

Anderson Valley Community Service District

## PARKS AND RECREATION DEPARTMENT COMMITTEE

Monthly Meeting: Tuesday, May 20, 2025, 3:30pm

CSD Conference Room

14281 Hwy 128, Boonville CA 9541

### ZOOM LINK:

<https://us02web.zoom.us/j/88975410015?pwd=UCs2UGRVRkFjWDI5N00yRzdqU2dHQT09>

Zoom Password: 95415

### MEETING Agenda

Meeting called to order at: 3:39pm

### ATTENDANCE

Committee Members: Kathleen McKenna – CSD Rep, Donna Pierson-Pugh – Chair, Elizabeth Summers– member, Elizabeth Jensen – secretary, Alex Korn - member

**Attending:** Committee Members: Kathleen McKenna – CSD Rep, Donna Pierson-Pugh (phone) – member, Elizabeth Jensen – secretary, Alex Korn - member, Noor, Andres AV

1. **APPROVAL of MINUTES** for: Tuesday, April 15, 2025. MSA: Approved.

6:42 PM 05/13/25		Anderson Valley Community Services District Parks & Recreation Bank Account Balances	
Account		Balance	Total
12810 - REC Operations Funds in ...		0.00	
12840 - REC Long-Term Projects/F...		0.00	
12845 - TEEN Operating Funds in ...		86.52	
14801 - REC General		13,012.04	
14802 - SKATEPARK Bank Acct		134,015.75	
14803 - Youth Soccer Bank Acct		383.43	
14804 - TEEN Operating Acct-Sav...		6,230.40	
16500 - REC/TEEN Petty Cash		40.00	

2. **BUDGET REPORTS-** May's budget report

AVCSD Budget is out for review.

General (Parks & Rec): See link.

- a. Park: see link. NTR

3. **PROGRESS REPORTS / OLD BUSINESS/ACTIVITIES**

a. **CSD Board Meeting report:** NTR

i.AVCSD P&R WEBSITE: Looking for AV and/or CSD Photos.

[ ] ALL : Send any photos of AV or CSD services (Fire/Airport/Park)

b. **Communication :**

i.COMMUNITY BROCHURE/FLYER: No Progress.

c. **Community Park:**

i. AV PARK DAY - Event was a success.

li. [ ] BUMPER PROJECT (AK + DPP) : will coordinate a day to redo bumpers.

lii. [ ] FENCELINE/HEDGES PROJECT : No Solution. Pam recommended Valley Oak, fruitless mulberry trees. Fenceline is NOT currently included in the scope of the Skate Park Plan. Upcoming grant is potentially limited to “expansion” vs “renovation.” Discussion about CLEANING up debris of old fenceline. Andres mentioned potential \$1,557 remaining balance that may be available to use towards of cleaning up.

[ ] DPP : Follow up to see if we can use remaining funds to clean up old fenceline (remove logs and old posts/concrete/wire and smooth out landscaping AVHC boundary line (see above)).

iv: KIOSK REFINISHING & SHADECLOTH (Kathleen) : All completed.

v. SIGNS:

- [ ] RULES Signs acquired, \$400 to install (by Luis), waiting on hardware.
- [ ] EMJ : HELMET SIGN needs to be mounted.

vi. NEW EQUIPMENT/DEVELOPMENT :

- [ x ] Swing belt/bucket (EMJ) + chains replacement research. \$40/seat. \$100-150/seat + chain. Chains only cost about \$30/10' chain. QUESTION: How to successfully mount to crossbar or adjust mounts.

- [ ] EMJ: Look into dimensions and lengths of chains and whether replacement clamp/mounts available for cross bar.

vii. PARKING LOT FIXES: See above.

viii. DIRT/EARTH FILL : We have opportunity to have a large amount of dirt but we would need to store it until it could be used. [ ] (Noor) It may be important to confirm screening costs?

### ***FUTURE PROJECTS (pending):***

viii. MUSICAL ELEMENTS: \$1-2,000. Pending new funding. Look at the musical element on the Ukiah Rail Trail - homemade

ix. TODDLER ZONE: \$2-5,000. Pending new funding.

x. WOOD CHIPS have been added.

xi. LANDSCAPE/WIND BREAK & TREE LINE - LEEP Project - the county

xii. PARK PERGOLA REPAIR : 2nd Pergola slats repair STILL pending.

xiii. BATHROOM : we are holding back the bathroom project to leverage our broader grant funding.

xiv. \*NEW\* TEMPORARY HALF PIPE: Approved but we have decided NOT to go forward with it.

