



# April 1, 2025 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: 867 8228 7214 (<https://us02web.zoom.us/j/86782287214>)

or DIAL IN TOLL FREE: 1-669-444-9171 (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.

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, March 31, 2025.

## **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 March 4, 2025 Subcommittee Meeting**

Attachment 1 – Draft Minutes from Mar. 4, 2025

**7 Discuss Possible CFIP Grant Projects**

**8 Review of Draft Community Forest Management Plan v. 2025\_03\_27**

Attachment 1 – Draft Forest Mgmt Plan v. 2025\_03\_27

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

- Next FMP Subcommittee Meeting: May 6, 2025 @ 4:30pm
- Next MCF Committee Meeting: April 15, 2025 @ 5:30pm
- Next TICS Subcommittee Meeting: April 22, 2025 @ 5:15pm
- Continue Reviewing the Draft Forest Management Plan
- Possible review of CFIP grant projects

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

**Posted 5:00 p.m. on March 28, 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.*

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY  
FOREST MANAGEMENT PLAN, FUNDING, AND BUDGET SUBCOMMITTEE HELD ON TUESDAY,  
MARCH 4, 2025 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 Chair 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  
Jennifer Ortega  
Joel Rink  
Maya Conrad

Public Present included:  
Greg Blomstrom, BBW & Associates  
Mark Andre, BBW & Associates

Public Present via Zoom:  
No one

- 2. Pledge of Allegiance:** The Pledge of Allegiance was led by Kevin Creed

- 3. Additions to the Agenda**  
There were no additions to the agenda.

- 4. Approval of the Agenda**

**Motion:** It was moved to approve the current agenda.

**Motion by:** Maya Conrad; **Second:** Kirsten Messmer  
There were no comments from the subcommittee or public.

**Roll Call:** Ayes: Maya Conrad, Patrick Kaspari, Kevin Creed, Joel Rink, Jennifer Ortega, Kirsten Messmer Nays: None Absent: None

**Motion Summary:** Motion passed.

- 5. Public Comment**

There was no public comment.

## 6. Review and Approval of Minutes from February 4, 2025 Meeting

**Motion:** It was moved to approve the minutes from the February 4, 2025 meeting.

**Motion by:** Kirsten Messmer; **Second:** Pat Kaspari

There were no comments from the subcommittee or public.

**Roll Call:** Ayes: Maya Conrad, Patrick Kaspari, Kevin Creed, Joel Rink, Jennifer Ortega, Kirsten Messmer Nays: None Absent: None

**Motion Summary:** Motion passed.

## 7. Discuss Approach for Completion of California Forest Improvement Program (CFIP) Forest Management Plan

Item was presented by Patrick Kaspari. Pat updated the Committee on the CFIP grant for the completion of the CFIP FMP, and the intent to allow BBW & Associates utilize the Framework Plan to complete the CFIP FMP per the CALFIRE requirements. The CFIP FMP would then be included as an attachment to the MCF FMP. The Subcommittee discussed and expressed interest in reviewing the Draft CFIP FMP at least in conjecture with CALFIRE, and if possible, earlier. The Subcommittee also discussed the possibility of additional grant funding as part of the CFIP grant to perform projects. Mark Andre and Greg Blomstrom of BBW discussed possible projects and agreed to help develop project descriptions and associated costs for submittal to CALFIRE for possible funding.

**Motion:** It was moved to approve BBW & Associates completing the CFIP FMP and develop potential projects and costs for submittal to CALFIRE for potential additional grant funding.

**Motion by:** Kirsten Messmer; **Second:** Jennifer Ortega

There were no comments from the subcommittee or public.

**Roll Call:** Ayes: Maya Conrad, Patrick Kaspari, Kevin Creed, Joel Rink, Jennifer Ortega, Kirsten Messmer Nays: None Absent: None

**Motion Summary:** Motion passed.

## 8. Review of Draft Forest Management Plan v. 2025\_02\_19

Item presented by Kevin Creed. The Committee edited the Forest Management Plan in real time and discussion ensued. Edits were made to the Forest Stewardship and Community (and Tribal) Involvement sections of the Plan. This was an information only item. No action was taken.

