

February 18, 2025 Regular Meeting of the McKinleyville Community Forest Committee

Time: 5:30 p.m.

Location: Azalea Hall, 1620 Picket Road, McKinleyville, California

Or

Teleconference via ZOOM or Telephone

Use ZOOM MEETING ID: 848 9634 6527 (<https://us02web.zoom.us/j/84896346527>)

or DIAL IN TOLL FREE: 1-888-788-0099 (No Password Required!)

To participate by teleconference, please use the toll free number listed above, or join through the internet at the Zoom App with weblink and ID number listed above, or the public may submit written comments to the Board Secretary at: comments@mckinleyvillecsd.com up until 4:30 p.m. on Monday, February 17, 2025.

All Public Comment received before the above deadline will be provided to the Committee at 9 a.m. on Tuesday, February 18, 2025 in a supplemental packet information that will also be posted on the website for public viewing.

Agenda

1 Call To Order & Roll Call

2 Pledge of Allegiance

3 Additions or Changes to the Agenda

Items may be added to the Agenda in accordance with Section 54954.2(b)(2) of the Government Code (Brown Act), upon a determination by two-thirds vote of the members of the legislative body present at the time of the meeting, or, if less than two-thirds of the members are present, a

unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the McKinleyville Community Services District after the Agenda was posted.

4 Approval of the Agenda

5 Public Comment and Written Communications

Any person may address the Committee at this time upon any subject not identified on this Agenda but within the jurisdiction of the McKinleyville Community Forest Committee; however, any matter that requires action will be referred to staff for a report of action at a subsequent Committee or Board meeting. As to matters on the Agenda, an opportunity will be given to address the Board when the matter is considered. Comments are limited to 3 minutes. Letters should be used for complex issues.

6 Consider Approval of Minutes of the Regular Meeting of the McKinleyville Community Forest Committee on January 21, 2025

Attachment 1 – Draft Minutes from January 21, 2025 (P. 5)

7 Trails, Infrastructure, Cleanups, and Security Subcommittee Report (P. 9)

8 Forest Management Plan and Funding/Budget Subcommittee Report (P. 11)

9 Discuss Draft Infrastructure Projects and Project Ranking (P. 13)

Attachment 1 – Draft Infrastructure Project List Ranked (P.15)

10 Update on Exploration of Establishment of a 501(c)3 Non-Profit (P. 17)

Attachment 1 – Expendable Field of Interest Fund Agreement (P. 21)

Attachment 2 – Organizational Fund Agreement (P. 23)

Attachment 3 – Humboldt Area Foundation Investment Performance Summary (P. 29)

11 Review and Consider Recommendation of the Draft Trails, Infrastructure, Clean-ups, and Security (TICS) Subcommittee and Forest Management Plan and Funding/Budget Subcommittee Descriptions for Adoption by Ordinance by the McKinleyville Community Services District (MCSD) Board of Directors (P. 33)

Attachment 1 – Draft TICS Subcommittee Description (P. 35)

Attachment 2 – Draft Forest Management Plan and Funding/Budget Subcommittee Description (P. 39)

12 Committee Member Announcements and Future Agenda Items

- Next Committee Meeting: March 18, 2025
- Rules and Regs Updates: E-Bike Regulations
- TICS Meeting: February 25, 2025 at 5:00 p.m. at MCSD Office (1656 Sutter Road)
- FMP Meeting: March 4, 2025 at 4:30 p.m. at MCSD Office (1656 Sutter Road)

13 Adjournment (Estimated 7:00 p.m.)

Posted 5:00 p.m. on February 14, 2025

Pursuant to California Government Code Section 54957.5. this agenda and complete packet are available for public inspection upon request at the MCSD office, 1656 Sutter Road, McKinleyville. If you would like to receive the complete packet via email, free of charge, contact the Board Secretary at (707)839-3251 to be added to the mailing list.

McKinleyville Community Services District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the Board Secretary at (707) 839-3251. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements for accommodations.

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MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY FOREST COMMITTEE (MCFC) HELD ON TUESDAY, JANUARY 21, 2025 at 5:30 P.M. IN PERSON AT AZALEA HALL – 1620 PICKETT ROAD, MCKINLEYVILLE, CALIFORNIA

and

TELECONFERENCE Via ZOOM & TELEPHONE:

ZOOM MEETING ID: 848 9634 6527 (<https://us02web.zoom.us/j/84896346527>) or DIAL IN TOLL FREE: 1-888-788-0099

NOTE: Items are listed in the chronological order in which they were considered.

1 Call To Order

The meeting was called to order at 5:30 p.m.

Roll Call

The following committee members and staff were in attendance in person at Azalea Hall.

- Gregory Orsini, Chair, MCSD Board Director (Non-Voting Member)
- James Biteman, MCSD Board Director (Non-Voting Member)
- James Henry, MCSD Operations Director
- Kirsten Messmer, MCSD Parks and Recreation Director
- Jens Andersen, MCSD Recreation Coordinator
- Joel Rink, Forester/RPF Member
- Tyler Brown, Natural Resources Services Agency Member
- Maya Conrad, MMAC Appointee Member (**Arrived at 5:35 p.m., prior to item 6**)
- Jennifer Ortega, PARC Appointee Member
- Michele Stephens, McKinleyville Resident Member
- Kevin Creed, At-Large Member
- Nicole West, Alternate Natural Resources/Biologist Member

The following committee member(s) and/or staff were in attendance via Zoom under AB 2449:

- Patrick Kaspari, MCSD General Manager

- Absent:
- Desiree Early Dorvall, Natural Resources/Biologist Member
 - Mersadies Campbell, Alternate Forester Member
 - Christopher Collier, Alternate Natural Resources Agency Member,

Nicole West served as voting member in the absence of Desiree Early Dorvall.

2 Pledge of Allegiance

The Pledge of Allegiance was led by Jens Andersen.

3 Additions or Changes to the Agenda

There were no additions or changes to the agenda.

4 Approval of Agenda

Motion: It was moved to approve the agenda.

Motion by: Messmer **Second:** Creed

Roll Call: Ayes: Kaspari, Henry, Messmer, Andersen, West, Rink, Brown, Stephens, Truesdell, Creed
Nays: None
Absent: Conrad, Dorvall
Motion Summary: Motion passed.

5 Public Comment and Written Communications

There was no public comment.

6 Consider Approval of Minutes of the Regular Meeting of the McKinleyville Community Forest Committee on November 19, 2024

Motion: It was moved to approve the November 19, 2024 meeting minutes.
Motion by: Messmer **Second:** Stephens
Roll Call: Ayes: Kaspari, Henry, Messmer, Andersen, Conrad, West, Rink, Brown, Stephens, Truesdell, Creed
Nays: None
Absent: Dorvall
Motion Summary: Motion passed.

7 Trails, Infrastructure, Clean-Ups & Security (TICS) Subcommittee Report

Charlie Caldwell, TICS Subcommittee Chair, overviewed the item.

