

**MINUTES OF THE REGULAR MEETING OF THE PARK AND RECREATION COMMITTEE (PARC)
HELD ON WEDNESDAY, MARCH 19, 2025 at 6:00 P.M.
IN PERSON AT THE MCSD OFFICE – 1656 SUTTER ROAD, MCKINLEYVILLE, CALIFORNIA**

Agenda Item 1 – Call To Order & Roll Call

The meeting was called to order at 6:00 p.m. with following committee members in attendance in person at the MCSD Office:

Charlie Caldwell – Chair
Jennifer Ortega - Vice Chair
Jane Fusek
John Kulstad
Ciara Torres
Patti Stuart (pending voting member)
*Scott Binder - MCSD Board Director (non-voting member)

Via Zoom:

N/A

Absent:

Dana Merrill (sick)
Heidi Conzelmann
Phil Heidrick
Evan Schwartz (pending voting member)

Staff in Attendance:

Kirsten Messmer

Members of the Public:

Jamie Bellermann -In Person
Scott Hagerty - Zoom

Agenda Item 2 – Pledge of Allegiance

The Pledge of Allegiance was led by Charlie Caldwell.

Agenda Item 3 – Additions or Changes to the Agenda

There were no additions or changes to the agenda.

Agenda Item 4 – Approval of Agenda

Motion: It was moved to approve the agenda.

Motion by: Committee Member Jen Ortega; **Second:** Committee Member Patti Stuart.

There were no comments from the Committee or public.

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

Motion Summary: Motion passed.

Agenda Item 5 – Public Comment

Jamie - Safety concerns about the dog park. Increase level of people and dogs being bitten. The issue is the walking trails that surround the off-leash dog park. Solutions presented by Jaimie include fencing, better signage, and/or steward program.

Scott - 150-200 members joining from Humboldt Bay Pickleball Club to express their support for the second court at Washington Park. The club is raising funds for the second court and hoping to have half the funds secured by April 14th.

Agenda Item 6 - Approval of the February 19, 2025 Meeting Minutes

Motion: It was moved to approve the Meeting Minutes.

Motion by: Committee Member Patti Stuart; **Second:** Committee Member Jane Fusek.
There were no comments from the Committee or public.

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

Motion Summary: Motion passed.

Agenda Item 7 – Possible Addition of Tribal Land Acknowledgement to PARC Procedures

PARC Committee Chair Caldwell presented the item, giving an update on it's current status; which is that Charlie reached out to tribe with no repose and will now reach out to MckMAC to see if they have help with making contract with the tribe. Committee discussion about next possible steps ensued resulting in the following motion.

Motion: It was moved to approve to have PARC Chair Caldwell reach out to Twilia Sanchez for guidance on how the MckMAC's Land Acknowledgement was adopted with Tribal approval, as well as to reach out to Michelle Vassel to check in on where the request stands with the tribe. **Motion by:** Committee Member Ciara Torres; **Second:** Committee Member John Kulstad. There were no comments from the Committee or public.

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

Motion Summary: Motion passed.

Agenda Item 8 – Update on Land & Water Conservation Fund Grant Opportunity (Information)

Parks & Recreation Director Messmer presented the item, discussion on possible projects ensued. The committee came to the consensus to look into the possibility of creating a parking lot and public access to the Hewitt Ranch property as a project to focus on this grant opportunity. This was an informational item, no action was taken.

Agenda Item 9 – Update on the Parks & Recreation Master Plan Update (Information)

Parks & Recreation Director Messmer presented the item. This process will be beginning soon, it will be an opportunity for the whole committee to engage with the public beyond just the PARC meeting through additional public meetings and creating and conducting surveys about what the community feels about the current Parks & Recreation opportunities as well as what they would like to see in the future.

This was an informational item, no action was taken.

Agenda Item 10 – McKinleyville Community Forest Report

Update on McKinleyville Community Forest Subcommittees from MCF Committee Member Jennifer Ortega.

