



PARKS & RECREATION COMMISSION REGULAR VIDEO MEETING

Thursday, July 6, 2023 at 5:00 PM

COMMISSIONERS:

Chair Jodi McCarthy
 Vice Chair Peter Struck
 Commissioners: Don Cohen,
 Paul Burstein, Sara Marxen,
 Rory Westberg, Ashley Hay

LOCATION & CONTACT

Zoom Meeting
 Phone: 206.275.7600 | www.mercerisland.gov

We strive to create an inclusive and accessible experience. Those requiring accommodation for meetings should notify the Staff Liaison's Office 3 days prior to the meeting at 206.275.7870 or by emailing ryan.daly@mercerisland.gov.

Virtual Meeting Notice

The virtual meeting will be broadcast live on Zoom and recorded and saved on the City Council's [YouTube Channel](#)

Registering to Speak: Individuals wishing to speak live during Appearances will need to register their request with the staff liaison at **206.275.7861** or [email](#) and leave a message before 4 PM on the day of the Commission meeting. Please reference "Appearances" on your correspondence and state if you would like to speak either in person at Mercer Island Community & Event Center or remotely using Zoom. Each speaker will be allowed three (3) minutes to speak.

Join by Telephone at 5:00 PM: To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **825 9108 6996** and Password **896196** when prompted.

Join by Internet at 5:00 PM: To watch the meeting over the internet via your computer, follow these steps:

- 1) Click [this link](#)
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter **825 9108 6996** and Password **896196**

Join in person at Mercer Island Community & Event Center at 5:00 PM: Mercer Island Community & Event Center
 8236 SE 24th Street.

CALL TO ORDER & ROLL CALL - 5:00 PM

PUBLIC APPEARANCES

DEPARTMENT REPORT

1. Department Report

REGULAR BUSINESS [HYPERLINK "appIS80d34e03b253455db0ca10b38419e40a"](#)

2. [Approve the minutes of the June 1, 2023 Regular Meeting](#)
[Recommended Action: Approve minutes.](#)
3. [Commission Officer Elections](#)
[Recommended Action: Appoint a Chair and Vice Chair.](#)
4. [Luther Burbank Park Sport Courts Renovation: Court Configuration](#)
[Recommended Action: Recommend the preferred configuration for pickleball courts.](#)

OTHER BUSINESS

5. [PRC 2023 Planning Schedule Update](#)

6. [Commissioner Reports](#)

[ADJOURN](#)

City of Mercer Island Parks and Recreation Commission

Department Report

July 6, 2023



Boards & Commissions Recruitment

- A recruitment is open to fill one vacancy on the Arts Council.
- The recruitment will be open through August 25. If you are interested, please submit an application!
- The City Council will fill the appointment at the September 5 meeting.
- Learn more about the position and apply at www.mercerisland.gov/bc.



City Hall Closure

- City Hall remains closed after disturbed tiles and materials were discovered that were later confirmed to contain asbestos. The presence of asbestos was also detected above background levels in portions of the City Hall HVAC system.
- Asbestos testing at City Hall continues as we work to confirm the limits of the asbestos inside the HVAC system.
- Municipal Court is conducting court proceedings at Kirkland facilities. Other staff teams are relocated to other City buildings or working remote. Staff and consulting teams continue to actively work to identify short-term office solutions.
- At this time, we are anticipating City Hall will remain closed beyond the summer.
- We are planning to provide an update to the City Council and the community at the July 18 Council meeting.



July- Parks and Recreation Month

- Parks and recreation play a major role in developing a sense of community and enhancing Mercer Island residents' quality of life.
 - Providing: 475 acres of park land, more than 30 miles of trails, diverse programming, events, and facility access, as well as operating the 42,000 sqft Community and Event Center.
- Last night, the City Council unanimously proclaimed July as Parks and Recreation Month on Mercer Island.
- Celebrate Parks and Recreation month by taking part in fitness activities, summer camps, Mostly Music in the Park, Shakespeare in the Park, and of course Summer Celebration!



USA Pickleball Ambassador of the Month -Jessica Prince

- Island Resident (and former Arts Council Member) Jessica Prince has been named USA Pickleball Ambassador of the Month!
- Jessica has been instrumental in further developing the pickleball community on Mercer Island and its relationship with the Parks and Recreation Dept..
- Her volunteer efforts led to the temporary lines at Luther Burbank during the pandemic and she has been providing valuable input toward the new court design.
- Congratulations Jessica- and thank you for all of your hard work, communication, and for enhancing opportunities for Islanders.



USA
PICKLEBALL

usapickleball.org
P.O. Box 7354
Surprise, AZ 85374

Item 1.

Jessica,

I want to personally thank you for all your efforts to grow the game of pickleball and put the mission of USA Pickleball.

Sincerely,

John Covatt

USA
PICKLEBALL™
AMBASSADOR
OF THE MONTH

Mercer Island Farmers Market

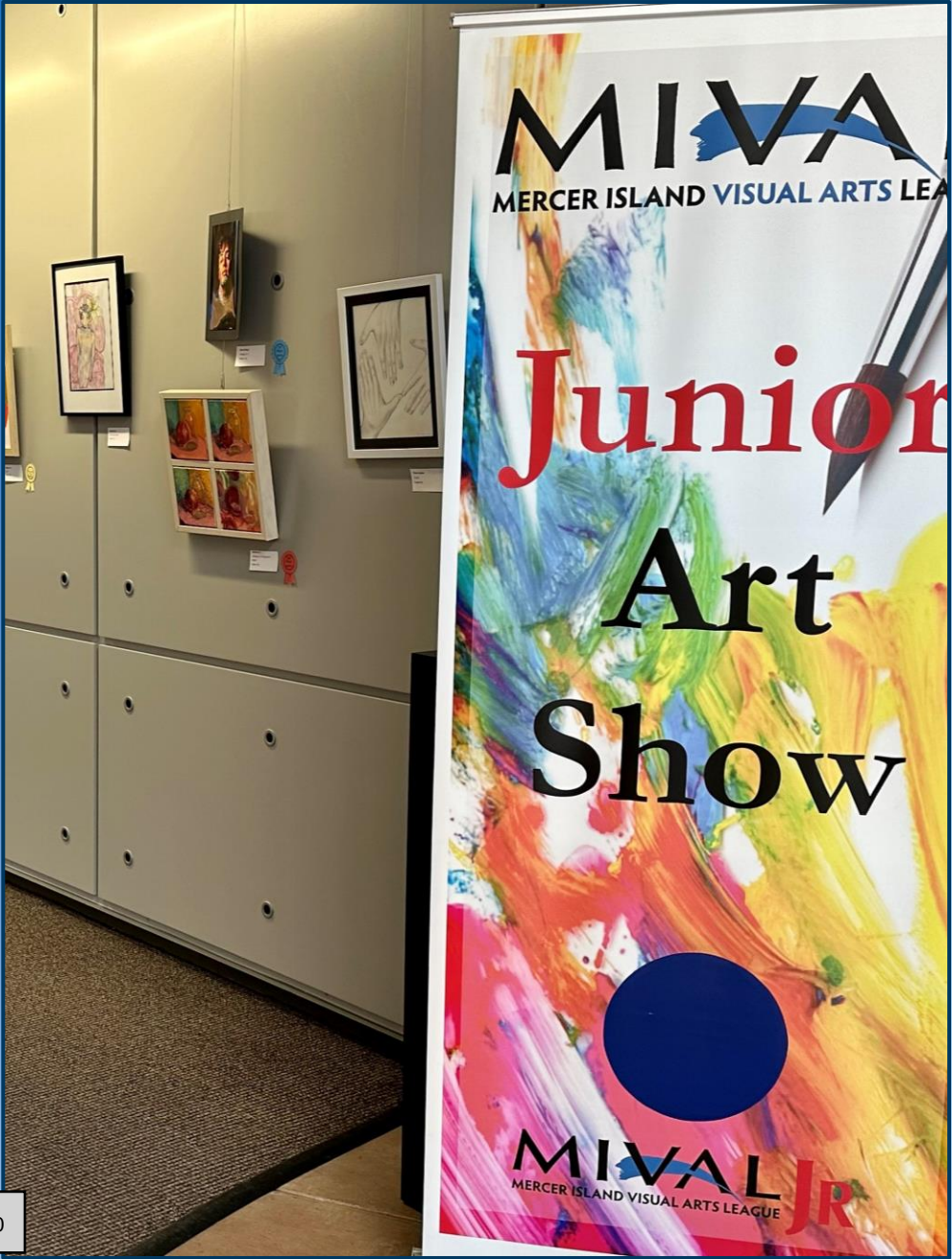
- The Market runs every Sunday from 10am - 3pm through September. (Including July 16)
- Enjoy live music and purchase fresh produce, hot/prepared food, and crafts.
- Located on SE 32nd Street, just north of Mercerdale Park.
- Get details music calendar, and vendor information at www.mifarmersmarket.org.



Summer Camps

- The Mercer Island Community and Event Center (MICEC) has come alive with activity as children have returned for summer camps!
- This year the City has partnered with **15 different organizations** to bring summer camps to Mercer Island residents.
- Last week J Camp and Chess Wizards kicked it off the summer season by doing experiments and learning new skills.
- Keep an eye out for Pedalheads (biking) and Tennis, Golf, Pickleball, and Frisbee (TGA) campers in our parks!





MIVAL Jr. Art Show

- The 49th Annual MIVAL Jr. Art Show is now on display at the Gallery at the Mercer Island Community and Event Center (MICEC).
- Each year Mercer Island's youth – kindergarten through 12th grade – are invited to submit their artwork to MIVAL for display and a friendly judging panel.
- We have incredibly talented youth on the Island. Come check out the exhibit now through August 18.
- The artist reception will take place on **Saturday, July 8 from 12 – 2pm** where family, friends, and the community can celebrate these young artists!
- Visit www.mercerisland.gov/mercerislandgallery for gallery hours.

Mostly Music in the Park

- The Recreation Division is excited to kick off the 2023 season of Mostly Music in the Park.
- Enjoy six weeks of outdoor concerts at Mercerdale Park, Thursday evenings at 6:30pm July 13 - August 17.
- Our thanks to 4Culture, the Mercer Island Community Fund, Island Treats, Classic Pianos, and MIVAL for supporting the 2023 MMIP season!
- Visit www.mercerisland.gov/mmip for details.



The poster features a sun icon in the top left and musical notes in the top right. The title 'Mostly MUSIC IN THE PARK 2023' is prominently displayed in red and black. Below the title, the schedule is listed for Thursdays from 6:30 PM to 8:30 PM at Mercerdale Park. The schedule is organized into two columns. The first column lists: July 13 (Shining Starts of Tomorrow), July 27 (The Davanos), and August 10 (The Olson Bros.). The second column lists: July 20 (Brian James Trio), August 3 (Wally & The Beaves), and August 17 (Portage Bay Big Band). At the bottom, it states 'Arts and Crafts Provided Each Week!' and includes logos for the City of Mercer Island, Mercer Island Community Fund, 4Culture, Island Treats, and Classic Pianos.

Mostly
**MUSIC IN THE PARK
2023**

THURSDAYS | 6:30 - 8:30PM
MERCERDALE PARK

JULY 13	SHINING STARTS OF TOMORROW	JULY 20	BRIAN JAMES TRIO
JULY 27	THE DAVANOS	AUG 3	WALLY & THE BEAVES
AUG 10	THE OLSON BROS.	AUG 17	PORTAGE BAY BIG BAND

ARTS AND CRAFTS PROVIDED EACH WEEK!

CITY OF MERCER ISLAND WASHINGTON
Mercer Island COMMUNITY FUND
4 CULTURE KING COUNTY LIBRARY & LEARNING CENTER
island treats
CLASSIC PIANOS

Library – Extended Hours

- Beginning July 16, the Mercer Island library will be extending hours.
- An hour will be added to each weekday and beginning July 16, will be open Saturday and closed on Sunday.
- Current Hours
 - Monday 10:00AM - 6:00PM
 - Tuesday 12:00PM - 8:00PM
 - Wednesday 12:00PM - 8:00PM
 - Thursday 10:00AM - 6:00PM
 - Friday 10:00AM - 6:00PM
 - Saturday 11:00AM – 6:00PM
 - Sunday Closed
- For more information visit <https://kcls.org/locations/mercer-island/#newhours>



Summer Celebration July 15

- 2023 Summer Celebration is about a week away!
- We are excited for everything this year's event will bring including the community parade, live music, community booths, art vendors, kid's activities, food trucks, the fireworks show, and more!
- A huge thank you to our sponsors: Mercer Island Martial Arts, Mercer Island Community Fund, The Mercer Apartment Homes, Belle Harbour, and Jake Jacobson!



