



MARCH 08, 2017 REGULAR MEETING
MEETING PACKET SUPPLEMENTAL INFORMATION

SUPPORTING DOCUMENTATION IN THIS SUPPLEMENT INCLUDES:

1. Minutes of the 02-08-17 Regular Council meeting
2. Financial Status Reports for January 2017 (Consent #1)
3. Draft Letter to Coastal Commission regarding STR Ordinance (Consent #3)

MARCH 08, 2016 CC MEETING PACKET SUPPLEMENT

APPROVAL OF MINUTES FOR:

FEBRUARY 08, 2017, CC

Supporting Documentation follows with: 6 PAGES

MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL
WEDNESDAY, FEBRUARY 08, 2017

I. CALL TO ORDER

- Mayor Miller called the meeting to order at 6:00PM. Council members in attendance: West, Ladwig, Miller, Baker, Rotwein.
- City Staff in attendance: City Manager Dan Berman, City Clerk Gabriel Adams, City Attorney Andy Stunich.

II. PLEDGE OF ALLEGIANCE

III. ADJOURNMENT TO CLOSED SESSION

1. Conference with legal counsel regarding active litigation. *Tsurai Ancestral Society vs. City of Trinidad. Pursuant to California Government Code section 54956.9 (a)*
2. *Public Employee Performance Evaluation for City Manager Pursuant to Government Code Section 54957*

IV. RECONVENE TO OPEN SESSION

No report. City Attorney was excused from the meeting.

V. APPROVAL OF AGENDA

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

VI. APPROVAL OF MINUTES – January 25, 2017 cc2

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

VII. COUNCIL MEMBER REPORTS

Rotwein: Thanked resident Leslie Farrar for suggestion that each Councilmember have a .gov email account, and recognized City Staff for following through with that request. Announced her new email address: srotwein@trinidad.ca.gov

VIII. STAFF REPORTS:

City Manager Berman presented a report to the City Council at the meeting highlighting various accomplishments and project status for the month; *Arborist report regarding HSU Marine Lab tree recommends that trimming could be done as requested by residents. Police/County Law Enforcement Contract is up this year and will be on a future Council agenda. 20-year cell tower site agreement between the City and Verizon is up this April, but Verizon does have the opportunity for a 5-year extension.*

IX. ITEMS FROM THE FLOOR:

Dorothy Cox – Trinidad

Requested to be included in City discussions regarding Ocean Avenue traffic congestion problems. Summer is around the corner and we need to stay on this project till it is resolved. I'm happy to volunteer time to help. Also, the storm drain swales in front of my house aren't working properly. The drain grates don't get cleaned regularly and the water backs up. Councilmember Baker stated that he expects the Ocean Avenue congestion to be a future agenda item, hopefully in March.

Pat Morales – Trinidad

Distributed photos showing the view from her house with the view obstruction the tree caused. Quoted Councilmember Baker from the minutes insisting that his retaining wall reimbursement should be considered before the tree is addressed. His issue is on the agenda, mine is not. Why?

Kathleen Lake – Trinidad

Are you listening to the residents that frequently bring you problems and complaints? The Planning Commission is unaware of City ordinances that should be useful in updating the General Plan. Cited various accusations that the City has been ignoring her and insisted that action be taken immediately on her complaints.

Roland Johnson – Trinidad area resident

Long time Trinidad area resident, very concerned about the Memorial Lighthouse. It is threatened by slope failure. As a certified engineer geologist with over 45 years of experience, I can assure you that the property is threatened and should be a City priority.

Cyndi Lindgren – Trinidad area resident

Asked that the Council place the cell tower lease on the agenda for discussion and develop a strategy to remove the facility in the future. Read a letter from Friends of Trinidad Head, requesting the city deny the 5-year extension. Submitted the letter to the Clerk.

Kim Tays – Arcata

Read a letter written by the Yurok Tribe, objecting to the cell site lease extension. Submitted the letter to the Clerk.

Brad Twoomey – Trinidad

Explained there were at least 5 city ordinances that prohibit the cell site on Trinidad Head, and requested the City deny a lease extension.

X. CONSENT AGENDA

1. Financial Status Reports for December 2016.
2. Law Enforcement Report – January 2017
3. Proclamation in Recognition of Engineer's Week, February 19-26, 2017.
4. Resolution 2017-02; Updating Authorized Signatures for LAIF Investment Fund
5. Authorize Service Agreement with Precision Intermedia to Upgrade City Website.
6. Update/Renew Lease Agreement for City Office Building at 463 Trinity Street
7. Accept Report on Emergency Water Filter Repair Project.

