



May 19, 2026 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, May 18, 2026.

All Public Comment received before the above deadline will be provided to the Committee at 9 a.m. on Tuesday, May 19, 2026 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 Seating of Alternates (as needed)

5 Approval of the Agenda

6 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.

7 Consider Approval of Minutes of the Regular Meeting of the McKinleyville Community Forest Committee on April 21, 2026

Attachment 1 – Draft Minutes from April 21, 2026 (Pg. 5)

8 Trails, Infrastructure, Clean-Ups, and Security Subcommittee Report (Pg. 11)

9 Forest Management Plan and Funding/Budget Subcommittee Report (Pg. 13)

10 Lindsay Creek Easement Presentation (Pg. 15)

Attachment 1 - Location Map (Pg. 17)

11 Discussion for Rules and Regulations Additions Approved by MCSD Board (Pg. 19)

Attachment 1 – Ordinance NO. 2026-01 Amended Regulation 46 (Pg. 21)

Attachment 2 – Current MCFC Seat Openings Flyer (Pg. 31)

12 Committee Chair Report

13 Committee Member Announcements and Future Agenda Items

- Announcements
 - Huffman Appropriation Update
 - Humboldt Trails Summit May 30th hosted by Humboldt Trails Council
 - Update on Fire Prevention Grant Murray Rd
 - Next FMP Subcommittee Meeting: June 2, 2026 at 4:30 p.m. at the MCSD Office (1656 Sutter Road)
 - Next MCF Committee Meeting: June 16, 2026 at 5:30 p.m.
 - Next TICS Subcommittee Meeting: May 26, 2026 at 5:15 p.m. at the MCSD Office (1656 Sutter Road)
 - MBTTA Workday scheduled second Saturday 10am-2pm (Weather Dependent)
 - VTS Workday scheduled third Saturday from 9am-noon (Weather Dependent)
- Request for Future Agenda Items

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

Posted 5:00 p.m. on May 15, 2026

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, APRIL 21, 2026 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 order in which they were considered.

1 Call To Order

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

Roll Call

The following Committee Members 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
Maya Conrad, MMAC Appointee Member
Jennifer Ortega, PARC Appointee Member
Joel Rink, Forester/RPF Member
Tyler Brown, Natural Resources Services Agency
Desiree Early Dorvall, Natural Resources/Biologist Member
Michele Stephens, McKinleyville Resident Member
Christopher Collier, At-Large Member
Kevin Creed, At-Large Member
Nicole West, Alternate Natural Resources/Biologist Member

The following Committee Members were Absent.

Patrick Kaspari, MCSD General Manager

The following Staff Members were in attendance in person at Azalea Hall.

Jess Elm, MCSD Environmental Programs Coordinator

2 Pledge of Allegiance

The Pledge of Allegiance was led by Christopher Collier.

3 Additions or Changes to the Agenda

There were no additions or changes to the agenda.

4 Seating of Alternates

Nicole West was seated as a voting member in the absence of Patrick Kaspari.

5 Approval of Agenda

Motion: It was moved to approve the agenda.

Motion by: Kevin Creed **Second:** Maya Conrad

Roll Call: Ayes: James Henry, Kirsten Messmer, Jens Andersen, Maya Conrad, Jennifer Ortega, Joel Rink, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Christopher Collier, Kevin Creed, Nicole West

Nays: None

Absent: Patrick Kaspari

Motion Summary: Motion passed.

6 Public Comment and Written Communications

There was Public comment from Joann Kerns, the Conservation Chair for the North Coast Chapter of the California Native Plant Society. She was discussing a conservation opportunity within the McKinleyville Community Forest (MCF).

7 Consider Approval of Minutes of the Regular Meeting of the McKinleyville Community Forest Committee on March 17, 2026

Motion: It was moved to approve the March 17, 2026 meeting minutes.

Motion by: Michele Stephens **Second:** Kevin Creed

Roll Call: Ayes: James Henry, Kirsten Messmer, Jens Andersen, Maya Conrad, Jennifer Ortega, Joel Rink, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Christopher Collier, Kevin Creed, Nicole West

Nays: None

Absent: Patrick Kaspari

Motion Summary: Motion passed.

