City of Trinidad

Posted: Friday, December 03, 2010

NOTICE AND CALL OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL

The Trinidad City Council will hold its first regular monthly meeting on

WEDNESDAY, DECEMBER 08, 2010 at 7:00 PM

in the Town Hall at 409 Trinity Street

I. CALL TO ORDER/ROLL CALL
II. PLEDGE OF ALLEGIANCE
III. CLOSED SESSION
IV. APPROVAL OF AGENDA
V. APPROVAL OF MINUTES
- November 10, 2010

VI. COUNCIL MEMBER REPORTS, INCLUDING COMMITTEE ASSIGNMENTS

VII. ORAL STAFF REPORTS
- City Manager
- Specific Department Reports

SWEARING-IN OF NEW COUNCIL MEMBERS

VIII. ITEMS FROM THE FLOOR
(Three (3) minute limit per Speaker unless Council approves request for extended time.)

IX. CONSENT AGENDA
1. Staff Activities Report through November, 2010
2. Financial Status Reports for October, 2010
3. Proposed Resolution 2010-16 Approving an Application for Prop 50 Funding
4. Letters of Concern for Offshore Naval Warfare Training Exercises
5. Letter of Support for a North Coast Appointment to the California Coastal Commission

X. DISCUSSION/ACTION AGENDA ITEMS
1. Resolution 2010-17 Recognizing the Contributions of Mayor Stan Binnie
2. Resolution 2010-18 Recognizing the Contributions of Council Member Don Ratzlaff
3. Process for Annual or Bi-Annual Selection of the Mayor and Vice Mayor
4. Election of Mayor and the Mayor Pro-Tem
5. Process to Appoint Council Members to Varied Boards and Commissions

XI. COUNCIL, STAFF, or PUBLIC REQUESTS FOR FUTURE AGENDA ITEMS
XII. ADJOURNMENT

APPROVAL OF MINUTES FOR:

NOVEMBER 10, 2010 CC:

Supporting Documentation follows with: 4 PAGES

City of Trinidad

MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL
WEDNESDAY, NOVEMBER 10, 2010

I. CALL TO ORDER/ROLL CALL

- Mayor Binnie called the meeting to order at 7:00PM. Council members in attendance: Ratzlaff, Binnie, Fulkerson. ***Morgan and Bhardwaj – Absent.***
- City Staff in attendance: City Manager Steve Albright, City Clerk Gabriel Adams.

II. PLEDGE OF ALLEGIANCE

III. ADJOURNMENT TO CLOSED SESSION

A closed session was held prior to the meeting for the following purpose:
Personnel issue: Section 54957(b), City Manager.

IV. RECONVENE TO OPEN SESSION

Mayor Binnie announced that the City Council accepted a letter of resignation from City Manager Albright effective February 03, 2011. Albright offered to assist with the transition. **Fulkerson** praised Albright for excellent management of the City.

V. APPROVAL OF AGENDA

Motion (Fulkerson/Ratzlaff) to approve the agenda as written.

VI. APPROVAL OF MINUTES

October 13, 2010 cc2
Motion (Ratzlaff/Fulkerson) to approve all the minutes as amended. **Passed 3-0.**

VII. COMMISSIONERS REPORTS

Binnie:

- **TRAILS:** The Van Wycke Trail is still temporarily closed due to bluff instability.
- **HCAOG**: TDA claims approved. Also approved appointment of 3 new members to the committee.

Bhardwaj: Absent.

Morgan: Absent.

Fulkerson: PG&E Wave Connect project has been suspended.

VIII. STAFF REPORTS

City Manager - Albright: Summarized staff activities report and highlighted various other accomplishments. Also noted the following updates:

- Consulted with property owners along the Van Wycke Trail and met with City Engineer to discuss drainage improvements within the City right of way.
- Saunders Park construction is underway.
- Becky Price-Hall has been hired part time in anticipation of the City's Stormwater grant award that will fund her position full time in the coming months.
- Thanked the City and Council for the opportunity to work as City Manager. Retiring for personal reasons. Dealing with government can be difficult and often frustrating. Not leaving the area, and willing to assist the new Council and consult with ongoing projects.

IX. ITEMS FROM THE FLOOR

(Three (3) minute limit per Speaker unless Council approves request for extended time.)

Silvia DeRoy – Trinidad Area Resident
Announced the Navy's plan to conduct warfare programs along the Northwest Coast. Board of Supervisors recently responded to this program and she believes every coastal town should echo their position against such training excersizes.

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John Spyropoulos – Trinidad
Requested an update on sensor lights under the freeway. Albright explained that Caltrans is planning a major retro-fit of the overpass and doubted that any investments will be made for lighting.

X. CONSENT AGENDA

1. Staff Activities Report through October, 2010
2. Financial Status Reports for September, 2010
3. Proclamation 2010-07 Supporting the "Great American Smokeout"
4. Proclamation 2010-08 Supporting National Family Caregivers Month"
5. Announcement of Planning Commission Expiring Terms
6. Rancheria/City MOA Amendment

Motion (Fulkerson/Ratzlaff) to approve the consent agenda as submitted. **Passed 3-0.**

XI. AGENDA ITEMS

1. Approval of "Guidelines" for the OWTS Ordinance Implementation

City Manager Albright explained that the proposed Guidelines were first presented to the City Council at its October 2010 meeting. Earlier this year, the Council adopted an ordinance that has created the Onsite Wastewater Treatment System (OWTS) program for Trinidad. To begin implementing this program, a key remaining action by the City Council will be the adoption of "Program Guidelines" that establish the steps and processes necessary.

Three months ago, the Council amended the OWTS Ordinance to transfer the responsibility for adopting the Guidelines from the Planning Commission to the City Council. This was at the request of the Planning Commission. However, the Commission had previously worked with the City Planner in preparing and reviewing the contents of the proposed Guidelines. The only edits to the proposed Guidelines made since the October Council Meeting have been typo corrections

Council questions for City Planner Parker included:
- Fee Schedule
- Maintenance Schedule
- Scope of the program seems overwhelming. How will it work?

Parker explained that every system gets inspected, achieves a rating based on the guidelines, and the inspector performs future inspections based on the performance rating. She also explained that 20 of 200 systems in Trinidad have been inspected, the cost for an inspection is $250 + labor (if necessary) + pumping (if necessary), and over 50% of systems in Trinidad have little or no records on file with the Health Department.

Public comment included:
Tom Davies – Trinidad
Seems conflicting to have a contractor performing inspections. There should be options available to the public for this service. Maybe a city employee should be trained to perform inspections?

Adora King – Trinidad
I took advantage of the free inspection 2 weeks ago. Steve's Septic Service performed the inspection. The owner of Steve's Septic Service is married to Wes Green. My experience was ugly. I wish I would have waited. My system was too old for filters and risers. I can't believe the City is requiring this without providing financial assistance if major problems are discovered. This could become a nightmare for the City.

Parker responded, stating that there are several State mandates regarding zero discharge into Trinidad Bay, and others regarding septic maintenance. We want to stay one step ahead otherwise they will step in and run the program from Sacramento. We have put in a request for additional grant funds for repairs but there are certainly no guarantees.

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John Spyropoulos – Trinidad
Roto-Rooter inspected and pumped our system and gave a $7000 estimate for installing a new, updated system. Wes Green came out for a second estimate and he too quoted us $7000. We filed for a $750 repair permit with the County Department of Environmental Health as suggested by the City. The City awarded us $6000 from the grant. Upon investigation by the Health Department, their design was more complicated and the estimate for the project grew to $14,000. The City did not agree to fund the difference and we decided to deny funding.

Richard Johnson – Trinidad
The City should train one of it's own employees to perform inspections and resolve transparency issues. When you have an inspection, you are not required to make repairs immediately. It is a performance based program, and I certainly endorse more public outreach.

Council comments included:
Fulkerson: I endorse the guidelines but we should set into motion a serious public outreach campaign, develop an accurate fee schedule, and explore the possibility of training City staff for inspections. Also, further grant programs to assist in funding repairs should be explored. The fear factor must be reduced.

