

# February 3, 2026 Regular Meeting of the McKinleyville Community Forest, Forest Management Plan, Budget, and Finance Subcommittee

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Time: 4:30 p.m.

Location: MCSD Conference Room, 1656 Sutter Road, McKinleyville, California

Or

Teleconference via ZOOM or Telephone

Use ZOOM MEETING ID: 843 3939 9410 (<https://us02web.zoom.us/j/84339399410>)

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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.

The public may submit written comments to the Board Secretary at: [comments@mckinleyvillecsd.com](mailto:comments@mckinleyvillecsd.com) up until 4:30 p.m. on Monday, February 2, 2026.

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

**6 Consider Approval of Minutes from January 6, 2026 Subcommittee Meeting**

Attachment 1 – Draft Minutes from January 6, 2026 (Pg. 3)

**7 Review of Draft Community Forest Management Plan v. 2026\_01\_20**

Attachment 1 – Draft Forest Mgmt Plan v. 2026\_01\_20 (Pg. 5)

**8 Committee Member Announcements and Future Agenda Items**

- Next FMP Subcommittee Meeting: March 3, 2026 @ 4:30pm
- Next MCF Committee Meeting: February 17, 2026 @ 5:30pm
- Next TICS Subcommittee Meeting: February 24, 2026 @ 5:15pm
- Possible review of CFIP grant projects

**9 Adjournment (Estimated 6:00 p.m.)**

**Posted 5:00 p.m. on January 30, 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.*

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY  
FOREST MANAGEMENT PLAN, FUNDING, AND BUDGET SUBCOMMITTEE HELD ON TUESDAY,  
JANUARY 6, 2026 at 4:30 P.M.  
IN PERSON AT THE MCSD OFFICE CONFERENCE ROOM – 1656 SUTTER ROAD,  
MCKINLEYVILLE, CALIFORNIA  
and  
TELECONFERENCE Via ZOOM & TELEPHONE:  
Use ZOOM MEETING ID: 867 8228 7214 (<https://us02web.zoom.us/j/86782287214>)  
or DIAL IN TOLL FREE: 1-669-444-9171 (No Password Required!)**

**AGENDA ITEM A. CALL TO ORDER:**

- 1.a Call to Order:** The meeting was called to order at 4:30 p.m. by Kevin Creed.
- 1.b Roll Call:** The following members and staff in attendance in person at the MCSD Conference Room:

Patrick Kaspari, MCSD General Manager  
Kirsten Messmer, MCSD Parks and Recreation Director  
Kevin Creed, Subcommittee Chair  
Maya Conrad, Subcommittee Vice Chair (arrived at approximately 4:35 p.m.)  
Jennifer Ortega, Committee Member  
Joel Rink, Committee Member

Staff in Attendance:  
Jess Elm, MCSD Environmental Programs Coordinator

- 2. Pledge of Allegiance:** The Pledge of Allegiance was led by Kevin Creed.
- 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:** Patrick Kaspari **Second:** Joel Rink

**Roll Call:** Ayes: Patrick Kaspari, Kirsten Messmer, Kevin Creed, Jennifer Ortega,  
Joel Rink

Nays: None

**Absent:** Maya Conrad

**Motion Summary:** Motion passed.

**5. Public Comment and Written Communications**

There was no public comment.

## 6. Review and Approval of Minutes from December 2, 2025 Subcommittee Meeting

**Motion:** It was moved to approve the December 2, 2025 meeting minutes.

**Motion by:** Patrick Kaspari **Second:** Kirsten Messmer

**Roll Call:** Ayes: Patrick Kaspari, Kirsten Messmer, Kevin Creed, Jennifer Ortega, Joel Rink

Nays: None

**Absent:** Maya Conrad

**Motion Summary:** Motion passed.

## 7. Review of Draft Community Forest Management Plan v. 2025\_12\_10

Item presented by Kevin Creed. The Subcommittee edited the Draft Forest Management Plan (FMP) in real time and discussion ensued. Edits began in the Public Safety section of the Draft FMP and the Subcommittee was able to conclude editing the remaining sections of the document. From there, MCSD Staff will accept the edits the FMP Subcommittee has been making throughout the previous meetings and at their next meeting, the Subcommittee will review the most recent version of the Draft FMP.

