



Posted: Friday, December 08, 2017

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

The Trinidad City Council will hold a regular meeting on
WEDNESDAY, DECEMBER 13, 2017 at 6:00 PM
In the Trinidad Town Hall, 409 Trinity Street, Trinidad, CA

CLOSED SESSION BEGINS AT 4:30PM

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEM**
- IV. **ADJOURN TO CLOSED SESSION**
 1. *Public Employee Performance Evaluation and Contract Negotiations for City Manager Pursuant to Government Code Section 54957*
- V. **RECONVENE TO OPEN SESSION (At 6 PM)**
- VI. **PLEDGE OF ALLEGIANCE**
- VII. **CLOSED SESSION REPORT**
- VIII. **APPROVAL OF AGENDA**
- IX. **APPROVAL OF MINUTES – 11-08-17 cc**
- X. **COUNCIL MEMBER REPORTS, COMMITTEE ASSIGNMENTS**
- XI. **STAFF REPORTS**
- XII. **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 directed to individual Council Members.)
- XIII. **CONSENT AGENDA**
 1. Staff Activity Report for November 2017
 2. Law Enforcement Report for November 2017
 3. Financial Status Reports for October 2017.
 4. Update to Salary Schedule
 5. ADA Improvements to Library Parking
 6. ADA survey of Town Hall
 7. Letter to County Planning Requesting Notification of Development Proposals in Luffenholtz Watershed
- XIV. **DISCUSSION/ACTION AGENDA ITEMS**
 1. Selection of new Mayor and Mayor Pro-Tem
 2. Streets and Roads Presentation, and Consideration of Resolution 2017-19; Committing matching funds for the Downtown Trinidad Pedestrian & Connectivity Improvements Project
 3. Consider Approval of City Manager Contract
 4. Request from the Trinidad Civic Club to Waive Permit Fees for the Trinidad Memorial Lighthouse Project.
- XVI. **FUTURE AGENDA ITEMS**
- XVII. **ADJOURNMENT**

APPROVAL OF MINUTES FOR:

NOVEMBER 08, 2017, CC

Supporting Documentation follows with: 5 PAGES

MINUTES OF A REGULAR MEETING OF THE TRINIDAD CITY COUNCIL

WEDNESDAY, NOVEMBER 08, 2017

I. CALL TO ORDER

Mayor Miller called the meeting to order at 6:07 pm – Council members in attendance: West, Baker, Miller.
Council members excused: Ladwig, Rotwein.

City Staff in attendance: Becky Price-Hall, Grant and Project Coordinator, filling in for the City Clerk.

II. PLEDGE OF ALLEGIANCE

III. CLOSED SESSION REPORT - Report from Oct 30th Special Meeting

The staff evaluation was not concluded and is continued to next week. This will be a closed session meeting on November 15 at 5 pm.

IV. APPROVAL OF AGENDA

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

V. APPROVAL OF MINUTES – 09-13-17 cc, 09-27-17 cc2, 10-11-17 cc

Motion (West/Baker) to approve the minutes as written. **Passed unanimously.**

VI. COUNCIL MEMBER REPORTS, COMMITTEE ASSIGNMENTS

West: RCEA – there is a lot going on with renewable energy and is a meeting tomorrow about renewable energy at HSU. HCAOG – not much came up. Money came up – Trinidad has good roads, the best in the county, so not much funding is going to Trinidad. The grant opening for the Bracut Trail will be Nov 19. STR Ordinance – Baker and West are working on a report and hopefully will have the report ready for next month.

Baker: Was not able to attend the RREDC meeting.

Miller: The Times-Standard Article about the Gallindo Street Trail is a possible future agenda item. I have received a number of email comments about this.

VII. STAFF REPORTS A written staff report was in the packet. There was no oral report.

VIII. ITEMS FROM THE FLOOR

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

Adora King – Trinidad

Instead of chasing Council members trying to get an answer, she submitted a complaint to Gabe three weeks ago about the Vacation Rental issue and wedding reception across the street and has received no response. City collected over \$9,000 in licensing fees and \$30,000 in TOT so doesn't know if it's a money problem or a process is not in place, but it's not working very well.

Jim Cuthbertson – Trinidad

He looked out there and didn't see his button [for the ADA door]. He wants an answer and an update.

Leslie Farrar –

Thanked the council for their time this evening and allowing her to speak. She would like to begin this as an observation, not a complaint. In the minutes that were just approved is a preponderance of complain or derivations of the word. At the last meeting she asked two questions; they were not complaints. Citizens are presenting observations on topics of concern. She feels the minutes are embarrassing, especially the items from the floor where the minutes describe public comments as complaints. Not she has observed. She wants to see best practices for the minutes and about minute taking. Could this be a good subject for future training for City staff?

Allen Grau –

Asked whether the council members reviewed the minutes for items from the floor? Stated that there are many "complain", "complained", "complaints" used to record the comments engaged citizens are providing.

In the minutes Grau, Farrar, Cox, Lake are described as complaining. The wording is biased and divisive and needs to be changed. It has been going on way too long. It shows the clerk's bias. Would like the minutes corrected, because this is a permanent record. The speakers are engaged citizens trying to do good for the City.

Shirley Laos – Trinidad School Board Member

She reported that the school board and teacher collaboration meeting this week had a discussion about crossing safety – they would like to see flashing lights that can be embedded in the road that are small and unobtrusive to help the safety of the students as they are crossing the road. There is a lot of speeding. Also wondered if the City could put the flashers on the side, like in McKinleyville. Flashing lights will provide an additional way to alert drivers. Hopefully the school board will make a more formal request but would like this to be put on a future City Council agenda.

Sarah Lindgren-Akana – Tsurai Ancestral Society (TAS)

At the last TAS Management Team meeting, they brought up the issue of the Gallindo St Trail and the Yurok graves located beneath that trail. The Tsurai Ancestral Society has been talking with the City Council for 20 years with no response. There are graves below the trail. She wants Gallindo Street trail to be addressed. She stated that she is not requesting but is demanding the trail be closed - enough is enough. The Tsurai Ancestral Society has been working on this issue since its inception. Despite its obligation to protect these graves, the view sheds, lighthouse and memorial benches are always first on the agenda.

Axel Lindgren III – 6th generation Tsurai

He is here tonight to speak about the closing the Gallindo Street trail on behalf of the TAS. Why is the council dragging its feet? This has gone on for a long time. It's only the beginning and it needs to be fixed. There is a long list of things wrong and this is one of them. He would like to see the City close the Gallindo St. Trail.

Kathleen Lowder – clinical social worker

She is here in solidarity with the TAS. She came here last year about closing the Gallindo Street trail. Asked the council to please imagine people walking over their own relatives' graves. Would there be a problem getting a trail closed if it was their relatives? There is a proclamation on the agenda in support of Native American Heritage Month. If the Council believes it is important to pass the resolution, that is good, however it needs to be followed with action and protect the graves of their ancestors.

Joel Morrison – clinical social worker

Stated that he was here in support and solidarity with the Tsurai and others who want the Gallindo Street Trail closed. It's not right to use that trail and to ignore these issues. If the City was going to put a trail over your ancestor's graves, how would you feel about that and what would you do about that?

Dorothy Cox – Trinidad

She sent an email to the Mayor requesting clarification about a paragraph of the STR ordinance regarding when the meet and greet requirement starts. Question for the Council – Who's purview is it to answer questions about the STR Ordinance? She felt the tone of the mayor's response was disrespectful and she was offended.

Miller: Was sorry that the speaker was offended.

Richard Johnson – Planning Commissioner

He referred the Council to a short phrase in STR Ordinance 15.56.190.1 "Transmittal of Rules and Good Neighbor Contract", and said that there has been some re-interpretation of this phrase. Speaking as a Planning Commission member, this was included in an attempt to address earlier problems. The PC worked very hard on this. Some people may consider it to be onerous but it's in the ordinance. The PC members meant a face to face meeting with the owner/manager with the visitor on the day they arrive. That was what they [the PC] intended and their expectation. To not enforce this opens up other areas of the ordinance to re-interpretation.

Kim Tays – Arcata

Shared her experience traveling in France for 5 weeks, and spending one or two weeks at a number of short term rentals. Everyone met them at the door, showed them the apartment and how they worked. This was a very pleasant part of the stay. Trever has portrayed this as an infringement of privacy. Also wants to stand in unity the Tsurai about the trail.

Hannah Lindgren-Trip - Descendant of Tsurai

Here to request that the Gallindo Street Trail be closed. She believes there is a moral obligation to do so. Have to set a precedent. A lot of wrongs have gone on for far too long, and this would be a step in the right direction. It's long overdue and she doesn't want kids to have to deal with this issue.

IX. CONSENT AGENDA

1. Staff Activity Report for October 2017
2. Financial Status Reports for September 2017.
3. Consider Update to Salary Schedule – Pulled → Action Item 1
4. Consider Waiving Permit Fees for Tsunami Siren - Pulled → Action Item 2
5. Consider Vegetation Maintenance on Van Wycke St. - Pulled → Action Item 3
6. Second Reading and Adoption of Trinidad Cannabis Ordinance
Miller read the Ordinance title and explained the ordinance passed by a majority vote at the last meeting.
7. Resolution 2017-15 Supporting Strawberry Rock Trail Easement - pulled to receive public comment → Action Item 4
8. Resolution 2017-16 Supporting Little River Trail Project - pulled to receive public comment → Action Item 5
9. Resolution 2017-17 in support of Native American Heritage Month - pulled to receive public comment → Action Item 6

Miller: Are there any public comments on the items remaining on the Consent agenda? Wants to call attention to item 6, the Second Reading and Adoption of Trinidad Cannabis Ordinance. It was adopted at the first reading on October 11. This was put into consent because the second reading is just for minor changes like commas.

Motion (West/Baker) to approve the Consent Agenda with items 3, 4, 5, 7, 8 and 9 pulled and added as Discussion/Action items 1 – 6, respectively with the Civic Club Presentation as item 7.. Passed unanimously.

X. DISCUSSION/ACTION AGENDA ITEMS – items pulled from Consent were inserted below as action items.

1. Consider Update to Salary Schedule – Steve Ladwig had requested this be moved to the next meeting. Move (West/Baker) to table for next agenda. Passed unanimously.
2. Consider Waiving Permit Fees for Tsunami Siren –
Miller explained that the Council will be discussing this item at the next meeting.

Comments from the public and Council included:

Kim Tays: She is not opposed to moving the siren, but would like other options than just the 30 ft pole, since that will mar the view and increase clutter on the head. She wants a thorough vetting of the options. Not opposed to waiving permitting fees.

Miller: Wants to clarify that the siren is on Rancheria property.

Shirley Laos: The Rancheria has not submitted an application yet, and has not met with the City Representative. They will be addressing the findings of the Office of Emergency Services. There is not an application yet and they will go through the normal process.

Leslie Farrar: She stated she doesn't have a problem with waiving the siren fees but is concerned with the placement.

Move (West/Baker) to table for next agenda. Passed unanimously.

3. Consider Vegetation Maintenance on Van Wycke St. –
West had requested this item be pulled from consent to discuss at the next meeting.

Comments from the public included:

Kim Tays: Would like to see the exhibits which were illegible in the packet, so would like to be able to review what is being proposed. Concerned that the City says it is in the right of way so needs no permits. Tays doesn't agree and send email to Coastal Commission requesting a site visit, as she is concerned about cutting trees on the fragile bluff. It's easy to say it's a street right of way when it hasn't been a street for decades. She will address her concerns at future meeting.

Leslie Farrar: She wonders why this would be on the consent agenda without a discussion. She concerned about the vegetation maintenance item as well. A lot of things show up on the Consent agenda

Jim Cuthbertson: The trail closed signs should be put up.

*Move (West/Baker) to table for next agenda. **Passed unanimously.***

4. Resolution 2017-15 Supporting Strawberry Rock Trail Easement –
Comments from the public included:

Richard Johnson: Explained that this resolution is for support of the Trinidad Coastal Land Trust, but not requesting funding.

*Move (West/Baker) to adopt. **Passed unanimously.***

5. Resolution 2017-16 Supporting Little River Trail Project -

*Move (West/Baker) to adopt. **Passed unanimously.***

6. Resolution 2017-17 in support of Native American Heritage Month –
Miller read the resolution.

Comments from the public included:

Leslie Farrar: Totally supports this and wants to see action. These resolutions are passed and nothing is done. Let's close the Gallindo Street Trail. Please make an action, build bridges, and extend hands.

Shirley Laos:

She said, Wok-hlew, it means a lot to hear this. She had asked for this resolution to be on the agenda. It was asked in the spirit of collaborative partnership.

*Move (Baker/West) to adopt. **Passed unanimously.***

7. Trinidad Civic Club Memorial Lighthouse Presentation –

Jan West from the Civic Club presented a slideshow about the Memorial Lighthouse, concluding with fundraising plans and an appeal.

Comments from the the public included:

Dorothy Cox: Why has HAF not donated to this? Have they given a reason why they say no?

Jan West: Patty sent the application. Patty hasn't heard anything and neither has Jan, but she doesn't plan to give up.

Dorothy Cox: Jan Kayak Zack received tens of thousands of dollars for Stone Lagoon. There is lots of money in the HAF Fund. She stated that the Lighthouse means everything to her husband and "My dad's on that one."

Miller: This was a discussion item, and there is no action.

XI. **FUTURE AGENDA ITEMS:**

Miller: Future agenda items: Closure or realignment of Gallindo Street Trail, Meet & Greet clause of the STR Ordinance – thank you Richard for bringing that to our attention. We voted for it knowing that there was the intention to have the meet and greet. The Feb 14 meeting will be rescheduled because there has been a request by the Civic Club has an event.

Baker: Shirley brought up the crosswalk lights.

West: Gallindo Street Trail – that has come up a number of times.

Baker: He stated that it was hard to imagine that the graves wouldn't have been included in the Information Center for Recorded Sites at the time the trail was put in. There needs to be some discussion. We tabled

a number of items and hopes the minutes record them so staff can be address them before the next meeting.

Miller: The minutes should record the public comments.

Baker: Make sure that gets to staff so it can be addressed.

Miller: November 22 wouldn't be a good date for a meeting due to the holiday. December will be the next meeting. If the priority list is too full then some items may go onto the January agenda.

XII. ADJOURNMENT: 7:40 pm

Submitted by:

Approved by:

Rebecca Price-Hall
Grant Administrator, acting for the City Clerk

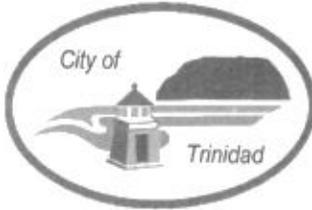
Dwight Miller
Mayor



CONSENT AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 5 PAGES

1. Staff Activity Report for November 2017



*Dwight Miller, Mayor
Dan Berman, City Manager*

STAFF ACTIVITIES REPORT

For Council Meeting of December 13, 2017

City Administration:

Trails Advisory Committee City staff has provided administrative support for the Trails advisory committee, which has filled all member positions and met monthly since June.

