ayes: 5

MOTION CARRIED

6. Approval of the Minutes

Motion by Auxier, supported by Michniewicz, to approve the minutes from the January 24, 2023 Regular Meeting as presented.

VOICE VOTE: Ayes: 5

MOTION CARRIED

7. Correspondence

Hamburg Historical Museum newsletter was received and filed.

8. Current Business

None

9. Old Business

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

Supervisor Hohl reported that he will be getting bids on trail maintenance for crack filling and hole repair again this year. He stated he hopes to make these types of repairs every year.

1. Iron Belle Trail/Lakelands Trail
 - Huron River free-span Bridge Project – No Update
 - Spark Grant – Lakelands Trail Restroom & Amenities Project – No Update
2. 5-year Master Plan Renewal – Filed awaiting approval
3. Bennett Park & Senior Center – Coordinator Update
 - TF22-0107 Bennett Park & Water Trail Access Improvements – Will be pulling together a concept plan.
 - AARP Challenge Grant – Community Garden Relocation Project – Deadline 3/15/23
 - LCCOA Grant – Water Fountain for Senior Center – Julie applied Feb 2023

B. Township Park Use Policy/Fee/Procedures

1. Park Use Policy updates – No updates

C. Administrative Services

1. Park Coordinator's Report – February 2023 – Report received and filed
2. Senior Center Report – February 2023 – Report received and filed
3. Scholarship Request – None
4. Park Use Requests

- a. Livingston County Christian Schools – 2023 Soccer Season

Motion by Dolan, supported by Auxier, to approve the request from Livingston Christian Schools for their 2023 soccer season as outlined in their application dated February 9, 2023, with the contingency that use be scheduled with the Park Coordinator, that a Certificate of Insurance be provided naming Hamburg Township as an additional insured, and that all other requirements be met to the satisfaction of the Clerk's office.

VOICE VOTE: Ayes: 5

MOTION CARRIED

- b. PHBSA – 2023 Baseball Season

Motion by Dolan, supported by Auxier, to approve the request from Pinckney, Hamburg. Baseball, Softball Association for their 2023 baseball season as outlined in their application dated February 6, 2023, with the contingency that use be scheduled with the Park Coordinator, that a Certificate of Insurance be provided naming Hamburg Township as an additional insured, and that all other requirements be met to the satisfaction of the Clerk's office.

VOICE VOTE: Ayes: 5

MOTION CARRIED

- c. East Michigan Panthers

Motion by Dolan, supported by Auxier, to approve the request from East MI Panthers for their 2023 soccer season as outlined in their application dated January 25, 2023, with the contingency that use be scheduled with the Park Coordinator, that a Certificate of Insurance be provided naming Hamburg Township as an additional insured, and that all other requirements be met to the satisfaction of the Clerk's office.

VOICE VOTE: Ayes: 5

MOTION CARRIED

d. MI Jaguars FC – 2023 Spring Soccer Tournament

Motion by Muck, supported by Michniewicz, to recommend approval of the Park Use Application for the Michigan Jaguar FC Spring Tournament by the Michigan Jaguars FC to be held on May 12-14, 2023, in Manly Bennett West Park, as outlined on their application dated 1/23/23, and that staff forward application to Public Safety Committee for their recommendation to the Township Board and to set a hazard level, and to further work with the applicant, the Public Safety Director, and the Clerk Department to ensure that all conditions and terms are adhered to, and that all requested documentation be provided to their satisfaction.

VOICE VOTE: Ayes: 5

MOTION CARRIED

e. Jogging for Jakey – 2023 5K Event

Motion by Dolan, supported by Michniewicz, to recommend approval of the Park Use Application for Jogging for Jakey 5K hosted by the Smotherman family to be held on August 12, 2023 on the Mike Levine Lakelands Trail (with staging at Manly Bennett West Park) as outlined in their application dated January 31, 2023, and as recommended by the Parks & Recreation Committee, with a waiver of fees due to the nature of the event. Contingent upon on all required paperwork, including a Certificate of Insurance naming Hamburg Township as Additional Insured, being submitted to the satisfaction of the Clerk's office.

VOICE VOTE: Ayes: 5

MOTION CARRIED

f. Heritage Vintage Market

Motion by Dolan, supported by Auxier, to recommend approval of the Park Use Application for the Heritage Fall Market to be held on September 10, 2023, with approved (shared use) set-up the day before in Manly Bennett Park East, including all events as listed on their application and in their proposal packet, and to be reviewed by Public Safety in order to set a hazard level. Staff will work with MMRMA to satisfy any special requirements they may have due to exposure and the Clerk Department be provided all requested documents to their satisfaction.

VOICE VOTE: Ayes: 5

MOTION CARRIED

g. Livingston County Concert Band – 2023 Community Concert

Motion by McCabe, supported by Auxier, to recommend approval of the Park Use Application for the Livingston County Concert Band, to hold a Free Outdoor Concert for the Public, on July 25, 2023, with the contingency that all required paperwork, including a Certificate of Insurance naming Hamburg Township as Additional Insured, be submitted to the satisfaction of the Clerk's office, and that all fees be waived due to the nature of event.

VOICE VOTE: Ayes: 5

MOTION CARRIED

h. A2 Zukey Relay – Lakelands Trail

Motion by Dolan, supported by Michniewicz, to recommend approval of the Park Use Application for the A2 Zukey Relay event held by Ann Arbor Running Company to be held on June 10, 2023, on the Mike Levine Lakelands Trail, as outlined on their application dated 2/23/23, with recommended waiver of fees due to the nature of the event, and that staff work with the applicant, the Public Safety Director, and the Clerk Department to ensure that all conditions and terms be adhered to, and that requested documentation be provided to their satisfaction.

VOICE VOTE: Ayes: 5

MOTION CARRIED

i. PHBSA Opening Day Event 2023

Motion by Dolan, supported by Michniewicz, to recommend approval of the Park Use Application for PHBSA for their Opening Day Event 2023 to be held on May 13, 2023, in Manly Bennett East Park, as outlined on their application dated 2/6/23, as long as all concerns from previous events are addressed and the Clerk and Public Safety Committee are satisfied. Furthermore, the Public Safety Committee will make their recommendation to the Township Board and set a hazard level, and staff will work with the Public Safety Director, to ensure that all conditions and terms are adhered to, and that all requested documentation is provided to the Clerk's satisfaction.

VOICE VOTE: Ayes: 5

MOTION CARRIED

D. Special Projects

1. East Park Playground Renovation Project – No update.
2. Baseball Dugout Renovation Project – Hohl and Dolan will take care of it with B&G staff. Considering a metal roof.
3. Pickleball – To be completed spring 2023. Discussion took place regarding tree damaging #3 fence.
4. RC Car/Truck Track proposal – MOU needs to be signed, then final proposal will come to Parks Committee for recommendation and budget to the Township Board. No further update.
5. Sledding Hill (RC Field) – No update
6. Bennett Park & Water Trail Access Improvements – No update
7. Invoicing and Donations – Digital Options – No Update

E. Sponsorships/Volunteerism

1. Amenities and Beautification Committee – Have benches in stock. All benches ordered by residents have been installed, and plaques are in. Just waiting for warm weather to complete.
2. Community Clean-Up – Scheduled for Saturday, April 22, 2023, 9 a.m. to 3 p.m.

F. Signage and Community Awareness

1. Wayfinding & Safety Signage – Awaiting Quotes.
2. Winans/Hamburg Historical Marker – Hamburg Cemetery – New Marker Coming Soon. Ribbon Cutting will be arranged with State of MI and Historical Museum.

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands – No updates
2. Pedestrian Crossings along Lakelands Trail – No update

10. Call to the Public

A call was made with no response.