Mercer Island Medallions Engagement Opportunities

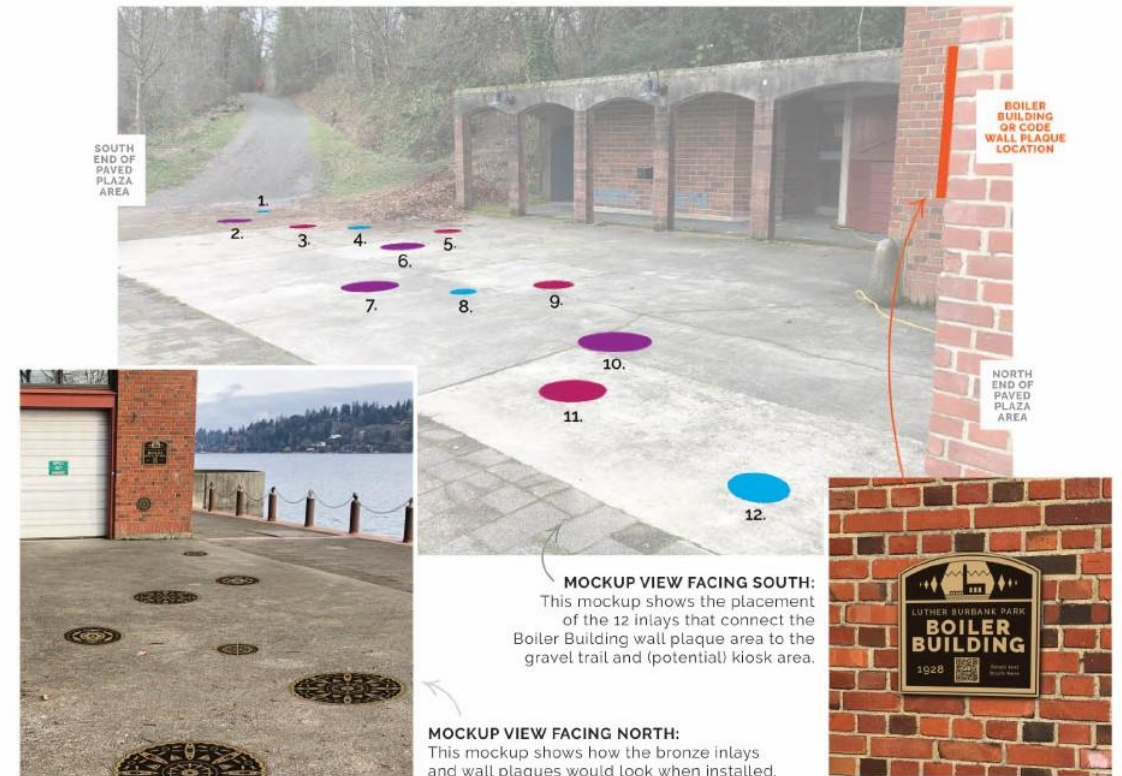
- The City selected local artist Marsha Rollinger to create new public art for the Luther Burbank Park waterfront plaza.
- Rollinger will use community input to develop 12 individual bronze pieces that will be inlaid in the new plaza pavement.
- Participate in this public art project throughout the summer at community events and online via Let's Talk!

Community Events

- MI Farmers Market: June 25
- Summer Celebration: July 15
- Mostly Music in the Park: Aug. 10

“Share Your Ideas” Tool on Let's Talk

www.mercerisland.gov/medallions



Thank you!





PARKS & RECREATION COMMISSION REGULAR MEETING MINUTES June 1, 2023

CALL TO ORDER

Chair McCarthy called the meeting to order at 5:00pm via Zoom Online meeting.

ROLL CALL

Chair Jodi McCarthy, Vice Chair Peter Struck, and Commissioners Rory Westberg, Don Cohen, Paul Burstein, Sarah Marxen and Ashley Hay were present for the Parks & Recreation Commission.

Staff present were City Manager Jessi Bon, Management Analyst Cassidy Berlin, Recreation Manager Ryan Daly, Recreation Supervisor Katie Herzog, Recreation Facilities Supervisor Alex Lee, and Recreation Specialist Raven Gillis.

APPEARANCES

1. Nancy Highiet Morse commented on the Bike Skills Area.
2. Danielle Laskey commented on the Bike Skills Area.
3. Karen Grove commented on the Bike Skills Area.
4. Jacob R. Laskey commented on the Bike Skills Area.

DEPARTMENT REPORT

1. City Manager Jessi Bon and Recreation Manager Ryan Daly reported on the following items:

- Summer Celebration!
- *Mercer Island Medallions* Engagement Opportunities
- Upcoming Events!
- Riley Cove Dedication
- Maintenance & Operations Update
- Mercer Island P-Patch "Community Garden"
- Project Update: Luther Burbank Park Sport Courts Renovation
- Project Update: Bike Skills Area
- Project Update: Groveland & Clarke Beach Master Plans
- Project Update: Mercerdale Park Master Plan
- City Hall Closure (Update)

REGULAR BUSINESS

2. Approval of Minutes

Minutes from the May 4, 2023 Regular Meeting were presented.

It was moved by Burstein; seconded by Hay to:

Approve the minutes from the May 4, 2023 meeting

Passed: 7 – 0

3. Review of Criteria for the draft City Council Park Area Naming Policy

City Manager Jessi Bon, Recreation, Management Analyst Cassidy Berlin, and Recreation Manager Ryan Daly presented. Commissioners asked questions, engaged in discussion, and provided input on section “2.0 Naming Criteria” and section “3.0 Disqualifying Criteria” to guide further development of the draft City Council Park Area Naming Policy.

4. 2022 Recreation Division Annual Report

Recreation Manager Ryan Daly, Recreation Supervisor Katie Herzog, and Recreation Facility Supervisor presented. Commissioners received the report.

OTHER BUSINESS**5. King County Library System Presentation Recap**

Commissioners provided input.

6. 2023 Planning Schedule Update

Recreation Manager Ryan Daly provided an update.

7. Commissioner Reports / Work Plan Update

Commissioner Westberg thanked Chair McCarthy for providing the guidance and leadership of the Parks & Rec Commission for the past 2 years.

Commissioner Burstein also expressed his appreciation for Chair McCarthy’s leadership and management of the Commission. Commissioner Burstein also shared reflections from his mid-morning walk through Pioneer Park; the serenity, lushness of late spring, the symphony of birds chirping, and how grateful he is to live here.

Commissioner Hay reported on her first visit to the P-Patch this past week and found the gardens to be beautiful, peaceful, and well maintained. Hay encouraged anyone who hasn’t visited, to visit the P-Patch.

ADJOURNMENT at 6:47 PM



PARKS & RECREATION COMMISSION STAFF REPORT

Item 3
July 6, 2023
Regular Business

AGENDA ITEM INFORMATION

TITLE:	Commission Officer Elections	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Appoint a Chair and Vice Chair	

STAFF:	Ryan Daly, Recreation Manager
COUNCIL LIAISON:	Craig Reynolds
EXHIBITS:	1. Parks and Recreation Commission Bylaws

SUMMARY

The purpose of this staff report is to present the process for the election of officers for the Mercer Island Parks and Recreation Commission (PRC).

BACKGROUND

The Parks and Recreation Commission Bylaws (Exhibit 1) provide information on officer terms, duties, and the election process.

Per the bylaws, the term of office for Chair and Vice Chair is one year with the possibility of reelection. Each officer may serve a maximum of two consecutive terms. This year, due to meeting agenda and timing conflicts, this process was postponed by one month and added to the July PRC Meeting.

DISCUSSION/PROCESS

Chair Jodi McCarthy and Vice Chair Peter Struck have both served the maximum of two consecutive terms in their respective officer roles and new officers must be elected.

Tonight, the Parks and Recreation Commission will appoint a new Chair and Vice Chair by utilizing the following process to elect new officers:

- Place motion to elect Chair and Vice Chair on the agenda.
- Take nominations for the position of Chair from the floor.
- Nominations do not require a second vote.
- If no further nominations, the Chair declares nominations closed.
- Voting takes place in the order nominations are made.
- If there is only one nomination, board members will vote on that nomination by a voice vote.
- If there is more than one nomination, each will be voted on separately by a roll-call vote of the members present.
- Once a nominee receives a simple majority vote, the nominee is declared elected to the position.

- If none of the nominees receive a majority vote, nominations are requested again, and the process is repeated until a candidate receives a majority vote.
- The process is repeated for Vice Chair.

NEXT STEPS

Following the election of officers, the new officers will immediately assume their respective roles. The Staff Liaison will assist in the transition as desired by the newly elected Chair.

RECOMMENDED ACTION

Appoint Chair and Vice Chair.

CITY OF MERCER ISLAND

PARKS AND RECREATION COMMISSION

BYLAWS

Adopted 7/7/22

The Parks and Recreation Commission is an advisory board to the Mercer Island City Council as established by Ordinance No. 19C-01, passed by City Council January 2019, and codified in Chapter 3.53 of the Mercer Island City Code (MICC). These bylaws constitute a supplement to said documents, providing further statements of the organization, procedures, activities, and objectives of the Parks and Recreation Commission. In any instance in which these bylaws might be interpreted to be contrary to said documents, the latter shall govern.

ARTICLE I – PURPOSE, DUTIES, & RESPONSIBILITIES

The purpose of the Parks & Recreation Commission is to serve in a policy advisory capacity to the City Council and any other board or commission of the city on matters involving the Mercer Island parks system, recreation programming, and the Mercer Island Community & Event Center. As an advisory board, the Parks & Recreation Commission shall not direct significant staff work outside the workplan, nor is the commission authorized to commit any funds of the City without approval from the City Council.

Pursuant to MICC 3.53.020, the duties and responsibilities of the Parks & Recreation Commission shall be to:

- Develop the parks, recreation and open space (PROS) plan as a component of the city's comprehensive plan and provide recommendations on periodic updates to the plan as directed by the city council.
- Provide a forum for the community to express their views on parks and recreation programs, services, and facilities.
- Advise and prepare recommendations on master plans for parks, trails, open space areas, and other recreation facilities and advise on the acquisition of park property.
- Make recommendations on the proposed budget for parks and recreation, pertaining only to programs, levels of service, and capital improvement projects.
- Promote park and recreation activities within the city.
- Support and foster inclusive programs and services that embrace and enhance the cultural diversity of the community.
- Explore opportunities to obtain private, local, state, and/or federal funds to support parks and recreation programs, services and facilities.
- Facilitate communication and cooperation with existing organizations including schools, businesses, nonprofits, organizations, foundations, and other community groups to collaborate on the delivery of parks and recreation services.
- Provide a forum for the community to express their views regarding library services on Mercer Island and serve in an advisory capacity to the King County Library System.
- Advise on other matters as directed by the city council.

ARTICLE II – ORGANIZATION

1. MEMBERSHIP

The Parks & Recreation Commission consists of seven persons recommended by the Mayor and Deputy Mayor and subject to appointment by the City Council. Commissioners serve a term of four years and may serve no more than two consecutive terms. Each commissioner's term shall expire on the last day of May pursuant to MICC 3.53.030.

2. OFFICERS

The elected officers of the Parks & Recreation Commission shall consist of a Chair and Vice Chair. The term of office for Chair and Vice Chair is one year with the possibility of reelection. Each officer may serve a maximum of two consecutive terms.

Officer terms take effect at the first meeting in June, and the election cycle is repeated annually.

If the Chair or Vice Chair vacates the position, the Parks & Recreation Commission will nominate and vote for a current member to fill the position at the Commission's next regular meeting. The new Chair will carry out the vacated position's term and a new Chair will be appointed at the next renewal.

A. Election Process

At the Parks & Recreation Commission's June meeting, the following process is followed to elect new officers:

- Place motion to elect Chair and Vice Chair on the agenda.
- Take nominations for the position of Chair from the floor.
- Nominations do not require a second vote.
- If no further nominations, the Chair declares nominations closed.
- Voting takes place in the order nominations are made.
- If there is only one nomination, board members will vote on that nomination by a voice vote.
- If there is more than one nomination, each will be voted on separately by a roll-call vote of the members present.
- Once a nominee receives a simple majority vote, the nominee is declared elected to the position.
- If none of the nominees receive a majority vote, nominations are requested again, and the process is repeated until a candidate receives a majority vote.
- The process is repeated for Vice Chair.

