



Posted: Friday, June 03, 2011

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

The Trinidad City Council will hold its first regular monthly meeting on  
**WEDNESDAY, JUNE 08, 2011 at 7:00 PM**  
in the Town Hall at 409 Trinity Street

### No Closed Session

- I. **CALL TO ORDER/ROLL CALL**
- II. **PLEDGE OF ALLEGIANCE**
- III. **CLOSED SESSION – None Scheduled**
- IV. **APPROVAL OF AGENDA**
- V. **APPROVAL OF MINUTES - May 11, 2011 cc**
- VI. **COUNCIL MEMBER REPORTS, INCLUDING COMMITTEE ASSIGNMENTS**
- VII. **ORAL STAFF REPORTS - Specific Department Reports, Planning Commission**
- VIII. **ITEMS FROM THE FLOOR**  
*(Three (3) minute limit per Speaker unless Council approves request for extended time.)*
  
- IX. **CONSENT AGENDA**
  1. Staff Activities Report through April 2011
  2. Financial Status Reports for March 2011
  3. Resolution 2011-02; Supporting NCRA Railbanking.
  4. Resolution 2011-04; Authorizing Signature for Funding Agreement to Receive Prop 50 Funds for Water Department Turbidity Monitoring Project.
  
- X. **DISCUSSION/ACTION AGENDA ITEMS**
  1. Discussion/Decision Van Wycke Trail Repair Feasibility Study.
  2. Discussion/Decision regarding Agreement to Provide Law Enforcement Services within the City of Trinidad.
  3. Discussion/Decision to approve Resolution 2011-03; Adopting the FY2012 Annual Budget.
  4. First Reading of Ordinance 2011-01; Relating to Qualifications of Planning Commissioners.
  
- X. **COUNCIL, STAFF, or PUBLIC REQUESTS FOR FUTURE AGENDA ITEMS**
- XII. **ADJOURNMENT**

**APPROVAL OF MINUTES FOR:**

**MAY 11, 2011 CC:**

**Supporting Documentation follows with: 3 PAGES**

**MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL**  
**WEDNESDAY, MAY 11, 2011**

**I. CALL TO ORDER/ROLL CALL**

- Mayor Bhardwaj called the meeting to order at 7:00PM. Council members in attendance: Morgan, Bhardwaj, Davies, Miller, Fulkerson.
- City Staff in attendance: City Attorney Paul Hagen, City Clerk Gabriel Adams, City Manager Karen Suiker.

**II. PLEDGE OF ALLEGIANCE**

**III. ADJOURNMENT TO CLOSED SESSION** – No closed session scheduled.

**IV. RECONVENE TO OPEN SESSION**

**V. APPROVAL OF AGENDA**

- *Move Consent #3 to discussion agenda.*
- *Move staff activity report to end of discussion agenda.*
- Motion (Miller/Fulkerson) to approve the agenda as amended. **Passed unanimously***

**VI. APPROVAL OF MINUTES – April 13, 2011 CC**

- *Motion Miller/Davies to approve the minutes as amended. **Passed unanimously.***

**VII. COMMISSIONERS REPORTS**

Bhardwaj:

- **HCAOG:** Discussed pavement management plan, and update on Indian Gaming Grant awards.

Morgan: Trinidad event recap – Garden Tour, Spring Fling & School Play

Fulkerson: Nothing to report.

Davies: Nothing to report.

**VIII. STAFF REPORTS**

Karen Suiker – City Manager

- Highlighted accomplishments listed in updated staff report. Also announced that the City's ARRA grant for Saunders Park improvements may not be reimbursed as expected. A number of fatal errors have been listed in the Federal audit of the project that may jeopardize the funding. Fingers are crossed.

**IX. ITEMS FROM THE FLOOR**

**Susan Golledge-Rotwein – Trinidad**

Introduced Humboldt Wild Seafood brand & Fisherman's Wives Association banner proposal for the streets of Trinidad. Requested funding for hardware to mount banners on new light poles scheduled to be installed by PG&E and host the banners for the Summer.

**Jackie Hostler – Trinidad Rancheria**

Supports the effort of the Fisherman's Wives Association and encouraged the City to support the project.

