



HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
Regional Transportation Planning Agency
Humboldt County Local Transportation Authority
Service Authority for Freeway Emergencies

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**Humboldt Bay Trail Fund Committee
Meeting Record**

September 11, 2025, 1:00 p.m.

Present: Emily Sinkhorn, Rees Hughes, Lily Judevine, Donna Wood, Karen Underwood, Hank Seeman, Dennis Rael, Carol Vander Meer

Staff: Amy Eberwein

Absent: None

1. Introductions

2. Additions or updates to the agenda - None

3. Review Meeting Record of February 2025 meeting

Approved with revision – clarification to item #4 should indicate the Eureka to CR trail rather than Humboldt Bay Trail South.

4. Humboldt Bay Trail Updates

Hank Seeman discussed the bike and pedestrian counter activity, upcoming kiosk and signage efforts, issues with graffiti, and consultation with the Coastal Commission for the Eureka to CR Trail. Karen Underwood shared updates on volunteer work taking place along the newly opened section of trail. A discussion took place about complaints received regarding motorized e-bikes and information sharing/signage that may help to ease the issues.

5. Fund Balance Reporting as of July 31, 2025 - \$616,953.47

- Expendable - \$144,703.91 (previous \$140,089.33)
- Endowed - \$472,249.56 (previous \$439,637.91)

Rees Hughes gave a recap of outreach efforts for the fund. Discussion took place on the need for new askers for direct donations, and the need for new techniques to solicit donations for maintenance specifically. A future agenda item was requested to discuss fundraising strategies and strategic planning including determining a goal endowment for the fund.

6. Ad Hoc Committee – Tool Storage Needs Update

Robin Prasker discussed the tentative hiring of a City employee who will be in charge of tool storage at the Wharfinger. This employee will bring tools to worksites and work alongside volunteers. Discussion took place about the need for a solution for the northern and mid-trail sites. Currently volunteers with bicycles are transporting the tools.

7. Humboldt Bay Trail Fund Participation in Bay Trail South Grand Opening

Committee members discussed the overall excitement of attendees and positive outcomes of the opening day. Carol assisted with staffing a Humboldt Bay Trail Fund table, along with staff from HAF. While this did not generate a lot of donations, people were interested and supportive. Carol and Hank will discuss specific maintenance funding needs to keep in mind when generating a goal for the fund.

8. Discuss Membership Recruitment

Carol Vander Meer has joined the committee, and Rees Hughes will be stepping down from his position. There is not an urgent need to continue recruitment, however committee members discussed targeted recruitment for potential future vacancies.

9. End of Year Donation Request Letter

The committee reached a decision to focus on a smaller, more targeted end-of-year donation campaign. Carol Vander Meer volunteered to take the lead on the project with Hank Seeman, Emily Sinkhorn, and HCAOG Staff providing support. Carol emphasized the need to be clear on what is needed in order to support Humboldt Bay Trail maintenance needs, highlighting the need to identify funding for maintenance of the future Eureka to CR Trail.

10. Discuss Humboldt Bay Trail Fund Grant Solicitation Schedule

HCAOG staff will release the request for proposals in December with grant proposals due in February. A suggestion was made to acknowledge the completion of the Bay Trail South and the upcoming work on the Annie and Mary Trail and Eureka to CR Trail.

11. Review Action Items and Schedule for Next Meeting

- HCAOG staff were asked to confirm that the 4% transfer from endowed to expendable had occurred. Follow up note: This will need to be added to the next agenda because it has never taken place and needs to be approved in order to get it set up.
- Carol Vander Meer will review the End of Year donation mailing list and take the lead in sending out the donation requests.
- HCAOG staff will update the request for proposals to include information about completed and upcoming work and then release the request in December. Proposals will be compiled for review at the February meeting.

The next meeting will take place on Thursday, February 12, 2026.