

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY
FOREST MANAGEMENT PLAN, FUNDING, AND BUDGET SUBCOMMITTEE HELD ON TUESDAY,
APRIL 7, 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: 843 3939 9410 (<https://us02web.zoom.us/j/84339399410>)
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 4:33 p.m. by Kevin Creed.
- 1.b Roll Call:** The following members and staff in attendance in person at the MCSD Conference Room:

Maya Conrad, Subcommittee Vice Chair (arrived at approximately 4:35 p.m.)
Kevin Creed, Subcommittee Chair
Patrick Kaspari, MCSD General Manager
Kirsten Messmer, MCSD Parks and Recreation Director
Jennifer Ortega, Committee Member

Subcommittee Members Present via Zoom:
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.

Maya Conrad arrived at 4:35 p.m.

4. Approval of Agenda

Motion: It was moved to approve the agenda.

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

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

Nays: None

Absent: Joel Rink

Motion Summary: Motion passed.

5. Public Comment and Written Communications

There was Public comment from Karen Kiemnec-Tyburcz, an applicant for the open Alternate Non-Voting Member seat for the McKinleyville Community Forest Committee, who wanted to introduce herself.

6. Review and Approval of Minutes from March 3, 2026 Subcommittee Meeting

Motion: It was moved to approve the March 3, 2026 meeting minutes.

Motion by: Maya Conrad **Second:** Patrick Kaspari

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

Nays: None

Absent: Joel Rink

Motion Summary: Motion passed.

7. Review of Draft Community Forest Management Plan v. 2026_03_31

Item presented by Kevin Creed. The Subcommittee edited the most recent version of the Draft Forest Management Plan (FMP) in real time and discussion ensued. The McKinleyville Community Forest Committee (MCFC) had until March 27, 2026 to send any edits or suggestions that they had for the Draft FMP to Jess Elm. The edits were then compiled into one master Draft FMP that the Subcommittee reviewed during this meeting to finalize. The MCFC will review the final Draft FMP document during the MCFC meeting on April 21, 2026. Following the review, they will consider recommending the document to the MCSD Board for final approval. The Subcommittee also reviewed the *MCF Project Pathway* document that Kevin Creed submitted.

There was no public comment.

Motion: It was moved to approve the final edits to the Draft FMP and bring the document to the MCFC for their review.

Motion by: Maya Conrad **Second:** Kirsten Messmer

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

Nays: None

Absent: Joel Rink

Motion Summary: Motion passed.

8. Discussion of Potential Memorial Grove Program in the McKinleyville Community Forest

Item presented by Kirsten Messmer, MCSD Parks and Recreation Director. She recommended that the FMP Subcommittee should begin having discussions on the potential establishment of a Memorial Grove Program within the McKinleyville Community Forest (MCF). She also requested that the members give Staff direction on different aspects of the program development that should be considered, such as, policy considerations, pricing structure, and program goals.

The Subcommittee commented, discussed, and asked clarifying questions.

There was no public comment.

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

9. Committee Member Announcements and Future Agenda Items

- Next FMP Subcommittee Meeting: May 5, 2026 @ 4:30pm
- Next MCF Committee Meeting: April 21, 2026 @ 5:30pm
- Next TICS Subcommittee Meeting: April 28, 2026 @ 5:15pm
- Possible review of CFIP grant projects
- Kirsten Messmer announced that there is going to be a Trail Summit on May 30, 2026 hosted by Humboldt Trails Council

10. Adjournment

Meeting Adjourned at 6:07 p.m.



Jess Elm, Environmental Programs Coordinator