



## **GREAT REDWOOD TRAIL AGENCY Special Board of Directors Meeting**

### **AGENDA**

**Thursday, March 28, 2024**

**10:30am**

#### **Meeting Location:**

Eureka City Council Chambers  
521 K Street, Eureka  
Humboldt County

#### **Teleconference Location for Board and Public Participation [Cal Gov Code § 54953(a)]:**

Healdsburg City Council Chambers  
401 Grove Street, Healdsburg  
Sonoma County

#### **To attend the meeting via Zoom on a PC, Mac, iPad, iPhone or Android device:**

- Open this website on your browser: <https://zoom.us/join> or open the app on your phone
- Enter Meeting ID: 860 9012 2207
- Enter Passcode: 456950
- All participants will be automatically muted except when called on to speak

#### **If you would like to make public comment via Zoom:**

- Wait until you hear the board ask for public comment or comment on agenda item
- Raise your hand by clicking on “Reactions” in the meeting controls, then “Raise Hand”
- Wait until you are called on
- Unmute yourself when you’re called on and give your public comment
- When your three-minute time limit is up, return to “Reactions” and “Lower Hand”

#### **To attend the meeting over the phone (audio only):**

- Call (669) 444-9171
- Enter Meeting ID: 860 9012 2207
- Enter Passcode: 456950

**If you would like to make public comment over the phone:**

- Wait until the board chair calls for public comment or comment on agenda item
- Enter \*9 to raise your hand
- Wait until you are called on
- Enter \*6 to unmute yourself
- You will have three minutes to comment
- Enter \*6 to mute yourself after you have given your comment

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. AGENDA APPROVAL**

**D. PUBLIC COMMENT**

*Comments will be limited to three minutes per person and not more than ten minutes per subject, so that everyone can be heard and may be further limited at the discretion of the Chairwoman of the Board if the number of commentators reasonably so requires. "Public comment" time is limited to matters under the jurisdiction of the Agency that may not have been considered by the Agency previously and are not on the agenda. No action will be taken. Members of the public may also comment during specific agenda items when recognized by the Chair.*

**E. REPORT FROM CHAIR OF BOARD – Caryl Hart**

**F. CONDUCT OF BUSINESS**

1. Discussion and Possible Action to Authorize the Executive Director to Execute Two (2) License Agreements between the Great Redwood Trail Agency and Sparetime Supply, Inc., for the Use of Property: (1) Located at Milepost 138.77 in Willits, for a Period of One Year; and (2) Located at Milepost 139.16 in Willits, on a Month-to-Month Basis, in a Form Approved by Counsel.
2. Discussion and Possible Action to Authorize the Executive Director to Execute:
  - a. A License Agreement between the Great Redwood Trail Agency and Mendocino Forest Products, LLC for the use of Property Located at Mileposts 115.92, 116.17 to 116.47, 116.38, 116.41, 116.45 to 116.55, 116.59, 120.35, 120.36, and 142, and
  - b. A License Agreement between the Great Redwood Trail Agency and Mendocino Redwood Company, LLC for the use of Property Located at Milepost 115.92, each for a period of one year, in a Form Approved by Counsel.
3. Discussion and Possible Action to Approve Resolution 2024-02 to Revise the Adopted Regular Meeting Calendar for 2024 and Adopt a Policy Regarding Establishing Teleconference Participation Location for Board and Public Participation at Regular Board Meetings.
4. Annual Presentation from the Timber Heritage Association (THA) to Satisfy Terms of the Memorandum of Understanding between GRTA and THA.
5. Discussion and Possible Action to Approve a Memorandum of Understanding between Great Redwood Trail Agency and Timber Heritage Association for the Use of Property Located

between Mileposts 284.25 and 285.64 in Eureka, and between Mileposts 297.44 in Manila and 300.43 in Samoa, in Humboldt County, in a Form Approved by Counsel.

6. Discussion and Possible Action Regarding Selection of Chair and Vice Chair

**G. CONSENT CALENDAR**

1. Approval of Minutes – January 25, 2024 and February 13, 2024
2. Approval of Financial Statements – January and February 2024
3. Approval of Warrants Issued - January and February 2024
4. Approval Cal Card Statement – January and February 2024
5. Approval of Aycock and Edgmon Contract for Accounting Services Through June 30, 2025
6. Approval of Amendment to Employment Contract with Elaine Hogan to Correct Position Designation to “Executive Director” to Comport with Existing Policies and Classification System.
7. Commencement of 45-day Public Comment Period on Proposed Revisions to Conflict of Interest Code

**H. STAFF REPORT – Elaine Hogan, GRTA Executive Director**

**I. MATTERS FROM THE BOARD**

**J. CLOSED SESSION**

- a. Discussion with Legal Counsel Regarding Pending Litigation:  
Abandonment and Railbanking Filings, before Surface Transportation Board  
[Government Code section 54956.9(a)]
- b. Discussion with Legal Counsel Regarding Anticipated Initiation of Unlawful Detainer Action on  
GRTA Property APN 211-141-001 at 901 Dyerville Loop Road in Redcrest, CA  
[Government Code section 54956.9(d)(2)]
- c. Discussion with Legal Counsel Regarding Anticipated/Potential Litigation:  
Dispute Regarding Disbursement of RRIF Loan Insurance Risk Premium Refund with North  
Western Pacific Railroad Company.  
[Government Code section 54956.9(d)(4)]

**K. ANNOUNCEMENT OUT OF CLOSED SESSION**

**L. ANNOUNCEMENT OF NEXT MEETING – MAY 16, 2024 AT 10:30AM**

Regular Meeting Location:  
Eureka City Council Chambers

521 K Street, Eureka  
Humboldt County

Teleconference Location:  
Healdsburg City Council Chambers  
401 Grove Street, Healdsburg CA  
Sonoma County

Zoom and phone participation information will be on the next agenda

## **M. ADJOURNMENT**

### **AGENDA NOTE**

*All items appearing on the agenda are subject to action by the Board of Directors. Staff recommendations are subject to action by the Board of Directors. Staff recommendations are subject to change by the Board.*

### **AMERICAN WITH DISABILITIES ACT (ADA) REQUESTS**

*To request disability-related modifications or accommodations for accessible locations or meeting materials in alternative formats (as allowed under Section 12132 of the ADA) please contact Hiedy Torres, at least 72 hours before the meeting by email at: [hiedy@thegreatredwoodtrail.org](mailto:hiedy@thegreatredwoodtrail.org).*

### **ADDITIONS TO AGENDA**

*The Brown Act, Section 54954.2, states that the Board may take action on off-agenda items when: a) a majority vote determines that an "emergency situation" exists as defined in Section 54956.5, or b) a two-thirds vote of the body, or a unanimous vote of those present, determines that there is a need to take immediate action and the need for action arose after the agenda was legally posted, or c) the item was continued from a prior, legally posted meeting not more than five calendar days before this meeting.*

### **ADDITIONAL MEETING INFORMATION FOR INTERESTED PARTIES**

*Written materials related to an item on this agenda submitted to the Board of Directors are available for public inspection in the GRTA office located at 419 Talmage Road, Suite M, Ukiah California with 72-hour notice. Documents maintained for public inspection are considered draft documents until approved by the Board of Directors. Official records are maintained for public inspection in the GRTA office.*

### **CLOSED SESSION**

*If agendized, GRTA may adjourn to a closed session to consider litigation or personnel matters. Discussion of litigation or pending litigation may be held in closed session by authority of Government Code Section 54956.9; discussion of personnel matters by authority of Government Code Section 54957; to confer with their negotiator regarding real property by authority of Government Code Section 54956.8.*