There was no public comment.

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

Maya Conrad arrived at 4:35 p.m.

## 8. Committee Member Announcements and Future Agenda Items

- Next FMP Subcommittee Meeting: February 3, 2026 @ 4:30pm
- Next MCF Committee Meeting: January 20, 2026 @ 5:30pm
- Next TICS Subcommittee Meeting: January 27, 2026 @ 5:15pm
- Continue Reviewing the Draft Forest Management Plan
- Possible review of CFIP grant projects
- CAL FIRE Wildfire Prevention Grant has been awarded

## 9. Adjournment

Meeting Adjourned at 6:09 p.m.

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Jess Elm, Environmental Programs Coordinator



**MCKINLEYVILLE COMMUNITY SERVICES DISTRICT**

**DRAFT MCKINLEYVILLE COMMUNITY FOREST  
MANAGEMENT PLAN (09-02-2025) )**

Produced by: Management/Planning/Finance/Budget Subcommittee (date)

Reviewed by: Community Forest Committee (pending, date TBD)

Approved by: MCSD Board of Directors (pending, date TBD)

INSERT TOC

## Background

What started as a vision and commitment by McKinleyville community leaders in 1995 to acquire a McKinleyville Community Forest (MCF) was realized by the McKinleyville Community Services District (MCSD) in January 2024. MCSD's acquisition of 599 acres of forest land from Green Diamond Resource Company (GDRCo) was made possible by a partnership with Trust For Public Lands (TPL) and funding from California Natural Resource Agency's Recreational Trails and Greenways Grant Program. The MCF, borders the McKinleyville community on the east side between Murray Road in the north and Hunts Drive to the south. Appendix 1, the McKinleyville Community Forest Framework Plan, prepared by BBW & Associates, provides a more detailed account of the acquisition as well as the current environmental and forest conditions. From the Framework Plan, the intent of the MCF is summarized here:

*The McKinleyville Community Forest will be managed for multiple purposes including public access, recreation, timber production, fish and wildlife habitat, carbon sequestration, education and research and soil and watershed conservation. The intent of this Plan is to support a comprehensive, integrated management approach that considers how potential actions affect the multiple environmental aspects and management goals of the Community Forest.<sup>1</sup>*

*A fundamental premise of community forestry is that public recreational use, wood production, and forest conservation are not mutually exclusive.<sup>1</sup>*

*Community forests are different from parks in that the management goals include utilization of forest resources to produce economically valuable forest products, and therefore a level of periodic forest disturbance from harvest activities is expected. Community forests provide the opportunity to emphasize restoration and enhancement goals in management decisions. In addition, forest biodiversity and the presence of rare species can be viewed as a valued community asset.<sup>1</sup>*

This Management Plan delineates how the McKinleyville Community Forest will develop and evolve over time and how the McKinleyville Community Services District (MCSD), along with broad community-represented participation, will plan and implement the development. The major overarching goals that guide that development are presented below. Each of the sections of this plan contain more specific goals each of which relate back to one or more of the major goals.

## Roles and Responsibilities

Management of the McKinleyville Community Forest is governed by the MCSD Board of Directors. MCSD Staff, primarily the Parks and Recreation Department, are responsible for implementing program and projects in the MCF and coordinating the McKinleyville Community Forest Committee.

