

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY
FOREST TRAILS, INFRASTRUCTURE, SECURITY, AND CLEAN-UPS SUBCOMMITTEE HELD ON
TUESDAY, JUNE 23, 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 5:16 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
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 5:34 p.m.)
Kirsten Messmer, Parks and Recreation Director
Michele Stephens, Subcommittee Chair, McKinleyville Resident Member
Nicole West, Natural Resources/Biologist Member
Shaun Fyfe, Alternate, At-Large Member (left at approximately 6:14 p.m.)

The following members were absent:

Nancy Morelli, At-Large Member
Patrick Courtney, Alternate, At-Large Member

Staff in Attendance:

Jess Elm, Environmental Programs Coordinator
James Henry, Operations Director

Shaun Fyfe was seated as a voting member in the absence of Nancy Morelli.

- 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: Nicole West **Second:** Charlie Caldwell

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

Nays: None Absent: Phil Heidrick, Nancy Morelli

Motion Summary: Motion passed.

5. Public Comment and Written Communications

There was Public comment from Jeremy Watson, a McKinleyville resident, in favor of a disc golf course in the McKinleyville Community Forest.

6. Review and Approval of Minutes from May 26, 2026 Subcommittee Meeting

Motion: It was moved to approve the May 26, 2026 meeting minutes.

Motion by: Tyler Brown **Second:** Justin Brown

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

Nays: None Absent: Phil Heidrick, Nancy Morelli

Motion Summary: Motion passed.

7. Review of Draft Trail Plan v. 06_16_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 Section 6 of the Draft Trail Plan, *Implementation*.

The Subcommittee commented, discussed, and asked clarifying questions.

There was Public comment from James Henry, Operations Director.

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

Phil Heidrick arrived at 5:34 p.m.

Shaun Fyfe left at 6:14 p.m.

8. Committee Member Announcements and Future Agenda Items

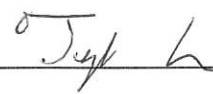
- Nicole West gave a Trail Plan Chapter 4 Meeting Recap
- Next FMP Subcommittee Meeting: August 4, 2026 at 4:30 p.m. (**July 7, 2026 canceled**)
- Next MCF Committee Meeting: August 18, 2026 at 5:30 p.m. (**July 21, 2026 canceled**)
- Next TICS Subcommittee Meeting: August 25, 2026 at 5:15 p.m. (**July 28, 2026 canceled**)

9. Adjournment

Meeting Adjourned at 6:49 p.m.



Jess Elm, Environmental Programs Coordinator



Tyler Brown, Secretary