



Posted: Friday, January 19, 2018

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

The Trinidad City Council will hold a regular meeting on
WEDNESDAY, JANUARY 24th, 2018, at 6:00 PM

In the Trinidad Town Hall, 409 Trinity Street, Trinidad, CA

NO CLOSED SESSION

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ADJOURN TO CLOSED SESSION – *No closed session scheduled***
- IV. **APPROVAL OF AGENDA**
- V. **APPROVAL OF MINUTES – *12-13-17 cc***
- VI. **COUNCIL MEMBER REPORTS, COMMITTEE ASSIGNMENTS**
- VII. **STAFF REPORTS**
- VIII. **PROCLAMATIONS and RECOGNITIONS**
 1. Proclamation 2018-01 in support of declaring February 18, 2018 as Engineer's Week
 2. Resolution 2018-02; Acknowledging the Exemplary Service of Building Official John Roberts.
- IX. **ITEMS FROM THE FLOOR**

At this time, members of the public may comment on items NOT appearing on the agenda. Individual comments will be limited to 3 minutes or less. Comments should be directed to the Council as a whole and not to individual Council Members or staff. Council and staff responses will be minimal for non-agenda items.
- X. **CONSENT AGENDA**
 1. Staff Activity Report for December 2017
 2. Financial Status Reports for November 2017.
- X. **DISCUSSION/ACTION AGENDA ITEMS**
 1. Introduce new part-time Trinidad Deputy Nathan (Nate) Cumbow, and Consider Amendment to Agreement with Humboldt County Sheriff's Office for additional ½ time Deputy
 2. Consider Draft Resolution 2018-01 formalizing principles of cooperation and communication with the Yurok people and the governments that represent them.
 3. Consider Trails Committee Recommendation Re: Dogs on Trinidad Head
- XII. **FUTURE AGENDA ITEMS**
- XIII. **ADJOURNMENT**

APPROVAL OF MINUTES FOR:

DECEMBER 13, 2017, CC

Supporting Documentation follows with: 4 PAGES

MINUTES OF A REGULAR MEETING OF THE TRINIDAD CITY COUNCIL

WEDNESDAY, DECEMBER 13, 2017

I. CALL TO ORDER

Mayor Rotwein called the meeting to order at 6:00 pm. Council members in attendance: West, Ladwig, Rotwein, Miller, Baker.

City Staff in attendance: City Manager Dan Berman, City Clerk Gabriel Adams, City Engineer Josh Wolf.

II. PLEDGE OF ALLEGIANCE

III. CLOSED SESSION

1. *Public Employee Performance Evaluation and Contract Negotiations for City Manager Pursuant to Government Code Section 54957*

IV. CLOSED SESSION REPORT

City Manager contract has been renewed for 1 year. The Council will perform quarterly evaluations, based on a new job description and criteria that has been written for the position.

V. APPROVAL OF AGENDA

Motion (Rotwein/Ladwig) to approve the agenda as written. Passed unanimously.

VI. APPROVAL OF MINUTES – 11-08-17 cc

Motion (West/Ladwig) to approve the minutes as written. Passed 4-0. Rotwein was absent.

VII. COUNCIL MEMBER REPORTS, COMMITTEE ASSIGNMENTS

West: HCAOG – working on removing the last few billboards on 101. Update on Arcata-Eureka trail. Rancheria gave a presentation on 101 off ramp proposal.

Baker: STR report should be ready for the January meeting.

Miller: RCEA 90% CCA program support. Read Proclamation 2017-03; Human Rights Awareness Month (December).

Rotwein: Trinidad Trails Committee will be recommending that the City consider reversing the no dogs on Trinidad Head policy. Meeting with the Rancheria regarding the Galindo Street Trail, Tsunami Siren. Asking the County to prohibit commercial grows in the surrounding watershed. Met with State Lands Commission representative regarding the Harbor Lease. Measure Z applications are due in January.

Ladwig: No HTA meeting. Hopes to meeting with Noise Ordinance committee soon.

VIII. STAFF REPORTS

A written staff report was in the packet. City Manager Berman highlighted the hiring of the new Administrative Assistant Nicole Provolt, and announced that a second Sheriff Deputy will be starting in July to provide 2 additional days of coverage each week. Also, an emergency permit has been issued to the Civic Club for the moving of the Memorial Lighthouse, but a stop work order has been issued to review unauthorized ground disturbance.

IX. ITEMS FROM THE FLOOR

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

Robert Sheer (& 1 other unidentified speaker) – McKinleyville
Spoke out in support of SB 562, Universal Health Care.

Patti Fleschner – Trinidad Civic Club

Announced the 100 year anniversary of the Trinidad Town Hall. Gave a brief timeline of various meetings, opportunities, and invitations to the Tsurai Ancestral Society representatives to meet with Club members at the Memorial Lighthouse site to listen to their suggestions as to how to resolve the issues. Met with various City staff members as well. Read 5 goals that the Club identified as priorities for the site. Thanked the Rancheria

for their support and stated they would be fine stewards of the site should the Club need to dispose of it at some point.

Sungnome Madrone – Trinidad Area Resident
Supports SB 562 and encouraged the Council to support it.

Dorothy Cox – Trinidad
The encroachment removal project on Ocean Avenue has not started yet. Requested an update.

Kathleen Lake – Trinidad
Supports SB 562.

Shirley Laos – Trinidad Rancheria
Described the definition and regulations of "soil disturbance".

Alan Grau – Trinidad
There are no minutes in the 2017 folder online. Praised the minutes from the November 08 meeting.

Roland Johnson – Civic Club Consultant/Representative
This is a miracle in the making. People have come together to make this happen. The contractor removed only a few inches of sod because you can't pour concrete on grass. The Council needs to support the City Manager and remove the stop work order. Concrete needs to be poured tomorrow morning.

X. CONSENT AGENDA

1. Staff Activity Report for November 2017
2. Law Enforcement Report for November 2017
3. Financial Status Reports for October 2017.
4. Update to Salary Schedule
5. ADA Improvements to Library Parking

Public comment included:

Alan Grau – Trinidad

Regarding #4 (Salary Schedule), increases will cause further dependency on T.O.T. revenue. Regarding #5, why wasn't it done right the first time?

*Motion (Rotwein/West) to approve consent 1-5 and pull 6 & 7 for discussion. **Passed unanimously.***

6. ADA survey of Town Hall
*Motion (Ladwig/Baker) to authorize the City Manager to sign the agreement for the ADA survey of Town Hall for \$4500. **Passed unanimously.***

7. Letter to County Planning Requesting Notification of Development Proposals in Luffenholtz Watershed

Public comment included:

Sungnome Madrone – Trinidad Area Resident

Applauded the effort of the Council to outlaw commercial grows in the Luffenholtz Watershed. There are several permits pending that are ministerial. There is a requirement that new developments have 50,000 gallons of water storage. They should not be able to double dip for cannabis purposes. Property values may rise significantly if cultivation is allowed. Certain County Planning Commissioners benefit directly from this. Upper watershed developments must monitor water extraction and collect the data. The City should be getting this information. Rainwater collection should be incentivized, and the City should consider connecting to MCSD water for redundancy if needed.

Kathleen Lake – Trinidad

Supports the letter adding emphasis that no ministerial and discretionary permits be allowed.

Council comments included:

Baker: The City Manager should contact Supervisor Ryan Sundberg to express the City's concerns.

Rotwein: The Trinidad Planning Area should be included, as well as banning all discretionary AND ministerial permits. Suggested strengthening the letter by adding that the area include all coastal watersheds that drain into the ASBS.