Binnie: We should schedule at least 1 additional public meeting to update residents on the program.

Motion (Fulkerson/Ratzlaff) to endorse the guidelines, set into motion a public outreach campaign, develop an accurate fee schedule, explore the possibility of training City staff to perform inspections, develop a list of qualified inspectors, and explore further grant funding to assist residents with septic system repairs. **Passed 3-0**.

2. Report on Clean Beaches (Septic Systems Improvement) Grant
City Manager Albright presented the following information on the grant program to date:

Prop 50 grant funds were received by the City several years ago for the following purpose:
- Baseline and source track water quality sampling and monitoring.
- OWTS Improvements
- OWTS permit assessments
- Project demonstrations and ongoing monitoring.

Basic Program Guidelines:
- Property within the City's watershed
- Failed or failing systems
- Qualify and obtain repair permits
- Work completed by October 31, 2010.
- Set priorities and construction requirements

Current statistics
- 23 systems were replaced or repaired
- 6 within city limits / 17 in Westhaven
- Construction cost totaled $279,186
- 4 licensed contractors performed work
- Total grant = $470,000

Presentation item only. The Council thanked Albright and staff for implementing the grant successfully.

3. Annual or Bi-Annual Selection of the Mayor and Vice Mayor
City Manager Albright explained that in recent years, the City Council has been selecting its Mayor and Vice Mayor from the five City Council members every two years following a November election. This practice was put in place by Ordinance by the City Council in 1997. The Ordinance also allows for the removal of a Mayor or Vice Mayor if the majority of the Council chooses to do so.

Some cities, and also Humboldt County, have selected a process whereby the position of Mayor or Board Chairman automatically rotates amongst its members on an annual basis. This spreads the responsibility and

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also gives each member the opportunity to hold the position. If the Council desires to change the current process, then it would require a change to the current Ordinance.

Council comments included:
Binnie: We have 4-year terms and 5 members. If we rotate every year, not everyone will have a chance to become Mayor. Our system seems to work fine. Let's wait to discuss this at the next meeting when the new Council is in. **Fulkerson** and **Ratzlaff** agreed.

Public comment included:
Tom Davies and **Dwight Miller** both agreed that the current system doesn't seem to be broken. Why change it?

No decision was made. Continued to the December meeting.

4. Town Hall Maintenance Fee Discussion

City Manager Albright explained that this agenda item was requested by the City Council at the October meeting. It was placed on the agenda because the Council members were concerned that there is no plan to make ongoing maintenance/improvements to the rented facility. Also, there is no firm or consistently applied policy on the requirement for a deposit when Town Hall is rented either for a private or a public event.

As an option, the Council could choose to either set aside a portion of the existing fee to be transferred to a "Town Hall Improvements" account. The Council could also choose to increase the existing fee by some nominal amount ($25) for the purpose of creating and building this account.

Council and public agreed that this item should be continued and discussed at a future budget meeting.

5. HWMA Membership Update Report

City Manager Albright explained that the Humboldt Waste Management Authority has recently accepted the City of Trinidad's request for membership to the board. That request needs to be ratified by the existing members as an amendment to the Joint Powers Authority agreement.

However, before the City can officially join it must satisfy some basic requirements:

1. A solid waste franchise agreement must be reached between the City and its current waste hauler, Humboldt Sanitation; and
2. That agreement must specify that all tonnage hauled out of Trinidad must go through HWMA's transfer station on Hawthorne Street in Eureka.

HWMA Staff recently sent the City Clerk samples of existing agreements that other cities have with their haulers. Before an agreement is drafted the City will meet with Humboldt Sanitation to discuss the issues that may arise.

The goal is to bring a proposed franchise agreement to the City Council for consideration in January, 2011.

No decision made. Discussion/report only.

XII. COUNCIL REQUEST FOR FUTURE AGENDA ITEMS

XIII. ADJOURNMENT

- **Meeting ended at 9:35pm.**

Submitted by:

Gabriel Adams
City Clerk

Approved by:

Stan Binnie
Mayor

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CONSENT AGENDA ITEM #1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 8 PAGES

1. Staff Activities Report through November, 2010

CONSENT AGENDA ITEM IX.1
Date: December 8, 2010

Item: **STAFF ACTIVITIES REPORT THROUGH NOVEMBER, 2010**

Background: The City Council is provided with a Staff Activities Report at the first meeting of every month. The report covers staff actions and updates on projects through the previous month.

Changes from the previous report will be shown in **BOLD** so that the Council members can follow both the history of an activity and see the progress that has been made since the last Report. Update items will be removed periodically as they become "old news."

The report concentrates on projects and is directly related to the Special Grants and Projects Budgets in the adopted City Budget.

There is also a monthly update on the rental activity at Town Hall for the previous month.

Staff Recommendation:

Receive and file the Staff Activities Report, or take whatever other action is deemed appropriate by the Council.

Attachments: Staff Activities Report through November, 2010.

CITY OF TRINIDAD
P.O. Box 390
409 Trinity Street
Trinidad, CA 95570
(707) 677-0223

Stan Binnie, Mayor
Steve Albright, City Manager

STAFF ACTIVITIES REPORT

Through November, 2010

A Staff Activities Report is provided to the City Council at the first Council meeting of every month. Additions to the previous report will be indicated in **bold type face**. Old information will be left on this report for several months and then removed or updated. This report is prepared by Steve Albright, City Manager, with input from staff members and contracted consultants.

The Staff Activities Report focuses on specific projects, the status of requests to the staff from the Council, and other ongoing items where progress can be reported. It is being organized under the six primary City functions: City Administration; Police Department; Fire Department; Public Works Department; City Water Department; and the City Cemetery.

City Administration:

1. FY2011 Budget. The FY2011 Budget was approved by the City Council on June 9, 2010. A budget amendment was approved by the City Council in September.

2. FY2009-10 Annual Audit. The site visit from the auditor for the FY2010 annual financial audit is planned for the last week of November, 2010. **Some year-end data has been sent to the auditor, and CMM has prepared draft year-end financial statements through June 2010 and forwarded them to Marcello and Associates.**

3. Town Hall Rental. **This report will cover the month November, 2010. For the month, the Hall was rented 4 times for a total revenue of $390.00**

4. Improvements to the City's filing/record-keeping system. No other progress toward improving the Town Hall records and filing system has been made. **The City Manager is revamping records and files in that office.**

5. Town Hall Improvements. Estimates will be sought for painting, re-flooring, some carpentry work, and furniture replacement for the Clerk's Office in Town Hall. Work that was planned for the last week of June and the first week of July did not occur because staff was trying to coordinate it with the planned new energy-efficient heating system, but that grant has still not been approved. **Finally, staff has been advised that the Energy Block Grant agreement**

should be received during November for the City's proposed project of replacing the Town Hall heating system. That has not yet happened.

6. Tsurai Management Plan Area. A contract to provide erosion control and re-planting on the damaged site was signed on September 16, 2010. The contract is with the Watershed Management division of the Yurok Tribe. The Tribe will also hire as a subcontractor Samara Restoration to provide the plants and Joe Lindgren as the project cultural monitor. The project was completed in the third week of October. Photos are available for review. **An invoice for the work has not yet been received.**

7. General Plan. The Open Space, Conservation, and Recreation Elements were presented and discussed at the Council's meeting on April 28, 2010. The staff and Planning Commission are now working on the Transportation Element.

8. Code Enforcement. As time, other priorities, and resources allow, staff is continuing to address code enforcement complaints. This will be an ongoing effort.

9. On-Site Waste Water Treatment (OWTS) Ordinance. The City Council adopted the Ordinance on December 10, 2008. In November, Planning Commission requested that a change in the OWTS Ordinance be made to make either the City Manager (administratively) or the City Council responsible for approving the implementation guidelines. An amendment to the Ordinance was prepared to shift this responsibility to the Council, and it was approved in March 2010. **The Guidelines were adopted by the City Council at its November, 2010 meeting.**

10. Accessory Dwelling Unit (ADU) Code. The ADU Ordinance is on the City's website as a downloadable document for public review and comment. The Ordinance was adopted by the City Council in August, 2010 and went into effect in September.

