

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

STEVE LADWIG, MAYOR
GABRIEL ADAMS, CITY CLERK



Posted: Thursday, July 11, 2019

NOTICE AND CALL OF A MEETING OF THE
TRINIDAD TRAILS COMMITTEE

The Trinidad City Council Trails Advisory Committee will meet on
TUESDAY, JULY 16, 2019 at 4:30 PM
In Civic Club Room located at City Hall, 409 Trinity Street, Trinidad

-
- I. **CALL TO ORDER/ROLL CALL**
 - II. **APPROVAL OF MINUTES – 06/18/2019**
 - III. **ITEMS FROM THE FLOOR**
 - IV. **STAFF/COUNCIL REPORTS**
 - V. **COMMITTEE MEMBER REPORTS**
 - VI. **DISCUSSION/ACTION ITEMS**
 1. Trails Policy Revision/Discussion
 - VII. **REQUEST FOR FUTURE ITEMS**
 - VIII. **ADJOURNMENT**

Angela Zetter
Trinidad Administrative Support

MINUTES OF THE REGULAR MEETING OF THE TRINIDAD TRAILS ADVISORY COMMITTEE
TUESDAY, JUNE 18, 2019 AT TRINIDAD TOWN HALL, 409 TRINITY STREET

I. CALL TO RODER/ROLL CALL (4:31 pm)

Committee Members Present: Davies, Kenny, Morehead, Kelly

Alternate Committee Members: Laos

Committee Members Excused/Absent: West, Brown, Myers, Clayburn

City Staff: Zetter

II. APPROVAL OF MINUTES

May 21, 2019

(Morehead/Kelly) moved to approve the May 21, 2019 minutes as submitted. ***Kenny abstained. Passed (3-0, 1 abstention).*** *Alternate Committee member, Laos, was not present during approval of the minutes.*

III. ITEMS FROM THE FLOOR

The Sustainable Oceans Program collectively expressed their gratitude to the Trails Committee. The program agreed that it was beneficial to discuss the issues facing a coastal town.

Committee member Morehead suggested either the Trails Committee or City Council write a letter to the State Parks recommending repair to the adjacent State Park trails, specifically Mill Creek to State Beach, and College Cove. Morehead further suggested that the letter specifically include repair of the cable steps at the bottom of the trails. Morehead provided examples of where repairs have been completed by the Land Trust, specifically noting Baker Beach, Luffenholtz Beach, Houda Point, and Martin Creek. Morehead noted that the TCLT has worked with the City on the Parker Creek trail.

Committee member Kenny stated the State Parks have yet to conduct their yearly vegetation maintenance. However, she further noted that it is around this time of year when the vegetation maintenance is completed. Kenny also stated she saw an individual fall on the Axel Lindgren trail, due to improper footwear. Morehead opined that this is a clear example of why the City needs to follow through on requesting funding for repairs.

IV. STAFF/COUNCIL REPORTS

Council member Davies advised that the budget was approved with a \$10k line item for trail repair specifically. He opined that the Committee should reinstate, at the next City Council meeting, what the priorities are for the City's trails. Davies suggested agendaizing a plan for the trails. He further advised that he helped, along with community member Bryce Kenny, provide a walking tour of Trinidad to the Sustainable Oceans Program. He explained that Bryce Kenny provided the student group with information regarding the Rancheria's current land trust plan for the harbor area.

In response, Committee member Laos questioned why Bryce Kenny would be providing a presentation to the students, when the issue should be explained by a Rancheria representative, as it is on Rancheria property. Laos noted it was inappropriate that a discussion took place without Rancheria involvement. Laos spoke directly to the Sustainable Oceans Program and advised that if the group wanted to know more about the application, they could set up a meeting with the Rancheria. Davies clarified to Laos that no position was taken by those leading the walking tour, but instead just explained the situation.

V. COMMITTEE MEMBER REPORTS

There were no Committee reports, but Morehead instead provided a summary of the purpose of the Trails Committee to the Sustainable Oceans Program. He also noted that the Committee is close to presenting a trails policy to the City Council.