There were no comments from the committee or public.

This was an information only item. No action was taken.

8 Forest Management Plan and Funding/Budget Subcommittee Report

Kevin Creed, Chair of the Forest Management Plan and Funding/Budget Subcommittee, reviewed the item.

Committee discussion ensued including suggesting carbon sequestration as a possible fundraising opportunity.

There was no public comment.

This was an information only item. No action was taken.

9 Discuss Potential Establishment of a 501(c)3 Non-Profit

Parks and Recreation Director Messmer presented the item.

Committee discussion ensued and members asked clarifying questions.

Concerns were voiced regarding ensuring a potential non-profit does not represent a specific user group.

Staff was asked to conduct exploratory research.

Maya Conrad volunteered to reach out to Humboldt Area Foundation.

There was no public comment.

This was an information only item. No action was taken.

10 Update on CalVTP/CAL FIRE Forest Health and California Forest Improvement Program (CFIP) Grants

General Manager Kaspari presented the item.

Committee members asked clarifying questions.

There was no public comment

This was an information only item. No action was taken.

11 Committee Member Announcements and Future Agenda Items

There were no announcements or suggestions for future agenda items.

12 Adjournment

Meeting Adjourned at 6:38 p.m.

Joseph Blaine, Board Secretary

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McKinleyville Community Services District

MCKINLEYVILLE COMMUNITY FOREST COMMITTEE

February 18, 2025

TYPE OF ITEM: **INFORMATION**

ITEM: 7 **Trails, Infrastructure, Clean-Ups & Security Subcommittee Report**

PRESENTED BY: **Charlie Caldwell, Committee Chair**

TYPE OF ACTION: **Information**

Recommendation:

Staff recommends that the Committee review the information provided, discuss, and take public comment on the Trails, Infrastructure, Clean-Ups & Security (TICS) Subcommittee Report.

Discussion:

The TICS Subcommittee held its monthly meeting on January 28, 2025. Due to technical difficulties with the Zoom audio during the January 28 TICS subcommittee meeting, all voted items will need to be reconsidered and re-voted on at the February 25 meeting.

One of these items was a proposed e-Bike language change in the MCSD Rules and Regulations for the Community Forest, intended as a recommendation to the full McKinleyville Community Forest Committee (MCFC). If the vote remains the same, this recommendation will likely not go before the full committee until the March 18 MCFC meeting.

During the meeting on January 28th, the TICS subcommittee discussed, reviewed and took public comment on the Draft Infrastructure Projects List and Project Rankings. After review, it was decided that the Draft Infrastructure List and Project Rankings be recommended to the MCFC for review.

During the meeting on January 28th, the TICS subcommittee discussed changing the TICS meeting start time from 5:00pm to 5:15pm. The committee reviewed the information, took public comment and voted to change the TICS meeting start time to 5:15pm.

During the meeting on January 28th, the TICS subcommittee discussed establishing a partnership with Humboldt Trails Council to support the development and maintenance of trails in the McKinleyville Community Forest. To formalize this partnership, a Memorandum of Understanding (MOU) must be created and signed by both the Humboldt Trails Council and the District. The committee reviewed the information provided, discussed the item and took public

comment. The TICS subcommittee recommended that staff create an MOU to develop a partnership between Humboldt Trails Council and MCSD.

During the meeting on January 28th, The TICS subcommittee discussed Rule 47.02 of MCSD Rules & Regulations Concerning the Use of Electric Bicycles in the Community Forest. Public comment was made by Kevin Creed discussing and clarifying a proposed rule change in order to allow the use of Class 1 & 2 Electric bicycles (e-bikes) in the community forest. The committee proposed minor revisions to the rule changes proposed by Kevin Creed to clarify that the e-bike rules were meant to explicitly allow only Class 1 and 2 e-bikes in places where non-electric bicycles are allowed. It was moved to recommend that the McKinleyville Community Forest Committee adopt the revised Rule 47.02 to allow e-bike access to the Community Forest.

As stated before, Due to technical difficulties with the Zoom audio during the January 28 TICS subcommittee meeting, all voted items will need to be reconsidered and re-voted on at the February 25 meeting.

Alternatives:

Not applicable

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

None

McKinleyville Community Services District

MCKINLEYVILLE COMMUNITY FOREST COMMITTEE

February 18, 2025

TYPE OF ITEM: **INFORMATION**

ITEM: 8 **Forest Management Plan and Funding/Budget Subcommittee Report**

PRESENTED BY: **Kevin Creed, FMP Subcommittee Chair**

TYPE OF ACTION: **Information**

Recommendation:

Staff recommends that the Committee review the information provided, discuss, and take public comment on the Forest Management Plan and Funding/Budget Subcommittee Report.

Discussion:

The Forest Management Plan and Funding/Budget Subcommittee held a meeting on February 4, 2025. The meeting again focused on the development of the Forest Management Plan. The Subcommittee is making good progress on the Draft Forest Management Plan and will continue working on the Draft at their March 4th Subcommittee Meeting. The intent will be to bring the Draft Forest Management Plan (FMP) to the full Committee for review at their March or April meeting. The full Committee will then have an opportunity to review and comment on the Draft FMP. The Subcommittee has also decided to let the full MCFC decide whether to hold Public Meetings to solicit comments on the Draft FMP or take it directly to the MCSD Board for approval.

The Subcommittee also discussed the establishment of a 501(3)c Non-profit. After further research, staff and committee members determined that setting up a Fund with the Humboldt Area Foundation (HAF) would be a more efficient alternative, requiring less effort while providing the same benefits. Staff had a meeting scheduled with Humboldt Area Foundation (HAF) for after the FMP Subcommittee meeting and will report out on that on the next agenda item.

There was no information on whether the CFIPS and Forest Health Grants had been approved by CalFIRE or not.

Other items discussed at these two meetings included:

- No applications have yet been received from the public to join the subcommittee; therefore, the application period will remain open until filled.
- Mark Andre and Greg Blomstrom from BBW and Associates have been attending the Subcommittee meetings to provide guidance on the development of a Forest Management Plan.

- We also discussed budgeting and other funding opportunities.

Future Agenda Topics will include:

- Funding Options:
 - Budgeting for FY 2025/26
 - Exploring nonprofit formation
 - Pursuing grants, such as CAL Fire Grants
 - Pints for Non-profits events
 - “Round Up” programs at local businesses like McKinleyville ACE and Eureka Natural Foods

Alternatives:

Not applicable

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

None

McKinleyville Community Services District

McKinleyville Community Forest Committee

February 18, 2025

TYPE OF ITEM: **INFORMATION**

ITEM: 9 **Discuss Draft Infrastructure Projects and Project Ranking**

PRESENTED BY: **James Henry, Operations Director**

TYPE OF ACTION: **Roll Call**

Recommendation:

Staff recommends that the Committee review the information provided, discuss, take public comment, and consider submitting it to the District to be used as part of the Parks and Recreation Capital Improvement Plan budgeting process.