11. Vacation Units Regulations. The Citizens Advisory Committee on Vacation Dwelling Units was formed and held a total of eight meetings between January and May. The Committee completed its work and presented its findings and recommendations to the City Council in June. **Staff has been directed to return to the Council with a first reading of a draft ordinance to regulate aspects of VDUs in Trinidad. With the swearing in of two new Council members, that Ordinance will be presented in early 2011.**

12. Old Wagon Road Trail A complaint about the installation of posts and a trench dug across the trail on the Old Wagon Road Trail has been filed with the City. A Police Report claiming harassment of a citizen was also filed. Because this has been an ongoing difficulty, the staff enlisted the assistance of the Coastal Commission and the Coastal Conservancy to address the problem with the landowner. No response has been received yet.

13. Van Wycke Trail. **Due to heavy early season rains, additional deterioration was observed on the Van Wycke Trail. As a result, the Trail has been temporarily closed until some remedy can be made. A survey has been conducted by Michael O'Hern and provided to the City. Staff has contacted each of the three adjacent property owners to determine their willingness to grant to the City an easement for the trail. Winzler & Kelly is looking into options to repair or replace the storm water drainage that appears to be causing some of the damage to the trail.**

Status of Grants and Funding Programs

- Project Name: Gateway Project
  Source of Funds: CA State Transportation Improvement (STIP)
  Amount of Funding: $145,000
  Local Match/Source: Prop 1B funds
  Status: Environmental Complete, Design Complete, Construction in 2010
  The Construction Authorization request has been submitted to Cal Trans. The Encroachment Permit was received in April. Staff completed and has obtained construction easements with adjacent property owners and utility relocations with PG&E and AT&T. CalTrans right-of-way staff is has still not signed off on the project, which means that construction will now be delayed until next spring.

  and

  Project Name: Main and Trinity Safety Improvements
  Source of Funds: Federal High Risk Rural Road Funds (HR3)
  Amount of Funding: $360,000
  Status: See above. The two funds have been combined into one construction project.

- Project Name: New Library/Museum Road
  Source of Funds: CA State Proposition 1B
  Funding Amount: $100,000
  Status: The project has been completed.

- Project Name: Library Museum Project Access Improvements
  Source of Funding: American Recovery and Reinvestment Act (ARRA)
  Amount of Funding: $186,000
  Status: The construction work on the project has been completed.
  Staff met with CalTrans and Federal Highway officials on August 25 for an audit of the project records. A substantial amount of improvements to the record keeping for this project has been requested and will be worked on by staff. Reimbursement of the project costs has not been received

because staff is still working with CalTrans to satisfy records and reporting requirements.

- Project Name: Saunders Park Development
  Source of Funding: State Park Bond
  Amount of Funding: Approximately $120,000 remaining.
  Status: Funding received in 2006. Design by Freeman Architects complete, the advertisement for public bid occurred in August 2010. The City Manager completed a contract with Gray Construction after negotiating reductions in the project to bring it within budget. Un-obligated remaining funds from the total grant have been approved to be transferred to this project. **Work began on the project in the second week of October and is progressing slowly due to the rains. The first payment to the contractor has been mad, and reimbursement requests have been submitted to the State Parks Department.**

- Project Name: Azalea and Pacific Streets Reconstruction
  Source of Funds: CA State Transportation Improvement (STIP)
  Amount of Funding:
  Status: Due to lack of construction funds at the State level, construction funding now programmed for 2013-14. Funding for final design undetermined and may delay the project indefinitely. No additional expenditures recommended at this time. Prop 1B funds allocated to this project were reassigned to other eligible activities within the City.

- Project Name: Energy Efficiency and Conservation Block Grant (EECBG)
  Source of Funding: American Recovery and Reinvestment Act
  Amount of Funding: $25,000
  Status: County officials have requested additional information, which was provided. Even though the grant application was submitted in January, 2010, and the award announcement was anticipated by the end of March, 2010, the grant has been delayed with no explanation. Staff has been advised that a Grant Agreement Document will be forwarded in November. **That did not happen, and it remains unclear when this project will move forward.**

- Project Name: Safe Drinking Water Revolving Fund (SDWSRF)
  Source of Funds: State Department of Public Health, Revolving Loan Fund
  Amount of Funding: Undetermined
  Status: Application was submitted by February 4, 2010. Notice of Exemption from CEQA filed with the County Clerk in March, 2010. State is apparently ready to award a partial grant/loan for the project, with details to be determined. Project proposal currently under review.

- Project Name: Clean Beaches Program
  Source of Funding: State Proposition 50

Amount of Funding: $400,000

Status: **A grant amendment was signed in April 2010. Nearly $300,000 of the funds are for the replacement of failing and unsafe septic systems in the watershed area (inside and outside the City limits), and the City and Streamline Planning have completed major repairs or complete replacements for 24 of the worst systems in the area. Those extensive repairs or replacement systems have been constructed totaling over $275,000. Funds reimbursement for those completed through June, 2010, ($120,000) have been received, and the fund reimbursement for the next quarter has been submitted. A detailed program report was provided to the Council in November, and the program will be closed out at the end of December.**

- Project Name: Turbidity Meter
  Source of Funding: CA State Proposition 50
  Amount of Funding $60,000
  Status: Letter of Commitment from State in 2008; contract incomplete due to funding freeze. Start date undetermined.

- Project Name: Drainage Improvements (ASBS Project)
  Source of Funding: CA State Proposition 84
  Amount of Funding: $2,500,000
  Status: State announced in late April that bond funds have been raised and this project may proceed. The City Council approved a Resolution to allow the City Manager to negotiate the terms of the Agreement. Staff is responding to a request from the State to address "scope of services" issues that arose during the State's review and approval process. A letter was completed and sent to the Board on August 30, 2010. If this addresses the State issues adequately, and when a State Budget is approved, an agreement will be brought to the Council for approval. An extensive meeting was held on September 30 with City officials and State staff, and the results were reported to the City Council. Staff assembled additional information as requested and has submitted it to the State Board. **Follow-up is ongoing, and it is anticipated that an agreement will be signed in early 2011.**

- Project Name: Trinidad Pier Reconstruction (ASBS Project)
  Source of Funding: CA State Proposition 84
  Amount of Funding: $2,500,000
  Status: State announced in late April that bond funds have been raised and this project may proceed. The City Council approved a Resolution to allow the City Manager to negotiate the terms of the Agreement. The State sent the City a letter with many concerns in it in June. A response was jointly prepared by City and Rancheria staff and sent to the State on June 30. Their response time and the next steps needed to prepare and agreement to proceed are undetermined. Staff worked with the Rancheria to prepare an

MOA for the implementation of this grant when it is finally approved, and that MOA was approved by the Council in October. The State Board requested some modifications to that MOA, and the Council approved those modifications.

Police Department

1. Staffing. Deputy Scott Hicks is the Sheriff's Office deputy for Trinidad, and Sandra Cuthbertson remains as a part-time Office Manager for at least the remainder of the fiscal year. She assists with other city functions as needed because her salary is now paid by the General Fund. Deputy Hicks will be at the City Council meetings at least quarterly to give a report on law enforcement activities. A County Sheriff vehicle will be assigned to Trinidad and marked as "Trinidad Police."

2. Law Enforcement Functions. The contract with the Sheriff's Office became effective on June 30, 2010. It is due to renew automatically for six months on January 1, 2011, as a condition of the contract unless either party chooses to terminate the agreement.

3. Equipment Issues. Telephone, fax, and computer functions of the Police Department and the City Manager's have been integrated. This will provide a better functioning system and allow a considerable monthly cost savings.

Fire Department

1. Equipment. Nothing to report.

2. Wildfire Agreement. Per the recommendation of CalFire, the Council approved NOT having a wildfire service agreement. Instead, the Mutual Aide Agreement was updated. That was completed by action of the Council in September.

Public Works Department

1. Grounds Maintenance. Grounds maintenance activities proceed on a normal basis, weather permitting. Staff recently completed some maintenance on Trinidad Head's Roads and trails.

