



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

TO: Township Board

FROM: Deby Henneman, Township Coordinator

DATE: March 31, 2026

AGENDA ITEM TOPIC: Park Approval – Michigan Jaguar Tournament – May 8-10, 2026

Number of Supporting Documents: **1 – Park Use Application Packet**

Requested Action

Approval of the Park Use application for the Michigan Jaguars Spring Invitational Tournament, submitted 2/1/26, contingent on the following:

- **That the use be limited to 4 playable fields per the updated park policy**
- **The Clerk Department be provided with all requested documents to their satisfaction**
- **That applicant pay for any additional sanitary services along with cleaning of Township units**
- **That fees as published will be set as Low Hazard, Non-Partner rate of \$750 per day**
- **Event will be considered a Blackout for West Park**
- **That Public Safety be present on May 9th in the mid-part of the day when volume is heaviest, considering there will be activities on either side of Merrill Rd.**
- **That consideration be made to request assistance from FD to obtain drone footage of the busiest parts of the day on Saturday for use during the Master Plan process and as a future Public Safety tool. It was suggested this cost could be taken from the park fees.**

Background

The applicant has hosted this event at Manly Bennett for several years with no issues. It should be noted that the Saturday event typically coincides with Baseball's Opening Day Event.

The new policy language limits the number of playable fields for Tournaments to a total of 4, but still requires a blackout of the facility.

After discussion at the Park & Recreation Committee, Officer Kozowicz confirmed that PD will be staffing three officers on May 9th from 9am to 3pm. She will also be reaching out to the Park Rangers to request two staff members assist with monitoring.

The Parks & Recreation committee made the following motion at their 3/24/26 meeting:

Motion by Miller, supported by McCabe, to recommend approval of the application dated 2/1/26 from Michigan Jaguars for their Spring International Tournament, contingent that the fields be limited to 4 playing fields, that the Clerk Department be provided with all requested documents, that the applicant pay for sanitary services, that fees be charged at Low Hazard, Non Partner, and that the event be considered a blackout. It is further recommended that Public Safety be present on the Saturday when events are taking place on both sides of the park.

Ayes: 3 (Absent: Dolan, Michniewicz)

MOTION CARRIED

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: _____



Hamburg Township Manly Bennett Park

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

Park Use Application

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): Michigan Jaguars FC

Name of Event: Michigan Jaguars Spring Invitational Tournament

Type of Event: Sports/Soccer Park Use Category #: 4 - Event Use

Applicant Name: Michigan Jaguars FC, LLC

Date(s) of Event: May 8-10, 2026 Time(s) of Event: 7am - 9pm

Applicant Address: 24404 Catherine Industrial DR Suite or Apt #: _____

Applicant City: Novi State: MI Zip: 48375

Contact Person (present during use): Ted Grigoriou

Contact's Affiliation with Applicant: Tournament Director

Contact's Phone: 248-812-6252 Contact's E-Mail: tedkg@yahoo.com

Event Co-applicant, if any: _____

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

Co-applicant relationship to Applicant: _____

Co-applicant's phone: _____

Insurance Information:

Insurance Carrier: Renewal Totalaw

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: Soccer Tournamnet

Total Number of participants/spectators/guests anticipated during event: 1800⁰ 800

Average of participants/spectators/guests anticipated at any given time: 1800 800

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

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

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

Number of Volunteers: 40 Are Volunteers trained?: Yes
Please attach copy of Volunteer Handbook if applicable

Will tents be used?: Yes If so, please indicate locations: Tent between fields
number 1 and two. Marked on enclosed map.

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: Vending tent and
possible food trucks. Separate sheet to follow of exact vendors. Coffee, water, Powerade, popcorn, pretzels,
cotton candy, BBQ, Sandwiches *-Tent Permit \$ Fee required*

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: Yes.

Gas powered 4 seater golf carts.

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

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: No. Tournamnet will provide sports trainers

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: Police. Traffic

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

Organized Sports and/or Sporting Events:

Please indicate type of sports event: Regular Season (Games/Practices) Sports Tournament Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

Map included with field, parking, tent, vendor areas

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: TG

Public Health & Safety: The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: TG

Applicant's Signature: Ted Grigoriou Date: 02/01/2026

Co- applicant's Signature: _____ Date: _____

Parks Coordinator: [Signature] Date: 3/19/26

For office use only

Comments: _____

Meeting Approval Dates: 3/24/26 Parks & Recreation N/A Public Safety _____ Township Board

K. Kozawicz assigned

Application has been (Circle one) Approved Denied

Hamburg Township Representative: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/17/2026

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 USI Insurance Services NW 601 Union Street, Suite 1000 Seattle, WA 98101	CONTACT NAME: Heidi Palmer
	PHONE (A/C, No, Ext): 206-577-5985 FAX (A/C, No):
	E-MAIL ADDRESS: Heidi.Palmer@usi.com
INSURER(S) AFFORDING COVERAGE	
INSURER A: Everest National Insurance Company	NAIC # 10120
INSURER B: United States Fire Insurance Company	21113
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
 Michigan State Youth Soccer Association
 9401 General Drive, Suite 120
 Plymouth MI 48170

COVERAGES

CERTIFICATE NUMBER: 89739851

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:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	GCN00012585251	9/1/2025	9/1/2026	EACH OCCURRENCE \$ \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ \$1,000,000 MED EXP (Any one person) \$ \$1,000 PERSONAL & ADV INJURY \$ \$1,000,000 GENERAL AGGREGATE \$ \$5,000,000 PRODUCTS - COMP/OP AGG \$ \$1,000,000 Participant Legal Liabi \$ \$1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			GCN00012585251	9/1/2025	9/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			GCN0012589251	9/1/2025	9/1/2026	EACH OCCURRENCE \$ \$5,000,000 AGGREGATE \$ \$5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Accident Medical Expense			US2230075	9/1/2025	9/1/2026	\$100,000 Excess \$500 per Accident Deductible

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

This certificate is issued on behalf of Michigan State Youth Soccer Association & Michigan Jaguars FC
 Certificate holder is Additional Insured as respects the operations of the Named Insured for sanctioned activities of the state association. Waiver of Subrogation applies when required by written contract.
 2026 Michigan Jaguars Tournaments. Valid May 8-10, 2026 and August 21-23, 2026

CERTIFICATE HOLDER**CANCELLATION**

Hamburg Township Parks & Rec Soccer Facilities
 10405 Merrill Road
 Hamburg MI 48139

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

AUTHORIZED REPRESENTATIVE

Gary Patterson

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ACORD 25 (2016/03)

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Jaguar

Deby Henneman

From: Kelly Kozowicz
Sent: Wednesday, March 25, 2026 9:18 AM
To: Deby Henneman
Subject: May 9th

Follow Up Flag: Follow up
Flag Status: Flagged

Hello,

We will be staffing three officers on May 9th from 9am to 3pm. I will be speaking with the park rangers and will attempt to get two to assist with monitoring the event.

Sincerely,



Officer Kozowicz
Hamburg Township Public
Safety
Police Department

Office: 810-231-9391 ext 468
Fax: 810-231-9401
Email: kkozowicz@hamburg.mi.us

10409 Merrill Rd
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Hamburg, MI 48139

