

MINUTES OF THE REGULAR MEETING OF THE PARK AND RECREATION COMMITTEE (PARC)
HELD ON WEDNESDAY, AUGUST 21, 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 6:36 p.m. with following committee members in attendance in person at the MCSD Office:

Jennifer Ortega- Vice Chair

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

Johnny Calkins

Charlie Caldwell

John Kulstad

Heidi Conzelmann - Joined at 6:50pm

Jane Fusek

Julie Gianini-Previde

Ciara Torres

Absent:

Chair- Phil Heidrick - Sick

Dana Merrill - Sick

**Patti Stuart (alternate) – Traveling

Staff in Attendance:

Lesley Frisbee

Kirsten Messmer

The Pledge of Allegiance was led by Scott Binder.

The committee did quick introductions and welcomed Parks & Recreation Director Messmer to the new job and committee.

b. Approval of Agenda

Motion: It was moved to approve the agenda.

Motion by: Committee Member Caldwell; **Second:** Committee Member Gianini-Previde

There were no comments from the Committee or public.

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

Motion Summary: Motion passed.

c. Approval of the June 19, 2024 Meeting Minutes

Motion: It was moved to approve the June 19, 2024 Meeting Minutes.

Motion by: Committee Member Caldwell; **Second:** Committee Member Gianini-Previde

There were no comments from the Committee or public.

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

Motion Summary: Motion passed.

Agenda Item II – Communications

Parks & Recreation Director Messmer let the committee members know that there will need to be some changes to how the PARC meetings are run to be consistent with the District's other public meetings, as well as, to be in compliance with the Brown Act. MCSD Board Secretary Joseph Blaine will be present at the September PARC Meeting to give a presentation on the changes that need to be made.

Member Gianini-Previde gave an update about a new Bond that will be on the ballot this November for MUSD, as well as, letting the committee know there is now a way to report an alarm going off at MMS on the school's website.

Agenda Item III – Public Comment

No Public Comment

Agenda Item IV – 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.

Motion: It was moved to postpone this item until we have a response from Tribal Administrator Vassel.

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

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

Motion Summary: Motion passed.

Agenda Item V – Botanical Garden Update

Committee Member Fusek presented an update on the Botanical Garden. There were 2 work days in July and August that were successful. Each day someone new joined the volunteer work crew. This was an informational item. No action was taken.

Agenda Item VI – McKinleyville Community Forest Report

McKinleyville Community Forest PARC Appointee member Ortega gave an update on the last two MCFC Meetings, as well as a tour of the Forest led by Staff for interested MCF Committee Members. There will be a subcommittee for the MCF Management Plan/ Funding/Budget and one for the Trails Plan/Security/Clean Ups/Infrastructure. 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. This was an informational item. No action was taken.

Agenda Item VII – Parks & Recreation Director Report

Recreation Program Updates

- *Drop-in Pickleball in June was on Monday, Wednesday and Friday mornings 9:30am to 12:30pm at the McKinleyville Activity Center, Pickleball Drop-In has in July and August*

around our Summer Day Camps and will return to its normal schedule the first week of school on August 26. Drop in is \$4 per person.

- Beginning Pickleball class finished on May 14th. This class is very popular. This summer the pickleball instructor hosted several "Pickleball 101" single day workshops rather than a 6-week running class. Each workshop was 3 hours and provided all the basic instruction needed for beginners.
- 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, 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.
- The Summer Basketball Program began June 25 and has 11 participants on the 3rd-4th grade Tuesday evenings and 11 participants on the 5th-6th grade Thursday evenings. It will finish up on August 8th.
- Sunday Night drop-in Basketball is averaging 8-10 participants per week.
- Playgroup for children 0-5 years old ran every Thursday from 10:30am-12:30pm through the end of June, it will resume after summer on Thursday, September 5th.
- The Tot-letics Soccer (Aug. 31-Sept. 28) and Basketball (Oct. 26-Nov. 23) will return this fall after summer, registration is now open and 35 of the 80 spots have been filled so far. This program is for 3-5 year olds and hosts 40 children per class series. Enrollment for this program usually fills up.
- Specialty Half-day Summer Camps are ongoing. This summer we have Tot-Camp, Cooking Camp, Skate Camp and Basketball Camp.
- The next Cooking Basics Class for Kids will focus on Bread and Soup, registration is open now. The class will be in the Teen Center Kitchen on Saturday, September 7th.
- Registration had been ongoing for the Adult Wood Bat Softball League throughout the summer. By the close of registration, we had 8 teams registered. 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 Ave. and Open Space Zone landscaping. It is summer and everything is continuing to grow. The Maintenance crew is working hard to take care of landscaping, but things are growing faster than they can get to them. We have been down a full-time maintenance worker since July 12th, which led to suspending Saturday maintenance work as we get new staff trained and ready to manage SWAP crews on Saturdays. We anticipate being fully staffed for the Saturday SWAP crews on Saturday, September 7. We've budgeted for additional staffing beginning in July, and that Seasonal Maintenance Worker began on Monday, July 22. 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

- 14 Azalea Hall Rentals plus a weekly and a bi-weekly meeting room rental in June through July.
- 2 parties were booked through the Party Program at the Activity Center in June through July.
- 16 Pierson Park Rentals, 1 Hiller Park Picnic Area Rental and 2 Hiller Sports Site Field Rentals for a week long youth camp in June through July.

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 Parks & Recreation Director position was filled on July 1st by Kirsten Messmer, leaving her previous position of Recreation Coordinator open. That position was posted and over 10 viable applicants applied before the posting deadline of July 19. Four interviews were conducted the week of July 22. We are happy to report that Mason Hooven was offered the position and he accepted. His tentative start date is August 16, 2024.
- 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 on a recent Ladies Skate Competition fundraiser for the MFRC and the new sign that was hung at the Skatepark.

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

BMX Bike Track & Park at School/Washington (Charlie Caldwell) – Let the committee know the contractor broke ground this past Monday, August 19 at the park site.

Community Garden (Charlie Caldwell) – No new information

Agenda Item IX – Discuss Agenda Topics for Next Meeting

Agenda Items for next meeting:

- Brown Act Information presentation by Board Secretary Joseph Blaine.
- Update on the status of the Flail Mower, jointly owned by several local municipalities.
- The Tribal Land Acknowledgement to PARC Procedures agenda item will remain on the Agenda until it can be addressed.

Agenda Item X - ADJOURNMENT
Meeting Adjourned at 7:41 p.m.



Kirsten Messmer, Parks & Recreation Director