STAFF REPORT

City Council
Meeting Date: **2/27/2024**
Staff Report Number: **24-032-CC**

Regular Business: **Accept an addendum to the Parks and Recreation Facilities Master Plan to include pickleball and provide direction on implementation**

Recommendation

Staff and the Parks and Recreation Commission (PRC) recommend that City Council accept an addendum to the Parks and Recreation Facilities Master Plan (Addendum) to include pickleball (Attachment A) and provide direction on implementation.

Policy Issues

City Council provides policy direction to the city manager regarding services to the community; allocates resources to support City services and capital projects; reviews master plans; and sets prioritization for the use of City resources to serve the community. City Council charges the PRC to advise the City Council on matters related to City programs and facilities dedicated to recreation. The PRC makes recommendations and serves as a forum for public input, commentary, and discussion related to recreation programs and facilities. The PRC was a key stakeholder group involved in the development of the Parks and Recreation Facilities Master Plan (PRFMP) in 2019, and in the development of the proposed Addendum in Attachment A.

Background

On Oct. 15, 2019, City Council accepted the PRFMP (Attachment B). The PRFMP is designed to provide a comprehensive road map to guide decision-making for the City of Menlo Park to maintain, manage and develop its parks, open spaces, and recreation facilities for the next 20 years and to help provide the community with the recreational opportunities that they desire. When the PRFMP was developed and approved in 2019, pickleball had not yet emerged as a sport requiring the use of current and/or future recreation facilities in Menlo Park. As a result, pickleball is not included in the current PRFMP.

On Sept. 23, 2020, in response to community member requests for rapid implementation of a new service not included in the PRFMP, the PRC recommended a pickleball pilot program to gauge community interest in pickleball. The pickleball pilot program was launched in November 2020, then was later extended and expanded to include eight pickleball courts: four pickleball courts at Kelly Park, located on one converted tennis court, and four pickleball courts at Nealon Park, located on one converted tennis court.

On Oct. 26, 2022, the PRC made recommendations related to the pickleball pilot program, including:

1. Extend the pickleball pilot program at Nealon Park and Kelly Park through June 30, 2023
2. Conduct analysis of current and future community needs related to pickleball in alignment with the PRFMP
3. Evaluate user fees related to pickleball and tennis courts

4. Implement additional tennis-to-pickleball court conversions at Nealon Park.

On Dec. 6, 2022, the city manager reported during the City Council meeting that City Councilmembers had requested additional analysis before implementing additional tennis-to-pickleball court conversions at Nealon Park, and that additional conversions would be placed on hold pending the completion of a focused addendum to the PRFMP.

On Dec. 6, 2022, City Council received three concept plan alternatives for potential "Phase 2" improvements at Willow Oaks Park. Concept Plan Alternative 3 proposed two new, purpose-built pickleball courts in the street frontage area on Willow Road. City Council took no action related to the proposed concept plan alternatives at that time and requested that further discussion of potential future improvements be deferred until after the Addendum is completed and after construction begins on the initial improvements to the pathway, dog park, playground and new restrooms, currently under construction and scheduled for completion in mid-2024 (Attachment C).

On Feb. 28, 2023, City Council received an informational report outlining a proposed process and timeline for a PRFMP addendum to include pickleball in the City's long-range recreation facility planning (Attachment D).

On July 26, 2023, the PRC reviewed background data and discussed preliminary considerations for potential inclusion in the Addendum (Attachment E).

On Sept. 27, 2023, the PRC reviewed additional data and key considerations for the Addendum, including recommendations related to tennis and pickleball user fees that would be addressed through the City Council's Master Fee Schedule update process (Attachment F). City Council subsequently approved the recommended changes and eliminated tennis key user fees from the Master Fee Schedule Jan. 9, effective Feb. 8.

