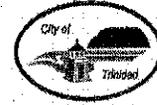


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STEVE LADWIG, MAYOR
GABRIEL ADAMS, CITY CLERK



Posted: Thursday, February 14, 2019

NOTICE AND CALL OF A MEETING OF THE **TRINIDAD TRAILS COMMITTEE**

The Trinidad City Council Trails Advisory Committee will meet on
TUESDAY, FEBRUARY 19, 2019 at 4:30 PM
In Civic Club Room located at City Hall, 409 Trinity Street, Trinidad

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- I. CALL TO ORDER/ROLL CALL
 - II. APPROVAL OF MINUTES – 11/20/18
 - III. ITEMS FROM THE FLOOR
 - IV. STAFF/COUNCIL REPORTS
 - V. COMMITTEE MEMBER REPORTS
 - VI. DISCUSSION/ACTION ITEMS
 1. HSU Students Support Regarding Trails Policy Development
 - VII. REQUEST FOR FUTURE ITEMS
 - VIII. ADJOURNMENT

Angela Zetter
Trinidad Administrative Assistant

DRAFT MINUTES OF THE REGULAR MEETING OF THE TRINIDAD TRAILS ADVISORY COMMITTEE
TUESDAY, NOVEMBER 20, 2018 AT TRINIDAD TOWN HALL, 409 TRINITY STREET

I. CALL TO ROLL/ROLL CALL (4:30 pm)

Committee Members Present: Rotwein, Laos, Kenny, Morehead

Committee Members Excused/Absent: Ibis, Myers

City Staff: Zetter

II. APPROVAL OF MINUTES

Motion to approve October 16, 2018 minutes with correction. *(Rotwein/Kenny/Morehead) (4-0)*

III. ITEMS FROM THE FLOOR

NONE

IV. STAFF REPORTS

Kenny discussed the step installation at the Parker Creek Trail by the Coastal Land Trust. Laos provided supplemental information regarding the installation process. Laos advised that the steps were still installed without a clear indication of property lines and easement locations. She advised this is a matter that should be taken up with the City. Laos also discussed how cultural monitoring protocols were not followed by the Land Trust, but that a Yurok cultural monitor was present. Morehead confirmed that approval was given to the Land Trust by the City Manager, City Engineer, and City Planner. It was discussed that the landowner was also involved. It was clarified that the step installation was approved through the initial culvert repair permit, therefore it was an amendment. Morehead advised that he would like to see the Land Trust adopt a proper protocol for the cultural monitor during an amendment process.

V. COMMITTEE MEMBER REPORTS

Rotwein discussed that the presentation to the City Council in December should be driven by the trail monitoring reports. Rotwein discussed the future of the Committee, advising that Jack West will be taking over, due to the change in the City Council. Rotwein discussed the mission statement and how the Committee needs to relay to the Council that the trails are a part of the Trinidad identity.

VI. DISCUSSION/ACTION ITEMS

1. Recommendation to Council Re: Trails Policy Elements

Rotwein discussed that in order to bring together a list of trail policy elements we require staff time, but that we do not have staff time to spare. Morehead advised that he will reach out to department heads at HSU to see if getting students together is a possibility. It was agreed upon that there will be a discussion between Rotwein, Morehead, and a professor at HSU. It was also discussed that the students would not be working with the City until January at the start of a new semester. Rotwein advised that putting together a recommendation to the City Council will allow them to develop policies specific to the trails that have been monitored. Rotwein discussed how results will be taken from the inventory and maintenance would then be prioritized. Adopting a policy would determine the consistency of maintenance of vegetation of all trails, as it is a common theme that is discussed. Morehead discussed how the basic immediate protocols are great, such as annual assessment and prioritization. Morehead discussed how vegetation management is the most controversial. Morehead questioned how this would be budgeted by the City. Rotwein advised that the Committee is able to pose a recommendation. Laos advised that the Committee could perform research and pose a recommendation to the City Council, based on the amount that is determined. Laos also advised that the Committee could recommend subcategories based on the main recommendations posed to the Council. Kenny advised that there could be smaller budgets for certain

maintenance projects. Laos advised that the Committee should determine what projects require permits, specifically for reconstruction.

