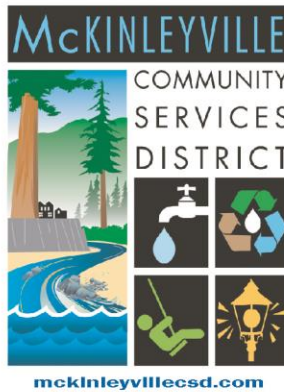


PHYSICAL ADDRESS:

1656 SUTTER ROAD
McKINLEYVILLE, CA 95519

MAILING ADDRESS:

P.O. BOX 2037
McKINLEYVILLE, CA 95519



MAIN OFFICE:

PHONE: (707) 839-3251
FAX: (707) 839-8456

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 APRIL 15, 2021 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

Recreation Program Updates

The Recreational Afternoon Program is running smoothly currently serving 18 elementary school children per day.

Staff completed and submitted two applications for the Statewide Park Development and Revitalization Grant program, one for the expansion and renovation at Pierson Park totaling \$4.1 million and one to develop and construct a BMX track and park at the Washington and School Rd. property totaling \$2.3 million. Award notifications are anticipated in June 2021. (If any Directors are interested in reviewing the applications, feel free to email Lesley).

We are currently hiring Leaders for our Recreation in the Afternoon Program as well as the MUSD Expanded Learning Program that will offer support and assistance during the school day to students participating in distance learning classes. Additionally, as we prepare to begin offering youth sport programming, we are seeking part-time staff to work a summer basketball program and our Tot-letics T-ball program this summer.

Staff hosted a second virtual Paint Night class on March 10th. The class had 7 participants, 3 of which joined the class from out of the state and one other from out of town. The next class will be painting a cute cow (pictured) and will be held on Saturday, April 24. Classes will be held virtually until it is deemed safe to host classes in person again.

Park & Facility Maintenance Updates

Several open space zones received mowing, hedging and weeding maintenance and detention basins received clearing as part of the Open Space Maintenance Zone agreements. Downed trees were removed at Hiller trails. The Hiller Sports fields received fertilizer according to the annual schedule. The Parks crew and NHES continue the routine schedule for maintenance on Central Ave.

landscaping. Staff continues to keep up with daily/weekly routine facility and vehicle maintenance. Monthly inspections were conducted on all facilities and Open Spaces. Swings at Hiller and Pierson Parks were replaced.

The Park Maintenance Supervisor completed online classes and passed the exam for Certified Playground Safety Instructor.

Humboldt State Student Capstone Project

The HSU students walked the properties this month and gathered historical information from District files for the project. The students are working on the surveying and mapping of both the North Bank River property and the Hewitt Ranch property, as well as taking an inventory of native and critical plant species as well as invasive plant species on each property and developing a plan/strategy for the removal of invasive plants. The project will be complete by May 2021.

Other updates:

- After over 20 years of using District facilities for their church services, New Heart Community Church has found a new home and as of March 28th, is no longer using District facilities for their church services. We have appreciated their use all these years, and now staff are looking forward to taking advantage of the opportunities that additional time and space can provide for new programs.
- Staff attended the McKinleyville Chamber of Commerce Annual Awards Dinner, (held virtually this year) as the District was nominated for Non-profit of the Year. Arcata Fire District won the award, but it was nice to be nominated and recognized amongst the many deserving non-profits serving our community.
- Staff attended a meeting of the Mad River Rotary Club on March 25th and gave a presentation on the proposed BMX track and park project
- The Recreation Director continues to plan and facilitate a series of communication skills workshops for all District staff. These are monthly workshops conducted in small groups. The communication skills topic will culminate in one to two more sessions.
- Staff worked on budget projections for FY 21/22 as well as for the Measure B Engineer's report.
- Staff attended Board meetings for board service on both the McKinleyville Chamber of Commerce Board of Directors, McKinleyville Family Resource Center Board of Directors and the Boys & Girls Club of the Redwoods Board of Directors.
- Staff continues to provide administrative support to the Support Services Dept.

Action: Information

AGENDA ITEM V – BMX Track & Park Project

Staff submitted the Statewide Park Development (Prop 68) grant application for the development of a BMX track and Park on March 9th. Grant award notifications are anticipated in June.

The BMX community has been meeting monthly, working on fundraising and planning.

Action: Information

AGENDA ITEM VI – Community Forest

Staff continues planning and preparing for the acquisition of a Community Forest.

Staff met with staff of Green Diamond Resource Co. on March 1st and April 5th. Access points were discussed as well as a list of tasks/requirements for the District to fulfill prior to acquisition.

On March 23rd, staff participated in the initial kick-off with Greg Blomstrom and Mark Andre of BBW Associates as well as Katherine Gledhill of West Coast Watersheds and the NCRP for the technical assistance work funded by the NCRP for the development of a community forest management plan.