On Nov. 15, 2023, the PRC recommended the City Council accept the Addendum (Attachment G) with some minor changes. Seven public comments were received during the meeting, with three of the commenters supporting pickleball courts at Nealon Park, two commenters supporting preserving the current number of tennis courts at Nealon Park, one commenter expressing concerns about the noise impacts of pickleball to nearby residences, and one commenter expressing concerns about parking impacts at Nealon Park in light of the larger number of players per court at pickleball courts and the recent reduction in the number of street parking spaces in some sections of Middle Avenue After robust discussion, the PRC voted 4-0 (with Brosnan and Joshua absent) to recommend the draft addendum with the following changes: 1) Keep the pickleball courts at Nealon Park temporarily designated to pickleball (as opposed to making them permanent) pending proof of the effectiveness of noise mitigation measures; 2) During the pickleball feasibiliuty study, prioritize consideration of Burgess Park for potentially adding pickleball courts.

Analysis

Purpose of the Addendum

The PRFMP is an effective and essential tool to help guide decision-making both in the near term and over the long term. However, new community needs may emerge from time to time, and current community needs may change or evolve over time. For example, in 2019 when the PRFMP was developed and approved, pickleball had not yet emerged as a sport requiring the use of current and/or future recreation facilities in Menlo Park. When new or changing community needs have the potential to result in capital improvements to the City's parks and recreation facilities, the recommended best practice is to evaluate the needs in the context of the City's overall facility master plans. For these reasons, and in response to

community interest in pickleball, City Council directed City staff to work with the PRC to develop a focused Addendum to the PRFMP to include pickleball.

The Addendum in Attachment A includes three focus areas:
1. Provide recommendations related to current and future pickleball facilities in Menlo Park.
2. Establish a recommended timeline for periodically reviewing the PRFMP, such as every two years, to provide updated information regarding the City's parks and recreation facility needs, and to create new addenda, if needed, to reflect evolving needs and circumstances.
3. Create a framework and reference point to help guide the formation of other PRFMP addenda that may be deemed necessary in the future.

Information in the Addendum

The Addendum in Attachment A includes information and data that was used to help inform the recommendations, including:
- Locations of city parks with tennis and pickleball courts
- Review of pickleball facilities in other nearby jurisdictions
- Menlo Park citywide tennis court usage survey results (2021)
- Recreation and community programs survey results (2022)
- Observations of court usage at Nealon Park (2023)
- Willow Oaks Park Improvement Project concept plan alternative including pickleball courts
- Community engagement timeline of public meetings related to pickleball

Recommendations in the Addendum

Based on the goals and guidelines defined in the PRFMP, and with feedback received from the PRC and community members to date, the Addendum includes five recommendations and a project prioritization matrix modeled after the prioritization matrices used in the PRFMP. The recommendations are summarized below:
1. Nealon Park. Continue the four pickleball courts currently located at Nealon Park tennis court #5 temporarily designated to pickleball pending evaluation of the effectiveness of noise mitigation measures. Add a second access gate opposite the existing gate (this relatively minor improvement was completed by the city's fence vendor in December 2023). Install additional seating for players waiting a turn to play. Consider adding noise mitigation material to the existing fence.
2. Kelly Park. Dedicate the four pickleball courts currently located at Kelly Park tennis court #1 exclusively to pickleball. Consider adding noise mitigation material to the existing fence. Remove the tennis court striping and install permanent pickleball striping when the court is next resurfaced, tentatively within the next 2-4 years.
3. Willow Oaks Park. Leverage the opportunity presented by the Willow Oaks Park Improvement project to potentially construct two new, purpose-built pickleball courts at Willow Oaks Park in conjunction with a second phase of the project.
4. Pickleball capital project feasibility study. Conduct a feasibility study to evaluate additional potential locations for adding pickleball court capacity in Menlo Park. The feasibility study would review City-owned parks, joint-use facilities owned by local school districts, development projects in the pipeline that include a public recreation component, and other location opportunities for potential pickleball court capacity. Each potential site would be evaluated for feasibility, cost, accessibility, site constraints, noise impacts, access and parking impacts, compatibility with other park uses, potential partners, funding sources, consistency with PRFMP goals, and other factors. The feasibility study will establish baseline data to help inform decision-making regarding pickleball-related facility projects in the context of the City's overall capital improvement needs and priorities. Prioritize considerations for adding pickleball courts at Burgess Park.

