



GREAT REDWOOD TRAIL AGENCY

Great Redwood Trail Agency
AGENDA

Regular Meeting
May 21, 2026 10:30 AM

Eureka City Council Chambers

531 K St, Eureka, CA 95501
<https://thegreatredwoodtrail.org/>

Board of Directors

Chair Mary Sackett - Marin County
James Campbell - Marin County
James Gore - Sonoma County
Caryl Hart - Sonoma County
Maureen Mulheren - Mendocino County
John Haschak - Mendocino County
Mike Wilson - Humboldt County
City Representative Debra Garnes - Rio Dell
Carol Vander Meer - Humboldt County

Staff Members

Executive Director, Elaine Hogan	Deputy Director, Bridget Nichols
Trail Development Manager, Leah Mancabelli	Administrative Analyst, Adriana Rodriguez
Trail & Property Maintenance Technician, Mike Gordon	Trail & Property Maintenance Technician, Austin Morgan
General Counsel, Elizabeth Coleman	State Coastal Conservancy Project Manager for Humboldt County, Hannah Barte
State Coastal Conservancy Project Manager for Mendocino & Trinity counties, Christine Aralia	Civil Engineer, Dave Anderson, P.E.

Directors Sackett and Wilson will be appearing remotely pursuant to Resolution No. 2026-01 and Gov. Code section 54953.8.7

In-person public participation available at designated teleconference location:

Ukiah City Council Chambers
300 Seminary Ave.
Ukiah, CA 95482

Online and Phone Teleconferencing Instructions

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: 823 9501 8236
- Enter Passcode: 796036

Direct Zoom Link:

<https://us02web.zoom.us/j/82395018236?pwd=O6KqzA2p0vCzbmiYJpkxAC8Nc1IO9E.1>

- 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: 823 9501 8236
- Enter Passcode: 796036

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

Remote Zoom participation for members of the public is provided for convenience only. In the event that the Zoom connection malfunctions for any reason, the GRTA Board of Directors reserves the right to conduct the meeting without remote access.

REASONABLE ACCOMMODATIONS

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 us via phone or email at least 72-hours before the meeting 707-463- 3280 or info@thegreatredwoodtrail.org

1. Call to Order

- A. Roll Call

2. Matters from the Board

- Discussion
- Possible Action
-  [Comment](#)

Board reports on ad-hoc committee updates or relevant information from their respective jurisdictions

A. Welcome new board members appointed by Humboldt County: Mike Wilson and Carol Vander Meer

B. Selection of Board Officers

3. Public Hearing on Job Vacancies, Recruitment & Retention in Compliance with AB 2561

Discussion  [Comment](#) [View Item](#)

California State Assembly Bill (AB) 2561 was approved on September 22, 2024, and added §3502.3 to the Government Code. This law requires public agencies to present the status of their vacancies in a public hearing before their governing body at least once per fiscal year prior to the adoption of a final budget for the fiscal year. Defining vacancies as unfilled positions for which GRTA has budgeted, and which Board-adopted staffing priorities identify for current occupation, GRTA has one vacancy created on April 14, 2026 by the promotion of an employee to a newly-created position via internal recruitment. Three external recruitments were conducted this fiscal year and all three were successful, resulting in the hiring of Trail Development Manager, Leah Mancabelli, Administrative Analyst Adriana Rodriguez, and two Trail & Property Maintenance Technicians, Mike Gordon and Austin Morgan.

4. Staff Reports

Discussion  [Comment](#) [View Item](#)

Staff from each of GRTA's divisions will report on their work.

A. Executive Division

B. Operations & Maintenance Division

C. Trail Development Division

5. Public Comments

Discussion  [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 Chair of the Board if the number of commentors 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.

6. Annual Budget Consideration and Adoption of Resolution 2026-10 Approving FY 26-27 Budget

Discussion Possible Action  [Comment](#) [View Item](#)

This item features a budget presentation on planned expenditures during FY 26-27 with a forecast through FY 29-30. GRTA has eight active funding streams to support a total budget of \$13,300,123 in FY 26-27 (July 1, 2026 - June 30, 2027), which the Board would adopt through approval of Resolution 2026-10. Approximately 59% of the budget goes directly to trail development, while 29%

supports the Agency and 12% goes to property management and maintenance. This is the first year that trail development funding will be brought into our Agency's budget, as GRTA has discretion over the spending of state appropriations and prop 4 funding that has been allocated to the agency for development of the Great Redwood Trail.

