



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 12, 2024, 1:00 p.m.

Present: Hank Seeman, Emily Sinkhorn, Michael Proulx, Rees Hughes

Staff: Amy Eberwein, Stevie Luther

Absent: Robin Praszker, Lily Judevine, Dennis Rael

1. Introductions; Amy introduced herself and shared that she will be taking over the meeting prep and staff work for HCAOG while Stevie is on educational leave
2. Additions or updates to agenda; Hank requested to add a discussion about memorial benches.
3. Review Actions of February 2024 meeting; Actions from last meeting were approval of the City of Eureka Waterfront Trash Receptacle grant request, and a recommendation of non-award for Friends of the Arcata Marsh and Arcata House Partnership proposals. HCAOG staff sent award / non-award letters following the meeting.
4. Humboldt Bay Trail Updates: Hank provided information on Bay Trail South construction which is in full swing. Wet weather may affect ability to work with fill material. By November, the trail may only be partially complete, with safety / security features like fencing potentially unfinished till April-May 2025 construction. There will be a need to manage public use.
5. Fund Balance Reporting as of July 31, 2024 - **\$546,880.27**
 - Expendable - \$128,913.13 (previous \$133,460)
 - Endowed - \$417,967.14 (previous \$381,156)

Rees noted it would be appropriate to begin transferring from endowed to expendable to replenish funds spent on grant awards. The guidance document states: “HAF’s current policy is to annually make available for expenditure 4% of the balance in the endowed portion of the Fund, averaged over 16 trailing quarters.” HCAOG staff will reach out to HAF for more information on taking this action and bring it back to the Committee for an Action item at their February meeting. A future agenda item was to look toward a 5-year management plan for the Bay Trail in collaboration with the Great Redwood Trail Agency to identify capital and labor needs for maintenance.

6. End of year donation request letter; Rees to email Hank and active members of Bay Trail Fund Working Group in mid-October to inquire about probability of a completed trail. Writing and sending the fundraising letter works best when there is concrete progress to share, and they want to align letter with ribbon cutting event. Hank noted the Eureka to CR segment is the next County portion with the draft planning document expected in November, and funds could be requested from the community to serve as match for the next phase of environmental and design studies.
7. Discuss Humboldt Bay Trail Fund Grant Solicitation
 - a. Comments on RFP/ Solicitation
 - b. Schedule- HCAOG to do press release and solicitation distribution in December with applications due February 7.

No comments on RFP process – HCAOG will proceed with it as usual. Will stay in the loop with Hank/Rees regarding project timeline and align messaging in our press release.

Committee discussed VTS program capacity and plans for Bay Trail south. With 4 additional miles to maintain, there is an open question of how many crews are needed and how the Trails Council will scale up volunteers to meet this need. Logistical questions as to where to park to access corridor segments. Indianola underpass may have an area, but Bracut and Brainerd access is not permanent. Electric mower is currently stored at Arcata corp-yard and essential for maintaining Bay Trail North. Rotary helped purchase electric weed eaters, and having secure storage for this and more equipment is a big future need. Emily noted that Dennis Houghton has a storage unit at Indianola facility for Bigfoot Trail Alliance that is well-organized. Ideal goal is to have electric bikes with trailers to get out to Bay Trail. For agency staff, County parks is short-staffed as always for even current volume of seasonal work; Arcata did manage to hire temporary Marsh steward position with FOAM on trial basis; question about Eureka's level of use for flail mower which so far has seen about 182 hours of use mostly by County.

8. Discuss membership recruitment

Press release to include request for interested parties. More proactive approach suggested by Hank is reaching out to Rotary clubs. Emily to contact Arcata, Rees Eureka clubs.
9. Memorial Benches and Bridges Process: Four benches to be purchased as part of Bay Trail project. Hank's suggestion is for two to be dedicated to community members/families with long-time exceptional support of Bay Trail, and two memorials for top commercial donors which are Wildberries and Eureka Natural Foods. Three memorial bridges will be dedicated in consultation with Board of Supervisors. In Arcata, benches are memorialized on a first-come first-served basis and donations cover costs with little extra. For Bay Trail, suggestion is to ask for \$5,000 additional beyond cost of each bench, and these funds would be used to cover replacement/repair of benches within a 10-year period. Not a lot of room for additional benches along corridor, but Two Rocks could be a good spot. There could be a rotating plaque for donors,
10. Review Action Items and Schedule Next Meeting

Next meeting would fall on Thursday February 13, 2025, from 1 – 2:30 pm. Amy will send calendar invite to hold the date, and follow with reminder email / agenda two weeks before.