B. Officer Duties

- Facilitate Commission meetings in a fair, efficient, productive, and informative manner.
- Act as the primary Commission representative to City Council.
- Serve as the primary line of communication to City staff.
- Work with City staff to schedule meetings and develop meeting agendas.
- Appoint committee chairs.
- The Vice Chair attends meetings with staff and the Chair and fulfills duties of the Chair in the Chair's absence.

3. COMMITTEES

The Parks & Recreation Commission may appoint various committees as needed. Committees may be appointed by the Parks and Recreation Commission Chair at any time or be appointed by a majority vote of members present at a Parks and Recreation Commission meeting, assuming there is a quorum. Committees are chaired by commissioners appointed by the officers, and committee members may be a combination of commissioners or other appropriate volunteers. Due to the requirements of the Open Public Meetings Act (Chapter 42.30 RCW), a committee shall contain fewer members than a quorum of the whole Parks & Recreation Commission.

Selection of Committee Chairs and Members

Once a committee is created, The Parks and Recreation Commission Chair will determine committee chair and member appointments. Committee chairs and members assume duties for a duration established by the Parks and Recreation Commission Chair.

Any standing committees will follow the above process annually at the May meeting. Chair and member appointments will be announced at the June meeting.

ARTICLE III - OPERATIONS

1. MEETINGS

Regular & Special Meetings

Regular meetings of the Parks & Recreation Commission convene at 5:30 pm on the first Thursday of each month at Mercer Island City Hall in the Council Chambers or to be convened remotely or within a hybrid meeting model as directed by the City Manager, and in consultation with Commission Officers. Special meetings may be called as required by the Commission Chair, or a quorum of the Parks & Recreation Commission, by giving at least 24 hours advance notice to members and the City's paper of record in accordance with the Open Public Meetings Act. The notice must specify the time and place of the special meeting and the business to be transacted at the special meeting.

Staff is responsible for distributing all meeting notices and cancellations to the public as well as generating and updating the website calendar for upcoming Parks & Recreation Commission meetings.

Officer Meetings

Generally, the Chair, Vice Chair, and staff liaisons shall meet at least one week in advance of the regular Parks & Recreation Commission meeting to determine the meeting agenda.

2. ATTENDANCE

Each commissioner should strive to attend all Parks & Recreation Commission meetings, to read materials beforehand, and to participate fully. Except in instances of sudden illness or other unforeseen hardship, commissioners should advise the staff and the Chair/Vice Chair of their intended absence before 4:30 p.m. on the day prior to the regular meeting. Excused absences will be noted for the record at the beginning of the meeting.

A commissioner shall forfeit his/her position by failing to attend three (3) consecutive regular meetings of the Commission without being excused by the Chair.

3. QUORUM/VOTING

A quorum consists of a simple majority of the appointed members of the Parks & Recreation Commission. No formal action of the Commission may be taken at any meeting where a quorum is not present. If a quorum is not reached at the start of a meeting, the Chair may choose to excuse the meeting.

An action shall be approved by a majority vote of members present assuming there is a quorum.

4. ORDER OF BUSINESS

The Chair may adjust or amend the order of business as needed. The Parks & Recreation Commission's regular meetings normally use the following format:

- Call to Order & Roll Call
- Appearances
- Director's Report
- Approval of Minutes
- Regular Agenda Items
- Other Business (Commissioner Absences & Planning Schedule)
- Adjourn

The Chair shall conduct meetings in an open, fair, and transparent manner. In the event of a procedural question, the Chair will refer to Robert’s Rules of Order for guidance.

ARTICLE IV – CONFLICT OF INTEREST

If an actual or perceived conflict of interest exists that affects the work of the Parks & Recreation Commission, it is each commissioner’s responsibility to openly describe the issue and refrain from any subsequent commission participation, deliberation, or voting on the subject.

ARTICLE V – RESIGNATIONS

In the event that a commissioner wishes to vacate his/her term early, resignation should be tendered in writing to the Mayor, Deputy Mayor, and staff liaison. The City Clerk will then recruit for a new member to fill the vacancy through the City’s established board/commission vacancy process.

ARTICLE VI – RECOMMENDATIONS OF THE COMMISSION

The goal of the Parks & Recreation Commission is to provide recommendations to the City Council. Recommendations to the council will be made following a vote by the commission. Majority as well as minority views on any recommendation may be included. To document the actions taken by the Commission, staff will prepare a written statement or memorandum, including the facts, findings, and rationale for the final recommendations. The Chair, in cooperation with the staff liaisons, will present the recommendations to the City Council on behalf of the Commission.

ARTICLE VII – PUBLIC REPRESENTATION AND STATEMENTS FROM THE COMMISSION

Any commissioner has a right to express personal views and opinions. However, statements representing the views or recommendations of the Parks & Recreation Commission must be authorized by a majority or consensus of the Commission. Consultation with staff on messaging is required.

ARTICLE VIII – REVIEW OF BYLAWS

The Parks & Recreation Commission shall review bylaws annually at the regular meeting in July. Proposed amendments must be approved by a majority.

ARTICLE IX - CODE OF CONDUCT

The Parks & Recreation Commission developed the following “group norms” to define the expectations for conduct by commissioners and the interaction among members. These are intended to be simple, self-explanatory, and self-enforced. The Chair is empowered to remind members as the need arises to employ these norms.

- Everyone contributes.

- Foster a collaborative environment.
- Hold each other accountable.
- Get to know each other and the community.
- Be transparent and accessible.

Commissioners will demonstrate respect for members of the public, staff, and other commissioners by:

- Attending each meeting and arriving on time (if late arrival is necessary, please call or email ahead).
- Reading materials in advance, coming to the meeting prepared and submitting questions in advance.
- Respectfully and attentively listening to the speaker (avoid side discussions).
- Speaking respectfully to and about the public, staff and other commissioners.



PARKS & RECREATION COMMISSION STAFF REPORT

Item 4
July 6, 2023
Regular Business

AGENDA ITEM INFORMATION

TITLE:	Luther Burbank Park Sport Courts Renovation: Court Configuration	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Recommend the preferred configuration for pickleball courts.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

STAFF:	Sarah Bluvas, CIP Project Manager	
COUNCIL LIAISON:	Craig Reynolds	
EXHIBITS:	<ol style="list-style-type: none"> 1. Preferred Configuration for Pickleball Court Striping 2. Early Pickleball Court Configuration Alternatives 	

SUMMARY

The purpose of this agenda item is to seek the Parks & Recreation Commission’s (PRC) recommendation on the preferred configuration for the pickleball courts as part of the Luther Burbank Park Sport Courts Renovation capital project (see Exhibit 1).

BACKGROUND

The 2022 Parks, Recreation, and Open Space Plan (PROS Plan) identifies the Luther Burbank Park sport courts as a preferred site for converting some tennis courts to pickleball. The Luther Burbank Park Sport Courts Renovation capital project (PA0143) was approved by the City Council with the 2023-2024 Biennial Budget and Capital Improvement Program (CIP).

The project’s scope originally included repairing and resurfacing the existing court area and installing new netting and striping to provide playable courts for tennis and pickleball. On March 2, 2023, staff provided an update to the PRC on this project and sought the PRC’s support to recommend modifying the project scope to permanently stripe the courts for pickleball as the primary use, as opposed to maintaining one of the three existing tennis courts as a dual-striped pickleball/tennis court. The PRC unanimously supported the staff recommendation. ([Staff Report](#) | [Recording](#))

DEVELOPMENT OF PREFERRED COURT CONFIGURATION

In March 2023, The City contracted with DA Hogan, a leading provider of design and engineering services for sport courts and athletic fields. Design work on the project began in April 2023.

City staff reviewed preliminary court configuration concepts with the consultant in May. The configurations ranged from maximizing the existing facility footprint to creating the ideal gameplaying experience within that existing footprint.

These concepts were refined based on staff feedback and shared with the Mercer Island pickleball community for additional input in early June (see Exhibit 2). City staff received input by e-mail as well as through Dink on

Mercer Island, an online forum for community pickleball managed by Island residents. More than 100 comments were received, and primary feedback included the following:

- A majority of respondents preferred an 8-court design, which would maximize the existing footprint without compromising gameplay.
- Respondents also preferred a north/south orientation; some were concerned that an east/west orientation would make some courtsides unplayable during sunset hours (sun in the eyes, etc.). USA Pickleball also recommends a north/south orientation for pickleball court construction.
- While amenities such as picnic tables and temporary or permanent shelter on the courts would be nice, many respondents preferred either additional courts or more spacing between courts in lieu of these features. It was also noted that waiting areas already exist, such as the terrace seating located at the north entrance of the courts.
- A few respondents mentioned a desire for lighting the courts to extend playing time at night.

City staff, liaisons from the pickleball community, and the consultant reconvened in early June to review the feedback received and refine the preliminary concepts to identify the preferred alternative for the pickleball court configuration, which is included as Exhibit 1.

The preferred pickleball court configuration features striping for eight dedicated pickleball courts and a north/south orientation. The layout also follows court dimensions outlined in the USA Pickleball Official Rulebook. Per the rulebook, a standard pickleball court should measure 20' wide by 44' long for both singles and doubles matches. The minimum playing surface area should measure 30' wide by 60' long. USA Pickleball recommends that playing surface dimensions be extended to 34' wide by 64' long for new construction.

The preferred court configuration achieves the recommended 34' wide playing area for each pickleball court. However, due to the irregular dimensions of the facility's existing footprint, courts in the preferred layout only feature the standard 60' long playing area.

During the PRC meeting on Thursday, staff will present the preferred pickleball court configuration and walk through the details. Following the discussion, staff are seeking the PRC's support to move forward with a recommendation to the City Council to modify the project scope for a dedicated pickleball facility and to accept the recommended pickleball court configuration.

OTHER DESIGN CONSIDERATIONS

Other design considerations that are outside the original scope of this capital project include placement of individual court fencing and lighting.

Individual Court Fencing

Pickleball courts often feature fencing around individual courts to keep balls within the court during play. During preliminary engagement for the preferred court layout, the City received feedback that individual court fencing would be "nice to have" for optimal gameplay. Staff are still evaluating the feasibility of adding individual fencing and will update the PRC at a future meeting. Determining the individual court fencing locations is not expected to delay the asphalt repair and resurfacing work that will be performed as part of this project.

Court Lighting

Members of the pickleball community have also expressed interest in installing lighting at the Luther Burbank Park sport courts as part of this capital project. Lighting installation was not included in the original project scope or budget, and the Luther Burbank Park Master Plan does not give specific guidance on lighting the

courts. There are also considerable operational impacts to lighting the courts and extending park hours, and these impacts would need to be carefully considered.

The addition of lighting to the project at this stage will require additional public process and funding as well as will delay the project by six months or more. Staff do not recommend considering the addition of lighting at this time. However, staff are exploring the feasibility of installing limited electrical infrastructure as part of the project should lighting be a consideration in the future.

NEXT STEPS

The PRC recommendation on the preferred pickleball court configuration and the March 2023 recommendation to modify the project scope for a dedicated pickleball facility will be presented to the City Council on July 18, 2023, for review and approval.

Upon receipt of approval from the City Council staff will complete the design work and proceed to construction, which will happen in two phases. The phased construction approach provides time for new asphalt to cure during the winter season before final court surfacing is applied. The tentative construction schedule is as follows:

- Fall 2023: Demolition, asphalt overlay, and temporary striping.
- Spring 2024: Acrylic surfacing, permanent striping, netting, and fencing.

City staff are also launching a new Let's Talk page on this project to allow the community to track progress on the capital project.

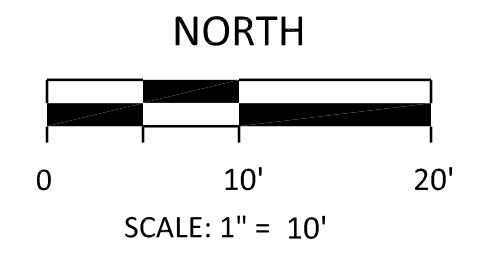
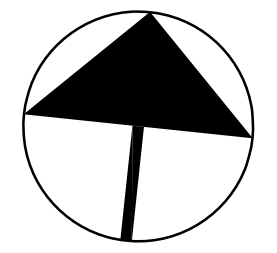
RECOMMENDED ACTION

Move to recommend the preferred configuration for the pickleball courts as part of the Luther Burbank Park Sport Courts Renovation capital project as reflected in Exhibit 1.