5. Timeline for future PRFMP reviews. Undertake periodic reviews of the PRFMP, such as once every two years to review plan progress, provide updated information regarding the City's parks and recreation facilities, and create new addenda, if needed, to reflect evolving community needs and circumstances.

Implementation timeline

Due to higher priority projects in spring 2024 including the Belle Haven Community Campus (BHCC) opening, City staff proposes to initiate the pickleball feasibility study in summer 2024 after the BHCC opens. If City Council accepts the recommended Addendum and directs City staff to conduct a pickleball feasibility study, then City staff will begin to solicit quotes from qualified consultants to assist with the review and analysis of City-owned parks, joint-use facilities owned by local school districts, development projects in the pipeline that include a public recreation component, and other location opportunities for potential pickleball court capacity. City staff also recommends that the feasiblilty study include evaluation of pickleball noise mitigation options and costs. City staff anticipates presenting the results of the feasibility study to City Council in winter 2024-25.

Tennis and pickleball court fees and court signage

On Jan. 9, City Council eliminated tennis key fees (that is, fees for drop-in tennis play) from the city's master fee schedule effective Feb. 8. Reservations are still accepted at some courts for players who would like to confirm space ahead of time; reservation fees apply. City staff is creating new signage at the courts indicating court hours, which courts can be reserved and which courts are drop-in only. The locations of tennis and pickleball court and court reservation schedules are posted on the City website (Attachment H). Players can view hours, reservation schedules, and book reservations from their computer or mobile device, or they can call or visit City recreation facilities in person to seek staff assistance.

PRFMP "Tier 1" ranked projects and other current projects – status updates

For additional reference, brief updates on each of the 14 projects identified in the PRFMP's highest priority "Tier 1" ranking system are provided on the City website (Attachment I). Status updates about other current projects for recreation facilities are provided on the fiscal years 2024-28 Capital Improvement Program webpage (Attachment J), including the Belle Haven Park Improvements Project, the Kelly Park Turf and Track Replacement Project, and sport field renovations at Hillview School, among other projects.

Impact on City Resources

City staff estimates that the cost of consultant services to conduct a pickleball feasibility study will be lower than the city manager's spending authority limit. Due to higher priority projects in spring 2024 including the BHCC opening, City staff proposes to develop a budget proposal for pickleball feasibility study consulting services for City Council's review in the context of the fiscal year 2024-25 budget deliberations.

Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§15378 and 15061(b)(3) as it proposes an organizational structure change that will not result in any direct or indirect physical change in the environment. Environmental reviews will be conducted on an individual basis as the projects are designed.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

A. Draft Addendum
B. Hyperlink – PRFMP (2019): menlopark.gov/Government/Open-government/Master-plans
C. Hyperlink – "Update on the Willow Oaks Park improvement project," City Council meeting agenda (item I-3), Dec. 6, 2022: menlopark.gov/files/sharedassets/public/agendas-and-minutes/city-council/2022-meetings/agendas/20221206-cc-agenda-packet-with-presentation.pdf#page=960
D. Hyperlink – "Proposed process and timeline to develop a focused addendum to the PRFMP to include pickleball," City Council meeting agenda (item J-3), Feb. 28, 2023: menlopark.gov/files/sharedassets/public/v/2/agendas-and-minutes/city-council/2023-meetings/agendas/20230228-city-council-agenda-packet.pdf#page=533
E. Hyperlink – "Considerations for a focused addendum to the PRFMP to include pickleball," PRC meeting agenda (item E-2), July 26, 2023: menlopark.gov/files/sharedassets/public/agendas-and-minutes/parks-and-recreation-commission/2023-meetings/agendas/20230726-parks-and-recreation-commission-agenda.pdf#page=17
F. Hyperlink – "Review considerations for a focused addendum to PRFMP to include pickleball," PRC meeting agenda (item D-1), Sept. 27, 2023: menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/parks-and-recreation-commission/2023-meetings/agendas/20230927-parks-and-recreation-commission-agenda-packet.pdf#page=3
G. Hyperlink – "Recommend a draft addendum to the PRFMP to include pickleball and other updates," PRC meeting agenda (item D-1), Nov. 15, 2023: menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/parks-and-recreation-commission/2023-meetings/agendas/20231115_parks_and_recreation_commission_special_meeting_agenda.pdf
H. Hyperlink – Tennis and pickleball court locations and schedules: menlopark.gov/Government/Departments/Library-and-Community-Services/Recreation-and-sports/Pickleball-and-Tennis
I. Hyperlink – PRFMP Tier 1 project updates [webpage]: menlopark.gov/Government/Departments/Library-and-Community-Services/About-us/Strategic-and-master-plans/Parks-and-Recreation-Facilities-Master-Plan#section-3
J. Hyperlink – Fiscal years 2024-28 Capital Improvement Program – Parks and Recreation webpage: stories.opengov.com/menlopark/published/CCLBKwOxjC

