

AV Community Service District Parks and Recreation Department

Wednesday September 27, 2023, 2:15pm

PLEASE NOTE NEW [ZOOM LINK](#) - Password: 95415

MEETING [AGENDA](#)

Meeting called to order at pm

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

Attending:

Approve minutes for Wednesday, August 23, 2023 : MSA:

Reports

1. Budget Report:

Recreation :

- CA Endowment :
- Per Capita : PENDING reimbursement
- General : \$0 (\$1,756 owed back from Per Capita spending)

Teen : ~\$11,000 - loan \$7,696 for final PC spend down

Soccer : \$393.83

Skate Park: [<https://docs.google.com/spreadsheets/d/1oMOPT6rJlatgqe8rgyX7ZAL7jPHFRNxrkKkTyrAcedHQ/edit?usp=sharing>])

2. CSD Board Meeting report:

3. Teen Center Report: Set up a board

4. Community Park Report:

- Possible grant: Outdoor Equity grant - set meetings
- Per Capita update on reimbursement::
- CA Endowment : progress report (\$25,000 + \$25,000 in Nov)
 - PENDING : Remainder of Playground Equipment & Installation.
 - PENDING : Trash/Recycling
 - PENDING : Water fountain
- Pruning & Mowing :
- Trash & Recycling :

Old Activities/Business

1. Review activities/post-event forms:
2. Improving communication in the Valley: Anya and Martha (Elizabeth Summers & Wyant and DPP are willing to help) are working on a Message board at the park.
3. Update on Parks & Recreation Mission and Vision Statement: *The Mission of the Anderson Valley Community Service District is to enhance the quality of life through enjoyable and healthy recreational opportunities for all members of the Anderson Valley Community. We are committed to supporting community venues and we encourage and support individuals and groups who want to offer recreational classes or activities.*
4. Community Park table at the Fall Fundraising Fling 9/16: report
5. Approve [survey](#) to use for monthly check-off in Park Google file (see below or use link)

New Activities/Business

1. - We need make a survey for family/business sponsors

Meeting adjourned : pm

Items for next meeting : park activities grant

Next Meeting : Weds. October 25, 2023 2:15pm in-person meeting at firehouse OR Zoom for those who RSVP

**AV Community Service District
Parks and Recreation Department
Minutes**

Wednesday August 23, 2023, 2:15pm

PLEASE NOTE NEW [ZOOM LINK](#) - Password: 95415

Meeting called to order at 2:21 pm

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

Attending: Elizabeth Summer, Kathleen Anya

Approve minutes for Wednesday, July 26, 2023 : MSA: 4/0/0

Reports

1. Budget Report:

Recreation :

- CA Endowment : (Left to spend : \$25,000) \$7,800 owed back from Per Capita spending.
- Per Capita : (Left to spend : **\$23,653**) Pending Reimbursement : **\$8,647** (**new loan of \$16,353 from CA Endowment)
 - PENDING : Parking Lot bumpers \$1,349, \$21,000 SPEC (to spend down Per Capita)
- General : \$0 (\$1,756 owed back from Per Capita spending)

Teen : ~\$11,000 - loan \$7,696 for final PC spend down

Soccer : \$393.83

Skate : \$20,000 (see Noor's Skate Park Budget Any new expenses expected in the next 2 months?

[<https://docs.google.com/spreadsheets/d/1oMOPT6rJatgqe8rgyX7ZAL7jPHFRNxrKkTyrAcedHQ/edit?usp=sharing>]

2. CSD Board Meeting report: Patrick Miller from Land Trust shared a proposal that local businesses collect a 1% optional donation or a “round up” like they do in Mendocino for the Humane Society and the Coop in Ukiah. Question whether the Chamber is still in business.

3. Teen Center Report: N/A

4. Community Park Report:

- Possible grant
- Per Capita update on spend down:
- CA Endowment : progress report (\$25,000 + \$25,000 in Nov)
 - PENDING : Remainder of Playground Equipment & Installation.
 - PENDING : Trash/Recycling
 - PENDING : Water fountain
- Pruning & Mowing & Trash & Recycling :

Old Activities/Business

1. Review activities/post-event forms. : NTR
2. Improving communication in the Valley: Anya and Martha are working on a Message board at the park.
3. Update on Parks & Recreation Mission and Vision Statement: Anya is working on a brochure with EMJ and will include the Mission Statement on it for the 9/16 fundraising event.
4. Community Park table at the Fall Fundraising Fling 9/16: Sign up to be at the table, sign up for: park activities/projects/volunteer maintenance help, message, sign up sheet for volunteer to review the state of the park, family sponsor the park, find funding for events: DPP check on CFMC local grant. DPP contact Martha re: tile making, and Chris Bing, Rebecca ideas, DPP- clipboards and tables cloths, bring Elliott's digger, buy little balls. Sat. 3 - 7:00 - Kathleen, Donna, maybe ES

New Activities/Business

2. [CSD park ordinance](#) - review and share at the Park subcommittee meeting KM/ES MSA:4/0/0
 3. [Maintenance Plan and check off sheet](#) - approve sheet to use for monthly check off in Park Google file - make a survey for family/business sponsors - Anya for help with digital signature
 4. [Rec policy and procedures](#) review and approve - CSD requested we review and make - approved KM/Anya 4/0/0
- Meeting adjourned : 3:53 pm Items for next meeting : park activities grant

Next Meeting : September 27, 2023 2:15pm in-person meeting at firehouse OR Zoom for those who RSVP

Park Maintenance Check

Please indicate any needed maintenance below

This form is automatically collecting emails from all respondents. [Change settings](#)

Surfacing *

| | Satisfactory | Not applicable | Needs attention |
|----------------------------|--------------------------|--------------------------|--------------------------|
| Contamination, water p... | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Compaction, depth, cont... | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Exposed footing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Performance *

| | Satisfactory | Not applicable | Needs attention |
|----------------------------|--------------------------|--------------------------|--------------------------|
| Entanglement and Head... | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Looping or protrusion H... | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sharpe points/edges | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Maintenance *

| | Satisfactory | Not applicable | Needs Attention |
|-----------------------------|--------------------------|--------------------------|--------------------------|
| Swings: chains, seat iss... | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Bearings/fasteners/part... | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Wood splintering/cracke... | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Structures/elements: da... | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Porta-potty | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Litter, garbage issues | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |