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**MAIN OFFICE:**

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**PARKS & RECREATION OFFICE:**

PHONE: (707) 839-9003  
FAX: (707) 839-5964

**TO: MEMBERS, RECREATION ADVISORY COMMITTEE**  
**FROM: LESLEY FRISBEE, RECREATION DIRECTOR**  
**SUBJECT: STAFF NOTES FOR JUNE 18, 2020 MEETING**  
**CC: MCSD BOARD MEMBERS**  
**GREG ORSINI**  
**JAMES HENRY**  
**KIRSTEN MESSMER**  
**JENS ANDERSEN**  
**BRAD HAYMAN**  
**JACK DURHAM, MAD RIVER UNION**

Attached, is a copy of the agenda and meeting information for the upcoming Recreation Advisory Committee meeting to be held:

**Thursday, June 18, 2020**  
**ZOOM Video Conference**  
Meeting ID: [955-3242-2079](#)  
Password: [733634](#)

Members:

Chair- John Calkins  
Scott Binder-Vice Chair  
David Couch-MCSD Board Director (non-voting member)  
John Kulstad  
Charlie Caldwell  
Jeff Dunk  
Chad Sefcik  
David Coelho  
Laura Bridy  
Beth Frink  
Ben Winker  
Joshua Zender

Please contact the Parks & Recreation office at 839-9003 if you have any questions and/or if you are unable to attend.

Thank you.

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## Recreation Advisory Committee

**MEETING DATE**

Thursday, June 18, 2020

6:30 p.m.

Location

**ZOOM Video Conference**

Meeting ID: [955-3242-2079](#)

Password: [733634](#)

### MEETING Agenda

- I. Introductions, Call to Order & Flag Salute
- II. Communications
- III. Public Comment
- IV. Recreation Director Report
- V. "In Memory of..." Installment at Pierson Park
- VI. BMX Proposal for Washington and School Property
- VII. Skate Park Development
- VIII. Community Garden
- IX. Report on Actions of MCSD Board
- X. Ad Hoc Committee Reports
- XI. Discuss agenda topics for next meeting
- XII. Adjournment (Estimated 8:00 pm)

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**TO: MEMBERS, RECREATION ADVISORY COMMITTEE**

**FROM: LESLEY FRISBEE, RECREATION DIRECTOR**

**SUBJECT: STAFF NOTES FOR JUNE 18, 2020 MEETING**

**AGENDA ITEM I- Introductions, Call to Order & Flag Salute**

**AGENDA ITEM II - Communications**

*Staff or members may communicate any pertinent information not already scheduled to be discussed on the agenda.*

**AGENDA ITEM III - Public Comment**

*Any person may address the Committee at this time upon any subject not identified on this Agenda but within the jurisdiction of the McKinleyville Community Services District.*

**AGENDA ITEM IV – Recreation Director Report**

The childcare program has been running since June 1<sup>st</sup>. We started with one site serving 12 children and have increased to two sites serving a total of 24 children. Staff and participants have adjusted to the new protocols of increased handwashing and sanitizing. Staff have implemented activities and made changes to old activities that children can enjoy while practicing social distancing. Directed drawing, games using white boards, obstacle courses and rollerskating are a few examples.

Parks crews are working to catch up on Central Ave. OSMZ and other OSMZ's after limiting their work in the public open spaces at the onset of the Shelter in Place order. The loss of contracted labor through Northern Humboldt Employment Services and the County Sheriff Work Alternative Program due to the shelter in place order has had a significant impact on the Parks Crew's ability to keep up with landscape maintenance. It is anticipated that the contract services will be able to resume in early July.

As of the writing of these notes the County Public Health Dept. did not have an estimated date or timeline for re-opening picnic areas, playgrounds and community centers.

*Action: Information*

**AGENDA ITEM V – In Memory of George Wheeler at Pierson Park**

Committee member Chad Sefcik requested the idea of raising funds to purchase and place a park element at Pierson Park in memory of George Wheeler. At the June MCSD Board meeting one of the Directors suggested considering broadening the scope of a memorial to include other MCSD Board members who have passed.