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

Michele Stephens, Chair of the Trails, Infrastructure, Clean-Ups, & Security Subcommittee, reviewed the item. She described how the Subcommittee began by having the TICS members share the input they got back when reaching out to the user group that was invited to this TICS meeting, which was the Land Stewardship Supporters. They explained the insight they received in regards to environmental concerns within the MCF. The Subcommittee spent the remainder of their meeting reviewing and updating the Draft Trail Plan. Members focused on the *Trail Users and Accessibility* section and *Chapter 3 Access Points*.

There were questions and comments from the Committee.

There was no public comment.

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

9 Forest Management Plan and Funding/Budget (FMPFB) Subcommittee Report

Kevin Creed, Chair of the Forest Management Plan and Funding/Budget Subcommittee, presented the item. He explained that the FMPFB edited the version of the Draft Forest Management Plan (FMP) that contained edits from the McKinleyville Community Forest Committee (MCFC) in real time and discussion ensued. They completed their edits and submitted the Draft FMP to the MCFC for their consideration to recommend to the McKinleyville Community Services District (MCSD) Board for their final approval. The Subcommittee also reviewed Kevin Creed's "Project Pathway" document. The FMPFB Subcommittee spent the remainder of their meeting discussing a potential Memorial Grove in the MCF. During initial discussions, the Subcommittee members were generally in favor of a fee based program, loosely based on similar programs by Save the Redwoods League, where a fee of approximately \$25,000 would be charged and used to create a restoration Memorial Grove in the Community Forest. Kevin Creed also had submitted different Memorial Grove Elements and Considerations for the MCFC to review.

There were no questions or comments from the Committee.

There was no public comment.

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

10 Recommend Approval of Draft Forest Management Plan by the MCSD Board

Jess Elm, MCSD Environmental Programs Coordinator, presented the item. She explained how the FMPFB Subcommittee completed reviewing the Draft FMP at their March 3, 2026 meeting. The Draft FMP was then sent to the MCFC to review and return their edits the Jess Elm. Those edits received were then compiled into one master Draft FMP that the FMPFB Subcommittee reviewed at their April 7, 2026 meeting. After finalizing their edits, it was then brought to this MCFC meeting, April 21, 2026, to conduct a final review and consider recommending the document to the MCSD Board for final approval.

The Committee commented, discussed, and asked clarifying questions.

There was no public comment.

Motion: It was moved to recommend approval of the Draft Forest Management Plan to the MCSD Board.

Motion by: Kirsten Messmer **Second:** Kevin Creed

Roll Call: Ayes: James Henry, Kirsten Messmer, Jens Andersen, Maya Conrad, Jennifer Ortega, Joel Rink, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Christopher Collier, Kevin Creed, Nicole West

Nays: None

Absent: Patrick Kaspari

Motion Summary: Motion passed.

11 Approve Current Committee Members Term Endings

Jess Elm, MCSD Environmental Programs Coordinator, presented the item. She explained how when creating the MCFC, MCSD intended on having the Committee members serve in increments of two years at a time, staggering the ending terms. To keep consistency throughout the MCFC, Staff is requesting that some members volunteer to stay on an additional year to begin this staggering process, having their new ending term date be December 31, 2027, instead of the originally determined ending term date of December 31, 2026.

Committee members discussed and asked clarifying questions.

There was no public comment.

Motion: It was moved to extend the term date to December 31, 2027 for Joel Rink, Desiree Early Dorvall, Kevin Creed, and Nicole West.

Motion by: Kirsten Messmer **Second:** James Henry

Roll Call: Ayes: James Henry, Kirsten Messmer, Jens Andersen, Maya Conrad, Jennifer Ortega, Joel Rink, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Christopher Collier, Kevin Creed, Nicole West

Nays: None

Absent: Patrick Kaspari

Motion Summary: Motion passed.

