

**MINUTES OF THE REGULAR MEETING OF THE PARK AND RECREATION COMMITTEE (PARC)
HELD ON WEDNESDAY, FEBRUARY 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
Heidi Conzelmann
Jane Fusek
Phil Heidrick
Dana Merrill
Ciara Torres
**Patti Stuart (alternate)
*Scott Binder - MCSD Board Director (non-voting member)

Via Zoom:

Absent:
John Kulstad
**Evan Schwartz (alternate)

Staff in Attendance:
Kirsten Messmer

Members of the Public:
Karen Brooks - 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 Heidrick; **Second:** Committee Member Torres.

There were no comments from the Committee or public.

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

Motion Summary: Motion passed.

Agenda Item 5 – Public Comment

Karen Brooks made a Public Comment in opposition of allowing e-bikes in the MCF.

Agenda Item 6 - Approval of the December 18, 2024 Meeting Minutes

Motion: It was moved to approve the Meeting Minutes.

Motion by: Committee Member Stuart; **Second:** Committee Member Heidrick.

There were no comments from the Committee or public.

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

Motion Summary: Motion passed.

Agenda Item 7 – 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 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 Torres; **Second:** Committee Member Merrill.

There were no comments from the Committee or public.

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

Motion Summary: Motion passed.

Agenda Item 8 – Consider Recommending that the 2 Alternate Members fill the 2 Vacant Voting Member Seats to the MCSD Board of Directors

Motion: It was moved to fill the 2 vacant Voting Member Seats with Alternate Members Stuart & Schwartz.

Motion by: Committee Member Ortega; **Second:** Committee Member Conzelmann.

There were no comments from the Committee or public.

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

Motion Summary: Motion passed.

Agenda Item 9 – Nominate & Elect Secretary

Motion: It was moved to approve to appoint Member Torres as Secretary for 2025.

Motion by: Committee Member Conzelmann; **Second:** Committee Member Merrill.

There were no comments from the Committee or public.

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

Motion Summary: Motion passed.

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

STAFFING UPDATES:

Mason Hooven's last day with the District as a Recreation Coordinator was January 8, 2024. The Recreation Coordinator Job Announcement and Description was posted on our website and shared on a few job recruitment sites. We received five viable applications and conducted four interviews. We offered the position to Kristin McDonald. We are happy to announce she has accepted the position. She has been working part-time for the District since June 16, 2000, and we are thrilled to bring her on in this role full time.

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 return after the Youth Basketball Season concludes.
- 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 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.
- 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 President's Week and Spring Break week, these weeks will include skating at the Skatepark (weather dependent).
- 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 the first dance!
 - Friday, December 6, 2024 – McKinleyville Schools PTO
 - 207 Middle Schoolers attended this dance
 - Friday, February 7, 2025 – Jacoby Creek PTO
 - 175 Middle Schoolers attended this dance
 - 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

December Rentals:

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

January Rentals:

- 8 Azalea Hall Rentals plus a weekly and a bi-weekly meeting room rental.
- 0 Pierson Park Rentals.
- 1 Teen Center Rentals.
- 20 Activity Center Rentals.
- 1 Activity Center and 1 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.

OTHER UPDATES:

Staff will attend the LWCF Grant Application Workshop Webinar on February 20, 2025. This is a 50% match grant. Staff will bring this back to the PARC Committee for discussion after this Webinar and more information is obtained.

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.

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.

Community Garden (Ciara Torres) – No new information.

Agenda Item 13 – Committee Member Announcements and Future Agenda Items

- Next Committee Meeting: March 19, 2025
- Next MCSD Board Meeting: March 5, 2025
- Agenda Item 7 – Possible Addition of Tribal Land Acknowledgement to PARC Procedures
- Update from staff on the LWCF 50% Matching Grant possibility.

Agenda Item 14 - Adjournment Meeting Adjourned at 7:06 pm



Kirsten Messmer, Parks & Recreation Director