VI. DISCUSSION/ACTION ITEMS

1. Trails Policy

Section A:

Laos led the discussion of Section A, and brought copies of her revisions to the background section. She explained that she had previously prepared a three-page background on Trinidad for the TCLT, so she used her past work as a starting point. She stated she used some of the information provided in the Trinidad Head section, so the focus could be on the history of the Trinidad Head Trail. She advised that she did not add any information about the City itself, but instead focused on the geographical history.

Davies opined that a paragraph regarding Trinidad's incorporation may be beneficial. The Committee was in agreement with the suggestion. Kenny mentioned they could likely find information in the Trinidad Museum. The Committee agreed this information should be added to page three.

Kelly, Laos, and Davies suggested adding "The City of Trinidad maintains a number of trails," and then provide basic background on each trail. The Committee was in agreement that it is unnecessary to have a history of each trail, but instead only a concise description. Davies referenced Committee member Jack West's changes to Section A, noting that some of the description sections have a substantial amount of information. Kelly, however, advised West correctly presented the trail descriptions.

Kelly mentioned that ownership information should be included in the policy, and reminded the Committee it is available on page 10, table 1. Kenny advised that this section is key because Public Works needs to have the information readily available.

A discussion ensued about how to present the information (i.e. guide manual vs trails policy). Laos suggested that the descriptive information can be added to an appendix. Kelly suggested creating a template of what the Committee wants in the description. Morehead advised that while a majority of the history sections of each trail can be deleted, it should be preserved in the appendix.

Section B:

Kelly stated that in her review she made a multitude of edits. She advised that she made modifications to the wording, such as using active vs passive writing. She stated she made structural changes for consistency. She suggested the section on dogs be reviewed for clarity.

Section C:

There was a general consensus that to work on Section C, there needs to be an editable form. No changes were made to Section C at this time.

Sections D, E, and F:

Davies recommended changes to pages 23 and 24, specifically to the bullet points. Changes are as follows:

- Removed bullet point "Determine the minimum cost to maintain trails" and added "Public Works will keep accurate records."
- Removed bullet point "Determine funding sources...trail access points" and added "The City has allocated a \$10k line item in the annual budget."

- Changed bullet point “The trails committee should assess...to fund the trail system annually,” to “The Trails Committee should assess how much money is requested for annual maintenance.”
- Changed bullet point “The City may charge a permit fee for trails...resolution of the council” to “Permit fees will be established for events that are required. The City shall establish an appropriate fee schedule by resolution of the council.”
- Removed bullet point “The transient occupancy tax...3.20.030, Imposed Rate.”
- Removed bullet point “Taxable permits...trail maintenance and monitoring.”
- Removed bullet point “Hire a grant writer or...seeking funds” and replace with “The City will pursue grants.”

Davies advised that he wasn't sure why there were bullet points on page 26. Morehead stated that the Committee needs to review all of the bullet points and decide upon a numerical system.

Section G:

Davies, Morehead, and Kelly discussed the format of Section G, specifically regarding accessibility and inaccessibility of trails. It was discussed that signage should be moved to the end of the section. Kelly opined that Committee members West and Brown may have valuable input, as they were initially assigned to the section. Kenny advised that some of the sections on signs are more advice related, Laos echoed Kenny's statement.

Sections H and I were not discussed.

The Committee agreed that the before sending the policy to the City Planner, it should be provided to the City Council first to see if they want to pursue it further. Morehead questioned whether the Committee's recommendations could be an appendix to the document. The Committee raised the concern that their recommendations have not been acted upon. Davies advised that he will talk to City Manager Naffah and determine what the holdup is. Kenny, Morehead, and Laos advised that the holdup is due to the sensitivity of the area.

Davies requested a digital copy, so more edits can be made prior to the next meeting.

VII. REQUEST FOR FUTURE ITEMS

Continue to work on Trails Policy

VIII. ADJOURNMENT

Meeting adjourned at 5:45 pm. Next meeting scheduled for 4:30 pm on July 16, 2019.

Submitted by:

Approved by:

Angela Zetter
Administrative Assistant

Tom Davies
Council Member