12 Committee Chair Report

Gregory Orsini, MCFC Chair, reported that the MCSD Board had their First Reading of the Rules and Regulations changes made by Staff and the MCFC. The Second Reading will take place at the May 6th Board Meeting. Gregory Orsini also reported that Christopher Collier was approved by the MCSD Board to fill the vacant At-Large Voting Member seat on the MCFC.

13 Committee Member Announcements and Future Agenda Items

- Humboldt Trails Summit May 30th hosted by Humboldt Trails Council
- Absences Reminder
- California Conservation Corps (CCC) in the McKinleyville Community Forest April 1st and 2nd
- Joel Rink gave more details on the logging on the Green Diamond property adjacent to the MCF this summer. There was also Public comment asking questions about the logging that is going to be taking place.
- Huffman Appropriation Update
- Next FMP Subcommittee Meeting: May 5, 2026 at 4:30 p.m. at the MCSD Office (1656 Sutter Rd)
- Next MCF Committee Meeting: May 19, 2026 at 5:30 p.m.
- Next TICS Subcommittee Meeting: April 28, 2026 at 5:15 p.m. at the MCSD Office (1656 Sutter Rd)
- MBTTA Workday scheduled second Saturday 10am-2pm (Weather Dependent)
- VTS Workday scheduled third Saturday from 9am-noon (Weather Dependent)
- Kevin Creed announced that June 6th is National Trails Day
- Tyler Brown requested to have a Communication Plan added to the next MCFC Agenda for the logging on Green Diamond land adjacent to the MCF happening this summer. Kirsten Messmer said it would be best to wait to create a Communication Plan until after Green Diamond and North Coast Reginal

Land Trust give their presentation on the Lindsay Creek Conservation Easement at the May 19th MCFC meeting.

- There was Public comment from Angeline Holtski, a volunteer member of the Active Transportation Subcommittee for the McKinleyville Municipal Advisory Committee (MMAC), about trail connectivity for the future Town Center and the MCF.

14 Adjournment

Meeting Adjourned at 6:20 p.m.

Jess Elm, Environmental Programs Coordinator

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McKinleyville Community Services District

McKinleyville Community Forest Committee

May 19, 2026

TYPE OF ITEM: **INFORMATION**

ITEM: 10

Lindsay Creek Easement Presentation

PRESENTED BY:

Jess Elm, Environmental Programs Coordinator

TYPE OF ACTION:

Information

Recommendation:

Staff recommends that the Committee review the information provided, discuss, and take public comment on the Lindsay Creek Presentation being presented by a representative from Northcoast Regional Land Trust and Green Diamond.

Discussion:

Invited to give the presentation on the Lindsay Creek Easement Presentation is a representative from Northcoast Regional Land Trust and a representative from Green Diamond. Through the presentation, the McKinleyville Community Services District (MCSD) is hoping there will be more clarity on exactly what this change means and answering any questions the Committee members or public may have about this transition.

Alternatives:

None

Fiscal Analysis:

None

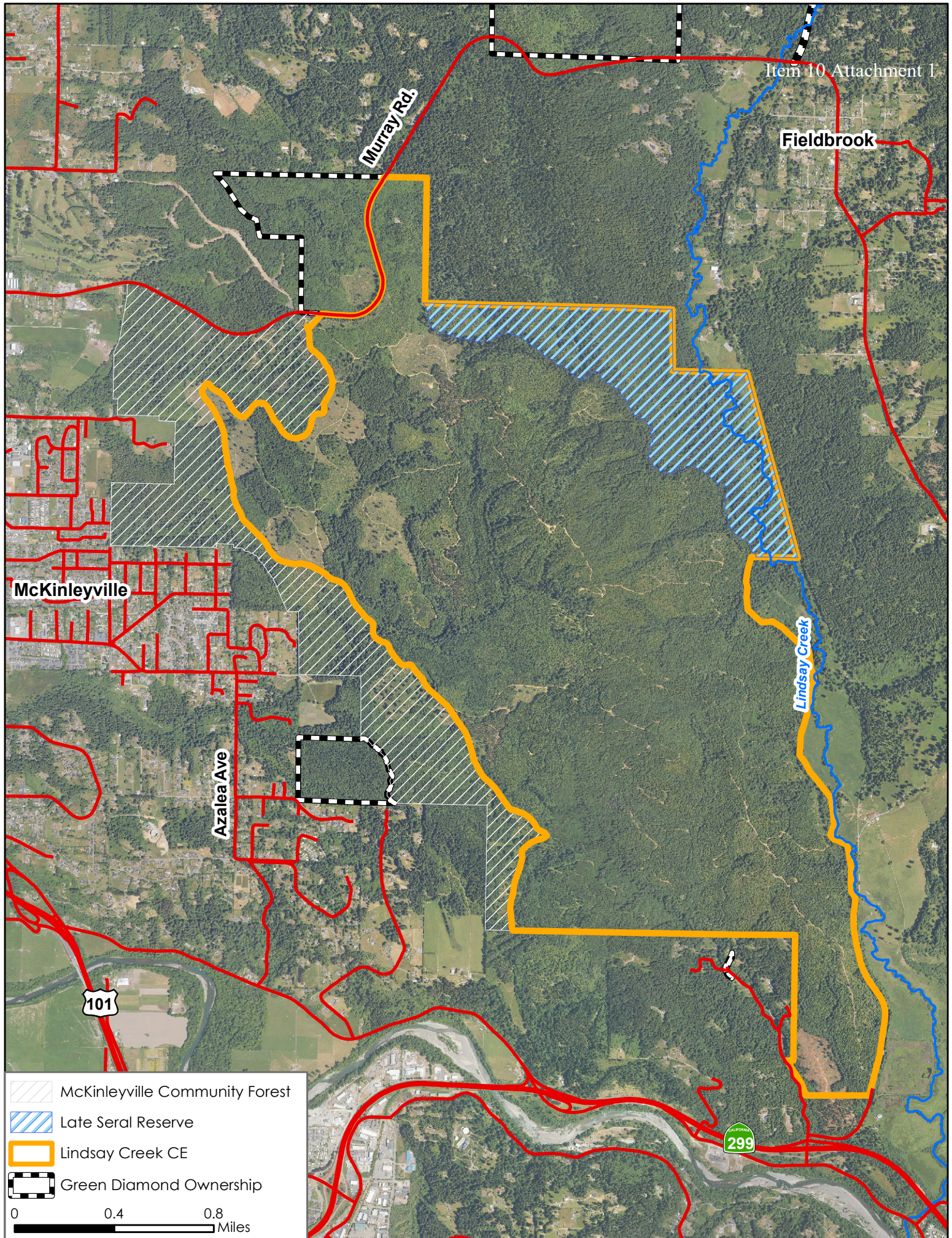
Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1- Lindsay Creek Easement Presentation
- Attachment 2– Location Map

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-  McKinleyville Community Forest
-  Late Seral Reserve
-  Lindsay Creek CE
-  Green Diamond Ownership

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Miles

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Another change made to the Rules and Regulations includes the seat previously being held on the MCFC by the MCSD's Operations Director, which will now be switched to being held by MCSD's Environmental Programs Coordinator. This change will be in effect for all June Committee and Subcommittee meetings. Other changes and additions to the Rules and Regulations can be seen in **Attachment 1**.

Alternatives:

None

Fiscal Analysis:

None

Environmental Requirements:

Not applicable

Exhibits/Attachments:

Attachment 1 – Ordinance NO. 2026-01 Amended Regulation 46

Attachment 2 – Current MCFC Seat Openings Flyer

ORDINANCE NO. 2026-01

AN ORDINANCE OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT AMENDING REGULATION 46 – COMMUNITY FOREST COMMITTEE OF MCSD THE RULES AND REGULATIONS

WHEREAS, recent resignations from the McKinleyville Community Forest Committee (“MCFC”), together with the consideration of proposed Tribal Committee members, prompted District Staff and the MCFC to conduct a review of Regulation 46 of the MCSD Rules & Regulations; and

