

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 JUNE 17, 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 Recreation in the Afternoon Program for elementary school youth ended on June 4th. Staff is preparing for the Kids Camp Summer Day Camp program which will begin on Monday, June 21st.

Tot-letics T-ball for 3- to 5-year-olds started on Saturday, June 5th. The program is at full participant capacity and will run through June 26th.

Registration for the Co-ed Woodbat Softball League is currently underway. The league will run August 1 through October 10.

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. 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. At Hiller Sports Site sprinkler repairs were completed and fields were fertilized and aerated.

Other updates:

- Staff attended Board meetings for board service on both the McKinleyville Chamber of Commerce 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.
- Staff is preparing to re-open the Parks and Recreation office to the public, as well as preparing to open facilities for event rentals.

- The California Dept. of Parks & Recreation has requested some additional and clarifying information for the Prop 68 grant applications and has requested site visits on July 28th and 29th for both project sites.

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. The California Dept. of Parks & Recreation has requested some additional and clarifying information for the Prop 68 grant application and has scheduled a site visit for July 28th.

The BMX community has been meeting monthly, working on fundraising and planning. McKinleyville BMX has a tentative fundraiser date of July 10th.

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. and Trust for Public Lands on May 3rd. Access points were discussed again as well as the grant agreement between Trust for Public Lands and the State Natural Resource Agency. MCSD staff requested an MOU between TPL and MCSD be drafted to clearly delineate the responsibilities of each agency in terms of meeting the grant agreement requirements before and after the transfer of the property.

Staff met with Hank Seeman from the County of Humboldt and Mark Andre to learn from their experience in the acquisition and development of a community forest. Staff gained valuable insight into necessary and immediate actions such as, applying for the required General Plan Conformance Review. Given that the General Plan Conformance review can take 6 months to a year to complete, staff is postponing the process to develop the formal Community Forest Committee until the fall.

Action: Information

AGENDA ITEM VII – Considerations and Process for Park & Recreation Development

As discussed at the May meeting, it is desirable to develop a set of criteria and considerations to be researched in considering new park and recreation development. Establishing a formal list of criteria to be considered will help PARC members and community members to present well thought out ideas and projects to staff and the MCSD Board of Directors. Established criteria can create consistency and uniformity for both existing and future PARC members and staff.

A draft outline of considerations can be reviewed in **Attachment 1**.

Action: Discussion

AGENDA ITEM VIII – Message Option on the MCSD Water Bill

Staff looked in to the “Message from McKinleyville C.S.D.” that is on water/sewer bills. This space is used to communicate important information regarding customer accounts. General messages are over-ridden by account specific communication and so would not go to all customers consistently.

Staff is awaiting more information regarding whether or not General messages would incur additional costs from the printing company.

Action: Information

AGENDA ITEM IX – Review Application to PARC

Phil Heidrick submitted an application to become a member of the PARC on June 3rd. His application can be reviewed in **Attachment 2**. The applicant will be brought before the MCSD Board of Directors for appointment consideration on July 7, 2021. The PARC may choose to recommend appointment or recommend the Board does not appoint Mr. Heidrick.

Action: Recommendation

AGENDA ITEM X – Report on Actions of MCSD Board

June 2, 2021 MCSD Board Actions

AGENDA ITEM D. CONSENT CALENDAR:

- D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on May 5, 2021**
- D.2 Consider Approval of April 2021 Treasurer’s Report**
- D.3 Compliance with State Double Check Valve (DCV) Law**
- D.4 Consider Approval of Hiller Sports Complex Facility Use Agreement Contracts between MCSD and the Mad River Youth Soccer League (MRYSL)**
- D.5 Consider Approval of 2020 Consumer Confidence Report (CCR)**

Motion: It was moved to approve the Consent Calendar items.

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

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

AGENDA ITEM XI – 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)

Community Garden (Ben Winker)

Action: Information

AGENDA ITEM XII – Discuss Agenda Topics for Next Meeting

Action: Discussion

AGENDA ITEM XIII – Adjournment