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Report reviewed by:
Sean S. Reinhart, Library and Community Services Director

PURPOSE OF THIS ADDENDUM

Menlo Park's Parks and Recreation Facility Master Plan (PRFMP) was accepted by City Council on October 15, 2019. The PRFMP is designed to provide a comprehensive roadmap to guide decision-making for the City of Menlo Park to maintain, manage and develop its parks, open spaces, and recreation facilities for the next 20 years, and to help provide the community with the recreational opportunities that they desire.

While the PRFMP is an effective and essential tool to help guide decision-making both in the near-term and over the long-term, it is recognized that new community needs may emerge from time to time, and that current community needs may change or evolve over time. When new or changing community needs have the potential to result in capital improvements to the City's parks and recreation facilities, the recommended best practice is to evaluate and place them in the context of the City's overall facility master plan.

For example, in 2019 when the PRFMP was developed and approved, pickleball had not yet emerged as a sport requiring the use of current and/or future recreation facilities in Menlo Park, and as a result, pickleball was not included in the PRFMP.

FOCUS OF THIS ADDENDUM

1. Provide recommendations related to current and future pickleball facilities in Menlo Park.

2. Establish a recommended timeline for periodically reviewing the PRFMP, such as every two years, to provide updated information regarding the City's parks and recreation facility needs, and to create new addenda, if needed, to reflect evolving needs and circumstances.

3. Create a framework and reference point to help guide the formation of other PRFMP addenda that may be deemed necessary in the future.

Recommended by the Parks and Recreation Commission, November 15, 2023

Reviewed by City Council, February 27, 2024

CONTEXT

The City of Menlo Park currently maintains 15 public tennis courts: two courts at Burgess Park, two at Kelly Park, two at La Entrada Middle School, five at Nealon Park, and four at Willow Oaks Park. Within that overall court capacity, the City of Menlo Park currently maintains eight total pickleball courts. Four of these are at Kelly Park, located on one converted tennis court, and four are at Nealon Park on one converted tennis court.

LOCATIONS OF CITY PARKS WITH RACQUET SPORT COURTS

The City of Menlo Park operates outdoor racquet sport courts at five locations: Kelly Park, Willow Oaks Park, Burgess Park, Nealon Park, and La Entrada Middle School.

Location	Address	Courts	Lighted courts
Burgess Park	501 Laurel St.	2	2
Kelly Park*	100 Terminal Ave.	2*	2
La Entrada Middle School	2200 Sharon Road	2	0
Nealon Park*	800 Middle Ave.	5*	5
Willow Oaks Park	490 Willow Road	4	2

* At Kelly Park, 1 tennis court has nets and striping for 4 pickleball courts
* At Nealon Park, 1 tennis court has nets and striping for 4 pickleball courts