WHEREAS, during this review, Staff and the Committee identified several necessary updates to Regulation 46 to reflect the current and intended organizational structure of the MCFC and its Subcommittees, and

WHEREAS, the MCSD Board appointed three (3) Alternates to the MCFC in 2024, but Regulation 46 was not updated at that time to reflect the existence of Alternate seats, and the MCFC now recommends establishing only two (2) Alternate positions, consistent with current occupancy and to maintain reasonable Committee size; and

WHEREAS, at its meeting on February 17, 2026, the MCFC voted to direct Staff to incorporate language specifying one (1) voting seat appointed by a local Tribal Council or Tribal Government, and one (1) additional voting seat for a Tribal member residing within the MCSD; and

WHEREAS, while implementing these edits, Staff identified additional minor updates to Regulation 46 needed to accurately reflect the current function, composition, and development of the MCFC and its Subcommittees; and

WHEREAS, the MCFC reviewed these updates, made additional revisions during its March 17, 2026 meeting, and voted to accept all proposed changes and forward the revised Regulation 46 to the Board of Directors for approval.

NOW, THEREFORE, the Board of Directors of the McKinleyville Community Services District ordains that Regulation 46 of the District’s adopted Rules and Regulations is amended to read as follows:

REGULATION 46 – COMMUNITY FOREST COMMITTEE

Rule 46.01. FORMATION OF COMMUNITY FOREST COMMITTEE – the Board of Directors authorizes the formation of a Community Forest Committee to provide the Board of Directors and staff with recommendations regarding the use, management and operation of the community forest.

Rule 46.02. MEMBERSHIP - the McKinleyville Community Services District Community Forest Committee shall consist of 16 members and up to two (2) alternate members consisting of:

- (a) Two (2) non-voting members shall be members of the District Board.

- (b) The remaining fourteen (14) members will be regular voting members. Of the regular voting members, one (1) will be a member of the Parks and Recreation Committee, one (1) will be the MCSD General Manager, one (1) will be MCSD's Parks & Recreation Director, one (1) will be MCSD's Environmental Programs Coordinator, one (1) will be a MCSD Recreation Coordinator, one (1) will be appointed by the McKinleyville Municipal Advisory Committee, one (1) will be appointed by a local Tribal Council or local Tribal Government, at least one (1) will be a Registered Professional Forester, at least one (1) will be a representative from an appropriate natural resource service agency, at least one (1) will be a field expert in forest management, natural resources or biology, at least one (1) will be an enrolled member of a local tribe who is a resident of the MCSD, at least one (1) will be an at large member of the public who is a resident of the MCSD and is to be appointed by the MCSD Board of Directors. The remaining open seats up to 16 members may be filled by additional McKinleyville residents, field experts and/or tribal community representatives. The two (2) alternate members will be members of the public who are residents of the MCSD.
- (c) The two (2) alternate members will only become voting members if a regular member is absent from a Committee Meeting. If both alternates are present but only one regular member is absent, they will decide who will fill in by a mutually agreed upon method. If the alternates cannot determine a method of decision, the Committee chair will choose a method for them.
- (d) Any citizen, residing in the service area of the McKinleyville Community Services District, may apply to the District Board for appointment to fill appropriate vacant seats on the Community Forest Committee.

Rule 46.03. APPOINTMENT - the Committee members shall be appointed as follows:

- (a) The Board of Directors shall announce each vacancy and shall state they are seeking applicants, setting forth the qualifications, if any required.
- (b) The MCFC shall review all applications submitted to fill vacant seat(s) and select a slate of candidates to recommend to the MCSD Board for appointment. A majority of the Board of Directors will then vote to appoint the most qualified candidates to fill the vacant seat(s).

Rule 46.04. MEMBER QUALIFICATIONS - all members not representing a specific entity or expertise shall be residents of the McKinleyville Community Services District.

Rule 46.05. TERMS OF OFFICE -the Committee members shall serve terms as follows:

- (a) Appointment of District Board Members shall be for a term of one (1) year. Such member shall be a non-voting member and shall be appointed by the MCSD Board President in January each year.
- (b) Appointment of field experts shall be for a term of two (2) years.

