HELENA TOWNSHIP
THE HEART OF TORCH LAKE

Pickleball Rules for Helena Township

Revised September 21, 2026

Helena Township Community Center
Official rules for scheduled indoor pickleball use.

1 The pickleball program in Helena Township is governed by a sub-committee of the Helena Township Parks and Recreation Committee, called the Helena Township Pickleball Advisory Committee (HTPAC). If you have issues or concerns about the pickleball program in Helena Township, please put them in writing (include your name and return address or email) and either submit them through the Helena Township website, or email them to the township clerk at clerk@helenatownshipmichigan.gov. Your issues or concerns will be forwarded to HTPAC who will respond to you in writing.

2 To be eligible to reserve a pickleball slot in the Helena Township Community Center, a person must pay property taxes in Helena Township (taxpayer) or be a non-taxpayer. Priority for obtaining pickleball slots will be given to Helena Township taxpayers.

3 Pickleball slots were initially assigned by a random drawing of 2025-2026 eligible players in 2025. These eligible players are called captains. All assigned slots will continue going forward. Each captain is limited to no more than 1 slot. If more than one member of a household is a captain, that household is limited to no more than 2 slots.

4 The person who reserves the slot will be the "captain" for their group. He/she will receive all communications from the township and be responsible for sharing that information with other team members. The captain is also responsible for paying the monthly fee to Helena Township. If for any reason the captain cannot continue playing in their assigned slot for the remainder of the season, that fact must be reported to the township clerk and a new captain from the group must be identified. If the captain fails to pay the monthly fee, the township will take back the time slot.

5 The indoor pickleball season at the Helena Township Community Center is 9 months long, from September through May. However, if a captain wants to reserve their pickleball slot for June, July, and/or August, they can pay the monthly fee for the month(s) they want. Teams that do not reserve the extra months can still play indoors during those months. However, it will be on a first-come, first-served basis. Payment for the slot will utilize the old system, using the envelopes and pickleball drop box by the office door.

6 No subletting of pickleball slots is allowed.

7 Pickleball playing times are 1 1/2 hours for each assigned slot. The cost is $12 per slot/day for taxpayer captains, and $20 per slot/day for non-taxpayer captains. Slot fees will be collected on a monthly basis. The monthly fee for taxpayer captains is $48 and for non-taxpayer captains $80.

Note: Slot fees for taxpayer captains are less because they already pay a fee in their property taxes for the Helena Township Community Center.

Captains will be billed each month for their fee. Monthly fees can be paid by credit card or debit card through the Helena Township website, or by mail or in person using check or cash.

IMPORTANT: A bill will be sent by the township to each captain during the first of each month. Payments will be due by the 20th of that month. If a payment is not received by the 20th, a reminder will be sent to that captain. If payment is not made before the end of the month due, the pickleball slot for that captain will be forfeited back to the township.

8 Players should wear clothing appropriate for active play. No shoes with soles that leave black marks on the court are permitted.

9 The township will provide adequate seating for players to use. Players who arrive before their time slot begins should wait quietly as a courtesy to those still playing. Teams must finish playing by the end of their allotted time slot.

10 Teams who play during the last time slot in the day must turn off the lights in the gym and be sure the entry doors are locked when they leave to ensure the building is secure.

11 The township reserves the right to cancel any scheduled pickleball slots if the community center is rented for a single day event, or the weekend. If the community center is rented for the weekend, pickleball slots may be cancelled from noon Friday through noon Sunday. If pickleball slots are cancelled by the township due to rentals, those slot captains affected by the cancelation will receive a credit for the missed slot(s) on the following month's bill.

12 If you have questions related to pickleball, please call the Helena Township Offices between 9:00 and 12:00 M-F at 231-331-4643.

Note: The Helena Township Library is not involved in the pickleball program. Please do not call them with pickleball questions.

13 Assigned pickleball slots will be monitored by the township and the Helena Township Pickleball Advisory Committee (HTPAC) for payments and usage. An assigned pickleball slot may be cancelled by the township for failure to follow these rules or non-payment of required fees.

Revision note: Words in bold and italics in the source document indicate a change from the original Pickleball Rules for Helena Township.