

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY  
FOREST COMMITTEE (MCFC) HELD ON TUESDAY, OCTOBER 21, 2025 at 5:30 P.M.  
IN PERSON AT AZALEA HALL – 1620 PICKETT ROAD, MCKINLEYVILLE, CALIFORNIA

and

TELECONFERENCE Via ZOOM & TELEPHONE:

ZOOM MEETING ID: 848 9634 6527 (<https://us02web.zoom.us/j/84896346527>) or DIAL IN TOLL FREE:  
1-888-788-0099

*NOTE: Items are listed in the chronological order in which they were considered.*

**1 Call To Order**

The meeting was called to order at 5:30 p.m. by Gregory Orsini.

**Roll Call**

The following Committee Members were in attendance in person at Azalea Hall.

Gregory Orsini, Chair, MCSD Board Director (Non-Voting Member)  
Patrick Kaspari, MCSD General Manager  
James Henry, MCSD Operations Director  
Kirsten Messmer, MCSD Parks and Recreation Director  
Jens Andersen, MCSD Recreation Coordinator  
Maya Conrad, MMAC Appointee Member  
Jennifer Ortega, PARC Appointee Member  
Joel Rink, Forester/RPF Member  
Tyler Brown, Natural Resources Services Agency Member  
Desiree Early Dorvall, Natural Resources/Biologist Member  
Michele Stephens, McKinleyville Resident Member  
Todd Truesdell, At-Large Member  
Kevin Creed, At-Large Member  
Christopher Collier, Alternate Natural Resources Agency Member  
Nicole West, Alternate Natural Resources/Biologist Member

The following Committee Members were Absent.

James Biteman, MCSD Board Director (Non-Voting Member)  
Mersadies Campbell, Alternate Forester Member

The following Staff Members were in attendance in person at Azalea Hall.

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 Seating of Alternates

A quorum was present. Alternates were not seated.

#### 5 Approval of Agenda

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

**Motion by:** Kevin Creed **Second:** Kirsten Messmer

**Roll Call:** Ayes: Patrick Kaspari, James Henry, Kirsten Messmer, Jens Andersen, Maya Conrad, Jennifer Ortega, Joel Rink, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Todd Truesdell, Kevin Creed

Nays: None

**Absent:** None

**Motion Summary:** Motion passed.

#### 6 Public Comment and Written Communications

There was Public comment received in the form of an email from Tom Lisle discussing access to the McKinleyville Community Forest.

#### 7 Consider Approval of Minutes of the Regular Meeting of the McKinleyville Community Forest Committee on September 16, 2025

**Motion:** It was moved to approve the September 16, 2025 meeting.

**Motion by:** Maya Conrad **Second:** Tyler Brown

**Roll Call:** Ayes: Patrick Kaspari, James Henry, Kirsten Messmer, Jens Andersen, Maya Conrad, Jennifer Ortega, Joel Rink, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Todd Truesdell, Kevin Creed

Nays: None

**Absent:** None

**Motion Summary:** Motion passed.

#### 8 Trails, Infrastructure, Clean-Ups, & Security (TICS) Subcommittee Report

Charlie Caldwell, TICS Subcommittee Chair, reviewed the item. He described how the Subcommittee discussed the hikers and dogwalkers user groups which were invited to give input during the TICS meeting. A Tri-County Independent Living representative expressed support for improving trail accessibility for people with disabilities. The Subcommittee then reviewed the Draft Trail Plan and two members volunteered to make formatting and punctuation edits outside of regular meeting times. The meeting concluded with a reminder that Public members on TICS one-year terms are ending, and they may reapply for the 2026 term.

The Committee commented, discussed, and asked clarifying questions.

There was no public comment.

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

#### 9 Forest Management Plan and Funding/Budget Subcommittee Report

Kevin Creed, Chair of the Forest Management Plan and Funding/Budget Subcommittee, presented the item. He explained how the meeting began with reviewing the Mountain Bike Tribal Trail Alliance

(MBTTA) Memorandum of Understanding (MOU). The Subcommittee then discussed the most recent staff edited version of the California Forest Improvement Plan (CFIP) Forest Management Plan (FMP), focused on working on the revised "track changes" version of the Draft McKinleyville Community Forest (MCF) Forest Management Plan.

There were no questions or comments from the Committee.

There was no public comment.

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

**10 Consider Recommendation of the Mountain Bike Tribal Trail Alliance (MBTTA) Memorandum of Understanding (MOU) to the McKinleyville Community Services Board of Directors**

Kirsten Messmer, MCSD Parks and Recreation Director, presented the item. She explained that MCSD has a MOU with Humboldt Skate Park Collective (HSC), a nonprofit, that currently has a partnership with MBTTA. Now that MBTTA has acquired its own nonprofit status, they want a MOU separate from HSC, along with adding an addendum which includes compensation for their trail work.

The Committee commented, discussed and asked clarifying questions.

There was public comment by Shaun Fyfe from MBTTA and Charlie Caldwell from HSC.

**Motion:** The Committee recommends that the Board approve the MBTTA MOU with updates made by staff discussed during the MCFC meeting and agreed on by MBTTA.

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

**Roll Call:** Ayes: Patrick Kaspari, James Henry, Kirsten Messmer, Jens Andersen, Maya Conrad, Joel Rink, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Todd Truesdell, Kevin Creed

Nays: None

Abstained: Jennifer Ortega

**Absent:** None

**Motion Summary:** Motion passed.

**11 California Forest Improvement Program (CFIP) Forest Management Plan (FMP) Update**

Jess Elm, MCSD Environmental Programs Coordinator, presented the item. She explained that at the last FMP meeting, the Subcommittee reviewed and revised the latest Staff edited version of the CFIP FMP in real time. Afterward, Staff sent this revised version to BBW to make the necessary corrections before the deadline to CAL FIRE in December.

Committee members discussed and asked clarifying questions.

There was no public comment.

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

**12 Review the McKinleyville Community Forest Fund Fundraising Efforts**

Kirsten Messmer, MCSD Parks and Recreation Director, presented the item. She requested that the Committee review the current list of possible donors and reach out to any other businesses, organizations, or individuals that may be willing to donate to the McKinleyville Community Forest Fund

and add them to the list. Kirsten Messmer also created a Draft MCF Fund Donor Recognition Program for the Committee to review and suggest edits to.

Committee members discussed and asked clarifying questions.

There was no public comment.

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

**13 Solicitation of Public Members for the Trails, Infrastructure, Clean-Ups, and Security Subcommittee**

Jess Elm, MCSD Environmental Programs Coordinator, presented the item. She explained how the current public and alternate members terms on the TICS Subcommittee are set to expire at the end of the calendar year. The applications to apply are available to the Public and current members must reapply if they wish to stay on the Subcommittee. All applicants will be ranked and have to go through an approval process.

There were no questions or comment from the Committee.

There was no public comment.

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

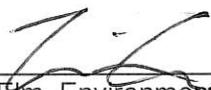
**14 Committee Member Announcements and Future Agenda Items**

Michele Stephens requested that quarterly budget reports for the McKinleyville Community Forest be brought to the MCFC.

Maya Conrad announced the McKMAC safety meeting that took place on October 22<sup>nd</sup>.

**15 Adjournment**

Meeting Adjourned at 6:57 p.m.

  
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Jess Elm, Environmental Programs Coordinator