**X. CONSENT AGENDA**

1. Staff Activities Report through April 2011
2. Financial Status Reports for March 2011
3. Authorize the Mayor to execute Amendment No. 1 to the Memorandum of Agreement between the Rancheria and the City regarding administration of the Trinidad Pier Reconstruction Project.  
*Motion (Miller/Fulkerson) to approve the amended MOA. **Passed unanimously.***
4. Authorize the Mayor to execute the amended Joint Powers Agreement with PARSAC  
*Motion (Fulkerson/Miller) to approve the consent agenda as amended. **Passed unanimously.***

## XI. AGENDA ITEMS

1. Set Budget Study Session for Wednesday, May 25, 2011 at 7:00pm.  
There was no public comment.

*Motion (Fulkerson/Miller) to set budget study session for Wednesday, May 25, 2011 at \*6:00pm.*  
**Passed unanimously.**

2. Receive oral report from Marie-Kelleher-Roy on invasive plant issues.  
Report was given. Council members thanked Kelleher Roy for the presentation. *No decision was made.*
3. Presentation/Report from Tony Smithers, Executive Director of Humboldt County Convention & Visitors Bureau on Tourism Business Improvement Districts.  
Smithers presented a report that outlined Tourism Business Improvement Districts that entailed general tourism statistics in Humboldt County, highlighted the HCCVB accomplishments, explained that the Lodging industry decides whether or not to participate and the program has been developed to act as a supplemental revenue source for the growing demand for tourism promotion.

Public comment included:

**Robert Vogel** – Trinidad

Individuals can reach the global market through the internet. Why should the Hampton Inn make decisions about Trinidad lodging groups?

The Council asked various questions about the program. *No decision was made.*

4. Direct staff to prepare an ordinance allowing two people from outside City limits to serve on the Planning Commission.  
Mayor Bhardwaj explained that the Planning Commission board currently has 4 members. Attempts to recruit a fifth member from inside City limits have been unsuccessful. Recommend that the Council consider accepting additional applicants from outside the city limits in the Trinidad Area.

Public comment included:

**Robert Vogel** – Trinidad Area Resident

Great strategic effort to include voices from outside the city.

Council comment included:

**Morgan:** We should consider whether or not to have a Planning Commission all together.

**Fulkerson:** The Council has the authority to remove Planning Commissioners at any time.

*Motion (Fulkerson/Miller) to direct staff to amend Ordinance 2007-03 to allow up to 2 members of the Trinidad Planning Commission to live outside the City limits. Passed 4-0-1. Morgan abstained.*

5. Consider creation of a Trinidad Head Study Group to assist in developing plans for the management of Trinidad Head.  
Mayor Bhardwaj and Councilmembers discussed committee member selection, purpose, and goals.

Davies confirmed that if approved, the committee will not have authority to delegate work to staff.

Public comments included:

**Mareva Russo** – Trinidad

A number of people interested in this subject are out of town and had to miss the meeting. Please give them a chance to attend and voice their opinions before making any decisions.

**Patti Fleschner – Trinidad**

Trail maintenance and accessibility on Trinidad Head trails has always been important and should continue to be. TPW does an amazing job.

*Motion (Miller/Fulkerson) to establish a 7-member committee to:*

- *Compile the regulations that already govern Trinidad Head*
- *Develop a set of guidelines that harmonize with existing ordinances and present them to the Council, Planning Commission, City Staff, and members of the Public.*
- *Recommend what additional work may be needed. **Passed unanimously.***

6. Consider appointment to the Committee of the Council to Recognize Quality Community Design as discussed at the April 13, 2011 meeting.

*Motion (Fulkerson/Miller) to appoint the following members to the committee:*

*Susan Marquette, Jason Richie, Ben Hawkins, Ned Simmons, & Patti Fleschner. **Passed unanimously.***

**XII. COUNCIL REQUEST FOR FUTURE AGENDA ITEMS**

**XIII. ADJOURNMENT**

- Meeting ended at 9:55pm.