Appointed by the MCSD Board of Directors, the McKinleyville Community Forest Committee (MCFC) is an advisory board comprised of MCSD board and staff members, natural resource professionals, members of the public and an appointee of the McKinleyville Municipal Advisory Committee (MMAC)

**Commented [JE1]:** What the framework plan says: "In 1995 the McKinleyville Community Advisory Committee was formed and included members of the community interested in a community forest. By 2002 the MCAC and other community members had developed, and had adopted, the McKinleyville Community Plan, which included a community forest on the east side of McKinleyville. In 2008 the Forest Project Work Group was formed and helped to advocate for a community forest in McKinleyville. This effort evolved into the Humboldt Bay Regional Community Forest Working Group "

**Commented [KC2]:** Is Hunts Drive correct, or should it be Essex?

**Commented [MC3]:** There should be a map reference here

<https://www.mckinleyvillecsd.ca.gov/mckinleyville-community-forest-committee>. This committee was established in July 2024 and meets monthly (<https://www.mckinleyvillecsd.ca.gov/mckinleyville-community-forest-committee-meetings>). The purpose of the MCFC is to review community forest management-related issues and to make recommendations to the MCSD Board of Directors. From time to time, the MCFC may form ad hoc or standing Subcommittees to address items pertaining to the MCF.

**Commented [KC4]:** ... natural resource and forestry professionals ...

Upon inception of the MCFC, two Subcommittees were formed to address two major areas: 1) the Forest Management Planning and Funding/Budget Subcommittee (FMP); and 2) the Trails, Infrastructure, Cleanups, and Security Subcommittee (TICS). The FMP developed this document, the Community Forest Management Plan, which proposes major goals for community forest management. This Management Plan is meant to be a living document that shall be updated over time. The FMP has also identified and evaluated funding options and budgeting. As warranted, the Subcommittee forwards proposals to the MCFC.

**Commented [MC5]:** FMP members - please review and weigh in on this

The Trails, Infrastructure, Cleanups, and Security (TICS) Subcommittee's main goal is to create a Trails Plan for the McKinleyville Community Forest. In short, the scope of the trails plan is to:

- Identify the various MCF user groups and their respective needs
- Develop a process for review and approval of the development of new trails and maintenance of existing trails
- Identify candidate projects to improve usage of the MCF and infrastructure
- Develop a trails designation and map systems

In addition, TICS develops, and maintains a MCF candidate projects list. These in turn are forwarded to the Forest Management Planning and Finance Subcommittee for fiscal, logistical and priority assessment. Thereafter, the prioritized candidate projects are forwarded to the MCFC for review and, as required, forwarded to the Board for approval.

**Commented [MC6]:** Kevin, what does this mean?

**Commented [KC7R6]:** This refers to TICS original trails project list ... feel free to reword/edit as needed.

**Commented [KC8R6]:** The candidate reference indicates that TICS does not have the final say on projects.

## Major Goals

The overarching goals of this plan are summarized below in no particular order. All goals are equally vital to the success of the McKinleyville Community Forest.

1. Develop a diverse, sustainable community forest
2. Promote biodiversity throughout the forest, focused on native species, and mature timber stands
3. Develop the MCF to provide safe access for a diverse range of users and activities
4. Develop an educational component that includes cross cultural, multi-modal and cross demographic curricula

5. Develop and maintain a collaborative working relationship with multiple public safety response organizations such as Humboldt County Sheriff's Office, CAL FIRE, Arcata Fire Protection District, etc.
6. Reduce the potential negative environmental impacts of roads, trails and invasive species
7. Implement infrastructure improvements that minimize the environmental impacts and support access and usage of the forest.
8. Establish and maintain a strong, diverse financial base that sustains future forest management
9. Develop and implement hazardous fuel reduction projects to reduce the risk of wildfire

### Public Access, Infrastructure, and Recreation

One of the primary reasons the MCS D pursued the acquisition of the MCF is to meet the growing demands for trails and diversifying recreational use in the McKinleyville area.

The McKinleyville Community Plan and Humboldt County Trails Plan both describe the long-term goals of providing additional trails in the forested hills east of McKinleyville. The new MCF acquisition allows for a trails plan to now be developed and implemented that will provide for managed recreational uses. The MCF will improve the quality of life for area residents and visitors by providing outstanding recreational opportunities. Recreational facilities will be designed to be compatible with adjacent land uses, forest stewardship, resource conservation, and timber operations within a working forest. To that end, the goals below will be the guide for further development of the MCF for recreational access and use.