Public comments included:

Kim Tays – Arcata

Regarding the website update, everything on the city's website should be searchable, and all document request responses should be sent in PDF's, not email message formats.

Zack Brown – Trinidad Rancheria

Clarified the authority the County Sheriff has to be on Tribal land.

Jim Cuthbertson – Trinidad

Someone should look into putting a mobile building up to save money.

Pat Morales – Trinidad

If an agreement was signed to replace the water filters, why is that item on the agenda? City Manager Berman clarified that progress on emergency agenda items must be subsequently reported on at regular meetings per government code.

*Motion (Rotwein/Baker) to approve the consent agenda as written. **Passed unanimously.***

XI. DISCUSSION/ACTION AGENDA:

1. Discussion/Decision regarding Acceptance of 2015-2016 Financial Report and Annual Audit, and Authorize the City Manager to Execute the 2016-2017 Engagement Letter.

City Manager Berman explained that the firm of Marcello and Company, Certified Public Accountants, has performed the fiscal and management audit for the City of Trinidad for the past several years. The principal in the firm, Ralph Marcello, CPA, has personally performed these audits and is very familiar with the City's practices and finances.

The 2016 Financial Report finds that the City conformed with generally accepted accounting principles, the financial statements are a fair and accurate representation of our financial position and activities over the prior year, and no audit findings or exceptions were identified. This is a clean audit report.

As a part of the annual audit, Mr. Marcello provides a list of recommendations to the City in a Management Letter. That letter is also attached and staff will discuss our plans to address these recommendations at our meeting.

Staff Notes on the Financial Statements:

- The City's General Fund cash balance increased during this audit year by approximately \$50,000, due primarily to Sales Tax and TOT revenue being higher than expected. However approximately \$45,000 in depreciation expense of capital assets was also recorded, for a total 'Change in Net Position' of positive \$5,000. (see pages 5 and 8-9 of the audit). The City ended the year with a total General Fund balance of ~\$1,355,000.
- The Water Fund cash balance increased during this audit year by ~\$48,000. This surplus is permanently dedicated to the long-term capital replacement, maintenance, and improvement of the Water System. For reference, the current Water Filter Replacement project cost of \$60,000 is roughly equal to the net 'surplus' of this year (~\$48,000) plus the \$15,000 that was transferred to the Reserve Fund in the previous year. The City ended the year with a Water Fund Cash Balance (Reserve) of \$940,000.
- The Cemetery Fund continues to slowly lose money, with a net negative of \$10,000 this year, as plot sales do not cover the annual maintenance expense of the cemetery. This annual deficit is slowly reducing a dedicated 'Cemetery Reserve Fund' that was at \$134,000 at the close of this audit period. The auditor recommends the City eventually incorporate the Cemetery income and expenses into the General Fund budget rather than maintain it as a separate enterprise fund. As cemeteries fill up they transition from a 'business-type' activity that can be managed to break even, to something more similar (financially) to a City park, where maintenance activity needs to be paid with General Fund revenue. If this year's income and expense continue going forward, we have about ten years until the cemetery reserves are expended and this becomes a regular General Fund expense.

Mr. Marcello is willing to perform the audit for FY2016-17, and his proposed engagement letter is included for your consideration. Due to Mr. Marcello's knowledge of the city's financial practices and methods, he requires minimal support from the city's limited staff to support his audit efforts. His fees are unchanged from last year, and continue to include a 10% fee reduction based on his familiarity with our finances, and clean audit results to date.

There was no public comment.

Council comments included:

Miller: Met with auditor. He was very professional and informative, and he confirmed the City received a healthy report.

Rotwein: The auditor recommended various improvements regarding financial oversight; Investments, monthly presentations, and consultant billing statement review.

*Motion (West/Ladwig) to 1) accept the FY2015-16 Annual Financial Report and Audit; and 2) Authorize the City Manager to execute an Audit Engagement Letter to perform the FY2016-17 audit for \$16,200, prepare the draft financials for \$1,800 and reimburse for out of pocket costs at \$900. **Passed unanimously.***

2. Discussion and Possible First Reading of Noise Ordinance 2017-01

City Manager Berman explained that a revised version of the Noise Ordinance is presented for discussion and potential first reading. The City Attorney, City Manager, and Council members Miller and West met to review notes from the January 25th Council discussion and generated the current draft.

