

**PHYSICAL ADDRESS:**

1656 SUTTER ROAD  
McKINLEYVILLE, CA 95519

**MAILING ADDRESS:**

P.O. BOX 2037  
McKINLEYVILLE, CA 95519



**MAIN OFFICE:**

PHONE: (707) 839-3251  
FAX: (707) 839-8456

**PARKS & RECREATION OFFICE:**

PHONE: (707) 839-9003  
FAX: (707) 839-5964

**TO: MEMBERS, RECREATION ADVISORY COMMITTEE**

**FROM: LESLEY FRISBEE, PARKS & RECREATION DIRECTOR**

**SUBJECT: STAFF NOTES FOR JULY 21, 2022 MEETING**

**AGENDA ITEM I- Introductions, Call to Order & Flag Salute**

**AGENDA ITEM II - Communications**

*Staff or members may communicate any pertinent information not already scheduled to be discussed on the agenda.*

**AGENDA ITEM III - Public Comment**

*Any person may address the Committee at this time upon any subject not identified on this Agenda but within the jurisdiction of the McKinleyville Community Services District.*

**AGENDA ITEM IV – Skatepark Collective Presentation**

Martin Fusek and Ciara Torres to speak about current and recent happenings regarding skatepark fundraising and events.

**AGENDA ITEM V — Recreation Director Report**

Recreation Program Updates

- Drop-in Pickleball is running on Friday evenings 6:30pm-8:30pm. \$4 per person
- Drop-in Kung Fu is on Tuesday and Thursday evenings 6:00pm-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 8-12 people per class.
- The two sessions of Tot-letics T-ball started July 9th are full.
- Kids Camp Summer Day Camp started on June 20<sup>th</sup> and will run for 9 weeks of summer through August 19<sup>th</sup>. The program is serving 20-25 youth per day.
- Summer Basketball for 7<sup>th</sup>-9<sup>th</sup> graders started on June 29<sup>th</sup> with full enrollment.
- Staff was recently hired for the re-opening of Sunday Night drop-in Basketball. The program re-started on Sunday, July 17th.
- Adult Softball League starts July 31<sup>st</sup>.

Park & Facility Maintenance Updates

Swings were replaced in Pierson and Hiller Parks. Landscaping in parks and Open Space Zones is growing non-stop. Parks Crew is busy with landscape maintenance. The tractor mower deck broke early in June causing some poorly mowed spaces and delays in maintaining spaces. A new mower deck has been acquired and the crew has been catching up. An additional landscape crew from Developed Employment Services has been contracted to help with open space maintenance 8 hours a

week from June through August. The Parks crew and NHES continue the routine schedule for maintenance on Central Ave. landscaping. Staff continues to keep up with daily/weekly routine facility and vehicle maintenance. Monthly inspections were conducted on all facilities and Open Spaces.

Two trees fell down at Hiller Park in June, one causing damage to the fence behind the Hiller Park restrooms. The fence is slated for repair within the next month.

Fire Sprinkler 5-year inspections were completed at Azalea Hall, Library, Activity Center and Teen Center.

Staff is getting quotes for interior renovations at Azalea Hall as funded by the Prop 68 Per Capita Grant program. The renovations will include new flooring in the Hewitt room and Lobby, renovated walls and new window coverings, a new front door and HVAC replacement. It is anticipated that all renovations will be complete by the end of the 2023 calendar year.

#### Facility Rentals & Use

10 Azalea Hall Rentals in June through September. 20 Pierson Park rentals June through September. The Activity Center is hosting 8 rentals this month, mostly for end of year events for various schools. Pierson Park picnic areas are very busy this summer, with rentals every weekend in June, Music in the Park events on Thursdays through out the end of June and through July and August.

The Boys & Girls Club of the Redwoods Teen Club at the Teen & Community Center is averaging 18-21 youth per day. The kitchen at the teen center continues to be underutilized by vendors. We still do not have anyone on staff with skills or capacity to offer cooking classes.

#### Vandalism Report

Staff have responded to vandalism on mid-town trail, park restrooms and had to have a lock fixed at the Activity Center that had been vandalized. Garbage and clean-up related to homeless camps in open spaces is on going and is found mostly in the Fernwood open space near Parkside Dr.