The Trails/Infrastructure/Cleanups/Security Subcommittee (TICS) will develop a list that captures projects for recreation, infrastructure and access/security improvements. This will be an ongoing list that suggests possible project priorities and estimated costs.

Once the priority projects are selected and the commensurate funding secured, the projects will be implemented by either MCS D staff and/or contractors and, in some cases, by volunteer organizations coordinated through MCS D.

#### Public Access, Infrastructure and Recreation Goals

- a. Improve existing roads specifically to protect water crossings, minimize erosion and sediment runoff as well as make them 'all seasons' roads.
- b. Further develop and improve the existing roads and trails network to support multiple access points, diverse recreational usage, timber management, emergency access/operations.
- c. Develop trail classification and signage system to minimize safety risks and the potential conflicts between different user groups.
- d. Develop key access points to include

- i. Parking area that can accommodate horse trailers
- ii. Restrooms
- iii. Picnic tables
- iv. Information boards with MCF 'You Are Here' maps and emergency procedures
- v. Trash/recycling receptacles and dog waste bag dispensers
- e.** Identify and characterize different user groups and their respective needs such as:
  - vi. Hikers/walkers/runners/dog walkers/
  - vii. Users with limited mobility and/or needing accommodation
  - viii. Equestrians
  - ix. Cyclists/mountain bikers
  - x. School education groups
  - xi. Tribal, Indigenous groups
  - xii. Environmental researchers
  - xiii. Emergency response agencies
- f.** Assess feasibility to install a potable water system to provide sanitary support to restrooms as well as drinking water.
- g.** Maintain compliance with the State Natural Resource Agency's prohibition of motorized vehicle use in the MCF.

Achievement of these goals can be realized through actions of MCSD staff, the MCSD Board of Directors and efforts of the members of the McKinleyville Community Forest Committee (MCFC) the Trails/Infrastructure/Cleanups/Security Subcommittee (TICS) and the Forest Management/Planning/Finance/Budget (FMP) Subcommittees. In addition, various volunteer organizations will play an invaluable role in achieving these goals.

Trails are and will continue to be a key recreational asset of the MCF. The TICS is charged with developing a trails plan for the MCF. The scope of this plan will include at least the following:

- a.** Identification of the various MCF user groups and their respective needs for access to and use of the trails, both multi-use trails as well as user group-specific trails;
- b.** Established a process for planning, locating, designing, constructing and maintaining trails;
- c.** Incorporate recognized standards for access and accommodation, and sustainable trail design, construction and maintenance;
- d.** A master MCF map including an interactive version and the procedures for keeping the maps current;
- e.** Development of a trails designation and signage system; and,

- f. A MCF Trail Users Guide including emergency procedures and trail etiquette;
- g. In collaboration with local emergency response agencies, designation of emergency access points, medical evacuation points (both via land and air).

The TICS Subcommittee will also develop and maintain a list of projects which enhance the MCF user experience. These projects will address, but not be limited to:

- Trail development and maintenance;
- Road maintenance;
- Erosion control;
- Infrastructure components, e.g., access points, information boards and trail/road signage;
- Invasive species removal; and,
- Wildfire risk reduction measures.

This will be an ongoing list that suggests possible project priorities and estimated costs. Once the priority projects are identified must then, go through an approval process, and the commensurate funding secured, the projects will be implemented by either MCSD staff and/or contractors (under MCSD’s direction) and, in some cases, by volunteer organizations coordinated through MCSD.

**Commented [KC9]:** Discussion needed to clarify, at least for myself, how priorities are assigned to projects. Does TICS develop the projects candidate list with suggested priorities and then does the Management/Planning/Finance subcommittee set the project priorities to be presented to the CF Committee? And then on to the Board??

## Forest Stewardship

Forest Stewardship refers to the responsible planning and management of forest resources to sustain and enhance their ecological, economic, and social values over time. It emphasizes long-term care of the land, promoting biodiversity, supporting ecosystem services, and integrating sustainable use with conservation.