## 9. Committee Announcements and Future Agenda Items

This item was presented by Patrick Kaspari. Committee Discussion ensued, mainly focused on the continued review/editing of the Forest Management Plan and the fact that there was no update on the CFIPS or CalVTP grants submitted.

## 10. Adjournment

Meeting adjourned at 6:09pm

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Patrick Kaspari, Committee Secretary

(MCSD letterhead)

**McKINLEYVILLE COMMUNITY FOREST MANAGEMENT PLAN (Draft, v 2,-  
194-28-2025)**

June 1, 2025 to June 1, 2031

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)

**I Introduction**

What started as a vision and commitment by McKinleyville community leaders in (date) to acquire a McKinleyville Community Forest was realized in January 2024 with the acquisition of 599 acres of forest land from Green Diamond Resource Company. The 599 acre community forest, borders the community on the east side between Murray Road and Hunts Drive. Appendix 1, the BBW McKinleyville Community Forest Framework Plan, provides a more detailed account of the acquisition as well as the environmental and forest conditions as of 10/27/2021.

*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 document delineates how the McKinleyville Community Forest will develop and evolve over time and how MCSD, along with broad community-represented participation, will guide, plan and implement the development.

## II MAJOR GOALS

The overarching goals of this plan are summarized below. Greater detail of these goals is included in the various applicable sections within this document.

- Develop a diverse, sustainable community forest.
- Promote biodiversity throughout the forest, focused on native species, and mature timber stands.
- Develop the MCF to provide safe access for a diverse range of users and activities.
- Reduce the potential negative environmental impacts of roads, trails and invasive species.
- Implement infrastructure improvements that minimize the environmental impacts and support access and usage of the forest
- Establish and maintain a strong, diverse financial base that sustains future forest management

## III Public Access, Infrastructure and Recreation

Commented [KC1]: See page 73 of BBW framework doc

One of the primary reasons the MCSD pursued the acquisition of the MCF is to meet the growing demands for trails and dispersed 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. <sup>1</sup> To that end, the goals below will be the guide for further development of the MCF for recreational access and use.

The Trails/Infrastructure/Clean-up/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 MCSD staff and/or contractors and, in some cases, by volunteer organizations coordinated through MCSD.

Access, Infrastructure and Recreation Goals

- Improve existing roads specifically to protect water crossings, minimize erosion and sediment runoff as well as make them ‘all seasons’ roads.
- Further develop and improve the existing roads and trails network to support multiple access points, diverse recreational usage, timber management, emergency access/operations.
- Develop trail classification and signage system to minimize safety risks and the potential conflicts between different user groups.
- Develop key access points to include:
  - Parking area that also accommodates horse trailers
  - Restrooms
  - Picnic tables
  - Information boards with MCF ‘You Are Here’ maps and emergency procedures
  - Trash/recycling receptacles and dog waste bag dispensers
- Identify and characterize different user groups and their respective needs such as:
  - Hikers/walkers/runners/dog walkers/Americans with Disability Act (ADA) users
  - Equestrians
  - Cyclists/mountain bikers
  - School education groups
  - Tribal, Indigenous groups
  - Environmental researchers
  - Emergency response agencies.
- Assess feasibility to install a potable water system to provide sanitary support to restrooms as well as drinking water.
- Maintain compliance with the State Natural Resource Agency’s prohibition of motorized vehicle use in the MCF.

#### IV Forest Stewardship

The forest stewardship goals ~~that require harvest listed herein will~~ will be facilitated governed by a CalFire permit and implemented by MCSD via a Nonindustrial Timber Management Plan, aka NTMP. This is a legal document that satisfies the requirement to adhere to the California Environmental Quality Act (CEQA) for projects conducted in the state of California. The NTMP is the functional equivalent of an Environmental Impact Report or EIR and Cal Fire is the lead agency with the responsibility for approving the NTMP. The NTMP is a permit administered by CAL FIRE that defines the minimum standards that must be met in order to legally conduct timber operations.

It may be two or three decades before the MCF has sufficient marketable timber and, therefore, the NTMP will not be developed until just prior to that time.

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Commented [KC3]: This is my addition but it may not be accurate.

Other projects within the MCF and outside the scope of the NTMP may require separate CEQA analysis and documentation; see section (IX) below, Project Management.

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Commented [KC5R4]: Change made

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### Forest Stewardship Goals

- 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
- Provide regular future income from sale of forest products
- Provide for a well-designed and maintained system of roads that are co-used as recreational trails
- Plan and implement restoration projects. Deliver conservation co-benefits including fish and wildlife habitat and water quality improvement
- Reduce environmental effects of invasive species and impacts of roads and trails to water quality and fish habitat.
- Provide educational, research and recreational opportunities. Timber harvest operations provide a unique opportunity to provide education in the field regarding the ecological intention of the operations.
- Generate sufficient revenue from timber harvest and grant funding to cover forest, management and maintenance costs and upgrades/improvements.

Commented [KC6]: Will 'single tree selection silviculture' be meaningful to the general reader? Is some clarifying language needed?

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Commented [GB7]: Add a new bullet that describes reducing environmental effects of invasive species and impacts of roads and trails to water quality and fish habitat.

### V Community and Tribal Involvement

Because the MCF is a community forest, community input, it is vital that there is and input and active involvement from, both deep and wide, individuals, organizations and agencies is required. 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

Commented [KC8]: See page 82 of BBW framework doc

Commented [KC9]: 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.

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- The ongoing successful development of the MCF depends on the active involvement of a broad cross section of McKinleyville residents. Participation in the development process is the most effective means by which residents can contribute and ensure that their opinions, recommendations and concerns are heard by the various committees and the Board of Directors. 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.<sup>1</sup>

- Volunteer organizations are another way in which individuals can participate. These organizations are and will continue to be vital in trail development, docent tours, clean-up work days, usage surveys, etc.<sup>1</sup>

The statement above from the BBW framework document<sup>1</sup> emphasizes the importance of active involvement of community members to affect the development, characteristics, priorities and usage of the McKinleyville Community Forest, both in the short and long term.

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Community involvement includes, but is not limited to:

- Attend meetings and submit written comments as noted above;
- Develop a familiarity with the MCS D Community Forest webpages: [McKinleyville Community Forest - https://mckinleyvillecsd.ca.gov/mckinleyville-community-forest](https://mckinleyvillecsd.ca.gov/mckinleyville-community-forest)
- Develop a familiarity of the MCF by accessing the forest by hiking, cycling or horseback; download the interactive map
- Encourage fellow community members to become informed and get involved.
- Volunteer organizations are another way in which individuals can participate. These organizations are and will continue to be vital in trail development, docent tours, clean-up work days, usage surveys, etc.<sup>1</sup>

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Some examples of how this can be achieved are:

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- ~~Special Tribal Events - Invite the Wiyot Tribe, the Blue Lake Rancheria, and the Bear River Band to provide talks on Native history and Wiyot culture that can be shared by the tribe in a forest setting.~~
- ~~Facilitate access to the forest by Native people practicing traditional tribal practices, such as gathering native plants.~~

Community ~~and Tribal~~ Involvement Goals

- ~~Facilitate access to the forest by Native people practicing traditional tribal practices, such as gathering native plants.~~
- ~~Engage with local Native tribes and groups (such as the Native American Club at McKinleyville High School) to assist in management of the forest~~
- Encourage Volunteerism: Volunteer groups associated with the MCF
- Increase awareness and understanding of community-based forestry

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• ~~Engage with local Native tribes and groups (such as the Native American Club at McKinleyville High School) to assist in management of the forest~~

- Seek partnerships with local schools/community groups for vocational training opportunities.
- Cooperate with individuals and organizations, and local, state, tribal, and federal governments to promote ecosystem health and sustainability
- Develop a volunteer program including a trail maintenance program to build community in the forest
- Through management efforts, attempt to resolve any trail user conflicts through education, effective trail signage, design and designation of trails to promote safety and , maintenance and construction of rolling dips for use as speed control, and periodic trail patrol. The emphasis will be on education so that trail users adopt appropriate trail etiquette and self-police the trail system.

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## VI Public Safety

Public safety is the identification and evaluation of various risks, both naturally occurring and human behavior-based, plus the implementation of effective control measures that reduce those risks to acceptable levels.

Prevention is the most effective approach and is based on the collective involvement of forest users, MCSD/MCF programmatic elements, education, emergency procedures and public safety fire and law enforcement agencies.

