

**MINUTES OF THE REGULAR MEETING OF THE PARK AND RECREATION COMMITTEE (PARC)
HELD ON WEDNESDAY, JANUARY 21, 2026 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 6:10 pm. with following committee members in attendance in person at the MCSD Office:

Charlie Caldwell – Chair
Amy Scott – Vice Chair
Phil Heidrick
Dana Merrill
Jennifer Ortega
Patti Stuart

Absent:
Heidi Conzelmann
John Kulstad
Ciara Torres
Areaa Yassan
*Scott Binder - MCSD Board Director (non-voting member)

Staff in Attendance:
Kirsten Messmer

Members of the Public: Steve & Trudy Thomas

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 to the agenda. Item 8 was pulled from the agenda, and will be brought back to a future PARC Meeting.

Agenda Item 4 – Approval of Agenda

Motion: It was moved to approve the agenda, with pulling item 8.
Motion by: Committee Member Stuart; **Second:** Committee Member Scott
There were no comments from the Committee or public.
Roll Call: Ayes: Caldwell, Heidrick, Merrill, Ortega, Scott, Stuart, Nays: None Absent: Conzelmann, Kulstad, Torres, Yassan
Motion Summary: Motion passed.

Agenda Item 5 – Public Comment

There was Public Comment from Dennis Mayo.

Agenda Item 6 - Approval of the December 17, 2025 Meeting Minutes

Motion: It was moved to approve the December 17, 2025 Meeting Minutes.
Motion by: Committee Member Merrill; **Second:** Committee Member Scott
There were no comments from the Committee or public.
Roll Call: Ayes: Caldwell, Heidrick, Merrill, Ortega, Scott, Stuart, Nays: None Absent: Conzelmann, Kulstad, Torres, Yassan

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 of the MCSD and McKinleyville BMX Memorandum of Understanding (MOU) (Action)

This item was pulled from the agenda.

Agenda Item 9 – Discuss Recruitment for a McKinleyville High School Student to Serve on the PARC Committee (Information)

Parks & Recreation Director Messmer presented the item. Committee discussion about coming up with a recruitment strategy for a McKinleyville High School student to serve on the PARC Committee.

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 is back to 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.
- 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 is yet to be determined. The classes are once a week for four weeks. 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 \$10per person per class. Bulk class passes are available to purchase at \$7.50per 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 is a drop-in basketball program for youth ages 13 to 17. Drop-in is \$5 per participant. During the Youth Basketball Season this program is suspended due to needing to use the gym for YBB Practices Monday-Friday afternoon and evenings, it will resume after the season is over.
- The Youth Basketball League will run from January 10 to February 28. The league is for youth in 3rd-9th grades. Registration fees are \$85 for McKinleyville residents and \$90 for non-residents.
- The Pee Wee Basketball League's registration will open January 1st, the league will run from April 4 to May 16, 2026. The league is for youth in TK –2nd grades. Registration fees are \$85 for McKinleyville residents and \$90 for non-residents.
- Sunday Night drop-in Basketball is averaging 8-10 participants per week.

- Every Thursday from 10:30am to 12:30pm, the Activity Center hosts a playgroup for children ages 0–5 and their guardians. Starting February 15 we are testing out a Sunday playgroup session from 9:30-11:30am.
- The Tot-letics: Soccer session will be run March 7 through April 4th, registration will open February 2, 2026. The Tot-letics: T-Ball session will be run May 23 through June 20, registration will open April 6, 2026. The registration fee is \$80 for McKinleyville residents and \$85 for non-residents.
- We are partnering with MUSD this school year for After-school Leader Staffing.
- President’s Week and Spring Break Weeks Breakout sessions will be Feb.17-20 and April 13-17, 2026 and will be Skate and Scoot focused. Registration is open now, the weekly fee is \$185 for residents and \$190 for non-residents.
- We are partnering with some local PTO’s again to host 4 Middle School Dances this school year. The Dance dates are October 24 (sold out at just over 300 tickets sold), December 5 (187 tickets sold), February 13 and April 10.

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

December Rentals:

- 7 Azalea Hall Rentals plus a weekly and a bi-weekly meeting room rental.
- 0 Pierson Park Rentals.
- 0 Hiller Park Picnic Area Rentals.
- 0 Teen Center Rentals.
- 7 Activity Center Rentals.
- 5 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 one regular Vendors renting it for food preparation.

Agenda Item 12 – Ad Hoc Assignments & Committee Reports (Action)

Skate Park (Charlie Caldwell) – The committee is keeping this Ad Hoc Committee with Charlie Caldwell reporting out on it as we are actively fundraising for Phase 2 of the Skate Park. Fundraising is ongoing for Phase 2, about \$28,000 has been raised so far, Phase 2 is projected to cost \$250,000.

BMX Bike & Park at School/Washington (Charlie Caldwell) – The committee is keeping this Ad Hoc Committee with Charlie Caldwell reporting out on it as it is an active project. Rains have delayed construction. MCSD and MCKBMX are working on their MOU, MCKBMX is planning to have a State Qualifying Race in 2026.

Community Garden (Ciara Torres) – The committee is suspending this AD Hoc Committee as well , Ciara Torres will ask for Community Garden items to be placed on the PARC Agenda when she has something to report out on them.

Fischer Ranch Estuary Project – The Committee decided to suspend this Ad Hoc Assignment as there are no further projects planned for this development at this time.

Agenda Item 13 – Committee Member Announcements and Future Agenda Items

- Next Committee Meeting: April 15, 2026
- Next MCSD Board Meeting: February 4, 2026
- McKBMX MOU
- Yearly Update on Botanical Garden from Jane?

Agenda Item 14 - Adjournment
Meeting Adjourned at 7:04 pm



Kirsten Messmer, PARC Secretary