*Motion (West/Baker) to authorize the City Manager to send the letter to the County as amended on behalf of the City. **Passed unanimously.***

X. DISCUSSION/ACTION AGENDA ITEMS

1. Selection of new Mayor and Mayor Pro-Tem

Mayor Dwight explained that he has served as Mayor long enough and would like to give another Councilmember the opportunity.

There was no public comment.

*Motion (Ladwig/West) to nominate Susan Rotwein for Mayor. **Passed unanimously.***

*Motion (Baker/West) to nominate Dwight Miller for Mayor Pro-Tem. **Passed unanimously.***

2. Streets and Roads Presentation, and Consideration of Resolution 2017-19; Committing matching funds for the Downtown Trinidad Pedestrian & Connectivity Improvements Project

City Engineer Josh Wolf explained that the primary purpose of the Downtown Trinidad Pedestrian & Connectivity Improvements Project (Project) is to remove accessibility barriers and extend new safe and accessible pedestrian routes (in accordance to the Americans with Disabilities Act of 1990) along portions of Patrick's Point Drive, Scenic Drive, and Trinity Street. The secondary project purpose is to ensure the integrity of the roadway pavement.

Many of the existing sidewalks, driveways and curb ramps within the project area are noncompliant with current accessibility codes and standards and create a barrier in pedestrian mobility. The new accessible routes are needed to provide direct connections to the Trinidad Library/Museum, Saunders Park, Trinidad Town Hall, Trinidad Elementary School and the Trinidad Bay overlook at Edwards Street. Improvements are also needed to reduce conflicts and potential safety hazards between pedestrians and vehicles by formalizing and improving access to off-street parking areas.

Portions of Patrick's Point Drive and Trinity Street are exhibiting signs of extreme pavement distress and failure. These streets are the primary backbone of the City's transportation network and pavement failure would result in significant social and economic impacts to the community (including residents and businesses). This project is included in the Humboldt County Regional Transportation Improvement Program and was identified in the Trinidad Road Priority Transportation Projects report (GHD-2014) as a priority.

A project nomination sheet was submitted to the HCAOG Technical Advisory Committee (TAC) for consideration for programming in the 2018 RTIP. The HCOAG TAC recommended and the HCOAG Board approved this project for inclusion in the County's 2018 RTIP. In order to be eligible for funding, the city must approve a resolution committing funds to the project prior to December 15th.

Approving Resolution 2017-19 would commit \$30,000 in local matching funds to the Project.

The match funding would come from the approximately \$19,000 that the City will be receiving annually over the coming years from a combination of Gas Tax and other Transportation specific funding. This has increased from ~\$15,000/yr due to the recent additional gas tax. The City must spend these funds on transportation projects, but cannot always leverage them to bring in significant additional funding. The City can set aside a portion of this funding each year to accumulate the needed match funding for this project by 2021.

For a match of \$30,000, the City would be able to complete a \$580,000 project to improve our curbs, sidewalks, and pavement condition. Not committing these funds would result in the City not being eligible to receive \$550,000 in state funds as a part of the 2018 STIP.

Council questions included:

Baker: Would the City benefit from being responsible for Wagner Street and Parker Creek Drive?

West: Is \$580,000 really enough to cover costs in 3-4 years when the project is constructed? **Wolf** stated that the construction estimate is conservative, and if the costs change then the contingency is to complete only 1 side of Trinity Street.

Public comment included:

Shirley Laos – Trinidad School Board Trustee

The School would like to see the City install flashing lights at the crosswalk to alert oncoming traffic of pedestrians. Hoping to see this improvement in this plan proposal. **Wolf** explained that if LED lighting is desired, GHD can pursue other grant funds with the County proposals already being considered that will likely be funded sooner.

*Motion (Miller/West) to adopt Resolution 2017-19 committing \$30,000 in local match for the Downtown Trinidad Pedestrian & Connectivity Improvements Project, and authorize the City Manager to sign and submit associated paperwork to support the City's application for this project. **Passed unanimously.***

3. Consider Approval of City Manager Contract

Mayor Rotwein highlighted contract amendments, and explained that a final copy of the contract will be available on Monday. Changes include:

1. Salary \$79,000
2. 30 hours/week
3. Successful quarterly performance evaluations
4. City provided cell phone for City-related business

Public comment included:

Vicki Farmer – Trinidad

Thanked the Council for their work and supports City Manager Berman.

Jan West – Trinidad

Supports the contract extension. Thanked City Manager Berman for his guidance and expertise involved in many hours of work on the Memorial Lighthouse project.

Shirley Laos – Trinidad Rancheria

Thanked the Council and City Manager Berman for the positive relationship in the face of difficult situations. City Manager Berman has the Tribal Council's support.

Council comment included:

Miller: The Council is evaluating its own responsibility and guidance provided to the City Manager. We feel confident that with Council guidance, responses to and relationship with the community will improve. His pay rate is actually less than what the previous contract called for. We will monitor community concern closely throughout this upcoming year. The City Manager is the focal point for everything and a vital position for the City government.

Motion (Miller/Baker) to approve the amended 1-year contract with City Manager Dan Berman.

4. Request from the Trinidad Civic Club to Waive Permit Fees for the Trinidad Memorial Lighthouse Project.
Pulled and continued to a future meeting at the request of the Trinidad Civic Club.

XI. **FUTURE AGENDA ITEMS:**

Final phase of Stormwater II project grant match issue; Request to waive Civic Club permit fees; Reinman significant violation appeal; Dedicating Parker Creek & Wagner Streets to the City; Support SB 562, Support Clean Energy as compared to renewable energy; Galindo Street trail.

XII. **ADJOURNMENT: 7:48 pm**

Submitted by:

Gabriel Adams
Trinidad City Clerk

Approved by:

Susan Rotwein
Mayor



PROCLAMATIONS

SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES

1. Proclamation 2018-01 in support of declaring February 18, 2018 as Engineer's Week



Susan Rotwein
Trinidad City Hall
P.O. Box 390
409 Trinity Street
Trinidad, CA 95570

Subject: Engineers Week Proclamation; February 14th 2018 City Council Meeting

On behalf of the North Coast Branch of the American Society of Civil Engineers (ASCE), we ask that you consider approving the attached proclamation. Engineers Week is a nationally recognized annual event to raise the public awareness of engineers and our impact on society.

The North Coast Branch of ASCE represents engineers in Humboldt and Del Norte Counties. We ask the City of Trinidad join other local government bodies in proclaiming the week of February 18th to 24th as Engineers Week.

If you have any questions, please do not hesitate to call me at (707) 496-0021.

Sincerely,

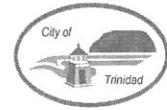
Yaad Rana
Secretary, North Coast Branch of YMG ASCE

Enclosure (1)

TRINIDAD CITY HALL

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

Susan Rotwein, Mayor
Gabriel Adams, City Clerk



PROCLAMATION OF ENGINEER'S WEEK
FEBRUARY 18 through 24, 2018

WHEREAS, America's Engineers transform ideas into reality, solving problems using science and technology to produce services and systems to better serve the needs of society; and,

WHEREAS, Engineers serving the City of Trinidad, the County, the State and the Country, work to design and construct the following types of projects:

- | | |
|----------------|------------------------------|
| ▪ Airports | ▪ Bridges |
| ▪ Roads | ▪ Buildings |
| ▪ Railroads | ▪ Water Systems |
| ▪ Harbors | ▪ Flood Control Facilities |
| ▪ Parks | ▪ Wastewater Treatment |
| ▪ Subdivisions | ▪ Seismic Safety Projects |
| ▪ Surveys | ▪ Environmental Enhancements |

WHEREAS, Engineers strive for quality, economy and the betterment of life of our community; and,

WHEREAS, throughout the Nation the week of February 18 through the 24, 2018 is being recognized as National Engineer's Week, coinciding with George Washington's birthday, our nation's first engineer,

NOW, THEREFORE, BE IT RESOLVED that the City of Trinidad in recognition of the contribution of Engineers to society and in an effort to promote the interest of the youth in the community in math, science and engineering, does hereby declare the week of February 18, 2018 as Engineer's Week in the City of Trinidad.

Attest:

Gabriel Adams
Trinidad City Clerk

Susan Rotwein
Mayor, City of Trinidad



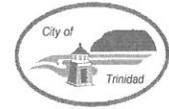
PROCLAMATIONS & RECOGNITIONS

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES

2. Resolution 2018-02; Acknowledging the Exemplary Service of Building Official John Roberts.

Trinidad City Hall
P.O. Box 390
409 Trinity Street
Trinidad, CA 95570
707-677-0223

Susan Rotwein, Mayor
Gabriel Adams, City Clerk



RESOLUTION 2018 - 02

ACKNOWLEDGING THE EXEMPLARY SERVICE OF BUILDING OFFICIAL JOHN ROBERTS

WHEREAS, John Roberts has served as the City's Building Official since 2009.

WHEREAS, as of this day, January 24, 2018, Mr. Roberts has been responsible for issuing approximately 220 building permits for the City of Trinidad, and;

WHEREAS, Mr. Roberts has provided this vital service to the City of Trinidad at a very fair rate, far below what has typically been charged for such service, and;

WHEREAS, Mr. Roberts has provided the City with guidance through complicated issues, expertise during challenging projects, and has maintained a positive working relationship with the Council, (3) Managers, city staff, and the community, and;

WHEREAS, Mr. Roberts has faced the duties and challenges of his position with professionalism and a willingness to help residents achieve their development goals consistent with city building codes, and;

WHEREAS, Mr. Roberts has shown versatility when the demands of the job crossed over into other focuses such as Short-Term Rental inspections, Code Compliance, and City-Initiated projects, and;

WHEREAS, Mr. Roberts legacy as Trinidad's Building Official for nearly a decade will be evident in the future as many of the quality building projects he has reviewed for consistency with the California Building Codes remain safe and standing for years to come, and;

NOW, THERE IT BE RESOLVED, THAT the Trinidad City Council gives their full support and confidence to Building Official John Roberts, and thanks him for his dedicated service to the citizens of Trinidad.

PASSED AND ADOPTED BY THE TRINIDAD CITY COUNCIL, of Humboldt County of the State of California this 24th day of January, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Attest:

Gabriel Adams
City Clerk

Susan Rotwein
Mayor



CONSENT AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 5 PAGES

1. Staff Activity Report for December 2017



Susan Rotwein, Mayor
Dan Berman, City Manager

STAFF ACTIVITIES REPORT

For Council Meeting of January 24th 2018

City Administration:

Annual Audit – The Annual Financial Audit was conducted in early December, and the auditor is expected to attend a February Council meeting to present the results.

Trails Advisory Committee City staff has provided administrative support for the Trails advisory committee, which has filled all member positions and met monthly since June. A recommendation from the Trails Committee is on the Jan 24th meeting agenda.

OWTS Permits - Staff and the City Planner are continuing to implement the plan to issue OWTS operating permits to all septic system owners in the City. Staff is processing all outstanding applications received to date (quadrants 1 & 2), and will follow up with owners as necessary. The Planner will review the processed applications, then issue the outstanding quadrant 1 & 2 permits. In January and February staff will mail OWTS operating permit packets to owners in quadrants 3 & 4 with the goal of issuing these permits by May.

Law Enforcement Service – The Sheriff's Office has assigned Deputy Nate Cumbow as our additional half time deputy position supported with Measure Z funds. He started on January 14th – see the Jan 24th meeting agenda item.

Trinidad Rancheria Efforts to put the Harbor Property in Federal Trust Status. The City requested an update from the Bureau of Indian Affairs and were informed that BIA is still working on responses to the comment letters received. No timetable for next steps was provided, but the City and other commenters are on the notification list for this project.

Trinidad Rancheria Highway 101 Interchange Project

The Rancheria will be making a presentation about the status of this project at the February 28th City Council meeting.

STR Licensing

Staff have issued almost all STR licenses that were applied for under the revised STR Ordinance. All applications received to date have been from existing STRs. A few licenses are still pending as staff work with the applicants to resolve issues. An emergency contact list for all STRs has been mailed to all City residents, and that contact list with a corresponding map are now available on the City website.

Tsurai Study Area Settlement and Land Transfer.

A draft settlement and land transfer was conditionally approved by Council in December 2016. Additional agreements were deemed necessary because of prior legal settlements involving multiple state agencies. Efforts to resolve this complication and complete the settlement and land transfer are ongoing.

Planning

Memorial Light House – The Memorial Light House and Bell have been successfully moved to a new temporary location at the Trinidad Rancheria Harbor Properties under an Emergency Permit. The Civic Club will be working with the City on a regular ‘follow up’ permit for this work, including clean up at the former site. The City, Civic Club, and other Stakeholders will also be working to create a Memorial Site Committee to site and design a permanent home for the entire Memorial.

General Plan/LCP Update- Planning Commission has completed review and provided comment on the existing draft Plan chapters. The City Planner is updating the older elements with current information and the Planning Commission's input prior to it going back to them. Staff is working with the Trinidad Rancheria and Yurok Tribe to get their input on the entire general plan and to finalize the draft Cultural Element. The City was awarded \$51,000 in additional grant funding from the Coastal Commission's LCP Update Grant Program to complete coastal hazards planning and a water supply assessment as well as update the Local Coastal Program Implementation Plan.

Unpermitted Development – The City is working with the Coastal Commission and a Scenic Dr. landowner to resolve problems related to shoreline armoring efforts that were undertaken without permits.

View Restoration Permit process for Van Wycke St.

The City is engaging with the new owners of the property to try and expedite a resolution to this longstanding dispute.

CalFire Water Line Extension

The City has approved the LCP/General Plan amendment process required for this. CalFire will be returning soon with an application to the City (and County) for the CDP and other necessary permits for the physical construction of the water line.

Marine Lab Cypress Tree HSU has recently provided an arborist report recommending removal of this tree. They are working with State Parks as the underlying landowner. A permit application to the City for removal of the tree is expected

WATER SYSTEM

Install Streamflow Monitoring on Luffenholtz Creek (Water Fund)

This is complete, with flow monitoring being conducted to calibrate the automated monitoring system. The City will be .

Resolving Title at Water Plant The Water Plant was built on the old County road right of way, and that has never been cleaned up. The County has indicated they are open to helping us resolve this.

Asset Management System –New Asset Management software is configured and installed at the Water Plant, and is already populated with data about many key components and maintenance of the Water Plant. The program is up and running and staff is now using this for the maintenance scheduling and recordkeeping. The next step will be using the water quality module to complete the next round of water quality reporting for the State and the annual Consumer Confidence Report.

Capital Improvement Program (CIP) – Staff are working with GHD on an appropriate scope and cost for assisting with developing a CIP for the City. The Asset Management Software will help staff develop long range plans for future replacement of critical assets and to prioritize our long term maintenance and replacement efforts.

Water accountability – Through various means, such as, aged meter replacement, identifying and addressing leaks, accounting for plant process water, and metering previously un-metered services staff continues to audit true water loss. Recently staff have identified and fixed several leaks in the distribution system. Staff have also identified numerous leaks on the property owners side and coordinated with the appropriate party to facilitate the necessary repairs.

Water Distribution System - Two pressure reducing valves which are critical components that regulate water system pressures in the lower part of town have been rebuilt and are functioning properly. The fire hydrant in the State Beach parking lot off Stagecoach Rd. has been rebuilt, and is now the primary source for commercial water trucks, removing that activity from Parker St.

