



**Hamburg Township
Parks & Recreation**

**Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
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Memorandum

Date: May 31, 2022

To: Chris Schell, President - Pinckney, Hamburg, Baseball, Softball Association
Cc: Public Safety Committee

From: Deby Henneman, Township Coordinator

Re: Pinckney Hamburg Baseball Softball Association – Park Use Application
2022 Spring Season, including Opening Day event and Travel Tryouts

It has come to my attention that your Opening Day event exceeded the scope of use recommended by the Parks Committee, and approved by the Township Board. Based on our policy, and on the application you submitted, no vendors should have been present without supplying insurance certificates, food licenses, and undergoing a Fire Inspection by the HTFD.

For events of this size, it is also required that the applicant provide extra portable toilets, and servicing of the Township units, as well as providing a garbage dumpster and making sure containers are emptied before vacating the premises. We have a small staff, and it was burdensome to empty the garbage cans, which in some cases were over-filled.

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 starting next year.

I would also like to request your roster numbers at this time so I can invoice you for your season. A total number of residents vs non-residents is sufficient. Thank you for your attention, and please feel free to contact me should you have any questions regarding this or any other park related matter.

Regards,

Deby Henneman
Township Coordinator
Parks, ADA, Grants, Ordinances