City of Trinidad

Posted: Friday, June 07, 2019

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

The Trinidad City Council will hold a regular meeting on

WEDNESDAY, JUNE 12, 2019, at 6:00 PM

In the TRINIDAD SCHOOL MULTI-PURPOSE ROOM, Trinity Street, Trinidad, CA

PLEASE NOTE LOCATION CHANGE FOR THIS MEETING – TRINIDAD SCHOOL MULTI-PURPOSE ROOM

I. **CALL TO ORDER**
II. **ADJOURN TO CLOSED SESSION** – No Closed Session Scheduled
III. **RECONVENE TO OPEN SESSION**
IV. **PLEDGE OF ALLEGIANCE**
V. **APPROVAL OF AGENDA**
VI. **APPROVAL OF MINUTES** – *05-08-19 cc minutes will be prepared for the July 10 regular meeting.*
VII. **COUNCIL REPORTS/COMMITTEE ASSIGNMENTS**
VIII. **STAFF REPORTS**
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**
All matters on the Consent Agenda are considered routine by the City Council and are enacted in one motion. There is no separate discussion of any of these items. If discussion is requested by any Council member, that item is removed from the Consent Calendar and considered separately. A single opportunity for public comment on the Consent Agenda is available to the public.

1. Financial Statements April 2019

IX. **DISCUSSION/ACTION AGENDA ITEMS**

1. Law Enforcement Update/Discussion with Humboldt County Sheriff Representatives.
2. Discussion Regarding Open-Container Laws Affecting Public Events within the City of Trinidad.
3. Discussion/Decision regarding Access Humboldt Proposal for Video Production Services for Trinidad public meetings.
4. Presentation/Discussion/Decision from the Trinidad Civic Club regarding Club Meeting Room Improvement Proposal.
5. Discussion/Update regarding Trinidad Head Cellular Communication Facility Lease.
6. Discussion/Decision regarding Resolution 2019-10; Adoption of the Fiscal Year 2019-2020 Budget.

X. **FUTURE AGENDA ITEMS**
XI. **ADJOURNMENT**

(707) 677-0223 • 409 Trinity Street • P.O. Box 390 • Trinidad, CA 95570 • Fax (707) 677-3759

City of Trinidad

CONSENT AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 11 PAGES

1. Financial Statements April 2019

City of Trinidad

Statement of Revenues and Expenditures - GF Revenue

From 4/1/2019 Through 4/30/2019

		Current Month	Year to Date	Total Budget - Original	% of Budge
	Revenue				
41010	PROPERTY TAX - SECURED	0.00	49,417.07	92,000.00	(46.29)%
41020	PROPERTY TAX - UNSECURED	0.00	3,540.62	3,400.00	4.14%
41040	PROPERTY TAX-PRIOR UNSECURED	0.00	20.27	50.00	(59.46)%
41050	PROPERTY TAX - CURRENT SUPPL	0.00	474.08	1,300.00	(63.53)%
41060	PROPERTY TAX-PRIOR SUPPL	0.00	104.30	200.00	(47.85)%
41070	PROPERTY TAX - FINES	0.00	83.75	500.00	(83.25)%
41071	MOTOR VEHICLES	0.00	0.00	500.00	100.00)%
41110	PROPERTY TAX EXEMPTION	0.00	177.27	1,300.00	(86.36)%
41130	PUBLIC SAFETY 1/2 CENT	0.00	551.00	1,900.00	(71.00)%
41140	PROPERTY TAX - DOCUMENTARY RE	0.00	2,251.43	4,500.00	(49.97)%
41190	PROPERTY TAX ADMINISTRATION FE	0.00	(1,178.00)	(2,300.00)	(48.78)%
41200	LAFCO Charge	0.00	(508.57)	(1,850.00)	(72.51)%
41220	IN LIEU VLF	0.00	0.00	30,000.00	100.00)%
42000	SALES & USE TAX	18,633.68	190,822.71	245,000.00	(22.11)%
43000	TRANSIENT LODGING TAX	10,406.72	91,104.18	138,000.00	(33.98)%
46000	GRANT INCOME	0.00	0.00	120,000.00	100.00)%
46100	Measure Z Grant Income	0.00	0.00	75,000.00	100.00)%
47310	VEHICLE LICENSE COLLECTION	0.00	176.39	0.00	0.00%
53010	COPY MACHINE FEE	57.50	117.85	50.00	135.70%
53020	INTEREST INCOME	9,578.85	31,572.23	15,000.00	110.48%
53090	OTHER MISCELLANEOUS INCOME	25.00	9,434.81	2,500.00	277.39%
54020	PLANNER- APPLICATION PROCESSIN	750.00	27,671.37	9,000.00	207.46%
54050	BLDG.INSP-APPLICATION PROCESSI	3,887.63	8,544.97	10,000.00	(14.55)%
54100	ANIMAL LICENSE FEES	30.00	310.00	200.00	55.00%
54150	BUSINESS LICENSE TAX	40.00	17,455.00	9,500.00	83.74%
54170	VDU License Fee (Vacation Dwelling Unit)	0.00	0.00	8,000.00	100.00)%
54300	ENCROACHMENT PERMIT FEES	0.00	350.00	400.00	(12.50)%
56400	RENT - VERIZON	2,536.35	26,818.32	49,600.00	(45.93)%
56500	RENT - HARBOR LEASE	5,000.00	5,000.00	5,200.00	(3.85)%
56550	RENT - PG& E	8,882.62	8,882.62	10,000.00	(11.17)%
56650	RENT - SUDDENLINK	0.00	5,074.66	6,500.00	(21.93)%
56700	RENT - TOWN HALL	150.00	2,490.00	6,500.00	(61.69)%
	Total Revenue	59,978.35	480,758.33	841,950.00	(42.90)%