**Submitted by:**

\_\_\_\_\_  
**Gabriel Adams**  
City Clerk

**Approved by:**

\_\_\_\_\_  
**Kathy Bhardwaj**  
Mayor

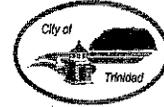
**DRAFT**



## CONSENT AGENDA ITEM #1

### **SUPPORTING DOCUMENTATION FOLLOWS WITH: 7 PAGES**

1. Staff Activities Report through April 2011



## **STAFF ACTIVITIES REPORT**

Through May 2011

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A Staff Activities Report is provided to the City Council on a monthly basis. Additions to the previous report will be indicated in **bold type face**. Old information will be left on this report for a period of time and then removed or updated.

### City Administration:

1. FY2012 Budget. A study session on the proposed FY 2012 Budget was held on **May 25, 2011**. Adoption of the final budget is anticipated to take place at the regular meeting in **June, 2011**.
2. Town Hall Rental. **During the month of May the hall was rented many times by local civic groups. No private functions were held.** At an earlier council meeting staff referred the matter of town hall rental procedures to staff for a report to be brought back to the full Council. **It is anticipated that this will be brought back to the Council at the regular meeting of August.**
3. On-Site Waste Water Treatment (OWTS) Ordinance. **Streamline Planning will submit a proposal and estimated cost to conduct a public education program to acquaint residents with this Ordinance prior to commencement of any enforcement action. It is anticipated that this proposal will be presented to the Council at its meeting in July, 2011.**
4. Tsunami Warning Signs. Staff met with Dan Larkin (County), Royal McCarthy (CalTrans), Lori Dengler (HSU) and Michael Hostler (Rancheria) on placement of signage throughout the Trinidad area to advise residents and visitors as to tsunami warning zone locations. Signs have been ordered but are usually filled in blocks (serving multiple entities), and will be installed once received.
5. Tsunami Warning Siren. **Staff is working with the County Office of Emergency Services and the Rancheria to coordinate and select a date for testing of the newly installed siren.**
5. Library Lease. The City has been advised by its insurance carrier, the Public Agency Risk Sharing Authority, that they will not insure the City if the City enters into an agreement that transfers indemnity or obligations from a third party (LACO) to the City, as is proposed by the draft lease prepared on behalf of the Humboldt North Coast Land

Trust. A letter has been sent to the attorney representing the Land Trust reaffirming the City's intent to enter into a long term lease after the building is constructed, but advising that the City cannot assume such third party indemnification. **It is staff's understanding that a geological study will be conducted on the proposed footprint for the new library, with the proposed design to follow based on that study. This will eliminate the need for the objectionable third party indemnification. The City is awaiting such confirmation from the Land Trust.**

6. Water Rates. **The Proposed Final Budget includes funds for Winzler & Kelly to conduct a rate analysis study that is anticipated to be followed by a proposed water rate adjustment in accordance with the requirements and process as set forth in Proposition 218. That rate analysis will begin as soon as the final budget is adopted.**

## **PLANNING ISSUES**

1. General Plan. The Planning Commission continues to work on the Circulation Element, which is one of the more complex of the seven state required elements, and the fourth reviewed by the Planning Commission so far. **The Circulation Element not only includes transportation and streets, but also public services and energy use.** The Planning Commission has been holding special meetings as necessary to keep this moving forward.

2. Accessory Dwelling Unit (ADU) Code. **This Ordinance was adopted by the City Council in August, 2010. Streamline is of the opinion this needs to be approved by the Coastal Commission and will be submitted in conjunction with the Vacation Dwelling Unit (VDU) regulations. The next step will be putting together an application package that will include an analysis of how the new regulations fit within the Local Coastal Plan and Coastal Act regulations as well as any environmental impacts of new rules. The local Coastal Commission staff could not get to it until September, 2011 at the earliest as they are currently working on the Arcata general plan and zoning LCP amendment.**

3. Vacation Units Regulations. The Citizens Advisory Committee on Vacation Dwelling Units was formed and held a total of eight meetings between January and May of 2010. The Committee completed its work and presented its findings and recommendations to the City Council in June of 2010. **The Planning Commission has discussed this ordinance at its last three regular meetings. Several new ideas and issues have been incorporated into the current draft with input from the public and the City Attorney. The Planning Commission and staff feel that the ordinance will be a much better product as a result of these discussions and revisions. It is expected that the Planning Commission will be able to make a recommendation to the City Council at their June 15 meeting. As a land use ordinance, this will need to be approved by the Coastal Commission, and it could be submitted in conjunction with the ADU ordinance. Insofar as the ordinance does not conflict with existing land use**

regulations, it may be able to be implemented prior to Coastal Commission approval.