Forest practices will protect, maintain and/or restore the aesthetics, vitality, structure and functioning of the natural processes, including fire, of the forest ecosystem and its components. (ref. Institute for Sustainable Forestry, ISF).

The forest stewardship practices will also be integrated and compatible with recreational uses of the MCF, as well as periodic commercial timber harvesting.

### Forest Stewardship Goals

- a. Add value to the property through application of single tree selection silviculture which allows for development of mature forest conditions over time and into perpetuity
- b. Provide for a well-designed and maintained system of roads for the purpose of recreational trails, timber harvesting, and emergency response access
- c. Plan and implement restoration projects including fish and wildlife habitat and water quality improvement
- d. Reduce environmental effects of invasive species

**Commented [KC10]:** Will ‘single tree selection silviculture’ be meaningful to the general reader? Is some clarifying language needed? Disregard comment

- e. Reduce impacts of roads and trails to water quality and riparian and aquatic habitat
- f. Provide educational, research and recreational opportunities
- g. Utilize revenue from timber harvest, grant funding and other sources to supplement forest management and maintenance costs and improvements

## Community Involvement

This will be an inclusive process that ensures that the values, concerns and wishes of the broadest cross section of the community has an equal opportunity to be heard

- *The ongoing successful development of the MCF depends on the active involvement of a broad cross section of McKinleyville community members. Participation in the development process is the most effective means by which community members can contribute and ensure that their opinions, recommendations and concerns are heard by the various committees and the MCS D Board of Directors, aka the Board. The committee and Board meetings are open to the public and offer an opportunity to give verbal comment of agenda items. In addition, individuals are encouraged to submit written comments for more extensive and/or complex viewpoints.*

Active community involvement will positively contribute to the development, characteristics, priorities and usage of the McKinleyville Community Forest, both in the short and long term.

Community involvement includes, but is not limited to:

- a. Attending Public meetings and participate in the public input process.
- b. Developing a familiarity with the MCS D Community Forest webpages: McKinleyville Community Forest - <https://mckinleyvillecsd.ca.gov/mckinleyville-community-forest>
- c. Developing a familiarity of the MCF by accessing the forest; download the interactive map.
- d. Encouraging fellow community members to become informed and get involved.
- e. Joining volunteer organizations/efforts actively involved with the MCF.

### Community Involvement Goals

- a. Honor access to the forest for Native people practicing traditional tribal practices, such as gathering native plants.
- b. Engage with local Native tribes and groups to assist in management of the forest consistent with Native practices.
- c. Actively promote volunteerism that benefits the environmental health, enhances recreational use, and provides additional resources for forest management.

**Commented [KC11]:** At some point, it will be beneficial to have a representative(s) from the Tribal community read and comment on the draft community forest management plan and comment.

- d. Increase public awareness and understanding of community-based forestry.
- e. Seek partnerships with local schools and community groups for training opportunities.
- f. Collaborate with individuals, organizations, tribal and government entities to promote ecosystem health and sustainability.
- g. Encourage public input through efforts such as, but not limited to, meetings and surveys.

## Public Safety

Entry into any forest is not without some safety risks, both naturally occurring and human behavior-based. The overall goal is to minimize to the greatest extent practicable the risks posed by foreseeable safety issues within the MCF such as:

- o Illegal trespassing, camping, trash dumping;
- o Unauthorized motor vehicle use;
- o Illegal hunting, fishing, and firearm use;
- o Forest management activities, e.g., fuels reduction efforts, timber harvest
- o Illegal campfires and fireworks;
- o Wildland/forest fires;
- o Trail use conflicts/accidents;
- o Illegal trail modifications (e.g. mountain bike jumps);
- o Falling tree hazards; and,
- o Potentially dangerous wildlife encounters.