City of Trinidad

Statement of Revenues and Expenditures - GF Expense

201 - GFAdmin

From 4/1/2019 Through 4/30/2019

		Current Month	Year to Date	Total Budget - Original	% of Budget
	Expense				
60900	HONORARIUMS	200.00	2,050.00	3,500.00	41.43%
61000	EMPLOYEE GROSS WAGE	9,932.55	92,034.54	126,315.00	27.14%
61470	FRINGE BENEFITS	0.00	346.20	0.00	0.00%
65100	DEFERRED RETIREMENT	1,506.98	9,956.12	15,158.00	34.32%
65200	MEDICAL INSURANCE AND EXPENSE	1,295.10	11,667.29	25,940.00	55.02%
65250	Health Savings Program	16.63	408.81	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	10,943.18	4,737.00	(131.01)%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	84.68	618.63	500.00	(23.73)%
65600	PAYROLL TAX	866.04	7,799.62	10,823.00	27.93%
65800	Grant Payroll Allocation	(750.20)	(7,753.94)	(5,500.00)	(40.98)%
68090	CRIME BOND	0.00	487.50	500.00	2.50%
68200	INSURANCE - LIABILITY	0.00	(5,584.18)	12,400.00	145.03%
68300	PROPERTY & CASUALTY	0.00	5,437.90	4,800.00	(13.29)%
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%
71210	CITY ENGINEER-ADMIN. TASKS	2,769.29	2,769.29	3,000.00	7.69%
71310	CITY PLANNER-ADMIN. TASKS	0.00	52,091.93	51,000.00	(2.14)%
71410	BLDG INSPECTOR-ADMIN TASKS	740.00	5,788.92	7,000.00	17.30%
71510	ACCOUNTANT-ADMIN TASKS	1,536.92	14,353.93	15,000.00	4.31%
71620	AUDITOR-FINANCIAL REPORTS	1,458.55	14,068.55	14,500.00	2.98%
72000	CHAMBER OF COMMERCE	0.00	0.00	15,000.00	100.00%
72100	BAD DEBTS	0.00	750.00	0.00	0.00%
74200	REIMBURSED GRANT ADMIN EXP	(181.10)	(181.10)	0.00	0.00%
75110	FINANCIAL ADVISOR/TECH SUPPORT	454.00	1,271.75	3,000.00	57.61%
75160	LIBRARY RENT & LOCAL CONTRIB.	0.00	500.00	500.00	0.00%
75170	RENT	750.00	7,500.00	9,000.00	16.67%
75180	UTILITIES	693.07	9,983.01	8,250.00	(21.01)%
75190	DUES & MEMBERSHIP	0.00	128.00	750.00	82.93%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	3,945.74	4,000.00	1.36%
75220	OFFICE SUPPLIES & EXPENSE	1,259.56	5,755.72	6,500.00	11.45%
75240	BANK CHARGES	0.00	40.00	200.00	80.00%
75280	TRAINING / EDUCATION	0.00	0.00	1,000.00	100.00%
75300	CONTRACTED SERVICES	5,346.06	5,346.06	8,000.00	33.17%
75990	MISCELLANEOUS EXPENSE	0.00	0.00	500.00	100.00%
76110	TELEPHONE	557.95	2,145.75	1,800.00	(19.21)%
76130	CABLE & INTERNET SERVICE	216.90	2,155.84	3,500.00	38.40%
76150	TRAVEL	0.00	0.00	1,500.00	100.00%
78170	SECURITY SYSTEM	0.00	303.00	500.00	39.40%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	2,000.00	100.00%
	Total Expense	28,752.98	257,128.06	375,673.00	31.56%

City of Trinidad

Statement of Revenues and Expenditures - GF Expense

301 - Police

From 4/1/2019 Through 4/30/2019

		Current Month	Year to Date	Total Budget - Original	% of Budget
	Expense				
61000	EMPLOYEE GROSS WAGE	437.82	3,790.46	5,656.00	32.98%
65100	DEFERRED RETIREMENT	73.54	382.33	679.00	43.69%
65200	MEDICAL INSURANCE AND EXPENSE	23.45	212.79	0.00	0.00%
65250	Health Savings Program	0.50	5.33	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	216.26	212.00	(2.01)%
65600	PAYROLL TAX	38.80	318.24	485.00	34.38%
75170	RENT	750.00	7,500.00	9,000.00	16.67%
75180	UTILITIES	161.03	1,387.55	2,000.00	30.62%
75220	OFFICE SUPPLIES & EXPENSE	0.00	0.00	500.00	100.00%
75300	CONTRACTED SERVICES	0.00	0.00	245,000.00	100.00%
75350	ANIMAL CONTROL	179.50	1,283.50	1,500.00	14.43%
75990	MISCELLANEOUS EXPENSE	0.00	0.00	250.00	100.00%
76110	TELEPHONE	91.06	913.71	1,200.00	23.86%
78170	SECURITY SYSTEM	0.00	531.00	0.00	0.00%
	Total Expense	1,755.70	16,541.17	266,482.00	93.79%

City of Trinidad

Statement of Revenues and Expenditures - GF Expense

401 - Fire

From 4/1/2019 Through 4/30/2019

		Current Month	Year to Date	Total Budget - Original	% of Budget
	Expense				
60900	HONORARIUMS	150.00	1,500.00	1,800.00	16.67%
75180	UTILITIES	50.65	433.06	550.00	21.26%
75190	DUES & MEMBERSHIP	0.00	334.00	250.00	(33.60)%
75280	TRAINING / EDUCATION	0.00	80.00	500.00	84.00%
75300	CONTRACTED SERVICES	0.00	0.00	2,500.00	100.00%
76110	TELEPHONE	96.62	1,131.78	1,000.00	(13.18)%
76140	RADIO & DISPATCH	0.00	0.00	900.00	100.00%
78140	VEHICLE FUEL & OIL	0.00	82.51	350.00	76.43%
78150	VEHICLE REPAIRS	198.08	356.65	2,500.00	85.73%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	448.32	1,000.00	55.17%
78190	MATERIALS, SUPPLIES & EQUIPMEN	19.92	2,355.94	5,000.00	52.88%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	1,000.00	100.00%
	Total Expense	515.27	6,722.26	17,350.00	61.25%

City of Trinidad

Statement of Revenues and Expenditures - GF Expense

501 - PW (Public Works)

From 4/1/2019 Through 4/30/2019

		Current Month	Year to Date	Total Budget - Original	% of Budget
	Expense				
61000	EMPLOYEE GROSS WAGE	7,083.60	69,993.70	93,517.00	25.15%
61250	OVERTIME	0.00	0.00	500.00	100.00%
65100	DEFERRED RETIREMENT	1,110.91	7,988.07	11,222.00	28.82%
65200	MEDICAL INSURANCE AND EXPENSE	2,145.89	26,614.50	44,584.00	40.30%
65250	Health Savings Program	19.23	1,100.93	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	3,577.08	3,507.00	(2.00)%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	0.00	43.36	0.00	0.00%
65600	PAYROLL TAX	616.43	5,912.67	8,013.00	26.21%
65800	Grant Payroll Allocation	(444.56)	(56,053.55)	(75,500.00)	25.76%
71210	CITY ENGINEER-ADMIN. TASKS	1,534.00	21,904.00	10,000.00	(119.04)%
71250	CITY ENGINEER - PROJECT FEES	0.00	0.00	3,000.00	100.00%
75180	UTILITIES	0.00	50.13	0.00	0.00%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	2,847.00	2,500.00	(13.88)%
75240	BANK CHARGES	0.00	10.00	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	9,250.00	25,000.00	63.00%
75370	UNIFORMS/PERSONAL EQUIP.	81.36	451.54	450.00	(0.34)%
76110	TELEPHONE	0.00	175.68	0.00	0.00%
78100	STREET MAINT/REPAIR/SANITATION	164.20	9,322.00	3,000.00	(210.73)%
78120	STREET LIGHTING	346.77	3,994.22	4,500.00	11.24%
78130	TRAIL MAINTENANCE	69.93	1,164.39	3,500.00	66.73%
78140	VEHICLE FUEL & OIL	216.32	2,461.63	4,000.00	38.46%
78150	VEHICLE REPAIRS	0.00	224.01	2,500.00	91.04%
78160	BUILDING REPAIRS & MAINTENANCE	129.28	5,677.98	15,000.00	62.15%
78170	SECURITY SYSTEM	0.00	213.00	500.00	57.40%
78190	MATERIALS, SUPPLIES & EQUIPMEN	361.70	4,454.23	6,000.00	25.76%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	4,304.27	1,000.00	(330.43)%
	Total Expense	13,435.06	125,680.84	166,793.00	24.65%