### **d. Teen Center:**

i.CPR - to be offered to students who completed the Wilderness CPR Course. May 2025. 6 student \$65 each Deleh is writing grant to AVEF. Just started.

ii.Ciomary interested in doing senior project to reinvigorate Teen Center

## **4. OUTREACH / FUNDING**

a. GENERAL Funding/Donations Report :

i. Reef Atwell with Rural Facilities Direct Loan & Grant Program - on HOLD.

- b. COMMUNITY PARK FUNDRAISING CAMPAIGN
- i. PRIVATE DONOR CAMPAIGN: Some \$\$ is coming in.
- ii. ART IN THE PARKS GRANT: State has released an invitation and received a letter of Intent.
- iv. Annual fundraising for the park maintenance: Rec Committee worked BrewFest this

## **5. RECREATION**

### **NEW ACTIVITIES/BUSINESS:**

- a. Rainwater Catchment: For landscaping irrigation. Could change detention tank to be larger holding area. Bad idea: drowning risk; mosquitos. Pump will require electricity. Elevated tank off of pavilion roof would solve the pumping problem. Would 3,000 gallon tank be enough to last summer?
- b. CONSERO CONTRACT : Grant Writer Consultants. Motion to make recommendation to Board re: approval of Consero contract.
- c. Community Planning meetings for SPP grant application: Have some of the community planning meetings occur at existing community meetings – Unity Club, AV Village, Senior Center.
- d. Fire Dept barbeque at Park: Saturday, 6/14. Will put notifications around the park.
- e. PINE LOGS IN PARK: CalFire has offered to pick up all of the logs and either move wherever we like or split it all... and kids can sell bundles??

**Next meeting agenda items:** Follow up on above,

**MEETING ADJOURNED:** pm

**Next**

**Parks & Rec Co meeting:** Tuesday, June 17, 2024 3:30 pm (in-person meeting at firehouse OR Zoom for those who RSVP)

Anderson Valley Community Service District

### **PARKS AND RECREATION DEPARTMENT COMMITTEE**

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## **MEETING Minutes**

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## **ATTENDANCE**

Committee Members: Kathleen McKenna – CSD Rep, Donna Pierson-Pugh – Chair, Elizabeth Summers– member, Elizabeth Jensen – secretary, Alex Korn - member

**Attending: Kathleen, Elizabeth J. Donna, Deleh, Alex**

4. **APPROVAL of MINUTES** for: Tuesday, March 18, 2025. MSA: KMc/ EMJ 3/0/0

## 5. **BUDGET REPORTS- April budget report**

- a. General (Parks & Rec): see attached.
- b. Park: see attached.
- c. New [P&R Budget Proposal](#) discussion and approval
  - [X] It would be helpful to discuss CPP columns to clarify use.
  - [X] It would be helpful to include “actual” income/expenses from last year, as well as previous budgeted and future expected.
  - [ X] Are Office Expenses Teen Center expenses?
  - [ X] \$4,190 Capital Improvements for parking lot?

- [ X] Asset Totals do not match the Bank Account Balances Report? Confusing b/c the P&R meeting is 3 weeks after so may be
- [ X] Do we really have \$8,590 in the General Rec account? Is this already encumbered?

i. Future funding from CA Endow: update - Noor has said we are still waiting for the previous board member to talk to friend who is now a board member to ask if able to donate.

lii. Teen Center: Discussion regarding importance of having a subaccount to identify funds from Grants separate from general funds. [X ] DPP : will follow up with Angela. Last June, when we received \$4,050 from CFMC \$3500 was erroneously put into the Rec Dept. account. Also, \$7500 was placed in TC and needs to be returned to P&R. Mosaic grant exceeded the grant budget \$573.24

## **6. PROGRESS REPORTS**

### **a. CSD Board Meeting report:**

i. AVCSD P&R WEBSITE: CSD including Parks and Rec Dept web page update. Torrey is working on the protocol. The Teen Center can also add to this.

### **b. Communication :**

ii. COMMUNITY BROCHURE/FLYER: spring activities flyer [ / ] EMJ is working on this and will bring to next meeting. No May flyer yet.

