

**MINUTES OF THE REGULAR MEETING OF THE PARK AND RECREATION COMMITTEE (PARC)
HELD ON WEDNESDAY, AUGUST 20, 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 pm. with following committee members in attendance in person at the MCSD Office:

Charlie Caldwell – Chair
Jennifer Ortega - Vice Chair
Jane Fusek
Phil Heidrick
John Kulstad
Dana Merrill
Ciara Torres – Zoom (AB 2449 Compliant)
Amy Scott
*Scott Binder - MCSD Board Director (non-voting member)

Absent:
Heidi Conzelmann
Patti Stuart

Staff in Attendance:
Kirsten Messmer
Patrick Kaspari

Members of the Public:
2 Members of the Public in Attendance

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

Agenda Item 5 – Public Comment

No additional comments from public.

Agenda Item 6 - Approval of the July 16, 2025 Meeting Minutes

Motion: It was moved to approve the Meeting Minutes; adding in Committee Member Heidrick as the second for item #6.
Motion by: Committee Member Kulstad; **Second:** Committee Member Torres
There were no comments from the Committee or public.
Roll Call: Ayes: Caldwell, Ortega, Fusek, Heidrick, Kulstad, Merrill, Scott, Torres Nays: None

Absent: Conzelmann, Stuart

Motion Summary: Motion passed.

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 its 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 – Review the Parks & Recreation Master Plan Update (Information)

Parks & Recreation Director Messmer presented the item. The committee continued reviewing and providing suggested edits to the Master Plan Update.

Agenda Item 9 – Hiller “Off Leash” Dog Area Discussion (Information)

Parks & Recreation Director Messmer presented the item, discussion on the Hiller “off-Leash” area ensued. The committee reviewed survey results regarding the Hiller “Off Leash” Dog Area. Responses showed the community remains divided on its use, with nearly half of respondents opposed to allocating \$20,000 or more for fencing. Given the divided feedback and strong opposition to funding a fence, the committee agreed to remove this item from future agendas and keep the area as it is, with the option to explore additional signage for awareness and safety.

This was an informational item, no action was taken.

Written Public Comment was submitted by Carol Heidsiek.

Agenda Item 10 – McKinleyville Community Forest Report

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

Agenda Item 11 – 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.
- Beginning Pickleball’s next session date TBD. The last session was on Monday evenings from 6-8pm, and had 7 out of 12 spot filled. 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.
- The Adult Softball League has 10 teams signed up and will start August 3rd, ending October 5th.
- 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 has switched to its summer dates and location: July 3-August 14 at Dows Prairie Room 38.
- The next Tot-letics session will be Soccer starting September 6 to October 4, registration is open 28 out of 40 spots have already been filled.
- 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 ran for 3 weeks at the McKinleyville Skatepark from June 23 to July 11 from 1-5pm.

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

July Rentals:

- 4 Azalea Hall Rentals plus a weekly and a bi-weekly meeting room rental.
- 17 Pierson Park Rentals.
- 0 Hiller Park Picnic Area Rentals.
- 0 Teen Center Rentals.
- 1 Activity Center Rentals.
- 1 Activity Center and 0 Teen Center Birthday Party Program Rentals.
- The Teen Center Kitchen has two regular Vendor renting it for food preparation.
- The Azalea Hall Kitchen has one regular Vendors renting it for food preparation.

Agenda Item 12 – Ad Hoc Committee Reports

Skate Park (Charlie Caldwell) – Fundraising for Phase 2 is continuing, with \$390 in the donation jar alone for Eureka Natural Foods Change for Change (which brought in over \$3,000). Charlie also set up the skate ramps at every Music in the Park this summer.

Fischer Ranch Estuary Project (Heidi Conzelmann) – No update at this time.

BMX Bike & Park at School/Washington (Charlie Caldwell) – The Contractor is working on the track now, more dirt is being brought in.

Community Garden (Ciara Torres) – No update at this time.

Agenda Item 13 – Committee Member Announcements and Future Agenda Items

- Next Committee Meeting: September 17, 2025
- Next MCSD Board Meeting: September 3, 2025
- Charlie would like to add a presentation from a local RC group to the next agenda.

Agenda Item 14 - Adjournment
Meeting Adjourned at 7:21 pm

A handwritten signature in black ink, appearing to read 'Ciara Torres', written over a horizontal line.

Ciara Torres, PARC Secretary