Discussion:

At the November 26, 2024 meeting of the TICS Subcommittee, a draft list of infrastructure projects was presented to the Subcommittee. Subcommittee members were tasked with ranking the infrastructure projects in order of priority and adding an estimated cost to the project, if possible. Subcommittee members submitted their completed ranking forms to Board Secretary Joseph Blaine who compiled the individual ranking data into an overall ranking of infrastructure projects in order of priority. (Attachment 1)

At the January 28th meeting of the TICS Subcommittee, the members reviewed the compiled data and agreed to forward it on to the MCF Committee for discussion and input.

It is the District's understanding that this will be used as a prioritized list to guide District Staff and the Board in the budgeting for Community Forest projects. The Committee should understand that the priority list will likely not be strictly followed, and priorities may change and be adjusted based on grant opportunities, other funding availability, or other changes in priorities.

For instance, the lower creek crossing of Widow White Creek is a source of erosion and sediment into the creek. We are pursuing grant funding to have a traffic rated bridge or culvert crossing of the creek to make this an emergency access point. However, the erosion has gotten worse this year with additional traffic. The District is working to address the erosion and build water bars across the trail. We'd like to schedule a volunteer workday to work on this project and would like to discuss possible dates with the Committee.

Alternatives:

- Take no action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 - Draft Infrastructure Project List Ranked

January 2025 TICS Committee Infrastructure Project Ranking		
RANK	PROJECT	COMMENTS/ESTIMATED COST
1	Trail signs, locations, verbiage & numbering/naming	Donation
2	Rules and Regs Sign locations and verbiage	Donation
3	Murray Road parking lot – Phase 1 development	
4	Trail layout	Donation
5	Erosion control assessment/remediation	Donation
6	Homeless encampment/garbage cleanups	
7	Stream Crossing improvements	Donation
8	Murray Road parking lot – Phase 2 development	
9	Gravel for trails	Donation
10	Utility vehicle side x side and storage	
11	First Road access and parking lot	Will this be the only developed access point?,
12	Picnic Tables	4k
13	Fences or gates to block access at non-access points	Donation
14	Bear Garbage cans	
15	Benches	4k
16	Invasive species removal	
17	Porta potties	
18	Restrooms	No water
19	Trail abandonments	Donation
20	Dog bag dispensers	
21	Tree planting & other revegetation	Donation
22	Drinking Fountains/Water Bottle Filling Station	No water
23	Disc Golf Course?	25-30k
24	Install Cameras at various locations	
25	Group Picnic Area/Covered Picnic Area?	
26	Playground?	
27	Ropes Course?	

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McKinleyville Community Services District

MCKINLEYVILLE COMMUNITY FOREST COMMITTEE

February 18, 2025

TYPE OF ITEM: **INFORMATION**

ITEM: 10 **Update on Exploration of Establishment of a 501(c)3 Non-Profit**

PRESENTED BY: **Kirsten Messmer, Parks & Recreation Director**

TYPE OF ACTION: **Information**

Recommendation:

Staff recommends that the Committee review this information provided, discuss, and take public comment on the potential establishment of a 501(c)3 Non-Profit.

Discussion:

At the January 21, 2025 MCFC meeting, the Committee discussed the potential formation of a 501(c)(3) nonprofit organization, "Friends of the McKinleyville Community Forest" (Friends of MCF) to:

- Attract tax-deductible donations and grants.
- Coordinate and expand volunteer activities.
- Promote awareness of the forest's value.
- Serve as a partner organization to the McKinleyville Community Services District (MCSD) and other stakeholders.

The MCFC members expressed concerns about loss of power on spending or project decisions for the Community Forest as well as the effort involved in the establishment of a non-profit and the proliferation of non-profits in Humboldt County. The MCFC directed Staff to reach out to the Humboldt Area Foundation to discuss the potential of establishing a non-profit under their auspices.

MCSD GM, Pat Kaspari, and Parks & Rec. Director, Kirsten Messmer met with Laurel Dalsted of Humboldt Area Foundation on February 13th. Key points from the discussion were:

- Yes, a "Friends of MCF" fund can be established under the HAF umbrella.
- The established fund can be an Organizational Fund, which is overseen and spending directed by the MCSD Board of Directors, or
- A "Field of Interest" Committee Advised Endowment Fund
- Either way, HAF will establish and manage the Fund and will charge an annual fee. Organizational Fund fees are tiered, starting at 1.5% and going down for funds with balances of \$1M or more. The Endowment

funds are more fully managed by HAF, and the annual fees are typically 1.75%

- Either Fund could be overseen solely by the District Board of Directors with advice from the MCFC. With the Endowment Fund, a separate Committee could also be established to oversee the fund.
- The Organizational Fund would require more management from MCSD Staff and would also require the Fund assets to show up on the District's balance sheet. The Fund would have to be included in the District's annual audit.
- The Endowment Fund would be managed separately and would not end up on the District's balance sheets.
- The establishment of the fund can take as little as two weeks from the first meeting to the new fund being fully set up and ready to make grants. However, the timeline is largely determined by the donor, depending on readiness to move forward, the complexity of the gift, and other factors.
- There is no required minimum, however they generally recommend funds start with at least \$10,000 to support impactful grantmaking. Donors also have the option to establish a fund with the intent to build up the balance over a period of years, rather than with a single establishing gift.
- The annual amount available to spend (in the form of grants) from the fund would likely be limited to the earnings to ensure the fund will continue on in the long term. For an endowment fund this amount is determined by the Total Spending Policy, which currently is 4.5% of the average fund balance over the previous 16 quarters. Organizational funds are not limited by the Total Spending Policy and may grant out any amount in a given year, up to the total fund balance, or they could be managed similar to an Endowment Fund, with just the earnings disbursed each year.
- To establish either Fund, we will need:
 - A HAF agreement signed by the Board of Directors or the President of the Committee established to oversee the Fund.
 - The Committee minutes in which the Board of Directors or the Committee voted to establish the fund
 - A copy of MCSD's federal tax exemption letter
 - The initial assets from which to begin the fund (minimum \$10,000)
 - A logo or image and fund description for the Donor Yearbook

Laurel Dalsted has offered to come present at our March 18, 2025 MCFC Meeting, at which time she will also be available to answer questions from the committee. To help her prepare for her presentation we have offered to collect questions the committee has now and send them over to her ahead of time.

Alternatives:

Not applicable

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 - Expendable Field of Interest Fund Agreement
- Attachment 2 - Organizational Fund Agreement
- Attachment 3 – Humboldt Area Foundation Investment Performance Summary

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Expendable Field of Interest Fund Agreement

On behalf of our Board of Directors, thank you for establishing the **[Fund Name]** with Humboldt Area Foundation + Wild Rivers Community Foundation (the Foundation). We are honored to support your charitable interests through our partnership and the philanthropic opportunities your fund offers.