In regards to determining funding, Laos advised that applying for grants could be an option. Rotwein and Morehead discussed using the TOT tax to determine where funds could be pulled. Rotwein discussed that instead of using a fixed dollar amount, a percentage would be more realistic, as the amounts fluctuate per year. Rotwein recommended 10%, but that it is dependent on the budget.

Motion (Morehead/Kenny) that the Committee recommend to the City Council that the City adopt an annual inventory of the City's trails using the Committee's monitory trail reports and prioritize maintenance for the following year and prioritize a budget for it. Passed 4-0

Rotwein discussed how the currently adopted trails policy will be used as the starting point. Rotwein advised that HSU or a City staff member will write up the policy, which would then be approved by the Committee. Laos discussed that sometimes a student would require a stipend. Kenny advised that the quality may be better if a stipend is given.

Motion (Kenny/Morehead) that the Committee recommends to the City Council that the City adopt an overall trails policy that would include maintenance, signage, restrictions, safety, construction standards, oversight, and landowner issues. Passed 4-0

Laos discussed cross-referencing with the General Plan in the formatting of the trails policy.

Motion (Kenny/Rotwein) that the Committee recommend to the City Council that all trail heads need signage, repairs, maintenance, or replacement within a year. Including that the trail head signage be the last priority to repairs, maintenance, and replacement. Passed 4-0

It was discussed that pursuing phase two of the Harbor/Van Wycke grant proposal will occur next year. First the original plan will be reviewed and then phase two will be pursued.

Laos discussed Ibis' monitoring report and mentioned how it provides an example of how opinion statements should be avoided in the Trails Policy. It was discussed that we need a specific way on how to present the issues.

2. Recommendation to Council Re: Prioritized Trail Maintenance, Repair, and Signage

A discussion occurred regarding what are the top trails that need to be fixed. The committee confirmed that they need to determine what is most used and what is in the worst shape.

The top three issues that need to be addressed are

1. **Axel Lindgren:** It was discussed that it is the most used and most problematic especially at the bottom. Morehead advised that he would like to see a kiosk installed. It was discussed that the cables at the bottom need to be replaced, replace/repair existing steps throughout the trail, and resolve the issues preventing the maintenance and repair at trail head.
2. **Trinidad Head:** It was discussed that the Head is heavily used and the stairs and sign at the bottom are problematic. It was discussed that it needs vegetation management. Morehead advised that he would like a kiosk installed and there was a discussion regarding including the memorial lighthouse. It was recommended that the Coastal Commission perform vegetation management three times a year.
3. **Signage**

Other trails that are not in the top three are Underwood, State Park (Marine Lab), Harbor Trail, Old Wagon/Wagner Street, Parker Creek, and Groth Trail.

Motion (Morehead/Laos) that the Axel Lindgren Trail is the number one priority, followed by Trinidad Head Trail and signage for accessible trails. Passed 4-0

3. Presentation to Council in December

The Committee agreed that Laos, Morehead, and Kenny will present to the City Council on December 12th.

Morehead recommends that we review the bigger Harbor Plan vision, review the overall policy, and address the cooperative agencies and landowners. It was discussed that it needs to be determined when other entities need to be notified. It was discussed that there needs to be agency collaboration in the sphere of influence. Rotwein questioned whether the Land Trust will go directly to the City. Morehead clarified that the vision is to have a general MOU document between Public Works and the Land Trust, as it currently verbal. Rotwein discussed that there needs to be a process in order how to know how to approach each situation. Laos advised that if the City is approached directly, there needs to be some type of report. Morehead also discussed that there should be collaborative work done with the State Parks. Laos advised that there should be a section in the Trails Policy on MOUs. Rotwein agreed as there are going to be easements and landowner issues; leading to substantial legal entanglement. Morehead advised that collaborative protocols need to be enhanced.

VII. REQUEST FOR FUTURE ITEMS

NONE

VIII. ADJOURNMENT

Meeting adjourned at 6:00 pm. Next meeting scheduled for 4:30 on Jan 15th.

Submitted by:

Angela Zetter
Administrative Assistant

Approved by:

Susan Rotwein
Mayor

DRAFT