PICKLEBALL FACILITIES IN OTHER NEARBY JURISDICTIONS

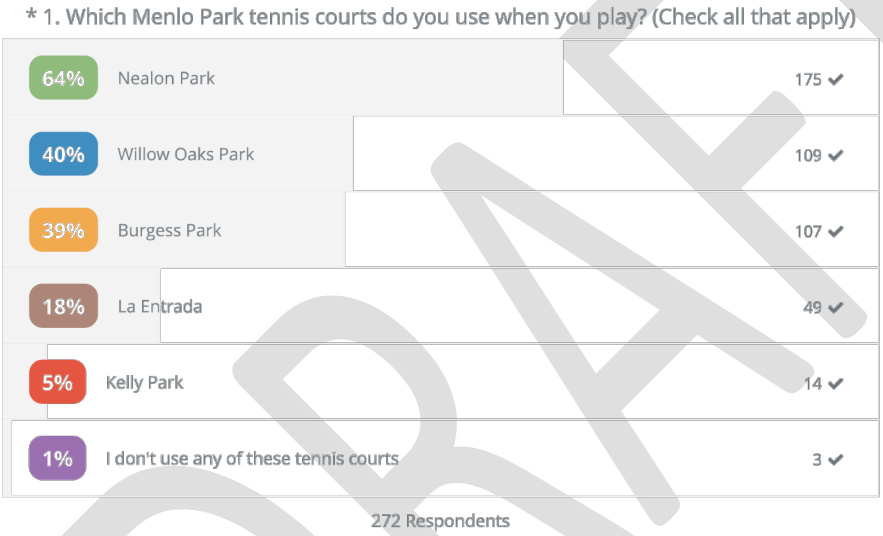
City staff conducted a review of existing pickleball facilities and future plans for pickleball facilities in other local jurisdictions. The other jurisdictions reviewed were the cities of Belmont, Burlingame, Foster City, Los Altos, Palo Alto, San Carlos, and Saratoga (Table 1).

Table 1: Review of pickleball courts in other local jurisdictions

Jurisdiction	Population	Total number of pickleball courts	Pickleball courts per 10,000 residents
City of Burlingame	30,559	11	3.60
City of Los Altos	30,424	10	3.29
City of Palo Alto	60,010	15	2.50
City of Menlo Park	32,295	8	2.48
City of San Carlos	29,586	7	2.37
City of Belmont	26,773	6	2.24
City of Foster City	32,026	6	1.87
City of Saratoga	29,903	2	0.67

MENLO PARK TENNIS COURT USAGE SURVEY

In April 2021, the City conducted a survey of tennis court users, asking them to report on their current usage by days of the week, times of day, frequency of play, and most frequently visited tennis courts. The survey had 272 respondents, ninety percent of whom were Menlo Park residents. When asked which tennis court location they used, 175 respondents stated Nealon Park, 109 stated Willow Oaks Park and 107 stated Burgess Park. Fifty-seven percent reported playing once per week, and twenty-seven percent reported playing two to three times per week. Saturdays and Sundays were the most used days, and mornings and afternoons were the most frequent times of day that the courts were used.



RESIDENT SURVEY – RECREATION AND COMMUNITY PROGRAMS

The City conducted a city-wide survey of Menlo Park residents between June 13 and August 10, 2022, to gain insight into community interest and needs related to recreation and community programs across the City . The survey yielded over 900 participants and identified key themes related to pickleball and tennis, including:

- Pickleball was the third most desired athletic program among survey respondents (after adult and child casual use of athletic fields)
- 20% of the respondents reported that they visit tennis/pickleball courts more than once a week
- 120 of the over 900 open-ended survey comments identified a desire to increase the number of available pickleball courts in Menlo Park.

OBSERVATIONS OF COURT USAGE AT NEALON PARK

City staff conducted onsite observations of the number of people on the courts at Nealon Park, hourly between 8:00 a.m. and 10:00 p.m. from Oct. 28 to Nov. 3, 2023. Each pickleball court typically accommodates four players at-a-time. Each tennis court typically accommodates two or four players at-a-time.