#### Hewitt Ranch Property Updates

No updates at this time.

#### North Bank River Property Updates

No updates at this time. Staff is reviewing potential grant funding for development project planning through Wildlife Conservation Board Public Access Grant.

#### Other updates:

- Staff is preparing to re-start the Playgroup Program next month, beginning on August 25<sup>th</sup>. Playgroup will be offered Thursday's weekly from 10:00am-12:00pm. This program is grant funded through First 5 Humboldt.
- Staff completed Kitchen Manager Safety course in June as required for the operation of the commercial kitchen at the Teen Center.
- The McKinleyville Area Fund awarded \$3,574 to Parks & Rec for the purchase of replacement roller skates for the Activity Center. The skates have been ordered and should be received in 3 to 4 weeks.
- Staff continues to participate as members of the McKinleyville Chamber of Commerce Board of Directors, the McKinleyville Family Resource Center Board of Directors and the Boys & Girls Club of the Redwoods Board of Directors.
- Staff continues to provide support to other departments of the District; assisting with accounts payable, payroll, and facilitating professional development workshops.

*Action: Information*

## **AGENDA ITEM VI – Community Forest**

The monthly meeting with Green Diamond Resource Co. and Trust for Public Lands was held on June 6<sup>th</sup>. GDRC and TPL continue to work on the appraisal of the property. TPL reported that the timber appraisal is 90% complete. GDRC is working on encroachment issues and lot line adjustments for the legal descriptions of the property. District staff will be walking potential and existing access points with GDRC staff on July 19<sup>th</sup>.

*Action: Information*

## **AGENDA ITEM VII – BMX Track & Park Project**

Staff released the RFP for design for the BMX Track & Park project on June 30<sup>th</sup>. Proposals are due July 29<sup>th</sup>. The awarding of the contract will go to the MCSD board for approval on September 7<sup>th</sup>.

*Action: Information*

## **AGENDA ITEM VIII – Dog Park Fencing**

Staff researched the cost of chain link fencing. The cost range is roughly \$12-\$20 per linear foot of fencing. An 80' by 80' or 6400 sq. ft. enclosure would cost approximately \$3,840 to \$6,400.

*Action: Discussion*

## **AGENDA ITEM VIX – Intermodal Transportation Committee Report**

Ben Winker to report on work of County Intermodal Transportation Committee.

*Action: Information*

## **AGENDA ITEM X – Report on Actions of MCSD Board from May (no Actions related to Parks & Rec in June)**

### **AGENDA ITEM D. CONSENT CALENDAR:**

*D.5 Consider Adoption of Resolution 2022-20 Amending the Rules and Regulations Rule 45.03.b Facility Use Fees and 45.03.c Event Services Fees*

**Motion:** *It was moved to approve the Consent Calendar.*

**Motion by:** *Director Binder; **Second:** Director Mayo*

*There were no comments from the Board or public.*

**Roll Call:** *Ayes: Binder, Mayo, and Couch Nays: None Absent: Clark-Peterson, Orsini*

**Motion Summary:** *Motion Passed*

*E.3 Consider Approval of the Right of Entry, Design and Construction Agreement between the Humboldt Skate Park Collective and McKinleyville Community Services District*

*Recreation Director Lesley Frisbee gave an overview of the item. There were no questions or comments from the Board or the Public.*

**Motion:** *It was moved to approve the Right of Entry, Design, and Construction Agreement between the Humboldt Skate Park Collective and the McKinleyville Community Services District.*

**Motion by:** *Director Binder; **Second:** Director Mayo*

**Roll Call:** *Ayes: Binder, Mayo, and Couch Nays: None Absent: Clark-Peterson, Orsini*

**Motion Summary:** *Motion Passed*

*Action: Information*

## **AGENDA ITEM XI – Ad Hoc Committee Reports**

Skate Park (Charlie Caldwell):

Fischer Ranch Estuary Project (Johnny Calkins)  
BMX Bike Track & Park at School/Washington (Charlie Caldwell) **Agenda Item VII**  
Community Garden (Ben Winker)

*Action: Information*

**AGENDA ITEM XII– Discuss Agenda Topics for Next Meeting**

*Action: Discussion*

**AGENDA ITEM XII – Adjournment**