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MAIN OFFICE:

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PARKS & RECREATION OFFICE:

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

TO: MEMBERS, PARK AND RECREATION COMMITTEE
FROM: LESLEY FRISBEE, RECREATION DIRECTOR
SUBJECT: STAFF NOTES SEPTEMBER 15, 2022 MEETING
CC: MCSD BOARD MEMBERS
PAT KASPARI
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 Park and Recreation Committee meeting to be held:

SEPTEMBER 15, 2022
ZOOM Video Conference
Meeting ID: **816 8695 3507**

Members:

Chair- Laura Bridy
Phil Heidrick- Vice Chair
Scott Binder-MCSD Board Director (non-voting member)
Johnny Calkins
Charlie Caldwell
John Kulstad
Jeff Dunk
Laura Bridy
Ben Winker
Phil Heidrick
Heidi Conzelmann
Jane Fusek
Jennifer Ortega

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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Park And Recreation Committee (PARC)

MEETING DATE

Thursday, September 15, 2022
6:30 p.m.

Location

ZOOM Video Conference
Meeting ID: **816 8695 3507**

MEETING Agenda

- I. Introductions, Call to Order & Flag Salute
- II. Communications
- III. Public Comment
- IV. Parks & Recreation Director Report
- V. Community Forest
- VI. BMX Track and Park Project
- VII. Park Maintenance
- VIII. Undeveloped Properties
- IX. Intermodal Transportation Committee Report
- X. Report on Actions of MCSD Board
- XI. Ad Hoc Committee Reports
- XII. Discuss agenda topics for next meeting
- XIII. Adjournment (Estimated 8:00 pm)

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TO: MEMBERS, RECREATION ADVISORY COMMITTEE

FROM: LESLEY FRISBEE, PARKS & RECREATION DIRECTOR

SUBJECT: STAFF NOTES FOR SEPTEMBER 15, 2022 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 — Parks & Recreation Director Report

Recreation Program Updates

- Drop-in Pickleball is running on Friday evenings 6:30pm-8:30pm. \$4 per person
- Drop-in Kung Fu is on Tuesday and Thursday evenings 6:00pm-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 8-12 people per class.
- The two sessions of Tot-letics T-ball started July 9th are full.
- Kids Camp Summer Day Camp started on June 20th and will run for 9 weeks of summer through August 19th. The program is serving 20-25 youth per day.
- Sunday Night drop-in Basketball is off and running again and has been averaging 13 participants per week.
- Adult Softball League started on July 31st. The league is hosting 12 teams this year.
- Playgroup for children 0-5 began on Thursday, August 25th. It will run weekly on Thursdays from 10:30am-12:30pm. This program is funded by a grant through First 5 of Humboldt.

Park & Facility Maintenance Updates

Swings were replaced in Pierson and Hiller Parks. Landscaping in parks and Open Space Zones is growing non-stop. Parks Crew continues to be busy with landscape maintenance. 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.

Several equipment repairs were completed this month. Playground structure repairs were completed at both Pierson Park and Hiller Park playgrounds.

Staff is getting quotes for interior renovations at Azalea Hall as funded by the Prop 68 Per Capita Grant program. The renovations will include new flooring in the Hewitt room and Lobby, renovated walls and new window coverings, a new front door and HVAC replacement. It is anticipated that all renovations will be complete by the end of the 2023 calendar year.

Facility Rentals & Use

12 Azalea Hall Rentals plus a weekly kitchen rental in August through October. 8 Pierson Park rentals August through October. Mad River Youth Soccer League use of Hiller Sports Site begins August 13th and will continue seven days per week through November 5th. The Teen Center has a weekly kitchen vendor as of September 10th.

The Boys & Girls Club of the Redwoods Teen Club at the Teen & Community Center is averaging 15-20 youth per day.

Vandalism Report

Staff have responded to vandalism on mid-town trail, park restrooms and had to remove a playground element at Hiller Park that has been vandalized and broken twice since June. Garbage and clean-up related to homeless camps in open spaces is on going and is found mostly in the Fernwood open space near Parkside Dr.

Hewitt Ranch Property Updates

No updates at this time.

North Bank River Property Updates

Staff removed a large pile of Styrofoam debris and a plastic 55 gallon drum from the river bank at the end of the trail this month. The trail was string trimmed as well.