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

Law Enforcement Service – The Sheriff’s Office has recently informed us that the Measure Z funded additional half time deputy position will start in mid January. Staff are coordinating the schedule with Blue Lake and the Sheriff’s Office.

Trinidad Rancheria EA for the Harbor Property

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

STR Licensing

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

Tsurai Study Area Settlement and Land Transfer.

A draft settlement was conditionally approved by Council in December 2016. A prior 2005 legal settlement sets additional specific conditions necessary for a land transfer. Efforts to resolve this complication and complete the settlement are ongoing.

Planning

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

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

View Restoration Permit process for Van Wycke St.

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

CalFire Water Line Extension

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

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

WATER SYSTEM

Install Streamflow Monitoring on Luffenholtz Creek (Water Fund)

This is nearly complete, with flow monitoring being conducted to calibrate the automated monitor.

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

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

Capital Improvement Program (CIP) – Staff are working with GHD on an appropriate scope and cost for assisting with developing a CIP for the City. The Asset Management

Software will help staff develop long range plans for future replacement of critical assets and to prioritize our long term maintenance and replacement efforts.

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

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

PUBLIC WORKS

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

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

Memorial Light House and Edwards St Slide The City's initial site response is complete. The Civic Club has applied for and received an emergency permit from the City to move the Memorial Lighthouse back from the slide edge, but keep it on the site.

Town Hall ADA Improvements. A push button automatic door opener has been approved and should be installed shortly. A proposal to provide a complete ADA assessment of the Town Hall is on the December Consent Agenda.

Trinidad Library/Saunders Park ADA Improvements. A county review of ADA compliance issues in and around the library was recently completed. Staff are working with GHD and the County to develop a plan and timeline for prioritizing and implementing the necessary improvements. See related December Consent Agenda item.

Firehouse Expansion – Complete.

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

GRANTS –

ASBS Storm Water Management Improvement Project –In December 2016, the City was awarded \$4 million in Prop 1 Storm Water Grant Program (SWGP) funds for this project by the State Water Quality Control Board. City staff anticipate have been working to secure the 10% match funding, however we have been advised by the funder that the awarded SWGP funding will be withdrawn if the grant agreement is not executed by March 2018. So it makes sense to move forward with completing the Grant Agreement. The City is in the process of applying to USDA for approximately \$450,000 in matching funds. Staff has completed the first step in the application process for USDA funding, and we recently heard from the USDA staff that the City is loan/grant eligible. The next step is to develop the Environmental (NEPA) Report and complete the USDA application process. This proposed project will construct storm water drainage system improvements to improve ocean water quality by eliminating the storm water discharge into the Trinidad Bay.

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

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

Ocean Protection Council funded Citywide LID Planning and Construction Project

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

FEMA storm damage reimbursement.

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

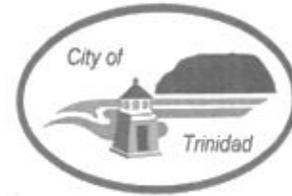
BUILDING DEPARTMENT

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

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

The Building Inspector has completed oversight of the Fire House Expansion and signed off the project as complete.

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



Media Release

December 8, 2017

Trinidad Approves Civic Club Proposal to Move the Trinidad Memorial Lighthouse Out of Danger

The City of Trinidad has approved an emergency Coastal Development Permit application from the Trinidad Civic Club to move the Trinidad Memorial Lighthouse back from the active landslide currently undermining it. The Civic Club's plan is to pick up the Lighthouse by crane, and attach it to a new foundation approximately 20 feet northeast of its current location.

A geology report commissioned by the City in the aftermath of significant landslide activity last winter concluded that the Lighthouse was in serious danger and needed to be moved before the current rainy season. "I am glad that the Civic Club has been able to develop a feasible plan to address this hazard. Issuing an emergency permit is unusual for the City, but appropriate in this case to prevent the disaster that would result if this iconic structure tumbled down the hill, destroying the Lighthouse and damaging sensitive resources on the Tsurai Study Area below." said City Manager Dan Berman.

Public access to the Lighthouse and Memorial Wall and to the Axel Lindgren Memorial Trail leading to Old Home Beach will be unaffected by the project, with the exception of brief closures for public safety during construction activities.

The project has been designed to avoid soil disturbance in recognition of the sensitive cultural resources in the area. The project is also designed to facilitate the eventual removal of the Lighthouse and foundation in anticipation of future landslide activity. Geologic investigations indicate the new location may be much more stable in spite of its proximity to the landslide. "We hope the Lighthouse will be safe in this new location for years to come, but we appreciate that the Civic Club is planning ahead for its possible removal in the future as necessary." said City Manager Dan Berman.

The emergency permit authorizes the minimum work needed to address the current threat, and requires the Civic Club to go through the regular Coastal Development Permit process for the project over the next few months.

Contacts:

Dwight Miller, Mayor, 646-703-4836

Dan Berman, City Manager, 707-498-4937



CONSENT AGENDA ITEM 2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES

2. Law Enforcement Report for November 2017

**ACTIVITY REPORT
TRINIDAD
BY DEPUTY LUKE MATHIESON**

11/01/2014-11/30/2014

- Numerous citizen contacts.
- Regular patrols at Hidden Creek. Continuing to address the problems within the park, and complaints of drug dealing.
- Conducted numerous vehicle investigations, addressing subjects camping in their vehicles.
- Worked with casino regarding ongoing issues and locating/arresting wanted persons.
- Conducted regular patrols for subject(s) sleeping at night outside of the library.
- Addressed numerous pan handlers. Provided them information for resources.
- Conducted a traffic stop at Scenic and Langford, one subject arrested for felon in possession of a firearm and driving without license
- Recovered a stolen vehicle at Hidden Creek Trailer Park, two suspects identified and warrants issued.
- Investigated a domestic violence incident at Hidden Creek Trailer Park, one male subject placed under arrest for domestic violence.
- Mental Health evaluation at Chevron, female subject detained and transported to Semper Virens for mental health treatment.
- Search and Rescue at College Cove/Elk Head, report of a male subject being swept out to sea. USCG, State Parks, Cal Fire and HCSO conducted an extensive search for two days of the coast line, multiple searches have been conducted later in attempts for possible body recovery, subject has yet to be located.
- Conducted a traffic stop in the 200 Blk range of N Westhaven Drive, both occupants had multiple felon warrants for their arrest.
- Conducted a special enforcement night on Monday 11/23 to address complaints of traffic and DUI drivers from Ocean Grove. Multiple traffic stops were conducted, none were DUI, warnings issued to drivers.
- One subject placed under arrest for warrants and driving with a suspended license at Chevron.



CONSENT AGENDA ITEM 3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 7 PAGES

3. Financial Status Reports for October 2017.

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

	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	24,288.84	41,064.27	220,000.00	(81.33)%
43000	TRANSIENT LODGING TAX	8,509.64	12,988.59	140,000.00	(90.72)%
43100	TRANSIENT LODGING TAX-TBID	0.00	0.00	(10,000.00)	100.00)%
46000	GRANT INCOME	0.00	0.00	100,000.00	100.00)%
46100	Measure Z Grant Income	0.00	0.00	75,000.00	100.00)%
47650	RECYCLING REVENUE	0.00	532.95	0.00	0.00)%
49090	DONATIONS/FUNDRAISING/GRANTS	0.00	5,000.00	0.00	0.00)%
53010	COPY MACHINE FEE	3.50	11.30	30.00	(62.33)%
53020	INTEREST INCOME	1,721.39	2,186.67	5,000.00	(56.27)%
53090	OTHER MISCELLANEOUS INCOME	52.00	431.88	1,000.00	(56.81)%
54020	PLANNER- APPLICATION PROCESSIN	0.00	0.00	8,000.00	100.00)%
54050	BLDG. INSP-APPLICATION PROCESSI	780.07	2,058.82	9,000.00	(77.12)%
54100	ANIMAL LICENSE FEES	0.00	45.00	200.00	(77.50)%
54150	BUSINESS LICENSE TAX	846.00	17,152.00	7,500.00	128.69)%
54170	VDU License Fee (Vacation Dwelling Unit)	0.00	0.00	9,000.00	100.00)%
54300	ENCROACHMENT PERMIT FEES	0.00	50.00	400.00	(87.50)%
56400	RENT - VERIZON	2,206.88	8,831.87	23,500.00	(62.42)%
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	0.00	3,800.00	100.00)%
56700	RENT - TOWN HALL	850.00	2,635.00	5,000.00	(47.30)%
57200	Water Sales - Wholesale	0.00	720.00	0.00	0.00)%
59999	INTERDEPARTMENTAL TRANSFER INC	0.00	0.00	30,000.00	100.00)%
	Total Revenue	39,258.32	93,708.35	772,615.00	(87.87)%

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

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

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

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

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

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

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

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

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

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

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

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



CONSENT AGENDA ITEM 4

SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES

4. Update to Salary Schedule

CONSENT AGENDA ITEM

Date: December 13th 2017

Item: **Update to Salary Schedule for Classified Employees**

The City's existing salary schedule is a table that includes eight (8) 'steps'. Each step is a 2.5% increase in hourly wages that can be awarded for a combination of increased years of service, and positive performance evaluations.

Most City staff have been with the City long enough that they have reached step 8, or the maximum pay rate in this salary schedule. They are therefore not currently eligible for a raise based on continued years of service and performance. Staff are proposing that the City add additional steps to the existing salary schedule table, which would provide the opportunity for the longest serving City employees to be eligible for a raise based on a combination of years of service and high-quality performance.

The proposed revised salary schedule is on the following page. Steps 9-12 are the new addition to this table.

Changes to salaries would not automatically result from this action. The new salary schedule would provide management with the option to consider approving movement to the new steps, based on performance and years of service.

Financial Implications:

There is no immediate financial impact to this decision. However, it does allow for increased salary expenses over time as longtime staff have the potential to earn higher pay rates with the additional steps proposed. The funding available for staffing is ultimately evaluated and set by Council as part of the annual budget process.

Staff Recommendation:

- 1) Approve revised Salary Schedule

Attachments:

Revised Salary Schedule with additional steps 9-12.

City of Trinidad Classifications and Salaries Schedule July - Dec 2017

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
City Clerk	\$21.08	\$21.61	\$22.15	\$22.71	\$23.27	\$23.85	\$24.45	\$25.06	\$25.69	\$26.33	\$26.99	\$27.66
Public Works Director	\$20.57	\$21.08	\$21.61	\$22.15	\$22.70	\$23.27	\$23.85	\$24.45	\$25.06	\$25.69	\$26.33	\$26.99
Maintenance Operator	\$16.32	\$16.73	\$17.15	\$17.58	\$18.02	\$18.47	\$18.93	\$19.40	\$19.89	\$20.39	\$20.90	\$21.42
Administrative Assistant	\$14.07	\$14.42	\$14.78	\$15.15	\$15.53	\$15.92	\$16.32	\$16.72	\$17.14	\$17.57	\$18.01	\$18.46
Grant Administrator	\$20.79	\$21.31	\$21.85	\$22.39	\$22.95	\$23.53	\$24.11	\$24.72	\$25.33	\$25.97	\$26.62	\$27.28

Steps 9 through 12 are new.

Each step represents a 2.5% increase in hourly rate

Steps do not necessarily represent years of service.



CONSENT AGENDA ITEM 5

SUPPORTING DOCUMENTATION FOLLOWS WITH: 4 PAGES

5. ADA Improvements to Library Parking

CONSENT AGENDA ITEM

Date: December 13th, 2017

Item: Trinidad Library ADA Repairs

Staff Recommendation:

Staff recommends the Council:

1. Allocate up to \$12,000 from the Special Projects Reserve Fund to the Public Works Budget to implement ADA repairs to the sidewalk at Saunders Park, and
2. Direct staff to proceed with implementing the repairs.

Summary:

The federal Department of Justice is mandating that Humboldt County address a long list of deficiencies regarding the Americans with Disabilities Act (ADA). One of the projects the County is under a legal order to complete is located at the Trinidad Branch of the Humboldt County Library. The work involves curb and sidewalk repairs to the path of travel from the ADA parking space at Saunders Park to the Library.

Under the City-County Agreement related to the construction and operation of the Library, the City is clearly responsible for building and maintaining the surrounding area in compliance with all relevant laws, including the ADA. The County is therefore passing responsibility for this project to the City in accordance with that agreement, and requiring that the City make the necessary repairs.

County staff and contractors overseeing the mandated ADA repairs met with our City Engineer on site and reviewed the deficiencies identified by the County's ADA compliance contractors. The attached plans and cost estimate were developed for the necessary work. The City Engineer estimates the total project budget at \$10,400, with a \$1000 contingency. Staff are requesting the Council allocate up to \$12,000 to include the necessary permits from Building and Planning. The repairs will bring the slopes and cross slopes for the path of travel into compliance with ADA requirements.

Staff Recommendation:

Staff recommends the Council:

1. Allocate up to \$12,000 from the Special Projects Reserve Fund to the Public Works Budget to implement ADA repairs to the sidewalk at Saunders Park, and
2. Direct staff to proceed with implementing the repairs, including permitting, bidding, and contracting.

Attachments:

- Trinidad Library ADA Repairs Plans
- Trinidad Library ADA Repairs Cost Estimate

CITY OF TRINIDAD

TRINIDAD BRANCH LIBRARY

ADA BARRIER REMOVAL AND

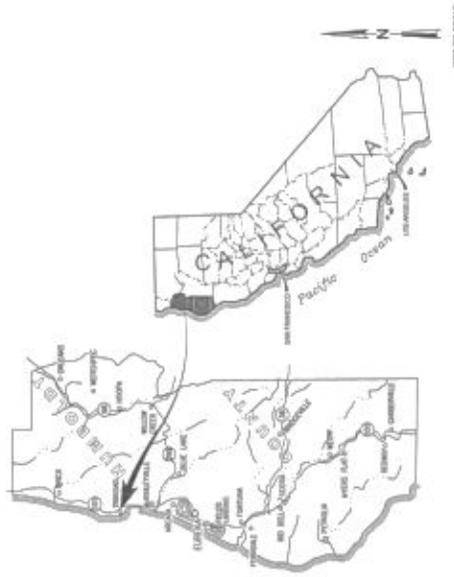
IMPROVEMENTS

DECEMBER 2017

PREPARED BY



AREA MAP



LOCATION MAP



SHEET INDEX

SHEET NO.	DRAWING NO.	DESCRIPTION
1	G-001	COVER SHEET
2	C-001	NOTES AND DETAILS
3	C-002	DEMOLITION & IMPROVEMENT PLAN

APPROVALS

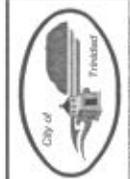
CITY OF TRINIDAD
DAN BERMAN, CITY MANAGER

SIGNED _____ DATE _____

ENGINEER: GHD INC.
JOSHUA A. WOLF, PE

SIGNED  DATE 12/14/2017

No.	Revision	Date	By	Checked	Scale
1	1	12/14/2017	JAW		



GHD Inc.
11700 45th Street, Suite 1000, USA
Waltham, MA 02451

Drawn: GHD
Checked: JAW
Date: 12/14/2017

CITY OF TRINIDAD
TRINIDAD BRANCH LIBRARY ADA IMPROVEMENTS
COVER SHEET
Drawing No: G-001



CONSENT AGENDA ITEM 6

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES

6. ADA survey of Town Hall

CONSENT AGENDA ITEM

Date: December 13th, 2017

Item: Trinidad Town Hall ADA Assessment

Staff Recommendation:

Summary:

Trinidad Town Hall is a key location for the City's ADA compliance efforts as the site of most of our public meetings and the center of local civic life. Having a current assessment of ADA compliance issues in and around the Town Hall is a necessary step towards prioritizing and addressing those issues. Staff contacted local qualified firms and selected Matson and Vallerga based on their recent experience with local ADA projects.

