

MINUTES OF THE REGULAR MEETING OF THE PARK AND RECREATION COMMITTEE (PARC)
HELD ON WEDNESDAY, DECEMBER 18, 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 6:03 p.m. with following committee members in attendance in person at the MCSD Office:

Phil Heidrick – Chair
Jennifer Ortega - Vice Chair
Charlie Caldwell
Johnny Calkins
John Kulstad
**Patti Stuart (alternate)
**Evan Schwartz (alternate)

Via Zoom:

Heidi Conzelmann – Medical Exclusion
Julie Gianini-Previde – Medical Exclusion
*Scott Binder - MCSD Board Director (non-voting member)

Absent:

Jane Fusek
Dana Merrill
Ciara Torres

Staff in Attendance:

Kirsten Messmer

Members of the Public:

None

The Pledge of Allegiance was led by Phil Heidrick.

b. Approval of Agenda

Motion: It was moved to approve the agenda with the correct the Estimated Adjournment of 7:30pm.

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

There were no comments from the Committee or public.

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

Motion Summary: Motion passed.

c. Approval of the November 20, 2024 Meeting Minutes

Motion: It was moved to approve the Meeting Minutes.

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

There were no comments from the Committee or public.

Roll Call: Ayes: Heidrick, Caldwell, Calkins, Conzelmann, Gianini-Previde, Kulstad, Ortega, Stuart, Schwartz Nays: None Absent: Fusek, Merrill, Torres
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. Committee discussion about next possible steps ensued, Director Messmer suggested bringing this item back at the next meeting so possible actions could be made. This was an informational item. No action was taken.

Agenda Item V – Parks & Recreation Master Plan Update

Parks & Recreation Director Messmer presented the item, giving an update on the need to complete the Master Plan over the next year. This process will include public input meetings, which PARC Committee Members are encouraged to help participate and facilitate these meetings. This was an informational item. No action was taken.

Agenda Item VI – Elect Officers & Renew Terms

Motion: It was moved to appoint Committee Member Caldwell as Chair for 2025.

Motion by: Committee Member Kulstad; **Second:** Committee Member Ortega

There were no comments from the Committee or public.

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

Motion: It was moved to appoint Committee Member Ortega as Vice Chair for 2025.

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

There were no comments from the Committee or public.

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

Committee discussion around the appointment of a secretary ensued. Committee Member Caldwell suggested bringing this back at the next meeting when hopefully the full committee would be present to see if anyone not here is interested.

The following terms ending in January 2025 are Phil Heidrick and John Calkins. Phil Heidrick opted to renew his term. John Calkins has decided not to renew his term. The committee expressed its gratitude for his many years of dedicated service and conveyed that he will be greatly missed.

Agenda Item VII – McKinleyville Community Forest Report

Update on McKinleyville Community Forest Subcommittees from MCF Committee Member Jennifer Ortega and Charlie Caldwell since the full committee did not meet in December. The next meeting is January 21, 2025.

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 225 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 have finished. The next Tot-letics session will be Soccer and will run March 8-April 5, 2025.
- Due to the way the Holidays land there will not be a Breakout camp for Christmas or New Years Week. There will be Breakout for President's Week and Spring Break week.
- 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 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.
 - Friday, December 6, 2024 – McKinleyville Schools PTO
 - 207 Middle Schoolers attended.
 - 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

November Rentals:

- 12 Azalea Hall Rentals plus a weekly and a bi-weekly meeting room rental.
- 4 Pierson Park Rentals.
- 1 Teen Center Rentals.
- 3 Activity Center rentals and 4 Birthday Party Program Rentals in the Activity Center.
- The Teen Center Kitchen has one regular Vendor renting it for food preparation.
- The Azalea Hall Kitchen has two regular Vendors 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) – The Skatepark is being used daily, weather permitting. There have been fundraising signs hung strategically to encourage users to donate towards phase 2.

Fischer Ranch Estuary Project (Johnny Calkins) – Heidi Conzelmann will take over reporting on this project. Besides that there was no new information.

BMX Bike Track & Park at School/Washington (Charlie Caldwell) – Staff are still waiting on the county permitting corrections. Staff anticipate construction to begin April 2, 2025.

Community Garden (Ciara Torres) – No new information.

Agenda Item X – Discuss Agenda Topics for Next Meeting (January 15, 2025)

Agenda Items for next meeting:

- Bring back the Appointment of a Secretary.
- Bring back the Tribal Land Acknowledgement statement as an Action item.

Agenda Item XI - ADJOURNMENT **Meeting Adjourned at 7:13 pm**



Kirsten Messmer, Parks & Recreation Director