11. Committee Comments

Dolan mentioned inviting planners to the next meeting to discuss specific elements for the playground/ Park within a park concept.

12. Adjourn Meeting

Motion by Dolan, supported by McCabe, to adjourn the meeting.

VOICE VOTE: Ayes 5

MOTION CARRIED

Meeting adjourned at 4:40 p.m.

Respectfully submitted,



Debra Henneman
Township Coordinator
Parks, ADA, Grants, Ordinances

Next meeting: Tuesday, March 28, 2023 – 3:00 p.m



**HAMBURG
TOWNSHIP
MUSEUM**

P.O. Box 272
7225 Stone Street
Hamburg, MI 48139
810-986-0190

info@hamburgmuseum.org
<https://hamburgmuseum.org>



Karl Bangert
President

Carrie Schulz
Vice President

Open Position
Secretary

Suzanne Hines
Treasurer

Della Copp

Pat Corr

Alice Winkelman

VISITING HOURS

11 am-3 pm
Weds. & Sats.

ADMISSION

\$2 adults, \$1 children
18 and younger,
members free

The Wave

Newsletter of the Hamburg Township Historical Society • April 2023

Join Us April 22 for Community Clean Up Day at Winkelhaus Park!

Did you know that the Historical Society played an important role in the creation of Winkelhaus Park, located in the village across from the Hamburg Pub?

The land used to be occupied by the Hamburg House hotel, owned and operated for more than 60 years by the Winkelhaus family. When a fire destroyed the building, the land was never reused – resulting in a weedy vacant lot. The Historical Society suggested to the Winkelhaus family that they might want to lease the land to the township to develop a small park, and – in 2013 – that park was officially dedicated. It now contains a beautiful gazebo, horseshoe pits, and a walking trail. And it's steps away from an even larger path: the Mike Levine Lakelands Trail.

On Saturday, April 22, we invite you to join us at the park to participate in the township's Community Clean Up Day. **Tasks will include bagging up fallen branches, raking leaves, and preparing the soil around the gazebo for later plantings.** To participate, please fill out and submit a volunteer registration form available on the township website at www.hamburg.mi.us or in person at the township hall at 10405 Merrill Road.

Bring your own work gloves and rakes to the park, and let's play in the dirt together!



DIVE INTO YOUR HISTORY

WHAT'S NEW?

Looking for something different to put in a child's Easter basket? Our gift shop offers engineer hats, train whistles, railroad activity packs, and paint-your-own wooden locomotive kits as well as unicorn-themed figurines, mini Lego kits, and fuzzy rainbow pens. Do you have a reader in your family? Then consider picking up a copy of "Great Girls in Michigan History" or "Bold Boys in Michigan History." These chapter books for kids aged 8 to 12 celebrate the achievements of young people in our state.



Visit the museum on Saturday, April 1 or Wednesday, April 5 to shop at the gift shop for Easter basket items.

ANOTHER WAY TO HELP CREATE A NEW LEARNING CENTER

Do you have a Facebook page? Did you know that you can create a fundraiser on it and direct family and friends' donations to the Hamburg Township Historical Society? **The Society is currently seeking support to convert the museum tearoom into a learning center for children's and adult programming. And you can help!**

STEP 1: Log in to Facebook.com using your username and password.

STEP 2: Click "What's on Your Mind?" to draft your fundraising post.

STEP 3: Click on the three dots at the bottom right to expand the menu.

STEP 4: Click on "Support Nonprofit" and type "Hamburg Township Historical Society" in the search bar that pops up.

STEP 5: Write a message about why you feel it's necessary to support the Society in this project. Then click "post."

Thank you in advance for helping to promote this very important effort!

WHAT'S COMING?

APRIL 22

**Hamburg Township
Community Clean Up Day at Winkelhaus Park**
9 AM-3 PM

MAY 20

**Invasive Plants Talk by Katie Carlisle of
Huron-Clinton Metroparks**
AT THE MUSEUM, 1 PM

MAY 29

Memorial Day Open House
AT THE MUSEUM, 9 AM-12 NOON

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

Name _____ Date _____

Address _____

City _____ State _____ Zip _____ Phone _____

Email address* _____

ANNUAL DUES

☐ Individual \$20.00 ☐ Dual \$25.00 ☐ Family \$30.00

☐ Business \$50.00 ☐ Life \$300.00 (one lifetime payment)

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

Visit hamburgmuseum.org/membership to make a credit card payment. Or mail this form with a check made payable to the Hamburg Township Historical Society to P.O. Box 272, Hamburg, MI 48139 or drop it off at the museum at 7225 Stone Street.

Deby Henneman

From: Michigan DNR <MIDNR@govsubscriptions.michigan.gov>
Sent: Friday, April 21, 2023 11:51 AM
To: Deby Henneman
Subject: Michigan Spark Grant applications open May 1; nearly \$23 million available

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Michigan Department of
Natural Resources
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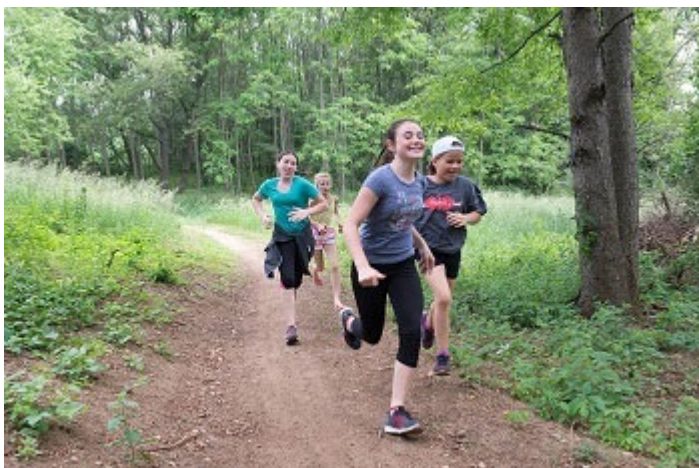
DNR News

April 21, 2023

Contact: [Dan Lord](#), 517-290-5603

Michigan Spark Grant applications open May 1; nearly \$23 million available for public recreation projects

Additional pathway to Spark Grants funding will be open to 'opportunity communities' through new partnership with Michigan's philanthropy network



After record interest in first-round Michigan Spark Grants funding, the Michigan Department of Natural Resources will reopen grant applications starting May 1 with up to \$23 million available for public recreation improvement projects in areas most affected by COVID-19. To boost grant access for those in

greatest need, the DNR also announced a partnership that will connect identified "opportunity communities" with funding and the support of Michigan's philanthropic network.

"Every Michigander deserves equitable access to the outdoors that's close to home no matter where they live, and that includes having quality local park and trail resources at the neighborhood and community levels," said Gov. Gretchen Whitmer. "Under the bipartisan Building Michigan Together Plan I signed last

year, we made history with the largest one-time investment ever in our state and local parks. Michigan Spark Grants are unique because they align support directly with each community's diverse recreational needs. We're excited that these grants will help deliver critical funding to 'spark' more opportunities for residents to enjoy nature and connect with family and friends."

Earlier this year, the [DNR awarded \\$14.2 million in first-round funding](#) to 21 communities. A great start, but interest in the Michigan Spark Grants program far exceeded the department's expectations.

"We were astounded by the response to the first round," said Dan Lord, assistant chief of the DNR's Finance and Operations Division. "In a normal year, our top three recreation grant programs – the Land and Water Conservation Fund, the Recreation Passport and the Michigan Natural Resources Trust Fund – on average receive around 150 applications seeking between \$50 million and \$60 million."

"For the Michigan Spark Grants, we accepted over 460 applications requesting more than \$280 million," Lord added. "It was clear we had tapped into a tremendous need. We also knew there was more work to do in supporting some communities and ensuring they have the capacity and resources to prepare, apply for and administer a grant like this."