City of Trinidad

Statement of Revenues and Expenditures - Monthly Reports

204 - IWM

From 4/1/2019 Through 4/30/2019

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
47650	RECYCLING REVENUE	0.00	0.00	10,500.00	(100.00)%
56150	FRANCHISE FEES	720.75	7,973.01	6,200.00	28.60%
	Total Revenue	720.75	7,973.01	16,700.00	(52.26)%
	Expense				
61000	EMPLOYEE GROSS WAGE	912.48	9,129.20	12,089.00	24.48%
65100	DEFERRED RETIREMENT	197.03	989.35	1,451.00	31.82%
65200	MEDICAL INSURANCE AND EXPENSE	315.75	2,927.69	5,348.00	45.26%
65250	Health Savings Program	3.19	239.61	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	458.97	450.00	(1.99)%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	0.00	12.23	0.00	0.00%
65600	PAYROLL TAX	84.15	754.08	1,036.00	27.21%
75130	GARBAGE	0.00	0.00	500.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	1,200.00	100.00%
	Total Expense	1,512.60	14,511.13	22,074.00	34.26%
	Net Income	(791.85)	(6,538.12)	(5,374.00)	21.66%

City of Trinidad

Statement of Revenues and Expenditures - Monthly Reports

303 - COPS Program

From 4/1/2019 Through 4/30/2019

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
46000	GRANT INCOME	11,079.84	130,760.78	0.00	0.00%
	Total Revenue	11,079.84	130,760.78	0.00	0.00%
	Expense				
75300	CONTRACTED SERVICES	0.00	159,513.75	0.00	0.00%
	Total Expense	0.00	159,513.75	0.00	0.00%
	Net Income	11,079.84	(28,752.97)	0.00	0.00%

City of Trinidad

Statement of Revenues and Expenditures - Monthly Reports

503 - State Gas Tax

From 4/1/2019 Through 4/30/2019

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
47005	RMRA (SB1)	680.22	4,541.05	0.00	0.00%
47010	TCRF Loan Repayment	0.00	413.87	0.00	0.00%
47030	GAS TAX REVENUE (2103)	124.98	1,076.55	0.00	0.00%
47050	GAS TAX REVENUE (2105)	338.57	1,634.18	0.00	0.00%
47060	GAS TAX REVENUE (2106)	1,036.55	5,173.99	0.00	0.00%
47070	GAS TAX REVENUE (2107)	468.09	2,011.98	0.00	0.00%
47075	GAS TAX REVENUE (2107.5)	0.00	1,000.00	0.00	0.00%
	Total Revenue	2,648.41	15,851.62	0.00	0.00%
	Net Income	2,648.41	15,851.62	0.00	0.00%

City of Trinidad

Statement of Revenues and Expenditures - Monthly Reports

504 - TDA - Transporation Development Agency

From 4/1/2019 Through 4/30/2019

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
49990	OTHER GRANTS	0.00	2,788.00	0.00	0.00%
	Total Revenue	0.00	2,788.00	0.00	0.00%
	Expense				
75250	TRANSIT SERVICES- HTA	0.00	4,882.00	0.00	0.00%
	Total Expense	0.00	4,882.00	0.00	0.00%
	Net Income	0.00	(2,094.00)	0.00	0.00%

City of Trinidad

Statement of Revenues and Expenditures - Monthly Reports

601 - Water

From 4/1/2019 Through 4/30/2019

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
53020	INTEREST INCOME	0.00	0.00	8,000.00	(100.00)%
53090	OTHER MISCELLANEOUS INCOME	0.00	720.00	2,000.00	(64.00)%
57100	WATER SALES	25,309.71	268,135.29	315,000.00	(14.88)%
57200	Water Sales - Wholesale	0.00	5,970.00	5,000.00	19.40%
57300	NEW WATER HOOK UPS	0.00	0.00	1,000.00	(100.00)%
57500	WATER A/R PENALTIES	(198.98)	1,395.87	1,000.00	39.59%
	Total Revenue	25,110.73	276,221.16	332,000.00	(16.80)%
	Expense				
61000	EMPLOYEE GROSS WAGE	7,998.77	78,118.84	103,994.00	24.88%
61250	OVERTIME	0.00	0.00	501.00	100.00%
65100	DEFERRED RETIREMENT	1,337.53	8,824.30	12,479.00	29.29%
65200	MEDICAL INSURANCE AND EXPENSE	2,924.14	28,554.09	42,412.00	32.67%
65250	Health Savings Program	24.51	1,238.67	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	4,575.08	3,900.00	(17.31)%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	0.00	44.47	0.00	0.00%
65600	PAYROLL TAX	700.74	6,447.70	8,910.00	27.64%
68090	CRIME BOND	0.00	262.50	300.00	12.50%
68200	INSURANCE - LIABILITY	0.00	6,363.70	6,650.00	4.31%
68300	PROPERTY & CASUALTY	0.00	2,416.05	2,625.00	7.96%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	1,000.00	100.00%
71210	CITY ENGINEER-ADMIN. TASKS	10,565.25	12,044.75	4,000.00	(201.12)%
71510	ACCOUNTANT-ADMIN TASKS	827.58	7,729.02	6,700.00	(15.36)%
71620	AUDITOR-FINANCIAL REPORTS	0.00	6,790.00	7,000.00	3.00%
72100	BAD DEBTS	0.00	499.22	350.00	(42.63)%
75180	UTILITIES	800.34	11,376.50	13,500.00	15.73%
75190	DUES & MEMBERSHIP	150.00	347.52	1,500.00	76.83%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	1,985.00	0.00	0.00%
75220	OFFICE SUPPLIES & EXPENSE	0.00	2,449.64	3,000.00	18.35%
75240	BANK CHARGES	0.00	40.00	100.00	60.00%
75280	TRAINING / EDUCATION	0.00	402.53	1,000.00	59.75%
75300	CONTRACTED SERVICES	0.00	0.00	6,000.00	100.00%
76110	TELEPHONE	138.20	1,352.50	1,800.00	24.86%
76130	CABLE & INTERNET SERVICE	61.95	619.50	750.00	17.40%
76160	LICENSES & FEES	0.00	1,173.30	4,500.00	73.93%
78120	STREET LIGHTING	0.00	0.00	1,600.00	100.00%
78140	VEHICLE FUEL & OIL	102.54	662.39	1,500.00	55.84%
78150	VEHICLE REPAIRS	0.00	4,852.27	2,000.00	(142.61)%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	205.75	1,000.00	79.42%
78170	SECURITY SYSTEM	0.00	229.50	500.00	54.10%
78190	MATERIALS, SUPPLIES & EQUIPMEN	13.01	1,392.77	6,000.00	76.79%
78200	EQUIPMENT REPAIRS & MAINTENANC	8,148.00	15,692.33	1,000.00	(1,469.23)%
79100	WATER LAB FEES	645.00	3,797.68	4,000.00	5.06%
79120	WATER PLANT CHEMICALS	0.00	5,074.10	7,500.00	32.35%
79130	WATER LINE HOOK-UPS	0.00	438.09	1,000.00	56.19%
79150	WATER LINE REPAIR	40.46	64,858.98	68,000.00	4.62%
79160	WATER PLANT REPAIR	0.00	7,343.56	6,000.00	(22.39)%
	Total Expense	34,478.02	288,202.30	333,071.00	13.47%
	Net Income	(9,367.29)	(11,981.14)	(1,071.00)	1,018.69%