This agreement outlines how the Foundation will administer your expendable field of interest fund.

- **Name: [Fund Name]**
- **Purpose:** The purpose of the fund will be to [describe fund purpose/area of interest]
- **Grants from the Fund:** The [describe entity serving as committee e.g. XYZ Organization Board, one representative from each participating organization etc.] will serve as the [Fund Name] Committee, providing recommendations for expenditures in writing, preferably in the form of meeting minutes, for the Foundation Board's final approval. If [entity serving as committee] should cease to exist, any remaining balance will be distributed in alignment with the fund purpose stated above.
- **Contributions to the Fund:** The Foundation may receive additional contributions of cash and/or marketable securities from the Donor(s) or other individuals or businesses as well as distributions of cash and/or marketable securities from trusts, wills, private foundations or donor advised funds to either initially fund or add to this Fund. Gifts may be added to the fund by you and others at any time.
- **Stewardship of Your Fund:** The fund's initial balance and future gifts will be invested for long-term growth, overseen by our board's finance and investment committees. The assets are commingled with other Foundation assets which can help increase earnings and balance market declines. The fund will be credited with its proportionate share of appreciation, and the fund's principal and appreciation may be used to fulfill the intent of the fund.
- **Foundation's Management Fees:** The Foundation's fee to administer and manage the fund is 1.75% of the average daily fund balance, with a minimum of \$175 per year. One twelfth of the annual administrative costs will be deducted from the fund balance each month.
- **Investment Fees:** Investment fees are charged by our professional investment advisors and are dependent upon your investment pool selection. On fund statements, investment returns are reported net of fees. Please refer to the Investment Pools Summary that includes current fee information for each pool.

- **Foundation’s Legal Stewardship Responsibilities:** By law, tax deductible gifts to a community foundation are irrevocable and the Foundation’s board must maintain legal and fiduciary control of the gift. The IRS requires that the Foundation’s board retain the power to modify any restriction or conditions on the distribution of funds for any purpose, if such restrictions or conditions become, in effect, unnecessary, incapable of fulfillment or inconsistent with the charitable needs of the community or area served. The Fund shall be subject to all current and future Foundation policies relevant to the stewardship of component funds.

We are so pleased you have chosen to work with us in furthering your charitable goals. Thank you for your generosity and support and the trust you have placed in us through the establishment of this fund. We look forward to working with you in the years to come.

Sincerely,

Laurel Dalsted
 Director of Donor Engagement & Development

Sarah Millsap
 Vice President, Finance & Administration

DONOR AGREEMENT

We acknowledge receipt of this letter and agree that it accurately reflects the terms under which we establish the **[Fund Name]** with Humboldt Area Foundation + Wild Rivers Community.

Board President/Chair

Date

Board Vice President/Vice Chair

Date

DRAFT – ORGANIZATIONAL FUND AGREEMENT

Organizational Fund Agreement

This **Organizational Co-Investment Agreement** is made between **[Name of Organization]**, a California nonprofit public benefit corporation hereafter referred to as “the Organization”, and Humboldt Area Foundation + Wild Rivers Community Foundation (the Foundation), a California nonprofit public benefit corporation.

1. The initial assets from the Organization will be used to create the **[Name of Fund]** (the Fund) and the assets shall be held for the benefit of the Organization. The Organization may add to the fund at any time. Any net income or net losses derived from the investment in the investment pool will be included in the fund. The fund shall constitute a revocable transfer to the Foundation, who shall hold the same as agent of the Organization and shall invest the funds on behalf of the Organization in the investment program. The Foundation does not have variance power with respect to the funds, and **the funds shall be at all times the property of the Organization** who shall have unrestricted and exclusive use and benefit with the exception for the situation as described in paragraph 8 of this agreement. The Fund will be included in the financial statements and tax returns of the Organization and will not be considered a component fund of the Foundation.
2. This agreement is an understanding that the Organization’s board of directors intends to establish the **[Name of Fund]** with the Foundation upon the receipt of:
 - The agreement signed by the officers of the Organization’s board of directors.
 - A copy of the approved minutes from the meeting in which the Organization’s board of directors voted to establish this fund.
 - A copy of the Organization’s federal tax exemption letter.
 - Assets to establish an initial investment (minimum investment is \$10,000).
 - A paragraph (150 words or less) that describes the purpose and intent of the **[Name of Fund]** and an image or logo.
3. The Foundation has formed an investment program whereby nonprofits may pool funds with other Foundation funds for the purposes of investment in accordance with the investment guidelines as set forth in the Investment Policy of the Foundation. The purpose of the program is to allow charitable organizations to take advantage of economies of scale and diversification made available to the Foundation, all in an effort to further the charitable objectives of the participating charities, as well as those of the Foundation. The nonprofit must be organized and operated exclusively for charitable, educational, scientific and/or religious purposes within the meaning of Section 501(c)(3) of the IRS Code and desires to participate in the investment program.

DRAFT – ORGANIZATIONAL FUND AGREEMENT

4. To accept contributions from donors to the **[Name of Fund]**, the Foundation will create a separate internal fund to meet audit and financial requirements, the **[Name of Fund]-HAF**. For promotional purposes and on our website, people will only see the one **[Name of Fund]**. When contributions are received by HAF, a gift receipt will be sent to the donor. At regular intervals the Foundation will transfer the net income from the separate fund into the **[Name of Fund]** and will notify the Organization of the transfer, along with the names and addresses of the contributing donors.
5. The Foundation charges a nominal administrative cost for managing the **[Name of Fund]**. The Foundation's fee is 1.75% of the fund balance for funds with a balance under \$1,000,000, and 1.5% for funds with a balance over \$1,000,000. There is a minimum of \$175 per year to manage and administer the fund (regardless of the amount of the fund balance). One twelfth of this annual administrative cost will be deducted from the fund balance each month. Investment fees are charged by our professional investment advisors and are dependent upon your investment pool selection. On fund statements investment fees are reflected under investment return, which is reported net of fees. An Investment Pools Summary that includes fee information for each pool is available upon request. The fees, expenses or minimum balance policy may be changed at any time upon written notice to the Organization.
6. The investment program follows an investment strategy as presented in the Foundation's Investment Policy which has been provided to the Organization. The strategy may be changed from time to time by the Foundation which has the ultimate responsibility for setting the investment objectives of the strategy. The Foundation may also change the investment objectives of the investment program without the approval of the participating nonprofit. The objectives of the investment policy shall at all times be implemented by professional registered investment advisors.
7. The Organization grants to the Foundation complete power and authority, on its behalf, at the establishment of the **[Name of Fund]**, to cause the fund to be invested and reinvested, and to supervise the assets held in the fund in accordance to the Foundation's investment guidelines. With this authority, the Foundation, as the Organization's agent with respect to the investment, reinvestment and supervision of the fund, may when it deems appropriate and without prior consultation with the Organization, in accordance with the Investment Policy, authorize its investment advisors to commit for, buy, sell, exchange, convert and otherwise trade in any stocks, bonds and other securities and place orders for the execution of such security transactions with or through brokers, dealers, issuers or counterparties all in accordance with the Investment Policy.
8. **Organization shall have the right to withdraw all or any portion of the assets in the fund at any time as long as the Organization has an active 501(c)(3) status and a viable Board of Directors.** The Organization's board of directors may request expenditures from the fund by submitting a request in writing and providing a copy of the Board minutes in which the Board voted to make the expenditure. Expenditures will be made to the Organization only. The Organization must notify the Foundation in writing if the California Franchise Tax Board

DRAFT – ORGANIZATIONAL FUND AGREEMENT

revokes the Organization’s status as a tax-exempt organization. If the Organization does not have tax-exempt status or a viable board of directors, the Foundation may expend the amounts in the fund to serve a charitable purpose that is similar to those of the Organization.

