

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, PARKS & RECREATION DIRECTOR

SUBJECT: STAFF NOTES FOR MAY 15, 2024 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 – Tribal Land Acknowledgement to PARC Procedures

This item was requested to be added to the agenda at the April 17th PARC meeting.

Action

AGENDA ITEM V – Botanical Garden Update

Update from Jane Fusek on April's volunteer workday and other activities at the Botanical Garden

Discussion

AGENDA ITEM VI – Open Space Maintenance Zones (OSMZ) Background

The Parks & Recreation is responsible for the maintenance of 28 open space zones throughout McKinleyville. The zones are generally created by developers based on land development requirements established by the county. The developer then submits a request to MCSD to accept the maintenance responsibilities of delineated spaces as described in an Engineers report. Adoption of an OSMZ goes through the MCSD Board of Directors over the course of two meetings. First the initiation of the OSMZ is approved followed by a Notice of Protest hearing which is held at the subsequent Board meeting at which time a resolution is passed to adopt the zone.

Residents directly benefiting from the maintenance of the zone are billed monthly to cover the cost of the maintenance.

Information

AGENDA ITEM VII – Community Garden Rehab Planning

Update on plans for rehabilitating the Community Garden space from Charlie Caldwell.

Information

AGENDA ITEM VIII – Undeveloped Properties

The Parks & Recreation Dept. currently has two properties that are undeveloped with no immediate plan for development in place.

1. North Bank River property is approximately 33 acres along the Mad River south of North Bank Rd. (see **Attachment 1**). This property experiences seasonal flooding each winter. When it is walkable, it is generally used by hikers and fishing enthusiasts.
2. Hewitt Ranch property is approximately 14 acres of forested property between Cochran Rd. and Hewitt Rd. off of Azalea Ave. (see **Attachment 2**). Development of this property is hindered by the limited access to it, which is currently only available at the end of Bryan Lane, a narrow lane with parking limited to one or two vehicles. MCSD purchased land adjacent to the Hewitt Ranch for the construction of a 4.5 million gallon water tank and as such also acquired a pedestrian access easement across the one foot non-access easement that was originally included in the purchase of the Hewitt Ranch property. This additional property purchased by MCSD will allow for the development of access to the Hewitt Ranch property in the future.

Information

AGENDA ITEM IX – Parks & Recreation Director Report

Recreation Program Updates

- Drop-in Pickleball is on Monday, Wednesday and Friday mornings 9:30am to 12:30pm at the McKinleyville Activity Center. Drop in is \$4 per person.
- Beginning Pickleball class that will run on Tuesday evenings, April 23-May 14th is full.
- 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.
- Sunday Night drop-in Basketball is averaging 8-10 participants per week.
- Playgroup for children 0-5 years old is running every Thursday from 10:30am-12:30pm.
- Pee Wee Basketball league for Kindergarten thru 2nd grades is full. The league began April 2nd and ends on May 18th.
- The Totletics T-ball program that starts on May 25th. This program is for 3-5 year olds and hosts 40 children per class series. Enrollment for this program is full.
- Cooking classes for kids: The May class "Mother's Day Tea" held on May 11th was already full.

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 spring and everything is growing very quickly. 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

- 12 Azalea Hall Rentals plus a weekly and a bi-weekly meeting room rental in May through June.
- 2 parties were booked through the Party Program, plus two weekly sports vendors at the Activity Center in May through June.
- 12 Pierson Park Rentals May through June..

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:

- Staff is preparing and planning summer specialty camps which will include, skate camp, cooking camp, tot-camp and basketball camp.
- Staff has been working with MCSD Board members to develop the Community Forest Committee
- Staff is working on the California Urban and Community Forestry Inflation Reduction Act grant application for funding to support the development of a comprehensive Forest Management Plan, trails plan as well as funds for planting 100 redwood trees in the forest within the next three years.
- Construction Bids for the BMX Track and Park project are due on May 23rd. Due to changes to the scope of work provided by USA BMX for the track, the deadline was pushed back.
- 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, 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, and payroll.

Information

AGENDA ITEM X – Ad Hoc Committee Reports

Skate Park (Charlie Caldwell)

Fischer Ranch Estuary Project (Johnny Calkins)

BMX Bike Track & Park at School/Washington (Charlie Caldwell)

Community Garden (Charlie Caldwell)

AGENDA ITEM XI – Discuss Agenda Topics for Next Meeting

Discussion

AGENDA ITEM XII – Adjournment