City of Trinidad

Statement of Revenues and Expenditures - Monthly Reports

701 - Cemetery

From 4/1/2019 Through 4/30/2019

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
53020	INTEREST INCOME	0.00	0.00	200.00	(100.00)%
58100	CEMETERY PLOT SALES	2,895.00	10,602.50	6,000.00	76.71%
	Total Revenue	2,895.00	10,602.50	6,200.00	71.01%
	Expense				
61000	EMPLOYEE GROSS WAGE	995.44	10,083.34	13,205.00	23.64%
65100	DEFERRED RETIREMENT	206.99	1,103.93	1,585.00	30.35%
65200	MEDICAL INSURANCE AND EXPENSE	354.57	3,296.74	5,747.00	42.64%
65250	Health Savings Program	3.44	264.15	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	504.96	495.00	(2.01)%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	0.00	11.12	0.00	0.00%
65600	PAYROLL TAX	90.96	834.18	1,131.00	26.24%
75180	UTILITIES	45.23	452.30	750.00	39.69%
78170	SECURITY SYSTEM	0.00	106.50	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	300.00	500.00	40.00%
	Total Expense	1,696.63	16,957.22	23,413.00	27.57%
	Net Income	1,198.37	(6,354.72)	(17,213.00)	(63.08)%

DISCUSSION AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 0 PAGES

1. Law Enforcement Update/Discussion with Humboldt County Sheriff Representatives

The City has invited Humboldt County Sheriff Department Officials to attend the meeting to participate in a discussion regarding law enforcement related issues, priorities, Measure Z funding, and public safety options for the upcoming fiscal year.

No further supporting documentation for this item.

DISCUSSION AGENDA ITEM 2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 0 PAGES

2. Discussion Regarding Open-Container Laws Affecting Public Events within the City of Trinidad.

Established City events such as Trinidad Art Nights, Fish Festival, Taste of Trinidad, as well as new events proposed that enrich community spirit and engagement, often involve refreshments and the consumption of alcohol beverages (beer/wine). With the increase in frequency and popularity of these events, concerns have been raised within the city of the open container laws and regulations that affect the servers and public. The City has an obligation to inform and educate the community on the regulations that exist, and will take this opportunity to do so with local law enforcement officials present to participate in the discussion.

No supporting documents are included for this item.

DISCUSSION AGENDA ITEM 3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 3 PAGES

3. Discussion/Decision regarding Access Humboldt Proposal for Video Production Services for Trinidad public meetings.

Access Humboldt has submitted a proposal to provide video consulting to the City for televising/archiving official City of Trinidad public meetings. The proposal was briefly discussed at the June 05, 2019 Special Council Meeting, but no conclusion was reached as the topic was a small component of the larger budget discussion. The Council asked for more time to analyze the proposal, and compare the costs & benefits relative to the City's limited resources and population. This discussion will provide the Council an additional time to consider the concept and budget implications.

Attachments: Access Humboldt Cost Estimates for Video Services

DISCUSSION AGENDA ITEM 4

SUPPORTING DOCUMENTATION FOLLOWS WITH: 0 PAGES

4. Presentation/Discussion/Decision from the Trinidad Civic Club regarding Club Meeting Room Improvement Proposal.

The Trinidad Civic Club was given a budget commitment of $5,000 in City's 2018-2019 budget for improvements to the Club Meeting Room located adjacent to the kitchen and City Hall office in the Trinidad Town Hall. The funds have not been spent in the 2019 fiscal year. The Club would like to see the unspent amount combined with an additional $5,000 allocation in the upcoming Fiscal Year for a total budget of $10,000 for room improvements/updates. The Council asked for clarification from the Civic Club as to the history of their involvement in this facility, and additional information on what the goals are for this project. Trinidad Civic Club representatives will be given the opportunity to respond and provide clarification as needed.

No supporting documents are included with this item

DISCUSSION AGENDA ITEM 5

SUPPORTING DOCUMENTATION FOLLOWS WITH: 0 PAGES

5. Discussion/Update regarding Trinidad Head Cellular Communication Facility Lease.

The September 2019 lease agreement extension deadline with Verzion Wireless is just a few months away. City Manager Eli Naffah intends to update the Council with the company's efforts to provide the alternative facilities in the area that will replace coverage, and anticipated timeline to vacate the facility on Trinidad Head as per the extended lease agreement.

No supporting documents are included with this item.

DISCUSSION AGENDA ITEM 6

SUPPORTING DOCUMENTATION FOLLOWS WITH: 15 PAGES

6. Discussion/Decision regarding Adoption of Resolution 2019-10; Adopting the FY2020 Budget.

Two Special Meetings were held by the Council - the first on May 22 and the second on June 05 - to participate in an in-depth review of the upcoming FY2020 City Budget. After an extensive analysis of the current financial statements, discussion with City Staff and Consultants for upcoming department needs, and a thorough review of cost-saving measures balanced with Council and public priorities for the upcoming fiscal year, Staff is pleased to present a balanced budget for 2020. The heavy-lifting was done during the 2 workshops held, so a brief presentation summarizing the outcome will be given in anticipation of Council supporting of a Resolution Adopting the FY2020 Budget.

Supporting documents include the Draft FY2020 Budget.

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

Steve Ladwig, Mayor
Gabriel Adams, City Clerk

RESOLUTION 2019-10

ADOPTING THE FY 2020 BUDGET FOR THE CITY OF TRINIDAD

WHEREAS, the City of Trinidad is required to prepare and adopt a balanced budget every year by July 1st for the following Fiscal Year; and

WHEREAS, the City Staff has prepared a Draft Budget for FY2020; and

WHEREAS, a Proposed Budget, which takes into consideration public comments, has been completed and is ready for City Council for consideration and adoption.

NOW, THEREFORE LET IT BE RESOLVED that the Trinidad City Council does hereby adopt the proposed FY2020 Budget; and

NOW, THEREFORE BE IT FURTHER RESOLVED that the Trinidad City Council does hereby instruct its staff to return to the Council periodically during the year with proposed budget amendments which may become necessary to address changing financial conditions.

PASSED AND ADOPTED BY THE TRINIDAD CITY COUNCIL of Humboldt County of the State of California this 12th day of June, 2020.

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

Ayes:
Noes:
Absent:
Abstain:

Attest:

Gabriel Adams
Trinidad City Clerk

Steve Ladwig
Mayor

DRAFT

CITY OF TRINIDAD

FY 2019-2020
PROPOSED BUDGET

I. GENERAL FUND REVENUE

II. GENERAL FUND EXPENSES
Administrative
Public Works
Police
Fire

III. ENTERPRISE FUNDS
Water Fund
Cemetery Fund

IV. SPECIAL REVENUES
COPS Grant
Integrated Waste Management
Gas Tax
Transportation Development Act (TDA)

V. PAYROLL APPORTIONMENT

CITY OF TRINIDAD

FY 2019-2020 BUDGET

General Fund Revenue

FINAL DRAFT - JUNE 12, 2019

		FY 2019 Budget	Actual Thru 03/31/19	FY 2020 Budget	
201	**REVENUES**				Notes
41010	Property Taxes - Secured	$ 92,000	$ 91,399	**$ 92,000**	Assume 55% first installment
41020	Property Tax - Unsecured	$ 3,400	$ 3,821	**$ 3,800**	
41040	Property Tax - Prior Unsecured	$ 50	$ 20	**$ 25**	
41050	Proerty Tax - Current suppl	$ 1,300	$ 1,076	**$ 1,300**	
41060	Property Tax - prior Supplemental	$ 200	$ 170	**$ 200**	
41070	Property Tax - Fines	$ 500	$ 358	**$ 500**	
41071	Motor Vehicles Fines	$ 500	$ -	**$ -**	
	Interest Revenue	$ -	$ 296	**$ 300**	
41110	Property Tax Exemption	$ 1,300	$ 1,004	**$ 1,300**	
41130	Public Safety 1/2% sales tax	$ 1,900	$ 1,078	**$ 1,900**	
41140	Documentary Real Property Tax	$ 4,500	$ 2,251	**$ 4,500**	Recorder Fees
41190	Property Tax Administration	$ (2,300)	$ (1,178)	**$ -**	
41200	LAFCO	$ (1,850)	$ (509)	**$ -**	
41220	In Lieu VLF	$ 30,000	$ 16,125	**$ 28,500**	
42000	Sales Taxes	$ 245,000	$ 172,189	**$ 255,000**	
43000	Transient Occupancy Tax	$ 138,000	$ 80,697	**$ 140,000**	
46000	Grant Income	$ 15,000	$ -	**$ 10,000**	Parsac Risk Reduction Grant
46100	Measure Z Grant Income	$ 75,000	$ 52,500	**$ -**	
47310	Vehicle License Fee Collection	$ -	$ 176	**$ -**	
53010	Copy Machine Fees	$ 50	$ 60	**$ 50**	
53020	Interest Received	$ 15,000	$ 31,573	**$ 25,000**	Interest allocated to funds based on balances
53090	Other Miscellaneous Income	$ 2,500	$ 9,410	**$ 14,000**	$5k Misc, $9k Parsac Dividend Disbursement
54020	Planner Application Processing	$ 9,000	$ 26,921	**$ 18,000**	6 projects (avg. $1,500 permit) + 2018-2019
54050	Building Inspector App. Processing	$ 10,000	$ 4,657	**$ 8,000**	Applicant generated building permits
54100	Animal License	$ 200	$ 280	**$ 300**	
54150	Business License	$ 9,500	$ 8,455	**$ 9,000**	
54170	STR Licenses	$ -	$ 9,000	**$ 9,000**	STR Licences (30 x $300)
54300	Encroachment Permits	$ 400	$ 350	**$ 400**	
56150	Franchise Fees	$ -	$ -	**$ -**	See IWM Fund for HumSan Franchise Fee
56400	Rental Income - Verizon	$ 49,600	$ 24,282	**$ 9,000**	$4k/month, estimated July & August only.
56500	Rental Income - Harbor	$ 5,200	$ -	**$ 5,125**	Assume $5,000 + 2.5%
56550	Rental Income - PG&E	$ 10,000	$ 8,882	**$ 9,000**	Annual payment
56650	Rental Income - Suddenlink	$ 6,500	$ 5,075	**$ 6,000**	Quarterly payments
56700	Rental Income - Town Hall	$ 6,500	$ 2,340	**$ 5,000**	
56800	Rental Income - Misc	$ -	$ -	**$ -**	
59999	Interdepartmental Transfer	$ -	$ -	**$ -**	
	TOTAL REVENUES	$ 728,950	$ 552,760	**$ 657,200**	
					Revenue Changes 2019 to 2020:
				$ 75,000	Measure Z
				$ 40,600	Verizon Lease

CITY OF TRINIDAD

FY2020 BUDGET

General Fund 201- Adnmistration

FINAL DRAFT - JUNE 12, 2019

		FY 2019 Budget	Actual Thru 03/31/19	**FY 2020 Budget**	
201	**EXPENDITURES**				
				linked	
60000	Interdepartmental Transfers	$ -	$ -	$ -	
60900	Honorariums	$ 3,500.00	$ 1,850	**$ 3,000**	Councilmember Stipend; $50 x 5 x 12
61000	Employee Wages	$ 126,315.00	$ 82,102	**$ 121,018**	see apportionment worksheet
61470	Fringe Benefits	$ -	$ 346	$ -	Cell phone reimbursements
65100	Deferred Retirement	$ 15,158.00	$ 8,449	**$ 11,441**	City Contribution to Employee 457 Deferred Comp Plan
65200	Medical Insurance & Expense	$ 25,940.00	$ 10,372	**$ 20,248**	see Payroll Apportionment worksheet
65250	Health Insurance Deductible Benefit	$ -	$ 392	**$ 1,443**	RHS Prepaid Card ($500 per employee/year + program admin fees)
65300	Worker's Comensation	$ 4,737.00	$ 10,943	**$ 4,538**	Based on prior year wages, see payroll allocation, distributed by fund
65500	Employee Mileage Reimbursement	$ 500.00	$ 534	**$ 750**	Use of personal vehicles for City related errands
65600	Payroll Tax	$ 10,823.00	$ 6,933	**$ 10,133**	
65800	Grant Payroll Allocation	$ (5,500.00)	$ (7,003)	**$ (5,000)**	As per Grant Administrator - LCP 211
68090	Crime Bond	$ 500.00	$ 488	**$ 500**	65% 201, 35% 601
68200	General Liability Insurance	$ 12,400.00	$ 11,820	**$ 11,500**	65% 201, 35% 601
68300	Property & Casualty Insurance	$ 4,800.00	$ 5,437	**$ 5,000**	65% 201, 35% 601
71110	Attorney - Administrative Tasks	$ 10,000.00	$ 3,000	**$ 5,000**	$155/hr
71130	Attorney - Litigation	$ 10,000.00	$ -	$ -	See 71110. Related expenses will be tracked here for reference.
71210	City Engineer - Administration	$ 7,000.00	$ -	$ -	See Public Works 501 / Water 601
71310	City Planner - Administration	$ 51,000.00	$ 52,092	**$ 70,000**	See Planning Expense Detail; GPU, City Generated, Applications
	City Planner - Enforcement	$ -	$ -	$ -	Related expenses will be tracked here for reference.
71410	Building Inspector -Admin Tasks	$ 7,000.00	$ 5,048	**$ 7,000**	Building Permit Processing, majority offset by application fees
71430	Building Inspector - Enforcement	$ -	$ -	$ -	Related expenses will be tracked here for reference.
71510	Accountant - Admin Tasks	$ 15,000.00	$ 12,817	**$ 17,000**	65% 201, 35% 601
71620	Auditor - Financial Reports	$ 15,000.00	$ 12,610	**$ 14,500**	65% 201, 35% 601, + SCO Street Report
72000	TOT Allocation	$ 15,000.00	$ 14,010	**$ 15,000**	Council discretion - as per Chamber, Museum, Library agreement
75110	Tech Support	$ 3,000.00	$ 817	**$ 3,000**	Webmaster, Sound Guy, IT Support
75160	Library & Local Contributions	$ 500.00	$ 500	**$ 2,000**	Land Trust Lease $500, Library Staffing Support $1500
75170	Rent	$ 9,000.00	$ 6,750	**$ 9,000**	50% of lease on 463 Trinity, split with 301 Police, $1500/month.
75180	Utilities	$ 8,250.00	$ 9,290	**$ 12,000**	Power, Water, Gas; Town Hall, Library, CM Office
75190	Dues & Memberships	$ 750.00	$ 128	**$ 1,000**	League of CA, Conference fees as per CM agreement
75200	Municipal Expense	$ 4,000.00	$ 3,945	**$ 3,500**	Muni Code Updates, Code Hosting, Legal Notices
75220	Office Supplies & Expense	$ 6,500.00	$ 4,496	**$ 6,000**	Desk Upgrade, Computer Upgrade if needed . % Shared with 601
75240	Bank Charges	$ 200.00	$ 40	**$ 100**	NSF Checks - Recoverable fee
75280	Training/Education	$ 1,000.00	$ -	**$ 200**	
75300	Contracted Services	$ 8,000.00	$ -	**$ 8,000**	Infamous Salary Study
75990	Miscellaneous Expense	$500	$ -	**$ 500**	
76110	Telephone & Communications	$1,800	$ 1,587	**$ 2,500**	AT&T Land Lines Town Hall, CM. Verizon Admin Cell
76130	Cable and Internet Services	$3,500	$ 1,938	**$ 3,000**	Suddenlink ($200/mo.)
76150	Travel	$1,500	$ -	**$ 2,000**	CM Travel To League of CA conference annually as per contract
78170	Security System	$500	$ 300	**$ 500**	Advanced Security Monitoring - Town Hall, CM Office
78190	Materials, Supplies & Equipment	$2,000	$ -	**$ 2,000**	Town Hall supplies - Linens, Towels, Cleaning Supplies,
	TOTAL EXPENSES	$ 380,173.00	$ 262,030	**$ 368,371**	