Staff Recommendation:

Staff recommends the Council:

1. Authorize Staff to enter into an agreement with local architect firm Matson & Vallerga to complete an assessment of ADA compliance issues for the Trinidad Town Hall.
2. Allocate up to \$4,500 from the Special Projects Reserve Fund to the Public Works Budget for this assessment and report.



CONSENT AGENDA ITEM 7

SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES

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

CONSENT AGENDA ITEM

Date: December 13th, 2017

Item: Letter to County Planning re: Luffenholtz Development

Summary:

Staff Recommend the City Council authorize the attached letter to the County Planning and Building Department. The letter requests that the City be notified of any development proposals in the Luffenholtz watershed. This will allow the City to review and comment regarding possible impacts to water quality and flow that may affect our water supply.

Staff Recommendation:

Staff recommends the Council:

1. Authorize the City Manager to finalize and send the attached letter, with any changes directed by Council.



December 13th, 2017

County Planning and Building Department
Director John Ford,
3015 H St.
Eureka, CA 95501

Dear Director Ford and Planning Staff,

The City of Trinidad is requesting that the City receive timely notification for all development proposals received by the Humboldt County Planning and Building Department that are located in or may affect the Luffenholtz Creek watershed.

Luffenholtz Creek is the sole water source for the City's Water System, which serves the City, the Trinidad Rancheria, and many nearby County residents. Water supply and water quality in Luffenholtz Creek are major concerns to the City, and further development in the watershed has the potential to negatively impact creek flow and increase water pollution.

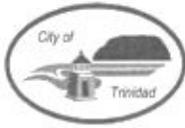
Recent updates to the County General Plan increase the potential for subdivision and development in this watershed, and the City would like to be sure we have the opportunity to review and comment on all development proposals that may affect our community's water supply. Please let me know if you have any questions or need any additional information. I can be reached at citymanager@trinidad.ca.gov and at 707-677-3876.

Notifications can be emailed to cityclerk@trinidad.ca.gov or sent hard copy to:

City of Trinidad
PO Box 390
Trinidad, CA 95570

Thank you,

Daniel Berman
City Manager



DISCUSSION AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES

1. Selection of new Mayor and Mayor Pro-Tem

DISCUSSION AGENDA ITEM

Date: December 13th, 2017

Item: Selection of Mayor

Summary:

Councilmember Dwight Miller has served as Mayor for two years, and has indicated he would like to step back from that role at this time.

The Council should act to nominate and elect a new Mayor ,and if necessary, a new Mayor Pro Tem.

By Ordinance, the Mayor is selected by the Council after each general election, for a two year term. Therefore the selection of Mayor will be repeated in one year, following the 2018 election.

Staff Recommendation:

Staff recommends the Council:

1. Accept Councilmember Miller's resignation as Mayor
2. Nominate and vote to select a new Mayor, and if necessary*, a new Mayor pro tem

*If the current Mayor pro tem is selected for the role of Mayor, a new Mayor pro tem will be needed as well

December 8, 2017

To: City Council, City of Trinidad

From: Dwight Miller, Mayor and City Councilor

Re: Mayor position

Effective at our December 13 meeting, I would like to resign the position of Mayor. I have held the position for two years. I will retain the position of City Council Member, which is effective through November 2018. I would be a candidate for Mayor Pro Tem, as you wish.

A handwritten signature in cursive script that reads "D. Dwight Miller".

Dwight Miller



DISCUSSION AGENDA ITEM 2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 40 PAGES

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

DISCUSSION AGENDA ITEM

Wednesday, December 13, 2017

Item: Authorization to commit local matching funds for the Downtown Trinidad Pedestrian & Connectivity Improvements Project; Resolution 2017-19

STAFF RECOMMENDATION:

The City Council is requested to adopt Resolution #2017-19 supporting and committing matching funding for the **Downtown Trinidad Pedestrian & Connectivity Improvements Project**. This resolution would commit \$30,000 in local match in order to be eligible for \$550,000 in state funds requested for programming in the 2018 State Transportation Improvement Program (STIP). The Project includes sidewalk, curb, and pavement improvements on Patrick's Point Dr., Scenic Dr., and Trinity St to address ADA deficiencies and improve pedestrian connectivity. Some pavement repairs are also included. A certified resolution committing matching funding must be submitted to Humboldt County Association of Governments (HCAOG) prior to December 15, 2017 for the project to be eligible for state funding. If the Project is funded, construction would occur in 2020/2021.

PROJECT SUMMARY:

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

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

Portions of Patrick's Point Drive and Trinity Street are exhibiting signs of extreme pavement distress and failure. These streets are the primary backbone of the City's transportation network and pavement failure would result in significant social and economic impacts to the community (including residents and businesses).

This project is included in the Humboldt County Regional Transportation Improvement Program and was identified in the Trinidad Road Priority Transportation Projects report (GHD-2014) as a priority.

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

FINANCIAL IMPACT:

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

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

City can set aside a portion of this funding each year to accumulate the needed match funding for this project by 2021.

Table 1. Project component costs and the schedule for allocation.

Project Component	Cost Estimate	STIP Funding Request	Local Match (RMRA, Gas Tax, and RTP funds)	Allocation Schedule
Environmental Studies & Permits	\$40,000	\$40,000		2018/2019
Plans, Specifications & Estimates	\$60,000	\$60,000		2019/2020
Right of Way	\$15,000	\$15,000		2019/2020
Construction Engineering	\$60,000	\$60,000		
Construction	\$405,000	\$375,000	\$30,000	2020/2021
Total	\$580,000	\$550,000	\$30,000	

For a match of \$30,000, the City would be able to complete a \$580,000 project to improve our curbs, sidewalks, and pavement condition.

Not committing these funds would result in the City not being eligible to receive \$550,000 in state funds as a part of the 2018 STIP.

STAFF RECOMMENDATIONS:

1. Receive staff presentation and review Council questions with staff
2. Receive Public Comment
3. Close Public Comment;
4. Adopt Resolution 2017-19 committing \$30,000 in local match for the Downtown Trinidad Pedestrian & Connectivity Improvements Project.
5. Authorize the City Manager to sign and submit associated paperwork to support the City's application for this project.

ATTACHMENTS:

- Resolution 2017-19;
- Project Study Report for the Downtown Trinidad Pedestrian & Connectivity Improvements Project
- 2016 Pavement Management Report for the City of Trinidad
- 2014 Trinidad Road Priority Transportation Projects



RESOLUTION 2017-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TRINIDAD AGREEING TO COMMIT LOCAL MATCHING REVENUES FOR THE DOWNTOWN TRINIDAD PEDESTRIAN & CONNECTIVITY IMPROVEMENTS PROJECT AS APPROVED BY THE HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS (HCAOG) FOR INCLUSION IN THE STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP)

WHEREAS, the Humboldt County Association of Governments (HCAOG) is the designated Regional Transportation Planning Agency (RTPA) for Humboldt County; and

WHEREAS, HCAOG, as the RTPA, is required to prepare, adopt and submit to Caltrans and the California Transportation Commission (CTC) a Regional Transportation Improvement Program (RTIP) by December 15, 2017, requesting programming of state and federal transportation funds for regional projects; and

WHEREAS the RTIP will be considered by the California Transportation Commission for inclusion in the State Transportation Improvement Program, (STIP); and

WHEREAS, HCAOG accepted applications for RTIP projects which were reviewed by the Technical Advisory Committee (TAC); and

WHEREAS, the TAC made recommendations for projects to be included in the 2018 RTIP; including the City of Trinidad's Downtown Trinidad Pedestrian & Connectivity Improvements Project

WHEREAS, City of Trinidad acknowledges that \$550,000 in STIP funds is being recommended by the HCAOG for the Downtown Trinidad Pedestrian & Connectivity Improvements Project, and understands that a minimum local financial match of \$30,000 will be required to fully implement the project.

WHEREAS the proposed Project will remove accessibility barriers and extend new safe and accessible pedestrian routes (in accordance with the Americans with Disabilities Act of 1990) along portions of Patrick's Point Drive, Scenic Drive, and Trinity Street; and

WHEREAS the proposed project is identified as a priority in the Humboldt County Association of Government (HCOAG) 2014 Regional Transportation Plan Update and in Trinidad's Transportation Planning Report (GHD -2014)

NOW, THEREFORE BE IT RESOLVED, that the City of Trinidad agrees to commit the necessary local revenues to match the state STIP funds if approved by the CTC in the STIP and to cover any additional costs that may be necessary to complete the project as submitted.

PASSED AND ADOPTED BY THE TRINIDAD CITY COUNCIL of Humboldt County of the State of California this 13th day of December 2017.

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

PASSED, APPROVED AND ADOPTED this 13th day of December 2017 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:
ATTEST:

Gabriel Adams
Trinidad City Clerk

Dwight Miller
Mayor

Project Study Report (PSR)

To Request Programming in the 2018 RTIP for:

- Project Approval and Environmental Document (PA&ED)
 - Plans, Specifications, and Estimate (PS&E)
 - Right-of-Way
 - Construction

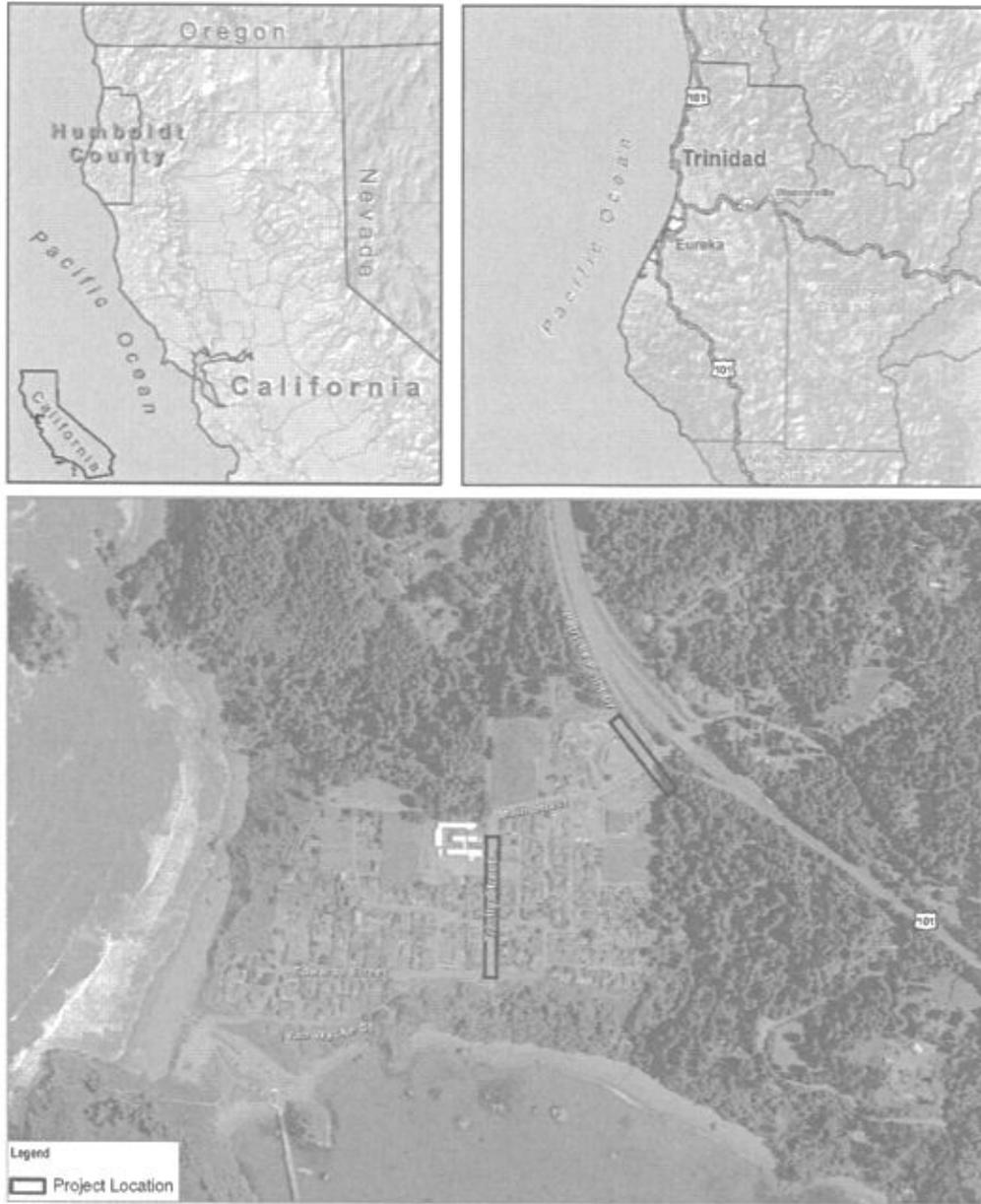
Downtown Trinidad Pedestrian & Connectivity Improvements
City of Trinidad

APPROVED:

Dan Berman, Trinidad City Manager

Date

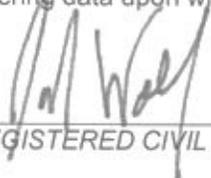
Vicinity Map



<p>Paper Size ANSI A</p> <p>Map Projection: Lambert Conformal Conic Horizontal Datum: North American 1983 Grid NAD 1983 StatePlane California FIPS 5407 Feet</p>			<p>City of Trinidad Downtowns Trinidad Pedestrian & Connectivity Improvements</p>	<p>Project No. D106307001-1105H Revision No. - Date 12/01/2017</p>
<p>Vicinity Map</p>			<p>FIGURE 1</p>	

Information provided is for informational purposes only. It is not intended to be used as a basis for any legal or financial decision. GHD and its affiliates assume no liability for any errors or omissions in this document. © 2017 GHD. All rights reserved. WFO: 21062017001-1105H_Map.mxd

This project study report has been prepared under the direction of the following registered civil engineer. The registered civil engineer attests to the technical information contained herein and the engineering data upon which recommendations, conclusions, and decisions are based.