2. Streets Maintenance. The staff completed the project of patching and resurfacing on Main Street underneath the Highway 101 overpass.

3. Street Trees Maintenance. No new information to report.

4. Appropriations Request. A 2011 appropriations request was submitted to Congressman Thompson's staff for funding of the second phase of the Stormwater Drainage Improvement Project required to meet discharge standards at the ASBS. The first phase is due to be funded by Prop 84 when the State is able to release project funds.

City Water Department

1. Rates. A public hearing for an annual adjustment to the City water rates resulted in a 2.2% rate increase. The City may receive state funding assistance to perform a water rates analysis to meet State Prop 218 requirements if any rate increases are demanded to support major capital infrastructure improvement loans.

2. Maintenance. Staff has completed a new storage shed facility at the water treatment plant on Westhaven Drive.

3. Water Quality: New equipment is being purchased that will improve water quality testing procedures at the Treatment Plant

4. Appropriations Request. A 2011 appropriations request was submitted to Congressman Thompson's staff for funding of the improvements required at the water treatment facility.

City Cemetery

1. Annual Maintenance. The Public Works staff maintains the Cemetery Grounds on an ongoing basis. There are no other activities to report.

CONSENT AGENDA ITEM #2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 7 PAGES

2. Financial Status Reports for October, 2010

CONSENT AGENDA ITEM IX.2
Date: December 10, 2010

Item: **FINANCIAL STATUS REPORT**

Background: This "Monthly Financial Status Report" is provided to the Council at the first meeting of every month and is produced by Cunningham, Malone & Morton. It provides the Council and the public with a monthly financial status which is intended to be timely and user-friendly.

The status report is done for each department and includes: 1) expenditures from the previous month; 2) expenditures for the year-to-date; 3) the annual budget for a given budget category; and 4) the percent of the budget that has been expended to date.

This Financial Status Report provides the status on seven pages:

General Fund Revenue;
1. General Fund-Administration;
2. General Fund-Public Works;
3. General Fund-Police;
4. General Fund-Fire;

Enterprise Account-Water Department; and
Enterprise Account-Cemetery.

The four General Fund Accounts also include bottom-line statements for specific grant or special project budgets. For example, the Village Keepers Fund and the Clean Beaches Grant are included with the General Fund-Administration. Full details of those special project or grant budgets will be available for review but will not be published monthly with the meeting packet.

Staff Recommendation:

Discussion and public input, and Council action to receive and file the Financial Status Report

Attachments: Financial Status Report through October, 2010.

City of Trinidad
Statement of Revenues and Expenditures
From 10/1/2010 Through 10/31/2010

	Current Month	Year to Date	Total Budget - Original	% of Budget
Revenue				
PROPERTY TAX - SECURED	0.00	0.00	110,000.00	(100.00)%
MOTOR VEHICLES	0.00	143.98	0.00	0.00%
SALES & USE TAX	15,100.00	42,160.67	220,000.00	(80.84)%
TRANSIENT LODGING TAX	23,811.51	23,811.51	72,000.00	(66.93)%
VEHICLE LICENSE COLLECTION	83.66	99.75	0.00	0.00%
MOTOR VEHICLE FINES	0.00	0.00	1,000.00	(100.00)%
COPY MACHINE FEE	0.00	13.00	100.00	(87.00)%
INTEREST INCOME	5,893.38	13,339.39	35,000.00	(61.89)%
OTHER MISCELLANEOUS INCOME	615.45	1,053.52	0.00	0.00%
PLANNER- APPLICATION PROCESSIN	83.00	483.00	10,000.00	(95.17)%
ENGINEER-APPLICATION PROCESSIN	0.00	0.00	500.00	(100.00)%
BLDG.INSP-APPLICATION PROCESSI	1,848.59	6,061.17	5,000.00	21.22%
ANIMAL LICENSE FEES	0.00	24.00	200.00	(88.00)%
ZONING & SUBDIVISION FEES	0.00	10.00	0.00	0.00%
BUSINESS LICENSE TAX	555.00	4,705.00	12,000.00	(60.79)%
ENCROACHMENT PERMIT FEES	0.00	50.00	400.00	(87.50)%
FRANCHISE FEES	0.00	0.00	6,000.00	(100.00)%
RENT - VERIZON	1,617.45	6,469.80	18,000.00	(64.06)%
RENT - HARBOR LEASE	0.00	0.00	5,000.00	(100.00)%
RENT - SUDDENLINK	971.09	1,967.77	0.00	0.00%
RENT - TOWN HALL	150.00	2,815.00	10,000.00	(71.85)%
RENT - MISC	0.00	0.00	500.00	(100.00)%
INTERDEPARTMENTAL TRANSFER INC	0.00	0.00	52,000.00	(100.00)%
Total Revenue	50,729.13	103,207.56	557,700.00	(81.49)%

City of Trinidad
Statement of Revenues and Expenditures
201 - GFA
From 10/1/2010 Through 10/31/2010

	Current Month	Year to Date	Total Budget - Original	% of Budget
Expense				
HONORARIUMS	250.00	750.00	3,000.00	75.00%
EMPLOYEE GROSS WAGE	2,920.28	14,573.86	46,245.00	68.49%
FRINGE BENEFITS	769.24	3,076.96	0.00	0.00%
EMPLOYEE TAXES, INSUR & BENEFI	0.00	0.00	26,247.00	100.00%
DEFERRED RETIREMENT	1,571.50	3,516.76	0.00	0.00%
MEDICAL INSURANCE AND EXPENSE	1,420.15	4,805.40	0.00	0.00%
WORKMEN'S COMP INSURANCE	(568.00)	613.75	0.00	0.00%
EMPLOYEE MILEAGE REIMBURSEMENT	123.00	361.00	1,200.00	69.92%
PAYROLL TAX	390.72	1,572.32	4,721.00	66.70%
FIDELITY BOND	0.00	700.00	700.00	0.00%
INSURANCE - LIABILITY	0.00	5,443.00	5,443.00	0.00%
PROPERTY & CASUALTY	0.00	4,397.00	5,350.00	17.81%
ATTORNEY-MEETINGS	0.00	6,487.50	24,000.00	72.97%
ATTORNEY-ADMINISTRATIVE TASKS	250.00	862.50	0.00	0.00%
ATTORNEY-LITIGATION	0.00	0.00	5,000.00	100.00%
CITY ENGINEER-ADMIN. TASKS	0.00	1,462.00	6,000.00	75.63%
CITY ENG-APPLICATION PROCESS	0.00	0.00	2,000.00	100.00%
CITY PLANNER-MEETINGS	252.00	1,272.00	2,000.00	36.40%
CITY PLANNER-ADMIN. TASKS	1,379.90	3,762.30	6,000.00	37.30%
CITY PLANNER-APPL. PROCESS	0.00	2,613.00	8,000.00	67.34%
CITY PLANNER - SPECIAL PROJECT	0.00	2,751.00	12,000.00	77.08%
BLDG INSPECTOR-ADMIN TASKS	0.00	40.49	0.00	0.00%
BLDG INSPECTOR-PERMIT PROCESS	294.00	504.00	0.00	0.00%
BLDG INSPECTOR-ENFORCEMENT	0.00	593.00	5,000.00	88.14%
ACCOUNTANT-ADMIN TASKS	2,002.18	9,421.67	10,000.00	5.78%
AUDITOR-FINANCIAL REPORTS	0.00	0.00	10,000.00	100.00%
CHAMBER OF COMMERCE	0.00	0.00	30,000.00	100.00%
FINANCIAL ADVISOR/TECH SUPPORT	0.00	252.44	1,000.00	74.76%
LIBRARY RENT & LOCAL CONTRIB.	0.00	0.00	4,000.00	100.00%
RENT	0.00	0.00	7,800.00	100.00%
UTILITIES	122.74	490.47	4,000.00	87.74%
DUES & MEMBERSHIP	0.00	0.00	2,000.00	100.00%
MUNICIPAL/UPDATE EXPENSE	0.00	483.06	21,000.00	97.70%
OFFICE SUPPLIES & EXPENSE	368.85	1,408.57	4,500.00	68.70%
BANK CHARGES	0.00	72.80	0.00	0.00%
CONTRACTED SERVICES	0.00	4,200.08	0.00	0.00%
MISCELLANEOUS EXPENSE	0.00	0.00	1,000.00	100.00%
TELEPHONE	141.97	555.78	3,000.00	81.47%
CABLE & INTERNET SERVICE	222.90	748.27	1,500.00	50.12%
TRAVEL	0.00	0.00	1,500.00	100.00%
BUILDING REPAIRS & MAINTENANCE	348.00	1,238.69	1,000.00	(23.87)%
MATERIALS, SUPPLIES & EQUIPMEN	166.49	594.59	5,000.00	88.11%
Total Expense	12,425.92	79,624.26	270,206.00	70.53%