MCF users are encouraged to adopt specific safety practices which help reduce risk to themselves and other forest users including:

### Forest Safety Practices:

- The 10 essentials as listed by the National Parks Service, which offers examples of basic first aid and emergency items designed to help with minor injuries, sudden weather changes, or unexpected delays when heading out to a national park. This list is also recommended when traversing through the MCF. (<https://www.nps.gov/articles/10essentials.htm>) Navigation – Map, compass, and GPS system
- Sun protection – Sunglasses, sunscreen, and hat
- Insulation – Jacket, hat, gloves, rain shell, and thermal underwear
- Illumination – Flashlight, lanterns, and headlamp
- First-aid supplies – First Aid Kit
- Fire – Matches, lighter and fire starters
- Repair kit and tools – Duct tape, knife, screwdriver, and scissors
- Nutrition – Food

**Commented [JE12]:** Kevin: Probably a good idea to have TICS review and vet these practices.

**Commented [JE13]:** Link the 10 essentials from National Parks Service

**Commented [JE14]:** Review list

- Hydration – Water and water treatment supplies
- Emergency shelter – Tent, space blanket, tarp, and bivy

**Commented [KC15]:** We probably should delete tent, tarp and bivy from this list as camping is not allowed.

The Public Safety Goals to reduce risks are presented below.

#### Public Safety Goals

- a. Encourage public safety to be the top priority for users of the McKinleyville Community Forest
- b. MCSD to cooperatively work with federal, state, and county agencies and non-governmental organizations to integrate fire prevention and suppression resources and develop and implement hazardous fuel reduction projects to reduce the risk of wildfire
- c. MCSD and Humboldt County will enforce applicable county rules and regulations prohibiting such activities
  - i. Illegal dumping
  - ii. Camping
  - iii. Hunting
  - iv. Leash law violations
  - v. Littering
  - vi. Use of unauthorized motorized or electric vehicles (Only class 1 & 2 e-bikes allowed)
  - vii. Unauthorized fires
  - viii. Firearms
- d. Develop evacuation plans and evacuation routes in consultation with applicable agencies
- e. Develop emergency access for fire trucks, law enforcement vehicles, helicopters, ambulances, litters, etc.
- f. Provide public education and plans for wildfire safety and evacuations
- g. Provide specific safety plans for trail closures or detours around active timber harvests or other operations where heavy equipment is in use

Specific actions that MCSD will do towards the public safety goals are:

#### 1. Safe Access and Use

- a. Maintain trails, access roads, and infrastructure to minimize hazards.
- b. Install and maintain proper signage to orient users, designate trail uses and highlight hazards.
- c. Design trails and access points to allow emergency vehicle access where appropriate.

#### 2. Fire Risk Reduction

- a. Implement fuel reduction strategies (e.g., thinning, removal of ladder fuels, shaded fuel breaks).

- b. Coordinate with local fire agencies (CAL FIRE, Humboldt Bay Fire) to develop a wildfire response plan.
- c. Educate the public on fire prevention and restrictions (e.g., no campfires, smoking policies).

**3. Hazard Tree Management**

- a. Prioritize hazard tree mitigation in areas of high public use or visitation.

**4. Emergency Response Preparedness**

- a. Develop and post emergency response protocols and contact information at trailheads.
- b. Assign GPS-located emergency access points to aid first responders.
- c. Maintain clear, accessible communication with local law enforcement, fire, and EMS.

**5. Address Illegal or Unsafe Activity**

- a. Coordinate with Humboldt County Sheriff's Office to monitor and deter illegal camping, dumping, vandalism, and other unsafe activities.
- b. Explore non-enforcement-based safety options (e.g., community patrols, stewardship volunteers).

**6. Public Health and Sanitation**

- a. Install and maintain trash receptacles and pet waste stations.
- b. Consider provision of restrooms or sanitation stations at main trailheads.
- c. Track potential water quality issues at creek crossings and wetlands.
- d. Require equestrians to remove horse manure from parking areas.

**7. Visitor Education**

- a. Provide clear information on forest rules, trail etiquette, and safety tips at trailheads and online.
- b. Engage the community through guided walks, interpretive signage, and events to build awareness of shared responsibility for forest health and safety.