Other updates:

- The McKinleyville Area Fund awarded \$3,574 to Parks & Rec for the purchase of replacement roller skates for the Activity Center. The skates have been ordered and should be received in coming weeks.
- Staff continues to participate as members of the McKinleyville Chamber of Commerce Board of Directors, the McKinleyville Family Resource Center Board of Directors and the Boys & Girls Club of the Redwoods Board of Directors.
- Staff continues to provide support to other departments of the District; assisting with accounts payable, payroll, and facilitating professional development workshops.

Action: Information

AGENDA ITEM V – Community Forest

The monthly meeting with Green Diamond Resource Co. and Trust for Public Lands was held on June 6th. GDRC and TPL continue to work on the appraisal of the property. TPL reported that the timber appraisal is 90% complete. GDRC is working on encroachment issues and lot line adjustments for the legal descriptions of the property. District Staff submitted a letter to GDRC in August with a request for access locations at 1st Rd. and East Cochran as well as a property line adjustment at the upper Murray Road access point to accommodate parking for horse trailers. GDRC has not responded to the request as of the writing of this report.

Action: Information

AGENDA ITEM VI – BMX Track & Park Project

Three proposals for the design of the BMX Track and Park were received. Staff has reviewed them and is currently vetting them. The MCSD Board approved the contract to the highest-ranking proposal from Melton Design Group Inc. out of Chico, CA.

Action: Information

AGENDA ITEM VII – Park Maintenance

PARC member Jeff Dunk requested the topic of park maintenance be placed on the agenda, specifically to discuss the lack of maintenance at the Botanical garden at Hiller Park and the Community Garden.

Given the limited resources available (both in available labor and money) staff prioritizes maintenance of spaces and facilities that members of the community are actively paying for maintenance or for use.

Staff invites the PARC to discuss the data and history related to the development of the Botanical Garden and Community Garden and, if warranted, vote to recommend a shift in priorities to the MCSD Board of Directors who can then direct staff to make changes to the maintenance priorities.

Action: Discussion/Action

AGENDA ITEM VIII – Undeveloped Properties

PARC member John Kulstad requested an agenda item discussion of the District's undeveloped properties and the future plans or ideas for development of said properties.

Action: Discussion/Action

AGENDA ITEM IX – Intermodal Transportation Committee Report

Ben Winker to report on work of County Intermodal Transportation Committee.

Action: Information

AGENDA ITEM X – Report on Actions of MCSD Board from August & September

August AGENDA ITEM D. CONSENT CALENDAR:

- D.3 Consider Approval of the Senior Center Management Services and Usage Agreement between McKinleyville Community Services District and the McKinleyville Senior Center.
- D.6 Consider Approval of Agreement between McKinleyville Union School District and the McKinleyville Community Services District for the Provision of After School Leaders to the 21st Century Community Learning Center After School Program at Dows Prairie Elementary School and Morris Elementary School

Motion: It was moved to approve the Consent Calendar.

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

There were no comments from the Board or public.

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

Motion Summary: Motion Passed

September AGENDA ITEM D. CONSENT CALENDAR:

- D.6 Consider Approval of the First Amendment to the 2022-2023 MUSD Agreement with MCSD for the 21st Century Community Learning Center After School Program

Motion: It was moved to approve the Consent Calendar.

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

There were no comments from the Board or public.

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

Motion Summary: Motion Passed

E.4 Discuss and Consider Approval of a Contract with Melton Design Group, Inc. for the Design of the BMX Track and Park and Authorizing the General Manager to Sign the Contract.

Motion: It was moved to approve the contract with Melton Design Group.

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

There were no comments from the Board or public.

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

Motion Summary: Motion Passed

Action: Information

AGENDA ITEM XI – Ad Hoc Committee Reports

Skate Park (Charlie Caldwell):

Fischer Ranch Estuary Project (Johnny Calkins)

BMX Bike Track & Park at School/Washington (Charlie Caldwell) **Agenda Item VI**

Community Garden (Ben Winker)

Action: Information

AGENDA ITEM XII– Discuss Agenda Topics for Next Meeting

Action: Discussion

AGENDA ITEM XIII – Adjournment