REVISION	DATE



**LUTHER BURBANK PARK
PICKLEBALL
COURTS**



PRELIMINARY

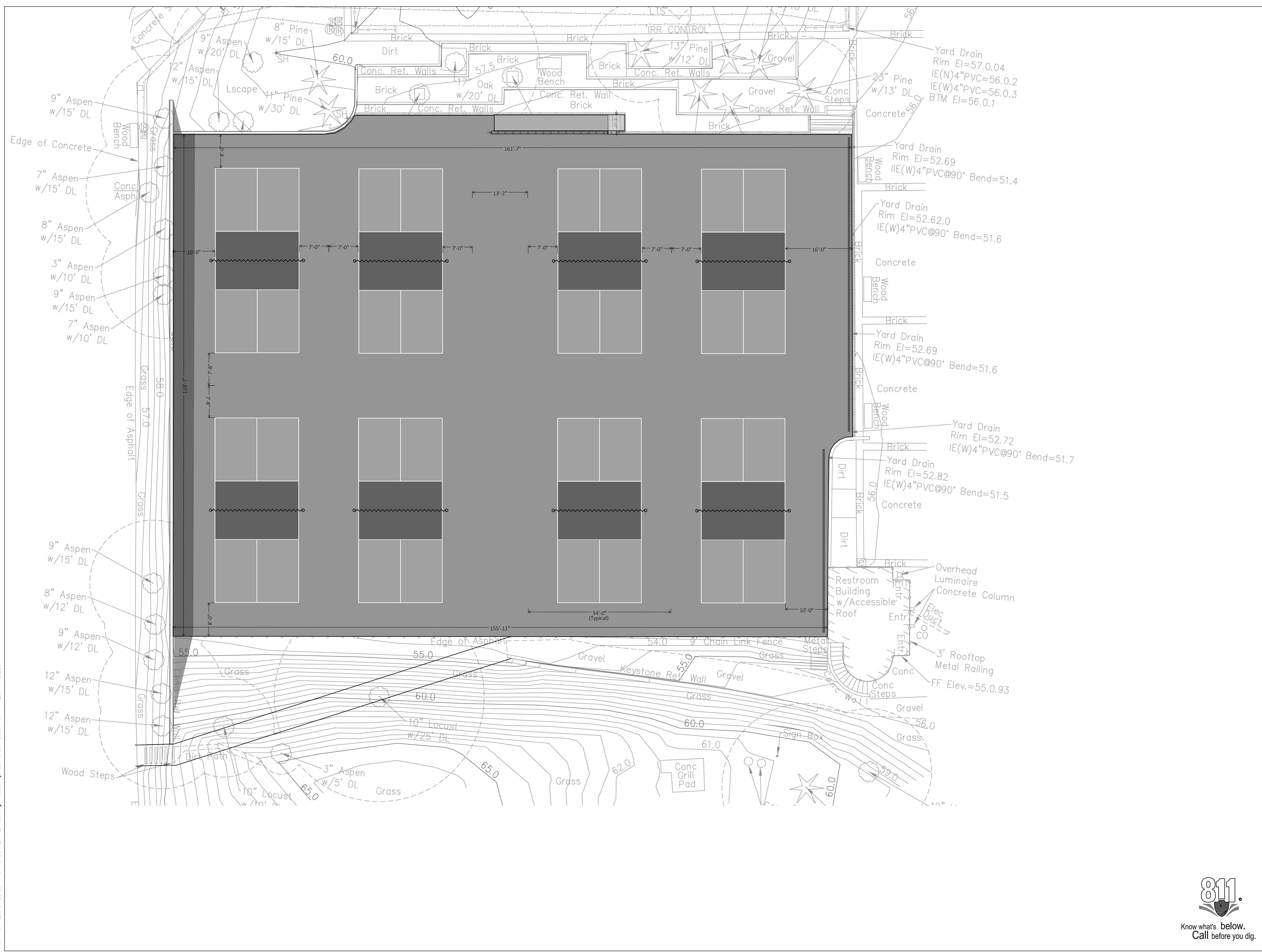
DATE	6-27-23
SCALE	1"=10'
DRAWN	CPW
CHECKED	EIG
COPYRIGHT © 2021 D.A. HOGAN & ASSOCIATES	

**DRAFT
PREFERRED
OPTION**

F101



Know what's below.
Call before you dig.



File: F-01 Luther Burbank Tennis COURT 24x36.dwg Plotted by: Corneilaw Date: 13-Mar-23 11:45:28am

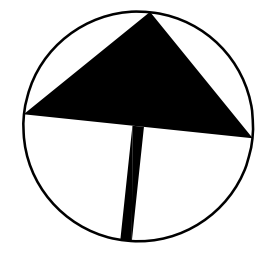
REVISION	DATE



**LUTHER BURBANK PARK
PICKLEBALL
COURTS**



PRELIMINARY



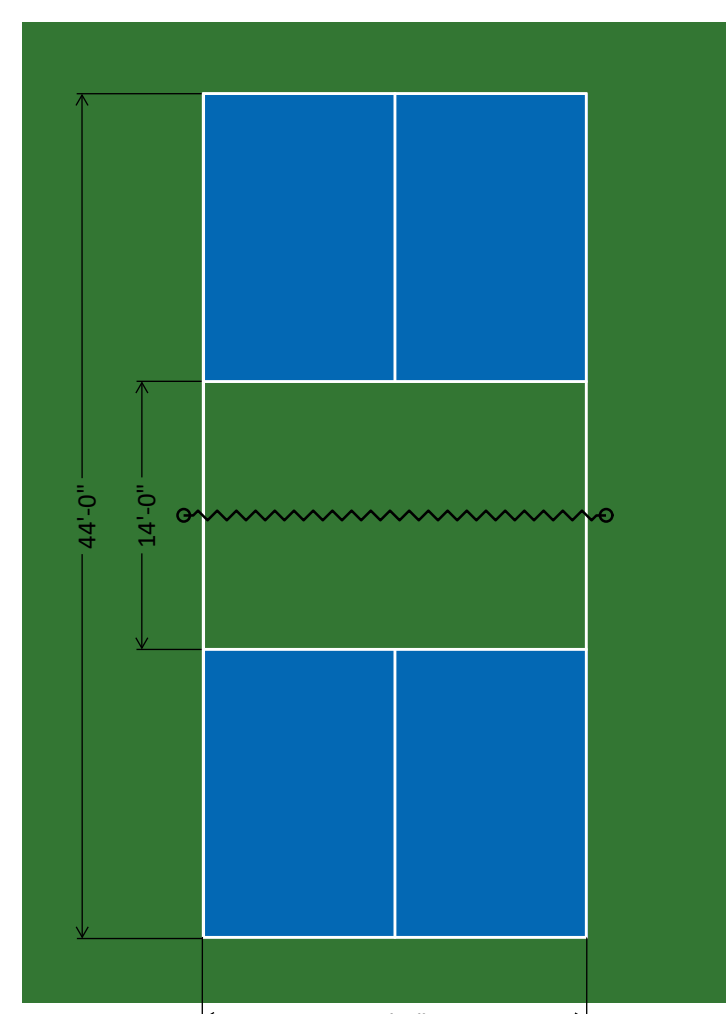
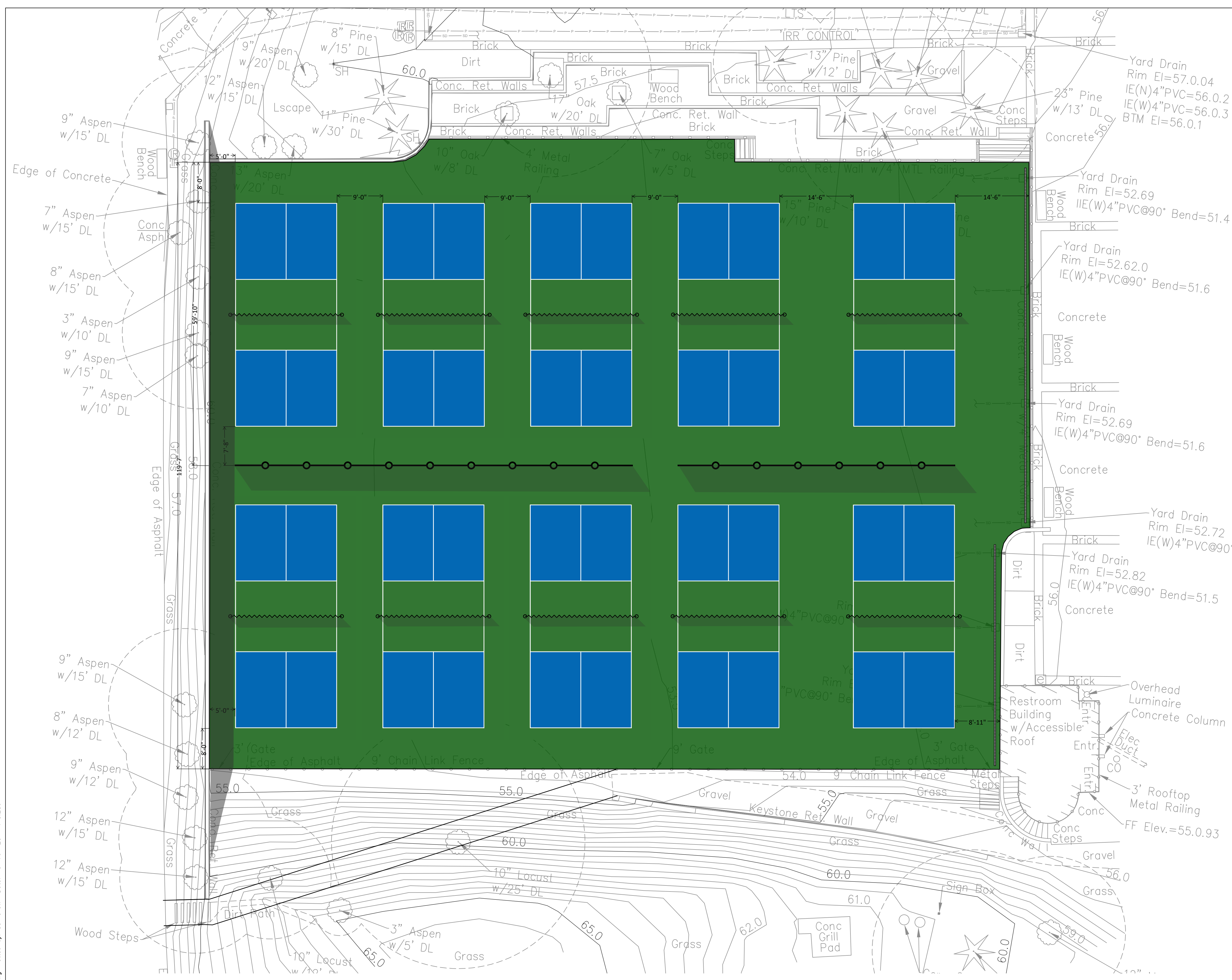
NORTH
SCALE: 1" = 10'

SCHEMATIC DESIGN

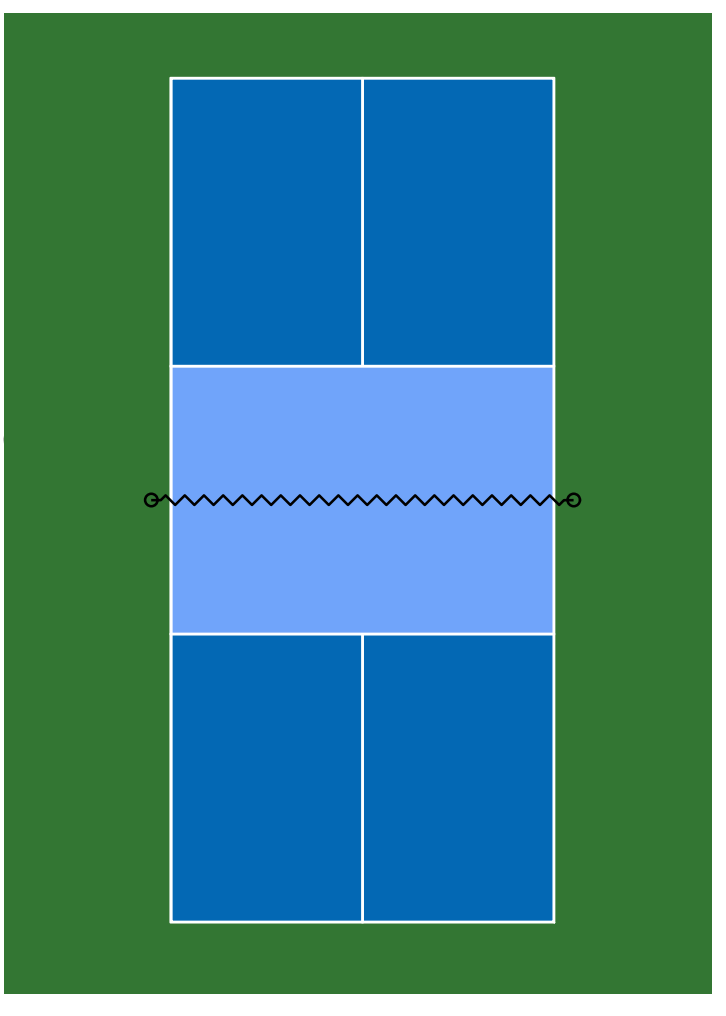
DATE	6-1-23
SCALE	1"=10'
DRAWN	CPW
CHECKED	EIG
COPYRIGHT © 2021 D.A. HOGAN & ASSOCIATES	