**Commented [JE16]:** What to do with horse droppings?

**Commented [KC17]:** Does MCSD need to do this, i.e., institute a water quality monitoring program? And if so, against what water quality standards?

**Education**

An educational component will be vital in bringing clarity of forest use rules and respectful etiquette in order for the community members to fully appreciate the beauty, diversity, and complexity of the MCF ecosystem, as well as the benefits and responsibilities of having access to the MCF.

**Education Goals**

- a. Provide opportunities for involvement with local schools, higher education, and other educational groups.
- b. Utilize docents and naturalist guided walks to provide opportunities for people to expand their knowledge and enjoyment of the forest.

- c. Increase awareness and appreciation of cultural heritage and Traditional Ecological Knowledge (TEK) by working with the local tribes.
- d. Promote and utilize digital platforms to increase understanding of the MCF.

Promote a sense of responsibility within users of the MCF through educational opportunities.

## Project Planning and Management

MCF project proposals originate at the staff, committee, and/or Subcommittee level. Each project proposal is subject to review and assessment for a number of possible administrative oversight and/or permitting requirements plus fiscal and budgetary impact. This starts with an internal MCSD review for:

- a. Feasibility and scope of work
- b. Sequencing: Is the project a prerequisite to other projects or is there a prerequisite project that must be completed first?
- c. Funding availability – if grant funded confirmation that the project qualifies for the grant
- d. Discretionary projects that could have a physical effect on the environment are subject to CEQA review. Generally MCSD will be the lead agency for CEQA, but it is possible that projects that are part of the CFIP FMP are already covered by CAL FIRE’s programmatic CEQA documents (e.g. construction of shaded fuel breaks).
- e. Subject to review, oversight and/or permitting by external agencies such as:
  - i. CAL FIRE
  - ii. California Department of Fish and Wildlife
  - iii. U.S. Fish and Wildlife Service
  - iv. Regional Water Quality Control Board
  - v. NOAA Fisheries
  - vi. Humboldt County
  - vii. U.S. Army Corps of Engineers
  - viii. North Coast Unified Air Quality Management District
- f. The feasible projects are then added to the Parks & Recreation Capital Improvement Plan budget, which is a rolling year budget, scheduled out for 10-years and revised each spring (typically in January) as part of the District’s annual budgeting process. A draft version of the CIP Budget is taken to the MCSD Board for review in February and approved with the final budget in June of each year.
- g. Capital Improvement Plan (CIP) projects are classified as projects that cost over \$5,000 and have a useful life over 1 -year. All major CIP projects should

**Commented [KC18]:** I think a project development flow diagram would be very helpful here showing the different project origin points, subcommittee(s), CFC reviews necessary and when approval by the Board is necessary. (at least helpful for my visual orientation) And subsequently, I think the text of this section would follow more easily. Or, perhaps I am just over thinking this.

be part of the CIP and scheduled out. The priority of the projects may change from year to year based on available funding and other factors.

- h.** After the project budget is approved for the fiscal year in which it occurs, it will proceed as any typical project, with the initial design and permitting as required, including solicitation of Professional Services as required. Contracts in excess of \$75,000 need to be approved by the MCSD Board. Upon final design and permitting, the construction of the project also generally must be advertised and awarded per California Public Contract Code and the Districts Procurement Policy.
- i.** Projects performed by volunteer labor generally follow the same scenario, with the required CEQA and other permitting, and design work completed as required, however construction services do not need to follow the typical procurement process.
- a.**

## Appendices

- a.** California Forest Improvement Program, Forest Management Plan, BBW & Associates, December 2025
- b.** Maps
- c.** Implementation Plans
  - i.** Trails plan (existing, maintenance, planned)
  - ii.** Invasive Species Eradication Plan (forth coming)
- d.** Maps (or map with layers)

**Commented [KC19]:** The Trails Plan covers roads within the MCF therefore, a separate roads plan is not necessary. Whether stand-alone plans are needed for invasive species eradication and erosion control respectively TBD. (meant to be associated with Implementation Plans, not Maps.