



Headwaters Fund Board (HWFB) Meeting Agenda
July 11, 2023 – 2:00pm
1000 B St, Eureka, CA 95501 Auditorium

The Headwaters Fund invests in projects through grants and loans with the goal of helping the citizens of Humboldt County achieve increased economic opportunity, prosperity, and quality of life.

Board in Attendance: Michael Fields (Chair), Jenna Catsos, Brian Papstein, Tammy Brown, and Carl Hansen.

1. Opening - 2:07 p.m.
 - a. Approval of minutes from May 9, 2023 - (Attachment 1)
 - Chair Michael Fields moved to approve the minutes with board-suggested edits. Motion seconded by Jenna Catsos.
 - Motion passed unanimously.
 - b. Public comment on non-agenda items
 - Public comment period provided, none given.
 - c. Board member recusals, conflicts, or reports on meetings, engagements, or activities which relate to (or inform) Headwaters activity.
 - Jenna Catsos recuses herself from item #5 from voting and discussion.

2. HWFB to review and approve the Redwood Region Economic Development Commissions (RREDC) Quarterly Report for the third quarter of fiscal year 2022-23 – (Attachment 2)
 - a. Discussion
 - b. Public Comment
 - Public comment period provided, none given.
 - c. Action
 - Carl Hansen moved the motion to further discuss Redwood Region Economic Development Commission (REDC) reports when a member from RREDC is present, Tammy Brown seconded the motion.
 - Motion passed unanimously.

3. HWFB to review Arcata Economic Development Corporation (AEDC) Quarterly Reports for the second and third quarters of fiscal year 2022-23 – (Attachments 3 and 4)
 - a. Discussion
 - b. Public Comment
 - Public comment period provided, none given.
 - c. Action
 - Tammy Brown moved to approve the 2nd and 3rd quarter AEDC RLF Report, seconded by Brian Papstein.
 - Motion passed unanimously.

4. HWFB to consider creating a lending ad hoc committee for the fiscal year 2023-24
 - a. Discussion
 - b. Public Comment
 - Public comment period provided, none given.
 - c. Action
 - Carl Hansen moved to appoint Tammy Brown to the Lender Ad Hoc Committee and to have the item brought back at a later date when Elizabeth Cameron and Vice Chair Walter Geist are present. Motion seconded by Jenna Catsos.
 - Motion passed unanimously.

5. HWFB to receive Mini Grant request from the City of Eureka to promote and help fund the 2023 Eureka Street Art Festival and make an award determination. (Attachment 8)
 - a. Discussion
 - b. Public Comment
 - Public comment period, provided, one received.
 - c. Action
 - Tammy Brown moved to approve the request for funding of the 2023 Eureka Street Art Festival and authorize staff to draft and execute the agreement pending county counsel and risk management review. Motion seconded by Brian Papstein with the modification that funding be used for local artists only.
 - 3 in favor, 1 opposed, and 1 recused. Motion passed.

6. HWFB to receive update on the Humboldt County Workforce Development Board (HCWDB) related to the upcoming retreat and to discuss possible collaboration to enhance local and regional impacts of the HWF and HCWDB. (Attachments 5 and 6)
 - a. Discussion
 - b. Public Comment
 - Public comment period provided, one public comment.
 - c. Action

- Board Chair Michael Fields motioned to appoint Carl Hansen to attend the Workforce Development Board retreat, Jenna Catsos seconded the motion.
 - Motion passed unanimously.
7. Humboldt Bay Harbor Conservation and Recreation District (HCHCRD) staff to provide a presentation on the status of port development activities. (TIME CERTAIN – 3:00PM)
- a. Discussion
 - b. Public Comment
 - Public comment period provided none given.

Adjourn 4:33pm