- (c) Terms of the non-Board of Director Committee members shall be staggered so that no more than half of the membership terms shall expire in any given year.
- (d) The annual expiration date of appointment shall be December 31st.

Rule 46.06. REMOVAL - members of the Committee may be removed by a majority vote of the District Board of Directors.

Rule 46.07. ABSENCES - if any member of the Committee is absent for three (3) regular consecutive meetings, or accumulates four (4) absences at any time during the calendar year, the Parks & Recreation Director shall certify that fact to the Board of Directors and the Board of Directors shall thereafter declare the position on the Committee to be vacant and proceed to fill the position by appointment.

Rule 46.09. OFFICERS - the MCSD Directors will serve as Chairperson and Vice-Chairperson of the Committee. The MCSD Directors for this Committee will be appointed by the MCSD Board President annually.

Rule 46.10. MEETINGS - the Committee shall hold regularly scheduled meetings in Azalea Hall, or at such other place within the District as may be designated by the Committee, and may hold such additional meetings as it may deem necessary or expedient. All meetings must be noticed in compliance with state and federal laws.

Rule 46.11. TIME/LOCATION OF MEETINGS - the time of the regular meetings shall generally be at 5:30 p.m. on the third Tuesday of each month at Azalea Hall or as established from time to time by the Committee members.

Rule 46.12. QUORUM - a majority of the Committee shall constitute a quorum of the voting members for the purpose of transacting business of the Committee.

Rule 46.13. RECORDS - written records of all the proceedings, findings, determinations and transactions of the Committee shall be kept, which record shall be a public record and a copy of which record shall be filed with the District Secretary.

Rule 46.14. PURPOSE -the Committee’s purpose is to assist the District in the development, operation and management of the McKinleyville Community Forest. This is a working Committee. Members are expected to not only attend regular meetings of the Committee, but to also dedicate time and expertise to matters pertaining to the development, operation and maintenance of the McKinleyville Community Forest in service to the McKinleyville community.

Rule 46.15 POWERS AND DUTIES - the McKinleyville Community Forest Committee shall have the following powers and duties:

- (a) To serve in an advisory capacity to the Board of Directors and District Staff in matters pertaining to the management and operation of the community forest property owned by the District;
- (b) To make recommendations to the Board of Directors and District Staff with respect to the provisions of the annual budget for community forest management and operation;
- (c) To recommend to the Board of Directors acceptance or rejection of offers of donations of money, personal property and real property to be used for management and/or operation of the community forest;
- (d) To recommend to the Board of Directors a comprehensive forest management, trails, and operating plans;
- (e) To recommend for adoption by the Board of Directors Rules and Regulations for the use and improvement of the District's community forest property;
- (f) To recommend to the Board of Directors and District staff policies for the development and improvement of community forest amenities and attributes in service to the community's needs;
- (g) To perform research, data gathering and analysis for matters pertaining to the development and management of the community forest;
- (h) To perform duties related to fundraising for the development, operation and maintenance of the community forest;
- (i) To participate in community work efforts related to the development, operation and maintenance of the community forest; and
- (j) To perform such other duties relating to community forest matters as may be prescribed by the Board of Directors.

Rule 46.16 TRAILS, INFRASTRUCTURE, CLEANUPS, AND SECURITY (TICS) SUBCOMMITTEE

Rule 46.16.01. 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. If both alternates are present but only one regular member is absent, they will decide who will fill in by a mutually agreed upon method. If the alternates cannot determine a method of decision, the Subcommittee 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.

Rule 46.16.02 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 46.16.03 MEMBER QUALIFICATIONS - all public members will be residents 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 46.16.04. TERMS OF OFFICE -the Subcommittee members will serve terms as follows:

- (a) Appointed members from the McKinleyville Community Forest Committee will be for a term of two (2) years, corresponding to their terms on the MCFC.
- (b) Appointment of public members (including alternates) will be for a term of two (2) years.

Rule 46.16.05. REMOVAL - members of the Subcommittee may be removed by a majority vote of the District Board of Directors.