*Action: Recommendation of Request to Board of Directors*

**AGENDA ITEM VI – BMX Proposal Washington and School Property**

Update on next steps. Discuss request to MCSD Board for access agreement for purpose of pursuing BMX track/park development.

*Action: Discussion/Recommendation*

**AGENDA ITEM VII – Skate Park Development**

Humboldt Skatepark Collective (HSC) submitted stamped plans and engineering documents to MCSD for review. The plans are currently in process of being reviewed by the General Manager for comments to go back to the HSC. The Quarterly report for the progress of the skate park can be reviewed in Attachment 1.

*Action: Information*

**AGENDA ITEM VIII – Community Garden**

Currently 17 out of 23 plots are rented. Ben Winker to report on recent conversations with community members and garden users.

*Action: Discussion*

**AGENDA ITEM IX – Report on Actions of MCSD Board**

Below is an excerpt from the minutes of the June 3<sup>rd</sup> MCSD Board meeting with the actions taken pertaining to the Parks & Recreation Dept.:

**AGENDA ITEM D. CONSENT CALENDAR:**

- D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on May 6, 2020
- D.2 Consider Approval of April 2020 Treasurer's Report
- D.3 Compliance with State Double Check Valve (DCV) Law
- D.4 Consider Approval of 2019 Consumer Confidence Report (CCR)
- D.5 Consider Adoption of Resolution 2020-10 Amending the Rules and Regulations Rule 45.03.b Facility Use Fees and 45.03.c Event Service Fees
- D.6 Approve Conveyance of Water and Sewer Facilities Related to Frito Lay Project

**Motion:** It was moved to approve Consent Calendar.

**Motion by:** Director Corbett; **Second:** Director Barsanti

There were no comments from the Board or public.

**Roll Call:** Ayes: Barsanti, Corbett, Couch, Mayo and Burke Nays: None Absent: None

**Motion Summary:** Motion Passed

*Action: Information*

**AGENDA ITEM X - Ad Hoc Committee Reports**

Hewitt Ranch (John Kulstad)

Skate Park (Charlie Caldwell)  
Property at School Road and Washington Ave (Chad Sefcik)  
Riverfront property (Jeff Dunk)  
Fischer Ranch Estuary Project (Johnny Calkins)  
BMX Bike Track (Charlie Caldwell)

*Action: Information*

**AGENDA ITEM XI – Discuss Agenda Topics for Next Meeting**

**AGENDA ITEM XII – Adjournment**



# HSC QUARTERLY MCSD REPORT

## PROJECT SUMMARY

REPORT DATE	PROJECT NAME	PREPARED BY
06/17/2020	McKinleyville Skatepark	Charlie

## STATUS SUMMARY

- Current quarterly status
- A. Summary of current fundraising efforts:
    - We received a \$5000 for Construction from McKinleyville Area Fund and it was matched by a retired school teacher for the same.
  - B. Summary of current funds
    - \$120,0000
  - C. Summary of Grant Applications, none at current, most funding grants are focused on COVID-19

## Project Overview

Task	% DONE	DUE DATE	DRIVER	NOTES
Stamped Design & Permitting	99%	August 2020	Humboldt County	Final signature by Whitchurch Engineering to submit to County
Contract between Liquid Stone Design and MCSD	.50%	.August 2020	MCSD, LSD & HSC	LSD working on State Contractors License

## BUDGET OVERVIEW

CATEGORY	SPENT	budgeted	% on track	ON TRACK?	NOTES
Permitting & engenearing	\$ 9712.50	90%		Yes	Engineering cost for stamped design and preparation for all documents needed for permit submittal.

## RISK AND ISSUE HISTORY

ISSUE	DATE
<ul style="list-style-type: none"> <li>• No Prop 68 grant, will re-apply with MCSD in November</li> </ul> <p>Fund raising events for summer have been put on hold as well as setting up portable ramp system</p>	

## CONCLUSIONS/RECOMMENDATIONS

Follow through with permit process, determine if we go for partial construction with funds we have or wait for next prop 68 grant round. we will be contuning to write other grants as the become avaiuble.