Highlighted changes:

1. Text related to Construction activities have been simplified, and only appear in one Section rather than in two. As currently drafted, reasonable construction noise is OK from 7 am to 7 pm on weekdays, and 8 am to 7 pm on weekends.
2. The already existing City Code re: nuisance noises from animals is repeated for clarity.
3. The Exemption for entertainment events is quite different. No exemption is provided for parties, bands, events, unless they have a specific City Permit that addresses noise.
4. As currently drafted, Town Hall would go quiet at 10 pm on weeknights, and 11 on Friday and Saturday nights.

5. Commercial and recreational fishing activities are exempt as long as the noise is 'reasonable' in the context of conducting those activities.
6. A new 'Enforcement' Section has been added by our Attorney, outlining the various remedies available to affected citizens and to the City.

Public comment included:

Dorothy Cox – Trinidad

Lived next door to Town Hall since 1977, and in all the years I can maybe only count less than 10 events that were bad. The Clerk occasionally warns us of big events, but we can't always tell if electronic music will be played. Please consider a 10:00pm curfew.

Steve Ruth – Trinidad

Appreciated Tom and Kathleen's written comments submitted to the City about this issue, and also appreciate that the City is taking it slow. The general weakness to any ordinance is enforcement. Violations don't mean much if they aren't enforced. What about loud music on a boat?

Kathleen Lake – Trinidad

Thanked the Council for the offer to work with us on this. We are very sensitive to noise, but without enforcement any ordinance is useless. Shared various personal examples of noise complaints, and suggested that all noise should end at 8:00pm, with quiet hours from 8:00pm to 7:00am.

Jim Cuthbertson – Trinidad

I live above the harbor and don't recall ever experiencing a noise problem there. What about barking dogs?

Zack Brown – Trinidad Rancheria

Can the Harbor area be exempt from this? **Rotwein** urged the Council to support the fishing related exemptions.

James Brown – Trinidad Rancheria

Thanked the Council for the exemption and stated it was a great step in maintaining positive relationships between governments.

City Manager Berman explained that he would discuss enforcement of City ordinances – not just County or State laws - with the Sheriff Deputy and Supervisors.

Council comments included:

West: Thanked Kathleen Lake for her suggestions. Would like to have other community members involved, but argued that 2 Council members should participate.

Ladwig: Volunteered to join the noise ordinance committee and help integrate Lake's suggestions into the existing draft ordinance.

Baker: Enforcement is key, and I believe we're on the right track.

Rotwein: The County Sheriff may not be familiar with City codes. This should be something addressed in the upcoming contract renewal. I'm in favor of forming a committee to help develop the final draft, but don't see the need for more than 1 Councilmember to be on it. Also in favor of assessing fines for violations.

Miller: I suggest a committee made up of 4 or 5 members, with 2 Council members on board.

*Motion (Rotwein/Ladwig) to establish a noise ordinance committee consisting of Ladwig, West, and 3 members of the public. Mayor Miller nominated residents Kathleen Lake and Dorothy Cox to the committee, and suggested a public notice be posted as soon as possible to recruit the final volunteer. **Passed unanimously.***

3. Assign Councilmember(s) to assist in creating Trinidad Trails Committee

City Manager Berman recommended that the Council appoint a standing Trails Committee to advise in trail related activities, repairs, etc. throughout Trinidad. He explained that if the concept is approved, he would return in March with a purpose, scope, and plan for committee membership.

Public comment included:

Dorothy Cox – Trinidad

Signs should be kept up at the Lighthouse Trail for safety reasons.

Steve Ruth – Trinidad

Trails committee idea is great. I'll volunteer to be on it.

Jim Cuthbertson – Trinidad

The Trinidad Head Trail committee was a disgrace.

Kim Tays – Arcata

I recently picked up a full canvas bag of dog poop and litter from Trinidad Head. The road was recently over cut too.

Council comments included:

West: I volunteer to lead the committee.

Rotwein: Volunteered to help draft the scope, structure, purpose, and membership profile of the committee for Council approval in March.

By consensus, the Council approved appointing West and Rotwein to develop the Trails Committee scope and structure and return with a full proposal in March.

4. Consider Claim by Jim Baker for Expenses Related to Retaining Wall Construction, and Request for Assistance Resolving Property Boundaries.

