

MINUTES OF THE REGULAR MEETING OF THE PARK AND RECREATION COMMITTEE (PARC)
HELD ON WEDNESDAY, SEPTEMBER 18, 2024 at 6:30 P.M.
IN PERSON AT THE MCSD OFFICE – 1656 SUTTER ROAD, MCKINLEYVILLE, CALIFORNIA

Agenda Item I –

a. Introductions, Call To Order, & Flag Salute

The meeting was called to order at 6:35 p.m. with following committee members in attendance in person at the MCSD Office:

Phil Heidrick
*Scott Binder-MCSD Board Director (non-voting member)
Charlie Caldwell
Heidi Conzelmann
Dana Merrill
Ciara Torres
**Patti Stuart (alternate)

Absent:
Jennifer Ortega - Vice Chair
Johnny Calkins – Traveling
John Kulstad
Jane Fusek
Julie Gianini-Previde

Staff in Attendance:
Kirsten Messmer
Joseph Blaine

The Pledge of Allegiance was led by Phil Heidrick.

The committee did quick introductions.

b. Approval of Agenda

Motion: It was moved to approve the agenda.

Motion by: Committee Member Caldwell; **Second:** Committee Member Conzelmann
There were no comments from the Committee or public.

Roll Call: Ayes: Heidrick, Caldwell, Conzelmann, Merrill, Torres, Stuart Nays: None Absent: Ortega, Calkins, Kulstad, Fusek, Gianini-Previde

Motion Summary: Motion passed.

c. Approval of the August 21, 2024 Meeting Minutes

Motion: It was moved to approve the June 19 Meeting Minutes.

Motion by: Committee Member Caldwell; **Second:** Committee Member Torres
There were no comments from the Committee or public.

Roll Call: Ayes: Heidrick, Caldwell, Conzelmann, Merrill, Torres, Stuart Nays: None Absent: Ortega, Calkins, Kulstad, Fusek, Gianini-Previde

Motion Summary: Motion passed.

Agenda Item II – Brown Act Information & Hybrid Meeting Compliance Information & Etiquette

MCSD Board Secretary Joseph Blaine provided a presentation to the committee on the Brown Act and hybrid meeting compliance, aimed at informing the committee about necessary changes to ensure PARC meetings align with the District's public meeting standards and comply with the Brown Act.

Agenda Item III – Communications

No Communications

Agenda Item IV – Public Comment

No Public Comment

Agenda Item V – Possible Addition of Tribal Land Acknowledgement to PARC Procedures

Parks & Recreation Director Mesmer presented the item, giving an update on it's current status; which is that we are waiting to hear back from Michelle Vassel, the Tribal Administrator for the Wiyot Tribe. This was an informational item. No action was taken.

Agenda Item VI – McKinleyville Community Forest Report

McKinleyville Community Forest member Messmer filled in for member Ortega to give an update on the last MCFC Meeting. The established subcommittees for the MCFC are the Forest Management Plan/Funding/Budget (FMPFB) subcommittee and the Trails Plan/Infrastructure/Clean Ups/Security (TICS) subcommittee. The committee did vote and approve on regular meeting dates for the Subcommittees as follows: FMPFB subcommittee will meet on the 1st Tuesday of the Month at 4:30pm in the MCSD Office Conference Room and the TICS subcommittee will meet on the 4th Tuesday at 5:00pm in the MCSD Office Conference Room. These subcommittees will have seats available for members of the public to apply to fill in addition to the MCF Committee members who are on them. Seven public applicants have applied to be on the TICS Subcommittee, there are only 5 seats. At this time no one from the public has applied to be on the FMPFB subcommittee. The MCFC will review the seven applications and recommend up to five to be appointed by the MCSD Board of Directors at the October 15 MCFC meeting. This was an informational item. No action was taken.