Rule 46.16.06. ABSENCES - if any member of the Subcommittee is absent for three (3) regular consecutive meetings, or accumulates four (4) absences at any time during the calendar year, the Parks & Recreation Director shall certify that fact to the Board of Directors and the Board of Directors shall thereafter declare the position on the Committee to be vacant and proceed to fill the position by appointment.

Rule 46.16.07. 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 46.16.08. 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 46.16.09. 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 46.16.10. TIME/LOCATION OF MEETINGS - the time and location of the regular meetings will be established from time to time by the Subcommittee members. They will generally be held at 5:15 pm on the fourth Tuesday of the month at the MCSD Conference Room, 1656 Sutter Road, McKinleyville.

Rule 46.16.11. QUORUM - a majority of the Subcommittee will constitute a quorum for the purpose of transacting business of the Subcommittee.

Rule 46.16.12. 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 46.16.13. 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 matters pertaining to the development of a Trail 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) Help to organize trails maintenance or forest clean-up events with a purpose of maintaining trails and removing litter.
- (d) To make recommendations to the McKinleyville Community 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.
- (g) 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.

Rule 46.17 FOREST MANAGEMENT PLAN AND FUNDING/BUDGET SUBCOMMITTEE

Rule 46.17.01. 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 appointed 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. If both alternates are present but only one regular member is absent, they will decide who will fill in by a mutually agreed upon method. If the alternates cannot determine a method of decision, the Subcommittee 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 public seats on the Forest Management Plan, Budget, and Funding Subcommittee.

Rule 46.17.02. 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 46.17.03. MEMBER QUALIFICATIONS – all public members will be resident electors of the McKinleyville Community Services District; No members of the Forest Management Plan, Funding, and Budget Subcommittee will be a family member or related to a full-time MCSD employee or member of the Board of Directors.

Rule 46.17.04. 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, corresponding to their terms on the MCFC.

(b) Appointment of public members (including alternates) will be for a term of two (2) years.

Rule 46.17.05. REMOVAL - members of the Subcommittee may be removed by a majority vote of the District Board of Directors.

Rule 46.17.06. ABSENCES - if any member of the Subcommittee is absent for three (3) regular consecutive meetings, or accumulates four (4) absences at any time during the calendar year, the Parks & Recreation Director shall certify that fact to the Board of Directors and the Board of Directors shall thereafter declare the position on the Committee to be vacant and proceed to fill the position by appointment.

Rule 46.17.07. 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 46.17.08. 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 46.17.09. 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 46.17.10. TIME/LOCATION OF MEETINGS - the time and location of the regular meetings will be established from time to time by the Subcommittee members. In general they shall be held at 4:30 p.m. on the first Tuesday of the month at the MCSD Conference Room, 1656 Sutter Road, McKinleyville.

Rule 46.17.11. QUORUM - a majority of the Subcommittee will constitute a quorum for the purpose of transacting business of the Subcommittee.

Rule 46.17.12. 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 46.17.13. 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 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.

This Ordinance shall take effect and be in full force and effect thirty (30) days after its passage.

Introduced at a regular meeting of the Board of Directors held on April 1, 2025 and passed and adopted by the Board of Directors on May 6, 2026 upon the motion of Director _____ and seconded by Director _____ and by the following polled vote:

AYES:
NOES: None
ABSTAIN: None
ABSENT: None

Dennis Mayo, Board President

Attest:

Joseph Blaine, CMC, Board Secretary

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JOIN THE MCKINLEYVILLE COMMUNITY FOREST COMMITTEE

The McKinleyville Community Forest Committee (MCFC) is now accepting applications for three seat openings. One seat is for an individual who is appointed by a local Tribal Council or local Tribal Government. The second seat is for a registered member of a local tribe who is a resident of the MCSD. The third seat is for an Alternate Member.

Applications Available at the McKinleyville
CSD Office (1656 Sutter Road) and the
QR Code Below

Deadline: June 5th, 2026



For more info, contact the District Office at (707) 839-9003
or visit our website!