**LAYOUT
OPTION 1**

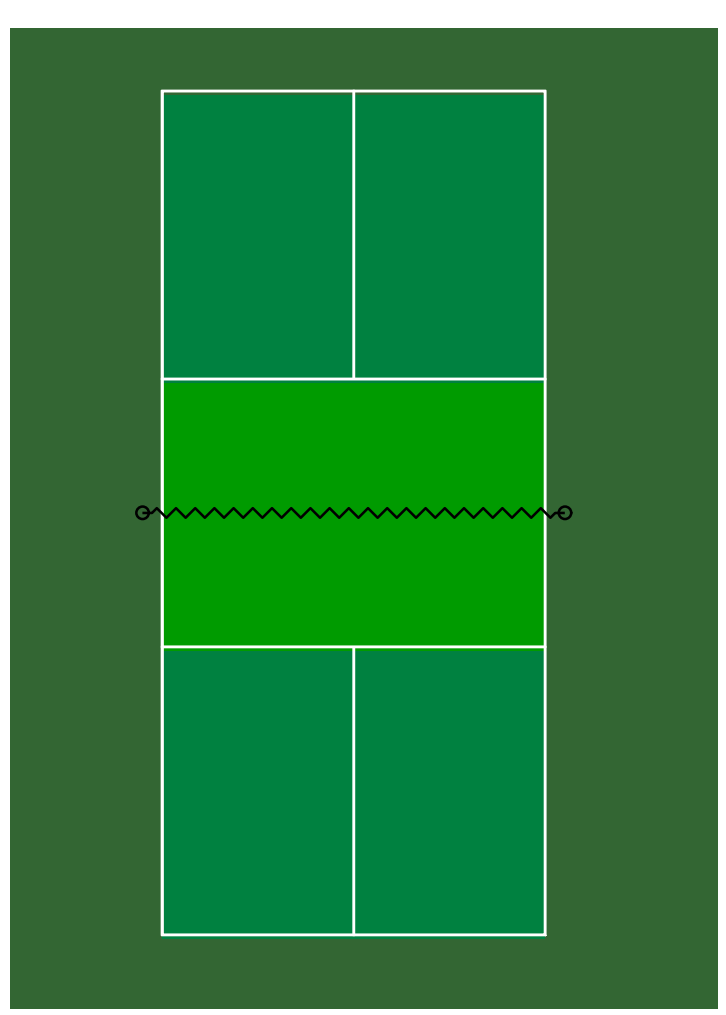
F101



PICKLEBALL STANDARD LAYOUT
Source: USA Pickleball 2023 (Color Scheme 1)
Colors are approximate - manufacturers standard range may differ.



COLOR SCHEME 2



COLOR SCHEME 3

Purpose	Width – feet (m)	Length – feet (m)
New Construction	34 (10.36 m)	64 (19.5 m)
Tournament Play	34 (10.36 m)	64 (19.5 m)
Wheelchair Play	44 (13.41 m)	74 (22.56 m)
Stadium Court	50 (15.24 m)	80 (24.38 m)

- NOTES:**
- 1) 10 total courts. No Tournament, Wheelchair, or Stadium courts.
 - 2) Non-Standard Clearances. <10' behind each service line, <10' between each court.
 - 3) No "on site" Queuing or Spectator amenities.

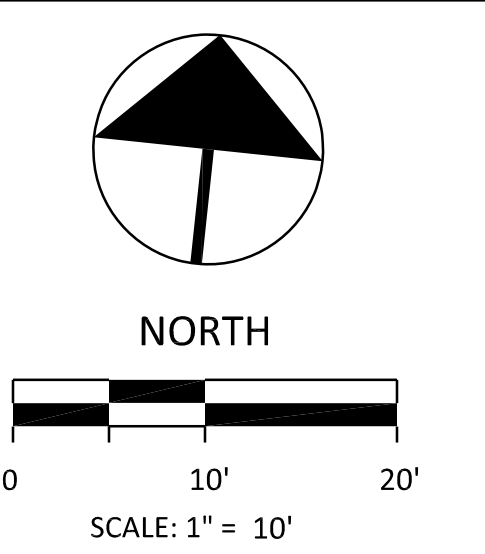
REVISION	DATE



**LUTHER BURBANK PARK
PICKLEBALL
COURTS**



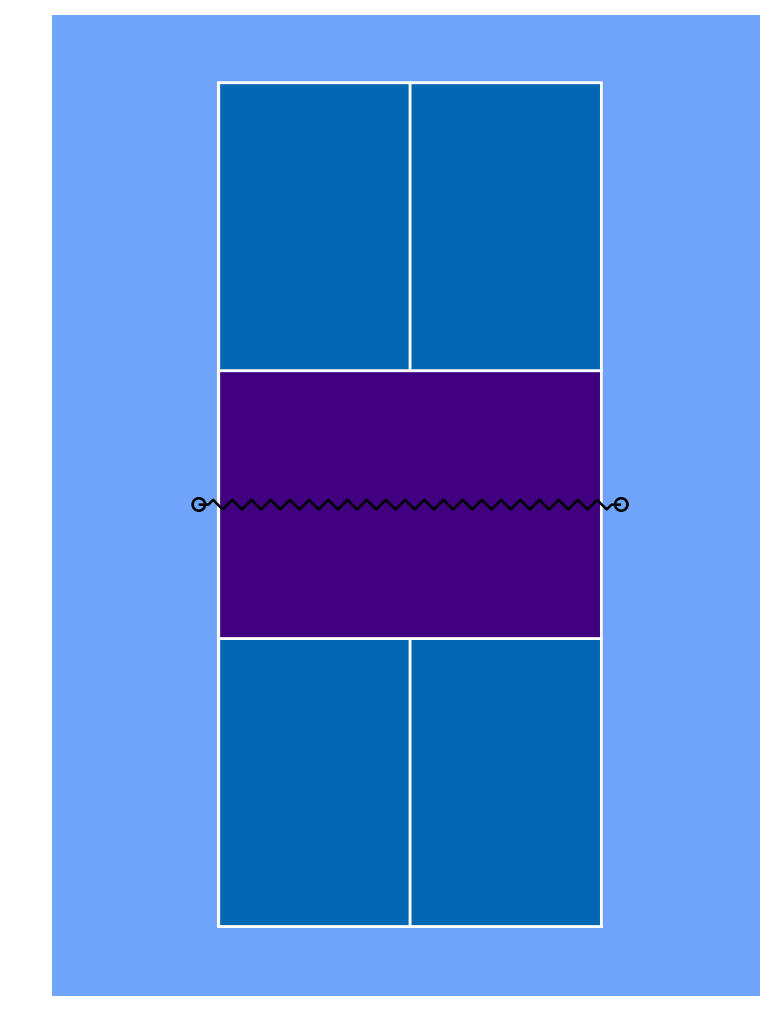
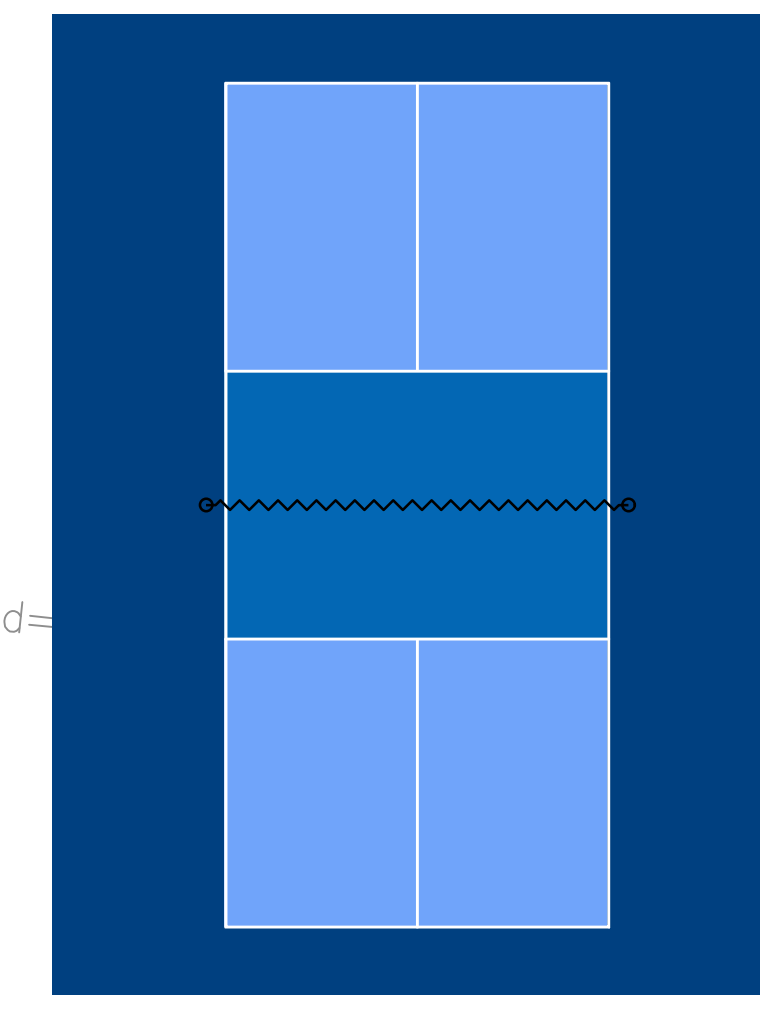
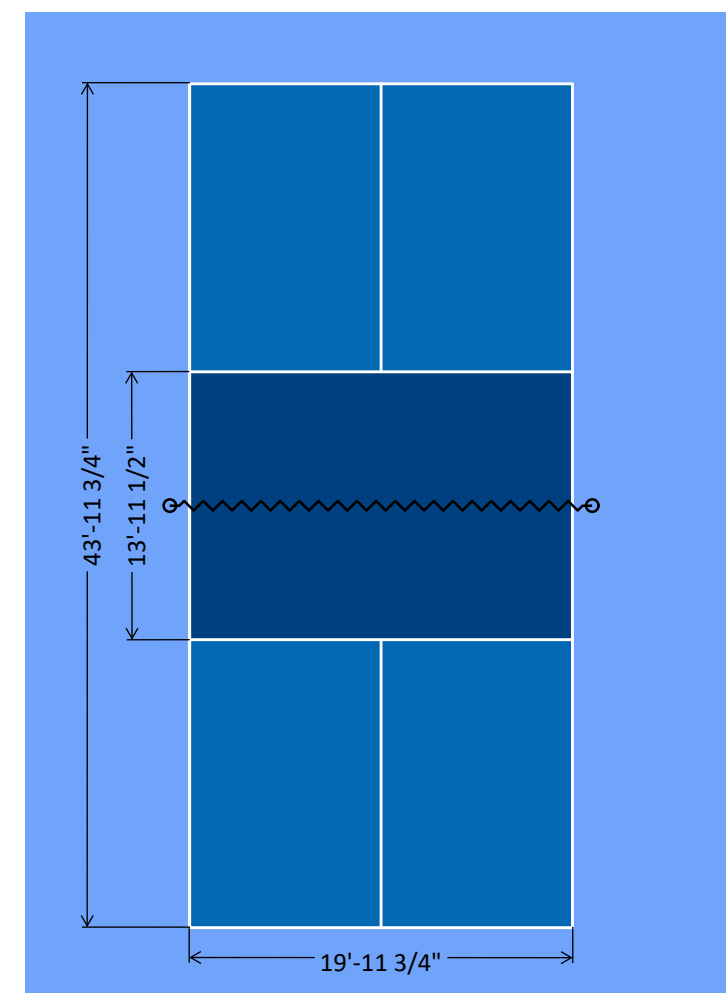
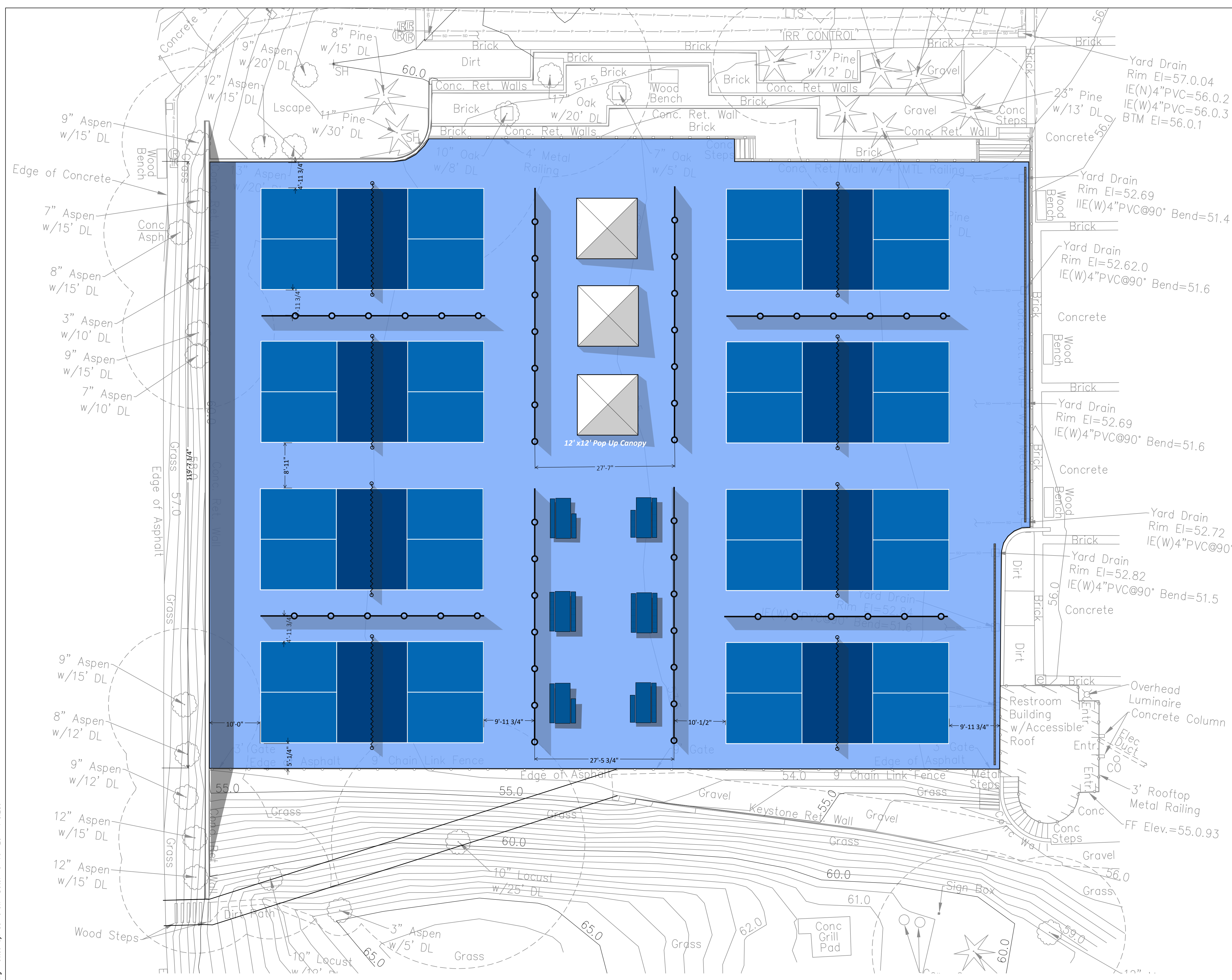
PRELIMINARY



