



**HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS**  
**Regional Transportation Planning Agency**  
**Humboldt County Local Transportation Authority**  
**Service Authority for Freeway Emergencies**  
611 I Street, Suite B  
Eureka, CA 95501  
(707) 444-8208  
www.hcaog.net

**Humboldt Bay Trail Fund Committee**  
**Meeting Record**

**September 8, 2022 1:00 p.m.**

**Present:**

Hank Seemann, Chair County of Humboldt  
Robin Praszker City of Eureka  
Michael Proulx, Humboldt Trails Council  
Roger James, Humboldt Bay Trail Fund Working Group  
Dennis Rael, Community Member  
Ress Hughes, Community Member

**Staff:**

Beth Burks, HCAOG  
Stephen Luther, HCAOG  
Rachael Garcia, Humboldt Trails Council Trail Coordinator

1. Meeting called to order at 1:04 P.M. Members and staff introduced themselves. Rees requested update on Bay Trail project progress. Hank added to Item 5.
2. Review Minutes from February 10, 2022 Meeting. Motion to approve (Michael/Dennis). Motion carried unanimously.
3. Fund Balance Reporting:
  - a. As of 7/31/22 - \$473,493.18 total
    - Expendable - \$138,007.97
    - Endowed - \$335,485.21
  - b. Fiscal Year 2021/2022 Year End Statement
  - c. Humboldt Area Foundation Note on Investment Activity

Discussion: Fund fluctuates up and down with market but continue to get trickle of donations. Bay Trail Fund Working Group members are in holding pattern waiting for good news to share.

4. Discuss Fund Management
  - a. Since 2018 \$64,954 has been granted
  - b. Updates from past grant cycle
    - Flail Mower for HTC final amount was \$4,200
    - Zero Waste Humboldt declined to resubmit, will send upcoming solicitation

- Audubon accepted revision to volunteer coordinator and was granted additional funding for tools only
- c. Grant funds yet to be expended
- Any action needed on closing older amounts?
  - Discussion: Michael and Hank stated they think 18/19 can be safely retired. Going forward will make it clear what deadline is for expending funds. **Beth will update records accordingly**

Unclaimed/ Unused fund balances as of 8/30/22			
	Grant Cycle		
City of Arcata	2018	\$ 999.00	
	2019	\$ 3,344.00	Both are for volunteer Coordinator
RCAA	2021	\$ 1,955.90	Hum Bay Trail Fund Working Group Supplies
Audubon	2020	\$ 471.77	Supplies and sandwich boards, grant covered 2020 and 2021
	2021	\$ 75.53	Volunteer Coordinator
	2022	\$ 1,362.00	
HTC	2020	\$18,366.80	3 year grant proposal, most remaining >17K is for volunteer coordinator
	2021	\$ 2,982.83	Two-yr grant cycle from Mar 2021-Feb 2023, supplies, snacks, marketing
	2022	\$ 8,401.00	Flail mower request was \$4,200
		<b>\$37,958.83</b>	

- d. Humboldt Bay Trail Fund Guidance Document Revisions (encl)
- These were presented at last meeting, with instructions to return to this meeting.

Discussion: Rees supports the section that clears up which trails the Fund applies to. Dennis is supportive of revisions but wonders what process is in place for rotation of community members rather than serving for life. Hank suggested a two or four-year term with the ability to reapply. Robin supports that. Rees and Roger think a four-year limit with no ability to reapply would force broader recruitment. Doesn't need to re-apply. Would like to encourage more diversity and representation. Doesn't need to be someone knowledgeable about trails. Would be nice to have multiple candidates. Would encourage an application to consider. Concurrent with grant solicitation could solicit community applications. Rees suggested doing 3 year term, with one rotating off each year. Trails Council seat is reserved for HTC as community organization but should also have a rotation, so back to 4 year rotation.

**Motion was made** to accept current revisions to guidance document and come back with additional revisions on term provisions for community volunteers including the Trails Council, and in addition to move forward with a recruitment for one committee member (Hank/Michael). Motion carried unanimously.

5. Discuss Humboldt Bay Trail Fund Grant Solicitation
  - a. Comments on RFP/ Solicitation/ Scoring sheet
  - b. Schedule- HCAOG to do press release and solicitation distribution in December with applications due February 3.

**Greenlight for HCAOG to proceed with standard solicitation schedule**

6. Review Action Items and Schedule Next Meeting

Thursday at 1pm. February 9