CITY OF TRINIDAD

PROPOSED FY2020 BUDGET

General Fund 501 - Public Works

FINAL DRAFT - JUNE 12, 2019

		FY 2019 Budget	Actual Thru 03/31/2019	**FY 2020 Budget**	Budget Assumptions
501	**EXPENDITURES**				
61000	Employee Gross Wages	$ 93,517	$ 62,910	**$ 94,198**	see payroll apportionment worksheet
61250	Employee Overtime	$ 500	$ -	**$ 500**	
65100	Deferred Retirement	$ 11,222	$ 6,877	**$ 10,593**	
65200	Medical Insurance & Benefits	$ 44,584	$ 24,468	**$ 30,753**	
65252	Health Insurance Deductible Benefit	$ -	$ 1,081	**$ 1,158**	
65300	Workmen's Comp Insurance	$ 3,507	$ 3,577	**$ 3,532**	
65000	Employee Mileage Reimbursement	$ -	$ 43	**$ 100**	In case of vehicle breakdown or repairs
65600	Payroll Tax	$ 8,013	$ 5,296	**$ 8,016**	
65800	Grant Payroll Allocation	$ (75,500)	$ (55,609)	**$ (63,000)**	As per Grant Admin - 523 Ped, 524 VW, 528 SW
71210	City Engineer -Admin	$ 10,000	$ 20,370	**$ 10,000**	TAC Meeting $400 x 12, and Non-Grant Project Consulting
71250	City Engineer - Project Fees	$ 3,000	$ -	**$ -**	
71310	City Planner - Special Projects	$ 3,000	$ -	**$ 15,000**	$15k for Van Wycke CEQA/CDP
75180	Utilities	$ -	$ 50	**$ 250**	B&B Toilet Service
75200	Municipal Expense	$ 2,500	$ 2,847	**$ 3,000**	Stormwater Discharge Permit SWRCB
75300	Contracted Services	$ 25,000	$ 9,250	**$ 10,000**	10k HCAR, SWAP Crew,
75370	Uniforms/personal equipment	$ 450	$ 370	**$ 1,000**	Safety and Uniform Expenses, Reimbursements
78100	Street Maintenance & Repair	$ 3,000	$ 9,158	**$ 5,000**	Tree Trimming, Signs, Paint
78120	Street Lighting - Operations	$ 4,500	$ 3,647	**$ 5,000**	PG&E Streetlight Utility Bills
78130	Trail & Park Maintenance	$ 3,500	$ 1,094	**$ 10,000**	Trail Committee Prioirites as per annual report
78140	Vehicle Fuel & Oil	$ 4,000	$ 2,245	**$ 4,000**	
78150	Vehicle Repair & Maintenance	$ 2,500	$ 224	**$ 2,500**	
78160	Building Repairs & maintenance	$ 15,000	$ 5,548	**$ 14,000**	$10k Club Room, $3.5k Bathroom Update, $500 Gen Service
78190	Materials, Supplies & Equipment	$ 6,000	$ 4,092	**$ 5,000**	Mop Service, Cleaning Supplies, Tools, etc.
78200	Equipment Repairs & Maintenance	$ 1,000	$ 4,304	**$ 4,200**	New Truck - Split with 601 Water. ($10k total tax, outfit, etc)
90000	Transfer to Reserve				
	TOTAL EXPENSES	$ 169,293	$ 111,842	**$ 174,801**	

CITY OF TRINIDAD

PROPOSED FY2020 BUDGET

General Fund 301- Police

FINAL DRAFT - JUNE 12, 2019

		FY 2019 Budget	Actual Thru 03/31/19	**FY 2020 Budget**	
301	**EXPENDITURES**				
61000	Employee Wages	$ 5,656	$ 3,252	**$ 5,751**	Per payroll apportionment
65100	Deferred Retirement	$ 679	$ 309	**$ 453**	
65200	Medical Insurance & Expense			**$ 544**	
65250	Health Insurance Deductible Benefit			**$ 60**	
65300	Workmen's Comp Insurance	$ 212	$ 216	**$ 216**	
65600	Payroll Tax	$ 485	$ 279	**$ 475**	
75170	Rent	$ 9,000	$ 6,750	**$ 9,000**	50% of lease on 463 Trinity ($1,500/mo)
75180	Utilities	$ 2,000	$ 1,226	**$ 1,800**	Water, Propane
75220	Office Supplies & Expense	$ 500	$ -	**$ 500**	
75300	Contracted Services	$ 245,000	$ -	**$ 65,000**	Total remainder, less COPS and Measure Z
75350	Animal Control	$ 1,500	$ 1,104	**$ 1,600**	Contract for Animal Shelter $124/mo + $60 Dog Tags
76110	Telephone & Communications	$ 1,200	$ 823	**$ 1,200**	AT&T Landline
76130	Cable & Internet	$ -	$ -	**$ -**	Included in 201
78170	Security System	$ -	$ 531	**$ 500**	Advanced Security Quarterly Monitoring
85000	Capital Outlay	$ -	$ -	**$ -**	
	TOTAL EXPENSES	$ 266,232	$ 14,490	**$ 87,099**	

CITY OF TRINIDAD

PROPOSED FY2020 BUDGET

General Fund 401 - Fire Department

FINAL DRAFT - JUNE 12, 2019

		FY 2019 Budget	Actual Thru 03/31/2019	**FY 2020 Budget**	Budget Assumptions
401	**EXPENDITURES**				
60900	Honorariums	$ 1,800	$ 1,350	**$ 2,400**	$150 per month for Chief, $50 Asst. Chief
75180	Utilities	$ 550	$ 382	**$ 1,150**	PG&E ($650) and Sequoia Gas ($500)
75190	Dues & Membership	$ 250	$ 334	**$ 350**	Fire Chief's Association, HMRA Dues
75280	Training/Education	$ 500	$ 80	**$ 500**	First Responder Training
75300	Contracted Services	$ 2,500	$ -	**$ -**	
76110	Telephone	$ 1,000	$ 1,035	**$ 1,000**	Fire Cell Phones and Tablet - Verizon
76140	Dispatch	$ 900	$ -	**$ 1,800**	Billed Biannually - Includes 2019, 2020
78140	Vehicle Fuel and Oil	$ 350	$ 240	**$ 350**	
78150	Vehicle Repairs & Maintenance	$ 2,500	$ 1,082	**$ 2,500**	
78160	Building Repairs & Maintenance	$ 1,000	$ 448	**$ 1,500**	Generator Maintenance ($500) + Gutters
78190	Materials, Supplies & Equipment	$ 5,000	$ 2,336	**$ 10,000**	$5k SCBA Replacement (2 per year), $5k Misc.
78200	Equipment Repairs & Maintenance	$ 1,000	$ -	**$ 1,000**	Air tank testing, misc.
90000	Capital Reserves	$ -	$ -	**$ -**	Transfer to reserve for future capital
	TOTAL EXPENSES	$ 17,350	$ 7,287	**$ 22,550**	