SCHEMATIC DESIGN	
DATE	6-1-23
SCALE	1"=10'
DRAWN	CPW
CHECKED	EIG
COPYRIGHT © 2021 D.A. HOGAN & ASSOCIATES	

**LAYOUT
OPTION 2A**

F102A



Source: USA Pickleball 2023

Purpose	Width - feet (m)	Length - feet (m)
New Construction	34 (10.36 m)	64 (19.5 m)
Tournament Play	34 (10.36 m)	64 (19.5 m)
Wheelchair Play	44 (13.41 m)	74 (22.56 m)
Stadium Court	50 (15.24 m)	80 (24.38 m)

- NOTES:**
- 1) 8 total courts. All Tournament level, no Wheelchair, or Stadium courts.
 - 2) Standard Clearances.
 - 3) Adequate Queuing and Spectator amenities.

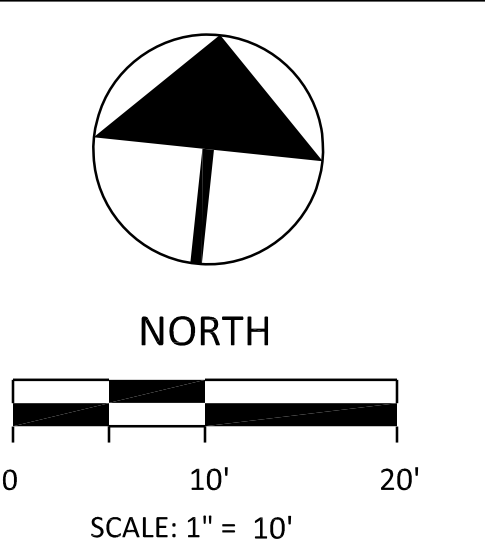
REVISION	DATE



**LUTHER BURBANK PARK
PICKLEBALL
COURTS**



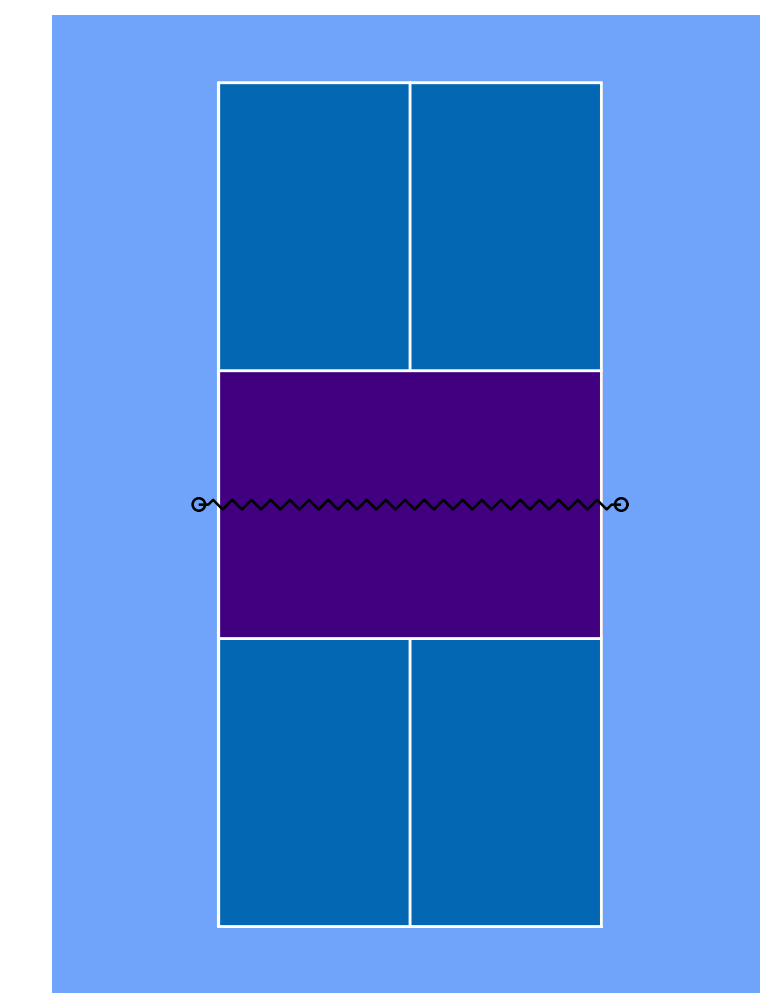
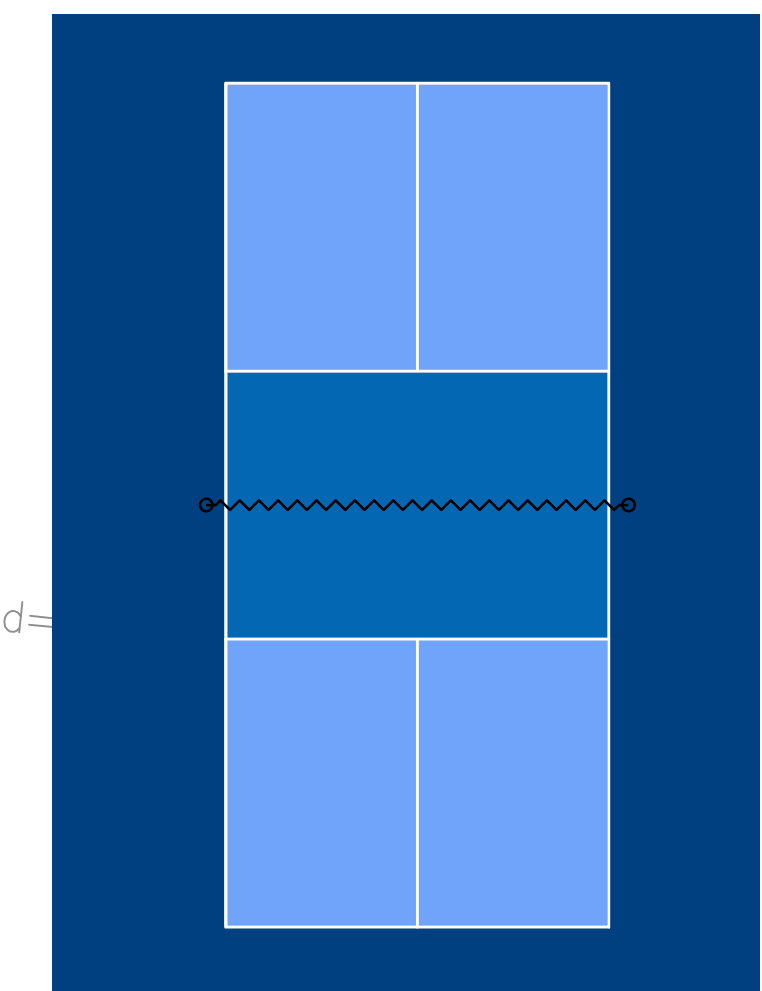
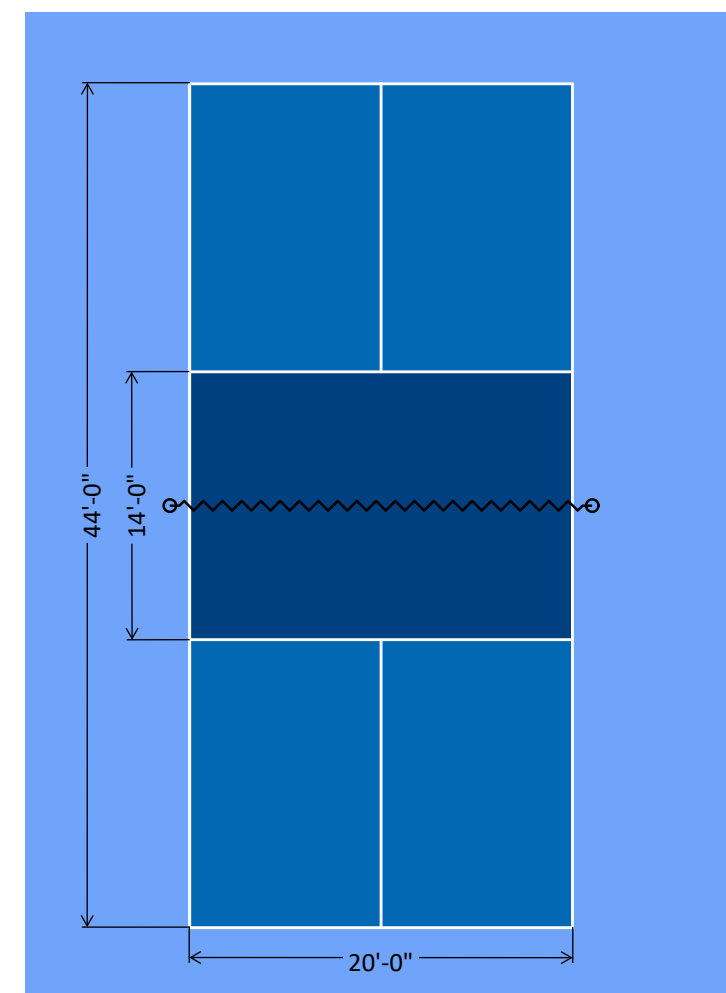
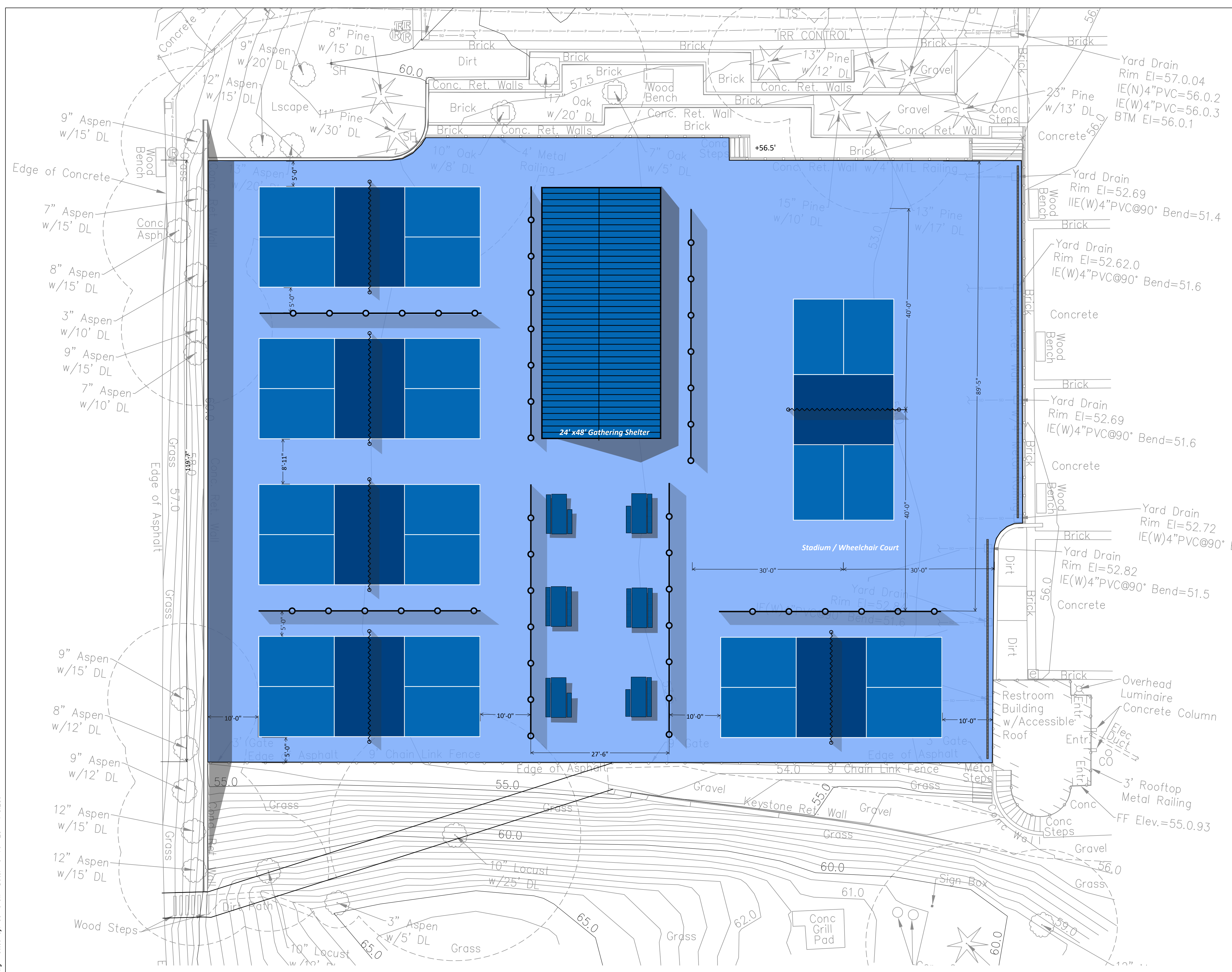
PRELIMINARY



