

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY
FOREST TRAILS, INFRASTRUCTURE, SECURITY, AND CLEAN-UPS SUBCOMMITTEE HELD ON
TUESDAY, AUGUST 26, 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:

James Henry, MCSD Operations Director
Jens Andersen, Recreation Coordinator
Tyler Brown
Kenneth Burton
Shaun Fyfe
Michele Stephens
Christopher Collier
Nicole West
Charlie Caldwell
Nancy Morelli

The following members were absent: Phil Heidrick, Justin Brown
Nancy Morelli acted as a voting member for this meeting in her role as an alternate.

- 2. Flag Salute:** The Pledge of Allegiance was led by Charlie Caldwell.

- 3. Additions or Changes to the Agenda**

No changes to the agenda.

- 4. Approval of the Agenda**

Motion: Approve agenda.

Motion by: Jens Andersen; seconded by: Ken Burton

Roll Call: Ayes: Jens Andersen, Tyler Brown, Ken Burton, Charlie Caldwell, Shaun Fyfe, James Henry, Michele Stephens, Nicole West, Nancy Morelli Nays: None Absent: Chris Collier, Justin Brown, Phil Heidrick

Motion Summary: Motion passed.

- 5. Public Comment and Written Communications**

No general public comment

- 6. Consider Approval of Minutes of the Regular Meeting of the TICS Subcommittee on July 22, 2025**

Motion: It was moved to approve meeting minutes from July 22, 2025

Motion by: Ken Burton; Seconded by: Michele Stephens

Roll Call: Ayes: Jens Andersen, Tyler Brown, Ken Burton, Charlie Caldwell, Shaun Fyfe, James Henry, Michele Stephens, Nicole West, Nancy Morelli Nays: None Absent: Chris Collier, Justin Brown, Phil Heidrick

Motion Summary: Motion passed.

7. Schedule User Groups Individual Meetings

The Subcommittee discussed future TICS Subcommittee meetings that focus on individual forest user groups. Various user groups were proposed, including hikers, equestrians, bikers, and users with disabilities. It was decided that the TICS Subcommittee would reach out to representatives from those groups and invite them to TICS Subcommittee meetings so that their input and concerns could be heard and included in the Trail Plan. A preliminary schedule was proposed for user-group-focused meetings: September for hikers/dogwalkers/disabled users, October for equestrian, and January for bikers. Additional user groups may be added based on interest and need. It was proposed that these user groups might be hosted during the McKinleyville Community Forest Committee meetings to accommodate more members of the public.

Motion: Motion to request McKinleyville Community Forest Committee to host user groups and for the Hiker and Dog Walkers, user group to be invited in September.

Motion by: Michelle Stephens **Seconded by:** James Henry

Roll Call: Ayes: Jens Andersen, Tyler Brown, Ken Burton, Charlie Caldwell, Shaun Fyfe, James Henry, Michele Stephens, Nicole West, Nancy Morelli, Chris Collier Nays: None Absent: Justin Brown, Phil Heidrick

Motion Summary: Motion passed.

8. Discussion of Trail Map

This was a discussion item. No action is proposed. Brief discussion of existing trails and methods for determining which trails should be decommissioned or added to the McKinleyville Community Forest. Charlie proposed adding a multi-use/electric bike area around trail 8A-10. Jens proposed that trail 1D has the potential to be developed as an adaptive trail. Conversations will be continued during ongoing TICS Subcommittee discussions.

9. Dennis Houghton Trail Presentation Invitation

Jess Elm informed the Subcommittee that staff was considering inviting Dennis Houghton to provide a trail-building presentation. Dennis has years of experience designing, planning and constructing trails for the Arcata Community Forest and consulting for trail work in McKay Forest in Eureka.

Motion: Motion to direct staff to schedule a presentation by Dennis Houghton for trail construction and design.

Motion by: Nicole West **Seconded by:** Ken Burton

Roll Call: Ayes: Jens Andersen, Tyler Brown, Ken Burton, James Henry, Michele Stephens, Nicole West, Nancy Morelli, Chris Collier Nays: None Abstain: Charlie Caldwell, Shaun Fyfe Absent: Justin Brown, Phil Heidrick

Motion Summary: Motion passed.

10. Review of Draft Trail Plan v. 2025_08_20

The Subcommittee reviewed initial edits to the draft Trail Plan. Sections 1.1 and 1.2 were reviewed and edited. Further review forthcoming.

12. Committee Member Announcements and Future Agenda Items

Items to add to future agenda:

- Pick five people to edit/write live document to develop trail plan
- Need to vote to replace Subcommittee members whose year is expiring in November
- Make Decision on November and December meeting time to accommodate holiday schedule.

The meeting was adjourned at 7:18 pm.



Tyler Brown, Secretary

