

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY  
FOREST MANAGEMENT PLAN, FUNDING, AND BUDGET SUBCOMMITTEE HELD ON TUESDAY,  
DECEMBER 2, 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 Kevin 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  
Maya Conrad  
Jennifer Ortega  
Joel Rink

Consultant Present:  
Greg Blomstrom, BBW & Associates

Staff in Attendance:  
Jess Elm, MCSD Environmental Programs Coordinator

- 2. Pledge of Allegiance:** The Pledge of Allegiance was led by Maya Conrad.
- 3. Additions or Changes to the Agenda**

There were no additions or changes to the agenda.

**4. Approval of Agenda**

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

**Motion by:** Maya Conrad **Second:** Joel Rink

**Roll Call:** Ayes: Patrick Kaspari, Kirsten Messmer, Kevin Creed, Maya Conrad, Jennifer Ortega, Joel Rink

Nays: None

**Absent:** None

**Motion Summary:** Motion passed.

**5. Public Comment and Written Communications**

There was no public comment.

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

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

**Motion by:** Patrick Kaspari **Second:** Jennifer Ortega

**Roll Call:** Ayes: Patrick Kaspari, Kirsten Messmer, Kevin Creed, Maya Conrad, Jennifer Ortega, Joel Rink

Nays: None

**Absent:** None

**Motion Summary:** Motion passed.

## 7. Overview of \$1 Million Federal Funding for the McKinleyville Community Forest

Item presented by Patrick Kaspari, MCSD General Manager. He announced that MCSD received an earmark from Congressman Huffman for \$1 million dollars of funding for the McKinleyville Community Forest. The Subcommittee reviewed the original proposed budget submitted with the funding application, the Trails, Infrastructure, Cleanups, Security (TICS) Subcommittee's January 2025 project rankings, and an additional list from Kevin Creed that reorganized and categorized the TICS rankings. Using all these materials, the Forest Management Plan, Funding, And Budget (FMP) Subcommittee members developed a refined priority list to bring to the McKinleyville Community Forest Committee (MCFC) for review.

The Subcommittee commented, discussed and asked clarifying questions.

There was public comment from Greg Blomstrom, consulting partner from BBW & Associates.

There was public comment from Charlie Caldwell, TICS Subcommittee Chair.

**Motion:** It was moved for the Subcommittee to recommend to the MCFC, that the refined priority list of the TICS rankings be categorized by like-projects as the following groups:

A: Trail Signs, Rules and Regulations Signs, Dog Bag Dispensers

B: Design and Permitting for Bridge at Widow White Creek, Bridge at Widow White Creek, Design and Permitting for Bridge at Mill Creek, Bridge at Mill Creek

C: Murray Rd. Parking Lot – Phase 2 Development, Gravel for Trails

D: The Planning Phase for the First Rd. Parking Lot

**Motion by:** Patrick Kaspari **Second:** Kevin Creed

**Roll Call:** Ayes: Patrick Kaspari, Kirsten Messmer, Kevin Creed, Maya Conrad, Jennifer Ortega, Joel Rink

Nays: None

**Absent:** None

**Motion Summary:** Motion passed.

## 8. Review of Draft Community Forest Management Plan v. 2025\_09\_08

Item presented by Kevin Creed. The Subcommittee edited the Draft Forest Management Plan in real time and discussion ensued. Edits were made to the Community Involvement section and the Public Safety section of the Plan. Next meeting, the Subcommittee will continue editing the Public Safety section of the Draft FMP.

There was no public comment.

This was an information only item. No action was taken.

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

- Patrick Kaspari asked Greg Blomstrom from BBW & Associates to give an update on the California Forest Improvement Program (CFIP) Forest Management Plan (FMP).
- Patrick Kaspari proposed the question for thought to the Subcommittee if they would possibly want to disband the FMP Subcommittee once the FMP document they have been working on is completed or switch to meeting quarterly or as needed.
- Next FMP Subcommittee Meeting: January 6, 2026 @ 4:30pm
- Next MCF Committee Meeting: December 16, 2025 @ 5:30pm
- Next TICS Subcommittee Meeting: January 27, 2026 @ 5:15pm

**10. Adjournment**

Meeting Adjourned at 6:11 p.m.

  
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Jess Elm, Environmental Programs Coordinator