REGISTERED CIVIL ENGINEER

12/4/2017

DATE



1. INTRODUCTION

Project Description:

The project includes pedestrian connectivity and accessibility improvements to Patrick's Point Drive, Scenic Drive, and Trinity Street, including sidewalks, driveways, curb ramps, crosswalks, signage, striping and pavement repair.

Project Limits	Patrick's Point Drive – from Janis Court to Main Street; Scenic Drive – from Main Street to approx. 200 feet south of Main Street; Trinity Street from Main Street to Edwards Street.
Funding Source	RTIP, Local Committed Funds
Type of Facility	Patrick's Point Drive – Minor Collector; Scenic Drive – Minor Collector; Trinity Street – Major Collector
Anticipated Environmental Determination or Document	CEQA CE

2. BACKGROUND

The project has been a long time priority for the City and builds upon previous City projects to provide a complete accessible route through central Trinidad. The City's previous Gateway project (completed in 2012) provided an accessible route along Main Street and a portion of Trinity Street. This project will implement complete streets improvements by removing barriers and extending new accessible routes along portions of Patrick's Point Drive, Scenic Drive, and Trinity Street.

The improvements included in the project were identified as priorities by the City in 2013. The Humboldt County Association of Governments (HCAOG) provided funding to the City at that time to develop planning level designs and cost estimates of the City's proposed transportation projects in order to prepare the City for future RTIP cycles.

3. PURPOSE AND NEED

Purpose:

The primary purpose of the project is to remove accessibility barriers and extend new safe and accessible pedestrian routes (in accordance to the Americans with Disabilities Act of 1990) along portions of Patrick's Point Drive, Scenic Drive, and Trinity Street. The secondary project purpose is to ensure the integrity of the roadway pavement.

Need:

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

Portions of Patrick's Point Drive and Trinity Street are exhibiting signs of extreme pavement distress and failure. These streets are the primary backbone of the City's transportation network and pavement failure would result in significant social and economic impacts to the community (including residents and businesses).

4. DEFICIENCIES

Along Scenic Drive there are no pedestrian facilities or accessible routes for pedestrians. Along Patrick's Point Drive and Trinity Street, many of the existing sidewalks, driveways and curb ramps are non-compliant with current accessibility codes and standards (longitudinal and cross slopes well in excess of that allowed by Americans with Disabilities Act of 1990)

and create a barrier in pedestrian mobility. There are also several existing off-street parking areas along Trinity Street that too short to accommodate standard vehicle lengths which often results in sidewalks being partially or entirely blocked, rendering the route inaccessible for pedestrians.

Portions of Patrick's Point Drive and Trinity Street are exhibiting signs of extreme pavement distress and failure. Patrick's Point Drive through the project area was identified to have a Pavement Condition Index (PCI) of 52 (as of 12/31/16). And portions of Trinity Street are beginning to show signs of distress, which if left unaddressed, would continue to deteriorate and ultimately require the entire roadway to be reconstructed.

5. CORRIDOR AND SYSTEM COORDINATION

The improvements included in the project were prioritized in the HCAOG's Regional Transportation Plan (RTP) - 2014 Update, which was adopted following public meetings and public comments. The project with its current title will also be included in HCAOG's Regional Transportation Plan 2017 Update, which is currently under development.

6. ALTERNATIVES

No alternative projects or improvements were identified that fulfil the project's primary purpose of removing accessibility barriers and extending new safe and accessible pedestrian routes along portions of Patrick's Point Drive, Scenic Drive, and Trinity Street.

7. ENVIRONMENTAL COMPLIANCE

The Project meets the definition of a "project" under Section 15378 of the California Environmental Quality Act of 1970, as amended (CEQA). As the "project sponsor," the City of Trinidad would be the CEQA Lead Agency

This project includes the construction and reconstruction of sidewalks, curb ramps, driveways, pavement reconstruction and other improvements primarily within the existing public right-of-way. Minor encroachments onto private property are anticipated for conforms. It is anticipated that the project will qualify for a CEQA Notice of Exemption (NOE) and that no federal funding will be used and therefore NEPA clearance will not be required (not applicable). The project is located in the California Coastal Zone therefore a Coastal Development Permit (CDP) (City of Trinidad's Coastal Plan jurisdiction) is expected to be required.

8. FUNDING AND PROGRAMMING

Funding:

The project will be funded by a combination of funding sources including the HCAOG RTIP and local funds committed by the City of Trinidad.

Programming:

Fund Source	Fiscal Year Estimate									
	Total	Prior	18/19	19/20	20/21	22/23	23/24	24/25+	Future	Total
Component	In thousands of dollars (\$1,000)									
PA&ED Support			40							40
PS&E Support				60						60
Right-of-Way				15						15
Construction					465					465
Total			40	75	465					580

Fund Source	Fiscal Year Estimate								
HCAOG RTIP	Prior	18/19	19/20	20/21	22/23	23/24	24/25+	Future	Total
Component	In thousands of dollars (\$1,000)								
PA&ED Support		40							40
PS&E Support			60						60
Right-of-Way			15						15
Construction				435					435
Total		40	75	435					550

Fund Source	Fiscal Year Estimate								
Local Committed Funds – City of Trinidad	Prior	18/19	19/20	20/21	22/23	23/24	24/25+	Future	Total
Component	In thousands of dollars (\$1,000)								
PA&ED Support									
PS&E Support									
Right-of-Way									
Construction				30					30
Total				30					30

9. DELIVERY SCHEDULE

Project Milestones	Milestone Date (Month/Year)
PROGRAM PROJECT	12/2017
BEGIN ENVIRONMENTAL (PA&ED) PHASE	8/2018
COMPLETE ENVIRONMENTAL DOCUMENT (CEQA CE)	12/2018
END ENVIRONMENTAL PHASE (PA&ED MILESTONE)	4/2019
BEGIN DESIGN (PS&E) PHASE	8/2019
END DESIGN PHASE (RTL MILESTONE)	4/2020
BEGIN RIGHT-OF-WAY PHASE	8/2019
END RIGHT-OF-WAY PHASE	4/2020
BEGIN CONSTRUCTION PHASE	10/2020
END CONSTRUCTION PHASE	6/2022
BEGIN CLOSEOUT PHASE	7/2022
END CLOSEOUT PHASE	12/2022

10. EXTERNAL AGENCY COORDINATION

The project requires the following agency coordination:

Local Coastal Program

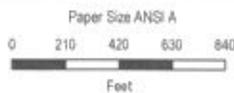
California Public Resources Code Division 20 (California Coastal Act)
Coastal Development Permit

11. ATTACHMENTS

- A. Location Map
- B. Representative Project Photos
- C. Conceptual Drawings
- E. Engineer's Estimate



Legend
 Project Location



City of Trinidad
 Downtown Trinidad Pedestrian
 & Connectivity Improvements

Project No. 0106307001-11050
 Revision No. -
 Date 12/01/2017

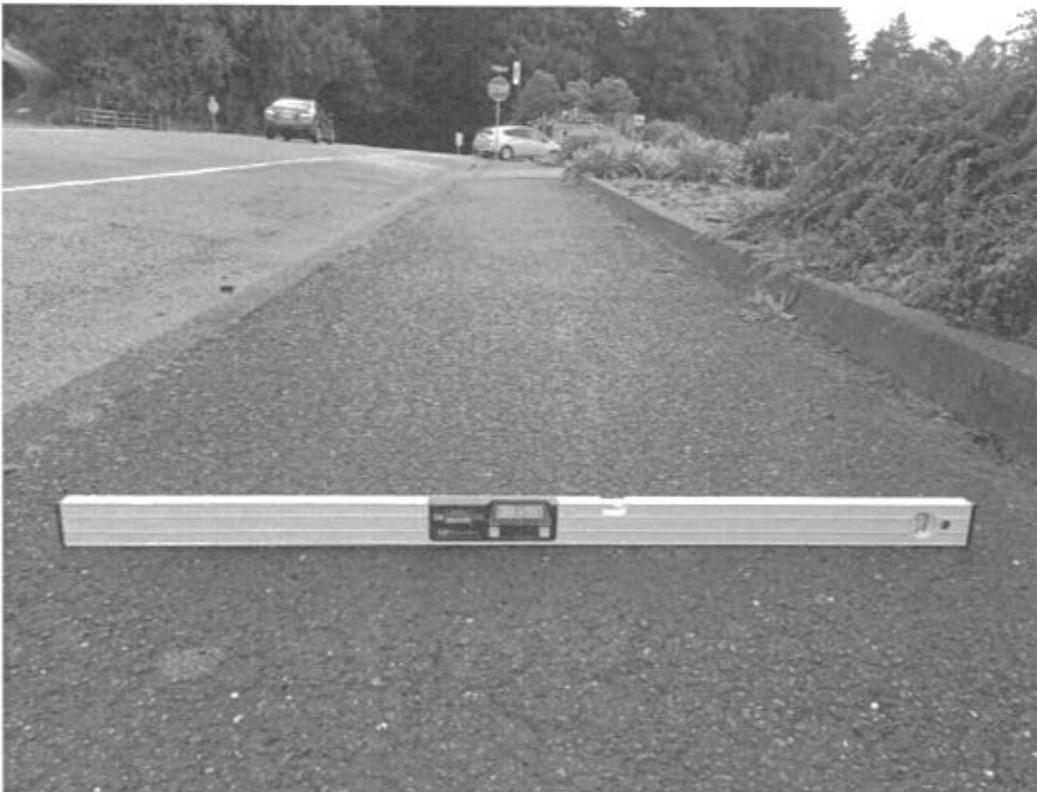
Map Projection: Lambert Conformal Conic
 Horizontal Datum: North American 1983
 Grid: NAD 1983 StatePlane California I FIPS 0401 Feet

Vicinity Map

FIGURE 1



Non-accessible/non-compliant driveway on Patrick's Point Drive (cross slope 8.1%)



Non-accessible/non-compliant sidewalk on Patrick's Point Drive (cross slope 3.5%)



Severely failed pavement on Patrick's Point Drive.



Failed culvert on Scenic Drive (exposed end is a hazard to vehicles)



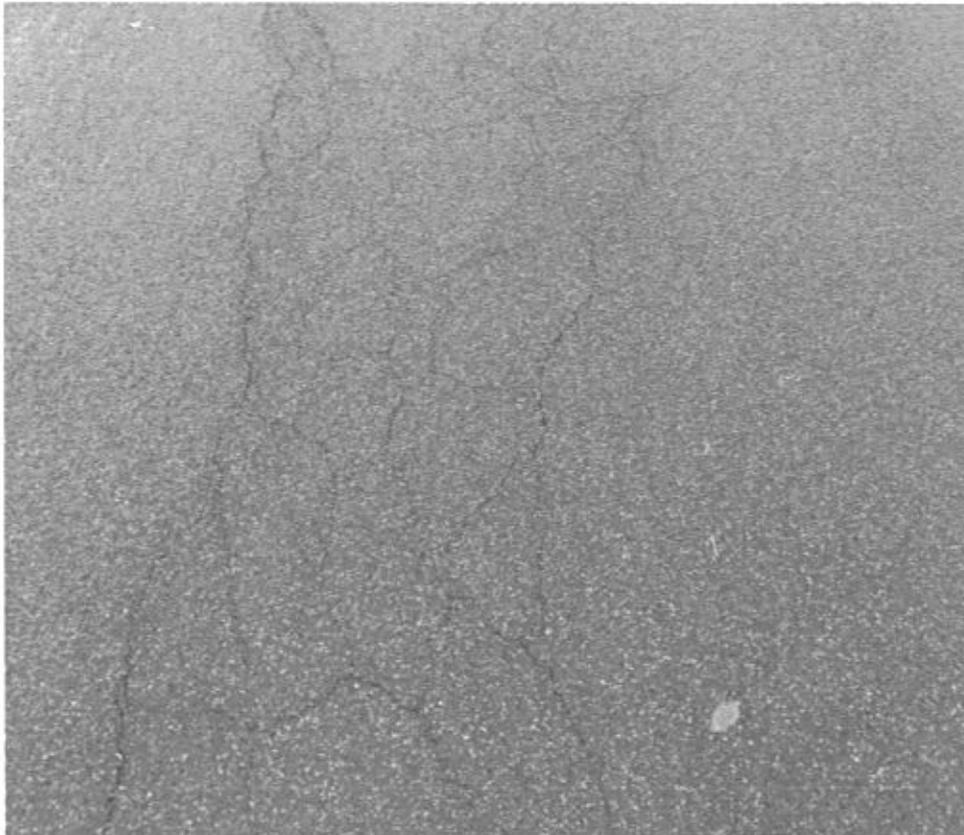
Sidewalk/driveway blocked by off-street parking (Trinidad Elementary School and Town Hall in background). Driveway is also non-accessible/non-compliant with cross-slopes greater than 4%.