A new philanthropy-focused partnership through the Council of Michigan Foundations will make Michigan Spark Grants funding available this summer to communities identified as "opportunity communities" – those that traditionally have been under-resourced and under-represented and who lack access to parks and recreation.

This innovative model aligns with federal funding requirements to support communities adversely affected by COVID-19, along with helping to improve and redevelop existing public recreation in communities that historically have experienced barriers to accessing these types of grants.

Connecting ‘opportunity communities’ to resources

To create this new grantmaking model, the DNR sought advice and perspective from an advisory group composed of philanthropy, regional government planning, parks and recreation, and other grant-making entities with relevant expertise. What emerged was the framework for a grant program with a more equity-focused application and evaluation process, a new approach that gives funding priority to opportunity communities – areas that lack public recreation spaces and have a high proportion of households that are struggling financially and a high number of residents with physical and mental health disparities.

The DNR’s new partnership is aimed at removing barriers facing these nearly 40 opportunity communities in accessing not only funding, but also the needed supporting services for expanding a community’s ability to successfully manage and implement recreation projects.

Recognizing that the Council of Michigan Foundations – representing Michigan’s united, diverse philanthropic community, and an original member of the Michigan Spark Grants advisory group – has the structure and network in place through its members to engage and support the opportunity communities, the



DNR forged a groundbreaking partnership with CMF to align \$27.5 million in Michigan Spark Grant funds (the balance of the program’s original \$65 million allocation) through CMF member foundations to support communities in developing and implementing their local public recreation projects.

“Through this innovative partnership with the DNR, Michigan philanthropy will help to ensure community voice is centered in this work to advance equitable and transformative change for opportunity communities across the state,” said Kyle Caldwell, CMF president and CEO. “We look forward to supporting our foundation members as we collectively work to expand access to outdoor recreation spaces and programs for communities that have been historically under-represented and under-resourced.”

Michigan Spark Grants have proved much different than other grant programs offered by the DNR.

“We were very encouraged by the willingness of the DNR to do something different to further broaden access to recreational opportunities,” said J.J. Tighe, director of the Ralph C. Wilson, Jr. Foundation’s Parks & Trails Initiative, and a member of the Michigan Spark Grants advisory group. “We had to find creative solutions that didn’t just create a new grant program, but could instead leverage the locally based resources of community foundations to provide grantees with additional support, remove barriers and create the conditions for each community to have long-term success.”



Multiple paths, one goal

“The partnership with CMF expands the reach of the Michigan Spark Grants program and better supports grantees interested in bringing more public recreation opportunities to their residents,” said Tighe. “It’s about trying to ensure that everyone who wants to take advantage of grant dollars can find a way there.”

Prospective applicants can visit the [Michigan Spark Grants webpage](#) to determine their eligibility and best prepare to complete the grant application:

- The final round (nearly \$23 million) of Michigan Spark Grants through the DNR (applications due June 26).

- The \$27.5 million subset of CMF Michigan Spark Grant funding and additional resources available to opportunity communities (details coming this summer).
- Other DNR recreation grant funding opportunities, including the Land and Water Conservation Fund, the Recreation Passport and the Michigan Natural Resources Trust Fund (apply by April 1 each year).

How to apply

Applicants can seek a minimum of \$100,000 up to a maximum of \$1 million. Applications opening May 1 are due June 26, with award announcements expected in late September. Michigan Spark Grants, administered by the DNR, are available to entities that are legally constituted to provide public recreation, such as:

- Units of government or public authorities.
- Federally designated tribes.
- Regional or statewide organizations that are established with a recreational focus.
- Consortiums of local units of government or public authorities.

Interested applicants are encouraged to visit the [Michigan Spark Grants webpage](#) for more on the application process, including a few steps that need to be completed before submitting an application, as well as a [helpful webinar](#) that answers a lot of common questions.

Learn more about Michigan Spark Grants and all DNR-administered grants at Michigan.gov/DNRGrants.

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Visit us on our website: Michigan.gov/DNR

This email was sent to dhenneman@hamburg.mi.us using GovDelivery Communications Cloud on behalf of: Michigan Department of Natural Resources ·
Constitution Hall, 525 W. Allegan St., PO Box 30028 Lansing MI 48909 · 1-800-439-1420

Deby Henneman

From: Greg Yankee | Community Foundation for Southeast Michigan <gyankee@cfsem.org>
Sent: Monday, April 10, 2023 4:31 PM
To: Deby Henneman
Subject: Grants Available for Trails Maintenance

Follow Up Flag: Follow up
Flag Status: Flagged

**Community
Foundation** *Leading Change.
Lasting Impact.
Inspired Giving.*
FOR SOUTHEAST MICHIGAN



Ralph C. Wilson Jr. Trails Maintenance Fund

Now Accepting Grant Applications **Grant Portal Registration Deadline is May 1** **Application Deadline is May 15**

As part of the 100th anniversary of Ralph Wilson Jr.'s birth and celebration of his legacy and community devotion, the Ralph C. Wilson Jr. Foundation created a \$10 million endowment to be managed by the Community Foundation for Southeast Michigan to support the maintenance of greenways throughout the southeast Michigan region.

The goal of the **Ralph C. Wilson Jr. Trails Maintenance Fund** is to provide maintenance support to already developed trails and greenways. Grants will be made to organizations working to solve extraordinary circumstances where a component of a trail or greenway requires some form of restoration or intervention to ensure it continues to function effectively, providing users with the recreation experience and community connectivity that was envisioned when the trail was developed.

[Learn How To Apply](#)

Grant applications are due by May 15, 2023, by 5 p.m. EST. Grant decisions will be shared before the end of June. When applying choose "Special Opportunities or Initiatives" and then "Wilson Trails Maintenance Initiative" as the application type.

A Note About Our Grants Management System

Important Note: The Community Foundations uses the Fluxx online grants management system. If you think you will apply for a grant, and you have not done so already, you should [register for a login](#).

You only need to register if you do not already have access to the CFSEM Fluxx portal. Each individual accessing the portal, including contracted grant writers, should be doing so under their own name and email address, with their own private credentials.

If you do need to register, the deadline to submit a registration request is May 1, 2023, at 5 p.m. Registration review and approval may take up to 5 business days and must be approved before you can submit an application. [Contact our grants management team for any questions.](#)

Contacting Our Team

For program related questions, please contact Greg Yankee, Director, Arts and Environmental Initiatives at gyankee@cfsem.org.

[Learn How To Apply](#)

[Click here to see a web copy of this email](#)

Sent to: dhenneman@hamburg.mi.us

[Unsubscribe](#)

Community Foundation for Southeast Michigan, 333 W. Fort St Suite 2010, Detroit, MI 48226, United States

Senior/Community Center

Community Garden & Accessible Walkways Project—2023



Current Community Garden Location



Proposed Produce Stand Location



Proposed Community Garden Location



Current Shed and Pickleball Pavilion locations

Manly Bennett Park - East

Intergenerational Play/Gathering Area Proposal - 2023

Features:

Cornhole:

4 sets @ \$1,500	\$6,000
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Seating:

2 commemorative benches @ \$1,500	\$3,000
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Cornhole Concrete (possible phase 2):

2 rows to accommodate 4 pair	\$6,000
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Total estimated for Phase 1:	\$15,000
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Phase 2/Optional:

2 Checker/Chess table (under pavilion?) @ \$1,500	\$3,000
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3 Connect 4 @ \$3,500	\$10,500
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1 Foosball (under pavilion?)	\$6,000
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Total estimated for Phase 2:	\$19,500*
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*Proposed Phase "2" could be a phase 3 if concrete is moved to next FY.

See proposed site layout. Larger units could be placed under the small pavilion, or possibly under larger pavilion when the tables are replaced to be more ADA compliant.

