

**MINUTES OF THE REGULAR MEETING OF THE PARK AND RECREATION COMMITTEE (PARC)
HELD ON WEDNESDAY, JULY 16, 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 6:05pm. with following committee members in attendance in person at the MCSD Office:

Jennifer Ortega - Vice Chair
Heidi Conzelmann
Jane Fusek
Phil Heidrick
Ciara Torres
Patti Stuart

Absent:
Charlie Caldwell – Chair
Dana Merrill
John Kulstad
*Scott Binder - MCSD Board Director (non-voting member)

Staff in Attendance:
Kirsten Messmer

Members of the Public:
4 Members of the Public in Attendance

Agenda Item 2 – Pledge of Allegiance

The Pledge of Allegiance was led by Jennifer Ortega.

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 Patti Stuart; **Second:** Committee Member Ciara Torres.
There were no comments from the Committee or public.
Roll Call: Ayes: Ortega, Conzelmann, Fusek, Heidrick, Stuart, Torres Nays: None Absent: Kulstad, Caldwell, Merrill
Motion Summary: Motion passed.

Agenda Item 5 – Public Comment

No additional comments from public

Agenda Item 6 - Approval of the June 18th, 2025 Meeting Minutes

Motion: It was moved to approve the Meeting Minutes.
Motion by: Committee Member Jane Fusek; **Second:** Committee Member Phil Heidrick
There were no comments from the Committee or public.
Roll Call: Ayes: Ortega, Conzelmann, Fusek, Heidrick, Stuart, Torres Nays: None Absent:

Kulsted, Caldwell, Merrill

Motion Summary: Motion passed.

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

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 response. Committee discussion ensued. The committee would like to keep this on the agenda until a response is received.

This was an informational item, no action was taken.

Agenda Item 8 – Consider Recommendation to the MCSD Board of Directors for Approval of PARC Applicant Amy Scott (Action)

The PARC Committee reviewed Amy Scott's Application. Amy Scott did attend the meeting and further expressed her interest in serving on the PARC committee.

Motion: It was moved to recommend that the MCSD Board of Director's Approve PARC Applicant Amy Scott for the open committee seat.

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

Roll Call: Ayes: Ortega, Conzelmann, Fusek, Heidrick, Kulstad, Stuart, Torres Nays: None

Absent: Caldwell, Merrill

Motion Summary: Motion passed

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

Parks & Recreation Director Messmer presented the item. The committee continued reviewing and providing suggested edits to Chapters 1, 2 & 3.

Agenda Item 10 – Hiller "Off Leash" Dog Area Discussion (Information)

Parks & Recreation Director Messmer presented the item, discussion on the Hiller "off-Leash" area ensued.

This was an informational item, no action was taken.

Public Member 1: Supplied committee with maps in favor of dog park having fencing

Public Member 2: In favor of dog park having fencing believes accident waiting to happen.

Agenda Item 11 – McKinleyville Community Forest Report

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

Agenda Item 12 – Parks & Recreation Director Report RECREATION PROGRAM UPDATES:

- Drop-in Pickleball's normal school year schedule: Monday, Wednesday and Friday mornings 9:00am to 12:00pm at the McKinleyville Activity Center, will switch to the summer schedule Wednesday evenings from 6-8pm at the Activity Center from June 23 through August 15. The M, W, F morning schedule will resume after summer camps are done. Drop in is \$4 per person.
- Youth Drop-In Pickleball will now be available once a month on the 4th Sunday of each month from 3-5pm. Drop-in is \$5 per participant. The first session was Sunday, May 25, 2025.

- Beginning Pickleball Summer session is on Monday evenings from 6-8pm June 30 - July 21, 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.
- The Summer Basketball Program's registration opened May 1. Third-fourth graders will play on Tuesdays and fifth and sixth graders on Thursdays from June 24- August 7th. Registration fees are \$80 for McKinleyville residents and \$85 for non-residents.
- 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. Playgroup will be moving to Dows Prairie Elementary, Room 38 for summer from July 3 – August 14.
- The next Tot-letics session will be Soccer starting September 6 to October 4, registration will open July 1st.
- We are partnering with MUSD this summer to run the ELP Tot-Camp for TK-K MUSD students at the McKinleyville Activity Center. MUSD is covering the cost per student/week for 30 students/week for 8 weeks from June 23 – August 15.
- Scoot N Skate summer camp will run for 3 weeks at the McKinleyville Skatepark from June 23 to July 11 from 1-5pm. Registration is open now, the registration fee is \$120/week for McKinleyville Residents and \$125/week for non-residents.

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. As we move through the peak growing season, plant/grass and weed growth has accelerated across all open spaces. With limited staff and hours in the day, we are prioritizing areas as best we can and appreciate the community's patience as we work to keep up. 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

June Rentals:

- 13 Azalea Hall Rentals plus a weekly and a bi-weekly meeting room rental.
- 10 Pierson Park Rentals.
- 2 Hiller Park Picnic Area Rentals.
- 1 Teen Center Rentals.
- 2 Activity Center Rentals.
- 1 Activity Center and 0 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 13 – Ad Hoc Committee Reports

Skate Park (Charlie Caldwell) – HSC is still actively fundraising for Phases 2 & 3 of the skatepark. It is getting used daily by the community.

Fischer Ranch Estuary Project (Heidi Conzelmann) – Nothing at this time.

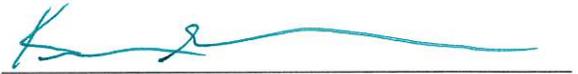
BMX Bike & Park at School/Washington (Charlie Caldwell) – Construction is underway!

Community Garden (Ciara Torres) – Nothing at this time.

Agenda Item 14 – Committee Member Announcements and Future Agenda Items

- Next Committee Meeting: August 20, 2025
- Next MCSD Board Meeting: August 6, 2025
- Charlie would like to add a presentation from a local RC group to the next agenda.

Agenda Item 15 - Adjournment
Meeting Adjourned at 7:45 pm



Kirsten Messmer, Parks and Recreation Director