The foreseeable MCF public safety issues include:

- Illegal trespassing, camping, trash dumping and unauthorized motor vehicle use;
- Timber harvesting activities;
- Wildland/forest fires;
- Trail use conflicts/accidents;
- Hazardous tree falling hazards; and,
- Potentially dangerous wildlife encounters.

Certainly the overall goal is to minimize to the greatest extent practicable the risks posed by these issues and any other that may arise. The risks can never be zero but mitigating the risks to reasonably acceptable levels will necessitate a multi-pronged approach.

Examples comprising a multi-pronged approach are presented below:

Commented [KC10]: See pages 54 and 87 of the BBW framework doc

Commented [GB11]: I think it would be useful to develop a neighborhood by neighborhood list of issues, opportunities and contact list to begin localizing each access points specific problems and opportunities.

Commented [KC12R11]: Agreed

- Post directional maps that display “you are here” locations, trails and roads, and evacuation routes.
- 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 risk of wildfire
- MCSD and Humboldt County will enforce applicable county rules and regulations such as illegal dumping, camping, no hunting, leash law and litter.
- In consultation with applicable agencies, develop evacuation routes/plans, emergency access for fire trucks, law enforcement vehicles, helicopters, ambulances, litters, etc.
- Provide education and plan for wildfire safety and evacuation
- Provide specific safety plans for trail closures or detours around active timber harvests or other operations where heavy equipment is in use
- Install yield signs for recreational users to minimize trail conflicts

## VII **Education**

**Commented [KC13]:** See page 54 of BBW framework doc

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, a robust educational component must be in place as part of the planning process. The educational component will also be vital in bringing clarity of forest use rules and respectful etiquette.

### Education Goals

- Provide opportunities for involvement with local schools, colleges, universities and the McKinleyville Land Trust.
- Utilize docents and naturalist guided walks to provide opportunities for people to expand their knowledge and enjoyment of the forest
- Increase awareness and appreciation of cultural heritage by working with the local tribes to increase cultural awareness of the forest.
- Optimize the utilization of web-based platforms to ensure a broad and diverse information base.

## VIII **Management/Planning/Finance**

Management of the McKinleyville Community Forest is governed by an overarching Community Forest Committee, two subcommittees and ultimately by the Board of Directors.

The Forest Management Planning and Funding/Budget subcommittee develops the Community Forest Management Plan, sets major goals for the community forest management, and identifies funding options and budgeting. As warranted, the

subcommittee forwards proposals to the Community Forest Committee and the Board of Directors for review and approval.

Trails/Infrastructure Clean-ups and Security (TICS) subcommittee develop infrastructure and trail potential projects, review trail related use issues, regulations and potential conflicts. These in turn are forwarded to the Community Forest Committee for review and, as required, forwarded to the Board of Directors for approval.

## IX Project Planning and Management

MCF project proposals originate in the TICS subcommittee and/or the MCSD administrative structure. Each project proposal is subject to review and assessment for a number of possible administrative oversight and/or permitting requirements. This starts with an internal MCSD review for:

- Feasibility and scope of work
- Sequencing: Is the project a prerequisite to other projects or is there a prerequisite project that must be completed first?
- Funding availability – if grant funded confirmation that the project qualifies for the grant
- Subject to CEQA review or not
- Subject to review, oversight and/or permitting by external agencies such as:
  - CAL FIRE
  - California Department of Fish and Wildlife
  - U.S. Fish and Wildlife Service
  - California and North Coast Regional Water Quality Control Board
  - NOAA Fisheries
  - California Geological Survey
  - Humboldt County Grading Permit
  - 1600 Lake or Streambed Alteration Agreement
  - California Department of Fish and Wildlife
  - U.S. Fish and Wildlife Service
  - NOAA Fisheries
  - U.S. Army Corps of Engineers
  - Waiver of Waste Discharge
  - North Coast Regional Water Quality Control Board Smoke Management Permit
  - North Coast Unified Air Quality Management District.

## X Appendices

1. BBW McKinleyville Community Forest Framework Plan

2. Maps

3. Implementation Plans

a. Trails plan (existing, maintenance, planned)

b. Roads plan (existing, maintenance, planned)

c. Invasive Species Eradication Plan

d. Erosion Control Plan (prevention and corrective mitigation)

4. Maps (or map with layers)