Table 2. Nealon Park court #5 - Pickleball users (4 total pickleball courts)							
	Sat 10/28	Sun 10/29	Mon 10/30	Tue 10/31	Wed 11/1	Thu 11/2	Fri 11/3
8:00 AM	0	0	6	7	3	0	7
9:00 AM	0	0	6	8	4	*	20
10:00 AM	2	0	8	12	8	12	18
11:00 AM	*	0	13	13	14	15	10
12:00 PM	8	8	12	*	7	4	1
1:00 PM	12	14	0	0	0	0	0
2:00 PM	7	2	12	4	*	4	3
3:00 PM	13	0	4	10	8	10	10
4:00 PM	4	2	7	3	4	4	12
5:00 PM	14	4	*	15	7	4	10
6:00 PM	12	12	8	16	14	*	8
7:00 PM	12	14	8	*	11	15	12
8:00 PM	10	14	17	*	7	18	14
9:00 PM	*	*	*	*	7	14	12
10:00 PM	*	*	0	*	0	13	8

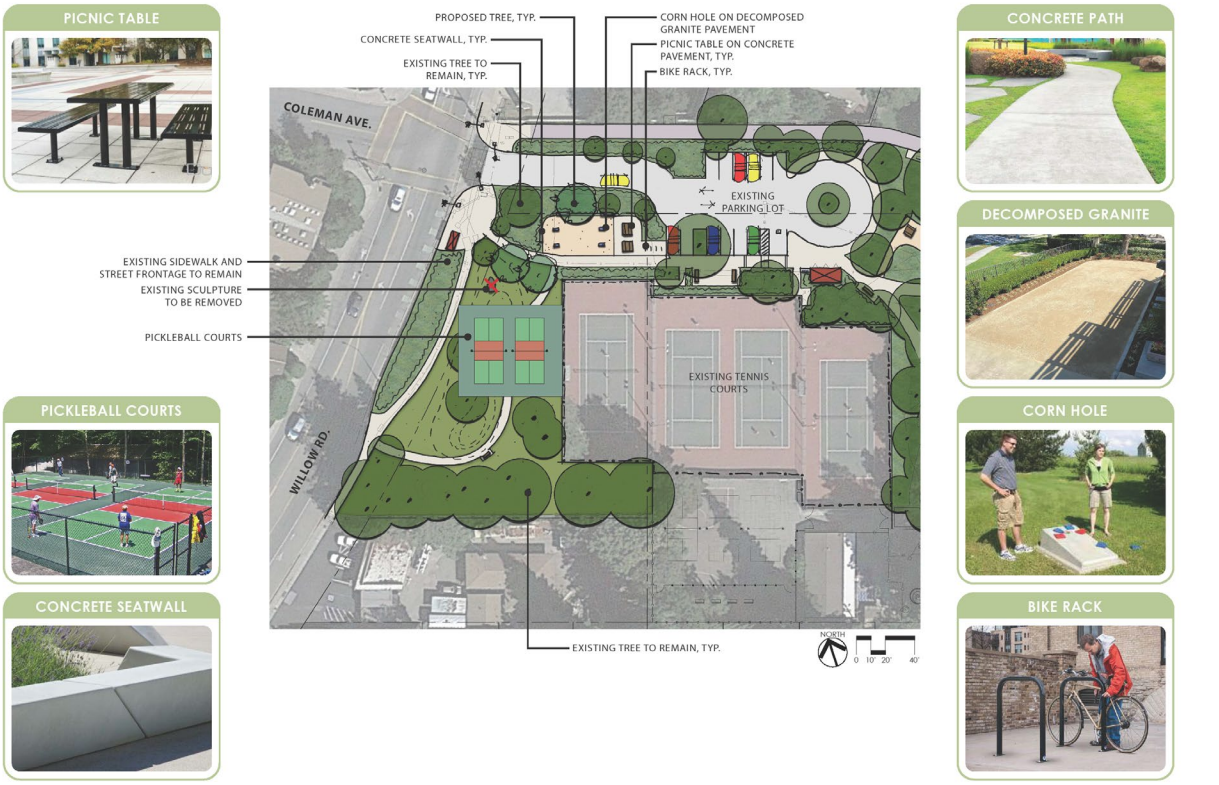
*Data not recorded

Table 3. Nealon Park courts #1, #2, #3, #4 - Tennis users (4 total tennis courts)							
	Sat 10/28	Sun 10/29	Mon 10/30	Tue 10/31	Wed 11/1	Thur 11/2	Fri 11/3
8:00 AM	0	0	0	0	0	0	0
9:00 AM	0	6	6	4	2	*	4
10:00 AM	5	*	8	4	8	4	4
11:00 AM	*	2	4	14	6	2	11
12:00 PM	4	4	0	*	4	0	2
1:00 PM	6	4	0	0	0	0	2
2:00 PM	6	4	0	2	*	0	4
3:00 PM	10	4	4	6	4	6	4
4:00 PM	6	6	0	8	8	6	2
5:00 PM	8	4	*	8	11	2	4
6:00 PM	8	2	8	8	8	*	4
7:00 PM	8	6	8	*	7	10	8
8:00 PM	8	6	7	*	6	8	9
9:00 PM	*	*	*	*	2	8	6
10:00 PM	*	*	0	*	0	6	2

*Data not recorded

WILLOW OAKS PARK IMPROVEMENT PROJECT

On December 6, 2022, City Council received three concept plan alternatives for potential "Phase 2" improvements at Willow Oaks Park. Concept Plan Alternative 3 proposed two new, purpose-built pickleball courts along the street frontage area on Willow Road. City Council took no action related to the proposed concept plan alternatives at that time and requested that further discussion of potential future improvements be deferred until after the Addendum is completed and after construction begins on the initial Phase 1 improvements to the pathway, dog park, playground, and new restrooms, currently under construction and scheduled for completion in mid-2024.



RECOMMENDATIONS

PICKLEBALL

1. Nealon Park. Continue the four pickleball courts currently located at Nealon Park tennis court #5 temporarily designated to pickleball pending evaluation of the effectiveness of noise mitigation measures. Install additional seating for players waiting a turn to play. Consider adding noise mitigation material to the existing fence.

