

Headwaters Fund Board Meeting Agenda
November 16, 2010
12:30-4:00pm* Extended Time
Prosperity Center - Conference Room
520 E Street, Eureka

Minutes

Members Present: Mark Burchett, Leigh Pierre-Oetker, Cedar Reuben, Jon Sapper, Alex Stillman and Zach Zwerdling

Members Absent: Kathy Moxon

Others Attending: Charles Ciancio, Franz Rulofson, Stephen Kullmann, Timothy Metz, Steve Paine, Edward Webb, Glenn Ziemer and Katherine Ziemer,

1. **Opening** - Alex Stillman brought the meeting to order at 12:34pm
 - a. **Approval of October 19, 2010 minutes** - Motion made by Cedar, second by Jon to accept the previous minutes with changes; so carried.
 - b. **Public comment on non-agenda items** - None
2. **Application from the City of Arcata for Food Works Expansion** - Review Community Investment Fund application from the City of Arcata for \$187,500 to expand the Foodworks Culinary Center. Discuss follow-up questions for applicant and whether or not the Headwaters Board would like to meet with the applicant in person at the December meeting. Alex and Leigh recused themselves from the discussion. Zach chaired the meeting for the discussion. The City of Arcata applied for a grant; it does not wish to take on a loan at this time. *Does College of the Redwoods have a financial interest in the facility?* No. The Headwaters Fund gave an earlier grant to CR for its development of the kitchen at Food Works. Question about why the site needs upgrading now - was it not properly maintained and updated over time? The Board does not want to be in the position of picking up the pieces and responsibilities that began with someone else. Dawn will set up a tour of the facility and ask the applicant about CR's interest in the kitchen.
3. **Application from the Harbor District for Water Trails Map** - Review the Humboldt Bay Harbor, Recreation and Conservation District min-grant request for \$5,000 to print a water trails map in the tourist magazine "101 Things to Do." Last year the Headwaters Fund provided money for this same project. Funds were originally going to come out of the Harbor District advertising budget, but that won't be possible now. If approved, this would leave a balance of \$1,500 for mini-grants until the end of June 2011 with 3 applications pending. One board member thinks this map is a valuable asset but does not believe that the Board should fund this a second time. The consensus of the Board is that this project should not be funded.
4. **Discussions with Grant Applications for the October 1st Grant Fund Round** - Continued discussion of October 2010 grant applications. Representatives for the following grant applications were present to answer follow-up questions from the Headwaters Fund Board:
 - **Humboldt Farm Bureau for the Humboldt Agricultural Workshop Program** - \$39,979: House has been vacant for approximately 18 years. The residence would be used as low rent housing for students participating in the agricultural program. CR is offering a one dollar per year lease for a 25 year period. Approximately 90% of all agricultural students come from outside the area. Humboldt County students would receive priority housing; only after those applications are exhausted would students from out of the area be considered. This is a one time request; the Farm Bureau will not come back in the future for additional funding. Could this possibly be funded through CIF as a loan? Possible - Farm Bureau will check with their board.
 - **Willow Creek Community Services District for a Septic Improvement Program** - \$40,000: There are concerns around health issues; it could cost as much as 6.5 million dollars to put in a new water treatment plant. This would be the first big step into getting a treatment facility under way. Businesses are currently restricted by leach field problems, hindering growth of the downtown community. At this point in time each business handles their own individual sewage problems. Currently there is no funding source to pay back a loan.

- **Wiyot Tribe for the Tulawat Village Restoration Project** - \$275,000: Jon recused himself from the discussion. Water quality in the bay is of great concern. Clean up of the area will be done to help prevent any further leaching of dioxins into the water. This project will benefit the City of Eureka and Humboldt Bay as a whole; it will bring a positive light to the area by developing a cultural heritage center as well as installing a cap over contaminated soil to facilitate future development.
 - **Southern Humboldt Community Park for Sound Planning** - \$10,308: Have been working on the overall vision of the park for 10 years. Community is trying to figure out where they want to go with the property available to them. Looking to rezone 96 acres of the park to public facilities. This would allow community assembly. They are currently writing the Environmental Impact Study. The plan is to be in front of the Planning Commission by the first of the year. Right now the biggest hurdle is rezoning farm land.
 - **Hoopa Valley Tribe for the HoopaNet Microwave Broadband Project** - \$35,000: This is a 1.5 million dollar project over all that could include Willow Creek. Towers are the biggest cost. There is a fire tower in Willow Creek that might be made available; possible 99 year lease. This would cut cost of internet service to Hoopa by approximately 93% and provide a base for general public use as well. The tribe's technology department would operate and maintain the services. Service would cost \$20 per month for residences with no set up fee.
5. **Discussion of Grant Awards for October 1st Grant Fund Round** - Board members completed rating sheets on each application. Discussion about which grants will be recommended for funding to the Board of Supervisors. Currently, after the withdrawal of the Plan It Green proposal, there are 8 applications:
- City of Rio Dell for a Retail Leakage Study - Consensus of the Board was not to fund the project
 - Hoopa Valley Tribe for the HoopaNet Microwave Broadband Project - Continue discussion at the next meeting. Staff will ask for revenue projections and letter of support from school district.
 - Willow Creek Community Services District for a Septic Improvement Program - Continue discussion at the next meeting. Staff will ask for letters of support from business and property owners.
 - City of Arcata for an Adventure Training Jobs Program - Consensus of the Board was not to fund the project
 - Southern Humboldt Community Park for Sound Planning - **Motion** made by Leigh, second by Jon to approve grant application from Southern Humboldt Community Park; so carried.
 - Wiyot Tribe for the Tulawat Village restoration Project - Continue discussion at the next meeting
 - Humboldt Bay Center for Sustainable Living for the Samoa Redwood Hostel - Consensus of the Board was not to fund the project
 - Humboldt Farm Bureau for the Humboldt Agricultural Workshop Program - **Motion** made by Jon, second by Mark to approve application from the Humboldt Farm Bureau as a loan with stipulations; so carried.
6. **Closing** - Meeting adjourned at 4:02pm