PUBLIC WORKS

City Contracting Requirements. As the Grant and Project Coordinator for the City, Becky is often assigned to develop public works and water system bid solicitations and contracts. Staying in compliance with California Public Contract and Labor Codes can be challenging and time consuming. Becky attended a seminar ‘Public Contracting Requirements and Competitive Bidding’ last week in San Jose to keep up to date about regulations and best practices for completing the different phases of the public works construction process. The registration fee included a manual that will be a useful reference for City Staff.

Trinidad Head Trail Maintenance – City staff worked with a Calfire CDCR crew to implement trail vegetation and view maintenance around Trinidad Head.

Ground Water Level Monitoring – City staff is working with the City Engineer to collect data from water level loggers in existing monitoring wells as well as from the barometric pressure logger (deployed on September 28). The information will be used to support decisions about the Memorial Lighthouse, the Van Wycke Trail project, the Ocean Protection funded LID Planning and Construction Project and future storm water improvement projects.

Town Hall ADA Improvements. A push button automatic door opener has been approved and should be installed shortly (perhaps by the 24th..) A complete ADA assessment of the Town Hall has been conducted and the results should be available soon.

Trinidad Library/Saunders Park ADA Improvements. A county review of ADA compliance issues in and around the library was recently completed. Council approved funding for the initial priority improvements and Staff are working with GHD and the County to finalize those plans and put the work out to bid.

Firehouse Expansion – Complete.

City MS4 Permit Compliance and Reporting – City staff completed and submitted the Permit Year 4 online report on October 16 for the Municipal Separate Stormwater Sewer (MS4) Discharge Permit. MS4 Permit coverage is required due to the City's storm water discharge into the Trinidad Bay Area of Special Biological Significance (ASBS). Complying with the permit requirements is costly and time consuming and involves all City staff, the planner, the city engineer, and building official. The average permit compliance costs (not including monitoring) is approximately \$17,000 annually and \$85,000 for the 5 year permit term. In addition, once during each permit cycle, extensive water quality monitoring is required. For the current permit cycle, the City spent \$235,000 for a subset of the monitoring and reporting. The City was able to fund most of the monitoring costs through the prior ASBS Storm Water Project Grant, however additional monitoring requirements were conducted and paid for by the State Water Boards. The City is supposed to conduct another suite of monitoring under our next permit cycle (FY 18-19 or FY 19-20) unless we can either roll those costs into upcoming grants, or convince the State to let us forego the monitoring in lieu of our efforts to eliminate our stormwater discharge.

GRANTS –

ASBS Storm Water Management Improvement Project – This proposed project will construct storm water drainage system improvements to improve ocean water quality by eliminating the storm water discharge into the Trinidad Bay. In December 2016, the City was awarded \$4 million in Prop 1 Storm Water Grant Program (SWGP) funds for this project by the State Water Quality Control Board. City staff have been working to secure the 10% match funding. The City is in the process of applying to USDA for

approximately \$450,000 in matching funds. Staff worked with the Project Engineer to develop and submit a revised Project Scope of Work, Schedule and Budget to Storm Water Grant Program staff for approval as the next step to enter into a Grant Agreement for the Storm Water Management Improvement Project. The Project Engineering Report has been submitted to USDA for review. NEPA documentation is the remaining step to complete the City's funding application to USDA for the project match funds.

Van Wycke Trail – (Grant Funded) – City Planner is working on the CEQA document. The project is waiting for that document to move forward.

Clean Beaches Initiative OWTS Repair/Replacement Grant – There has been no activity on this grant during the last month. Eleven OWTS have been upgraded through this grant program to improve water quality in creeks and at beaches in the Trinidad and Luffenholtz area. A 12th project is in the planning stages. Project staff will begin planning additional outreach to encourage OWTS owners in the priority areas of Parker, Luffenholtz and Joland Creeks to get their systems inspected and, if their system needs repairs, to apply to the Clean Beaches OWTS program for funding assistance.

Ocean Protection Council funded Citywide LID Planning and Construction Project Project Construction of LID improvements on East and Hector Streets is on hold. City staff and the City Engineer are working with the Grant Manager to revise the scope and budget to allow the project to go out to bid again early in 2018. The Education and Outreach components of the project will be eliminated with the corresponding budget moved to construction.

FEMA storm damage reimbursement.

FEMA has tentatively approved our costs for the Scenic Dr. stormdrain repair, including reimbursement of expenses to date (\$18,000), and an additional \$24,000 to complete additional repairs needed. FEMA has indicated that they are likely not to provide any funding for the Edward St/Lighthouse slide, as they consider it to be a pre-existing condition rather than wholly caused by the specific storm event.

BUILDING DEPARTMENT

The former Church at the base of Westhaven Dr. has been red-tagged with a stop work order for failure to implement required building permits. Staff are pursuing the next steps to enforce the stop work order, including potential initiation of a nuisance abatement process.

Routine review of plans and specs for construction in town is ongoing.

The Building Inspector has completed STR checklist inspections for all new/renewal STR applications.



CONSENT AGENDA ITEM 2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 8 PAGES

2. Financial Status Reports for November 2017

City of Trinidad
Statement of Revenues and Expenditures - GF Revenue
From 11/1/2017 Through 11/30/2017

	Current Month	Year to Date	Total Budget - Original	% of Budget	
Revenue					
41010	PROPERTY TAX - SECURED	0.00	0.00	91,500.00	100.00)%
41020	PROPERTY TAX - UNSECURED	0.00	0.00	3,300.00	100.00)%
41030	PROPERTY TAX - PRIOR SECURED	0.00	0.00	50.00	100.00)%
41050	PROPERTY TAX - CURRENT SUPPL	0.00	0.00	600.00	100.00)%
41060	PROPERTY TAX-PRIOR SUPPL	0.00	0.00	200.00	100.00)%
41071	MOTOR VEHICLES	0.00	0.00	1,000.00	100.00)%
41110	PROPERTY TAX EXEMPTION	0.00	0.00	1,300.00	100.00)%
41130	PUBLIC SAFETY 1/2 CENT	0.00	0.00	1,600.00	100.00)%
41140	PROPERTY TAX - DOCUMENTARY RE	0.00	0.00	2,000.00	100.00)%
41190	PROPERTY TAX ADMINISTRATION FE	0.00	0.00	(1,500.00)	100.00)%
41200	LAFCO Charge	0.00	0.00	(1,500.00)	100.00)%
41210	IN-LIEU SALES & USE TAX	0.00	0.00	12,000.00	100.00)%
41220	IN LIEU VLF	0.00	0.00	20,000.00	100.00)%
42000	SALES & USE TAX	42,900.00	83,964.27	220,000.00	(61.83)%
43000	TRANSIENT LODGING TAX	49,159.44	62,148.03	140,000.00	(55.61)%
43100	TRANSIENT LODGING TAX-TBID	0.00	0.00	(10,000.00)	100.00)%
46000	GRANT INCOME	0.00	0.00	100,000.00	100.00)%
46100	Measure Z Grant Income	0.00	0.00	75,000.00	100.00)%
47650	RECYCLING REVENUE	0.00	532.95	0.00	0.00)%
49090	DONATIONS/FUNDRAISING/GRANTS	0.00	5,000.00	0.00	0.00)%
53010	COPY MACHINE FEE	9.70	21.00	30.00	(30.00)%
53020	INTEREST INCOME	152.59	2,339.26	5,000.00	(53.21)%
53090	OTHER MISCELLANEOUS INCOME	442.16	874.04	1,000.00	(12.60)%
54020	PLANNER- APPLICATION PROCESSIN	150.00	150.00	8,000.00	(98.13)%
54050	BLDG.INSP-APPLICATION PROCESSI	1,270.61	3,329.43	9,000.00	(63.01)%
54100	ANIMAL LICENSE FEES	0.00	45.00	200.00	(77.50)%
54150	BUSINESS LICENSE TAX	105.00	17,257.00	7,500.00	130.09)%
54170	VDU License Fee (Vacation Dwelling Unit)	0.00	0.00	9,000.00	100.00)%
54300	ENCROACHMENT PERMIT FEES	50.00	100.00	400.00	(75.00)%
56400	RENT - VERIZON	2,206.88	11,038.75	23,500.00	(53.03)%
56500	RENT - HARBOR LEASE	0.00	0.00	5,135.00	100.00)%
56550	RENT - PG& E	0.00	0.00	9,500.00	100.00)%
56650	RENT - SUDDENLINK	1,697.50	1,697.50	3,800.00	(55.33)%
56700	RENT - TOWN HALL	700.00	3,335.00	5,000.00	(33.30)%
57200	Water Sales - Wholesale	0.00	720.00	0.00	0.00)%
59999	INTERDEPARTMENTAL TRANSFER INC	0.00	0.00	30,000.00	100.00)%
	Total Revenue	98,843.88	192,552.23	772,615.00	(75.08)%