CITY OF TRINIDAD

PROPOSED FY2020 BUDGET

Enterprise Fund 601- Water

FINAL DRAFT - JUNE 12, 2019

		FY 2019 Budget	Actual Thru 03/31/19	**FY 2020 Budget**	Budget Assumptions
601	**REVENUES**				
53020	Interest Income	$ 8,000	$ 14,060	**$ 12,000**	Conservative based on 2018-2019 int earnings boom
53090	Other Miscellaneous Income	$ 2,000	$ 720	**$ 1,000**	Polymer sales; Blackflow prevention devices
57100	Water Sales	$ 315,000	$ 242,826	**$ 315,000**	No rate increase July 01 without analysis
57200	Water Sales - Wholesale	$ 5,000	$ 5,970	**$ 6,500**	
57300	New Water Hookups	$ 1,000	$ -	**$ 4,500**	should balance with expense line 79130 below
57500	Penalties	$ 1,000	$ 1,595	**$ 1,800**	penalties less adjustments (leaks, etc.)
	TOTAL REVENUES	$ 332,000	$ 265,170	**$ 340,800**	
601	**EXPENSES**				
61000	Employee Wages	$ 103,994	$ 70,120	**$ 119,121**	see apportionment worksheet for payroll details
65100	Deferred Retirement	$ 12,479	$ 7,487	**$ 13,584**	Hartford 457 Deferred Comp Plan
65200	Medical Insurance & Expense	$ 42,412	$ 25,629	**$ 41,359**	Medical, Dental, Life
65252	Health Insurance Deductible Benefit	$ -	$ 1,214	**$ 1,443**	RHS Debit Card
65300	Workmen's Compensation	$ 3,900	$ 4,575	**$ 4,467**	
65600	Payroll Tax	$ 8,910	$ 5,746	**$ 10,152**	
68090	Crime Bond	$ 300	$ 262	**$ 300**	
68200	General Liability Insurance	$ 6,650	$ 6,363	**$ 6,100**	65% GF; 35% Water
68300	Property & Casualty Inusrance	$ 2,625	$ 2,416	**$ 2,405**	65% GF; 35% Water
71110	City Attorney - Administrative Tasks	$ 1,000	$ -	**$ 500**	Minimal
71210	City Engineer - Admin Tasks	$ 4,000	$ 1,479	**$ 5,000**	General Water Consulting
71230	Engineer Special Projects		$ -	**$ 75,000**	Rate Analysis, Production Study Part II,
71310	City Planner - Admin Tasks	$ -	$ -	**$ 10,000**	Water Service Connection/Policy Assessment
71510	Accountant	$ 6,700	$ 6,901	**$ 9,000**	65% GF; 35% Water
71620	Auditor	$ 6,790	$ 6,790	**$ 7,000**	65% GF; 35% Water
72100	Bad Debts	$ 350	$ 499	**$ 100**	NSF checks - (account balances recoverable)
75180	Utilities	$ 13,500	$ 10,576	**$ 14,000**	PG&E, Sequoia Gas, B&B Servicing
75190	Dues & Memberships	$ 1,500	$ 197	**$ 125**	CRWA $125
75200	Municipal/Update Expense	$ -	$ 1,985	**$ 200**	Property Tax $200
75220	Office Supplies & Expense	$ 3,000	$ 2,449	**$ 3,750**	Billing Postage, Blank Bills, New Office Computer

75240	Bank Charges	$ 100	$ 40	**$ 100**	NSF Check Fees (Recovered by customer payment)
75280	Training/Education	$ 1,000	$ 402	**$ 750**	$250 Grade II Certification, $500 SEMS Training
75300	Contracted Services	$ 6,000	$ -	**$ 8,000**	HACH Annual Instrument Calibration
76110	Telephone	$ 1,800	$ 1,214	**$ 1,600**	AT&T Landline, Verizon
76130	Cable & Internet Service	$ 750	$ 557	**$ 750**	Suddenlink Internet
76160	Licenses & Fees	$ 4,500	$ 1,173	**$ 3,200**	SWRCB Fee $1950, Water Rights $800, PHlth $475
78140	Vehicle Fuel and Oil	$ 1,500	$ 559	**$ 1,200**	
78150	Vehicle Repairs	$ 2,000	$ 4,852	**$ 2,500**	(3) Vehicles
78160	Building Repairs and Maintenance	$ 1,000	$ 205	**$ 1,250**	Generator Service ($750 + Repairs if needed)
78170	Security System	$ 500	$ 229	**$ 500**	Advanced Security - Monitoring
78190	Materials, Supplies and Equipment	$ 6,000	$ 1,379	**$ 5,000**	$2k Misc Plumbing & Repairs, $3k SEMS Software
78200	Equipment Repairs & Maintenance	$ 1,000	$ 7,544	**$ 5,850**	New Truck $5850 (split with 501 TPW)
79100	Water Lab Fees	$ 4,000	$ 3,152	**$ 4,200**	North Coast Lab routine testing
79120	Water Plant Chemical	$ 7,500	$ 5,074	**$ 7,500**	Chlorine/Polymer
79130	Water Line Hook-Ups	$ 1,000	$ 438	**$ 4,500**	offset by revenue
79150	Water Line Repair	$ 68,000	$ 64,818	**$ 10,000**	Azalea Leak Repair, plus 2 contingency repairs
79160	Water Plant Repair	$ 6,000	$ 7,343	**$ 3,000**	Ralph recently started including this -
90000	Capital Reserves	$ -	$ -		amount per rate analysis
	TOTAL EXPENSES	$ 330,760	$ 253,667	**$ 383,506**	

CITY OF TRINIDAD

PROPOSED FY2020 BUDGET

Enterprise Fund 701 - Cemetery

FINAL DRAFT - JUNE 12, 2019

		FY 2019 Budget	Actual Thru 03/31/19	**FY 2020 Budget**	Budget Assumptions
701	**REVENUES**				
53020	Interest Income	$ 200	$ -	**$ 250**	
58100	Cemetery Plot Sales	$ 6,000	$ 7,708	**$ 9,000**	Base on average sales
	TOTAL REVENUES	$ 6,200	$ 7,708	**$ 9,250**	
701	**EXPENDITURES**				
61000	Employee Gross Wages and Overtime	$ 13,205	$ 9,087	**$ 8,731**	
65100	Deferred Retirement	$ 1,585	$ 896	**$ 1,048**	
65200	Medical Insurance & Expense	$ 5,747	$ 2,942	**$ 2,648**	
65250	Health Insurance Deductible Benefit	$ -	$ 260	**$ 180**	
65300	Workmen's Comp Insurance	$ 495	$ 505	**$ 327**	
65600	Payroll Tax	$ 1,131	$ 743	**$ 748**	
75180	Utilities	$ 750	$ 407	**$ 493**	Water
75300	Contracted Services	$ -	$ -	**$ 2,000**	Tree Service - Damaged & Hazardous Limbs
78170	Security System	$ -	$ 106	**$ 450**	Advanced Security - Monitoring Service
78190	Materials, Supplies & Equipment	$ 500	$ 300	**$ 500**	
	TOTAL EXPENSES	$ 23,413	$ 15,246	**$ 17,125**	