2. Kelly Park. Dedicate the four pickleball courts currently located at Kelly Park tennis court #1 exclusively to pickleball. Consider adding noise mitigation material to the existing fence. Remove the tennis court striping and install permanent pickleball striping when the court is next resurfaced.

3. Willow Oaks Park. Leverage the opportunity presented by the Willow Oaks Park Improvement Phase 2 project to potentially construct two new, purpose-built pickleball courts at Willow Oaks Park in conjunction with Phase 2 of the project.

4. Pickleball capital project feasibility study. Conduct a feasibility study to evaluate additional potential locations for adding pickleball court capacity in Menlo Park. The feasibility study would review City-owned parks, joint-use facilities owned by local school districts, development projects in the pipeline that include a public recreation component, and other location opportunities for potential pickleball court capacity. Each potential site would be evaluated for feasibility, cost, accessibility, site constraints, noise impacts, traffic and parking impacts, compatibility with other park uses, potential partners, funding sources, consistency with PRFMP goals, and other factors. The feasibility study will establish baseline data and assessments to help inform decision-making regarding pickleball-related facility projects in the context of the City's overall capital improvement needs and priorities. Prioritize considerations for adding pickleball courts at Burgess Park

FUTURE REVIEWS

5. Timeline for future PRFMP reviews. Undertake periodic reviews of the PRFMP, such as once every two years to review plan progress, provide updated information regarding the City's parks and recreation facilities, and create new addenda, if needed, to reflect evolving community needs and circumstances.