City Manager Berman explained that Jim Baker (as a citizen, not a Council Member) has two requests that require Council consideration. Staff believes he will need to recuse himself from the meeting for this discussion.

1. A request for \$1,499 as reimbursement for costs related to a small retaining wall that relates to a City Sidewalk project.
2. A request for assistance in resolving a property line issue. Jim's deeded parcel extends well over the sidewalks and into the street on the corner of Main and Trinity. He seeks to work with the City to clarify (correct) the title issues involved, basically by giving that portion of his land that underlies the sidewalk and street back to the City.

Reimbursement Request: Staff agrees that the retaining wall was necessary, and that the costs are reasonable. It would certainly have cost more for the City to build the wall. The concern that staff has is in a precedent of paying for work that was undertaken without any commitment from the City. Given the scenario that occurred here, it would have been much better if Jim had either asked the City to build it, or submitted this request in advance of expending the funds rather than after the fact.

Claims against the City are decided on a case by case basis by the Council. Given the small sums involved, the fact that the City's effort to widen the sidewalk created the need for the wall, and the benefit the wall provides to the City in terms of aesthetics and keeping the walk clear, Staff thinks it would be reasonable for the Council to approve this claim. Jim has submitted detailed copies of all expenses.

Property Line Request: Staff recommend that the Council authorize staff to work with Jim to develop a more detailed proposal, with cost estimates, to resolve this property line issue. Staff would then return to Council for direction.

Baker provided the Council with additional background on the issue, listed city improvements on his property, listed conversations with City officials, and projects developed that led to the current status. Baker then recused himself from the meeting.

City Manager Berman recommended that the Council accept the land at minimal expense. He stated it would be nice to clean up the issue and allow Baker to write up the documents to minimize costs. The City has a right to use the road and has a right to maintain it so at this point, it's neutral on the issue.

Council comments included:

Ladwig: Accept Baker's offer to prepare the documents for the property line issue and include in a motion tonight. Regarding the retaining wall, it was a safety issue that he resolved for the city nicely.

Rotwein: I own a piece of property on Central Avenue in McKinleyville that extends to the center of the road. No City should be reimbursing a private citizen for work they've done on City property. He should have honored the process by asking for permission first, then worked with the City on the improvements. This is a slippery slope. Regarding Trinity/Main Street corner, the City should not incur costs either. He did an excellent job on the retaining wall, but as a City representative I disagree with his reimbursement request.

Miller suggested offering to pay \$50 for the document recording fees, but the other Council members disagreed.

Motion (Rotwein/West) to offer to accept the property that extends into the Trinity Street right-of-way, but not to pay for it. Passed 4-0.

Motion (Ladwig/West) to reimburse Baker \$1499 for expenses related to build a retaining wall extension. Passed 3-1. No-Rotwein.

XII. ADJOURNMENT

Meeting ended at 8:45pm`

Submitted by:

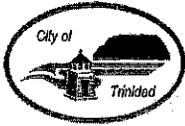
Gabriel Adams
City Clerk

Approved by:

Dwight Miller
Mayor

DRAFT

MARCH 08, 2016 CC MEETING PACKET SUPPLEMENT



CONSENT AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 9 PAGES

1. Financial Status Reports for January 2017

City of Trinidad
Statement of Revenues and Expenditures - GF Revenue
From 1/1/2017 Through 1/31/2017

	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	28,472.56	118,708.15	220,000.00	(46.04)%
43000	TRANSIENT LODGING TAX	19,557.89	117,566.12	140,000.00	(16.02)%
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)%
47310	VEHICLE LICENSE COLLECTION	164.45	164.45	0.00	0.00)%
53010	COPY MACHINE FEE	2.00	30.74	30.00	2.47)%
53020	INTEREST INCOME	161.87	2,909.80	5,000.00	(41.80)%
53090	OTHER MISCELLANEOUS INCOME	55.39	5,080.38	1,000.00	408.04)%
54020	PLANNER- APPLICATION PROCESSIN	722.50	3,722.50	8,000.00	(53.47)%
54050	BLDG.INSP-APPLICATION PROCESSI	0.00	4,968.14	9,000.00	(44.80)%
54100	ANIMAL LICENSE FEES	15.00	75.00	200.00	(62.50)%
54150	BUSINESS LICENSE TAX	60.00	7,633.00	7,500.00	1.77)%
54170	VDU License Fee (Vacation Dwelling Unit)	0.00	1,500.00	9,000.00	(83.33)%
54300	ENCROACHMENT PERMIT FEES	100.00	150.00	400.00	(62.50)%
56400	RENT - VERIZON	2,129.68	14,892.60	23,500.00	(36.63)%
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	0.00	1,672.95	3,800.00	(55.98)%
56700	RENT - TOWN HALL	890.00	3,857.50	5,000.00	(22.85)%
59999	INTERDEPARTMENTAL TRANSFER INC	0.00	0.00	30,000.00	100.00)%
	Total Revenue	<u>52,331.34</u>	<u>282,931.33</u>	<u>772,615.00</u>	<u>(63.38)%</u>

