

AV Community Service District Parks and Recreation Department

Wednesday November 29, 2023, 2:15pm

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

MEETING Agenda

Meeting called to order at

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

Attending:

Approve minutes for Wednesday, Oct 25, 2023 : MSA:

Reports

1. Budget Report:

Recreation :

- CA Endowment : second grant for 2023 received
- Per Capita : PENDING final reimbursement after inspection and final forms (audit checklist, final funding sources form, project completion certification form, and payment request form and GEF) completed
- General : (\$2549.00 + \$996.00 shipping = \$3545 ADA portapotty donation, \$1340.00 from the Lion's donation for the portapotty.)

Teen Center : ~\$11,000

Soccer : \$393.83

Skate Park: <https://docs.google.com/spreadsheets/d/1oMOPT6rJlatgqe8rgyX7ZAL7jPHFRNxrKkTyrAcedHQ/edit?usp=sharing>]

2. CSD Board Meeting report:

3. Teen Center Report: Meeting 11/1

4. Community Park Report:

- Outdoor Equity grant (Activities/Events/Field Trips) -update
- Per Capita update on reimbursement: \$8,647 was received. Final \$23,000 won't be reimbursed until equip is installed, reviewed by Kevin, and then up to 45 days after that.
- CA Endowment : progress report (new grant received \$25,000 in Nov). We will be paying for the remaining balance due on playground equipment and installation with this. (\$32,550)
- Porta Potty : We will purchase larger ADA/family porta-potty after the new year. We will then lock the old PP

Old Activities/Business

1. Review activities/post-event forms:
2. Improving communication in the Valley: (Anya, Martha, Elizabeth Summers & Wyant and DPP) Martha shared a design - the cost for the new design is ~\$2000 the previous cost.
3. Approve [survey](#) to use for monthly check-off in Park Google file (see below or use link) on Jotform.
 - [] (AF/EMJ) FLYER or use BROCHURE to invite : weekly park clean-up, monthly maintenance check, work party (landscaping/construction), "Community Engagement Idea," "Connect your employees with a day at the park"
 - [] SIGNAGE : A "Thank You" for whomever is the sponsor

4. Mosaic trash/recycle bins pilot project

New Activities/Business

1. Discuss Tannenbaum storage situation
2. How best to use time and manage meetings for all skill sets.
3. A portion of Skate park funds could be put into interest earning County account.

Meeting adjourned : pm

Items for next meeting: Next Meeting : Parks & Rec meeting: Weds. December 27, 2024 2:15pm in-person meeting at firehouse OR Zoom for those who RSVP

AV Community Service District Parks and Recreation Department

Wednesday October 25, 2023, 2:15pm

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

MEETING Minutes

Meeting called to order at 2:25

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

Attending:

Approve minutes for Wednesday, Sept.27, 2023 : MSA: DPP/KMc

Reports

1. Budget Report:

Recreation :

- CA Endowment : waiting on second installment, was reimbursed \$7,969 from Per Capita reimbursement
- Per Capita : PENDING final reimbursement after inspection and final forms (audit checklist, final funding sources form, project completion certification form, and payment request form and GEF) completed
- General : \$0 plus \$2549.00 + \$996.00 shipping = \$3545 ADA portapotty donation, \$1340.00 from the Lion's donation for the portapotty.

Teen Center : ~\$11,000

[X] : DPP/KMc/C review budget reporting

Soccer : \$393.83

Skate Park: \$1756 reimbursed

[<https://docs.google.com/spreadsheets/d/1oMOPT6rJlatgqe8rgyX7ZAL7jPHFRNxrKkTyrAcedHQ/edit?usp=sharing>]]

2. CSD Board Meeting report: Outdoor Equity Grant resolution was approved and just needs Val.

3. Teen Center Report: Meeting 11/1 at 5:30 in the HS cafeteria to brainstorm activities and perhaps rebrand the Teen Center as a youth activity (wider age span) provide childcare

4. Community Park Report:

- Possible grant: Outdoor Equity grant (Activities/Events/Field Trips) -update

[] DPP : Anya suggested “Jotform” may be option for survey for community feedback. Initial brainstorm and then create a list and second round can add their option.

AV CSD Parks & Rec. holding a “Public Hearing” regarding Outdoor Equity Grant on October 25, 3:30pm. (deadline December 14).

- Per Capita update on reimbursement: \$8,647 was received. Final \$23,000 won't be reimbursed until equip is installed, reviewed by Kevin, and then up to 45 days after that.

- CA Endowment : progress report (reimb: \$25,000 + \$25,000 in Nov). We will be paying for the remaining balance due on playground equipment and installation with this.

- Porta Potty : We can now purchase larger porta-potty, but will wait until after the new year. We will then lock the old PP

Old Activities/Business

1. Review activities/post-event forms: Karate continues. Garden continues. No Ballet.

2. Improving communication in the Valley: (Anya, Martha, Elizabeth Summers & Wyant and DPP) Martha shared a design - the cost for the new design is ~\$2000 the previous cost. Ask CFMC for a doner-advisor grant for this and a little library. Anya will ask Martha.

3. Approve [survey](#) to use for monthly check-off in Park Google file (see below or use link)

- Jotform may provide a better electronic version.

- [] Anya/DPP will work to create a Jotform account and explore.

- - [] (AF/EMJ) FLYER or use BROCHURE to invite : weekly park clean-up, monthly maintenance check, work party (landscaping/construction), “Community Engagement Idea,” “Connect your employees with a day at the park” - Hold off on this at this point
- - [] SIGNAGE : How to create a “Thank You” for whomever is the sponsor? Hold off on this at this point

New Activities/Business

4. Decision on two or one portapotty - keep both and lock the little one until spring
5. Outdoor Equity Grant Survey questions - Noor will ask Louise about the soccer field and track - bathroom, bioswale, border compatible with the park. Mosaic trash/recycle bins, make tiles, plant native plants in the bioswale
6. How best to use time and manage meetings for all skill sets. - postponed
7. A portion of Skate park funds could be put into interest earning County account.

Meeting adjourned : 3:15 pm

Items for next meeting:

Next Meeting : Public Hearing for Outdoor Equity grant at AVHS library today 3:30, Parks & Rec meeting: Weds. November 29, 2024 2:15pm in-person meeting at firehouse OR Zoom for those who RSVP

AVCSD Parks & Rec

Park Maintenance Check-off Form

Please indicate condition of park elements and any needed maintenance below.

Surfacing and paths

	Satisfactory	Not applicable	Needs attention	Needs immediate attention
Contamination, water pooling	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Compaction, depth, containment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Exposed footing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cracks or holes in concrete or soil	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Performance

	Satisfactory	Not applicable	Needs Attention	Needs immediate attention
Entanglement and Head/Neck Entrapment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cleanliness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Looping or protrusion Hazards	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharp points/edges	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Repairs/maintenance

	Satisfactory	Not Applicable	Needs attention	Needs immediate attention
Swings: chains, seat issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bearings/fasteners/parts: lubrication, missing/loose	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wood splintering/cracked, surfaces rusting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Structures/elements: damaged/graffiti	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Porta-potty	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Litter, garbage issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Anything we should know?

Optional

Submit