CITY OF TRINIDAD

PROPOSED FY2020 BUDGET

Special Revenue Fund 303 - COPS Grant

FINAL DRAFT - JUNE 12, 2019

		FY 2019 Budget	Actual Thru 04/30/2019	**FY 2020 Budget**	Budget Assumptions
303	**REVENUES**				
46000	Grant Income	$ 100,000	$ 144,492	**$ 100,000**	
	TOTAL REVENUES	$ 100,000		**$ 100,000**	
303	**EXPENDITURES**				
75300	Contracted Services	$ 100,000		**$ 100,000**	Portion of Sheriff Contract
	TOTAL EXPENDITURES	$ 100,000	$ -	**$ 100,000**	

CITY OF TRINIDAD

PROPOSED FY2020 BUDGET

Special Revenue Fund 204 - Integrated Waste Management

FINAL DRAFT - JUNE 12, 2019

		FY 2019 Budget	Actual Thru 03/31/19	**FY 2020 Budget**	Budget Assumptions
204	**REVENUES**				
46000	Grant Income			$ -	
56150	Franchise Fees			$ 10,000	Humboldt Sanitation Franchise Fee
	TOTAL REVENUES			$ 10,000	
204	**EXPENDITURES**				
61000	Employee Gross Wages and Overtime	$ 12,089	$ 8,216	$ 9,287	
65100	Deferred Retirement	$ 1,451	$ 792	$ 1,114	
65200	Medical Insurance	$ 5,348	$ 2,611	$ 3,192	
65250	Health Insurance Deductible Benefit	$ -	$ 236	$ 138	
65300	Workman's Compensation	$ 450	$ 458	$ 348	
65600	Payroll Tax	$ 1,036	$ 669	$ 796	
75130	Garbage	$ 500	$ -	$ 500	If needed for illegally dumped items
78190	Materials, Supplies & Equipment	$ 1,200	$ -	$ 1,800	Pet Waste Bags
85000	Capital Outlay			$ -	
	TOTAL EXPENSES	$ 22,074	$ 12,982	**$ 17,175**	
	Merging this fund into the General Fund in 2020-2021				

CITY OF TRINIDAD

PROPOSED FY2020 BUDGET

Special Revenue Fund 503 - Gas Tax

FINAL DRAFT - JUNE 12, 2019

		FY 2019 Budget	Actual Thru 03/31/2019	**FY 2020 Budget**	Budget Assumptions
503	**REVENUES**				
	2018 Audited Fund Balance		*$ 33,106*		Fund balance as of 2018 Audit $33,106
46000	Grant Income	$ 18,000	$ 15,851	**$ 18,000**	
	TOTAL REVENUES	$ 18,000	$ -	**$ 18,000**	
303	**EXPENDITURES**				
	Transfer Out - SR Fund 530	$ -	$ -	**$ 40,000**	Slurry Seal Project Cost + grind-outs
	TOTAL EXPENDITURES	$ -	$ -	**$ 40,000**	

CITY OF TRINIDAD

PROPOSED FY2020 BUDGET

Special Revenue Fund 504- Transportation Development Act TDA

FINAL DRAFT - JUNE 12, 2019

		FY 2019 Budget	Actual Thru 03/31/2019	**FY 2020 Budget**	Budget Assumptions
504	**REVENUES**				
	2018 Audited Fund Balance		*$ 18,748*		Fund balance as of 2018 Audit $18,748
46000	Grant Income	$ 11,000	$ -	**$ 22,000**	2019, 2020 TDA Claims
	TOTAL REVENUES	$ 11,000	$ -	**$ 22,000**	
303	**EXPENDITURES**				
	Transfer Out - GF/PW	$ -	$ -	**$ 12,000**	Public Works Labor backfill from 2018, 2019, 2020 Claims
	TOTAL EXPENDITURES	$ -	$ -	**$ 12,000**	

Anticipated fund balance $18,748 + $22,000 = **$40,748.**
Transferring $12,000 to General Fund for 2018, 2019, 2020 TPW Street Maintenance Labor.
Leaving $28,748 Balance in TDA Fund for future, eligible expenses.

City of Trinidad

2019-2020 Budget - Payroll Apportionment

NAME	FTE	Hourly rate	61000 Annual Gross Salary	65300 PARSAC 3.75%	65600 Payroll Tax 7.65%	65100 Deferred Comp 12%	65200 Annual Medical	65200 Annual Dental	65200 Annual Vision	65200 RHS medical	65200 Life	65200 Total	TOTAL
City Clerk - GA	1.00	$ 28.36	$ 58,988.80	$ 2,212.08	$ 5,054.16	$ 7,078.66	$ 14,847.46	$ 1,059.96	$ 200.00	$ 700.00	$ 63.00	$ 16,870.42	**90,204**
City Manager- 75%Time	0.75	$ 50.64	$ 79,000.00	$ 2,962.50	$ 6,406.11	$ 4,740.00	$ -	$ -				$ -	**93,109**
Water Plant Director - BB	1.00	$ 25.06	$ 52,124.80	$ 1,954.68	$ 4,466.05	$ 6,254.98	$ 22,723.47	$ 1,059.96	$ 200.00	$ 700.00	$ 140.40	$ 24,823.83	**89,624**
PW Deputy Director - RD	1.00	$ 22.59	$ 46,987.20	$ 1,762.02	$ 4,025.86	$ 5,638.46	$ 20,669.54	$ 1,680.00	$ 200.00	$ 700.00	$ 43.20	$ 23,292.74	**81,706**
PW Maintenance I - KS	1.00	$ 16.50	$ 34,320.00	$ 1,287.00	$ 2,940.54	$ 4,118.40	$ 4,986.83	$ 476.64	$ 200.00	$ 700.00	$ 34.20	$ 6,397.67	**49,064**
Admin. Support - AZ	1.00	$ 17.32	$ 36,025.60	$ 1,350.96	$ 3,086.67	$ 4,323.07	$ 10,269.00	$ 900.00	$ 200.00	$ 700.00	$ 19.80	$ 12,088.80	**56,875**
Project & Grant Admin - RPH	1.00	$ 25.33	$ 50,660.00	$ 1,899.75	$ 4,340.55	$ 6,079.20	$ 17,363.81	$ 1,059.96	$ 200.00	$ 700.00	$ 189.00	$ 19,512.77	**82,492**
TOTAL			**$ 358,106.40**	**$ 13,428.99**	**$ 30,319.95**	**$ 38,232.77**	**$ 90,860.11**	**$ 6,236.52**	**$ 1,200.00**	**$ 4,200.00**	**$ 489.60**	**$ 102,986.23**	**543,074**

Assumes 2080 hours per year

Grant Admin's gross salary includes 2 wks unpaid furlough = 2000 hrs

Note: City paid deferred comp added to taxable amount for payroll tax computation purposes.