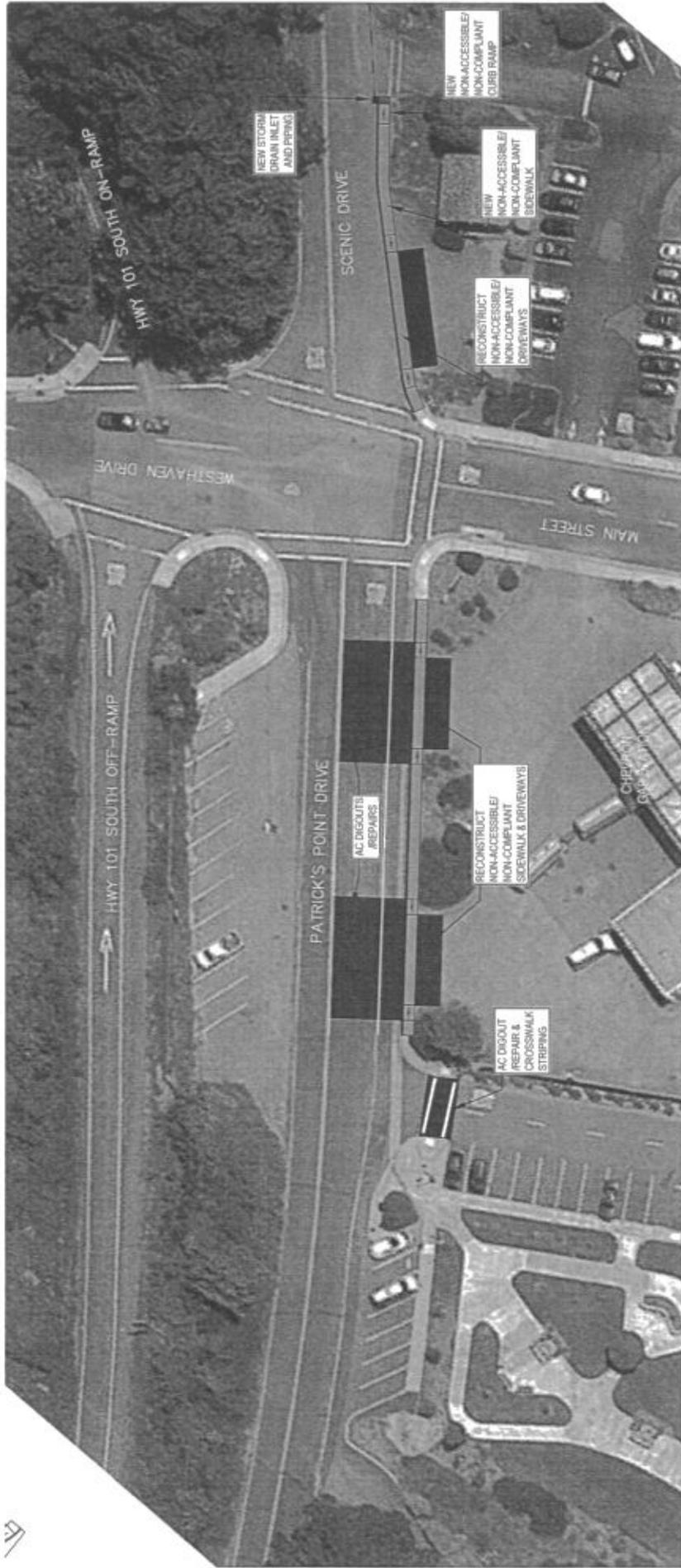
Example of non-accessible/non-compliant sidewalk on Trinity Street (cross slope $>5\%$); Typical of 12 locations on Trinity Street.



Non-accessible/non-compliant curb ramp on Trinity Street (cross-slope 6.3%); Typical of 6 locations on Trinity Street.



Severe alligator cracking/rutting (pavement failure) on Trinity Street.



Project No. 01630765-1888
 Report No. 11150217
 Date 11/15/2017

CITY OF TONTOON
 DOWNTOWN TONTOON PEDESTRIAN &
 CONNECTIVITY IMPROVEMENTS
 PATRICK'S POINT DRIVE
 & SCENIC DRIVE



FIGURE 1

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ENGINEERS ESTIMATE

Agency: City of Trinidad

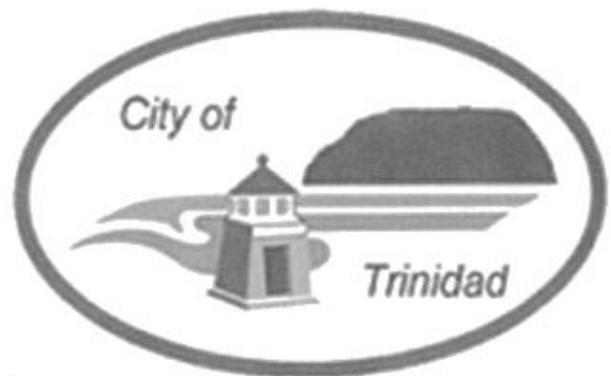
Project Name: Downtown Trinidad Pedestrian & Connectivity Improvements

Project Location: Trinidad, California

Date of Estimate: November 9, 2017

Item No.	Description	Trinity Quantity	Scenic Quantity	Patrick's Point Quantity	Total Quantity	Units	Unit Cost	Total
1	Mobilization/Demobilization (7%)				1	LS	\$26,000	\$26,000
2	Traffic Control (4%)				1	LS	\$15,000	\$15,000
3	Minor Items (4%)				1	LS	\$15,000	\$15,000
4	Construction Area Signs	4	4	4	12	EA	\$500	\$6,000
5	Water Pollution Control				1	LS	\$5,000	\$5,000
6	Demolition & Removal	10518	2155	4078	16750	SF	\$2	\$33,500
7	Drainage Inlet, Type G1		1		1	EA	\$4,000	\$4,000
8	Storm Drain Pipe, 12"		50		50	LF	\$100	\$5,000
9	Adjust Valve/Meter Box	14			14	EA	\$500	\$7,000
10	Minor Concrete - Curb			115	115	LF	\$40	\$4,600
11	Minor Concrete - Curb & Gutter	765	210	115	1090	LF	\$50	\$54,500
12	Minor Concrete - Sidewalk	700	330	570	1600	SF	\$12	\$19,200
13	Minor Concrete - Driveway	1780	250	400	2430	SF	\$15	\$36,450
14	Minor Concrete - Curb Ramp	795	100		895	SF	\$15	\$13,425
15	Minor Concrete - Valley Gutter	750			750	SF	\$15	\$11,250
16	Detectable Warning Surface	7	1		8	EA	\$800	\$6,400
17	Concrete Wheel Stop	4			4	EA	\$150	\$600
18	Driveway Conforms/Transitions - Concrete	1860			1860	SF	\$15	\$27,900
19	Driveway Conforms/Transitions - Asphalt (0.2')	1520	950	1020	3490	SF	\$9	\$31,410
20	Class II Aggregate Base (Town Hall Parking Paving)	17			17	CY	\$75	\$1,250
21	HMA Paving (0.2') - Parking and Road Paving	900			900	SF	\$9	\$8,100
22	HMA Paving (0.4') - Pavement Repair/Digouts	300		1800	2100	SF	\$10	\$21,000
23	Red Curb Paint	150	50	50	250	LF	\$3	\$750
24	4" Thermoplastic Stripe (Center/Edge)	300	150	1000	1450	LF	\$2	\$2,900
25	12" Thermoplastic Stripe (Stop Bar/Crosswalk)	310		50	360	LF	\$10	\$3,600
26	Thermoplastic Pavement Markings	3			3	EA	\$250	\$750
27	Roadside Signs	4	1	4	9	EA	\$800	\$7,200
Construction Capital Subtotal								\$368,000
Construction Contingency (10%)								\$36,800
Construction Capital Total								\$405,000

Total Project Costs	
E&P (PA&E) (10%)	\$40,000
PS&E (15%)	\$60,000
Right of Way (4%)	\$15,000
Construction Engineering (15%)	\$60,000
Construction Capital Total	\$405,000
Total Project Cost	\$580,000



City of Trinidad
Priority Transportation Projects
Final Planning Level Designs & Cost Estimates

February 2014

City of Trinidad
Priority Transportation Projects

Project No.	Project Location	Short or Long Term ¹	Auto/truck	Pedestrian	Bicycle	Transit	Description	Funding Source	Anticipated Implementation Year(s)	2013 Cost	Cost in Year of Expenditure ²
1	Van Wycke Street Trail	ST		X			Reconstruction, Lights	Not Funded	16/17	\$ 340,000	\$ 372,000
2	Trinity Street	ST		X			Sidewalks, Driveways & Curb Ramps	Not Funded	18/19	\$ 325,000	\$ 377,000
3	Patrick's Point Drive/Scenic Drive	ST		X			Sidewalks, Driveways & Curb Ramps	Not Funded	20/21	\$ 155,000	\$ 191,000
4	Patrick's Point Drive	ST	X				Overlay/Maintenance Paving	Not Funded	21/22	\$ 100,000	\$ 127,000
5	Main Street, Trinity Street & Westhaven Drive	LT	X				Overlay/Maintenance Paving	Not Funded	22/23	\$ 430,000	\$ 561,000
6	Edwards Street to Bay Street	LT	X				Overlay/Maintenance Paving	Not Funded	24/25	\$ 300,000	\$ 415,000
7	Frontage Road	LT	X				Overlay/Maintenance Paving	Not Funded	26/27	\$ 220,000	\$ 323,000
8	Parker Creek Drive	LT	X				Reconstruction	Not Funded	27/28	\$ 105,000	\$ 159,000
9	Edwards Street to Ewing Street	LT		X			Sidewalks, Driveways & Curb Ramps	Not Funded	28/29	\$ 330,000	\$ 514,000
<i>Short-Term Subtotal</i>										\$ 920,000	\$ 1,067,000
<i>Long-Term Subtotal</i>										\$ 1,385,000	\$ 1,972,000
<i>Total Cost</i>										\$ 2,305,000	\$ 3,039,000

¹ Short-term (ST) is the next 1 to 10 years; long-term (LT) is the next 11 to 20 years.

² Assumed 3% annual inflation.

Planning Level Cost Estimate

Agency: City of Trinidad

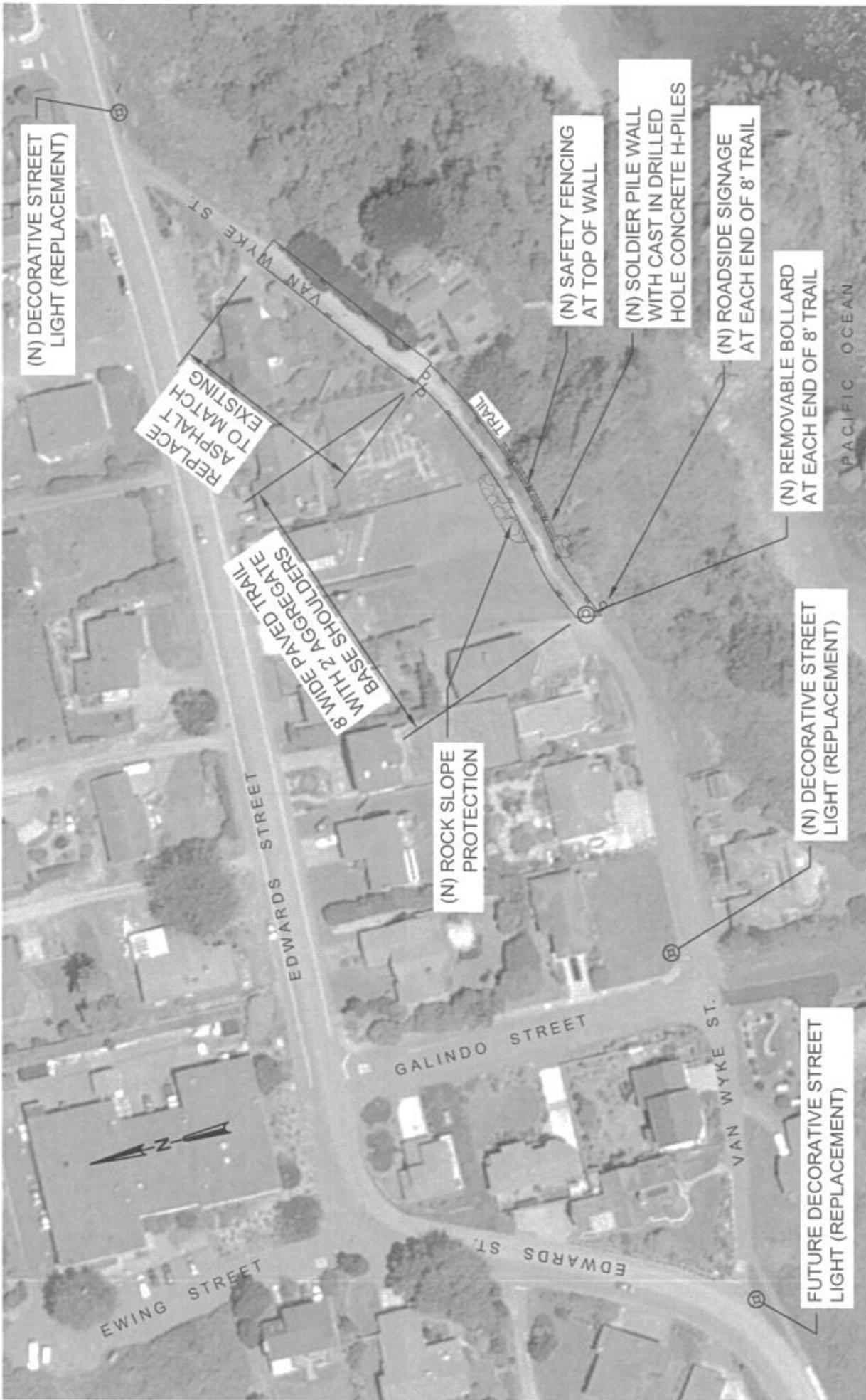
Project Name: Van Wycke Street Trail - 1

Project Location: Trinidad California

Date of Estimate: February 4, 2013

Item No.	Description	Quantity	Units	Unit Cost	Total
1	Mobilization/Demobilization (10%)	1	LS	\$17,100	\$17,100
2	Traffic Control (10%)	1	LS	\$17,100	\$17,100
3	Minor Items (5%)	1	LS	\$8,550	\$8,550
4	Construction Area Signs	1	LS	\$2,000	\$2,000
5	Water Pollution Control	1	LS	\$5,000	\$5,000
6	Demolition & Removal	1	LS	\$1,000	\$1,000
7	Clearing and Grubbing	1	LS	\$2,000	\$2,000
8	Excavation, Grading & Disposal	1	LS	\$6,000	\$6,000
9	Concrete Piles	60	LF	\$300	\$18,000
10	H-Piles	120	LF	\$150	\$18,000
11	Timber Lagging	240	SF	\$25	\$6,000
12	Cross Beam	1	LS	\$10,000	\$10,000
13	Corrosion Protection	1	LS	\$15,000	\$15,000
14	Drain Rock	50	CY	\$70	\$3,500
15	Structure Backfill	100	CY	\$50	\$5,000
16	RSP	40	TON	\$120	\$4,800
17	Class II Aggregate Base (6" thick)	50	CY	\$60	\$3,000
18	Hot Mix Asphalt (0.25' Max)	40	TON	\$200	\$8,000
19	Fencing	40	LF	\$35	\$1,400
20	Removable Bollard	2	EA	\$1,000	\$2,000
21	Roadside Sign(s)	2	EA	\$500	\$1,000
25	Decorative Street Light (by PG&E)	2	EA	\$8,000	\$16,000
				Construction Capital Subtotal	\$171,000
				Construction Contingency (25%)	\$43,000
				Construction Capital Total	\$214,000

Total Project Costs	
	E&P (PA&ED) (7%)
	\$15,000
	PS&E (25%)
	\$54,000
	Right of Way Support/Capital (10%)
	\$22,000
	Construction Engineering (15%)
	\$33,000
	Construction Capital Total
	\$214,000
	Total Estimated Project Cost
	\$338,000
	Call
	\$340,000



(N) DECORATIVE STREET LIGHT (REPLACEMENT)

