



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

TO: Hamburg Township Board of Trustees

FROM: Deby Henneman, Township Coordinator

DATE: February 20, 2025

AGENDA ITEM TOPIC: Park Use Application – PHBSA 2025 Season (Baseball)

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

Requested Action

To recommend approval of the Park Use Application dated January 23, 2025 for PHBSA's Baseball/Softball Seasonal Use for 2025, for dates/diamonds to be scheduled with the Park Coordinator between April 1 and June 30, 2025, contingent on:

- The Clerk Department be provided all requested documents to their satisfaction
- That use will not be allowed during Blackout Dates
- That group be designated as a Partnering Group, with in-kind donations applied as credits
- A Seasonal Flat Rate park use fee be established by the Township Board

Background

Application has been received and includes seasonal use for all activities such as Softball, Baseball, and T-Ball, including tryouts. Opening Day activities are considered event use, along with an end of the year party, which are both covered under a separate application.

This application contemplates use of the concession stand for storage purposes only, as concessions require a separate approval process and Health Department Certificate. Any outside vendors brought on site must be approved by way of a Tent Permit Application and Fire Inspection.

The club's use will need to be scheduled around the approved Blackout dates, which have been distributed and are on the digital calendar found on our website.

This club is considered a partnering group under the current fee schedule, and may be offered a flat rate fee or the Board may select to waive their fees entirely. The four-year average seasonal rate for this user group is \$2,000 (based on the per participant model), which has generally been offset with in-kind donations. Many of the capital improvement costs are now paid for by the Township, and the group is responsible for costs associated with running their program.

A flat rate fee will eliminate the need to gather roster data. Non-partnering users are charged \$35.00/2hr rate per use.



J M WILSON CORPORATION
8036 MOORSBRIDGE RD.
PORTAGE, MI 49024
Phone: (800) 666-5692
Fax: (269) 327-4131

To: Rant Insurance - Jeriad

*** BINDER ***
01/22/2024

Attn:

From: Kristin Bolhuis

Renewal Of: NEW

Insured: **PINCKNEY HAMBURG BASEBALL SOFTBALL ASSOCIATION**

Mailing **PO BOX 813**
Address: **HAMBURG, MI 48139**

**NOTE: This policy will be billed by the Company in 1 installment. Do not bill or collect the down payment.
Next year's renewal is set up to be Direct Billed.**

Thank you for your order to bind. We appreciate your business! We have bound the below coverage. Policy to Follow Shortly

POLICY INFORMATION

NON-PROFIT PACKAGE POLICY		
Policy Number:	NPP1627114	
Policy Period:	01/19/2024 to 01/19/2025	
Carrier:	United States Liability Insurance Company	
Status:	Admitted	
A.M. Best Rating:	A++ (Superior) - XII	
COVERAGE PART		PREMIUM
Commercial Liability		\$500.00
Each Occurrence Limit	\$1,000,000	
Personal & Advertising Injury Limit (Any One Person/Organization)	\$1,000,000	
Medical Expense (Any One Person)	\$5,000	
Damages To Premises Rented To You (Any One Premises)	\$100,000	
Products/Completed Operations Aggregate Limit	Included	
General Aggregate Limit	\$2,000,000	
Molestation or Abuse Each Claim	\$100,000	
Molestation or Abuse Aggregate	\$200,000	
Assault or Battery Each Occurrence	\$50,000	
Assault or Battery Aggregate	\$50,000	
Management Liability		\$885.00
Directors and Officers Liability Each Claim Limit	\$1,000,000	
Directors and Officers Liability In The Aggregate Limit	\$1,000,000	
Directors and Officers Liability Retention	\$0	
Employment Practices Liability Each Claim Limit	\$1,000,000	
Employment Practices Liability In The Aggregate Limit	\$1,000,000	
Employment Practices Liability Retention	\$0	

Directors and Officers Retroactive Date
Employment Practices Liability Retroactive Date

Full Prior Acts
Full Prior Acts

Directors and Officers Prior or Pending Litigation Date
Employment Practices Liability Prior or Pending Litigation Date

01/19/2024
01/19/2024

POLICY PREMIUM (This premium may be subject to adjustment.)