- 9. No persons other than the Organization may receive any benefit or privilege in return for a distribution from the **[Name of Fund]**; it is understood that no distributions from the **fund** shall be used to discharge or satisfy a legally enforceable pledge or obligation of any persons, including members of the board of directors or employees of the Organization.
- 10. The Organization acknowledges that the Foundation is not registered with the Securities and Exchange Commission as an investment advisor under the Investment Advisors Act of 1940, as amended, nor as a broker or dealer under the Exchange Act, nor is the Fund or the Investment Program or any interests therein registered under any state of federal securities laws and other federal laws that may be applicable to securities. The Organization acknowledges that, in offering the Investment Program, the Foundation is relying on an exemption from registration of the securities laws generally in promoting the Investment Program under specific sections in the Securities Acts and comparable California securities law exemptions.
- 11. The Organization agrees that all of the financial benefits received from the fund shall be used only for tax exempt purposes of the Organization, and that no part of the assets in the Investment Program are or will be attributable to a retirement plan of the Organization.
- 12. This agreement does not constitute a partnership or joint venture between the Foundation and the Organization. Neither the Organization nor its governing board shall have any right to obligate or bind the Foundation in any manner.

Organization Information:

_____		_____	
Name of Organization	Primary Contact		

_____		_____	_____
Mailing Address	City	State	Zip

Business Phone		Email Address	

ORGANIZATION’S AGREEMENT

I/We acknowledge receipt of this letter and agree that it accurately reflects the terms under which I/we have established the **[Name of Fund]** with Humboldt Area Foundation.

Board President/Chair
[Name of Organization] _____ Date

Board Vice President/Vice Chair
[Name of Organization] _____ Date

HUMBOLDT AREA FOUNDATION

Laurel Dalsted
Donor Engagement & Development Director _____ Date

Sarah Millsap
Vice President, Finance & Administration _____ Date

Humboldt Long Term Mission Aligned Pool

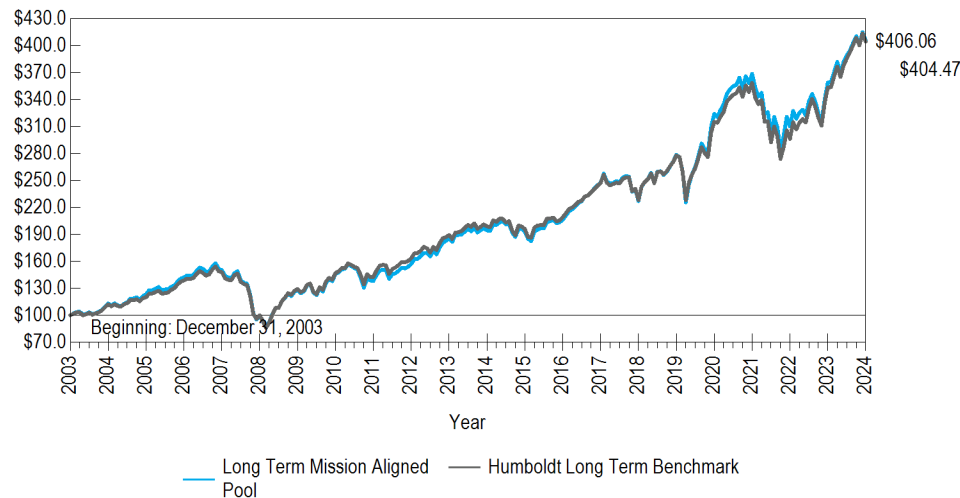
As of December 31, 2024

Investment Performance Summary

**Summary of Cash Flows**

	Last Month	Last Three Months	Fiscal Year-To-Date	One Year	Three Years	Five Years	Ten Years
Beginning Market Value	\$167,400,828	\$167,578,892	\$161,941,684	\$153,322,013	\$134,281,209	\$121,626,183	\$85,783,446
Contributions	\$0	\$1,001,251	\$1,001,251	\$1,601,251	\$36,189,042	\$67,089,535	\$104,521,443
Withdrawals	-\$424,521	-\$3,265,379	-\$6,447,543	-\$11,193,575	-\$26,202,383	-\$79,530,686	-\$121,419,700
Fees	\$0	-\$96,566	-\$188,080	-\$381,991	-\$922,679	-\$1,179,327	-\$1,751,989
Net Investment Change	-\$3,580,664	-\$1,919,121	\$6,900,250	\$19,665,954	\$19,127,774	\$54,210,611	\$94,510,454
Ending Market Value	\$163,395,643	\$163,395,643	\$163,395,643	\$163,395,643	\$163,395,643	\$163,395,643	\$163,395,643

	1 Mo	3 Mo	Fiscal YTD	1 Yr	3 Yrs	5 Yrs	10 Yrs	Inception	Inception Date
Long Term Mission Aligned Pool	-2.1%	-1.1%	4.3%	13.1%	3.3%	7.8%	7.6%	6.9%	12/31/03
<i>Humboldt Long Term Benchmark</i>	-2.2%	-1.0%	4.9%	14.4%	4.1%	7.8%	7.4%	6.9%	
<i>HAF CPI Linked Benchmark</i>	0.6%	1.7%	3.0%	7.1%	9.0%	8.8%	7.4%	6.8%	

Growth of a Dollar**Asset Allocation vs. Target**

	Current	%	Target	Percent Variance
Total Global Equity	\$121,197,308	74.2%	52.0%	22.2%
Total Private Equity	\$9,821,331	6.0%	25.0%	-19.0%
Total Private Real Assets	\$5,835,843	3.6%	5.0%	-1.4%
Total Private Credit	\$9,689,859	5.9%	8.0%	-2.1%
Total Fixed Income	\$16,688,536	10.2%	10.0%	0.2%
Total Cash & Equivalents	\$162,765	0.1%	0.0%	0.1%
Total	\$163,395,643	100.0%	100.0%	

Angeles Investment Advisors, LLC attests the information contained herein has been prepared from sources believed reliable but is not guaranteed by us as to its timeliness or accuracy, and is not a complete summary or statement of all available data. We urge you to compare the account information we present to the information provided on your monthly/quarterly custodian statements and notify us of any discrepancies. This data is intended solely for our clients, is for informational purposes only, may not be publicly disclosed or distributed without our prior written consent, and should not be construed as a research report, a recommendation, or an offer to buy or sell any security referred to herein. Opinions expressed herein are subject to change without notice.