East Manly Bennett Park—2023

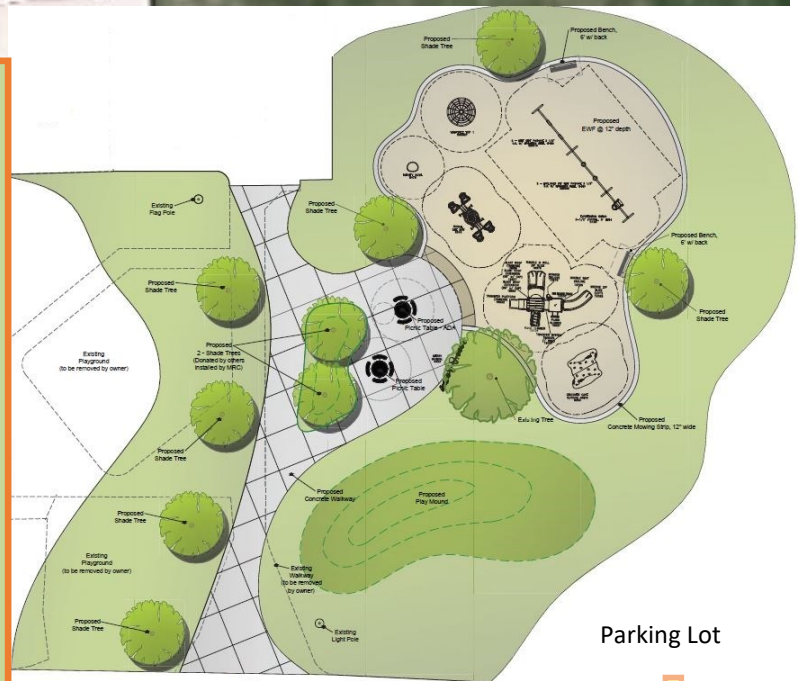
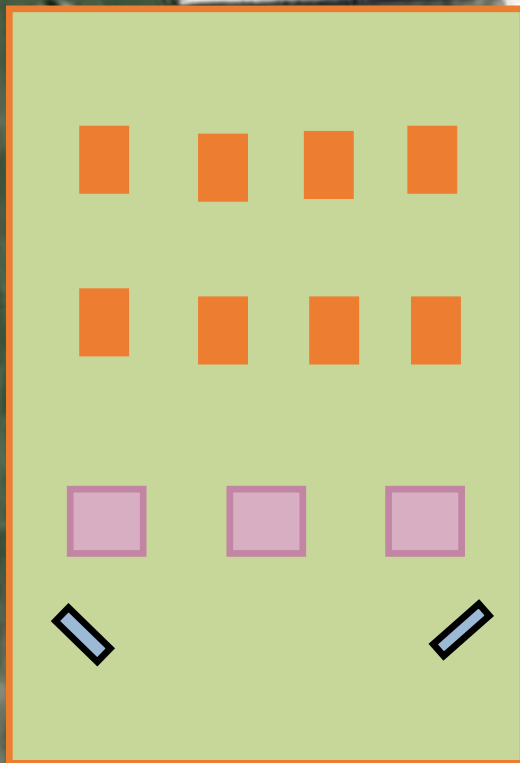
Proposed Intergenerational Gathering/Play Area

This T'Ball area
has been vacated

Current Picnic


Current Picnic


Current Concession




Parking Lot

Path/Area connects to East Park Parking area with ADA
Parking nearest the Intergenerational Gathering Space
and the newly installed Play and Respite Area.

 Cornhole Area—4 planned, up to 6 if spacing allows

 Benches

 Future outdoor games if spacing allows

Design not to scale



B.Y.O. Bags™

All Concrete Cornhole Game

Heavy duty design
Smooth top surface

☎ 800.233.3907

byobagsgame.com



Perfect for Parks • Playgrounds • Colleges • Schools • Campgrounds and more!



Solid outdoor fun!

Standard Color: Natural Gray

Doty & Sons
Concrete Products, Inc.

1275 E. State Street Sycamore, IL 60178 800.233.3907 dotyconcrete.com

- Regulation ACA size and slope
- All concrete construction with polished concrete surface
- Sealed with two coats of concrete sealer
- Minimal maintenance required
- Easy bag removal
- Sloped bag area sheds water and will not harbor animals
- Optional bike deterrent block

B.Y.O. Bags™
All Concrete Cornhole Game
byobagsgame.com

BYOB5531 Natural Gray



Most popular model

BYOB5532 Color Pigment



Brown (SB4) shown
Also available in Mesa Buff (SB2)
Other colors available by special order

BYOB5533 Acrylic Concrete Paint



Standard white shown
Colors available by special order



Sloped bag drop. Sheds water and will not harbor animals.



Optional bike deterrent



Logos available. Call for more information and quote.



Doty & Sons
Concrete Products, Inc.

1275 E. State Street Sycamore, IL 60178 800.233.3907 dotyconcrete.com

Call today for pricing!

Disc-Connect Game



Made to Stay!

Made to Play!

Have Fun!



Connect 4 Colors and Win! Challenging and fun for all ages!

Warning!: Watch out for those diagonal connections!

Disc-Connect (Connect 4 Colors Game)

Item No. DC5432

Extra Large size: 42" High x 54" Wide.

Concrete supports thickness 4" with base width 24"

Heavy Duty Reinforced Concrete 140 lbs. each, 280 lbs total

Total weight assembled 350 lbs.

Two coats of concrete sealer applied

Stainless steel with bead blast finish.

Secured with stainless steel tamper resistant security screws.

Includes 5" Dia. Red and Blue plastic discs.

Includes a concrete **Disc collection tray**.

Size: 43" x 8" x 4 3/4" Wt. 105 lbs.

Optional Support Base

Size: 60" x 30" x 3"

Weight: 445 lbs.

Reinforced concrete with holes for anchoring supports.

***Great game for: Campgrounds,
Apartment Complex Recreation Areas
Community Centers,
Resorts and Beach
Recreation Areas,
Microbreweries,
Water Parks!***

List price: \$3195

Optional Support base: \$295

Doty & Sons
Concrete Products, Inc.

Quality Products Since 1948

Call 800-233-3907

Email: info@dotyconcrete.com

Web Site: www.outdoorconcretegames.com

Proudly manufactured in Sycamore, IL

Extra Large Disc-Connect Game



Connect 4 Colors and Win!



Slide the release bar left or right to start a new game. Even this is fun!
The collection block collects most of the discs.



Sideview showing stainless steel divider bars.



Stainless steel tamper resistant screws used to secure the game to the concrete supports.



Plastic discs: 5" Diameter
Colors: Red and Blue



Personalize the discs with your logo or organization's name. Call for details

Doty & Sons
Concrete Products, Inc.

Quality Products Since 1948

Call 800-233-3907

Email: info@dotyconcrete.com

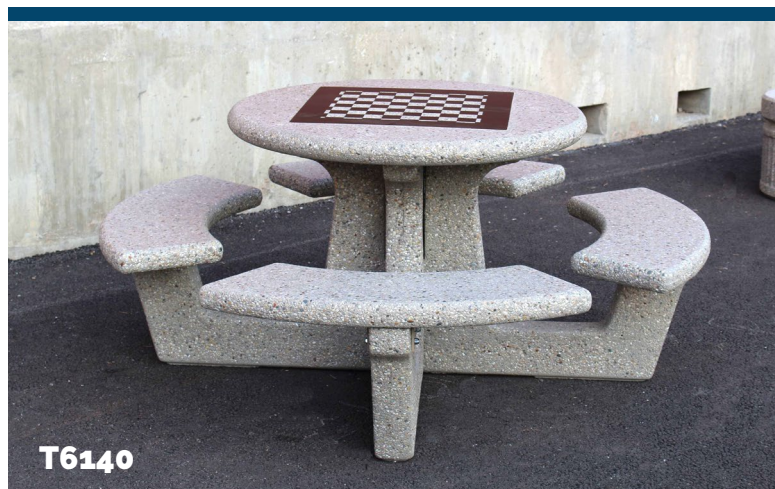
Web Site: www.outdoorconcretegames.com

Proudly Manufactured in Sycamore, IL

Are you looking to create an outdoor recreation area for your business, park, apartment complex or resort? Our concrete game tables allow you to enjoy the beautiful weather while playing your favorite games!