REPLACE ASPHALT TO MATCH EXISTING

8' WIDE PAVED TRAIL WITH 2 AGGREGATE BASE SHOULDERS

(N) ROCK SLOPE PROTECTION

(N) SAFETY FENCING AT TOP OF WALL

(N) SOLDIER PILE WALL WITH CAST IN DRILLED HOLE CONCRETE H-PILES

(N) ROADSIDE SIGNAGE AT EACH END OF 8' TRAIL

(N) REMOVABLE BOLLARD AT EACH END OF 8' TRAIL

(N) DECORATIVE STREET LIGHT (REPLACEMENT)

FUTURE DECORATIVE STREET LIGHT (REPLACEMENT)

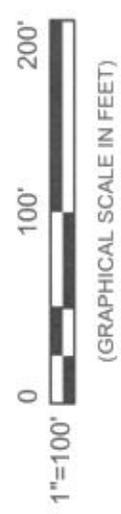
PACIFIC OCEAN



VAN WYKE STREET TRAIL
 CITY OF TRINIDAD
 ROAD PLANNING 2013

Job Number 8410414
 Revision
 Date 2/3/2014

Figure 1



Planning Level Cost Estimate

Agency: City of Trinidad

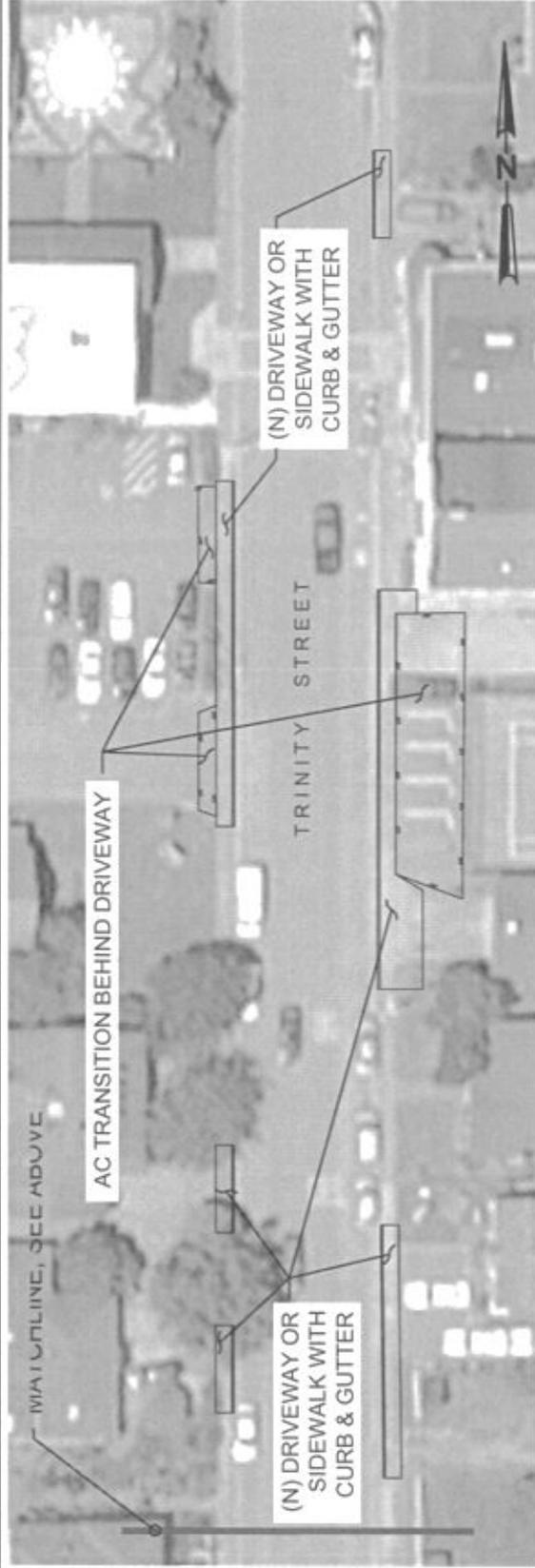
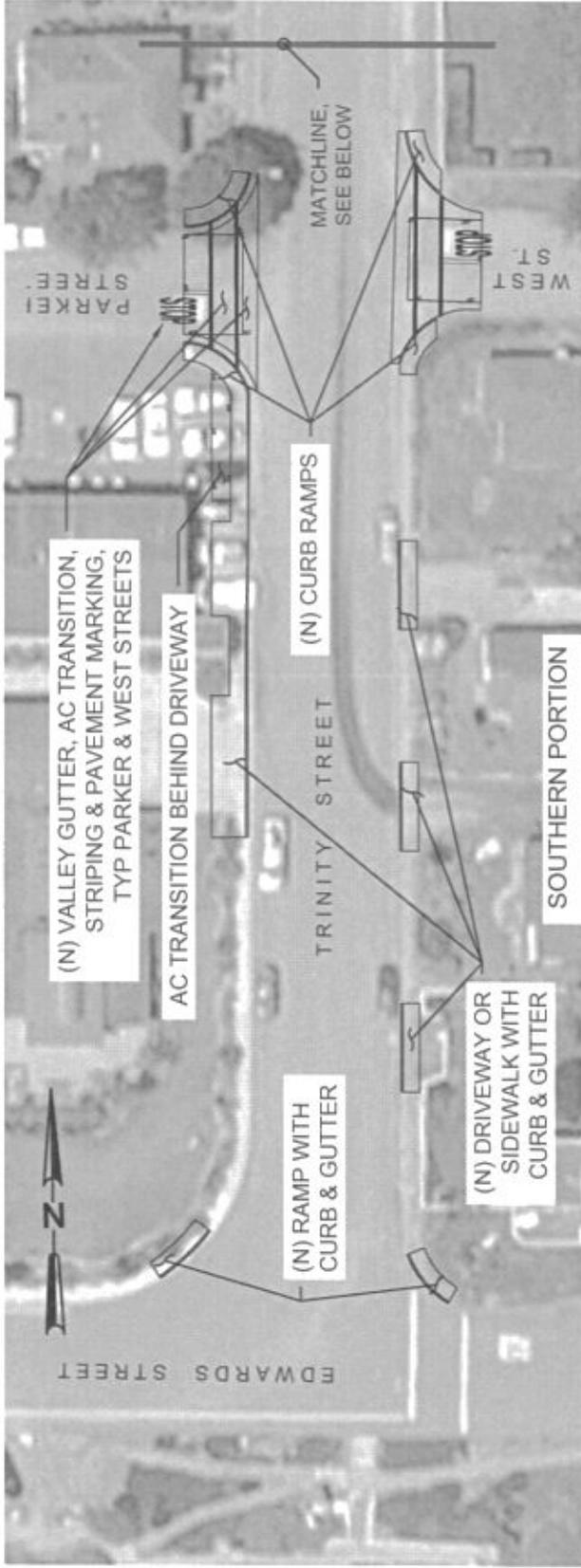
Project Name: Trinity Street - 2

Project Location: Trinidad California

Date of Estimate: February 4, 2013

Item No.	Description	Quantity	Units	Unit Cost	Total
1	Mobilization/Demobilization (10%)	1	LS	\$18,100	\$18,100
2	Traffic Control (10%)	1	LS	\$18,100	\$18,100
3	Minor Items (5%)	1	LS	\$9,050	\$9,050
4	Construction Area Signs	1	LS	\$7,500	\$7,500
5	Water Pollution Control	1	LS	\$3,500	\$3,500
6	Demolition & Removal	1	LS	\$21,000	\$21,000
7	Minor Concrete - Curb & Gutter	690	LF	\$45	\$31,050
8	Minor Concrete - Sidewalk	193	SF	\$10	\$1,930
9	Minor Concrete - Driveway	2910	SF	\$13	\$37,830
10	Minor Concrete - Curb Ramp	388	SF	\$12	\$4,656
11	Minor Concrete - Valley Gutter	725	SF	\$15	\$10,875
12	Detectable Warning Surface	6	EA	\$800	\$4,800
13	Hot Mix Asphalt (0.2' Max)	40	TON	\$200	\$8,000
14	Red Curb Paint	150	LF	\$3	\$450
15	4" Thermoplastic Stripe (Center/Edge)	40	LF	\$5	\$200
16	12" Thermoplastic Stripe (Stop Bar)	155	LF	\$15	\$2,325
17	Thermoplastic Pavement Markings	44	SF	\$15	\$660
18	Reset Roadside Sign	1	EA	\$400	\$400
				Construction Capital Subtotal	\$181,000
				Construction Contingency (25%)	\$45,250
				Construction Capital Total	\$226,250

Total Project Costs		
	E&P (PA&ED) (7%)	\$16,000
	PS&E (20%)	\$46,000
	Right of Way (0%)	\$ -
	Construction Engineering (15%)	\$34,000
	Construction Capital Total	\$226,250
	Total Project Cost	\$322,250
	Call	\$325,000



Job Number 8410414
 Revision
 Date 1/17/2014

TRINITY STREET
 CITY OF TRINIDAD
 ROAD PLANNING 2013

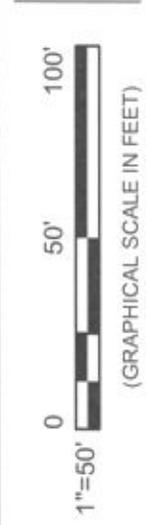


Figure 2

Planning Level Cost Estimate

Agency: City of Trinidad

Project Name: Patrick's Point Drive/Scenic Drive - 3

Project Location: Trinidad California

Date of Estimate: February 4, 2013

Item No.	Description	Quantity	Units	Unit Cost	Total
1	Mobilization/Demobilization (10%)	1	LS	\$8,600	\$8,600
2	Traffic Control (10%)	1	LS	\$8,600	\$8,600
3	Minor Items (5%)	1	LS	\$4,300	\$4,300
4	Construction Area Signs	1	LS	\$2,000	\$2,000
5	Water Pollution Control	1	LS	\$3,000	\$3,000
6	Demolition & Removal	1	LS	\$10,250	\$10,250
7	Clearing and Grubbing	1	LS	\$1,500	\$1,500
8	Minor Concrete - Curb & Gutter	305	LF	\$45	\$13,725
9	Minor Concrete - Sidewalk	692	SF	\$10	\$6,920
10	Minor Concrete - Driveway	826	SF	\$13	\$10,738
11	Minor Concrete - Curb Ramp	60	SF	\$12	\$720
12	Detectable Warning Surface	1	EA	\$800	\$800
13	Type G1 Drainage Inlet (incl. Interconnecting Piping and fittings at Saunders Driveway)	1	EA	\$6,500	\$6,500
14	Hot Mix Asphalt (Driveway Transitions)	46	TON	\$200	\$9,200
15	Red Curb Paint	100	LF	\$3	\$300
16	Reset Roadside Sign	1	EA	\$400	\$400
				Construction Capital Subtotal	\$88,000
				Construction Contingency (25%)	\$22,000
				Construction Capital Total	\$110,000

Total Project Costs	
	E&P (PA&ED) (7%) \$8,000
	PS&E (15%) \$17,000
	Right of Way (0%) \$ -
	Construction Engineering (15%) \$17,000
	Construction Capital Total \$110,000
	Total Project Cost \$152,000
	Call \$155,000

Planning Level Cost Estimate

Agency: City of Trinidad

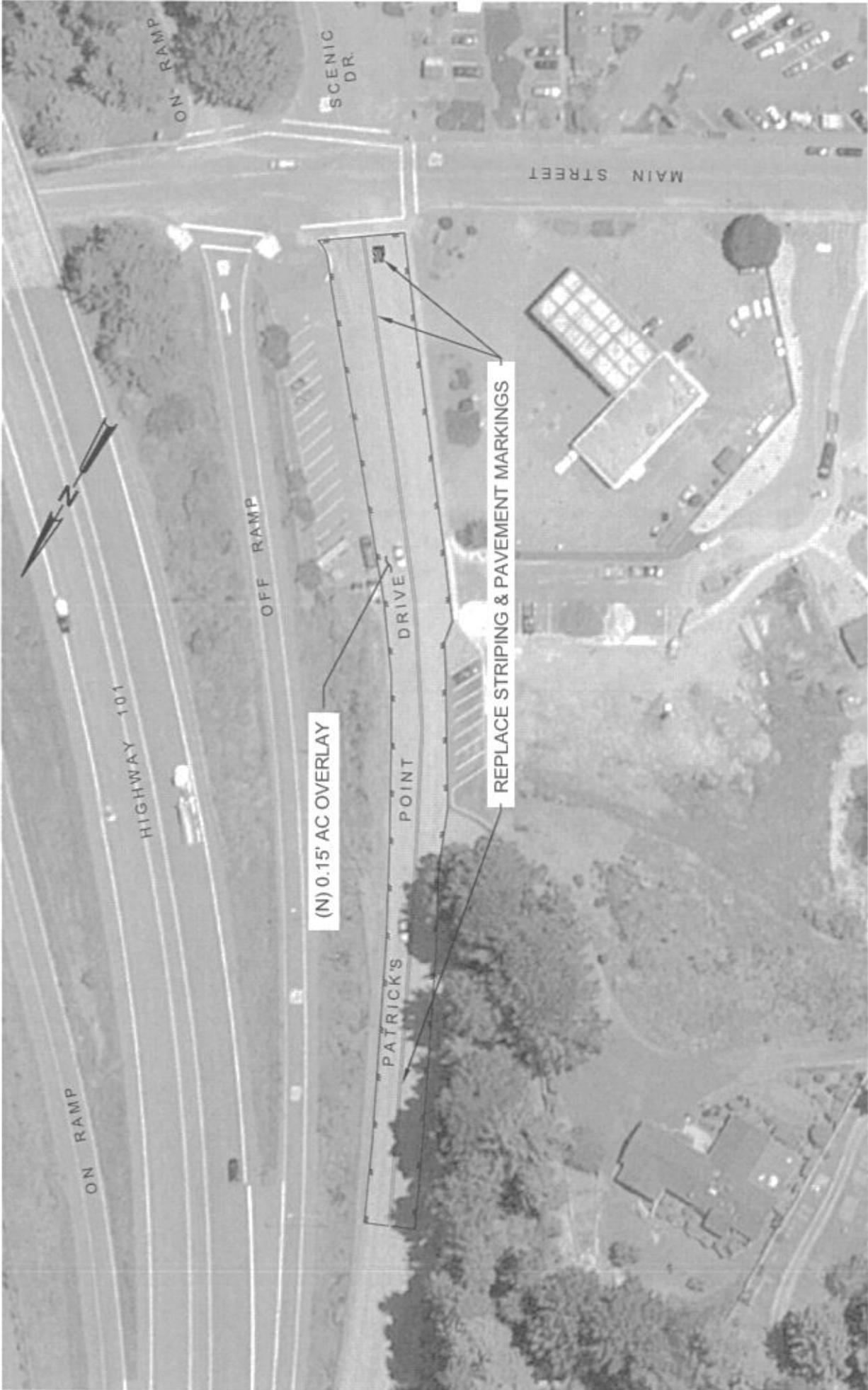
Project Name: Patrick's Point Drive - 4

Project Location: Trinidad California

Date of Estimate: February 4, 2013

Item No.	Description	Quantity	Units	Unit Cost	Total
1	Mobilization/Demobilization (10%)	1	LS	\$6,000	\$6,000
2	Traffic Control (10%)	1	LS	\$6,000	\$6,000
3	Minor Items (5%)	1	LS	\$3,000	\$3,000
4	Construction Area Signs	1	LS	\$3,000	\$3,000
5	Water Pollution Control	1	LS	\$2,500	\$2,500
6	Cold Plane Asphalt Concrete	1	LS	\$3,000	\$3,000
7	Hot Mix Asphalt (0.15' Max)	236	TON	\$125.0	\$29,500
8	4" Thermoplastic Stripe (Center)	1173	LF	\$5	\$5,865
9	Thermoplastic Pavement Markings	22	SF	\$15	\$330
				Construction Capital Subtotal	\$60,000
				Construction Contingency (25%)	\$15,000
				Construction Capital Total	\$75,000