Humboldt Long Term Mission Aligned Pool

As of December 31, 2024

Account Performance



	Value	Weight	1 Mo	3 Mo	Fiscal YTD	1 Yr	3 Yrs	5 Yrs	10 Yrs	Inception	Inception Date	Estimated Fee
Long Term Mission Aligned Pool	\$163,395,643	100.0%	-2.1%	-1.1%	4.3%	13.1%	3.3%	7.8%	7.6%	6.9%	12/31/03	0.38%
<i>Humboldt Long Term Benchmark</i>			-2.2%	-1.0%	4.9%	14.4%	4.1%	7.8%	7.4%	6.9%		
Total Global Equity	\$121,197,308	74.2%	-2.7%	-1.2%	5.1%	15.2%	3.2%	9.2%	9.0%	8.2%	12/31/03	
<i>MSCI ACWI IMI Net USD</i>			-2.7%	-1.2%	5.5%	16.4%	4.9%	9.7%	9.0%	8.1%		
American Funds New Perspective	\$8,278,026	5.1%	-1.5%	-0.9%	4.8%	16.8%	--	--	--	20.0%	01/05/23	0.73%
<i>MSCI ACWI</i>			-2.4%	-1.0%	5.6%	17.5%	--	--	--	19.3%		
American Funds New Perspective F2	\$10,309,597	6.3%	-1.5%	-0.9%	4.9%	17.0%	--	--	--	6.6%	01/29/22	0.51%
<i>MSCI ACWI</i>			-2.4%	-1.0%	5.6%	17.5%	--	--	--	8.1%		
American Funds New Perspective F2 (Morgan Stanley)	\$2,672,682	1.6%	-1.5%	-0.9%	4.9%	17.0%	--	--	--	16.1%	01/27/23	0.51%
<i>MSCI ACWI</i>			-2.4%	-1.0%	5.6%	17.5%	--	--	--	16.4%		
TCW Transform 500 ETF	\$41,655,538	25.5%	-2.5%	2.9%	8.9%	25.2%	--	--	--	24.1%	01/20/23	0.05%
<i>Morningstar Large Cap Select</i>			-2.5%	2.8%	8.8%	25.4%	--	--	--	24.9%		
Aperio Racial Justice Passive Strategy	\$41,279,983	25.3%	-2.3%	-0.7%	5.6%	17.5%	--	--	--	11.6%	01/20/23	0.11%
<i>Aperio's Blended Benchmark</i>			-2.4%	-1.0%	5.6%	16.4%	--	--	--	12.0%		
AKO Global Equity Long Only	\$6,074,757	3.7%	-3.6%	-3.9%	3.1%	7.4%	--	--	--	14.5%	03/01/23	0.25%
<i>MSCI ACWI</i>			-2.4%	-1.0%	5.6%	17.5%	--	--	--	19.2%		
Dodge & Cox Global Stock Fund	\$10,926,726	6.7%	-5.1%	-7.3%	-0.2%	--	--	--	--	3.6%	04/18/24	0.62%
<i>MSCI ACWI Value NR USD</i>			-5.2%	-4.7%	4.3%	--	--	--	--	8.5%		
Total Private Equity	\$9,821,331	6.0%	0.0%	0.0%	0.0%	12.4%	18.0%	--	--	26.9%	09/01/21	
Angeles Private Markets Fund 4	\$3,613,375	2.2%	0.0%	0.0%	0.9%	6.5%	11.2%	--	--	20.3%	09/01/21	1.61%
Angeles Private Markets Fund 5	\$2,049,754	1.3%	0.0%	0.0%	0.5%	6.8%	--	--	--	22.1%	10/31/22	2.01%
Angeles Direct Equity Fund 1	\$986,495	0.6%	0.0%	0.0%	-3.5%	6.2%	--	--	--	8.5%	10/28/22	0.00%
Angeles Direct Equity Fund 2	\$3,171,707	1.9%	0.0%	0.0%	0.1%	27.3%	--	--	--	91.9%	10/31/23	0.00%
Total Private Real Assets	\$5,835,843	3.6%	0.0%	0.0%	-0.1%	3.7%	--	--	--	2.4%	10/28/22	
Angeles Real Assets Fund 1	\$3,736,725	2.3%	0.0%	0.0%	0.2%	5.1%	--	--	--	3.0%	10/28/22	1.53%
Rose Affordable Housing Preservation VI	\$205,117	0.1%	0.0%	0.0%	-5.5%	--	--	--	--	-24.9%	04/18/24	1.50%
Angeles Real Assets Fund 2	\$1,894,001	1.2%	--	--	--	--	--	--	--	0.0%	12/26/24	1.25%

Humboldt Long Term Mission Aligned Pool

As of December 31, 2024

Account Performance



	Value	Weight	1 Mo	3 Mo	Fiscal YTD	1 Yr	3 Yrs	5 Yrs	10 Yrs	Inception	Inception Date	Estimated Fee
Total Private Credit	\$9,689,859	5.9%	0.0%	0.0%	2.8%	6.7%	6.1%	--	--	10.1%	10/01/20	
<i>Angeles Private Credit Benchmark Quarter Lagged</i>			1.2%	3.6%	5.2%	12.6%	4.9%	--	--	6.8%		
Angeles Private Credit Fund 1	\$3,760,505	2.3%	0.0%	0.0%	2.0%	4.6%	6.6%	--	--	11.7%	10/01/20	1.12%
Angeles Private Credit Fund 2	\$4,196,273	2.6%	0.0%	0.0%	3.8%	9.8%	4.4%	--	--	5.8%	07/01/21	1.19%
Angeles Private Credit Fund 3	\$1,733,081	1.1%	0.0%	0.0%	0.6%	2.9%	--	--	--	5.3%	11/27/23	1.11%
Total Fixed Income	\$16,688,536	10.2%	-1.1%	-1.8%	2.5%	3.6%	-0.1%	1.4%	2.9%	3.3%	12/31/03	
<i>Bloomberg US Aggregate TR</i>			-1.6%	-3.1%	2.0%	1.2%	-2.4%	-0.3%	1.3%	3.1%		
Community Loans	\$3,024,107	1.9%	0.3%	1.2%	2.6%	4.4%	4.6%	4.3%	4.7%	4.7%	12/31/14	0.00%
<i>Bloomberg US Aggregate TR</i>			-1.6%	-3.1%	2.0%	1.2%	-2.4%	-0.3%	1.3%	1.3%		
Nuveen Core Impact Bond	\$9,541,679	5.8%	-1.6%	-2.9%	2.2%	2.5%	--	--	--	3.2%	01/06/23	0.36%
<i>Bloomberg US Aggregate TR</i>			-1.6%	-3.1%	2.0%	1.2%	--	--	--	2.4%		
PIMCO ESG Income Fund	\$4,122,750	2.5%	-0.8%	-1.2%	3.0%	5.2%	--	--	--	6.9%	12/08/23	0.51%
<i>Bloomberg US Aggregate TR</i>			-1.6%	-3.1%	2.0%	1.2%	--	--	--	3.8%		
Total Cash & Equivalents	\$162,765	0.1%										
Schwab Bank Sweep	\$140,899	0.1%										
Morgan Stanley Cash	\$21,851	0.0%										
Premier Schwab Bank Sweep	\$15	0.0%										

