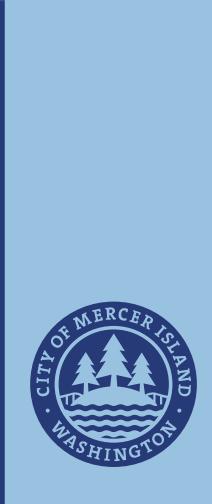


2025 Annual Ballfield User Meeting

December 11th, 2025



Agenda

- 2026 Fees and Athletic Guide
- Application Process
- Maintenance Reporting
- Maintenance Closure Dates
- Field Policy-Update



Introductions

Jeremy Jasman - Recreation Coordinator

- Administer priority booking process
- Systems, processes, and policies
- Conflict resolutions

Patrick Nugent - Recreation Assistant

- Customer Service
- Day-to-day field scheduler
- Billing and payments



www.fieldsonmercer.com

Current Usage

- Total field hours booked between 2022-2025 increased 45%.
 - Rental stacking
 - Synthetic Turf
 - Online booking access

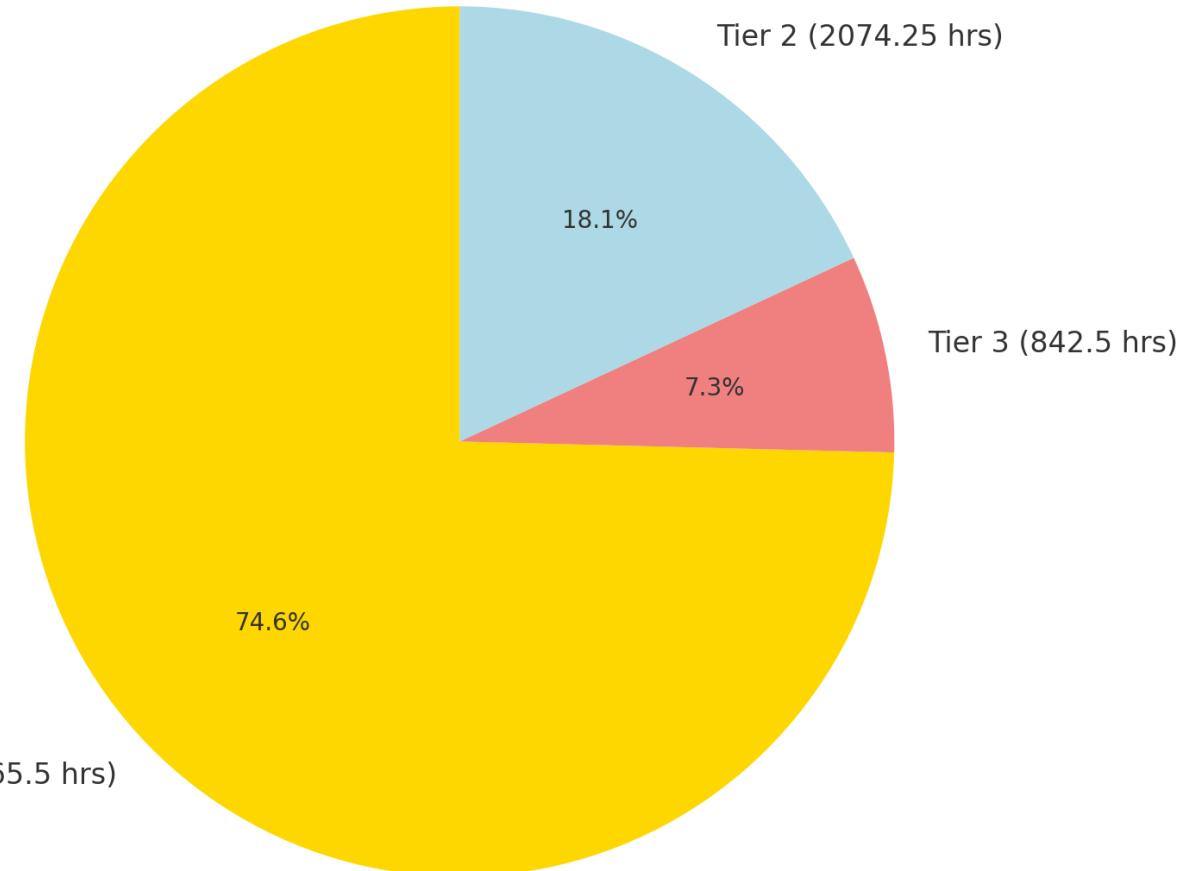
*2025 data is as of 10/1/25



Current Usage 2025

Total Booked Hours by Tier (2025)