City of Trinidad
Statement of Revenues and Expenditures
301 - Police
From 10/1/2010 Through 10/31/2010

	Current Month	Year to Date	Total Budget - Original	% of Budget
Expense				
EMPLOYEE GROSS WAGE	1,729.29	6,797.70	23,231.00	70.74%
EMPLOYEE TAXES, INSUR & BENEFI	0.00	0.00	980.00	100.00%
DEFERRED RETIREMENT	85.39	168.49	0.00	0.00%
MEDICAL INSURANCE AND EXPENSE	47.10	133.70	0.00	0.00%
WORKMEN'S COMP INSURANCE	0.00	614.51	0.00	0.00%
PAYROLL TAX	141.76	544.66	2,371.00	77.03%
ACCOUNTANT-ADMIN TASKS	366.14	1,873.41	0.00	0.00%
RENT	1,300.00	3,900.00	7,800.00	50.00%
UTILITIES	76.93	456.11	1,200.00	61.99%
OFFICE SUPPLIES & EXPENSE	0.00	0.00	2,400.00	100.00%
CONTRACTED SERVICES	0.00	0.00	80,000.00	100.00%
ANIMAL CONTROL	113.00	452.00	1,350.00	66.52%
INVESTIGATION	0.00	70.00	0.00	0.00%
TELEPHONE	74.79	297.13	1,800.00	83.49%
CABLE & INTERNET SERVICE	0.00	174.76	0.00	0.00%
OTHER REPAIR & MAINTENENCE	0.00	0.00	500.00	100.00%
CAPITAL OUTLAY	2,791.75	2,791.75	3,000.00	6.94%
Total Expense	6,726.15	18,274.22	124,632.00	85.34%

City of Trinidad
Statement of Revenues and Expenditures
401 - Fire
From 10/1/2010 Through 10/31/2010

	Current Month	Year to Date	Total Budget - Original	% of Budget
Expense				
HONORARIUMS	150.00	450.00	1,800.00	75.00%
FINANCIAL ADVISOR/TECH SUPPORT	0.00	90.00	0.00	0.00%
UTILITIES	40.70	145.14	600.00	75.81%
BACKGROUNDS / EDUCATION	0.00	0.00	1,000.00	100.00%
CONTRACTED SERVICES	0.00	123.00	5,700.00	97.84%
TELEPHONE	80.64	101.53	100.00	(1.53)%
RADIO & DISPATCH	0.00	0.00	1,000.00	100.00%
VEHICLE FUEL & OIL	0.00	0.00	750.00	100.00%
VEHICLE REPAIRS	0.00	0.00	3,000.00	100.00%
BUILDING REPAIRS & MAINTENANCE	81.21	81.21	500.00	83.76%
OTHER REPAIR & MAINTENENCE	0.00	0.00	1,500.00	100.00%
MATERIALS, SUPPLIES & EQUIPMEN	0.00	4,085.90	7,500.00	45.52%
CAPITAL OUTLAY	0.00	0.00	10,000.00	100.00%
Capital Reserves	0.00	0.00	20,000.00	100.00%
Total Expense	352.55	5,076.78	53,450.00	90.50%

City of Trinidad
Statement of Revenues and Expenditures
501 - PW (Public Works)
From 10/1/2010 Through 10/31/2010

	Current Month	Year to Date	Total Budget - Original	% of Budget
Expense				
EMPLOYEE GROSS WAGE	2,427.90	8,809.17	25,072.00	64.86%
EMPLOYEE TAXES, INSUR & BENEFI	0.00	0.00	11,345.00	100.00%
DEFERRED RETIREMENT	260.12	908.72	0.00	0.00%
MEDICAL INSURANCE AND EXPENSE	687.67	2,695.98	0.00	0.00%
WORKMEN'S COMP INSURANCE	0.00	614.51	0.00	0.00%
PAYROLL TAX	208.57	755.17	2,560.00	70.50%
ACCOUNTANT-ADMIN TASKS	0.00	942.64	0.00	0.00%
CONTRACTED SERVICES	0.00	0.00	1,000.00	100.00%
STREET MAINT/REPAIR/SANITATION	350.72	429.10	24,000.00	98.21%
Street Safety Improvements	0.00	0.00	12,000.00	100.00%
STREET LIGHTING	308.73	1,234.46	4,000.00	69.14%
Street Lighting - Improvements	0.00	0.00	15,000.00	100.00%
TRAIL MAINTENANCE	194.85	743.63	3,000.00	75.21%
VEHICLE FUEL & OIL	227.64	724.74	3,000.00	75.84%
VEHICLE REPAIRS	44.74	57.20	0.00	0.00%
OTHER REPAIR & MAINTENENCE	0.00	43.29	0.00	0.00%
MATERIALS, SUPPLIES & EQUIPMEN	114.09	575.73	2,500.00	76.97%
EQUIPMENT REPAIRS & MAINTENANC	0.00	217.39	0.00	0.00%
WATER LINE REPAIR	0.00	32.42	0.00	0.00%
Total Expense	4,825.03	18,784.15	103,477.00	81.85%

City of Trinidad
Statement of Revenues and Expenditures
601 - Water
From 10/1/2010 Through 10/31/2010

	Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue				
INTEREST INCOME	0.00	0.00	30,000.00	(100.00)%
WATER SALES	17,212.44	76,974.67	210,000.00	(63.35)%
NEW WATER HOOK UPS	0.00	0.00	9,000.00	(100.00)%
WATER A/R PENALTIES	367.64	2,710.79	4,000.00	(32.23)%
Total Revenue	17,580.08	79,685.46	253,000.00	(68.50)%
Expense				
EMPLOYEE GROSS WAGE	6,003.38	23,513.64	72,050.00	67.36%
FRINGE BENEFITS	0.00	0.00	0.00	0.00%
EMPLOYEE TAXES, INSUR & BENEFI	0.00	0.00	36,422.00	100.00%
DEFERRED RETIREMENT	767.68	2,793.42	0.00	0.00%
MEDICAL INSURANCE AND EXPENSE	2,240.50	8,852.60	0.00	0.00%
WORKMEN'S COMP INSURANCE	0.00	1,843.53	0.00	0.00%
PAYROLL TAX	523.91	2,036.19	7,352.00	72.30%
INSURANCE - LIABILITY	0.00	4,000.00	4,000.00	0.00%
PROPERTY & CASUALTY	0.00	2,250.00	3,231.00	30.36%
ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	3,000.00	100.00%
CITY ENGINEER-ADMIN. TASKS	0.00	0.00	41,000.00	100.00%
ACCOUNTANT-ADMIN TASKS	427.18	2,632.32	8,000.00	67.10%
AUDITOR-ADMINISTRATIVE TASKS	0.00	0.00	8,000.00	100.00%
UTILITIES	1,307.83	5,569.10	14,000.00	60.22%
DUES & MEMBERSHIP	0.00	231.00	1,000.00	76.90%
OFFICE SUPPLIES & EXPENSE	391.56	803.56	2,000.00	59.82%
INTEREST EXPENSE	0.00	837.66	1,050.00	20.22%
MISCELLANEOUS EXPENSE	0.00	58.00	0.00	0.00%
TELEPHONE & COMMUNICATIONS	0.00	49.00	1,500.00	96.73%
TELEPHONE	68.22	393.00	0.00	0.00%
CABLE & INTERNET SERVICE	49.00	147.00	0.00	0.00%
VEHICLE FUEL & OIL	89.90	443.64	3,000.00	85.21%
VEHICLE REPAIRS	0.00	36.79	1,500.00	97.55%
BUILDING REPAIRS & MAINTENANCE	98.34	1,019.58	1,000.00	(1.96)%
SECURITY SYSTEM	0.00	69.00	1,000.00	93.10%
MATERIALS, SUPPLIES & EQUIPMEN	283.65	2,521.28	5,000.00	49.57%
EQUIPMENT REPAIRS & MAINTENANC	0.00	268.94	0.00	0.00%
WATER LAB FEES	601.50	931.01	4,000.00	76.72%
WATER PLANT CHEMICALS	2,380.45	3,701.86	14,000.00	73.56%
WATER LINE HOOK-UPS	0.00	0.00	4,000.00	100.00%
WATER LINE REPAIR	0.00	8,615.50	18,000.00	52.14%
WATER PLANT REPAIR	3,665.73	4,094.42	10,000.00	59.06%
Total Expense	18,898.83	77,712.04	264,105.00	70.58%
Net Income	(1,318.75)	1,973.42	(11,105.00)	(117.77)%

