



# STAFF REPORT

**To:** Parks and Recreation Commission

**Date:** September 18, 2025

**From:** Nicole Acquisti, Recreation Manager – (650) 558-7307  
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**Subject:** Approval of a Pilot Program for Priority Use Times at Washington Park Sports Court

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## **RECOMMENDATION**

Staff recommends that the Parks and Recreation Commission approve a pilot program for priority use times at Washington Sports Court.

## **BACKGROUND**

In March 2020, the Burlingame Parks and Recreation Department opened the Washington Park Sports Court. The Sports Court can accommodate full-size basketball, futsal, and pickleball courts. The lines for the three sports overlap, and all three sports cannot play at the same time. The Sports Court is currently designated as a drop-in facility (first-come, first-served), consistent with the usage model of other City courts. The only exception to this model is the City's tennis/pickleball single-use courts, which operate under established guidelines.

In June 2025, a commissioner notified staff that they had received concerns from basketball players who felt their access to the court was being impacted by other uses. While additional pickleball courts are available nearby, alternative options for basketball are limited and located farther away.

On July 17, 2025, staff presented to the Parks and Recreation Commission discussing the significant increase in pickleball activity at the Washington Park Sports Court, often extending into evening hours. In response, the Commission asked staff to work with an ad hoc committee of commissioners to propose options, adding guidelines with priority use times on the Washington Park Sports Court.

## **DISCUSSION**

The Washington Park Sports Court Ad Hoc Committee met on August 18, 2025, and included Commissioner Milne, Commissioner Wettan, Commissioner Brunello, Manager Acquisti, and Supervisor Crossfield. After discussing what would best serve the community and accommodate the needs of the greatest number of users, the Committee recommended implementing a pilot program to test designated priority play times and encourage shared use of the court. The proposed schedule is as follows.

**Proposed Pilot Program Schedule:****Monday – Friday**

- 8:00 AM – 10:30 AM: Priority Pickleball
- 3:30 PM – 6:00 PM: Priority Basketball

**Sunday**

- 9:00 AM – 12:00 PM: Priority Pickleball
- 12:00 PM – 3:00 PM: Priority Basketball

Outside of these hours, the court would remain open for all users on a first-come, first-served basis.

The Committee also recommended adding signage to include:

- Pickleball Players, please check Washington Tennis/Pickleball Courts availability before using the Sports Court.
- Share the Washington Sports Court - use the middle pickleball court first

The goal of the pilot program would be to alleviate user conflict by establishing clearly communicated priority hours for each sport, while preserving flexibility and accessibility at all other times. The program aims to balance the needs of two user groups without requiring formal reservations.

If the Commission approves the pilot program, it would be effective through May 31, 2026.

During the pilot period, staff monitor court usage patterns, gather public feedback, and assess effectiveness. A summary report would be presented at the Parks and Recreation Commission meeting in June 2026 with recommendations on whether to continue, modify, or formalize the priority play structure.

In addition, at the April 17, 2025, Parks and Recreation Commission meeting, the Commission asked staff to bring back a similar program to the renovated court at Victoria Park. Staff requests that the Commission Chair direct the Ad Hoc Committee to determine if a similar pilot program is needed at Victoria Park, and if so, propose hours to be reviewed at a future meeting.

**FISCAL IMPACT**

If approved, new signage will be required. The average cost for a park sign is approximately \$300. To ensure visibility, three signs, one at each entrance to the Washington Park Sports Court, are recommended. The total cost for the signs, staff time, and materials is approximately \$1,500. Sufficient funds are available within the Department's current budget to cover this expense

**EXHIBITS**

None