PROJECT PRIORITIZATION

	Project Type: P-programmatic; S-straightforward; C- CIP / Tier: 1-High (10+ points); Tier 2- Medium (6-9 points); Tier 3-Low (0-5 points) / Cost: $ < 100k; $$ 100k- 500k; $$$ 500k-2 mil; $$$$ 2 mil + (amounts TBD)	Project Type (P,S,C)	Tier (1-3)	Cost ($,$$,$$$,$$$$)
NEALON PARK				
	Continue the four pickleball courts currently located at Nealon Park tennis court #5 temporarily designated to pickleball.	P	1	$
	Consider adding noise mitigation material to the existing fence at court #5 to reduce noise impacts to nearby residences.	C	1	$
	Install additional seating at court #5 for players waiting a turn to play.	S	1	$
KELLY PARK				
	Dedicate the four pickleball courts currently located at Kelly Park tennis court #1 exclusively to pickleball.	P	1	$
	Consider adding noise mitigation material to the existing fence at court #1 to reduce noise impacts from adjacent highway.	C	1	$
	Remove the tennis court striping and install permanent pickleball striping when court #1 is next resurfaced.	S	1	$
WILLOW OAKS PARK				
	Consider constructing new, purpose-built pickleball courts at Willow Oaks Park in conjunction with the second phase of the Willow Oaks Park improvement project.	C	2	$$
PICKLEBALL CAPITAL PROJECT FEASIBILITY STUDY				
	Conduct a feasibility study to evaluate potential locations in Menlo Park for adding pickleball court capacity, including City-owned parks, joint-use facilities owned by local school districts, and development projects in the pipeline that include a public recreation component. Prioritize considerations for adding pickleball courts at Burgess Park.	P	2	$*

*The feasibility study itself is anticipated to be low cost ($), however the implementation of courts likely would be high cost ($$$-$$$$)

COMMUNITY ENGAGEMENT

On September 23, 2020, in response to community member requests for rapid implementation of a new service not included in the PRFMP, the Parks and Recreation Commission (PRC) recommended a pickleball pilot program. The pilot program launched in November 2020 with four pickleball courts on one converted tennis court at Kelly Park.

On May 26, 2021, the PRC recommended expanding the pickleball pilot program to Nealon Park. This increased the total number of City-operated pickleball courts from four to eight: four pickleball courts at Kelly Park, located on one converted tennis court, and four pickleball courts at Nealon Park, located on one converted tennis court.

On January 26, 2022, the PRC recommended making the pilot pickleball programs at Kelly Park and Nealon Park permanent, and to extend fee-free access to the pickleball courts at Nealon Park and Kelly Park to allow sufficient time for staff to conduct a review of user fees at tennis and pickleball courts.

On October 26, 2022, the PRC made a number of recommendations related to pickleball, including:

1. Extend the pickleball pilot program at Nealon Park and Kelly Park through June 30, 2023
2. Conduct analysis of current and future community needs related to pickleball in alignment with the Parks and Recreation Facilities Master Plan.
3. Evaluate user fees related to pickleball and tennis courts
4. Implement additional tennis-to-pickleball court conversions at Nealon Park.

On December 6, 2022, the city manager reported during the City Council meeting that City Councilmembers had requested additional analysis prior to implementing item 4, and that item 4 would be placed on hold pending the completion of a focused addendum to the PRFMP.

Also on December 6, 2022, City Council received three concept plan alternatives for potential "Phase 2" improvements at Willow Oaks Park. Concept Plan Alternative 3 proposed two new, purpose-built pickleball courts in the street frontage area on Willow Road. City Council took no action related to the proposed concept plan alternatives at that time and requested that further discussion of potential future improvements be deferred until after the Addendum is completed and after construction begins on the initial improvements to the pathway, dog park, playground, and new restrooms.

On February 28, 2023, City Council received an informational report outlining a proposed process and timeline for a Parks and Recreation Facilities Master Plan addendum (Addendum) to include pickleball in the City's long-range recreation facility planning.

On July 26, 2023, the PRC reviewed background data and discussed preliminary considerations for potential inclusion in the Addendum.

On Sept. 27, 2023, the PRC reviewed additional data and key considerations for the Addendum, including recommendations related to tennis and pickleball user fees that would be addressed through the City Council's Master Fee Schedule update process. City Council subsequently approved the recommended changes and eliminated tennis key user fees from the Master Fee Schedule on Jan. 9, effective Feb. 8

On Nov. 15, 2023, the PRC recommended the draft Addendum to City Council.
On Feb. 27, 2024, City Council reviewed the draft Addendum.

DRAFT