

Anderson Valley Community Service District
PARKS AND RECREATION DEPARTMENT COMMITTEE

Monthly Meeting: Tuesday, April 15, 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: pm

ATTENDANCE

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

Attending:

1. **APPROVAL of MINUTES** for: Tuesday, March 18, 2025. MSA:
2. **BUDGET REPORTS- April budget report**
 - a. General (Parks & Rec): see attached.
 - b. Park: see attached.
 - c. New [P&R Budget Proposal](#) discussion and approval
 - [] It would be helpful to discuss CPP columns to clarify use.
 - [] It would be helpful to include “actual” income/expenses from last year, as well as previous budgeted and future expected.
 - [] Are Office Expenses Teen Center expenses?
 - [] \$4,190 Capital Improvements for parking lot?
 - [] Asset Totals do not match the Bank Account Balances Report?
 - [] Do we really have \$8,590 in the General Rec account? Is this already delegated?
 - i. Future funding from CA Endow: update - Noor has said we are still waiting for previous board member to talk to friend who is now a board member to ask if able to donate.
 - iii. Teen Center: Discussion regarding importance of having a subaccount to identify funds from Grants separate from general funds. [] DPP : will follow up with Angela.
3. **PROGRESS REPORTS**
 - a. **CSD Board Meeting report:**
 - i. AVCSD P&R WEBSITE: CSD including Parks and Rec Dept web page update.
 - b. **Communication :**
 - i. COMMUNITY BROCHURE/FLYER: spring activities flyer [/] EMJ is working on this and will bring to next meeting.
 - c. **Community Park:**
 - i. AV PARK DAY (April 26th, 10am-2pm) :
 - 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.
 - 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
 - [] EMJ : Flyer + post on FB for the Park Day.
- ii. SIGNS:
- SIGN BUDGET from MCCF via Sueno Latino: \$1,400.
 - 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 :
- [x] 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.
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 - [] 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 :
 - 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.
 - iii. CA State LWCF grant: NTR
 - iv. Annual fundraising for the park maintenance: Brew Fest?,NTR

OLD BUSINESS/ACTIVITIES

5. RECREATION

NEW ACTIVITIES/BUSINESS:

- a.

Next meeting agenda items: Follow up on above,

MEETING ADJOURNED: pm

Next Parks & Rec Co meeting: Tuesday, May 15, 2024 3:30 pm (in-person meeting at firehouse OR Zoom for those who RSVP)

Anderson Valley Community Service District
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MEETING Minutes

Meeting called to order at: 3:34 pm

ATTENDANCE

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

Attending: Donna Pierson-Pugh – Chair, Elizabeth Jensen – secretary, Deleh Mayne - Teen Center Coordinator, Alex Korn - member

1. **APPROVAL of MINUTES** for: Tuesday, February 21, 2025. MSA: DPP/ EMJ ???

2. **BUDGET REPORTS**

4:04 PM
03/11/25

Anderson Valley Community Services District
Parks & Rec Department
Bank Account Balances

Account	Balance Total
12810 · REC Operations Funds in ...	-67.06
12840 · REC Long-Term Projects/F...	0.00
12845 · TEEN Operating Funds in ...	7,956.58
14801 · REC General	8,540.90
14802 · SKATEPARK Bank Acct	85,708.03
14803 · Youth Soccer Bank Acct	393.83
14900 · TEEN Operating Acct-Savin...	2,144.34
16600 · REC/TEEN Petty Cash	40.00

a. General (Parks & Rec): see attached.

b. Park: see attached.

c. New P&R Budget Proposal

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- i. Future funding from CA Endow: update - Noor has said we are still waiting for previous board member to talk to friend who is now a board member to ask if willing to donate.
- ii. Park Budget:
- iii. Teen Center: Discussion regarding importance to have a subaccount to identify funds from Grants separate from general funds. [] DPP : will follow up with Angela.

3. **PROGRESS REPORTS**

a. CSD Board Meeting report: Insurance issues update. NTR

b. Community Park:

i. SIGNS:

- SIGN BUDGET from MCCF via Sueno Latino: \$1,400.
- PARK NAME sign: Discussion to delay entrance sign and take more time to create style, etc.
- 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 leave funding for the posts.

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- EMJ : HELMET SIGN needs to be mounted. EMJ will see if it is a sticker.
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 - EMJ: Look into dimensions and lengths of chains and whether replacement clamp/mounts available for cross bar.
- iii. TRASH bins: installed (see below)
- iv. PARKING LOT FIXES: Pending new funding.
 - AV PARK DAY (April 26th, 10am-2pm) :
 - RESET: Parking Spaces at improved angle.
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 - EMJ : Flyer + post on FB for the Park Day.
 - PARKING LOT PERIMETER : AK - Follow up on Boulders proposal.
- v. WATER FOUNTAIN: all fixed and gravel in a pile but not edging to contain the gravel.
 DPP : will create a gravel pit at base of water fountain to collect water runoff.

RESERVE 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.
- c. Teen Center:
- Wilderness First Aid Course. 2 day course in Berkely students have to be 16. April 18-20. 3 kids. Estimated cost reduced transportation, lodging, meals \$2492. MSA: KMC and Alex 3/0/0
- CPR - offered to students who completed the Wilderness CPR Course. May 2025 maybe evening. 6 student \$65 each Deleh is writing grant to AVEF.

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iii. CA State LWCF grant: NTR

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

OLD BUSINESS/ACTIVITIES

5. RECREATION

a. New Activities - approval of the Teen Center Wilderness course - above

6. COMMUNICATION :

a. COMMUNITY BROCHURE/FLYER: spring activities flyer

- [/] EMJ is working on this and will bring to next meeting.

b. AVCSD P&R WEBSITE: Parks and Rec Dept web page modified to allow cell phone access.

Torrey will create a new website so this will be on HOLD. Link the social media with the website.

March 26 will be a kick-off meeting to discuss the new website.

NEW ACTIVITIES/BUSINESS:

a. Notification to entities that no longer have CSD insurance coverage: Karate, Community Garden, Teen Center's Faulkner Park improvement project.

b. Deleh Manye has agreed to be a non-voting member of the Rec Committee

Next meeting agenda items: Follow up on above,

MEETING ADJOURNED: pm

Next Parks & Rec Co meeting: Tuesday, April 15, 2024 3:30 pm (in-person meeting at firehouse OR Zoom for those who RSVP)