Doty & Sons

Concrete Products, Inc.



Round Sycamore Table

Shown with optional Checkerboard (T6060)

Also available with Backgammon (T6061)

Size: 68" diameter x 30 1/2" high

Table Top: 40" diameter

Total weight: 1,170 pounds

Diamond ground table top and seats standard

Table top, seats and interlocking legs bolt together to form one unit.

List Price: Table \$1030
 Sealer \$110
 T6060 Checkerboard \$180
 Total \$1320

Optional Backgammon board T6061: \$210



Square Table

Shown with optional Checkerboard (T6060)

Also available with Backgammon (T6061)

Size: 68" square x 30 1/2" high

Table Top: 40" square

Total weight: 935 pounds

Diamond ground table top and seats standard

Table top, seats and interlocking legs bolt together to form one unit.

List Price: Table \$880
 Sealer \$95
 T6060 Checkerboard \$180
 Total \$1155

Optional Backgammon board T6062: \$210



Square Sycamore Table

Shown with optional Backgammon (T6061)

Also available with Checkerboard (T6060)

Size: 68" square x 30 1/2" high

Table Top: 40" square

Total weight: 1,212 pounds

Diamond ground table top and seats standard

Table top, seats and interlocking legs bolt together to form one unit.

List Price: Table \$1030
 Sealer \$110
 T6060 Checkerboard \$180
 Total \$1320

Optional Backgammon board T6061: \$210

Toll Free: 800-233-3907
Fax: 815-895-8035

Game Tables Overview

Are you looking to create an outdoor recreation area for your business, park, apartment complex or resort? Our concrete game tables allow you to enjoy the beautiful weather while playing your favorite games!

Doty & Sons

Concrete Products, Inc.



T6900

Optional Backgammon board T6061: \$210

Pedestal Table and Stool Set

Shown with optional Checkerboard (T6060)

Also available with Backgammon (T6061)

Additional stools can be purchased separately

Table: 36 diameter x 32 1/2 H

Stools: 21 diameter x 20 3/4 H

Diamond ground table top and seats standard

Table and stool anchor kits standard

Table weight: 550 pounds

Stool weight: 295 pounds each

Total weight as shown: 1,270 pounds

List Price:	Table	\$845
	Sealer	\$85
	T6060 Checkerboard	\$180
	Total	\$1110



T6970

Optional Backgammon board T6061: \$210

Precast concrete base S84363: \$315

Inground Table with Two Stools

Shown with optional Checkerboard (T6060) and optional

precast base slab: 84" x 36" x 3" weight: 750 pounds

Also available with Backgammon (T6061)

Table: 36" square x 30" high

8" diameter base extends below grade 21"

Stool: 18" diameter x 18" high

12" diameter base extends below grade 11"

Diamond ground table top and seats standard

Table weight: 540 pounds

Stool weight: 485 pounds each

Total weight as shown: 1,510 pounds

List Price:	Table	\$895
	Sealer	\$85
	T6060 Checkerboard	\$180
	Total	\$1160



T6971

Optional Backgammon board T6061: \$210

Precast concrete base S84363: \$315

Inground Table with Two Stools

Shown with optional Checkerboard (T6060) and optional

precast base slab: 84" x 36" x 3" weight: 750 pounds

Also available with Backgammon (T6061)

Table: 36" square x 30" high

8" diameter base extends below grade 21"

Stool: 18" diameter x 18" high

12" diameter base extends below grade 11"

Diamond ground table top and seats standard

Table weight: 540 pounds

Stool weight: 250 pounds each

Total weight as shown: 1040 pounds

List Price:	Table	\$895
	Sealer	\$85
	T6060 Checkerboard	\$180
	Total	\$1160

dotyconcrete.com

Toll Free: 800-233-3907
Fax: 815-895-8035

Game Tables Overview

Are you looking to create an outdoor recreation area for your business, park, apartment complex or resort? Our concrete game tables allow you to enjoy the beautiful weather while playing your favorite games!

Doty & Sons

Concrete Products, Inc.



T7100

Optional Backgammon board T6061: \$210

Square Pedestal Table Set

Shown with optional Checkerboard (T6060)

Also available with Backgammon (T6061)

Table: 36 square x 29 1/2 high

Stools: 18 square x 16 1/2 high

Diamond ground table top and seats standard

Table and stool anchor kits standard

Table weight: 604 pounds

Stool weight: 315 pounds each

Total weight as shown: 1,864 pounds

List Price:	Table	\$1260
	Sealer	\$148
	T6060 Checkerboard	\$180
	Total	\$1588



T7102

Optional Backgammon board T6061: \$210

Square Pedestal Table Set with Two Stools

Shown with optional Checkerboard (T6060)

Also available with Backgammon (T6061)

Additional stools can be purchased separately

Table: 36 square x 29 1/2 high

Stools: 18 square x 16 1/2 high

Diamond ground table top and seats standard

Table and stool anchor kits standard

Table weight: 604 pounds

Stool weight: 315 pounds each

Total weight as shown: 1,234 pounds

List Price:	Table	\$845
	Sealer	\$85
	T6060 Checkerboard	\$180
	Total	\$1110



T7102D

Square Pedestal Table Set with Two Stools

Shown with Dominoes (T6062)

Additional stools can be purchased separately

Table: 36" square x 31 1/2" high

Stools: 18" square x 16 1/2" high

Diamond ground table top and seats standard

Table weight: 705 pounds

Stool weight: 315 pounds each

Total weight as shown: 1,335 pounds

List Price:	Table	\$ 990
	Sealer	\$85
	Total	\$1075

Are you looking to create an outdoor recreation area for your business, park, apartment complex or resort? Our concrete game tables allow you to enjoy the beautiful weather while playing your favorite games!

Doty & Sons

Concrete Products, Inc.



Shown in special SB2 finish/color and optional lettered stools.
Optional Backgammon board T6061: \$210

Children's Table with Two Stools

Shown with optional Checkerboard (T6060)

Also available with Backgammon (T6061)

Table: 36 square x 27 high

Stools: 14 square x 14 high

Diamond ground table top and seats standard

Table and stool anchor kits standard

Stenciled Stools available as shown or with custom lettering

Table weight: 559 pounds

Stool weight: 245 pounds each

Total weight as shown: 1,049 pounds

List Price:	Table	\$715
	Sealer	\$85
	T6060 Checkerboard	\$180
	Total	\$980

Call for stenciled stool option pricing



Shown in special SB2 finish/color and optional lettered stools.
Optional Backgammon board T6061: \$210

Children's Table with Four Stools

Shown with optional Checkerboard (T6060)

Also available with Backgammon (T6061)

Table: 36 square x 27 high

Stools: 14 square x 14 high

Diamond ground table top and seats standard

Table and stool anchor kits standard

Stenciled Stools available as shown or with custom lettering

Table weight: 559 pounds

Stool weight: 245 pounds each

Total weight as shown: 1,049 pounds

List Price:	Table	\$1070
	Sealer	\$120
	T6060 Checkerboard	\$180
	Total	\$1370

Call for stenciled stool option pricing.