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
201 - GFAdmin
From 10/1/2017 Through 10/31/2017

		Current Month	Year to Date	Total Budget - Original	% of Budget
Expense					
60900	HONORARIUMS	200.00	800.00	3,500.00	77.14%
61000	EMPLOYEE GROSS WAGE	9,664.23	35,289.61	115,022.00	69.32%
61470	FRINGE BENEFITS	46.16	207.72	600.00	65.38%
65100	DEFERRED RETIREMENT	952.78	3,786.44	12,342.00	69.32%
65200	MEDICAL INSURANCE AND EXPENSE	1,084.01	4,336.04	14,801.00	70.70%
65250	Health Savings Program	10.73	42.92	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	102.00	7,305.00	3,451.00	(111.68)%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	11.77	62.09	750.00	91.72%
65600	PAYROLL TAX	812.71	2,999.07	9,743.00	69.22%
65800	Grant Payroll Allocation	(105.00)	(192.50)	(6,000.00)	96.79%
68090	CRIME BOND	0.00	487.50	455.00	(7.14)%
68200	INSURANCE - LIABILITY	0.00	10,645.70	10,400.00	(2.36)%
68300	PROPERTY & CASUALTY	0.00	4,156.10	4,680.00	11.19%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	10,000.00	100.00%
71130	ATTORNEY-LITIGATION	0.00	0.00	10,000.00	100.00%
71160	ACCOUNTING	0.00	798.23	0.00	0.00%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	13,215.90	2,000.00	(560.79)%
71310	CITY PLANNER-ADMIN. TASKS	4,764.40	16,279.35	45,000.00	63.82%
71410	BLDG INSPECTOR-ADMIN TASKS	840.00	4,960.00	4,500.00	(10.22)%
71420	BLDG INSPECTOR-PERMIT PROCESS	0.00	0.00	9,000.00	100.00%
71510	ACCOUNTANT-ADMIN TASKS	969.50	2,796.19	14,000.00	80.03%
71620	AUDITOR-FINANCIAL REPORTS	0.00	0.00	14,000.00	100.00%
72000	CHAMBER OF COMMERCE	0.00	0.00	16,200.00	100.00%
75110	FINANCIAL ADVISOR/TECH SUPPORT	692.50	3,351.25	5,500.00	39.07%
75160	LIBRARY RENT & LOCAL CONTRIB.	0.00	500.00	500.00	0.00%
75170	RENT	750.00	3,000.00	8,200.00	63.41%
75180	UTILITIES	1,284.02	3,671.20	9,000.00	59.21%
75190	DUES & MEMBERSHIP	0.00	0.00	500.00	100.00%
75200	MUNICIPAL/UPDATE EXPENSE	135.00	165.00	4,500.00	96.33%
75220	OFFICE SUPPLIES & EXPENSE	1,193.43	2,169.24	5,500.00	60.56%
75240	BANK CHARGES	0.00	0.00	250.00	100.00%
75300	CONTRACTED SERVICES	0.00	0.00	2,500.00	100.00%
75990	MISCELLANEOUS EXPENSE	0.00	904.89	500.00	(80.98)%
76110	TELEPHONE	148.72	1,226.33	2,000.00	38.68%
76130	CABLE & INTERNET SERVICE	314.83	1,258.84	3,300.00	61.85%
76150	TRAVEL	0.00	0.00	1,500.00	100.00%
78170	SECURITY SYSTEM	0.00	0.00	1,500.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	1,500.00	100.00%
Total Expense		<u>23,871.79</u>	<u>124,222.11</u>	<u>341,194.00</u>	<u>63.59%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
301 - Police
From 10/1/2017 Through 10/31/2017

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Expense					
61000	EMPLOYEE GROSS WAGE	787.30	2,249.69	5,330.00	57.79%
65100	DEFERRED RETIREMENT	34.44	137.76	222.00	37.95%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	160.00	100.00%
65600	PAYROLL TAX	63.05	183.45	425.00	56.84%
75170	RENT	750.00	3,000.00	8,200.00	63.41%
75180	UTILITIES	146.95	565.38	2,500.00	77.38%
75220	OFFICE SUPPLIES & EXPENSE	0.00	0.00	1,000.00	100.00%
75300	CONTRACTED SERVICES	4,940.00	4,940.00	226,500.00	97.82%
75350	ANIMAL CONTROL	123.00	522.00	1,500.00	65.20%
75990	MISCELLANEOUS EXPENSE	0.00	0.00	500.00	100.00%
76110	TELEPHONE	89.82	364.17	1,200.00	69.65%
	Total Expense	<u>6,934.56</u>	<u>11,962.45</u>	<u>247,537.00</u>	<u>95.17%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
401 - Fire
From 10/1/2017 Through 10/31/2017

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Expense					
60900	HONORARIUMS	150.00	600.00	1,800.00	66.67%
71210	CITY ENGINEER-ADMIN. TASKS	982.50	3,668.00	0.00	0.00%
75180	UTILITIES	48.75	193.01	1,150.00	83.22%
75190	DUES & MEMBERSHIP	0.00	0.00	100.00	100.00%
75280	TRAINING / EDUCATION	0.00	0.00	400.00	100.00%
75300	CONTRACTED SERVICES	0.00	73,762.70	5,000.00	(1,375.25)%
76110	TELEPHONE	57.11	229.98	1,000.00	77.00%
76140	RADIO & DISPATCH	0.00	0.00	900.00	100.00%
78140	VEHICLE FUEL & OIL	35.38	81.98	350.00	76.58%
78150	VEHICLE REPAIRS	0.00	0.00	2,500.00	100.00%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	1,000.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	26.64	26.64	2,500.00	98.93%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	400.00	100.00%
Total Expense		<u>1,300.38</u>	<u>78,562.31</u>	<u>17,100.00</u>	<u>(359.43)%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
501 - PW (Public Works)
From 10/1/2017 Through 10/31/2017