7. Resolution 2026-11: Directing and Authorizing Expenditure of Proposition 4 Funds

Discussion Possible Action  [Comment](#) [View Item](#)

This item establishes GRTA’s funding priorities for the first portion of the Proposition 4 allocation, communicates to SCC the approval and direction of GRTA to expend the funding for those purposes, and provides staff the required authority to execute grant-related documents and work with SCC and grant recipient partners to ensure that grant terms and performance meet with GRTA’s adopted objectives. The GRTA will pursue trail design, restoration and implementation for top priority “Tier 1” segments as outlined in the Great Redwood Trail Master Plan. Individual trail design projects might be comprised of an entire Master Plan segment, multiple segments, or portions of segments depending on a variety of factors including but not limited to staff and partner agency capacity, funding, permitting, tribal input, community needs, and additional engineering analysis. Projects may also extend into immediately adjacent segments not listed below for project continuity. Additionally, the GRTA will pursue appurtenant and supplemental facilities to realize the Master Plan vision for identity and completeness on already developed segments of the Great Redwood Trail.

8. Professional Services Agreement, Human Resources Administration: Delegate Authority to the Executive Director to Negotiate and Execute a Contract with Regional Government Services

Discussion Possible Action  [Comment](#) [View Item](#)

This item authorizes the Executive Director to enter into a professional services agreement with Regional Government Services (RGS), a California joint powers agency, for comprehensive human resources development and administration services including: full HR infrastructure buildout, personnel policy development and handbook adoption, recruitment and hiring systems, new employee onboarding, compensation and classification administration, mandatory training compliance, benefits administration, leave and disability management, occupational safety planning (including Cal/OSHA IIPP and Workplace Violence Prevention), records systems, supervisory training and employee relations.

9. Professional Services Agreement, Tribal Liaison Consultant: Delegate Authority to Executive Director to Negotiate and Execute a Professional Services Agreement with KOSO Strategies, LLC

Discussion Possible Action  [Comment](#) [View Item](#)

After a competitive public solicitation process, eleven proposals were received for the Tribal Liaison Consultant position. They were independently ranked by each member of the Tribal Liaison Ad-hoc Committee and GRTA staff. The ad-hoc committee recommends the Board delegate authority to the Executive Director to negotiate and execute a professional services agreement with KOSO Strategies, LLC for a term of two years, in an amount not to exceed \$450,000, to fulfill the services outlined in the attached request for proposals, in a form approved by counsel.

10. Professional Services Agreement: Delegate Authority to the Executive Director to Negotiate and Execute a Contract with NOW CFO for Financial Services

Discussion Possible Action  [Comment](#) [View Item](#)

Staff requests that the Board delegate authority to the Executive Director to negotiate and execute a professional services agreement with NOW CFO for fractional CFO, Controller, and Accountant services for a term of eighteen 18 months in an amount not to exceed \$200,000, in a form approved by legal counsel. This engagement is part of implementing Phase 1 of the Phased Staffing Plan adopted by the Board on March 19, 2026 (Resolution 2026-02), which identified a Fractional CFO/Accountant as the Agency's top financial infrastructure priority. NOW CFO will support GRTA's separation from Sonoma County's financial services, create independent accounting and accounts payable systems, and provide the financial management capacity needed to responsibly recommend new permanent staff and manage the Agency's growing operations.

11. Authorization to Negotiate and Execute Temporary License Agreement with Mendocino County for Public Parking Use at Hopland Station Area

Discussion Possible Action  [Comment](#) [View Item](#)

Caltrans' upcoming construction project in Hopland will temporarily displace public parking along the Highway 101 corridor beginning in July 2026. To help mitigate impacts to the community and local businesses, Mendocino County has requested temporary use of GRTA-owned property adjacent to State Highway 175 for public parking. Staff recommends authorizing the Executive Director to negotiate and execute a temporary license agreement with Mendocino County through December 2026, with license fees waived due to the public benefit provided by the arrangement.

12. Consent Agenda

Discussion Possible Action  [Comment](#) [View Item](#)

These items are expected to be routine and non-controversial. The Board of Directors will act upon them at one time without discussion. Any directors, staff member or interested party may request that an item be removed from the consent agenda for discussion.

A. Resolution 2026-12: Adoption of Real Property Acquisition Policy

B. Resolution 2026-13: Delegation of Signature Authority to the Deputy Director

C. Resolution 2026-14: Adopt Policy 3430 Holidays and 3122 Hours of Work and Compensatory Time

D. Authorization to Renew Managed IT Services Agreement with VC3, Inc.

E. Financial Reports: April 2026

13. Adjournment

The next regularly scheduled meeting of the GRTA Board of Directors is scheduled for Thursday, July 23, 2026 at 10:30am.

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.

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 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.

CLOSED SESSION If agendaized, 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