### **c. Community Park:**

i. AV PARK DAY (April 26th, 10am-2pm) : chain off the parking lot at 9:00am on Sat. - 5 gallons of water - DPP, snacks, melon

- RESET: Parking Spaces at improved angle. Alex
- ADD BUMPERS (~\$60/spot x 12 + rebar = \$1,000 ) so cars can better fit into each parking space. -Alex just unloaded 14 bummers. 4 people needed

- PAID BY: \$1,000 of Sueno Latino
- [ X ] AK : Order bumpers and rebar as needed, bill to Sueno Latino, PO Box 601 Boonville Contact Donna Pierson-Pugh, or dpp1130@gmail.com email.
- Edging to contain the grave under drinking fountain with a step for small folks.
- Other activities for kids; Move gravel and chips around tetherball, sweep gravel off handicapped parking
- Work on the plan for replacing the trees/hedge/fence between the park/clinic
- EJM has fronted funds for the signs. Which we can set- We need concrete for two signs. - Save this for another day or ask CAL Trans to dig the holes that Alex will mark.
- Alex's list of tools - EJM will bring tools, sun screen,
- Clean up detritus
- Teek oil on the Kiosk - Kathleen
- Shade cloth and attachment of the shade cloth - Kathleen
- [ ] EMJ : Flyer + post on FB for the Park Day.
- Portapotty combination is 21-36-12
- Weed picnic areas
- Gravel water foundation frame and for steps -

li. SIGNS:

- SIGN BUDGET from MCCF via Sueno Latino: \$1,400. ~\$900
- PARK NAME sign: delay entrance sign to create style, and obtain funding
- PARK RULES Signs. [ x ] EMJ will revisit Park Rules Signs (no posts). 1 big + 2 small 18x30
- [ ] EMJ : Order two 18" x 27" PARK RULES SIGNS and ask to bill Sueno Latino, PO Box 601 Boonville Contact Donna Pierson-Pugh, or dpp1130@gmail.com email. MSA: Kathleen/Alex 3/0/0 DPP will contact EJ regarding the change in the order, which leaves funding for the posts.
- AGE GROUPS Sign for play zones. [ ] EMJ will include these in quote requests.

- ☐ EMJ : HELMET SIGN needs to be mounted. EMJ will see if it is a sticker.
- ii. NEW EQUIPMENT/DEVELOPMENT :
- ☒ EMJ : Swing belt/bucket + chains replacement research. \$40/seat. \$100-150/seat + chain. Chains only cost about \$30/10' chain. QUESTION: How to successfully mount to crossbar or adjust mounts.
  - ☐ EMJ: Look into dimensions and lengths of chains and whether replacement clamp/mounts available for cross bar.
- iv. PARKING LOT FIXES: Pending new funding.
- RESET: Parking Spaces at improved angle.
  - ADD BUMPERS (~\$60/spot x 12 + rebar = \$1,000 ) so cars can better fit into each parking space.
  - PAID BY: \$1,000 of Sueno Latino
  - ☐ AK : Order bumpers and rebar as needed, bill to Sueno Latino, PO Box 601 Boonville Contact Donna Pierson-Pugh, or dpp1130@gmail.com email.
  - ☐ EMJ : Flyer + post on FB for the Park Day.
  - ☐ PARKING LOT PERIMETER : ☐ AK - Follow up on Boulders proposal.
- v. WATER FOUNTAIN: include in April Work Day- edging to contain the gravel.

### ***FUTURE PROJECTS:***

- vi. MUSICAL ELEMENTS: \$1-2,000. Pending new funding. Look at the musical element on the Ukiah Rail Trail - homemade
- vii. TODDLER ZONE: \$2-5,000. Pending new funding.
- viii. WOOD CHIPS have been added.
- ix. LANDSCAPE/WIND BREAK & TREE LINE - LEEP Project - the county
- x. PARK PERGOLA REPAIR : 2nd Pergola slats repair STILL pending.
- xi. BATHROOM Design Options discussion (AK): AK will develop our own design for 2 toilet rooms and drinking fountain. Septic engineer has a request for proposal. Vault toilet needs pumping every 3 months for 1500 gallons.



xii. \*NEW\* TEMPORARY HALF PIPE: Approved to be installed by the community and to be removed when Skate Park's work begins.

**d. Teen Center:**

i. CPR - to be offered to students who completed the Wilderness CPR Course. May 2025 maybe evening. 6 student \$65 each Deleh is writing grant to AVEF.

**4. OUTREACH / FUNDING**

a. GENERAL Funding/Donations Report :

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b. COMMUNITY PARK FUNDRAISING CAMPAIGN

i. PRIVATE DONOR CAMPAIGN: Some \$\$ is coming in.

ii. ART IN THE PARKS GRANT: State has released an invitation and received a letter of Intent.

iii. CA State LWCF grant: NTR

iv. Annual fundraising for the park maintenance: Brew Fest?, ....NTR

**OLD BUSINESS/ACTIVITIES**

**5. RECREATION** - DPP set up mowing, asking Taylor and Junior for estimates on cost

**NEW ACTIVITIES/BUSINESS:**

**Next meeting agenda items:** Follow up on above,

**MEETING ADJOURNED:** pm

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