Shown with Checkerboard and Backgammon option.
Available with one or two Checkerboards or Backgammon

Sycamore Picnic Table

Shown with Optional Gameboard Stencils

Checkerboard (T6060)

Backgammon (T6061)

Total Size: 72" Long x 68" Wide x 30 1/2" high

Total weight: 1,520 pounds

Seating Capacity: 6 - 8 people

List Price:	Table	\$1215
	Sealer	\$110
	T6060 Checkerboard	\$180
	T6061 Backgammon Board	\$210
	Total	\$1715

B.Y.O.Foosball

Concrete Foosball Table



Item Number: FT543236-1

Table Features:

1. Regulation size table: 54 1/2" x 32" x 36" High,
Weight: 1225 lbs.
2. Table side thickness 3"
3. Heavy Duty Reinforced Concrete.
4. UHPC Ultra High Performance Concrete field.
Pigmented colors: green or charcoal
5. 316 Stainless Steel Rods
6. Stenciled playing lines
7. Center ball drop holes
8. Easy access ball drop
9. Optional scorekeepers. Stainless steel
10. Stainless steel table levelers
11. Anchor inserts, four per table.
Anchors kits optional. Stainless steel
12. Tamper resistant stainless steel assembly screws.
13. Heavy Duty 4" High Steel I-Beam Supports
Steel I -Beam powder coated in a two part process:
Zinc rich base coat base coat, top coated black
14. Standard foosball players.
Standard colors red and blue
Other colors available by special order.

Available on two styles:

FT543236-1 One-man goals
Playing surface with sloped corners.

FT543236-3 Three-man goals with flat playing
surface.

List price: \$5575

Options:

1. Special color. Call
2. Anchor kits: \$90

Doty & Sons

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Quality Products Since 1948

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Pocket Park Example - Other areas of the park, as well as trail heads could be considered for these elements.



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

To: Township Board of Trustees

From: Deby Henneman, Township Coordinator, Parks, ADA, Grants, Ordinances

Re: Township Coordinator's Report – April 2023

Parks:

The 2023 Parks and Recreation Master Design plan will include the concept plan for H8 and the Adult Workout, and to include the scope items from approved Grant #TF22-0107. This plan will be presented to the Board for final approval and used for Grants, Project Development, and Management.

I am working with Treasury and Accounting to investigate scheduling and invoicing solutions for Parks as well as the Community Center. Our plan is to include a QR code donation collection program in order to streamline donations for Disc Golf, Pickleball, and other facilities.

I will be merging all approved procedures from the past few years into a revised Parks Policy and Procedure Manual, and hope to have a draft document by 7/1/23.

ADA

I have been selected to receive a registration stipend, in the amount of \$750 from the Great Lakes ADA Center, to attend the 2023 National ADA Symposium in Kansas, City, MO from May 21 to 24, 2023. This symposium provides credits supporting the ADA Coordinator Training Certification Program (ACTCP) which is specifically designed to meet the training and professional needs of ADA Coordinators.

It is my goal to have all inspections of completed ADA Transition Plan items done by the end of the 23/24 FY. An updated version of the Transition Plan will be presented prior to the beginning of the 23/24 FY.

Wayfinding signage and compliant entries/parking spaces are top priority for the upcoming fiscal year.

Grants:

The 2022 Trust Fund Grant application #TF22-0107 is pending the Agreement, which will come to the Township Board to execute. In the meantime, I will start gathering the materials that will be required to submit with that document.

The 2023 Spark Grant process will be opening on May 1, 2023. The plan is to request funding for trailhead restrooms and amenities.

The 2023 Wilson Grant process has a deadline of May 15, 2023. The plan is to request funding for the small bridge on the Lakelands Trail behind the Carpet Depot building which is in need of repair.

2023 AARP Challenge Grant – Senior/Community Center – Proposed sidewalks from Parking/Pickleball area to Outdoor Patio as well as relocation/expansion of community gardens has been submitted and we are awaiting word from the Grantor. There were 2 grants applied under different categories. All items proposed are needed regardless if we receive an award and should be planned for 23/24 FY.

2023 LCCOA – Senior/Community Center – Proposed Accessible Water fountain has been applied for. There are other grant opportunities that are pending for the Senior Center building as well.

Ordinances

Finalize Internal Policy & Procedure for Zoning & General Ordinance updates with new Zoning Administrator and staff. Plan to meet with Zoning in May.

Our first codified update has been completed and distributed to all hard copy manuals. Ordinances can be found at:

[https://library.municode.com/mi/hamburg_township_\(livingston_co.\)/codes/code_of_ordinances](https://library.municode.com/mi/hamburg_township_(livingston_co.)/codes/code_of_ordinances)

Other projects:

- Create Counter “Cheat Sheets” for all Township Coordinator functions ie:
- Organize and Scan all archive files into Docuware System
- Building & Grounds Projects
 - Roof/Shingle checks on all out buildings
 - Finalize 5-year Master Design Plan for Parks
 - Complete 3rd Pickleball Court
- Social Media
 - Policy Development and Handbook
 - Schedule FB Page posts a month out for all Township pages



April 13, 2023

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

March Statistics:

- Monthly Attendance: 2340
- Daily Average: 106
- Transportation Daily Average: 15
- Number of New Members: 20

Upcoming Closures:

- May 19 for Rummage Sale Set Up
- May 29 for Memorial Day

May Programming:

- Chair Massages on Mondays
- Sign Language Class on Tuesdays
- Chair Volleyball on Fridays
- Cake Decorating on Mondays in May
- Tech Help with Kensington Woods Tuesday, May 2 & 9
- Senior Celebration with LCCOA on Friday, May 5
- Card Making with Sharon on Tuesday, May 9
- Tea Party on Wednesday, May 10
- Basket Weaving on Thursday, May 11
- Acrylic Paint Class on Friday, May 12
- Bingo Blast on Friday, May 12
- Senior Bus trip to Hartland Senior Center for Rockettes show on Tuesday, May 16
- Brookdale Craft on Wednesday, May 17
- Book Club on Thursday, May 18
- Rummage Sale on Saturday, May 20
- Bianco Bus Trip to Historic Marshall on Tuesday, May 23
- Senior Center Lunch Bunch trips on Wednesday, May 24 & 31
- Hamburg Trivia with Randall Residence and Edward Jones on Thursday, May 25
- May Luncheon on Friday, May 26
- Movie on Friday, May 26
- Karaoke on Friday, May 26

Other Information:

- Senior Center Rummage Sale Fundraiser will be on Saturday, May 26. We will start collecting donations on Monday, May 1.

March 22, 2023

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

February Statistics:

- Monthly Attendance: 1693
- Daily Average: 100
- Transportation Daily Average: 17
- Number of New Members: 25

Upcoming Closures:

- Friday, March 24, 2023, for Building Duct Cleaning
- Friday, April 7, 2023 for Good Friday

February Programming:

- Chair Massage on Mondays starting in March
- Sign Language Class on Tuesdays in March
- Chair Volleyball Starting Fridays in March
- Tech Help with Kensington Woods starting Tuesdays in March
- Senior Center Bus trip to DIA on Wednesday, March 15
- Cake Decorating Demo on Thursday, March 16
- St. Patrick's Day Luncheon on Friday, March 17
- Cooper & Riesterer Law Presentation on Wednesday, March 22
- Gleaners Food Program Information on Thursday, March 23
- Senior Center Lunch Bunch trip to Will's Diner on Wednesday, March 29
- Bianco Tours Firekeepers trip on Thursday, March 30
- Quarter Bingo hosted by CarePatrol on Friday, March 31
- Hampton Manor Visit on Wednesday, April 12
- Kentucky Derby Party on Friday, April 14
- Identity Theft and Scams on Monday, April 17
- Hartland Variety Show on Thursday, April 20

Other Information:

- Working with Township Clerk Mike Dolan to bring congregate meals to Senior Center three days a week.