SCHEMATIC DESIGN	
DATE	6-1-23
SCALE	1"=10'
DRAWN	CPW
CHECKED	EIG
COPYRIGHT © 2021 D.A. HOGAN & ASSOCIATES	

**LAYOUT
OPTION 2B**

F102B



- NOTES:**
- 1) 6 total courts. 5 Tournament level, 1 Wheelchair / Stadium court.
 - 2) Standard Clearances.
 - 3) Adequate Queuing and Spectator amenities.

Source: USA Pickleball 2023

Purpose	Width - feet (m)	Length - feet (m)
New Construction	34 (10.36 m)	64 (19.5 m)
Tournament Play	34 (10.36 m)	64 (19.5 m)
Wheelchair Play	44 (13.41 m)	74 (22.56 m)
Stadium Court	50 (15.24 m)	80 (24.38 m)

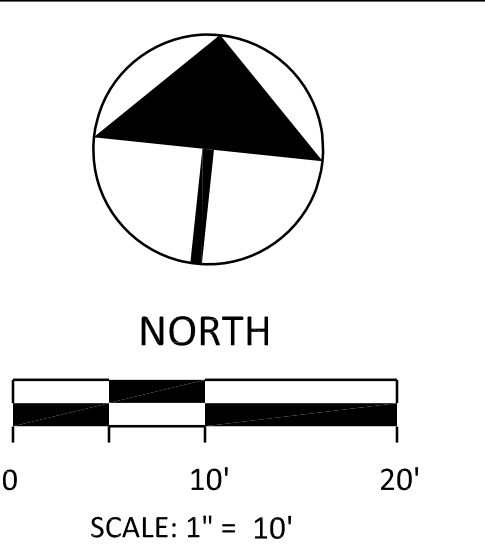
REVISION	DATE



**LUTHER BURBANK PARK
PICKLEBALL
COURTS**



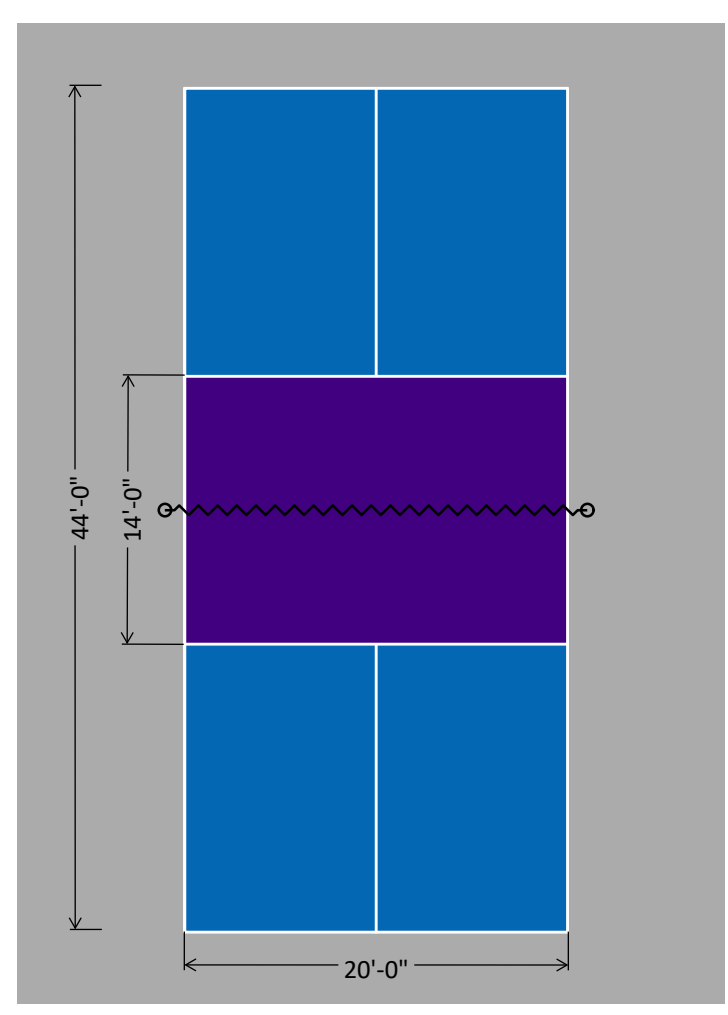
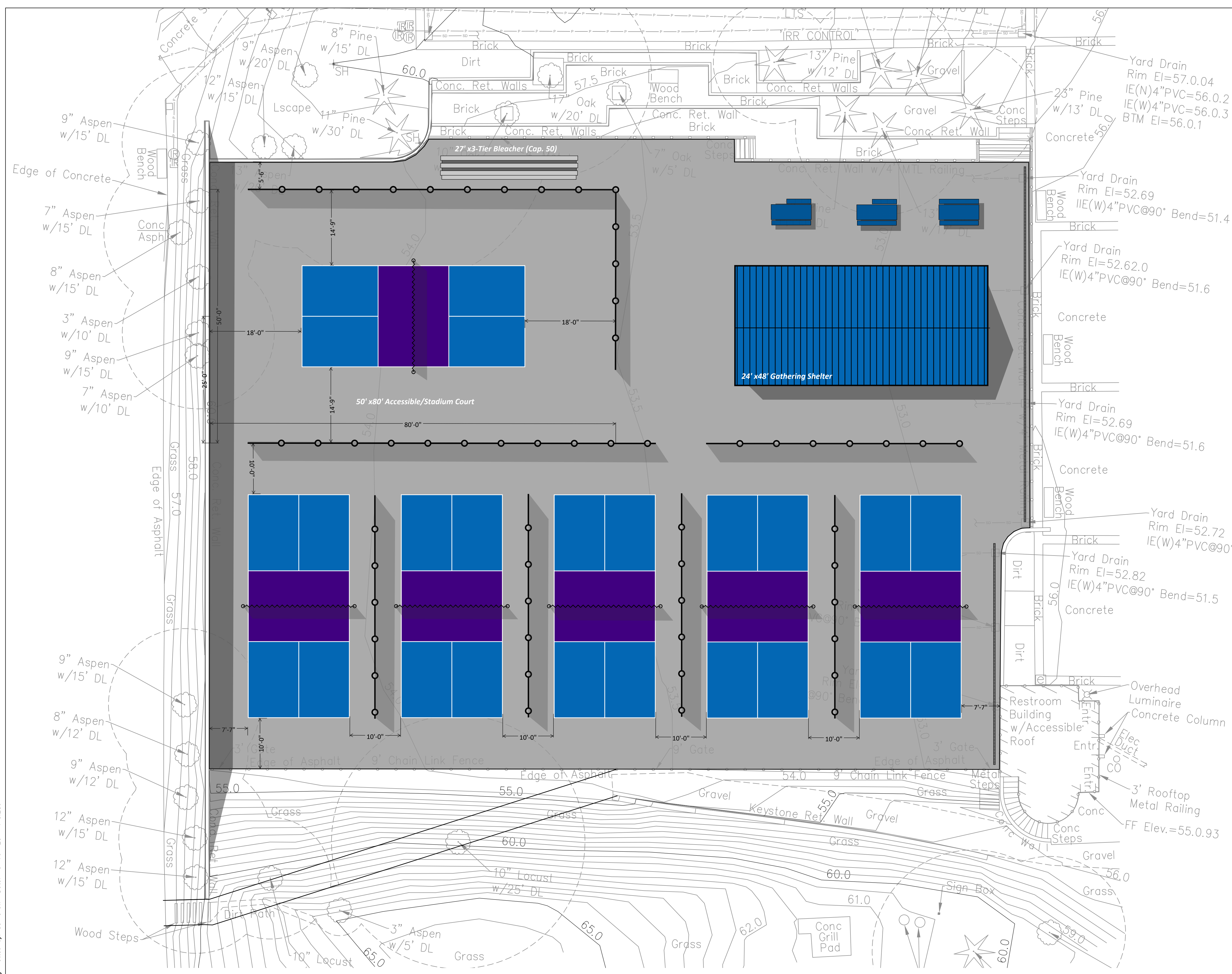
PRELIMINARY



