

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY
FOREST TRAILS, INFRASTRUCTURE, SECURITY, AND CLEAN-UPS SUBCOMMITTEE HELD ON
TUESDAY, MARCH 25, 2025 at 5:15 P.M.
IN PERSON AT THE MCSD OFFICE CONFERENCE ROOM – 1656 SUTTER ROAD,
MCKINLEYVILLE, CALIFORNIA
and
TELECONFERENCE Via ZOOM & TELEPHONE:
Use ZOOM MEETING ID: 859 8670 1374 (<https://us02web.zoom.us/j/85986701374>) or DIAL IN
TOLL FREE: 1-669-444-9171 (No Password Required!)**

AGENDA ITEM A. CALL TO ORDER:

1 Call to Order & Roll Call: The meeting was called to order at 5:15 p.m. with the following members and staff in attendance in person at the MCSD Conference Room:

Jens Andersen
Justin Brown
Tyler Brown
Kenneth Burton
Charlie Caldwell
Christopher Collier
Shaun Fyfe
Phil Heidrick
James Henry
Michelle Stephens
Nicole West

The following members were absent: None

2 Flag Salute: The Pledge of Allegiance was led by James Henry

3. Additions or Changes to the Agenda

There were no additions or changes to the agenda.

4. Approval of the Agenda

Motion: It was moved to approve the agenda

Motion by: Kenneth Burton; **Second:** James Henry

There were no comments from the subcommittee or public.

Roll Call:

Ayes: Jens Andersen, Justin Brown, Tyler Brown, Kenneth Burton, Charlie Caldwell, Christopher Collier, Shaun Fyfe, Phil Heidrick, James Henry, Michelle Stephens, Nicole West.

Nays: None

Absent: None

Motion Summary: Motion passed.

5. Public Comment and Written Communications

Charlie Caldwell relayed that discussions regarding the sale of the 1st Street property are progressing. The potential buyer is interested in providing maintaining an the easement that would grants an additional access point to the McKinleyville Community Forest (MCF).

6. Consider Approval of Minutes of the Regular Meeting of the TICS Subcommittee on February 25, 2025.

Motion: It was moved to approve the meeting minutes from the February 25, 2025 meeting.

Motion by: Jens Andersen; **Second:** Nicole West

There were no comments from the subcommittee or public.

Roll Call: Ayes: Jens Andersen, Justin Brown, Tyler Brown, Kenneth Burton, Charlie Caldwell, Christopher Collier, Shaun Fyfe, Phil Heidrick, James Henry, Michelle Stephens, Nicole West.

Nays: None

Absent: None.

Motion Summary: Motion passed.

7. Discussion of Gates and Keys

Jens Andersen presented an informational item related to gate and key access to the MCF at the Murray Road entrance. James Henry explained that MCSD has in the past used a rotating lock system to allow access to various facilities for annual use. Each year the lock is changed and new key is issued to various authorized users. James said this has worked well for MCSD in the past and wanted to know if the TICS committee wanted to continue this system for the gates at Murray Road, or adopt another system to allow authorized users gate access.

Currently, two mountain bike organizations and one equestrian group ~~that have completed MOUs with MCSD~~ have keys to the gate.

Motion: It was moved to approve continuing the current system of key distribution and lock changes to allow access to groups that have signed MOUs with MCSD.

Motion by: Kenneth Burton; **Second:** Michelle Stephens.

Roll Call: Ayes: Jens Andersen, Justin Brown, Tyler Brown, Kenneth Burton, Charlie Caldwell, Christopher Collier, Shaun Fyfe, Phil Heidrick, James Henry, Michelle Stephens, Nicole West.

Nays: None

Absent: None.

Motion Summary: Motion passed.

8. Consider potential Partnership with Humboldt Trails Council (HTC)

James Henry again brought the draft MOU between MCSD and the Humboldt Trails Council before the committee for consideration. James said that MCSD would be able to pay the \$3500 maximum annual support payment to the Volunteer Trail Stewards from the MCF budget.

Motion: It was moved to recommend that the MOU be presented to the McKinleyville Community Forest Committee for review and recommend to the MCSD Board for approval.

Motion by: Michelle Stephens; **Second:** Nicole West

Roll Call: Ayes: Jens Andersen, Justin Brown, Tyler Brown, Charlie Caldwell, Christopher Collier, James Henry, Michelle Stephens, Nicole West.

Nays: None

Abstain: Kenneth Burton and Phil Heidrick abstained from voting due to their positions on the Humboldt Trails Council Board.

Shaun Fyfe abstained due to an agreement to become a volunteer Trail Crew Leader for the HTC.

Motion Summary: Motion passed.

9. Discussion of Approach to Development of Trails Plan

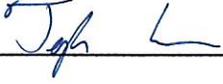
Jens Andersen presented a draft framework for developing a trail plan for the TICS committee to consider. Various pathways and frameworks were discussed. It was generally agreed by the committee that the draft framework was a good starting point and that further discussion on the trail plan would be ongoing.

10. Committee Member Announcements and Future Agenda Items

An agenda item will be added to discuss the creation of signs to facilitate parking at the Murray Road MCF entrance.

11. ADJOURNMENT:

Meeting Adjourned at 6:40 p.m.



Tyler Brown, Secretary