Total Project Costs	
	E&P (PA&ED) (2%)
	\$2,000
	PS&E (10%)
	\$8,000
	Right of Way (%)
	\$ -
	Construction Engineering (15%)
	\$12,000
	Construction Capital Total
	\$75,000
	Total Project Cost
	\$97,000
	Call
	\$100,000



Job Number 8410414
 Revision
 Date 1/17/2014

PATRICK'S POINT DRIVE
 CITY OF TRINIDAD
 ROAD PLANNING 2013



Figure 4

Planning Level Cost Estimate

Agency: City of Trinidad

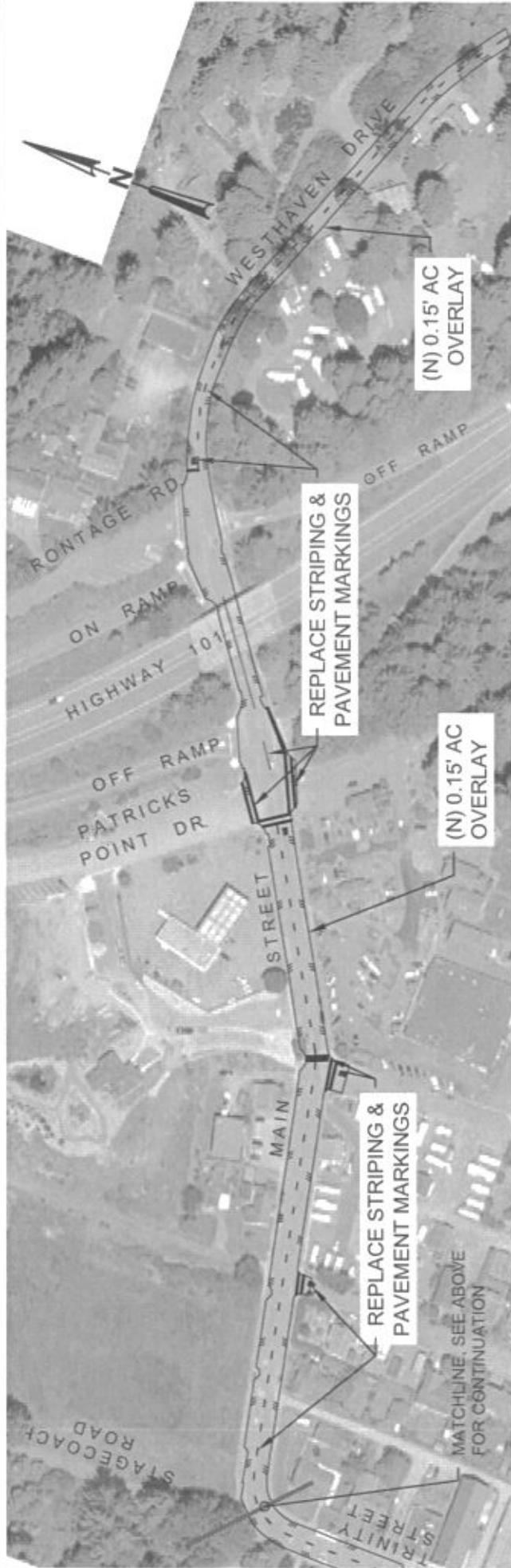
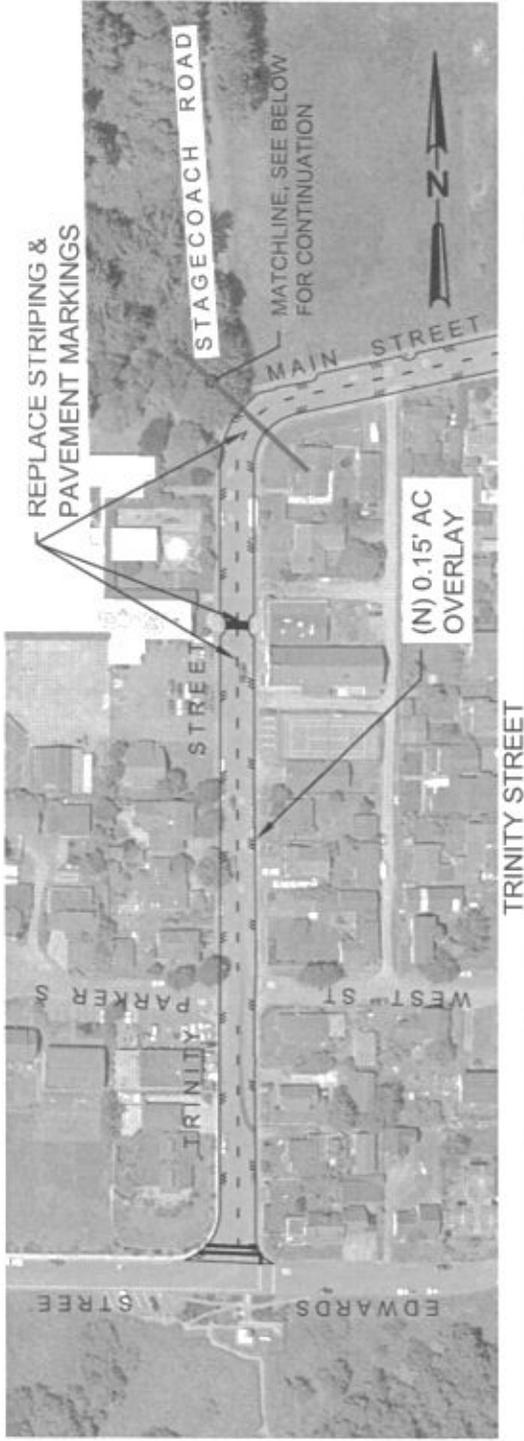
Project Name: Main Street, Trinity Street & Westhaven Drive - 5

Project Location: Trinidad California

Date of Estimate: February 4, 2013

Item No.	Description	Quantity	Units	Unit Cost	Total
1	Mobilization/Demobilization (10%)	1	LS	\$27,000	\$27,000
2	Traffic Control (10%)	1	LS	\$27,000	\$27,000
3	Minor Items (5%)	1	LS	\$13,500	\$13,500
4	Construction Area Signs	1	LS	\$10,000	\$10,000
5	Water Pollution Control	1	LS	\$10,000	\$10,000
6	Cold Plane Asphalt Concrete	1	LS	\$7,500	\$7,500
7	Hot Mix Asphalt (0.15' Max)	1150	TON	\$125	\$143,750
8	4" Thermoplastic Stripe (Center)	2809	LF	\$5	\$14,045
9	12" Thermoplastic Stripe (Stop Bar)	788	LF	\$15	\$11,820
10	Thermoplastic Pavement Markings	290	SF	\$15	\$4,350
Construction Capital Subtotal					\$269,000
Construction Contingency (25%)					\$67,250
Construction Capital Total					\$336,250

Total Project Costs	
E&P (PA&ED) (2%)	\$7,000
PS&E (10%)	\$34,000
Right of Way (0%)	\$ -
Construction Engineering (15%)	\$51,000
Construction Capital Total	\$336,250
Total Project Cost	\$428,250
Call	\$430,000



**MAIN STREET, TRINITY STREET
& WESTHAVEN DRIVE**
CITY OF TRINIDAD
ROAD PLANNING 2013

Job Number 8410414
Revision
Date 2/3/2014

Figure 5



Planning Level Cost Estimate

Agency: City of Trinidad

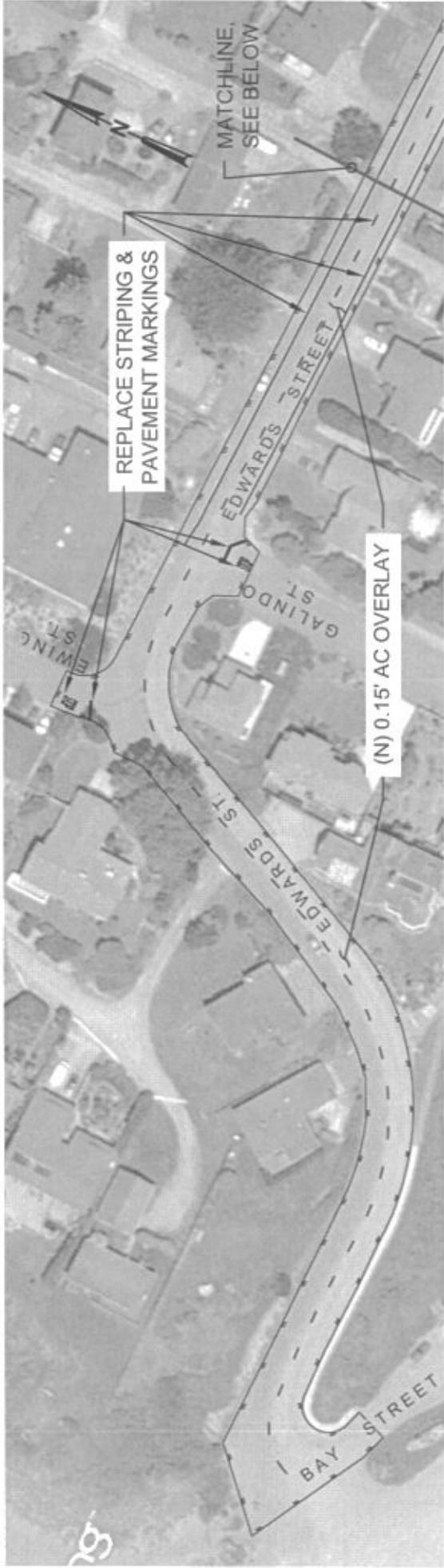
Project Name: Edwards Street to Bay Street - 6

Project Location: Trinidad California

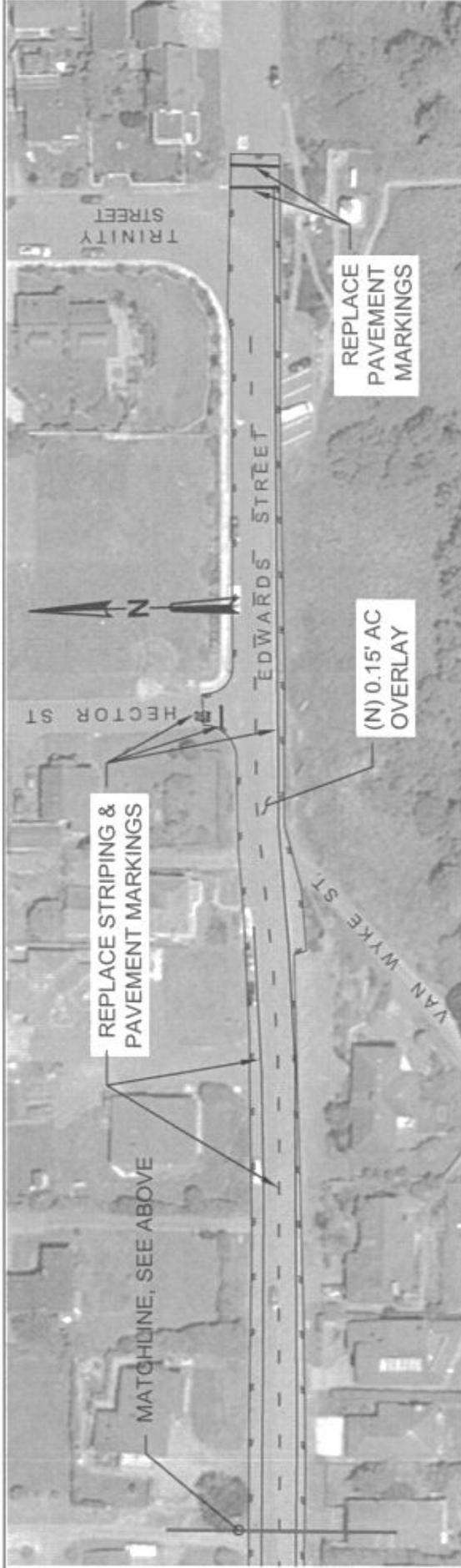
Date of Estimate: February 4, 2013

Item No.	Description	Quantity	Units	Unit Cost	Total
1	Mobilization/Demobilization (10%)	1	LS	\$18,200	\$18,200
2	Traffic Control (10%)	1	LS	\$18,200	\$18,200
3	Minor Items (5%)	1	LS	\$9,100	\$9,100
4	Construction Area Signs	1	LS	\$7,500	\$7,500
5	Water Pollution Control	1	LS	\$10,000	\$10,000
6	Cold Plane Asphalt Concrete	1	LS	\$6,500	\$6,500
7	Hot Mix Asphalt (0.15' Max)	738	TON	\$125	\$92,250
8	4" Thermoplastic Stripe (Center)	3424	LF	\$5	\$17,120
9	12" Thermoplastic Stripe (Stop Bar)	115	LF	\$15	\$1,725
10	Thermoplastic Pavement Markings	66	SF	\$15	\$990
				Construction Capital Subtotal	\$182,000
				Construction Contingency (25%)	\$45,500
				Construction Capital Total	\$227,500

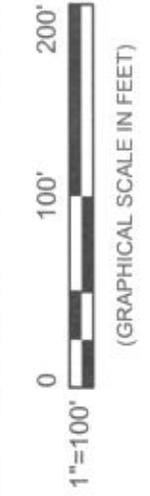
Total Project Costs	
	E&P (PA&ED) (2%)
	\$5,000
	PS&E (10%)
	\$23,000
	Right of Way (0%)
	\$ -
	Construction Engineering (15%)
	\$35,000
	Construction Capital Total
	\$227,500
	Total Project Cost
	\$290,500
	Call
	\$300,000