## Status of Grant Funded Programs

### 1. Project Name: Gateway Project

Source of Funds: CA State Transportation Improvement \$145,000 and Federal High Risk Rural Roads \$360,000 with local Prop 1B funds for match (\$84,300).

Status: Environmental Complete, Design Complete. The Construction Authorization request has been submitted to Cal Trans. The Encroachment Permit was received in April. Staff completed and has obtained construction easements with adjacent property owners and utility relocations with PG&E and AT&T. Winzler & Kelly is finalizing the plans and specifications and the project is anticipated to be bid in the near future.

### 2. Project Name: Town Hall Heating System

Source of Funds: Energy Efficiency Block Grant (\$25,000)

Status: All agreements for the energy block grant funds to replace the town hall's heating system are in now order and we are ready to proceed with this project, but **due to difficulties encountered in meeting requirements for other federally-funding projects, the city may wish to reconsider its participation in this grant program.**

### 3. Project Name: Saunders Park Development

Source of Funds: State Park Bond Act (\$76,737) ; Z'Berg Harris (\$70,000) and local match (\$33,000)

Status: **With the exception of installation of donated benches and the final inspection from the State, the project is complete. Patti Flescher has kindly taken on the task of planning a grand opening ceremony to take place on July 4 and will consist of an informal bring-you-own picnic basket with ribbon cutting to take place at noon.**

### 4. Project Name: Turbidity Monitoring (SCADA upgrade)

Source of Funding: CA State Proposition (\$60,000)

Status: Letter of Commitment from State received in 2008. Site visit with Department of Public Health took place in April.

### 5. Project Name: Water Plant Improvement Project

Source of Funding: Safe Drinking Water Revolving Fund (undetermined amount)

Status: Application was submitted December 2009. All agency comments have been addressed; waiting on letter of commitment from California Department of Public Health.

6. Project Name: Luffenholtz Creek Sediment Reduction

Source of Funding: California Department of Public Health ( up to \$1.875 million)

Status: Under review by State Department of Public Health. Site visit took place in April, 2011. **The purpose of the project is to reduce sources of sediment effecting the city's water supply.**

7. Project Name: Trinidad Pier Reconstruction (ASBS Project)

Source of Funding: CA State Proposition 84 (\$2,500,000)

Status: **The Council approved the Memorandum of Agreement with the Rancheria in May 2011 and the grant agreement will be executed by the State in June 2011.**

8. Project Name: Storm Water Management Improvement

Source of Funding: CA State Proposition 84 (\$2,500,000)

Status: **The grant agreement is anticipated to be executed by the State before the end of this fiscal year.**

9. Project Name: Trinidad to Humboldt Bay Coastal Watershed Program

Source of Funding: Department of Conservation Water Coordinator Grant

Status: It is expected that the Department of Conservation will send the Watershed Coordinator Grant Agreement for \$293,910 in June, 2011.

10. Project Name: Museum Access Road and Landscaping

Source of Funding: ARRA (Stimulus) \$186,000

Status: This project has been complete for some time and has thus not been included on previous status reports; however, the city has been advised that reimbursement if its expenditures from the federal government is being disallowed due to a number of procedural and paperwork deficiencies. This resolution is consuming significant staff effort and it is therefore appropriate to include on the active-project listing. **Staff continues to work on possible solutions to this serious funding shortfall including investigation of alternative, non-federal funding sources.**

## Police Department

1. Staffing. Deputy Scott Hicks is the Sheriff's Office deputy for Trinidad. For the winter months, his normal work days will be Tuesday through Friday (10-hour days). Roving patrol from the Sheriff's office occurs at other times.
2. Law Enforcement Agreement: **The current contract with the Sheriff's Office will expire on June 30, 2011, and the Council will consider a long term renewal at their meeting in June, 2011.**

