

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY
FOREST TRAILS, INFRASTRUCTURE, SECURITY, AND CLEAN-UPS SUBCOMMITTEE HELD ON
TUESDAY, APRIL 28, 2026 at 5:15 P.M.
IN PERSON AT THE MCSD OFFICE CONFERENCE ROOM – 1656 SUTTER ROAD,
MCKINLEYVILLE, CALIFORNIA
And Use ZOOM MEETING ID: 899 1001 6069 (<https://us02web.zoom.us/j/89910016069>)
or DIAL IN TOLL FREE: 1-888-788-0099 (No Password Required!)

AGENDA ITEM A. CALL TO ORDER:

- 1.a Call to Order:** The meeting was called to order at 5:15 p.m. by Michele Stephens.
- 1.b Roll Call:** The following members and staff in attendance in person at the MCSD Conference Room:

Jens Andersen, Recreation Coordinator
Tyler Brown, Subcommittee Secretary, Natural Resources Service Agency Member
Ken Burton, Subcommittee Vice-Chair, At-Large Member
Charlie Caldwell, At-Large Member
Christopher Collier, Natural Resources Service Agency Member
Phil Heidrick, At-Large Member (arrived at approximately 5:17 p.m.)
James Henry, Operations Director
Nancy Morelli, At-Large Member
Michele Stephens, Subcommittee Chair, McKinleyville Resident Member
Nicole West, Natural Resources/Biologist Member
Patrick Courtney, Alternate, At-Large Member

The following members were absent:
Justin Brown, At-Large Member
Shaun Fyfe, Alternate, At-Large Member

Staff in Attendance:
Jess Elm

Patrick Courtney was seated as a voting member in the absence of Justin Brown.

- 2. Flag Salute:** The Pledge of Allegiance was led by Michele Stephens.
- 3. Additions or Changes to the Agenda**

There were no changes to the agenda.

Phil Heidrick arrived at 5:17 p.m.

4. Approval of the Agenda

Motion: It was moved to approve the agenda.

Motion by: Charlie Caldwell **Second:** Ken Burton

Roll Call: Ayes: Jens Andersen, Tyler Brown, Ken Burton, Charlie Caldwell, Christopher Collier, Phil Heidrick, James Henry, Nancy Morelli, Michele Stephens, Nicole West, Patrick Courtney

Nays: None Absent: Justin Brown

Motion Summary: Motion passed.

5. Public Comment and Written Communications

There was Public comment from Joann Kerns, the Conservation Chair for the North Coast Chapter of the California Native Plant Society. She was discussing a conservation opportunity within the McKinleyville Community Forest (MCF).

There was Public comment from Angeline Holtski, a volunteer member of the Active Transportation Subcommittee for the McKinleyville Municipal Advisory Committee (MMAC), about trail connectivity for the future Town Center and the MCF.

6. Review and Approval of Minutes from March 24, 2026 Subcommittee Meeting

Motion: It was moved to approve the March 24, 2026 meeting minutes.

Motion by: Jens Andersen **Second:** Charlie Caldwell

Roll Call: Ayes: Jens Andersen, Tyler Brown, Ken Burton, Charlie Caldwell, Christopher Collier, Phil Heidrick, James Henry, Nancy Morelli, Michele Stephens, Nicole West, Patrick Courtney

Nays: None Absent: Justin Brown

Motion Summary: Motion passed.

7. Review of Draft Trail Plan v. 04_20_2026

Item presented by Nicole West. The Subcommittee continued reviewing and updating the Draft Trail Plan, distributing assignments for Subcommittee members to complete outside of the TICS regularly scheduled meeting times. Members reviewed the proposed remaining steps to completing the Trail Plan and discussed a trail classification matrix for the MCF.

The Subcommittee commented, discussed, and asked clarifying questions.

There was no public comment.

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

8. Committee Member Announcements and Future Agenda Items


- Jess Elm, MCSD Environmental Programs Coordinator, informed to Subcommittee of the modifications being made to the Absences section of the Rules and Regulations which are in the process of being reviewed and approved by the MCSD Board
- Jess Elm, MCSD Environmental Programs Coordinator, gave a report on the Volunteer Trail Stewards Workday
- Charlie Caldwell, Mountain Bike Tribal Trail Alliance (MBTTA) member, let the Subcommittee know the MBTTA Workday was canceled due to rain
- Nicole West gave a Trail Plan Chapter 4 Meeting Recap
- Next FMP Subcommittee Meeting: May 5, 2026 at 4:30 p.m.
- Next MCF Committee Meeting: May 19, 2026 at 5:30 p.m.
- Next TICS Subcommittee Meeting: May 26, 2026 at 5:15 p.m.
- Charlie Caldwell, Subcommittee member, discussed motorbikes in the MCF

9. Adjournment

Meeting Adjourned at 6:35 p.m.



Jess Elm, Environmental Programs Coordinator



Tyler Brown, Secretary