
TO: Parks & Recreation Committee & Township Board

FROM: Deby Henneman, Township Coordinator

DATE: January 21, 2026

AGENDA ITEM TOPIC: Park Use Approval – Livingston County Catholic Charities – Help Us Stomp Out Elder Abuse One Step At A Time Run/Walk 5K
Number of Supporting Documents: **Application & Certificate of Ins**

Requested Action

Recommend approval of the application from Livingston County Catholic Charities as submitted, with the contingency that the organization work with the Township Coordinator to locate a suitable route which will not interfere with Hamburg Fun Fest set-up activities, and that the Certificate of Insurance be updated to name Hamburg Township as Additional Insured, that public safety be made aware of the event once the route is confirmed, and that all requested information be provided to the Clerk's Department to their satisfaction. Additionally, it is requested that a recommendation to waive all park use fees be considered due to the fund-raising nature of the event.

Background

This is the first year for this event, and the request for use of the trails may not be cost prohibitive for this organization since the MDNR charges a fee for their permits. I will be recommending that the organization use the newly completed trails around the soccer fields, with a secondary route being planned through the Disc Golf Course. The Cross Country Course in East Park is unavailable due to the Blackout for Hamburg Fun Fest.

This is a fund-raiser co-hosted by the Hamburg Senior Center and benefits charities against Elder Abuse.

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☐ No ☒

Are funds budgeted? Yes ☐ No ☒

Fiscal year affected: Choose an item.

Is a budget amendment required? Yes ☐ No ☒

General Ledger numbers affected: N/A