Agenda Item VII – Parks & Recreation Director Report

Recreation Program Updates

- *Drop-in Pickleball is back on its normal school year schedule: Monday, Wednesday and Friday mornings 9:00am to 12:00pm at the McKinleyville Activity Center. Drop in is \$4 per person.*
- *Beginning Pickleball will have two fall sessions. Session 1 is November 7-21 on Thursday evenings from 6-8pm. Session 2 is December 5-19 on Thursday evenings from 6-8pm. Registration will open October 1st. The Class Fee is \$40 for residents and \$45 for non-residents.*
- *Drop-in Kung Fu is on Tuesday and Thursday evenings 5:30pm-7:00pm \$10 per person per class. Bulk class passes are available to purchase at \$7.50 per class.*

- Drop-in Tai Chi is Sundays 11:00am-12:00pm \$10 per person per class. Bulk class passes are available to purchase at \$7.50 per class. The Martial Arts classes are averaging 5-8 people per class.
- Fast Break Friday's is a drop-in basketball program for youth ages 13 to 17. Drop-in is \$5 per participant. It is averaging 18-20 participants per week.
- Staff are preparing for the upcoming Youth Basketball Season. As usual the Season runs January – March for 3rd-8th Graders. Registration will open October 1st.
- Sunday Night drop-in Basketball is averaging 8-10 participants per week.
- Playgroup for children 0-5 years old runs every Thursday from 10:30am-12:30pm through the school year minus Holiday Break Weeks.
- The Tot-letics Soccer Fall Sessions are in progress and both sessions are full (Aug. 31-Sept. 28). The Tot-letics Basketball Sessions are currently accepting Registration, and have filled 19/40 spots so far (Oct. 26-Nov. 23). This program is for 3-5 year olds and hosts 40 children per class series. Enrollment for this program usually fills up.
- Staff have been preparing for the upcoming Thanksgiving week Breakout camp. Registration will open October 1st.
- The last Cooking Basics Class for Kids focused on Bread and Soup and it had 7/8 spots filled. The next class menu has not been finalized yet. These classes take place in the Teen Center Kitchen on Saturdays.
- The Adult Wood Bat Softball League has 8 teams registered and playing. Games will take place on Sundays from August 4 through October 6.
- The upcoming Middle School Dances for the 24-25 school year have been scheduled. Five different PTO's reached out with an interest to partner on a dance. Four PTO's were selected lotto style via zoom. The line up for next year will be:
 - Friday, October 25, 2024 – Blue Lake PTO
 - Friday, December 6, 2024 – McKinleyville Schools PTO
 - Friday, February 7, 2025 – Jacoby Creek PTO
 - Friday, April 18, 2025 – Pacific Union PTO

Park & Facility Maintenance Updates

The Parks crew and NHES continue the routine schedule for landscape maintenance on Central Avenue and Open Space Zone landscaping. The Maintenance crew is working hard to catch up on the spring and summer growth in all our landscaping areas. We are fully staffed again for the Saturday SWAP crews which started back up on Saturday, September 7. Staff continue to keep up with daily/weekly routine facility and vehicle maintenance. Monthly inspections were conducted on all facilities and Open Spaces.

Facility Rentals & Use

- 7 Azalea Hall Rentals plus a weekly and a bi-weekly meeting room rental in August.
- 17 Pierson Park Rentals and 1 Hiller Sports Site Field Rental for a birthday party in August.

Vandalism Report

Vandalism in the restrooms at both Pierson and Hiller Park are an on-going issue.

Hewitt Ranch Property Updates

No updates at this time.

North Bank River Property Updates

No updates at this time.

Other updates:

- The open Recreation Coordinator was filled by Mason Hooven who began on August 16, 2024. He is currently being onboarded and is learning quickly.
- The new recreation database software went live on May 1st.
- Staff continues to work with MUSD to provide staff for the school districts after school programs.
- Staff continues to participate as members of the McKinleyville Chamber of Commerce Board of Directors, as well as serving on Fundraising Committees for the Boys & Girls Club of the Redwoods.
- Staff continues to provide support to other departments of the District; assisting with accounts payable.

Agenda Item VIII – Ad Hoc Committee Reports

Skate Park (Charlie Caldwell) – Gave a brief update that the skatepark is being skated on everyday, even rainy days! Also, informed the committee it is about time to add a sealer coat to the surface of the Skatepark, which will be an ongoing annual maintenance task.

Fischer Ranch Estuary Project (Johnny Calkins) – No new information.

BMX Bike Track & Park at School/Washington (Charlie Caldwell) – Let the committee know that the construction should be starting back up in the next week or so.

Community Garden (Charlie Caldwell) – No new information

Agenda Item IX – Discuss Agenda Topics for Next Meeting

Agenda Items for next meeting:

- The Tribal Land Acknowledgement to PARC Procedures agenda item will remain on the Agenda until it can be addressed.
- Review and consider potential adjustments to meeting times to improve member attendance and participation.

Agenda Item X - ADJOURNMENT

Meeting Adjourned at 7:22 p.m.



Kirsten Messmer, Parks & Recreation Director