Staff continue to provide the following messaging to the public regarding questions about the future community forest:

- MCSD cannot and will not begin any Community Forest development projects before the property transfer is complete.
- MCSD will not begin any development projects until a Community Forest Management plan is in place.
- Formal Public access to the forest is not likely within the next two years. There is a lot of planning and research that the District will need to do before the Community Forest can be formally accessed by the public.
- Updates on the Community Forest project status will be made at monthly Park and Recreation Committee meetings as well as at monthly MCSD Board of Director meetings. The public is welcome to attend these meetings to get the most recent information on the project.

Action: Information

AGENDA ITEM VII – Program Fee Increases

Staff are proposing fee increases to several recreation programs. The chart below outlines the current fees and the proposed fees.

<u>Party Program</u>	Current Fees	Proposed fees
Skate/Sport Parties	\$175	\$200
Toddler Parties	\$200	\$250
Teen Center Parties	\$180	\$205
 		
<u>Youth & Pee Wee Basketball</u>	Current Fees	Proposed fees
Resident Fee	\$70	\$80
Non-Resident Fee	\$75	\$85
Team Sponsorship	\$250	\$300
 		
<u>Basketball Camps</u>	Current Fees	Proposed fees
Resident Fee	\$20	\$30
Non-Resident Fee	\$25	\$35
 		
<u>Jr. High Dances</u>	Current Fees	Proposed fees
Early Bird Tickets	\$12	\$15
Week of Tickets	\$15	\$18
 		
<u>Day Camp Programs</u>	Current Fees	Proposed fees
Full Day / Full Week	\$148	\$175
Half Day / Full Week	\$97	\$110
Full Day / Single Day	\$37	\$40
Half Day / Single Day	\$21.50	\$25
 		
<u>Drop In Sports</u>	Current Fees	Proposed fees
Daily Fee	\$4	\$5

Fees were last increased in 2018. Many of them would have been increased in 2020 for the 2020-21 fiscal year, but were not because we were unable to run most of our programs due to the COVID-19 pandemic.

Action: Recommendation

AGENDA ITEM VIII – Draft 2021/22 Budget Review

The DRAFT Parks & Recreation (General Fund) and Measure B Budgets for FY 2021-22 can be reviewed in Attachments 1 & 3. Attachment 2 shows the Draft FY 2021-22 General Fund budget compared to budget actuals in FY 2018-19 in order to give some context to the impact that the COVID-19 pandemic has had on the General Fund.

Action: Information

AGENDA ITEM IX – Report on Actions of MCSD Board

March 3, 2021 MCSD Board Actions:

D.10 Approval of Hiller Sports Complex Facility Use Agreement Contracts Between MCSD and the Following Youth Sport Organizations: Mad River Girls Fastpitch Softball (Humboldt ASA); and McKinleyville Little League (*This was a Consent Calendar Item*)

Item D.4 was pulled to discuss later. Item D.9 was removed to be placed on a future agenda.

Motion: It was moved to approve the Consent Calendar items except D.4 and D.9.

Motion by: Director Orsini; **Second:** Director Binder

There were no comments from the Board or public.

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

April 7, 2021 MCSD Board Actions

E.3 Approve Notice of Exemption for the Acquisition of Community Forest Land and approve Community Forest Project in Principle

General Manager Kaspari reviewed this item. Director Orsini asked about future environmental documents that will come once the land changes hands.

Motion: Approve the Notice of Exemption for the acquisition of the Community Forest Land from Trust for Public Lands, approve the project in principle, and direct the General Manager to sign and file the NOE with the Humboldt County Clerk and State Office of Planning and Research.

Motion by: Director Orsini; **Second:** Director Binder

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

Motion Summary: Motion Passed

E.4 Consider Adopting Resolutions 2021-10 & 2021-11 Initiating Proceedings for the Measure B Maintenance Assessment District -- Renewal for Parks, Open Space, and Recreational Facilities Annual Levy and Collection of Assessments for Fiscal Year 2021/2022; Declaring Intention to Levy and Collect the Fiscal Year 2021/2022 Annual Assessments for the Measure B Maintenance Assessment District -- Renewal for Parks, Open Space, and Recreational Facilities, Accepting and Approving the Engineer's Report and Setting the Public Hearing

Recreation Director Frisbee reviewed the item for the Board. Director Orsini asked about any significant changes in the engineer's report. Director Couch clarified the reasons for these Measure B funds. There was no public comment.

Motion: Adopt Resolution 2021-10 Initiating proceeding for the Measure B Maintenance Assessment District – renewal for Parks, Open Space, and Recreation Facilities annual levy

and collection of assessments for Fiscal Year 2021/2022; Adopt Resolution 2021-11 that declares the Board's intention to levy and collect the Measure B Maintenance Assessment District – renewal for Parks, Open Space, and Recreation Facilities annual assessments for Fiscal Year 2021/2022, accepting and approving the Engineer's Report regarding the assessments and set the Public Hearing for May 5, 2021.

Motion by: Director Binder; **Second:** Director Couch

Roll Call: Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo 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

Action: Discussion

AGENDA ITEM XII – Adjournment