

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY  
FOREST MANAGEMENT PLAN, FUNDING, AND BUDGET SUBCOMMITTEE HELD ON TUESDAY,  
JANUARY 6, 2026 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, Subcommittee Chair  
Maya Conrad, Subcommittee Vice Chair (arrived at approximately 4:35 p.m.)  
Jennifer Ortega, Committee Member  
Joel Rink, Committee Member

Staff in Attendance:  
Jess Elm, MCSD Environmental Programs Coordinator

- 2. Pledge of Allegiance:** The Pledge of Allegiance was led by Kevin Creed.
- 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:** Patrick Kaspari **Second:** Joel Rink  
**Roll Call:** Ayes: Patrick Kaspari, Kirsten Messmer, Kevin Creed, Jennifer Ortega,  
Joel Rink  
Nays: None  
**Absent:** Maya Conrad  
**Motion Summary:** Motion passed.

**5. Public Comment and Written Communications**

There was no public comment.

## 6. Review and Approval of Minutes from December 2, 2025 Subcommittee Meeting

**Motion:** It was moved to approve the December 2, 2025 meeting minutes.

**Motion by:** Patrick Kaspari **Second:** Kirsten Messmer

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

Nays: None

**Absent:** Maya Conrad

**Motion Summary:** Motion passed.

## 7. Review of Draft Community Forest Management Plan v. 2025\_12\_10

Item presented by Kevin Creed. The Subcommittee edited the Draft Forest Management Plan (FMP) in real time and discussion ensued. Edits began in the Public Safety section of the Draft FMP and the Subcommittee was able to conclude editing the remaining sections of the document. From there, MCSD Staff will accept the edits the FMP Subcommittee has been making throughout the previous meetings and at their next meeting, the Subcommittee will review the most recent version of the Draft FMP.

There was no public comment.

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

Maya Conrad arrived at 4:35 p.m.

## 8. Committee Member Announcements and Future Agenda Items

- Next FMP Subcommittee Meeting: February 3, 2026 @ 4:30pm
- Next MCF Committee Meeting: January 20, 2026 @ 5:30pm
- Next TICS Subcommittee Meeting: January 27, 2026 @ 5:15pm
- Continue Reviewing the Draft Forest Management Plan
- Possible review of CFIP grant projects
- CAL FIRE Wildfire Prevention Grant has been awarded

## 9. Adjournment

Meeting Adjourned at 6:09 p.m.

  
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Jess Elm, Environmental Programs Coordinator