Manly Bennett Wayfinding Signage – Updated 2/17/23

Merrill Trailhead/Disc Golf Entrance

- Entrance sign – directing traffic into parking – two sided
 - Disc Golf & Lakelands Trail Parking (with directional arrow pointing into drive)
- Small internal way finding sign - one sided - to indicate direction to Soccer Fields
 - Soccer Fields & Adult Workout Area (with directional arrow pointing left)

Municipal Entrance

- Monument Entrance Sign – **Ordered 2/17/23**
- Complex Map Sign – Should be updated to show Pickleball area near Community Center – **Ordered 2/17/23**
- Entrance sign – directing traffic into parking – two sided
 - Township Services & Pickleball (with directional arrow pointing into drive)

Would be interested in additional quote for small signs for each of the following drives:

- Police (with arrow)
- Library (with arrow)
- Senior/Community Center (with arrow)
- Township Hall (with arrow)

West Park/Soccer Entrance

- Entrance sign – directing traffic into parking – two sided
 - Soccer Fields & Adult Workout Area (with directional arrow pointing into drive)
- Small internal way finding sign - one sided - to indicate direction to Disc Golf
 - Disc Golf & Lakelands Trail Parking (with directional arrow pointing right)

East Park Monument Sign

- Entire Sign needs to be replaced and remounted – **Ordered 2/17/23**

East Park/Baseball Entrance

- Entrance sign – directing traffic into parking – two sided
 - Baseball, Football & RC Area - (with directional arrow pointing into drive)
- Small internal way finding sign - one sided - to indicate direction to Baseball (left) & RC (up)

Would be interested in reworking the current Flyer's sign into something similar to what we are replacing for the Municipal Entrance, that shows directions for each thing in east park. Baseball (left), RC Area & Sledding Hill (straight), Football (right) type thing... just a thought.

Flyer's Field Rules and Regulations for Use – PENDING LANGUAGE

- **2016 Sign Stuff Estimate - \$895.00**
- Will need to revise the rules and regs list to include cars and possibly rocket launch



**Hamburg Township
Parks & Recreation**

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

Memorandum

Date: April 21, 2023

To: Parks and Recreation Committee
Hamburg Township Board of Trustees

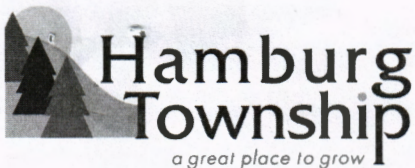
From: Deby Henneman, Township Coordinator

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 April 14, 2023 for use of Football practice areas 1 & 2 located in Manly Bennett Park East for their fall season beginning August 1, 2023 and ending November 7, 2023

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. Their use is on weekdays, leaving all fields available on the weekends, pending a couple of camps which they will schedule with me.

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 48139-015
(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): Pirate Youth Athletics (PYA) (formerly HPYFA)

Name of Event: PYA Football Practice 2023 season

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

Applicant Name: Pirate Youth Athletics

Date(s) of Event: August 1st - November 7th Time(s) of Event: Mon - Fri 5 pm - 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

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 #: 6BRPG0000007788000 Expiration Date: 9/26/2023

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

Umbrella Coverage Limit (if any): None 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: Football Practices Field 1 & 2

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
2 toilets on field 1

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.

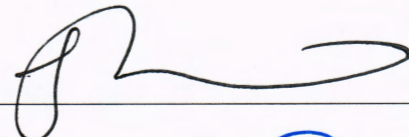
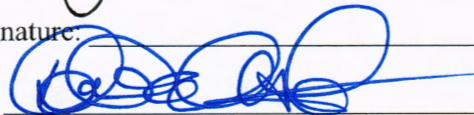
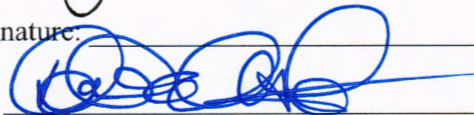
Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules,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

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 compliance³ 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:  Date: 4/14/2023
Co- applicant's Signature:  Date: 4/14/2023
Parks Coordinator:  Date: 4-21-23

For office use only

Comments: _____

Meeting Approval Dates: _____ Parks & Recreation _____ Public Safety _____ Township Board

Application has been (Circle one) ☐ Approved ☐ Denied

Hamburg Township Representative: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/18/2022

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).

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

COVERAGES

CERTIFICATE NUMBER: U00021026

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		6BRPG0000007788000	09/26/2022 12:01 AM EDT	09/26/2023 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 LIABILITY TO PARTICIPANTS \$1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> Not provided while in Hawaii, HAWAII <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			6BRPG0000007788000	09/26/2022 12:01 AM EDT	09/26/2023 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY 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	MEDICAL PAYMENTS FOR PARTICIPANTS			6BRPG0000007788000	09/26/2022 12:01 AM EDT	09/26/2023 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 & Under; Youth Football (Tackle & Contact) Age(s): 12 & Under

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

See Attached Additional Remarks Schedule

CERTIFICATE HOLDERHamburg Township
PO Box 157
Hamburg, Michigan 48139
Owner/Manager/Lessor of Premises**CANCELLATION**

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

AUTHORIZED REPRESENTATIVE

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

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



AGENCY CUSTOMER ID: _____

LOC #: _____

CERTIFICATE: _____ DATE ISSUED: _____

ADDITIONAL REMARKS SCHEDULEPage 1 of 1

AGENCY K&K INSURANCE GROUP, INC. P.O. BOX 2338 FORT WAYNE, IN 46801	NAMED INSURED Pirate Youth Athletics PO Box 741 Hamburg, MI 48139	U00021026
POLICY NUMBER 6BRPG0000007788000		
CARRIER	EFFECTIVE DATE 09/26/2022	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Sports(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/\$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

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:****

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance;

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

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



10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

TO: Parks Committee

FROM: Deby Henneman, Township Coordinator

DATE: April 4, 2023

AGENDA ITEM TOPIC: Park Approval – Expedition Explore – Scheduled use of BB Field

Number of Supporting Documents: **1 Application Packet**

Requested Action

Application to be recommended to Township Board as submitted, 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. Current fees of \$25 per 2-hour block will be charged.

Background

This is a new user who is requesting use of 2 baseball diamonds for a Youth Baseball Camp for approximately 50 participants. Insurance will be provided upon approval, as will all required documents. There are no other scheduled uses that conflict with dates and time of requested use.



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): Expedition Explore

Name of Event: Expedition Explore: Baseball Camps

Type of Event: Youth Baseball Camp Park Use Category #: ⁴ Event Use
Baseball camp
Reg field use

Applicant Name: Andrew Cortez

Date(s) of Event: 8/5/23 Time(s) of Event: 10am-2pm

Applicant Address: 6146 W M36 Suite or Apt #:

Applicant City: Pinckney State: MI Zip: 48169

Contact Person (present during use): Andrew Cortez

Contact's Affiliation with Applicant: Applicant

Contact's Phone: (810) 623-5476 Contact's E-Mail: expeditionexplorebrand@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: TBD - Further Info From Deby
TO supply

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: Youth Baseball Camp - I would like to run a 5-8 year old age group from 10am-12pm on Field 2 and a 9-12 year old group from 12pm-2pm on Field 3. It will be an instructional based camp.

Total Number of participants/spectators/guests anticipated during event: 20-50

Average of participants/spectators/guests anticipated at any given time: 20-50

Site of Proposed Event; include all areas of the parklands that will be used: Baseball Field 2 from 10am-12pm and Baseball Field 3 from 12pm-2pm

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: No 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: There will be a participation fee per kid of \$20-\$30. Final price i

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: No

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

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:

Instructional Youth Baseball Camp

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.