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

		Current Month	Year to Date	Total Budget - Original	% of Budget
Expense					
60900	HONORARIUMS	250.00	1,750.00	3,500.00	50.00%
61000	EMPLOYEE GROSS WAGE	8,976.02	62,081.32	115,022.00	46.03%
61470	FRINGE BENEFITS	46.16	346.20	600.00	42.30%
65100	DEFERRED RETIREMENT	436.16	3,188.58	12,342.00	74.16%
65200	MEDICAL INSURANCE AND EXPENSE	1,151.75	7,522.85	14,801.00	49.17%
65250	Health Savings Program	10.73	75.11	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	21.45	3,451.00	99.38%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	23.54	156.76	750.00	79.10%
65600	PAYROLL TAX	722.68	5,005.91	9,743.00	48.62%
65800	Grant Payroll Allocation	(283.60)	(2,542.78)	(6,000.00)	57.62%
68090	CRIME BOND	0.00	455.00	455.00	0.00%
68200	INSURANCE - LIABILITY	0.00	10,160.80	10,400.00	2.30%
68300	PROPERTY & CASUALTY	0.00	3,807.05	4,680.00	18.65%
71110	ATTORNEY-ADMINISTRATIVE TASKS	850.00	5,380.00	10,000.00	46.20%
71130	ATTORNEY-LITIGATION	0.00	0.00	10,000.00	100.00%
71160	ACCOUNTING	2,566.27	2,566.27	0.00	0.00%
71210	CITY ENGINEER-ADMIN. TASKS	5,310.95	5,310.95	2,000.00	(165.55)%
71310	CITY PLANNER-ADMIN. TASKS	0.00	32,094.97	45,000.00	28.68%
71410	BLDG INSPECTOR-ADMIN TASKS	400.00	4,375.22	4,500.00	2.77%
71420	BLDG INSPECTOR-PERMIT PROCESS	0.00	0.00	9,000.00	100.00%
71510	ACCOUNTANT-ADMIN TASKS	0.00	6,734.58	14,000.00	51.90%
71620	AUDITOR-FINANCIAL REPORTS	9,685.00	9,685.00	14,000.00	30.82%
72000	CHAMBER OF COMMERCE	689.52	1,379.04	16,200.00	91.49%
72100	BAD DEBTS	0.00	52.06	0.00	0.00%
75110	FINANCIAL ADVISOR/TECH SUPPORT	53.88	1,031.44	5,500.00	81.25%
75160	LIBRARY RENT & LOCAL CONTRIB.	0.00	86.29	500.00	82.74%
75170	RENT	650.00	4,550.00	8,200.00	44.51%
75180	UTILITIES	778.90	5,866.07	9,000.00	34.82%
75190	DUES & MEMBERSHIP	125.00	125.00	500.00	75.00%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	4,444.35	4,500.00	1.24%
75220	OFFICE SUPPLIES & EXPENSE	300.75	4,259.98	5,500.00	22.55%
75240	BANK CHARGES	0.00	10.00	250.00	96.00%
75300	CONTRACTED SERVICES	0.00	0.00	2,500.00	100.00%
75990	MISCELLANEOUS EXPENSE	263.89	263.89	500.00	47.22%
76110	TELEPHONE	123.79	845.55	2,000.00	57.72%
76130	CABLE & INTERNET SERVICE	506.17	2,222.44	3,300.00	32.65%
76150	TRAVEL	0.00	0.00	1,500.00	100.00%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	124.00	0.00	0.00%
78170	SECURITY SYSTEM	0.00	0.00	1,500.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	73.65	1,500.00	95.09%
Total Expense		<u>33,637.56</u>	<u>183,509.00</u>	<u>341,194.00</u>	<u>46.22%</u>

