



Sport Court Allocation and Use Policy

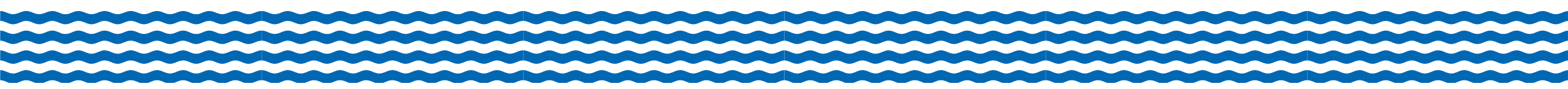
PRC 25-16

Parks and Recreation Commission
November 6, 2025



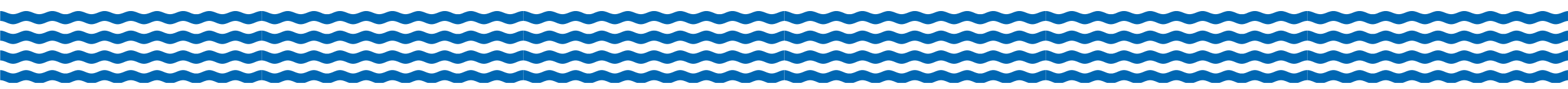
Agenda

- What is a Sport Court Allocation and Use Policy
- Background
- Draft Policy Review
- Next Steps



What is a *Sport Court Allocation and Use Policy*?

- Establishes fair, consistent, and transparent guidelines for how sport courts are scheduled and used.
- Defines priorities of use, criteria, and restrictions on reservations or permits.
- Provides clear framework for staff decision making and community understanding.
- Reduces user conflict, over crowding, and adverse impacts to other amenities/facilities.

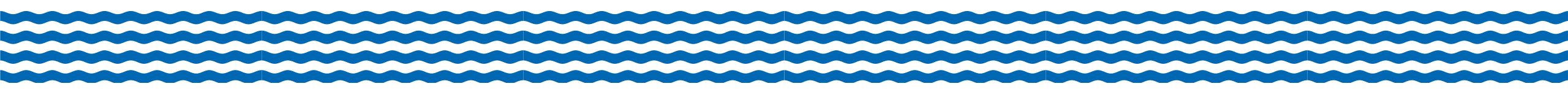


Background

- **The City's existing Sport Court facilities include:**

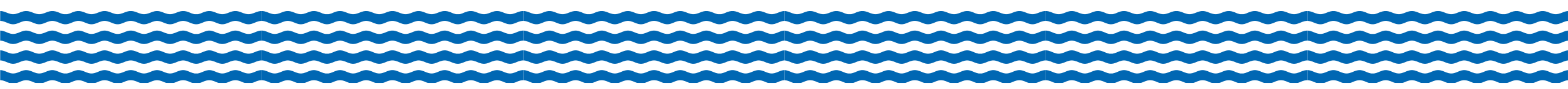
- Luther Burbank Park – 8 Pickleball Courts
 - *Jake Jacobson Pickleball Courts*
- Aubrey Davis Park – 4 Tennis Courts*
- Homestead Park – 4 Tennis Courts*
- Island Crest Park – 2 Tennis Courts
- Roanoke Park – 1 Tennis Court

*Currently- Homestead and Aubrey Davis Park are the only locations we currently permit hourly reservations.



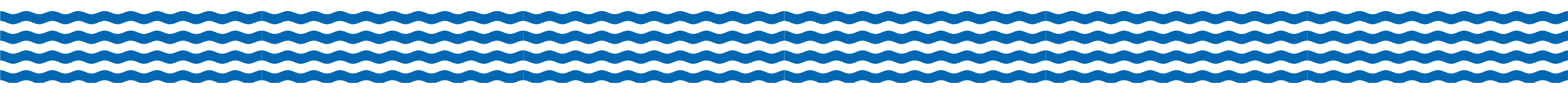
Background

- Currently the City manages court access absent a formal policy.
- General rules are posted at each facility to help users understand acceptable conduct, rotation expectations, and time limits.
- The courts host a variety of different users.
- Development of a Sport Court Allocation and Use Policy was included in the 2025-2026 Recreation Division Work Plan.
- On October 20- The PRC provided initial input toward the development of a Sport Court Allocation and Use Policy



Draft Policy Review- Key Aspects

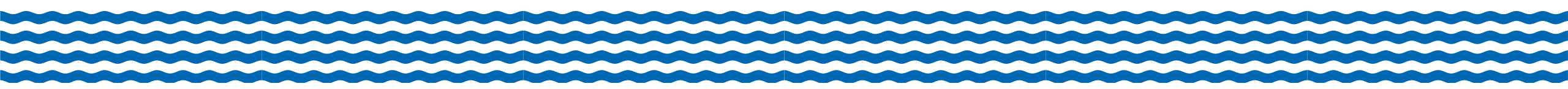
- **Guiding Principles:** Community Benefit, Diverse Use, and Responsible Stewardship
- **General Policy Highlights:**
 - Drop-in Use as the primary use for all courts.
 - Courts may only be reserved for their designated activity type.
 - Director determines scheduling availability.
 - No reservations or events allowed at Island Crest Park or Roanoke Park.
 - City and MISD (WIAA-recognized sports) uses are exempt from this policy.