		Current Month	Year to Date	Total Budget - Original	% of Budget
Expense					
61000	EMPLOYEE GROSS WAGE	5,735.94	22,514.29	71,561.24	68.54%
61250	OVERTIME	0.00	0.00	500.00	100.00%
65100	DEFERRED RETIREMENT	688.88	2,704.27	8,891.13	69.58%
65200	MEDICAL INSURANCE AND EXPENSE	2,112.35	8,449.40	29,514.02	71.37%
65250	Health Savings Program	17.65	70.60	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	2,222.78	100.00%
65600	PAYROLL TAX	489.45	1,928.41	6,348.27	69.62%
65800	Grant Payroll Allocation	(988.26)	(6,094.27)	(22,500.00)	72.91%
71210	CITY ENGINEER-ADMIN. TASKS	4,490.85	23,658.60	6,000.00	(294.31)%
71250	CITY ENGINEER - PROJECT FEES	0.00	0.00	4,000.00	100.00%
75150	PROPERTY TAX	0.00	15.00	0.00	0.00%
75180	UTILITIES	0.00	24.84	0.00	0.00%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	0.00	2,300.00	100.00%
75300	CONTRACTED SERVICES	0.00	8,783.05	24,000.00	63.40%
75370	UNIFORMS/PERSONAL EQUIP.	0.00	0.00	500.00	100.00%
78100	STREET MAINT/REPAIR/SANITATION	0.00	7,596.25	7,500.00	(1.28)%
78120	STREET LIGHTING	378.10	1,518.43	4,500.00	66.26%
78130	TRAIL MAINTENANCE	0.00	0.00	3,500.00	100.00%
78140	VEHICLE FUEL & OIL	298.23	1,368.21	4,000.00	65.79%
78150	VEHICLE REPAIRS	0.00	1,524.41	2,500.00	39.02%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	494.43	4,000.00	87.64%
78170	SECURITY SYSTEM	0.00	177.00	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	920.41	2,167.76	5,000.00	56.64%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	1,000.00	100.00%
	Total Expense	<u>14,143.60</u>	<u>76,900.68</u>	<u>165,337.44</u>	<u>53.49%</u>

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
204 - IWM
From 10/1/2017 Through 10/31/2017

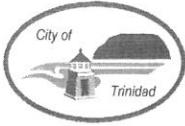
		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue					
46000	GRANT INCOME	0.00	5,000.00	0.00	0.00%
47650	RECYCLING REVENUE	0.00	1,337.53	7,000.00	(80.89)%
56150	FRANCHISE FEES	1,069.08	1,069.08	6,000.00	(82.18)%
	Total Revenue	<u>1,069.08</u>	<u>7,406.61</u>	<u>13,000.00</u>	<u>(43.03)%</u>
Expense					
61000	EMPLOYEE GROSS WAGE	879.63	3,518.52	10,605.00	66.82%
65100	DEFERRED RETIREMENT	105.54	422.15	1,359.00	68.94%
65200	MEDICAL INSURANCE AND EXPENSE	408.16	1,632.64	5,825.00	71.97%
65250	Health Savings Program	3.50	14.00	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	340.00	100.00%
65600	PAYROLL TAX	75.00	301.08	971.00	68.99%
75120	WASTE RECYCLING PICKUP/DISPOSA	0.00	0.00	500.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	1,200.00	100.00%
	Total Expense	<u>1,471.83</u>	<u>5,888.39</u>	<u>20,800.00</u>	<u>71.69%</u>
	Net Income	<u>(402.75)</u>	<u>1,518.22</u>	<u>(7,800.00)</u>	<u>(119.46)%</u>

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
601 - Water
From 10/1/2017 Through 10/31/2017

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue					
53020	INTEREST INCOME	0.00	0.00	1,500.00	(100.00)%
53090	OTHER MISCELLANEOUS INCOME	0.00	0.00	2,500.00	(100.00)%
57100	WATER SALES	26,325.93	115,560.76	305,000.00	(62.11)%
57200	Water Sales - Wholesale	840.00	2,220.00	3,000.00	(26.00)%
57300	NEW WATER HOOK UPS	0.00	0.00	1,000.00	(100.00)%
57500	WATER A/R PENALTIES	951.28	1,441.25	1,000.00	44.13%
	Total Revenue	<u>28,117.21</u>	<u>119,222.01</u>	<u>314,000.00</u>	<u>(62.03)%</u>
Expense					
61000	EMPLOYEE GROSS WAGE	7,817.88	30,661.83	98,044.00	68.73%
61250	OVERTIME	0.00	0.00	500.00	100.00%
65100	DEFERRED RETIREMENT	908.56	3,615.27	11,766.00	69.27%
65200	MEDICAL INSURANCE AND EXPENSE	3,051.35	12,205.40	40,587.00	69.93%
65250	Health Savings Program	23.77	95.08	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	2,994.00	100.00%
65600	PAYROLL TAX	661.61	2,617.48	8,534.00	69.33%
68090	CRIME BOND	0.00	262.50	0.00	0.00%
68200	INSURANCE - LIABILITY	0.00	5,732.30	6,125.00	6.41%
68300	PROPERTY & CASUALTY	0.00	2,237.90	2,275.00	1.63%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	1,000.00	100.00%
71160	ACCOUNTING	0.00	429.82	0.00	0.00%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	0.00	4,000.00	100.00%
71510	ACCOUNTANT-ADMIN TASKS	522.05	1,505.66	6,500.00	76.84%
71620	AUDITOR-FINANCIAL REPORTS	0.00	0.00	7,000.00	100.00%
72100	BAD DEBTS	0.00	6.26	350.00	98.21%
75180	UTILITIES	2,342.96	4,772.12	11,000.00	56.62%
75190	DUES & MEMBERSHIP	0.00	672.28	1,000.00	32.77%
75220	OFFICE SUPPLIES & EXPENSE	1,186.00	1,424.00	3,000.00	52.53%
75240	BANK CHARGES	0.00	10.00	0.00	0.00%
75280	TRAINING / EDUCATION	0.00	609.00	500.00	(21.80)%
75300	CONTRACTED SERVICES	0.00	0.00	25,000.00	100.00%
76110	TELEPHONE	101.97	394.88	1,800.00	78.06%
76130	CABLE & INTERNET SERVICE	61.95	247.80	750.00	66.96%
76160	LICENSES & FEES	0.00	0.00	2,750.00	100.00%
78120	STREET LIGHTING	0.00	0.00	1,600.00	100.00%
78140	VEHICLE FUEL & OIL	91.46	271.36	1,500.00	81.91%
78150	VEHICLE REPAIRS	19.34	19.34	2,000.00	99.03%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	1,000.00	100.00%
78170	SECURITY SYSTEM	184.87	283.37	500.00	43.33%
78190	MATERIALS, SUPPLIES & EQUIPMEN	162.38	1,701.99	14,000.00	87.84%
78200	EQUIPMENT REPAIRS & MAINTENANC	120.00	120.00	1,000.00	88.00%
79100	WATER LAB FEES	695.00	1,870.00	3,500.00	46.57%
79120	WATER PLANT CHEMICALS	273.22	2,136.57	7,500.00	71.51%
79130	WATER LINE HOOK-UPS	0.00	0.00	1,000.00	100.00%
79150	WATER LINE REPAIR	0.00	9,145.92	15,000.00	39.03%
79160	WATER PLANT REPAIR	0.00	1,855.85	8,000.00	76.80%
90000	Capital Reserves	0.00	0.00	15,000.00	100.00%
	Total Expense	<u>18,224.37</u>	<u>84,903.98</u>	<u>307,075.00</u>	<u>72.35%</u>
	Net Income	<u>9,892.84</u>	<u>34,318.03</u>	<u>6,925.00</u>	<u>395.57%</u>

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
701 - Cemetery
From 10/1/2017 Through 10/31/2017

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue					
58100	CEMETERY PLOT SALES	0.00	1,710.00	9,500.00	(82.00)%
	Total Revenue	0.00	1,710.00	9,500.00	(82.00)%
Expense					
61000	EMPLOYEE GROSS WAGE	1,110.86	4,443.44	13,291.00	66.57%
65100	DEFERRED RETIREMENT	133.28	533.11	1,718.00	68.97%
65200	MEDICAL INSURANCE AND EXPENSE	510.88	2,043.52	7,344.00	72.17%
65250	Health Savings Program	4.35	17.40	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	429.00	100.00%
65600	PAYROLL TAX	94.66	380.20	1,227.00	69.01%
75180	UTILITIES	45.23	240.81	750.00	67.89%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	500.00	100.00%
	Total Expense	1,899.26	7,658.48	25,259.00	69.68%
	Net Income	(1,899.26)	(5,948.48)	(15,759.00)	(62.25)%



DISCUSSION AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 5 PAGES

1. Introduce new part-time Trinidad Deputy Nathan (Nate) Cumbow, and Consider Amendment to Agreement with Humboldt County Sheriff's Office for additional ½ time Deputy

DISCUSSION AGENDA ITEM

Date: January 24th 2018

Item: Consider Amendment to Agreement with Humboldt County Sheriff's Office for additional ½ time Deputy, and Introduce Deputy Nathan (Nate) Cumbow.

