

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY
FOREST TRAILS, INFRASTRUCTURE, SECURITY, AND CLEAN-UPS SUBCOMMITTEE HELD ON
TUESDAY, AUGUST 25, 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
Justin Brown, At-Large Member
Tyler Brown, Subcommittee Secretary, Natural Resources Service Agency Member
Charlie Caldwell, At-Large Member (left at approximately 5:21 p.m.)
Christopher Collier, Natural Resources Service Agency Member
Kirsten Messmer, Parks and Recreation 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

Subcommittee members attending remotely via Zoom under the just-cause provision of G.C. 54953:
Ken Burton, Subcommittee Vice-Chair, At-Large Member
Shaun Fyfe, Alternate, At-Large Member

Staff in Attendance:
Jess Elm, Environmental Programs Coordinator

Patrick Courtney was seated as a voting member after Charlie Caldwell left.

- 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.

4. Approval of the Agenda

Motion: It was moved to approve the agenda.

Motion by: Christopher Collier **Second:** Tyler Brown

Roll Call: Ayes: Jens Andersen, Justin Brown, Tyler Brown, Ken Burton, Charlie Caldwell, Christopher Collier, Kirsten Messmer, Nancy Morelli, Michele Stephens, Nicole West

Nays: None Absent: None

Motion Summary: Motion passed.

5. Public Comment and Written Communications

There was Public comment from Charlie Caldwell, TICS Subcommittee member, resigning from his role on the TICS Subcommittee.

There was written Public comment from C. Cole, in favor of a disc golf course being included in the McKinleyville Community Forest (MCF).

Charlie Caldwell left at 5:21 p.m.

6. Review and Approval of Minutes from June 23, 2026 Subcommittee Meeting

Motion: It was moved to approve the June 23, 2026 meeting minutes.

Motion by: Jens Andersen **Second:** Kirsten Messmer

Roll Call: Ayes: Jens Andersen, Justin Brown, Tyler Brown, Ken Burton, Christopher Collier, Kirsten Messmer, Nancy Morelli, Michele Stephens, Nicole West, Patrick Courtney

Nays: None Absent: Charlie Caldwell

Motion Summary: Motion passed.

7. Current Vacant Voting Member Seat

Item presented by Jess Elm, Environmental Programs Coordinator. The Subcommittee was tasked with deciding if they would like the available Trails/ Infrastructure/ Security/ Cleanups (TICS) Voting Member seat to be opened to the Public, or if they would like to appoint one of the current Alternates to fill that role.

The Subcommittee commented, discussed, and asked clarifying questions.

There was no public comment.

Motion: It was moved to recommend the McKinleyville Community Forest Committee review and recommend approval to the MCSD Board for Patrick Courtney to fill the Voting Member seat on the TICS Subcommittee.

Motion by: Nicole West **Second:** Tyler Brown

Roll Call: Ayes: Jens Andersen, Justin Brown, Tyler Brown, Ken Burton, Christopher Collier, Kirsten Messmer, Nancy Morelli, Michele Stephens, Nicole West, Patrick Courtney

Nays: None Absent: Charlie Caldwell

Motion Summary: Motion passed.

8. Review of Draft Trail Plan v. 08_19_2026

Item presented by Jess Elm, Environmental Programs Coordinator. The Subcommittee continued reviewing and updating the Draft Trail Plan. TICS members provided their final suggestions and edits to the Draft Trail Plan and the proposed trail maps that were created within the smaller working group of the Subcommittee.

The Subcommittee commented, discussed, and asked clarifying questions.

There was Public comment from Kevin Creed, MCFC member and Shuan Fyfe.

Motion: It was moved for Nicole West and Christopher Collier to compile the edits made to the Draft Trail Plan and proposed maps during this meeting and send the updated version to Jess Elm. Jess Elm will then send the updated version to the TICS members who will have until September 8, 2026, to review and submit any final edits on the Draft Trail Plan back. Jess Elm will give those edits to Nicole

West who will prepare the Draft Trail Plan for review by the MCFC at their September 15, 2026 meeting.

Motion by: Kirsten Messmer **Second:** Ken Burton

Roll Call: Ayes: Jens Andersen, Justin Brown, Tyler Brown, Ken Burton, Christopher Collier, Kirsten Messmer, Nancy Morelli, Michele Stephens, Nicole West, Patrick Courtney

Nays: None Absent: Charlie Caldwell

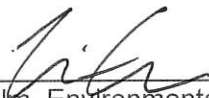
Motion Summary: Motion passed.

9. Committee Member Announcements and Future Agenda Items

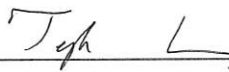
- There was no Trail Plan Chapter 4 Meeting Recap
- Next FMP Subcommittee Meeting: September 1, 2026 at 4:30 p.m.
- Next MCF Committee Meeting: September 15, 2026 at 5:30 p.m.
- Next TICS Subcommittee Meeting: September 22, 2026 at 5:15 p.m.

10. Adjournment

Meeting Adjourned at 7:14 p.m.



Jess Elm, Environmental Programs Coordinator



Tyler Brown, Secretary