

MINUTES OF THE REGULAR MEETING OF THE PARK AND RECREATION COMMITTEE (PARC)
HELD ON WEDNESDAY, NOVEMBER 20, 2024 at 6:00 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 6:04 p.m. with following committee members in attendance in person at the MCSD Office:

Phil Heidrick
Charlie Caldwell
Johnny Calkins
Heidi Conzelmann
Jane Fusek
Dana Merrill
Ciara Torres – Parent/Teacher Conf.

Julie Gianini-Previde – arrived at 6:45pm

Via Zoom:

**Patti Stuart (alternate)

*Scott Binder - MCSD Board Director (non-voting member)

Absent:

John Kulstad
Jennifer Ortega - Vice Chair

Staff in Attendance:

Kirsten Messmer

Members of the Public:

Baby Jeffrey Merrill

The Pledge of Allegiance was led by Phil Heidrick.

b. Approval of Agenda

Motion: It was moved to approve the agenda, swapping Items VI and VII at align with the Staff Notes in the Packet.

Motion by: Committee Member Caldwell; **Second:** Committee Member Calkins

There were no comments from the Committee or public.

Roll Call: Ayes: Heidrick, Caldwell, Calkins, Conzelmann, Fusek, Merrill, Torres Nays: None

Absent: Gianini-Previde, Kulstad, Ortega

Motion Summary: Motion passed.

c. Approval of the October 16, 2024 Meeting Minutes

Motion: It was moved to approve the Meeting Minutes, removing the Master Plan Update from Agenda Topics for Next Meeting.

Motion by: Committee Member Caldwell; **Second:** Committee Member Merrill

There were no comments from the Committee or public.

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

Agenda Item II – Communications

No Communications

Agenda Item III – Public Comment

No Public Comment

Agenda Item IV – 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 V – Review and Consider Evan Schwartz's Application for the Open Alternate Committee Member Seat

Motion: It was moved to recommend to the MCSD Board of Directors to appoint Evan Schwartz as an alternate to the PARC Committee.

Motion by: Committee Member Caldwell; **Second:** Committee Member Calkins

There were no comments from the Committee or public.

Roll Call: Ayes: Heidrick, Caldwell, Calkins, Conzelmann, Fusek, Merrill, Torres Nays: None

Absent: Gianini-Previde, Kulstad, Ortega

Motion Summary: Motion passed.

Agenda Item VI – McKinleyville Community Forest Report

McKinleyville Community Forest PARC Appointee member Ortega was absent, so Director Messmer gave an update on the last MCFC Meeting. The subcommittee for the Forest Management Plan/Funding/Budget (FMPFB) at the time of the meeting has had no members of the public apply to be on the subcommittee. The Trails Plan/Infrastructure/Clean Ups/Security (TICS) subcommittee now has these public members added to the Subcommittee:

1. Charlie Caldwell
2. Kenneth Burton
3. Phil Heidrick
4. Shaun Fyfe
5. Justin Brown
6. Nancy Morelli (Alternate)

The next TICS Meeting is Tuesday November 26 at 5:00pm at the MCSD Office Conference Room. The MCFC voted to recommend that the MCSD Board adopt Resolution 2024-21 Affirming Board Support of the existing MOUs with MBTTA and RCMBA. They was also reports on the Subcommittee Meetings and an update on the CalVTP/CAL FIRE Grant.

Agenda Item VII – Plant Markers for the Botanical Garden

Committee Discussion ensued. This was an informational item. No action was taken.

Agenda Item VIII – 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 is full for Session 1. 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 is happening now, so far 119 players have signed up.
- 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 Basketball Sessions are currently running and have filled 34 spots out of 40. 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.
- The last Cooking Basics Class for Kids focused on Bread and Soup, and it had 7/8 spots filled. The next class will likely be scheduled after the holidays. These classes take place in the Teen Center Kitchen on Saturdays.
- The Adult Wood Bat Softball League has finished up for the year with the Humdingers taking home the Championship trophy.
- The upcoming Middle School Dances for the 24-25 school year have been scheduled. Five different PTOs reached out with an interest to partner on a dance. Four PTOs were selected lotto style via zoom. The line up for next year will be:
 - Friday, October 25, 2024 – Coastal Grove PTO
 - 267 Middle Schoolers attended the first dance!
 - 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 summer growth in all our landscaping areas. The Saturday SWAP crews have been doing a great job working on the Central Avenue OSMZs. Staff continue to keep up with daily/weekly routine facility and vehicle maintenance. Monthly inspections were conducted on all facilities and Open Spaces. Staff have been making the most out of our turn's use of the shared Flail Mower, tackling multiple areas needed around Hiller Park.

FACILITY RENTALS & USE

October Rentals:

- 5 Azalea Hall Rentals plus a weekly and a bi-weekly meeting room rental.
- 4 Pierson Park Rentals.

- 4 Teen Center Rentals.
- 4 Activity Center rentals and 2 Birthday Party Program Rentals in the Activity Center.
- The Teen Center Kitchen has one regular Vendor renting it for food preparation.

OTHER UPDATES:

- 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 IX – Ad Hoc Committee Reports

Skate Park (Charlie Caldwell) – Member Caldwell let the committee know there are now new fundraising signs for the Skatepark Phase II that he will be hanging up at facilities around the skatepark and that the Skatepark Collective will have the original construction crew come out this summer to do a seal on the concrete to help maintain the park.

Fischer Ranch Estuary Project (Johnny Calkins) – Member Calkins let the committee know that there are and will be Cal Poly students out there studying the animals and habitats.

BMX Bike Track & Park at School/Washington (Charlie Caldwell) – No new information.

Community Garden (Charlie Caldwell Ciara Torres) – Member Torres stepped up to take over reporting on the Community Garden, she also let the committee know that there is a Girl Scout Troop that would like to take on rehabbing the garden in the spring.

Agenda Item X – Discuss Agenda Topics for Next Meeting (December 18, 2024)

Agenda Items for next meeting:

- The committee would like to have a potluck at the next meeting.
- Parks & Recreation Master Plan Update due by end of 2025
- Nominations and appointments for the Chair, Vice-Chair and Secretary for 2025

Agenda Item XI - ADJOURNMENT
Meeting Adjourned at 6:55pm



Kirsten Messmer, Parks & Recreation Director