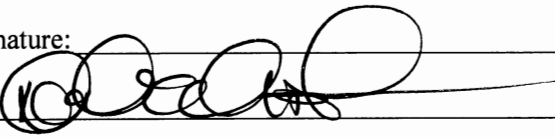
Initials: AJC

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 compliance³ 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: AJC

Applicant's Signature: Andrew Cortez Date: 3/28/23

Co- applicant's Signature: _____ Date: _____

Parks Coordinator:  Date: 4/4/23

For office use only

Comments: _____

Meeting Approval Dates: _____ Parks & Recreation _____ Public Safety _____ Township Board

Application has been (Circle one)



Approved



Denied

Hamburg Township Representative: _____

TO: Parks Committee

FROM: Deby Henneman, Township Coordinator

DATE: April 4, 2023

AGENDA ITEM TOPIC: Park Approval – Coaches Legions Cross Country Invitational – 2 day event

Number of Supporting Documents: **1 Application Packet**

Requested Action

Recommend Park Use Application to Township Board as submitted, 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, and that Public Safety set a Hazard Level.

Based on the participant numbers reflected on the application, the fees for a Blackout Event in East Park for a non-partnering group is \$1,500 per day with a partnering group at \$500, and the Public Safety fees are \$600 per day. Parking is planned in the West Park parking lot. The Township Board's motion will need to address fees, either the waiver or reduction, including fees for Vendor Inspections.

Background

This event is similar in size to the 2022 Fall event that raised some concerns. The lack of adequate sanitary facilities, dumpsters, and crowd/traffic control to name a few. It is highly recommended that these concerns be addressed to the satisfaction of the Clerk and the Public Safety Committee. Also, the food vendors will be required to provide Certificate of Insurance as well as their food licenses, and the list of expected vendors will need to be provided to the Fire Department for inspection. There is a \$50 inspection fee for the Tent Permit Application.

There will be a \$10 per vehicle fee charged to enter this event.



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 Cross Country

Name of Event: Coaches Legions Cross Country Invitational

Type of Event: Cross Country races Park Use Category #: Select One

Applicant Name: James Wicker

Date(s) of Event: September 29th and 30th Time(s) of Event: Friday 29th 11 am - 7 pm, Saturday 30th 11 am - 7 pm

Applicant Address: Pinckney High School, 10255 Dester/Pinckney Suite or Apt #:

Applicant City: Pinckney State: MI Zip: 48169

Contact Person (present during use): James Wicker

Contact's Affiliation with Applicant: Pinckney Cross Country Coach

Contact's Phone: 810 599 9543 Contact's E-Mail: jwicker@pinckneypirates.org

Event Co-applicant, if any: Brian Wardlow

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

Co-applicant relationship to Applicant: Pinckney Athletic Director

Co-applicant's phone: 810 623 9851

Insurance Information:

Insurance Carrier: You have proof of insurance and will be renewed this summer

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: Friday will be a middle school cross country races and Saturday will be High School races. Both boys and girls participation

Total Number of participants/spectators/guests anticipated during event: 2,000 each day

Average of participants/spectators/guests anticipated at any given time: depends on how many races we have

Site of Proposed Event; include all areas of the parklands that will be used: All of East Bennett will be used and Bus Parking will be take place in West Bennett Parking lots.

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: yes \$10 per car/person

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

Will Food/Beverages be served? If so, types of food and name of persons serving: Good Sense Coffee Truck
Maybe Can Kona ice truck- serves flavored shaved ice.

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 MHSAA rules prohibit pets at sponsored athletic events

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

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

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

Will there be a need for vehicles to be used on Township grounds? If so, describe: Yes, Timing system will need to park by finish.

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: We will provide an athletic 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: Only to have XC course mowed

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:

Cross Country multi team races

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 compliance³ with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: _____

Applicant's Signature: James S. Wicker Date: 3/30/23

Co- applicant's Signature: Brian Wardlow Date: 3/30/23

Parks Coordinator: _____ Date: _____

For office use only

Comments: _____

Meeting Approval Dates: _____ Parks & Recreation _____ Public Safety _____ Township Board

Application has been (Circle one)



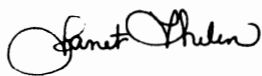
Approved



Denied

Hamburg Township Representative: _____

CERTIFICATE OF INSURANCE

Producer SET SEG 1520 Earl Ave East Lansing, MI 48823			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.			
Insured Pinckney Community Schools 2130 E M-36 Pinckney, MI 48169			COMPANIES AFFORDING COVERAGE			
A 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	
A	GENERAL LIABILITY <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	7/1/22	11/1/23	BI & PD COMBINED OCCURRENCE BI & PD COMBINED AGGREGATE PERSONAL INJURY OCCURRENCE PERSONAL INJURY AGGREGATE	\$1,000,000 N/A \$1,000,000 N/A
DESCRIPTION Varsity Cross Country Races and Practices						
CERTIFICATE HOLDER Hamburg Township P.O. 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 30 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.			
AUTHORIZED REPRESENTATIVE <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: left;">  Janet Thelen PROPERTY/CASUALTY DEPARTMENT </div> <div style="text-align: right;"> Date March 30, 2023 </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**

Memorandum

Date: October 4, 2022

To: Brian Wardlow & James Wicker – PCS Cross Country
Cc: Public Safety Committee & Township Board

From: Deby Henneman, Township Coordinator, as directed by Parks & Rec Committee

Re: SEC MSXC Jamboree #1 – Held Wednesday, September 21, 2022

It has come to my attention that your captioned event exceeded the scope of use recommended by the Parks Committee, and approved by the Township Board, on your application (attached). Based on our policy and on the application you submitted, the following concerns were raised by the Parks Committee at their September 27, 2022 meeting:

- Safety concerns regarding lack of volunteers for crowd control, traffic control, and the allowance of pets which is against the ordinance during large events.
- The collecting of fees was not something that was described in the park use application, and must be approved ahead of time by the Township Board.
- Lack of adequate sanitary facilities, and overuse of the ones provided by the Township without additional cleaning.
- A Vendor application must be submitted describing all vendors at an approved event in order to be scheduled for inspection by the HTFD, and should provide insurance certificates and food licenses for the Clerk records. All insurance certificates must name Hamburg Township as an Additional Insured.


For events of this size, it is also required, in addition to providing extra portable toilets and servicing of the Township units, that the applicant also

provide a garbage dumpster and empty all of the smaller Township containers into them before vacating the premises. All portable toilets and dumpsters must be removed from the premises no later than 2 days after the event.

The crowd numbers present warranted an event fee, which is currently \$250 for a recognized user group and includes a Fire Inspection permit fee if there are vendors present. In addition, a public safety review would be required for crowds that exceed 1,000. Since we have accommodated this use under your park use in the past, there will be no charge for this year's event, however, a separate application will be required effective immediately for events of this nature and must go before the board separately to decide on fees, if any.

I would like to thank you for your attention, and hope that if you have any questions or concerns you will not hesitate to contact our office.

Regards,

A handwritten signature in black ink, appearing to read 'Deby Henneman', with a stylized flourish at the end.

Deby Henneman
Township Coordinator
Parks, ADA, Grants, Ordinances

Please Join Us!

2:00 Little Library

AT THE VILLAGE TRAILHEAD NEAR WINKELHAUS PARK

*Made possible by generous donations by:
The Mielke Family and Hamburg Township Library*

and

4:30 East Park Playground

MANLY BENNETT PARK NEAR THE BASEBALL DIAMONDS

*Made possible by our taxpayers as well as generous donations by:
H.E.R.O./Family Fun Fest and a private donor*



BOTH RIBBON CUTTINGS TO BE HELD
ON THE AFTERNOON OF:

TUESDAY, APRIL 25, 2023