- **Tier 1:** 75% - 8,565.5 hours
- **Tier 2:** 18% - 2,074.25 hours
- **Tier 3:** 7% - 842.5 hours



*2025 data is as of 10/1/25

2026 Fees **No changes!**

Grass/Dirt fields hourly	\$30
Synthetic Turf Infields hourly	\$40
Full Synthetic Turf hourly	\$70
IMS Track/Field hourly	\$70

Additional Athletic Field Fees

Light Activation (per rental)	\$25
Baseball/Softball game prep	\$45
Batting Cage hourly	\$25
Concession Stand daily	\$100
Athletic Field Storage	\$150



Priority Booking Process

1. Notify all user groups of upcoming priority booking window and deadlines.
2. User completes **Field Use Request Form** within priority window found online at www.fieldsonmercer.com.
3. Staff organize/review submissions by tier and sub-tier.
- 4. Staff issue tentative rental agreements.**
- 5. Executed rental agreements are returned to staff.**
6. Open online portal for self-service bookings.

Priority Request Deadlines

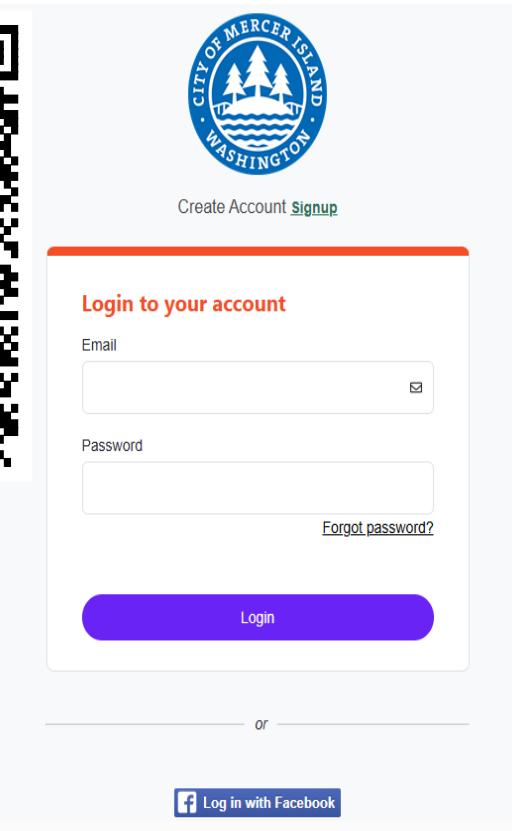
Season of Use	Priority Request Window	Date Schedule Finalized
Spring/Summer (March-August)	January 1-14	January 31st
Fall/Winter (September-February)	July 1-14	July 31st

*Online booking available day after the schedule finalized date for season of use.

Payments

- **Payment is due at time of booking.**
- **Tournaments** – Payment is due at time of booking. Additional contingent fees will be billed following the tournament.
- **Monthly Billing** – May be available for ongoing usage by Mercer Island organizations. Terms to be established by the Recreation Manager or designee.

Online Bookings



- cityofmercerisland.perfectmind.com
- www.fieldsonmercer.com
- Online account is required
 - Please refrain from creating multiple accounts.
- Must make payment to finalize booking(s)

Cancellations and Changes

- **All notices must be in e-mail to rentals@mercerisland.gov**
- **25+ Day Notice:** Written notice received 25+ days prior to event date will be refunded at 100% of all rental fees less a \$25 Administrative Fee per request.
- **24 to 7 Day Notice:** Written notice received 24 to 7 days prior to event date will be refunded at 50% of all rental fees.
- **Less than 7 Day Notice:** Written notice of cancellation received less than 7 days in advance of the rental will not receive a refund.

**City initiated cancellations (weather/facility availability) will be fully refunded.*

Inclement Weather Cancellations

It is the league/team/organization's responsibility to obtain field closure information. Playability is determined by the City of Mercer Island's Parks Maintenance Division.

- If a coach or umpire determines a field is unplayable, after being deemed playable by Parks Division staff, user group must provide written notice within 48 hours to receive a refund.
- To receive a refund due to poor air quality, users must provide written notice within 48 hours.
- Concerns about pending weather or facility safety, please communicate with the City of Mercer Island.