\$1,385.00

COVERED LOCATION(S)

1 - tbd, Hamburg, MI 48139

APPLICABLE FORMS & ENDORSEMENTS

The following forms apply to multiple coverage parts

IL0017 11/98	Common Policy Conditions	IL0021 09/08	Nuclear Energy Liability Exclusion Endorsement
Jacket 07/19	Policy Jacket	L-224 10/10	Punitive Or Exemplary Damages Exclusion
L-526 01/15	Absolute War Or Terrorism Exclusion	L-610 11/04	Expanded Definition Of Bodily Injury
LLQ100 07/06	Amendatory Endorsement	LLQ368 08/10	Separation Of Insureds Clarification Endorsement
TRIADN 12/20	Disclosure Notice of Terrorism Insurance Coverage		

The following forms apply to the Commercial Liability coverage part

CG 21 06 12/23	EXCLUSION - ACCESS OR DISCLOSURE OF CONFIDENTIAL OR PERSONAL MATERIAL OR INFORMATION	CG0001 12/07	Commercial General Liability Coverage Form
CG0068 05/09	Recording And Distribution Of Material Or Information In Violation Of Law Exclusion	CG0168 11/20	Michigan Changes
CG2139 10/93	Contractual Liability Limitation	CG2147 12/07	Employment-Related Practices Exclusion
CG4032 05/23	Exclusion - Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS)	IL0286 04/17	Michigan Changes - Cancellation and Nonrenewal
L 792 07/14	Minimum Earned Premium	L-232s 09/05	Classification Limitation Endorsement
L-526 01/15	Absolute War Or Terrorism Exclusion	L-549 12/07	Absolute Professional Liability Exclusion
L-587 12/03	Certain Criminal Or Civil Proceeding Defense Costs Coverage	L-599 10/07	Absolute Exclusion For Pollution, Organic Pathogen, Silica, Asbestos And Lead With A Hostile Fire Exception
L-703 DWL YS 06/10	Molestation or Abuse Insurance (Defense Inside Limits)	L-705YS 05/10	Assault or Battery Sublimit
L-735YS 12/18	Exclusion - Designated Sports and Activities	L-736YS 11/13	Exclusion - Non-Roster Participant
L-737YS 08/11	Exclusion - Participant	L-739YS 11/13	Waiver Of Liability And Release Endorsement
L-783NPP 07/18	Amendment of Liquor Liability Exclusion		

The following forms apply to the policy

DO MI 06/17	Michigan Amendatory Endorsement	DO-100 05/17	Directors and Officers Coverage Part
DO-101 05/17	Employment Practices Coverage Part	DO-224A 05/17	Sexual Abuse Exclusion
DO-283 05/17	Data and Security Plus Endorsement	DO-290 05/17	Fair Labor Standards Act Endorsement - Defense Costs and Indemnity Coverage
DO-314 03/21	Biometric Information Exclusion	DO-GTC 05/17	General Terms and Conditions
PL 1 PFAS 03/23	Exclusion - Perfluoroalkyl And Polyfluoroalkyl Substances (Pfas)	YS APP 12/09	Sports Advantage Application



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): _____

Name of Event: Pinckney Hamburg Baseball and Softball Association (PHBSA)

Type of Event: Youth baseball/softball season Park Use Category #: Select One for event use

Applicant Name: PHBSA

Date(s) of Event: April 1, 2025 - July 31, 2025 *June 30? June 7 - Per PHBSA weekdays only or as scheduled w/ Parks* Time(s) of Event: 8am-8pm

Applicant Address: PO Box 813 Suite or Apt #: _____

Applicant City: Hamburg State: Michigan Zip: 48139

Contact Person (present during use): Nancy Minhinnick

Contact's Affiliation with Applicant: Secretary of PHBSA

Contact's Phone: 810-588-2595 Contact's E-Mail: muzyka.lala@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: United States Liability Insurance Company

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

Policy #: NPP1629114 Expiration Date: January 19, 2026 *- Used renewal*

Limit of General Liability: 2,000,000.00 Occurrence 1,000,000 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: We run a local youth baseball and softball league

Total Number of participants/spectators/guests anticipated during event: 400

Average of participants/spectators/guests anticipated at any given time: 200

Site of Proposed Event; include all areas of the parklands that will be used: Merril Field Baseball complex
fields 1-8

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: 20 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: NO

Parking fee charged? If so, how much: NO Valet service available? NO

Will Food/Beverages be served? If so, types of food and name of persons serving: Yes, we will have food
trucks. We will provide a full list of vendors once confirmed.

Need a tent permit
& inspection - also need to know frequency

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 clarify

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, we use
utility vehicles to prep and clean the fields

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

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so,
describe: NO

Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.

Specific services required from the Township, if any: NONE

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

Organized Sports and/or Sporting Events:

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

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

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: NRM

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: NRM

Applicant's Signature:  Date: 1.23.2025

Co-applicant's Signature:  Date: 2/20/25

Parks Coordinator:  Date: 2/20/25

For office use only

Comments: Need meeting w/ PHBSA & Legacy
& B&G re: Maintenance

Meeting Approval Dates: 2/25/25 Parks & Recreation 3/18/25 Public Safety 3/18/25 Township Board

Application has been (Circle one) ☒ Approved ☐ Denied

Hamburg Township Representative: _____