

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY
FOREST MANAGEMENT PLAN, FUNDING, AND BUDGET SUBCOMMITTEE HELD ON TUESDAY,
OCTOBER 7, 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 4:31 p.m. by Chair Creed.
- 1.b Roll Call:** The following members and staff in attendance in person at the MCSD Conference Room:

Maya Conrad
Kirsten Messmer, MCSD Parks and Recreation Director
Kevin Creed
Jennifer Ortega
Joel Rink

The following Subcommittee Members were Absent:
Patrick Kaspari, MCSD General Manager

Staff in Attendance:
Jess Elm, MCSD Environmental Programs Coordinator

- 2. Pledge of Allegiance:** The Pledge of Allegiance was led by Joel Rink.
- 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: Kirsten Messmer **Second:** Jennifer Ortega

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

Nays: None

Absent: Patrick Kaspari

Motion Summary: Motion passed.

5. Public Comment and Written Communications

There was no public comment.

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

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

Motion by: Kirsten Messmer **Second:** Jennifer Ortega

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

Nays: None Abstain: Maya Conrad

Absent: Patrick Kaspari

Motion Summary: Motion passed.

7. Consider Recommendation of the Mountain Bike Tribal Trail Alliance (MBTTA) Memorandum of Understanding (MOU) to the McKinleyville Community Forest Committee

Item presented by Kirsten Messmer, Parks and Recreation Director. She explained how MBTTA notified staff that the organization has obtained its own 501(c)(3) nonprofit status. MBTTA requested that the current MOU be revised to reflect this change. Additionally, MBTTA asked for an addendum to include compensation for trail work, using language similar to that in the Volunteer Trail Stewards (VTS) MOU.

The Subcommittee commented, discussed and asked clarifying questions.

There was public comment from Shaun Fyfe and Charlie Caldwell, both trying to answer some questions raised by the Subcommittee members regarding the MBTTA MOU. There was also public comment from Michael Proulx, a Board of Directors member of the Humboldt Trails Council.

Motion: It was moved to recommend without prejudice of funding that the McKinleyville Community Forest Committee (MCFC) consider recommendation to the McKinleyville Community Services District Board for approval of the MBTTA MOU.

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

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

Nays: None

Absent: Patrick Kaspari

Motion Summary: Motion passed.

8. Draft California Forest Improvement Program (CFIP) Forest Management Plan (FMP) v. 2025_09_24

Item presented by Kirsten Messmer, Parks and Recreation Director. The Subcommittee reviewed previous edits made by MCSD staff and continued making edits in real time to the Draft CFIP FMP and discussion ensued. The Draft CFIP FMP will continue to be reviewed and edited at the following Forest Management Plan, Funding, And Budget Subcommittee meeting.

The Subcommittee commented, discussed and asked clarifying questions.

There was no public comment.

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

9. Review of Draft Community Forest Management Plan v. 2025_08_21

This item was tabled until the November 4, 2025 Forest Management Plan, Funding, And Budget Subcommittee meeting.

10. Committee Member Announcements and Future Agenda Items

Announcements

- Next FMP Subcommittee Meeting: November 4, 2025 @ 4:30pm
- Next MCF Committee Meeting: October 21, 2025 @ 5:30pm
- Next TICS Subcommittee Meeting: October 28, 2025 @ 5:15pm

Future Agenda Items

- Continue Reviewing the Draft CFIP FMP
- Continue Reviewing the Draft Forest Management Plan

11. Adjournment

Meeting Adjourned at 6:17 p.m.



Jess Elm, Environmental Programs Coordinator