Had a presentation from the Humboldt Area Foundation. They talked about the possibility of making a Non-Profit recommendation of a component agency fund. The choice to be endowed vs expendable or have 80:20 split. Short term would be to be expendable and then eventually endowed.

Agenda Item 11 – Parks & Recreation Director Report

STAFFING UPDATES:

Kristin McDonald's first full time day with the District as a Recreation Coordinator was February 17, 2025. Her first week was spent running our President's Week Breakout Camp. She has been picking up the office administration tasks quickly and is already providing excellent Customer Service. At the March 5 MCSD Board Meeting, a new position was created and added to the

District's Organization Chart: Environmental Programs Coordinator. This position reports to the Parks and Recreation Director and will take on a variety of tasks, such as the Community Forest and other District owned open spaces, Grant Writing and Administration, CEQA, Public Meeting Administration, etc. We began advertising the position the next day and have received 8 viable Application Packets so far.

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 registration is open, the next class is on Thursday evenings from 6- 8pm March 6-27, the class fee is \$50 for residents and \$55 for non-residents.
- Drop-in Kung Fu is on Tuesday and Thursday evenings 5:45pm-7:15pm \$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. This will return starting March 7 (after the Youth Basketball Season concludes).
- Staff are running the Youth Basketball Season now. As usual the Season runs January – March for 3rd-8th Graders. Registration is done 266 players have signed up.
- Registration is now open for the Pee Wee Basketball League, the league will run April 5 – May 17 and is for TK – 2nd graders. Currently 57 out of 108 spots are full.
- 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 next Tot-letics session will be Soccer and will run March 8-April 5, 2025. T-ball will likely be May 24 – June 21.
- Registration is open for Breakout for Spring Break week; these weeks will include skating at the Skatepark (weather dependent).
- 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 the first dance!
 - Friday, December 6, 2024 – McKinleyville Schools PTO
 - 207 Middle Schoolers attended this dance
 - Friday, February 7, 2025 – Jacoby Creek PTO
 - 177 Middle Schoolers attended this dance
 - Friday, April 18, 2025 – Pacific Union 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 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.

FACILITY RENTALS & USE

February Rentals:

- 5 Azalea Hall Rentals plus a weekly and a bi-weekly meeting room rental.
- 1 Pierson Park Rentals.
- 0 Teen Center Rentals.
- 0 Activity Center Rentals.
- 4 Activity Center and 2 Teen Center Birthday Party Program Rentals.
- 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.

Agenda Item 12 – Ad Hoc Committee Reports

Skate Park (Charlie Caldwell) – The Skatepark is being used for Skate Camp this week, which is going great. The McKinleyville Skatepark Collective have been meeting monthly to continue to plan for fundraising for Phase 2 of the Skatepark.

A team of 7-8 skaters are taking part in phase 2 with a new web page tied into 3 music in the parks along with an annual contest in August for the need of the 250K for the 2nd phase. Currently selling tiles to businesses for their help with phase 1. Fischer Ranch Estuary Project (Heidi Conzelmann) – 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.

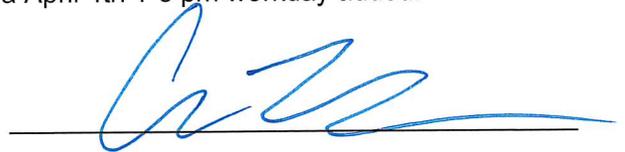
Outreach about the track is coming. Plans to get park sanctioned so insurance can cover races.

Community Garden (Ciara Torres) – No new information.

Agenda Item 13 – Committee Member Announcements and Future Agenda Items

- Next Committee Meeting: April 16, 2025
- Next MCSD Board Meeting: April 2, 2025
- Agenda Item 7 – Possible Addition of Tribal Land Acknowledgement to PARC Procedures
- Update from staff on the LWCF 50% Matching Grant possibility.
- Adding the botanical garden to the next agenda April 4th 1-3 pm workday added.

Agenda Item 14 - Adjournment
Meeting Adjourned at 7:25 pm



Ciara Torres, PARC Secretary