Humboldt Long Term Mission Aligned Pool

As of December 31, 2024

Footnotes



Benchmark History

Long Term Mission Aligned Pool		
12/1/2024	Present	77% MSCI ACWI IMI Net USD / 6% Total Private Equity / 2% Total Private Real Assets / 5% Angeles Private Credit Benchmark Quarter Lagged / 10% Bloomberg US Aggregate TR
7/1/2024	11/30/2024	79% MSCI ACWI IMI Net USD / 4% Total Private Equity / 2% Total Private Real Assets / 5% Angeles Private Credit Benchmark Quarter Lagged / 10% Bloomberg US Aggregate TR
2/1/2024	6/30/2024	81% MSCI ACWI IMI Net USD / 4% Total Private Equity / 5% Angeles Private Credit Benchmark Quarter Lagged / 10% Bloomberg US Aggregate TR
9/1/2023	1/31/2024	83% MSCI ACWI IMI Net USD / 2% Total Private Equity / 5% Angeles Private Credit Benchmark Quarter Lagged / 10% Bloomberg US Aggregate TR
2/1/2023	8/31/2023	84% MSCI ACWI IMI Net USD / 2% Total Private Equity / 4% Angeles Private Credit Benchmark Quarter Lagged / 10% Bloomberg US Aggregate TR
10/1/2022	1/31/2023	78% MSCI ACWI IMI Net USD / 2% Total Private Equity / 5% Angeles Private Credit Benchmark Quarter Lagged / 15% Bloomberg US Aggregate TR
7/1/2022	9/30/2022	80% MSCI ACWI IMI Net USD / 5% Angeles Private Credit Benchmark Quarter Lagged / 15% Bloomberg US Aggregate TR
1/1/2022	6/30/2022	82% MSCI ACWI IMI Net USD / 3% Angeles Private Credit Benchmark Quarter Lagged / 15% Bloomberg US Aggregate TR
10/1/2020	12/31/2021	73% MSCI ACWI IMI Net USD / 10% HFRI Fund of Funds Index / 2% Angeles Private Credit Benchmark Quarter Lagged / 15% Bloomberg US Aggregate TR
8/1/2015	9/30/2020	70% MSCI ACWI IMI Net USD / 10% HFRI Fund of Funds Index / 15% Bloomberg US Aggregate TR / 5% S&P 500 Global REIT
1/1/2014	7/31/2015	70% MSCI ACWI IMI Net USD / 5% HFRI Fund of Funds Index / 20% Bloomberg US Aggregate TR / 5% S&P 500 Global REIT
4/1/2013	12/31/2013	70% MSCI ACWI IMI Net USD / 25% Bloomberg US Universal TR / 5% S&P 500 Global REIT
8/1/2012	3/31/2013	70% MSCI ACWI IMI Net USD / 25% Bloomberg US Universal TR / 5% S&P 500 Global REIT
6/1/2008	7/31/2012	35% Russell 3000 / 35% MSCI ACWI ex USA IMI / 25% Bloomberg US Universal TR / 5% S&P 500 Global REIT
6/1/2006	5/31/2008	50% Russell 3000 / 20% MSCI ACWI ex USA / 25% Bloomberg US Universal TR / 5% Wilshire REIT
12/31/2003	5/31/2006	50% Russell 3000 / 15% MSCI ACWI ex USA / 30% Bloomberg US Universal TR / 5% Wilshire REIT
Total Global Equity		
12/31/2003	Present	MSCI ACWI IMI Net USD
Total Private Equity		
9/1/2021	Present	Total Private Equity
Total Private Real Assets		
10/1/2023	Present	Total Private Real Assets
Total Private Credit		
10/1/2020	Present	50% ICE BofA US High Yield TR / 50% S&P-LSTA Leveraged Loan Index Quarter Lagged
Total Fixed Income		
12/31/2003	Present	Bloomberg US Aggregate TR
Total Cash & Equivalents		
12/31/2003	Present	FTSE T-Bill 3 Months TR

Humboldt Long Term Mission Aligned Pool

As of December 31, 2024

Footnotes



Note:

Beginning Market Value + Net Cash Flow + Net Investment Change = Ending Market Value

Contributions - Withdrawals = Net Cash Flow

Net Investment Change is net of Angeles Management Fees and Income

Aperio's blended benchmark is MSCI ACWI NR Index as of 5/1/24, and MSCI ACWI Value NR Index prior.

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McKinleyville Community Services District

McKinleyville Community Forest Committee

February 18, 2024

TYPE OF ITEM: **ACTION**

ITEM: 11 **Review and Consider Recommendation of the Draft Trails, Infrastructure, Clean-ups, and Security (TICS) Subcommittee and Forest Management Plan and Funding/Budget Subcommittee Descriptions for Adoption by Ordinance the by McKinleyville Community Services District (MCSD) Board of Directors**

PRESENTED BY: **Pat Kaspari, MCSD General Manager**

TYPE OF ACTION: **Roll Call**

Recommendation:

Staff recommends that the committee review and discuss the draft descriptions of the TICS Subcommittee (Attachment 1) and the Forest Management Plan and Funding/Budget Subcommittee (Attachment 2) and recommend them for adoption by ordinance to the MCSD Board of Directors.

Discussion:

During the August 20, 2024 meeting, the McKinleyville Community Forest Committee established two new subcommittees: the TICS Subcommittee and the Forest Management Plan and Funding/Budget Subcommittee. To formalize their roles, it is essential to incorporate their descriptions into the McKinleyville Community Services District Rules and Regulations. Staff has prepared draft descriptions for both the TICS Subcommittee (Attachment 1) and the Forest Management Plan and Funding/Budget Subcommittee (Attachment 2) for the Committee's review. Upon the Committee's recommendation for adoption by the MCSD Board of Directors, staff will draft an ordinance to present to the Board, initiating the codification process.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Draft TICS Subcommittee Description
- Attachment 2 – Draft Forest Management Plan and Funding/Budget Subcommittee Description.

REGULATION XX – Trails Infrastructure, Cleanups, and Security (TICS) Subcommittee

Rule xx.01. MEMBERSHIP - the Trails, Infrastructure, Cleanups, and Security Subcommittee may have up to eleven (11) members and up to two (2) alternate members. The members will not be compensated for their service.