Summary:

The City has been awarded Measure Z grant funding to support additional law enforcement services through our contract with the Humboldt County Sheriff's Office (HCSO). The City's intent has been to utilize those funds to support an additional Trinidad Deputy, however staffing challenges at the HCSO have not made that possible until now. Deputy Nathan (Nate) Cumbow has been assigned to work two days a week in Trinidad, and the other two in the City of Blue Lake. (Deputies typically work four 10 hour days per week) This will result in a dedicated Trinidad deputy on duty six days of the week, instead of the current four days a week.

The action item before the Council is to approve and authorize signatures on an amendment to our existing Contract with the HCSO. This amendment increases the contract amount by \$75,000 to reflect the cost of the additional half time deputy. This is the same amount as our Measure Z grant. The Amendment is attached.

Deputy Cumbow and Deputy Mathiesen will attend the meeting.

Deputy Cumbow's initial schedule has been coordinated between the City of Blue Lake, City of Trinidad, and the Sheriff's Office, and can be adjusted by mutual agreement between the same parties. For now, he will be in Trinidad on Sunday and Monday

Fiscal Impact:

The cost of the additional ½ time deputy is covered by the Measure Z grant for one year. Staff plan to reapply to this funding source. If the grant is not renewed, the City will need to consider whether it can continue to support 1.5 deputies as part of the annual budget considerations. This funding is already in the approved budget for this year.

Staff Recommendation:

Staff recommends the Council:

1. Welcome Deputy Nate Cumbow to Trinidad
2. Accept Public Comment on this issue
3. Approve and authorize signatures on the 'First Amendment to Agreement to Provide Law Enforcement Services Within the City of Trinidad'

Attachments: First Amendment to Agreement between the City of Trinidad and the Humboldt County Sheriff's Office.

Trinidad City Contract

First Amendment to Agreement to Provide Law Enforcement Services Within the City of Trinidad

This First Amendment to Agreement to Provide Law Enforcement Services Within the City of Trinidad is entered into as of as of the date the document is signed by the last signatory by and between the County of Humboldt, a political subdivision of the State of California (hereinafter called "COUNTY"), and the City of Trinidad, a municipal corporation in the County of Humboldt (hereinafter called "CITY"), collectively referred to as "parties," and is made upon the following considerations.

WHEREAS, the parties desire to amend certain provisions of the Agreement to Provide Law Enforcement Services (hereinafter called "Agreement") within the City of Trinidad dated July 1, 2017,

Commented [A1]: ?

NOW THEREFORE, the parties mutually agree to amend the Agreement as follows:

1. **Paragraph 1 shall be amended by replacing the language of that paragraph in its entirety with the following:**

The basic level of services to be provided shall consist of 24 hours of coverage, seven (7) days a week for response to calls at a level not less than that provided by the Sheriff in adjacent areas of the COUNTY, including related back-up and auxiliary services such as investigative, criminalistic, supervisory, and traffic service functions.

The staffing level of personnel dedicated to service within CITY shall be one (1) **full time** Deputy Sheriff, working forty (40) hours per week in four (4) ten (10) hour shifts **and a second part time Deputy Sheriff working twenty (20) hours a week in two (2) ten (10) hour shifts**. In addition, this complement of personnel shall be supported by an appropriate number of Sheriff's supervisory and management personnel, as deemed necessary by the COUNTY. All additional calls for service, outside of the contracted 10 hours of service per day, shall be dispatched from the Patrol Division. No additional cost to the CITY will be incurred for service calls received outside the ten (10) hours of dedicated patrol service. This service may also include regular, random patrol, as available, of the CITY during the non-dedicated patrol hours of service. In the event the deputy assigned to the CITY is unable to perform their duties, due to long-term medical or disability issues, the Sheriff shall assign a suitable replacement until the assigned deputy is cleared to return to full duty.

It is agreed that the **full time** Deputy dedicated to the CITY shall be scheduled to work forty (40) hours per week, less vacation, sick leave, or any other approved or mandated times away from work, **and that the part time Deputy dedicated to the CITY shall be scheduled to work twenty (20) hours per week, less vacation, sick leave, or any other approved or mandated times away from work that fall on the two (2) days per week**

assigned to the City. With the exception of long-term medical or disability issues discussed above, COUNTY shall not be responsible or required to backfill another Deputy to cover for the assigned Deputies out on vacation, sick leave, or other approved or mandated time away from work. For the purpose of this agreement, long-term shall be considered more than 80 hours of consecutively scheduled work hours.

The operation commanders may temporarily modify work schedules as necessary to accommodate unusual circumstances, emergency situations, or other law enforcement requirements within the CITY. When such situations occur, the operations commander shall advise the City Manager or his/her designee of the staffing modifications as soon as practical.

2. **Paragraph 2, subsections (J) and (K), shall be amended by replacing the language of those subsections in their entirety with the following:**

- J. The CITY and COUNTY agree that the basic hours of patrol for the assigned **full time** Deputy Sheriff shall be as follows: From Memorial Day through Labor Day, the assigned work days will be Wednesday through Saturday with the work hours of 0900 through 1900 hours. From Labor Day through Memorial Day, the assigned work days will be Monday through Thursday with the work hours of 0700 through 1700 hours. If there becomes specific crime trends or a need that would require further modification of the set schedule, the COUNTY agrees to meet and confer with the CITY for possible temporary amendments or modifications to the set schedule. **The basic hours of patrol for the assigned part time Deputy Sheriff shall be coordinated between CITY and Sheriff's Office.**
- K. The assigned **full time** Deputy Sheriff will adjust his/her schedule to attend identified reoccurring special events within the CITY, including the 4th of July, Fish Festival, Clam Beach Run, and Summer Art Night events (Fridays).

3. **The underlined portion of Paragraph 9 shall be amended as follows:**

The charge to the CITY for the services and functions to be performed by the COUNTY at the level of service agreed upon by the CITY is amended and increased by an amount not to exceed \$75,000 annually, for a total of \$237,685 annually.

4. **Paragraph 10 shall be amended by replacing the language of that paragraph in its entirety with the following:**

CITY shall render to COUNTY the amount of **\$237,685** payable on a quarterly basis. The COUNTY shall, 30 days prior to the payment due date, provide to the CITY an invoice which will reflect the amount due by CITY for services rendered by COUNTY under this AGREEMENT during the previous quarter. If such payment is not received by COUNTY within thirty (30) days of the due date, COUNTY shall be entitled to recover interest at a rate of seven (7%) percent annum and the COUNTY may terminate this AGREEMENT

immediately, and without any further notice take such steps as may be necessary to enforce payment.