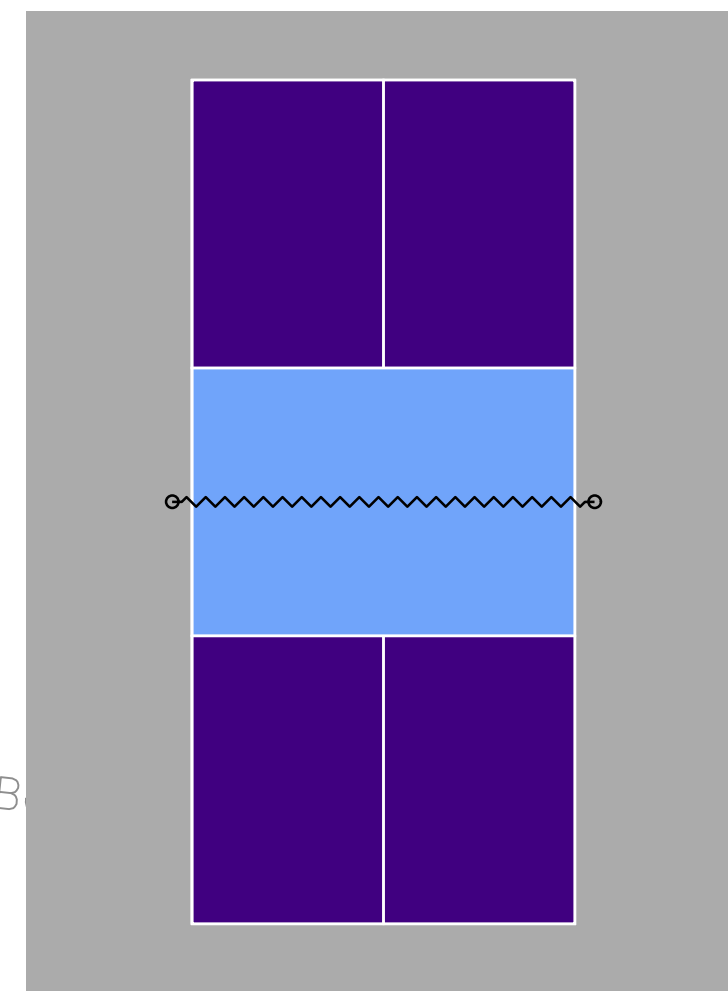
SCHEMATIC DESIGN	
DATE	6-1-23
SCALE	1"=10'
DRAWN	CPW
CHECKED	EIG
COPYRIGHT © 2021 D.A. HOGAN & ASSOCIATES	

**LAYOUT
OPTION 3**

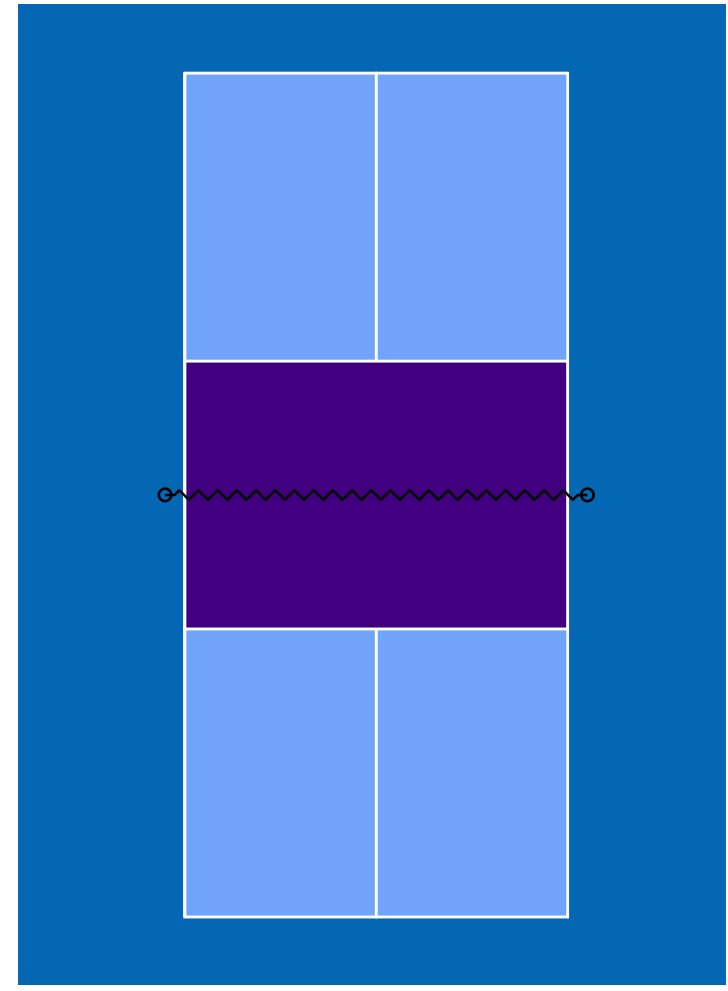
F103



PICKLEBALL STANDARD LAYOUT
Source: USA Pickleball 2023 (Color Scheme 7)



COLOR SCHEME 8



COLOR SCHEME 9
Colors are approximate - manufacturers standard range may differ.

- NOTES:**
- 1) 6 total courts. All Tournament level, 1 Wheelchair/Stadium court.
 - 2) Standard Clearances.
 - 3) Adequate Queuing and Spectator amenities.

Purpose	Width – feet (m)	Length – feet (m)
New Construction	34 (10.36 m)	64 (19.5 m)
Tournament Play	34 (10.36 m)	64 (19.5 m)
Wheelchair Play	44 (13.41 m)	74 (22.56 m)
Stadium Court	50 (15.24 m)	80 (24.38 m)

Luther Burbank Park Sport Courts Renovation

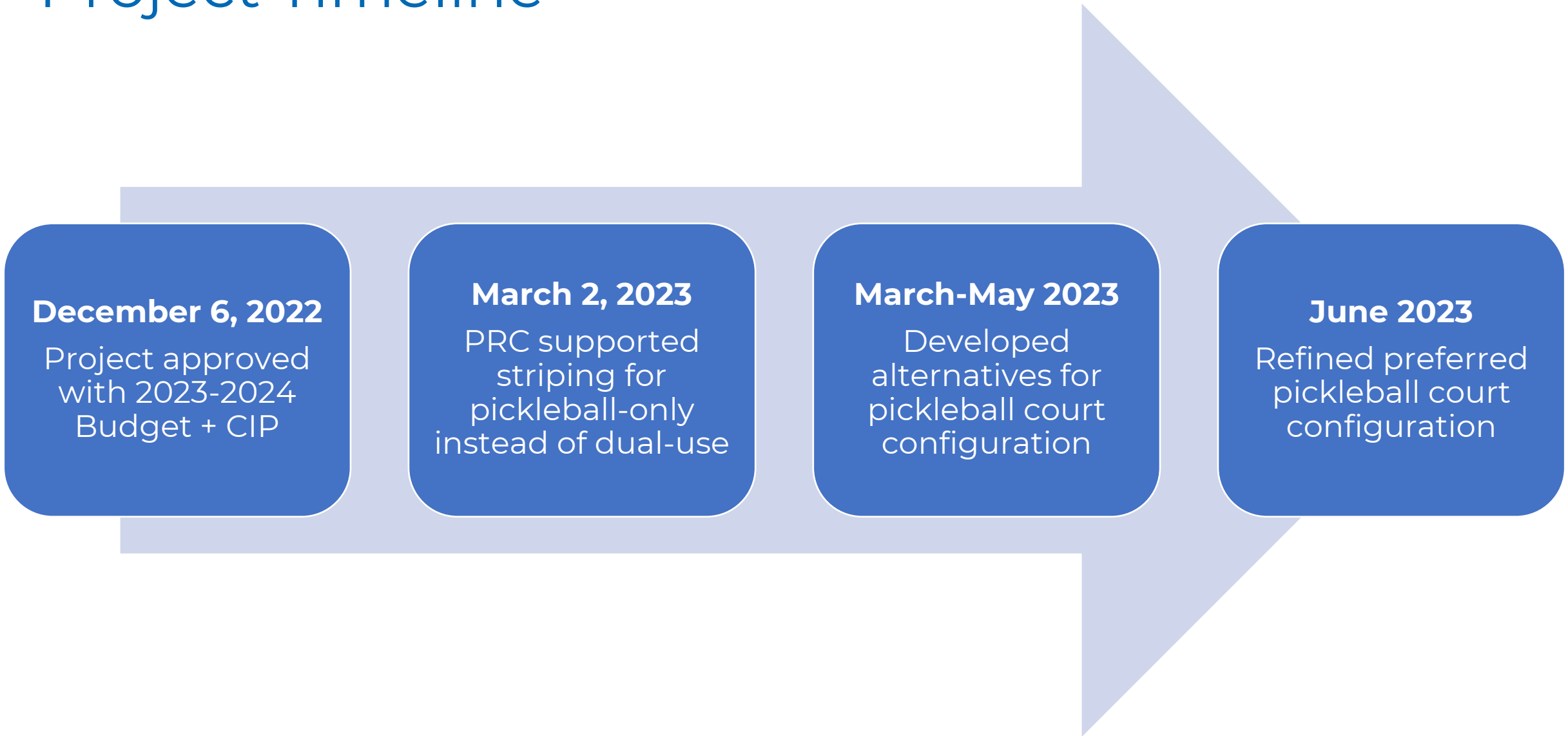
Parks & Recreation Commission

34 July 6, 2023



Item 4.

Project Timeline



Developing the Preferred Court Configuration

- Started with **3 design alternatives** reviewed by staff from CIP, Parks Operations, and Recreation teams.
- **Refined designs into 4 alternatives** that were shared with pickleball players June 1-7 for input.
 - Distributed via pickleball community liaisons and pickleball networks, including Dink on Mercer Island forum.
 - Received more than 100 comments.
 - Input included preference for 8-court design and north/south orientation as well as thoughts about additional amenities such as seating, shelter, lighting, and other design elements.
- Staff, pickleball representatives, and design consultant met June 8 to refine the design and identify the preferred court configuration (Exhibit 1 in agenda packet).

Preferred Court Configuration

Item 4.



- 8 courts
- North/south orientation
- Court dimensions recommended by USA Pickleball
- No seating, shelter, etc., on the court

Other Design Considerations

Individual Court Fencing

- Fences around individual courts help keep balls within the court during play.
- Identified as a “nice to have” design feature for optimal gameplay during preliminary engagement.
- Staff are still evaluating this feature and will update the PRC once a final design decision is made.

Lighting

- Lighting installation not included in original project scope or budget, and LBP Master Plan does not provide specific guidance on lighting the courts.
- Operational impacts to extending park hours with lights; adding lighting would require additional public process.
- Staff **do not recommend adding lighting to this project.**
- We are exploring feasibility of installing limited electrical infrastructure to consider lighting in the future if desired.



Recommendation + Next Steps

- Staff seek the PRC’s recommendation to send the preferred court configuration as shown in Exhibit 1 to City Council for approval.
- New Let’s Talk page is live, and preferred design has been posted.

<https://letstalk.mercergov.org/lbp-sport-courts-renovation-pickleball>

- Once approved by City Council, staff and consultant will move into permitting.



Parks & Recreation Commission

2023 Planning Schedule

1st Thursday of Month- Regular Meetings

Updated: 6/30/23



Date	Meeting Type	Agenda Item
5-Jan	Regular	ADTS Improvement Project 30% Design Recommendation
		Bike Skills Area Conceptual Design Update
2-Feb	Regular	2023 CIP Projects Update
		Bike Skills Area Design Update
2-Mar	Regular	ADTS Improvement Project 30% Design Update
		LB Pickleball Court- Exclusivity Discussion
April Cancelled	Regular	
4-May	Regular	Mercer Island Library- Annual Update
		ADTS 30% and Memo
1-Jun	Regular	Park Area Naming Policy
		*2022 Recreation Division Annual Report (Memo)
6-Jul	Regular	Chair/Vice-Chair Elections
		Luther Burbank Court Configuration
August		No Meetings Summer Break
7-Sep	Regular	Gift Acceptance Policy *update*
5-Oct	Regular	Bylaws Review
2-Nov	Regular	
Dec. TBD	Regular	PROS Plan Goals and CIP Progress Update
		Recreation Policy Implementation Status Update (Memo)

Item Type	Items to be scheduled
Policy	Park Code/Rules Updates- signage in parks, appropriate uses of space, etc. <i>(as needed)</i>
Policy	Park Zoning - Planning Commission/CPD
Policy	Recreation Sponsorship

Policy	Recreation Service Scholarship
Project	Mercerdale/Groveland & Clarke Master Plan Kick-off
Project	Luther Docks Project <i>(Periodic touch points)</i>
Project	Aubrey Davis Trail Safety Project <i>(Periodic touch points)</i>
Project	Bike Skills Area <i>(Periodic Touch points)</i>
Annual Agenda Items	
KCLS- Mercer Island Branch Operations Update (March)	
Annual PRC Chair/Vice-Chair Elections (May)	
PROS Plan Goals/Implementation Update (June)	
Annual Bylaws Review (July)	
Various CIP Recommendations (TBD)	
Annual Year-End Report	