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

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
	Expense				
61000	EMPLOYEE GROSS WAGE	590.68	4,046.36	5,330.00	24.08%
65100	DEFERRED RETIREMENT	0.00	0.00	222.00	100.00%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	160.00	100.00%
65600	PAYROLL TAX	45.35	310.73	425.00	26.89%
75170	RENT	650.00	4,550.00	8,200.00	44.51%
75180	UTILITIES	218.91	1,258.97	2,500.00	49.64%
75220	OFFICE SUPPLIES & EXPENSE	0.00	989.16	1,000.00	1.08%
75300	CONTRACTED SERVICES	0.00	5,200.00	226,500.00	97.70%
75350	ANIMAL CONTROL	113.00	791.00	1,500.00	47.27%
75990	MISCELLANEOUS EXPENSE	0.00	0.00	500.00	100.00%
76110	TELEPHONE	90.88	1,119.55	1,200.00	6.70%
78170	SECURITY SYSTEM	0.00	378.00	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	377.44	0.00	0.00%
	Total Expense	<u>1,708.82</u>	<u>19,021.21</u>	<u>247,537.00</u>	<u>92.32%</u>

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

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Expense					
60900	HONORARIUMS	150.00	1,050.00	1,800.00	41.67%
75180	UTILITIES	96.35	299.61	1,150.00	73.95%
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	3,144.00	5,000.00	37.12%
76110	TELEPHONE	52.10	416.66	1,000.00	58.33%
76140	RADIO & DISPATCH	0.00	0.00	900.00	100.00%
78140	VEHICLE FUEL & OIL	29.40	116.74	350.00	66.65%
78150	VEHICLE REPAIRS	95.00	407.50	2,500.00	83.70%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	1,000.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	393.94	2,500.00	84.24%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	415.95	400.00	(3.99)%
Total Expense		<u>422.85</u>	<u>6,244.40</u>	<u>17,100.00</u>	<u>63.48%</u>

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

		Current Month	Year to Date	Total Budget - Original	% of Budget
Expense					
61000	EMPLOYEE GROSS WAGE	5,675.44	40,079.83	71,561.24	43.99%
61250	OVERTIME	0.00	0.00	500.00	100.00%
65100	DEFERRED RETIREMENT	612.76	4,520.09	8,891.13	49.16%
65200	MEDICAL INSURANCE AND EXPENSE	2,263.77	14,541.37	29,514.02	50.73%
65250	Health Savings Program	17.65	123.55	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	2,222.78	100.00%
65600	PAYROLL TAX	481.40	3,400.12	6,348.27	46.44%
65800	Grant Payroll Allocation	(959.86)	(13,496.82)	(22,500.00)	40.01%
71210	CITY ENGINEER-ADMIN. TASKS	838.00	5,546.00	6,000.00	7.57%
71250	CITY ENGINEER - PROJECT FEES	0.00	0.00	4,000.00	100.00%
75180	UTILITIES	0.00	22.47	0.00	0.00%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	0.00	2,300.00	100.00%
75220	OFFICE SUPPLIES & EXPENSE	0.00	392.22	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	75.00	24,000.00	99.69%
75370	UNIFORMS/PERSONAL EQUIP.	0.00	0.00	500.00	100.00%
76150	TRAVEL	0.00	55.00	0.00	0.00%
78100	STREET MAINT/REPAIR/SANITATION	0.00	145.25	7,500.00	98.06%
78120	STREET LIGHTING	380.60	2,698.54	4,500.00	40.03%
78130	TRAIL MAINTENANCE	0.00	149.57	3,500.00	95.73%
78140	VEHICLE FUEL & OIL	386.87	2,099.99	4,000.00	47.50%
78150	VEHICLE REPAIRS	0.00	1,754.66	2,500.00	29.81%
78160	BUILDING REPAIRS & MAINTENANCE	352.72	5,319.68	4,000.00	(32.99)%
78170	SECURITY SYSTEM	0.00	280.50	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	262.71	1,962.92	5,000.00	60.74%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	1,000.00	100.00%
Total Expense		<u>10,312.06</u>	<u>69,669.94</u>	<u>165,337.44</u>	<u>57.86%</u>