- (a) Of the eleven (11) regular (voting) members, six (6) will be members of the McKinleyville Community Forest Committee and five (5) will be members of the public. The two (2) alternate members will be members of the public.
- (b) The two (2) alternate members will only become voting members if a regular member is absent or upon the resignation of a voting member. If both alternates are present but only one regular member is absent or resigns, they will decide who will fill in or be appointed by a mutually agreed upon method. If the alternates cannot determine a method of decision, the committee chair will choose a method for them.
- (c) All members of the Trails, Infrastructure, Cleanups, and Security Subcommittee will represent, to the extent possible, various recreational and outdoor interests of the community. Recommendations for appointment may be made by the McKinleyville Community Forest Committee.
- (d) Any citizen, residing in the service area of the McKinleyville Community Services District may apply for appointment to fill vacant seats on the Trails, Infrastructure, Cleanups, and Security Subcommittee, Budget, and Funding Subcommittee.

Rule xx.02. APPOINTMENT - the committee members will be appointed as follows:

- (a) The McKinleyville Community Forest Committee will announce each vacancy and will state they are seeking applicants, setting forth the qualifications, if any.
- (b) The McKinleyville Community Forest Committee will review each application and will recommend the most qualified applicants to the Board of Directors. The Board of Directors will subsequently make the final appointments to the subcommittee.

Rule xx.03. MEMBER QUALIFICATIONS - all public members will be resident electors of the McKinleyville Community Services District; No members of the Trails, Infrastructure, Cleanups, and Security Subcommittee will be a family member or related to a full-time MCSD employee or member of the Board of Directors

Rule xx.04. TERMS OF OFFICE -the Subcommittee members will serve terms as follows:

- (a) Appointment of members from the McKinleyville Community Forest Committee will be for a term of two (2) years.
- (b) Appointment of public members (including alternates) will be for a term of one (1) year.

Rule xx.05. REMOVAL - members of the Subcommittee may be removed by a majority vote of the District Board of Directors.

Rule xx.06. ABSENCES - if any member of the Subcommittee is absent without prior notification to the Parks & Recreation Director for three (3) regular consecutive meetings, the Parks & Recreation Director will certify that fact to the Board of Directors and the Board of Directors will thereafter declare the position on the Committee to be vacant and proceed to fill the position by appointment.

Rule xx.07. ELECTION OF OFFICERS - the Subcommittee will, as soon as is practical, after the time of the annual appointment of a member or members to such Committee, elect its' officers.

Rule xx.08. OFFICERS - the Subcommittee will elect a Chairperson, Vice-Chairperson, and Secretary from among its members. The office of Chairperson and Vice-Chairperson will not be held by the same member for more than two (2) consecutive years.

Rule xx.09. MEETINGS - the Subcommittee will hold regularly scheduled meetings in a place within the District as designated by the Subcommittee and may hold additional meetings as necessary. All meetings must be noticed in compliance with state and federal laws.

Rule xx.10. TIME/LOCATION OF MEETINGS - the time and location of the regular meetings will be established from time to time by the Subcommittee members.

Rule xx.11. QUORUM - a majority of the Subcommittee will constitute a quorum for the purpose of transacting business of the Subcommittee.

Rule xx.12. RECORDS - written records of all the proceedings, findings, determinations and transactions of the Subcommittee will be kept, and will be a public record. A copy will be filed with the District Secretary.

Rule xx.13. POWERS AND DUTIES - the Trails, Infrastructure, Cleanups, and Security Subcommittee will have the following powers and duties:

- (a) To serve in an advisory capacity to the McKinleyville Community Forest Committee and District Staff in all matters pertaining to the development of a trails plan and system within the McKinleyville Community Forest;
- (b) To make recommendations to the McKinleyville Community Forest Committee and District Staff on the development of various infrastructure improvements in the McKinleyville Community Forest;
- (c) Organize clean-up crews and events with a purpose of eliminating littering.
- (d) To make recommendations to the McKinleyville Forest Committee on projects that would improve the safety and security of the property and users of the McKinleyville Community Forest;

- (e) To recommend to the McKinleyville Community Forest Committee rules and regulations for the use, development, and improvement of the McKinleyville Community Forest;
- (f) To perform such other duties relating to Trails, Infrastructure, Cleanups, and Security matters as may be prescribed by the McKinleyville Community Forest Committee.

To review requests for Memorandums of Understanding for recommendation by the McKinleyville Community Forest Committee to the McKinleyville Community Services District Board of Directors for approval.

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REGULATION XX – Forest Management Plan and Funding/Budget Subcommittee

Rule xx.01. MEMBERSHIP - the Forest Management Plan, Budget, and Funding Subcommittee may have up to eleven (11) members and up to two (2) alternate members. The members will not be compensated for their service.

- (a) Of the eleven (11) regular (voting) members, six (6) will be members of the McKinleyville Community Forest Committee and five (5) will be members of the public. The two (2) alternate members will be members of the public.
- (b) The two (2) alternate members will only become voting members if a regular member is absent or upon the resignation of a voting member. If both alternates are present but only one regular member is absent or resigns, they will decide who will fill in or be appointed by a mutually agreed upon method. If the alternates cannot determine a method of decision, the committee chair will choose a method for them.
- (c) All members of the Forest Management Plan, Budget, and Funding Subcommittee will represent, to the extent possible, various recreational and outdoor interests of the community. Recommendations for appointment may be made by the McKinleyville Community Forest Committee.
- (d) Any citizen, residing in the service area of the McKinleyville Community Services District may apply for appointment to fill vacant seats on the Forest Management Plan, Budget, and Funding Subcommittee.

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- (a) The McKinleyville Community Forest Committee will announce each vacancy and will state they are seeking applicants, setting forth the qualifications, if any.
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Rule xx.07. ELECTION OF OFFICERS - the Subcommittee will, as soon as is practical, after the time of the annual appointment of a member or members to such Committee, elect its' officers.

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Rule xx.13. POWERS AND DUTIES - the Forest Management Plan, Funding and Budget Subcommittee will have the following powers and duties:

- (a) To serve in an advisory capacity to the McKinleyville Community Forest Committee and District Staff in all matters pertaining to the development of the McKinleyville Community Forest Management Plan;
- (b) To make recommendations to the McKinleyville Community Forest Committee and District Staff on the identification and pursuit of grants and other funding for the McKinleyville Community Forest;
- (c) To recommend to the McKinleyville Community Forest Committee rules and regulations for the use, development, and improvement of the McKinleyville Community Forest;
- (d) To perform such other duties relating to Forest Management Plan, Funding, and Budget matters as may be prescribed by the McKinleyville Community Forest Committee.

(e) To review requests for Memorandums of Understanding for recommendation by the McKinleyville Community Forest Committee to the McKinleyville Community Services District Board of Directors for approval.