City of Trinidad
Statement of Revenues and Expenditures
701 - Cemetery
From 10/1/2010 Through 10/31/2010

	Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue				
INTEREST INCOME	0.00	0.00	5,000.00	(100.00)%
CEMETERY PLOT SALES	875.00	2,735.00	8,000.00	(65.81)%
Total Revenue	875.00	2,735.00	13,000.00	(78.96)%
Expense				
EMPLOYEE GROSS WAGE	667.85	2,431.22	6,841.00	64.46%
EMPLOYEE TAXES, INSUR & BENEFI	0.00	0.00	2,946.00	100.00%
DEFERRED RETIREMENT	52.72	224.65	0.00	0.00%
MEDICAL INSURANCE AND EXPENSE	183.18	732.72	0.00	0.00%
WORKMEN'S COMP INSURANCE	0.00	189.08	0.00	0.00%
PAYROLL TAX	55.09	203.08	885.00	77.05%
INSURANCE - LIABILITY	0.00	500.00	500.00	0.00%
CONTRACTED SERVICES	0.00	0.00	500.00	100.00%
OTHER REPAIR & MAINTENENCE	0.00	0.00	500.00	100.00%
Total Expense	958.84	4,280.75	12,172.00	64.83%
Net Income	(83.84)	(1,545.75)	828.00	(286.68)%

CONSENT AGENDA ITEM #3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES

3. Proposed Resolution 2010-16 Approving an Application for Prop 50 Funding

CONSENT AGENDA ITEM IX.3
Date: DECEMBER 10, 2010

Item: **PROPOSED RESOLUTION 2010-16 APPROVING AN APPLICATION FOR PROP 50 FUNDING**

Background: The City initially filed a preliminary application for funding to the State Water Resources Board for this project in 2008. The City has been offered to file a final application by December 31, 2010.

Luffenholtz Creek is the drinking water source for the City of Trinidad Water System. The water system's water intake is vulnerable to high turbidity resulting from sediment entering the creek from above the water intake. Several times a year, during periods of high precipitation, the water plant has to be shut down due to high turbidity. The proposed project will reduce turbidity due to high sediment concentrations in Luffenholtz Creek through treatments of unpaved roads in the upper watersheds.

Staff Recommendation: Approve Proposed Resolution 2010-16.

Attachments: Proposed Resolution 2010-16.

TRINIDAD CITY HALL
P.O. Box 390
409 Trinity Street
Trinidad, CA 95570
(707) 677-0223

Stan Binnie, Mayor
Gabriel Adams, City Clerk

RESOLUTION 2010-16

RESOLUTION 2010-16 SUPPORTING THE SUBMITTAL OF A GRANT APPLICATION FOR PROP 50 FUNDS

WHEREAS, the City of Trinidad has the authority to construct, operate, and maintain the Trinidad City Water System; and

WHEREAS, the City of Trinidad desires to enhance the provision and protection of the drinking water supplied to the consumers located within the Trinidad City Water System; and

WHEREAS, the City of Trinidad desires to implement the Trinidad Westhaven Integrated Coastal Watershed Management Plan by implementing the Luffenholtz Creek Sediment Reduction Project; and

WHEREAS, The Redwood Community Action Agency developed the sediment reduction plan and is assisting with the preparation of the application and will act as the City's cooperating partner in implementing the project;

NOW, THEREFORE, BE IT RESOLVED by the Trinidad City Council that, pursuant and subject to all of the terms and provisions of the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002 (Proposition 50) and all amendments thereto, application be made to the State of California for funding; and

BE IT FURTHER RESOLVED that the City Manager of said City of Trinidad is hereby authorized and directed to cause the necessary data to be prepared, investigations to be performed and application to be signed and filed with the State of California.

PASSED AND ADOPTED by the Trinidad City Council at its regular meeting held on the 8th day of December, 2010.

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the Trinidad City Council by the following vote:

Ayes:
Noes:
Absent:
Abstain:

Attest:

Gabriel Adams
Trinidad City Clerk

Kathy Bhardwaj
Vice-Mayor

DRAFT

CONSENT AGENDA ITEM #4

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES

4. Letters of Concern for Offshore Naval Warfare Training Exercises

CONSENT AGENDA ITEM IX.4
Date: December 8, 2010

Item: **CITIZEN CONCERNS REGARDING NAVAL WARFARE TESTING ON THE PACIFIC COAST**

Background: On November 9, the **National Oceanic and Atmospheric Administration**(NOAA) gave the **US Navy** permission to "take" more than 600,000 marine mammals over the next five years in the expanded Northwest Training Range Complex.

The NWTRC extends from the border of **Canada** to **Mendocino County**. It is 60 miles off shore for ships, just 13 miles for planes, and includes critical whale migration routes. Naval exercises will include testing of new weaponry and ammunition (habitat and marine life disruption, destruction, and pollution with toxic chemicals, heavy metals, depleted uranium, etc.), deployment of sonar (which has killed hundreds of marine mammals in numerous incidents worldwide), and ship-based flight training (which has already sent panicked livestock off of cliffs on the Oregon coast and through fences in the Hwy 36 valley).

The **Environmental Protection Information Center (EPIC)** has taken on organizing a grassroots campaign to call for Congressional hearings and a halt to war games in our coastal waters. To make this happen, Congress needs to hear from thousands of citizens. Cities have been requested to join by voicing their concerns regarding these exercises.

Humboldt, Marin, and **Mendocino County Boards of Supervisors**, **Mike Thompson**, **Diane Feinstein**, and **Barbara Boxer** have all formally voiced their objections, to no avail. We need our City Councils to join in demanding extension of the public comment period, and, if necessary, Congressional hearings.

Staff Recommendation: Send letters of concern to Senators Boxer and Feinstein and to Congressman Thompson, and request hearings on the West Coast.

CONSENT AGENDA ITEM #5

SUPPORTING DOCUMENTATION FOLLOWS WITH: 6 PAGES

5. Letter of Support for a North Coast Appointment to the California Coastal Commission

CONSENT AGENDA ITEM IX.5
Date: December 8, 2010

Item: **LETTER OF SUPPORT FOR A NORTH COAST APPOINTMENT TO THE CALIFORNIA COASTAL COMMISSION**

Background: Apparently Governor Schwarzenegger is prepared to make several appointments to State Boards and Commissions prior to leaving office, including an appointment to replace outgoing Supervisor and California Coastal Commission member Bonnie Neely.

Supervisor Mark Lovelace has requested the City of Trinidad's support to be appointed to that position. Traditionally cities and Humboldt County have had a City-County Selection Committee through HCAOG to recommend state appointments to the Governor. At the time of the preparation of the packet, there were plans to convene this selection meeting well prior to the Governor's stated selection time frame of late December.

It is unknown if other possible appointees will come forward to compete for this position. If this were to occur, the City Council may wish to consider which person to support as the new Governor's selection for the California Coastal Commission.