Ballfield Maintenance

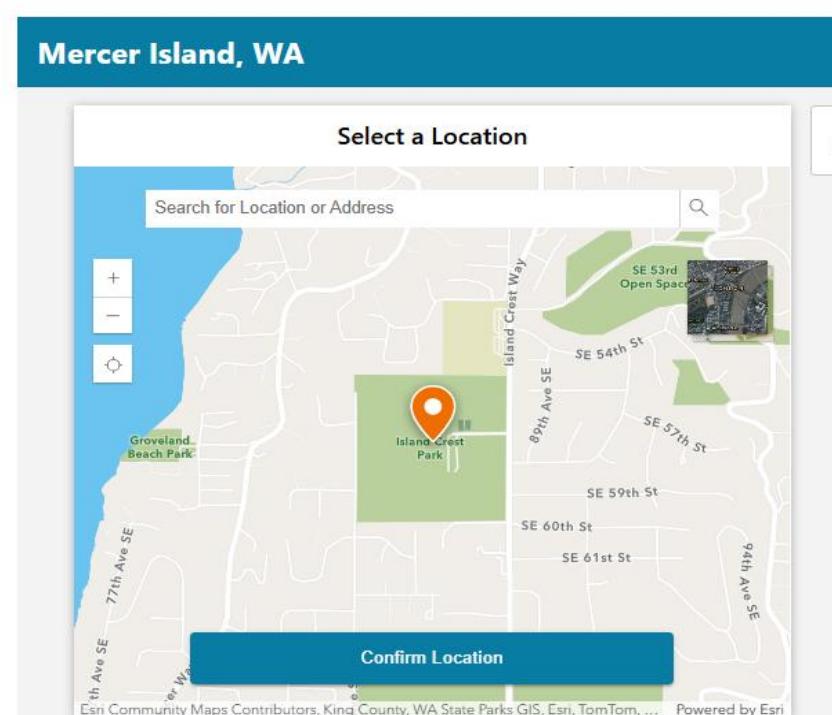
Parks Maintenance performs annual and ongoing maintenance on fields:

- Field preps/equipment maintenance
 - Prep requests must be received at least 5 days in advance.
- Restroom/general park service
- Turf rehab/infield conditioning
- Address vandalism/safety concerns
- If a field is unsafe to use, e-mail rentals@mercerisland.gov within 48 hours to receive your refund.

Ballfield/Batting Cage Service Requests



MI-Connect



Service Request Type
Parks Litter/Garbage Service
Parks Tree Assessment
Parks/Trails Vegetation Issue
Pest Control
Playground Issue
Restroom Issue
Sport Field/Court Issue
Vandalism/Graffiti (in City Parks)

Maintenance Closure Dates

Field	Closure Dates
ADP Lid B & C	March 2-10
Homestead	March 2-10
ADP Lid A	March 11-20
SMP 1 & 2 Turf Infields	April 13-14
IMS/SMP Turf	April 13-14
ICP South	Spring Break April 13-17
SMP Fields 1 & 2	Spring Break April 13-17
Lakeridge/West Mercer	Spring Break April 13-17

Policy Update: Athletic Facilities

Allocation and Use Policy:

- Parks and Recreation Commission (PRC) to review potential updates to the policy in early 2026 (enact for Fall 2026).
- Our goal is to enhance the clarity of the policy and to ensure alignment with booking practices.
- Input can be provided to (by January 15th):
miparks@mercerisland.gov
- Staff will inform field users of PRC meeting date for public comment if desired.



PRC 10/20/2025 meeting

Parks Improvements

- Identified CIP Projects
 - ICP South turf and lights – \$3.3M (Design 2027/Install 2029)
 - SMP field lighting upgrades – \$3.8M (Design 2028/Install 2029-2030)
 - ICP backstop replacement – \$1.25M (Design 2025/Install 2027)
- Special Requests
 - Communicate early (City government moves diligently)
 - PROS Plan 2027
 - Get it in the CIP
 - Gift Needs Inventory

Contacts

E-mail: rentals@mercerisland.gov

Mercer Island Community & Event Center (MICEC): 206-275-7609

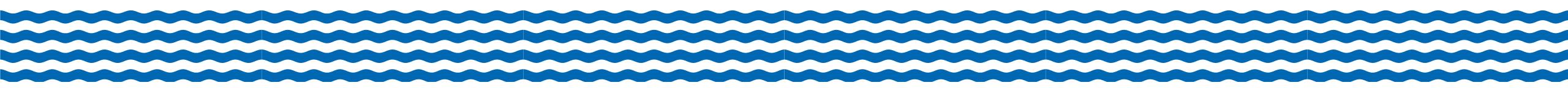
Field Lights

On/off requests, on-site issues

1. MICEC: 206-275-7609
2. Phone: 206-295-6763

Ballfield Condition Line

- Rainouts/Field Closures are updated by 2pm on weekdays, 8am and 11am on weekends.
- Phone: 206-275-7894



THANK
YOU