Draft Policy Review- Key Aspects

Private Reservations- (Group play, private lessons, informal gatherings)

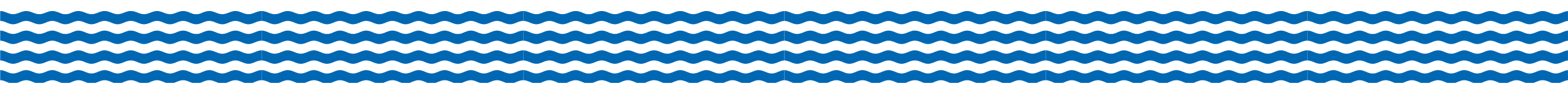
- Limit of 2 hours per group/instructor per day.
- Instructors may not exceed 2 hours per day- regardless of changing clientele.
- Reservation availability/time would be decided by Director.
 - Staff intends to primarily establish and limit reservation opportunities to be during non-peak usage hours.



Draft Policy Review- Key Aspects

Programs- (ongoing formal classes/leagues)

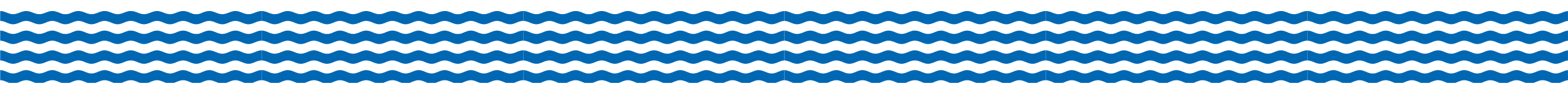
- Are not permitted July 1 through August 31 at the Jake Jacobson Pickleball Courts (Luther Burbank Park).
- Must demonstrate clear community benefit and alignment with parks and recreation goals as determined by the Director.
- Must be open for registration or participation by the general public. Are limited to:
 - 1 provider per week
 - 2 or less days per week
 - A maximum of 16 weeks per calendar year
- Requests must be submitted at least 45 days in advance.



Draft Policy Review- Key Aspects

Special Events- (Tournaments/ Clinics- consecutive days- extended duration)

- Are not permitted July 1 through August 31 at the Jake Jacobson Pickleball Courts (Luther Burbank Park).
- Must demonstrate clear community benefit and alignment with parks and recreation goals as determined by the Director.
- Must be open for registration or participation by the general public. Are limited to:
 - 3 or less per calendar year
 - 1 per four-week period
 - A maximum of 4 consecutive days per event.
- Requests must be submitted at least 45 days in advance.

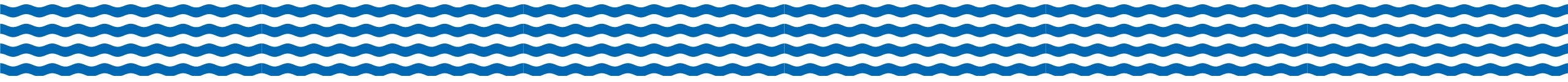


Draft Policy Review- Key Aspects

Sports Court Permitted Usage Table

Park Location

	Luther Burbank	Aubrey Davis	Homested	Island Crest	Roanoke
Designated Use	Pickleball	Tennis	Tennis	Tennis	Tennis
# of Courts	8	4	4	2	1
Reservations Allowed	Yes	Yes	Yes	No	No
Programs Allowed	Yes	Yes	Yes	No	No
Special Events Allowed	Yes	Yes	Yes	No	No
Drop-in Allowed	Yes	Yes	Yes	No	No

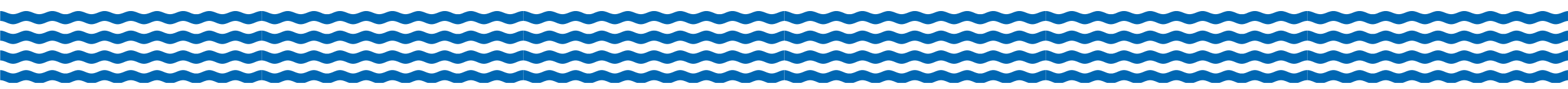


Draft Policy Review- Key Aspects

Disqualifying Criteria-

Requests or reservations may be declined or canceled if:

- The request is not compatible with the facility requested.
- Facilities are unavailable, not in suitable condition, or if adjacent facilities have incompatible uses.
- Request impacts access or operation of the park, other scheduled activities, or adjacent facilities or residences.
- Permit holder fails to follow payment deadlines or permit terms.
- The requestor previously failed to comply with permit terms, regulations, park rules, and/or applicable policies.
- The usage does not seek to advance the sense of community, health, wellness or safety of the public, or that is inconsistent with the Recreation Division's mission to enhance livability for all Mercer Island residents.



Next Steps

- Staff will update draft policy based on tonights input and will return to a future PRC meeting to review and seek endorsement of the draft policy.
- Staff seek to have this policy in place before the end of Q1 2026



Who's using the Courts Currently

Tennis:

- Staff estimate 60-70% of users are Mercer Island residents
- Less engaged user group
- Demographics tend to skew to a younger age population.
- Unauthorized instructors
- Limited rentals have included:
 - Mercer Island High School Tennis Team
 - City-coordinated summer camps
 - Third-Party Instructors (private lessons)
 - Individual patrons (very rare)