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

		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	180.00	962.61	2,500.00	(61.50)%
57100	WATER SALES	23,234.03	185,324.00	305,000.00	(39.24)%
57200	Water Sales - Wholesale	900.00	4,860.00	3,000.00	62.00%
57300	NEW WATER HOOK UPS	0.00	0.00	1,000.00	(100.00)%
57500	WATER A/R PENALTIES	867.44	(2,306.51)	1,000.00	(330.65)%
	Total Revenue	<u>25,181.47</u>	<u>188,840.10</u>	<u>314,000.00</u>	<u>(39.86)%</u>
Expense					
61000	EMPLOYEE GROSS WAGE	7,671.93	53,704.44	98,044.00	45.22%
61250	OVERTIME	0.00	0.00	500.00	100.00%
65100	DEFERRED RETIREMENT	833.94	5,898.73	11,766.00	49.87%
65200	MEDICAL INSURANCE AND EXPENSE	3,247.08	21,040.10	40,587.00	48.16%
65250	Health Savings Program	23.77	166.39	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	11.55	2,994.00	99.61%
65600	PAYROLL TAX	651.06	4,557.48	8,534.00	46.60%
65800	Grant Payroll Allocation	0.00	(1,932.17)	0.00	0.00%
68090	CRIME BOND	0.00	245.00	0.00	0.00%
68200	INSURANCE - LIABILITY	0.00	5,471.20	6,125.00	10.67%
68300	PROPERTY & CASUALTY	0.00	2,049.95	2,275.00	9.89%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	1,000.00	100.00%
71160	ACCOUNTING	1,381.85	1,381.85	0.00	0.00%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	0.00	4,000.00	100.00%
71510	ACCOUNTANT-ADMIN TASKS	0.00	3,626.32	6,500.00	44.21%
71620	AUDITOR-FINANCIAL REPORTS	5,215.00	5,215.00	7,000.00	25.50%
72100	BAD DEBTS	0.00	221.77	350.00	66.64%
75180	UTILITIES	868.80	7,788.04	11,000.00	29.20%
75190	DUES & MEMBERSHIP	161.20	349.64	1,000.00	65.04%
75220	OFFICE SUPPLIES & EXPENSE	136.00	2,061.22	3,000.00	31.29%
75240	BANK CHARGES	0.00	20.00	0.00	0.00%
75280	TRAINING / EDUCATION	65.00	65.00	500.00	87.00%
75300	CONTRACTED SERVICES	0.00	0.00	25,000.00	100.00%
76110	TELEPHONE	97.28	748.01	1,800.00	58.44%
76130	CABLE & INTERNET SERVICE	123.54	522.26	750.00	30.37%
76160	LICENSES & FEES	0.00	923.80	2,750.00	66.41%
78120	STREET LIGHTING	0.00	0.00	1,600.00	100.00%
78140	VEHICLE FUEL & OIL	86.75	767.12	1,500.00	48.86%
78150	VEHICLE REPAIRS	0.00	33.09	2,000.00	98.35%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	1,000.00	100.00%
78170	SECURITY SYSTEM	0.00	858.59	500.00	(71.72)%
78190	MATERIALS, SUPPLIES & EQUIPMEN	34.21	180.81	14,000.00	98.71%
78200	EQUIPMENT REPAIRS & MAINTENANC	145.00	145.00	1,000.00	85.50%
79100	WATER LAB FEES	925.00	2,193.00	3,500.00	37.34%
79120	WATER PLANT CHEMICALS	0.00	3,604.77	7,500.00	51.94%
79130	WATER LINE HOOK-UPS	0.00	0.00	1,000.00	100.00%
79150	WATER LINE REPAIR	2,992.43	12,466.88	15,000.00	16.89%
79160	WATER PLANT REPAIR	0.00	2,398.04	8,000.00	70.02%
90000	Capital Reserves	0.00	0.00	15,000.00	100.00%
	Total Expense	<u>24,659.84</u>	<u>136,782.88</u>	<u>307,075.00</u>	<u>55.46%</u>

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

	Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Net Income	<u>521.63</u>	<u>52,057.22</u>	<u>6,925.00</u>	<u>651.73%</u>

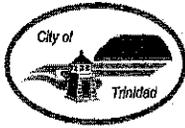
City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
204 - IWM
From 1/1/2017 Through 1/31/2017