Commented [A2]: Redundant/

The CITY shall render to COUNTY the amount of \$59,421.25 on a quarterly basis ayable on the following dates: first (1st) payment due October 1, second (2nd) payment due January 1, third (3rd) payment due April 1, and fourth (4th) payment due July 1. Any extended term shall follow this quarterly payment schedule.

The COUNTY shall, 30 days prior to the payment due date, provide to the CITY an invoice which will reflect the mount due by CITY for services rendered by COUNTY under this AGREEMENT during the previous quarter. If such payment is not received by COUNTY within thirty (30) days of the due date, COUNTY shall be entitled to recover interest at a rate of seven (7%) percent per annum and the COUNTY may terminate this AGREEMENT immediately, and without any further notice take such steps as may be necessary to enforce payment.

This First Amendment to the AGREEMENT shall take effect on January 16, 2018. Except as modified herein, the Agreement shall remain in full force and effect.

IN WITNESS THEREOF, CITY by resolution or other official action duly adopted by its council caused this AGREEMENT, as **amended on January 16, 2018**, to be subscribed by its Mayor and attested by its Clerk, and the COUNTY, by order of its Board of Supervisors, has caused this contract to be subscribed by the Chairman and the seal of said Board to be affixed thereto and attested by the Clerk of said Board on the day and year first hereinabove written.

ATTEST:

Clerk of the City of Trinidad

By: _____
City Clerk

ATTEST:

County of Humboldt

By: _____
Chairman, Board of Supervisors

Approved as to Content and Recommended:

By: _____
City Manager, City of Trinidad

Humboldt County Sheriff's Office

By: _____
Sheriff

More signatures on following page

City of Trinidad

By: _____
Mayor

Approved as to Form:

By: _____
City Attorney, City of Trinidad



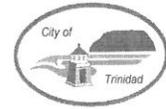
DISCUSSION AGENDA ITEM 2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES

2. Consider Draft Resolution 2018-01 formalizing principles of cooperation and communication with the Yurok people and the governments that represent them.

Trinidad City Hall
P.O. Box 390
409 Trinity Street
Trinidad, CA 95570
707-677-0223

Susan Rotwein, Mayor
Gabriel Adams, City Clerk



RESOLUTION 2018 - 01

A RESOLUTION PROMOTING UNITY AND COOPERATION BETWEEN THE CITY OF TRINIDAD, THE YUOK PEOPLE, AND THE TRIBAL GOVERNMENTS THAT REPRESENT THEM

WHEREAS, The City of Trinidad recognizes that we all live together in this community, and that treating others as we want to be treated is always best;

WHEREAS, The City of Trinidad is committed to providing an environment that promotes the health and well-being of residents, community, and visitors alike;

WHEREAS, The City of Trinidad condemns bullying, intimidation, harassment, hate speech, and racism in all its forms;

WHEREAS, The Trinidad Memorial Lighthouse (TML) is a memorial dedicated to those lost or buried at sea, and on January 10th had to move from its original setting overlooking the Trinidad Bay;

WHEREAS, The City of Trinidad recognizes the historic, spiritual, and cultural significance of the Tsurai Village site, and recognizes the need to respect, protect, and preserve the sacred site;

WHEREAS, the resolution of the TML move was the result of open communication, good will, and problem solving between governments and organizations;

WHEREAS, the move of the TML is a significant symbol of a new beginning and a positive way forward in the relationship between the City of Trinidad, Yurok people and the governments that represent them;

NOW, THERE IT BE RESOLVED, THAT the Trinidad City Council pledges to work side-by-side, hand-in-hand with the Yurok People and all of the Governments that represent them within our greater planning area and beyond for our greater community health and spirit.

PASSED AND ADOPTED BY THE TRINIDAD CITY COUNCIL, of Humboldt County of the State of California this 24th day of January, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Attest:

Gabriel Adams
City Clerk

Susan Rotwein
Mayor



DISCUSSION AGENDA ITEM 3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 3 PAGES

3. Consider Trails Committee Recommendation Re: Dogs on Trinidad Head

DISCUSSION AGENDA ITEM

Date: January 24th 2018

Item: Consider Revising Existing Ordinance to Allow Dogs on Leash on Trinidad Head.

Summary:

The current City Code prohibits dogs on Trinidad Head. This was a part of the original 1983 Ordinance establishing rules for the use of the Trinidad Head property when the City was granted ownership of most of the Head.

This rule has not been enforced in recent years, if ever. Signage on the trail indicates dogs are allowed on leash, and the City maintains a 'doggie bag' dispenser.

The Trinidad Head Trails Committee has reviewed this situation and recommends that the City modify the existing ordinance to allow dogs on leash on the Trinidad Head trail. This would be consistent with the current regular use of the Trinidad Head Trails, and is therefore not anticipated to result in any change in impact or use of the Head.

Implementing this recommendation would involve amending the existing Ordinance. If directed to proceed by Council, Staff would return to a future meeting with a revised Ordinance for consideration by the Council.

Staff Recommendation:

Staff recommends the Council:

- 1. Accept Public Comment on this issue*
- 2. Consider Directing staff to develop a revised Ordinance that would allow dogs on leash on the Trinidad Head roads and trails.*

Attachments:

City Code Section 12.12 - Regulating Uses on Trinidad Head

[From City of Trinidad Municipal Code]

**Chapter 12.12
TRINIDAD HEAD**

Sections:

- 12.12.010 Intent.
- 12.12.020 Regulations – Administration.
- 12.12.030 Permitted activities.
- 12.12.040 Restricted activities.
- 12.12.050 Speed limit.
- 12.12.060 Violation – Penalty.

12.12.010 Intent.

It is the intent of this chapter to establish those minimal regulations which will ensure maximum enjoyment of the Trinidad Head by the public, while at the same time protecting the environment for all to enjoy. [Ord. 176 § 1, 1983].

12.12.020 Regulations – Administration.

The city council may adopt such rules and regulations as it deems appropriate from time to time by resolution of the city council. [Ord. 176 § 2, 1983].

12.12.030 Permitted activities.

Activities allowed on Trinidad Head are:

- A. Only foot traffic is allowable on Trinidad Head.
- B. Weddings and picnics are allowable on Trinidad Head. Persons must remove their own rubbish. For weddings on Trinidad Head, the persons who wish to have a wedding on Trinidad Head must receive permission from the Trinidad city council. No alcoholic beverages allowed at weddings on the Head.
- C. Vehicles will only be allowed on Trinidad Head after receiving permission from the city council for one specified event only and must sign a disclaimer that they will not hold the city responsible for any collision, accident or injury.

D. The following vehicles are allowed accessibility on Trinidad Head: USCG vehicles, PGE vehicles, USCG personnel living at the USCG housing and any city vehicles and Trinidad Head committee member's vehicles. [Ord. 176 § 6, 1983].

12.12.040 Restricted activities.

Activities not allowed on Trinidad Head are:

A. No private vehicles of any type, except those authorized by TMC [12.12.030](#);

B. No dogs;

C. No horses;

D. No fireworks of any type;

E. No rock climbing;

F. No fires of any type;

G. No cutting or digging of any plants, brush or wild flowers on Trinidad Head with the exception of the Trinidad Head committee and the city public works department. [Ord. 90-204 § 2(P), 1990; Ord. 176 § 7, 1983].

12.12.050 Speed limit.

The speed limit on Trinidad Head will be 15 miles per hour due to foot traffic. Fifteen miles per hour speed signs will be placed at every 200 yards on right and left sides of the Trinidad Head road. [Ord. 176 § 8, 1983].

12.12.060 Violation – Penalty.

It is unlawful for any person to violate any of the provisions of this chapter. Any such violation shall be an infraction. [Ord. 176 § 5, 1983].