Staff Recommendation: Forward a letter of support for Mark Lovelace to the City/County Selection Committee for Humboldt County, or take whatever other related action is deemed appropriate by the members of the City Council

Attachments: Letter of request for support from Supervisor Mark Lovelace; and Resume of Supervisor Mark Lovelace

November 29, 2010

Stan Binnie, Mayor
City of Trinidad
409 Trinity Street
Trinidad, CA 95570

Dear Mayor Binnie and Members of the Trinidad City Council,

I am writing to express my interest in serving as the North Coast region representative on the California Coastal Commission, and to request your nomination.

As you are aware, the North Coast seat will become vacant with Supervisor Bonnie Neely's departure from our Board. Pursuant to Section 30301.2 of the Public Resources Code, Governor Arnold Schwarzenegger has requested the Boards of Supervisors and the city selection committees of Humboldt, Del Norte and Mendocino counties to nominate at least one supervisor and at least one city council member for appointment to this position.

My interest in this appointment stems from my involvement with other coastal counties through the California State Association of Counties, and most specifically my role as Co-Chair of the Coastal Counties Association. In addition, this appointment would allow me to apply my years of experience working with local, State and Federal agencies on natural resources, landuse, development and environmental issues.

The California coastline is a unique and distinctly valuable natural and scenic resource. The prudent stewardship of our coastline requires that existing and future development be carefully planned so as to ensure that the natural, social and economic benefits of this unique resource accrue to all present and future residents of the State of California. As coastal communities, our identity and our economic well-being are uniquely tied to the preservation of the Coastal Zone for those distinct uses which can best be accommodated within this narrow strip of land. This balancing of public and private interests is the most essential function of the California Coastal Commission.

I appreciate your consideration and I would be honored with the opportunity to represent our North Coast region in this important position. Please feel free to contact me if you have any questions or if there is any other information that I may provide for you.

Sincerely,

Mark Lovelace
Supervisor, 3rd District
County of Humboldt
(707) 476-2393
mlovelace@co.humboldt.ca.us

Mark Lovelace
2322 Buttermilk Lane
Arcata, CA 95521
(707) 476-2393
mlovelace@co.humboldt.ca.us

Summary:

- 10 years experience working with State and Federal agencies on land use, natural resources and environmental issues
- Working knowledge of California Coastal Act, CEQA, Public Trust Doctrine, Clean Water Act, Porter-Cologne Water Quality Act, Forest Practices Act, Subdivision Map Act and other environmental regulations
- Active leadership role with other California counties on natural resources, land use and coastal issues

Current Position:

- **Humboldt County 3rd District Supervisor, 2009-Present**

Selected Appointments:

- **California State Association of Counties (CSAC), Board of Directors**
  - Co-Chair, CSAC Coastal Counties Regional Association
  - Co-Chair, CSAC Medical Marijuana Working Group
  - CSAC/RCRC Williamson Act Working Group
  - CSAC State Budget Reform Taskforce
- **National Association of Counties (NACo)**
  - County representative at national conferences, 2009-2010
- **PG&E Wave Connect, Humboldt Working Group**
  - Multi-agency working group to explore feasibility of wave energy project
- **Klamath Basin Coordinating Committee**
  - County representative for implementation of Klamath Dams removal agreements
- **Redwood Region Economic Development Commission**
  - Joint Powers Authority for economic development in Humboldt County
- **Humboldt County Workforce Investment Board**
  - Public/private agency to address workforce development issues
- **North Coast Unified Air Quality Management District**
  - Joint Powers Authority for Humboldt, Trinity and Del Norte counties
- **North Coast Emergency Medical Services**
  - Joint Powers Authority for Humboldt, Del Norte and Lake counties

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Education:

- **San Jose State University**
  B.S. Industrial Design, 1987

Professional Employment and Experience:

- **President, Humboldt Watershed Council, 2003 – 2008**
  Led successful efforts to improve regulation of water quality and to protect downstream residents. Represented HWC in meetings and hearings with local, State, and Federal agencies, officials and elected representatives. Authored two successful appeals to State Water Board.

- **Co-Founder / Project Coordinator, Healthy Humboldt Coalition, 2004 – 2008**
  Worked to protect the environment and preserve open space and working lands through development of land use and planning policies, with the goal of making our cities attractive, vibrant and healthy places where people want to live, work and play. Partnered with public health, affordable housing, and transportation advocates. Helped defeat regulatory challenge to Humboldt County's Housing Element.

- **Founder / Director, Sunnybrae/Arcata Neighborhood Alliance, 2000 – 2006**
  Guided project to address community concerns regarding timber harvesting, resulting in the successful addition of 175 acres to the Arcata Community Forest. Achieved unprecedented cooperation from State and Federal agencies.

- **Founder and Manager, Arcata Forest Fund, 2002 – Present**
  Raised $120,000 in direct donations from the community and leveraged nearly $3 million in State, Federal and private grants for the acquisition of the Sunny Brae Forest and the Bayview Ranch, protecting 500 acres of open space.

- **Owner, Design Link, Arcata, California, 2001 – 2008**
  Design and product-development consultant for small manufacturers. Helped businesses develop new products and improve production to reach new markets. Connected clients with manufacturers both locally and across the country.

- **Production Manager, Wildwoods Company, Arcata, California, 1987 – 2001**
  Managed all aspects of production, machine programming and tooling design. Increased production by 500%, creating jobs. Trained employees and created instruction and operations manuals.

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Affiliations:

- **Humboldt Partnership for Active Living, Steering Committee, 2005 - Present**
  Assisted in development and strategic planning for multi-disciplinary partnership between public health, land use planning and transportation interests to advocate for healthier, walkable communities, trails, and alternative transportation
- **Housing for All, Steering Committee, 2007 – 2008**
  Advocated for programs and policies that would ensure an adequate supply of affordable housing to meet the needs of the whole community
- **Community Forestry Team, 2006-2008**
  Partnered with The Nature Conservancy and Save The Redwoods League to attract over half-a-billion dollars in private capital investment with the goal of acquiring and managing the Pacific Lumber Company's lands for the long-term benefit of the environment and the local community
- **Redwood Forest Foundation Inc, 2005 - 2008**
  Large Acquisitions Committee
- **Humboldt BayKeeper, 2005 – Present**
  Advisory Board
- **Humboldt Area Foundation, 2002 – 2008**
  Scholarship Committee

Awards:

- **Arcata Eye,** Citizen of the Year Award, 2002
- **Redwood Region Audubon Society,** Conservation Award, 2005
- **Humboldt Watershed Council,** Award of Excellence, 2001, 2004

Training and Workshops:

- **Great Valley Leadership Institute, October 2010**
- **Subdivision Map Act Seminar, March 2010**
- **State Bar of California Environmental Law Conference, 2008, 2009**
- **Land Trust Alliance National Conference, October 2007**
- **Mello-Roos Community Financing Districts, January 2006**
- **Transferable Development Rights, December 2005**

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Selected Reports, Presentations and Speaking Engagements:

- **Humboldt State University, Guest Lecturer**
  - Conflict Resolution in Environmental Issues, 2002 - Present
  - Case Studies in Environmental Impacts, 2001 - Present
  - Environmental Ethics, 2001 - Present
  - Sustainable Communities Forum, February 2006
  - Legal and Political Social Work, February 2010
  - Marijuana Legalization Forum, March 2010

- **National Association of Counties (NACo) Annual Conference, March 2010**
  - "Improving Public Health Through Better Land Use Planning"

- **Sierra Nevada Alliance, Sierra Nevada Conference, August 2006**
  - "Thinking Like a Watershed: How to Build Diverse Coalitions"
  - "Social License: How Societal Expectations Predict Future Regulation"

- **Institute for Sustainable Forestry, Future Forests Conference, October 2005**
  - "What is Social License?"