		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	817.28	8,897.63	7,000.00	27.11%
56150	FRANCHISE FEES	0.00	0.00	6,000.00	(100.00)%
	Total Revenue	<u>817.28</u>	<u>13,897.63</u>	<u>13,000.00</u>	<u>6.90%</u>
	Expense				
61000	EMPLOYEE GROSS WAGE	863.08	6,068.21	10,605.00	42.78%
65100	DEFERRED RETIREMENT	103.56	728.10	1,359.00	46.42%
65200	MEDICAL INSURANCE AND EXPENSE	444.78	2,817.52	5,825.00	51.63%
65250	Health Savings Program	3.50	24.50	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	340.00	100.00%
65600	PAYROLL TAX	73.94	519.86	971.00	46.46%
75120	WASTE RECYCLING PICKUP/DISPOSA	0.00	0.00	500.00	100.00%
75130	GARBAGE	0.00	11.60	0.00	0.00%
78100	STREET MAINT/REPAIR/SANITATION	0.00	16.80	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	899.25	899.25	1,200.00	25.06%
	Total Expense	<u>2,388.11</u>	<u>11,085.84</u>	<u>20,800.00</u>	<u>46.70%</u>
	Net Income	<u>(1,570.83)</u>	<u>2,811.79</u>	<u>(7,800.00)</u>	<u>(136.05)%</u>

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

		<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Revenue					
58100	CEMETERY PLOT SALES	0.00	3,745.00	9,500.00	(60.58)%
58150	Cemetery Plot Refunds	0.00	(1,410.00)	0.00	0.00%
	Total Revenue	<u>0.00</u>	<u>2,335.00</u>	<u>9,500.00</u>	<u>(75.42)%</u>
Expense					
61000	EMPLOYEE GROSS WAGE	1,091.54	7,671.69	13,291.00	42.28%
65100	DEFERRED RETIREMENT	130.96	920.47	1,718.00	46.42%
65200	MEDICAL INSURANCE AND EXPENSE	555.75	3,510.05	7,344.00	52.21%
65250	Health Savings Program	4.35	30.45	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	429.00	100.00%
65600	PAYROLL TAX	93.53	657.36	1,227.00	46.43%
75180	UTILITIES	44.13	308.91	750.00	58.81%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	500.00	100.00%
	Total Expense	<u>1,920.26</u>	<u>13,098.93</u>	<u>25,259.00</u>	<u>48.14%</u>
	Net Income	<u>(1,920.26)</u>	<u>(10,763.93)</u>	<u>(15,759.00)</u>	<u>(31.70)%</u>

MARCH 08, 2016 CC MEETING PACKET SUPPLEMENT



CONSENT AGENDA ITEM 3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES

3. Short Term Rental (STR) Ordinance Update and Proposed Coastal Commission Hearing Process

This page is to be added to the documents already included in the packet for this item.



March 8th 2017

Robert Merrill
North Coast District Manager
California Coastal Commission
1385 8th Street #130,
Arcata, CA 95521

Dear Mr. Merrill:

The City of Trinidad appreciates the Coastal Commission's role, and you and your staff's role, in reviewing our Short Term Rental Ordinance and ensuring it is consistent with the California Coastal Act. We understand that you expect to take the Ordinance to the Commission at their June 2017 meeting in Eureka. The City's current moratorium on new Short Term Rental Licenses expires at the end of June, and we are committed to doing all we can to have the new Ordinance certified by that date. We respectfully ask for your assistance in achieving that goal.

The simplest approach would be if Commission staff decides that the STR Ordinance is ready for certification as submitted. The City very deliberately sought out and incorporated input from you and your staff throughout our process to ensure that the Commission's certification of the Ordinance could go as smoothly as possible. The City was greatly encouraged by the recent Commission guidance letter on STR regulation provided to local planning agencies, because we are confident that the approach we have taken in drafting our STR Ordinance is entirely consistent with that guidance from your own agency. We have worked hard to craft a balanced Ordinance that addresses the real impacts that STRs can have on our residents and the character of our City, without going so far in limiting the coastal lodging opportunities that STRs provide in Trinidad as to run afoul of the Coastal Act.

If you determine that changes are in fact needed, we ask that you please provide us your recommendations as soon as possible. If we receive them in time, the City may be able to consider adopting a revised version of the Ordinance that incorporates your changes, and resubmitting that version to you ahead of the June meeting, so that the Commission's action in June could include the final certification of the Ordinance.

Thank you for your consideration of this request. We look forward to working with you to complete this process and see all our efforts on this important issue put into effect.

Sincerely,

Dwight Miller
Mayor of Trinidad