WESTERN PORTION



EASTERN PORTION



**EDWARDS STREET
TO BAY STREET**
CITY OF TRINIDAD
ROAD PLANNING 2013

Job Number 8410414
Revision
Date 2/3/2014

Figure 6

Planning Level Cost Estimate

Agency: City of Trinidad

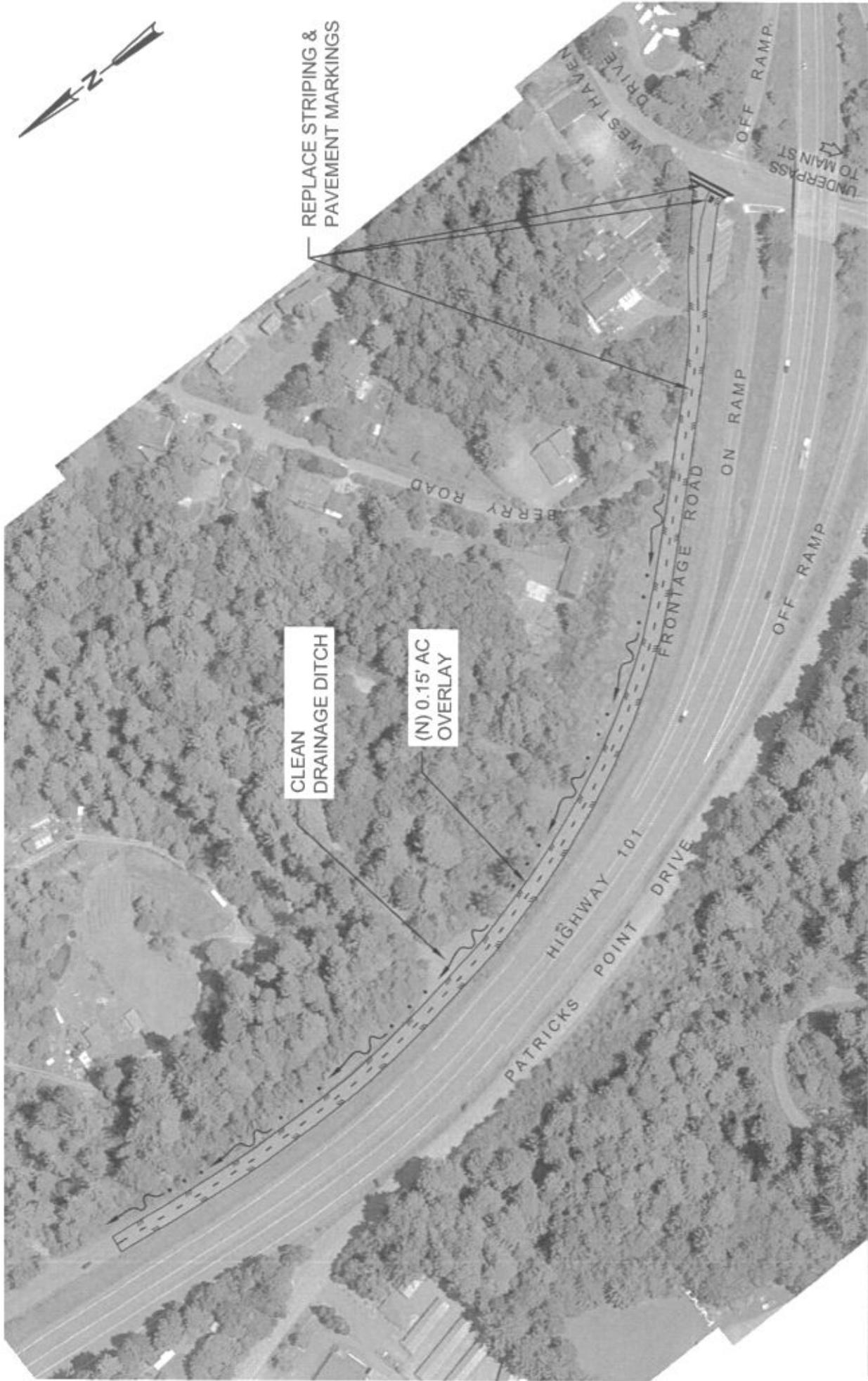
Project Name: Frontage Road - 7

Project Location: Trinidad, California

Date of Estimate: February 1, 2013

Item No.	Description	Quantity	Units	Unit Cost	Total
1	Mobilization/Demobilization (10%)	1	LS	\$13,500	\$13,500
2	Traffic Control (10%)	1	LS	\$13,500	\$13,500
3	Minor Items (5%)	1	LS	\$6,750	\$6,750
4	Construction Area Signs	1	LS	\$3,500	\$3,500
5	Water Pollution Control	1	LS	\$2,500	\$2,500
6	Cold Plane Asphalt Concrete (0.15' MAX)	1	LS	\$5,000	\$5,000
7	Hot Mix Asphalt (0.15' Overlay)	580	TON	\$125	\$72,500
8	Clean Drainage Ditch	1	LS	\$5,000	\$5,000
9	4" Thermoplastic Stripe (Center)	2080	LF	\$5	\$10,400
10	12" Thermoplastic Stripe (Stop Bar)	130	LF	\$15	\$1,950
11	Thermoplastic Pavement Markings	22	SF	\$15	\$330
				Construction Capital Subtotal	\$135,000
				Construction Contingency (25%)	\$33,750
				Construction Capital Total	\$168,750

Total Project Costs	
	E&P (PA&ED) (2%)
	\$4,000
	PS&E (10%)
	\$17,000
	Right of Way (0%)
	\$ -
	Construction Engineering (15%)
	\$26,000
	Construction Capital Total
	\$168,750
	Total Project Cost
	\$215,750
	Call
	\$220,000



Job Number 8410414
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 Date 1/17/2014

FRONTAGE ROAD
 CITY OF TRINIDAD
 ROAD PLANNING 2013

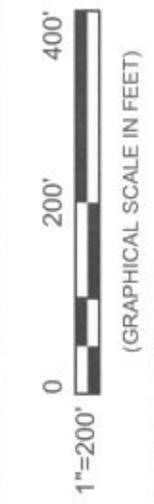


Figure 7

Planning Level Cost Estimate

Agency: City of Trinidad

Project Name: Parker Creek Drive - 8

Project Location: Trinidad California

Date of Estimate: February 4, 2013

Item No.	Description	Quantity	Units	Unit Cost	Total
1	Mobilization/Demobilization (10%)	1	LS	\$5,700	\$5,700
2	Traffic Control (10%)	1	LS	\$5,700	\$5,700
3	Minor Items (5%)	1	LS	\$2,850	\$2,850
4	Construction Area Signs	1	LS	\$2,000	\$2,000
5	Water Pollution Control	1	LS	\$3,000	\$3,000
6	Clearing and Grubbing	1	LS	\$2,500	\$2,500
7	Roadway Excavation & Grading	1	LS	\$5,000	\$5,000
8	Class 2 Aggregate Base (Assume 1')	242	CY	\$60	\$14,520
9	Hot Mix Asphalt (3" Max)	115	TON	\$125	\$14,375
10	4" Thermoplastic Stripe (Center/Edge)	30	LF	\$5	\$150
11	12" Thermoplastic Stripe (Stop Bar)	19	LF	\$15	\$285
12	Thermoplastic Pavement Markings	22	SF	\$15	\$330
				Construction Capital Subtotal	\$57,000
				Construction Contingency (25%)	\$14,250
				Construction Capital Total	\$71,250

Total Project Costs		
	E&P (PA&ED) (7%)	\$5,000
	PS&E (20%)	\$15,000
	Right of Way (0%)	\$ -
	Construction Engineering (15%)	\$11,000
	Construction Capital Total	\$71,250
	Total Project Cost	\$102,250
	Call	\$105,000

Planning Level Cost Estimate

Agency: City of Trinidad

Project Name: Edwards Street to Ewing Street - 9

Project Location: Trinidad California

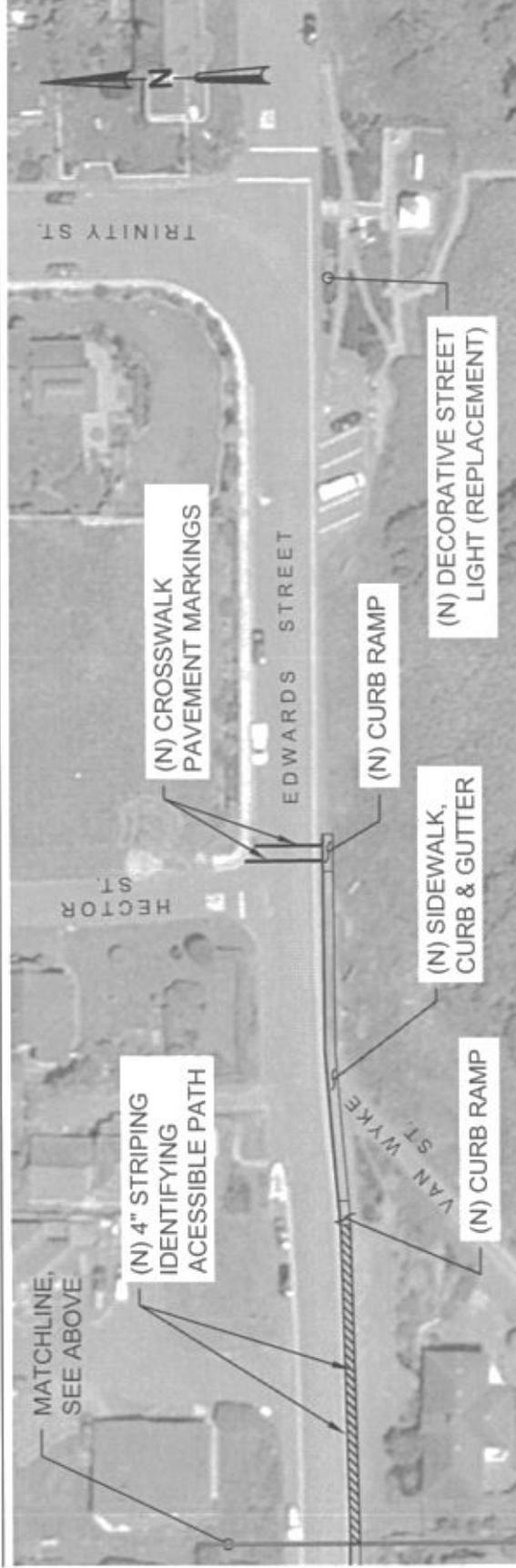
Date of Estimate: February 4, 2013

Item No.	Description	Quantity	Units	Unit Cost	Total
1	Mobilization/Demobilization (10%)	1	LS	\$18,500	\$18,500
2	Traffic Control (10%)	1	LS	\$18,500	\$18,500
3	Minor Items (5%)	1	LS	\$9,250	\$9,250
4	Construction Area Signs	1	LS	\$7,500	\$7,500
5	Water Pollution Control	1	LS	\$3,000	\$3,000
6	Demolition & Removal	1	LS	\$15,000	\$15,000
7	Clearing and Grubbing	1	LS	\$5,000	\$5,000
9	Minor Concrete - Curb & Gutter	802	LF	\$45	\$36,090
10	Minor Concrete - Sidewalk	2123	SF	\$10	\$21,230
11	Minor Concrete - Driveway	1755	SF	\$13	\$22,815
12	Minor Concrete - Curb Ramp	458	SF	\$12	\$5,496
13	Detectable Warning Surface	7	EA	\$800	\$5,600
16	Red Curb Paint	475	LF	\$3	\$1,425
17	4" Thermoplastic Stripe (Center/Edge)	220	LF	\$5	\$1,100
18	12" Thermoplastic Stripe (Stop Bar)	430	LF	\$15	\$6,450
18	Decorative Street Light Standard (PG&E)	1	EA	\$8,000	\$8,000
	Construction Capital Subtotal				\$185,000
	Construction Contingency (25%)				\$46,250
	Construction Capital Total				\$231,250

Total Project Costs		
	E&P (PA&ED) (7%)	\$17,000
	PS&E (15%)	\$35,000
	Right of Way (3%)	\$7,000
	Construction Engineering (15%)	\$35,000
	Construction Capital Total	\$231,250
	Total Project Cost	\$325,250
	Call	\$330,000



WESTERN PORTION



EASTERN PORTION

Job Number | 8410414
 Revision |
 Date | 2/3/2014

EDWARDS STREET
 TO EWING STREET
 CITY OF TRINIDAD
 ROAD PLANNING 2013

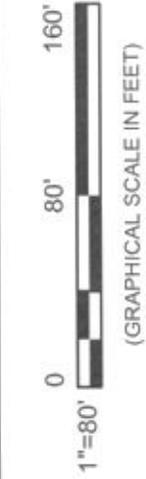


Figure 9

www.ghd.com



DISCUSSION AGENDA ITEM

Date: December 13th, 2017

Item: Renewal of City Manager Contract

Summary:

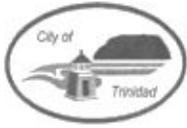
The current contract for City Manager is due for renewal.

The Council and City Manager are discussing this in closed session beforehand, but any approval of a new contract approval will be done in open session under this item.

Staff Recommendation:

Staff recommends the Council:

1. Consider approving a new Contract for City Manager.



DISCUSSION AGENDA ITEM 3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES

3. Consider Approval of City Manager



DISCUSSION AGENDA ITEM 4

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES

4. Request from the Trinidad Civic Club to Waive Permit Fees for the Trinidad Memorial Lighthouse Project.

DISCUSSION AGENDA ITEM

Date: December 13th, 2017

Item: Trinidad Civic Club Request to Waive Permit Fees

Summary:

The Trinidad Civic Club included in their Emergency Permit Application a request that the City consider supporting the efforts to save the Trinidad Memorial Lighthouse by agreeing to waive the permit fees that the Civic Club is incurring related to the project to move the Lighthouse.

That action would need to be approved by the Council. Staff do not recommend waiving the permit fees, both on principal that the applicant should bear the cost, and because most of the fees are yet to come, so it would be it would an open-ended commitment of an unknown amount of money.

If the Council wanted to provide financial support for the project, staff believe the better approach would be for the Council to direct staff to explore how best the City could provide a direct, fixed contribution towards the project efforts. This requires some exploration with our City Attorney because of the restrictions on gifts of public funds.

Another option could be to revisit this issue once the final permit is complete and the total fees are known. However a direct contribution would have the same basic effect.

Staff Recommendation:

Staff recommends the Council:

1. Take no Action

OR

2. Consider whether to direct staff to explore options for the City to provide financial support for the effort to save the Trinidad Memorial Lighthouse.