- **Forestry Institute for Teachers, July 2004**
  - "The Role of Environmental Organizations in Timber Issues"

- **Numerous Presentations, 2005 - 2007**
  - "Analysis of Pacific Lumber Company's Financial Crisis"

- **Alliance for Sustainable Jobs and the Environment, March 2007**
  - "Bankruptcy 101: Understanding the Pacific Lumber Chapter 11 Case"

- **Citizens for Real Economic Growth Public Forum, February 2006**
  - "The Impact of Big Box Retail on the Local Economy"

- **Humboldt Watershed Council Public Workshop Series**
  - "Can Habitat Conservation Plans Protect Endangered Species?" 2003
  - "Understanding Watershed-wide Waste Discharge Permits," July 2005
  - "Sensitive Watersheds Nomination Process," 2004

- ***Report on Sensitive Watershed Nomination Process,* September 2004**
  - Citizens' advisory team report and presentation to Board of Forestry

AGENDA ITEM #1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES

1. Resolution 2010-17 Recognizing the Contributions of Mayor Stan Binnie

DISCUSSION/ACTION AGENDA ITEM X.1
Date: December 8, 2010

Item: **RESOLUTION 2010-17 RECOGNIZING THE CONTRIBUTIONS OF MAYOR STAN BINNIE**

Background: Mayor Stan Binnie has worked tirelessly as a Trinidad City Councilman and as Trinidad's Mayor since his election in 2006.

His efforts are appreciated by the citizens of Trinidad, his fellow Council members, and the Trinidad City staff. The results of Mayor Binnie's efforts will be enjoyed by the citizens for years to come.

It is this Council's desire to honor Stan Binnie for his service and commitment to Trinidad.

Staff Recommendation: Approve proposed Resolution 2010-17.

Attachments: Proposed Resolution 2010-17 will be gifted to Mayor Binnie at the meeting.

AGENDA ITEM #2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES

2. Resolution 2010-18 Recognizing the Contributions of Council Member Don Ratzlaff

DISCUSSION/ACTION AGENDA ITEM X.2
Date: December 8, 2010

Item: **RESOLUTION 2010-18 RECOGNIZING THE CONTRIBUTIONS OF COUNCIL MEMBER DON RATZLAFF**

Background: Councilman Don Ratzlaff has worked tirelessly as a Trinidad City Councilman since his election in 2006.

His efforts are appreciated by the citizens of Trinidad, his fellow Council members, and the Trinidad City staff. The results of Councilman Ratzlaff's efforts will be enjoyed by the citizens for years to come.

It is this Council's desire to honor Don Ratzlaff for his service and commitment to Trinidad.

Staff Recommendation: Approve proposed Resolution 2010-18.

Attachments: Proposed Resolution 2010-18 will be gifted to Councilmember Ratzlaff at the meeting.

AGENDA ITEM #3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES

3. Process for Annual or Bi-Annual Selection of the Mayor and Vice Mayor

DISCUSSION/ACTION AGENDA ITEM X.3
Date: December 8, 2010

Item: **ANNUAL OR BI-ANNUAL SELECTION OF THE MAYOR AND VICE-MAYOR**

Background: THIS ITEM WAS CONTINUED FROM THE NOVEMBER 10, 2010 COUNCIL MEETING.

In recent years, the City Council has been selecting its Mayor and Vice Mayor from the five City Council members every two years following a November election. This practice was put in place by Ordinance by the City Council in 1997.

The Ordinance also allows for the removal of a Mayor or Vice Mayor if the majority of the Council chooses to do so.

Some cities, and also Humboldt County, have selected a process whereby the position of Mayor or Board Chairman automatically rotates amongst its members on an annual basis. This spreads the responsibility and also gives each member the opportunity to hold the position.

If the Council desires to change the current process, then it would require a change to the current Ordinance.

Staff Recommendation: Give direction to the staff as to whether or not the Council wants to change the current system of selecting its Mayor and Vice Mayor.

Attachments: Ordinance 97-1 adopted by the Trinidad City Council in June, 1997

ORDINANCE NO. 97-1

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TRINIDAD ADOPTING CHAPTER 2.06 OF THE TRINIDAD MUNICIPAL CODE RELATING TO SELECTION OF MAYOR

The City Council of the City of Trinidad does ordain as follows:

Section 1

A new Chapter 2.06 and a new Section 2.06.010 are hereby added to the Municipal Code to read as follows:

Chapter 2.06
MAYOR

Section 2.06.010 Office of Mayor

As soon as practicable after each general election at which one or more persons are elected to the City Council, the Council members shall vote and select one of their own to serve as Mayor, and one to serve as Mayor Pro Tem.

The persons so elected shall serve until the next regularly scheduled Council election, or until removed by a majority vote of the Council.

Section 2

This ordinance shall take effect thirty (30) days after its passage.

Passed, approved, and adopted this 11h day of June, 1997, by the following vote:

AYES: Dobree, Globus, Saunders, Sisneros
NOES: none
ABSTAIN: none
ABSENT: Hogan

APPROVED:

ROBERT GLOBUS, MAYOR

ATTEST:

DANA DEASON, CITY CLERK

AGENDA ITEM #4

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGE

4. Election of Mayor & Mayor Pro-Tem.

DISCUSSION/ACTION AGENDA ITEM X.4
Date: December 8, 2010

Item:	**ELECTION OF MAYOR & VICE MAYOR**
Background:	The Council traditionally elects a Mayor as the first order of business when new members are seated. However, the necessity of this discussion item will ultimately depend on the outcome of agenda discussion item no.3.
Attachments:	None

AGENDA ITEM #5

SUPPORTING DOCUMENTATION FOLLOWS WITH: 3 PAGES

5. Process to appoint Councilmembers to various Boards & Commissions.

DISCUSSION/ACTION AGENDA ITEM X.5
Date: December 8, 2010

Item: **PROCESS TO APPOINT COUNCIL MEMBERS TO VARIOUS BOARDS AND COMMISSIONS**

Background: Members of Trinidad's City Council represent the City on various committees, boards and commissions. In addition, the Council appoints citizen members to the Planning Commission and periodically to other committees.

The City's records indicate that there have been different ways that the appointments to boards, commissions, and committees have been made. In some instances, the Mayor has simply made an appointment, sometimes with the concurrence of the Council members. In some instances, Council members have volunteered for assignments. At other times, the Council has agreed as a group after discussion.

It would seem appropriate for the Council to concur (by majority) on all appointments and assigned responsibilities. It would also seem reasonable for the Mayor, as the Council's elected leader, to take the lead role either in soliciting persons from the community and/or recommending individuals for the appointments.

This is a process that needs to be decided by the Council, and then the Council can use its chosen process to fill the many positions that require attention.

Staff Recommendation: Discuss the process, and authorize the Vice Mayor and the City Manager to compile a list of recommended appointments for Council consideration at the January, 2011 City Council meeting.

Attachments: Current list of City appointments.

CITY OF TRINIDAD
P.O. Box 390
409 Trinity Street
Trinidad, CA 95570
(707) 677-0223

Steve Albright, City Manager

Date: December 1, 2010
To: Council Members
From: Steve Albright, City Manager
Subject: Current Council Appointments to Boards and Committees

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Following is a listing of positions and current representation from Trinidad on Boards and Committees.

LOCAL APPOINTMENTS/REPRESENTATIVES

Tsurai Management Plan Implementation Committee
Two Council members, currently Stan Binnie and Mike Morgan

Gateway Project
One Council member, currently Stan Binnie

BLM Coastal National Monument Gateway Project
Currently Julie Fulkerson

Joint Committee for the Park/Museum/Library
Two Council members, currently Kathy Bhardwaj and Don Ratzlaff

ASBS Project Coordinator
City Manager

Planning Commission Liason
Currently Kathy Bhardwaj

HUMBOLDT COUNTY APPOINTMENTS/REPRESENTATIVES

Humboldt Area Council of Governments (HACOG
Currently Stan Binnie
Alternate: Mike Morgan

Humboldt Mayors Committee
Currently Stan Binnie

Humboldt Transit Authority
Currently Julie Fulkerson

Humboldt County Convention and Visitors Bureau (HCCVB)
Ex-Officio, currently Mike Morgan

Humboldt County Hazard Mitigation Committee
Currently Mike Morgan

Redwood Coast Energy Authority (RCEA)Board
Currently Don Ratzlaff

Redwood Regional Economic Development Corporation (RREDC)
Currently Julie Fulkerson