## Public Works Department

1. Streets Maintenance. In January, staff replaced all of the deteriorated and faded stop signs in Trinidad.
2. Axel Lindgren Memorial Trail. Public Works will soon be performing repairs and maintenance on this trail weather permitting, using wood generously donated by the Lindgren family.
3. Van Wycke Trail. The Trail has been temporarily closed due to continued land slide that is damaging the Trail and creating an unsafe condition the trail. Winzler & Kelly has completed a feasibility analysis for a long-term repair of the trail, presenting five different repair options ranging from \$120,000 to \$240,000 in cost. **These repair alternatives will be presented to the Council at the regular meeting in June, 2011.**
4. Water Treatment Improvements. Staff continues efforts on obtaining data to determine the backwash sediment load and potentially reduce disinfection by-product pre-cursors in our source water utilizing current treatment techniques. This data is expected to be helpful when funding for the Water Plant Improvement Project is granted. This is expected to take several months.
5. Emergency/Disaster Response Plan. Staff is working on development of a plan to address water system emergencies.
6. Trinidad Head Maintenance. **Staff met with Coastal Commission representatives on site May 16, 2011 to clarify the definition of routine maintenance as opposed to that which constitutes development or improvements, and a letter seeking concurrence as to the status and requirements for various maintenance activities was sent by the City's Planner on May 31, 2011 (copy attached).**



# City of Trinidad

May 31, 2011

Robert Merrill  
North Coast District Manager  
CA Coastal Commission  
710 E. Street, Suite 100  
Eureka, CA 95501

Re: Maintenance Activities on Trinidad Head

Dear Mr. Merrill,

Thank you for meeting with city of Trinidad staff on Trinidad Head on May 16, 2011. The discussion centered around ongoing and periodic maintenance activities for the roads and trails on Trinidad Head. We discussed what types of activities would not be considered development per Coastal Act §30106, specifically the term "major vegetation removal." We also discussed other maintenance activities, such as periodic grading on the existing roadways, that are "development." It was noted that there is a discrepancy between the current Coastal Commission regulations and the City's certified Local Coastal Program (LCP) as to whether such activities would be exempt from Coastal Development Permit (CDP) requirements. The City is seeking concurrence from Coastal Commission staff as to the status and requirements for the various maintenance activities carried out on Trinidad Head by city staff.

The following list comprises staff's understanding of maintenance activities that are not "development" in accordance with Coastal Act §30106 and therefore do not require a CDP:

- Mowing.
- Trimming vegetation along roads to widths that have historically been trimmed. The roads average 10 feet in width and are trimmed approximately 3 feet on either side for a total width of approximately 16 feet. At the outslopes of existing waterbars, vegetation is trimmed an additional 2 feet out from the roadway (total of 5 feet) to maintain erosion control (total maximum width of 18 feet). A 15 foot clearance height is also trimmed to these widths to accommodate emergency vehicles on the roadways.
- Trimming vegetation along trails to widths that have historically been trimmed. The trails themselves average 3 to 6 feet in width depending on the location. Trimming occurs approximately 3 feet on either side of the trail for an average total width of 9 to 12 feet. An 8 foot clearance height is also trimmed to these widths for pedestrian safety.
- Trimming down the height of vegetation as has historically been done at various vista points and in front of benches to an average of approximately 3 feet high.

- Major trimming (to the maximums described above) occurs approximately every 6 months (twice per year).
- Minor trimming to maintain road and trail access through the growing season occurs approximately once a month.
- Vegetation trimming includes removing leafy material and some woody branches from forbs, shrubs and trees using hand tools or handheld power tools.
- None of these trimming activities includes removal of entire plants

In addition, it appears that some repair and maintenance activities besides vegetation trimming would also be excluded from the definition of development and CDP requirements per the City's certified LCP (§7.12.C.3) and Coastal Act §30610(c):

- Replacement / repair of component parts of existing structures with similar materials that do not expand their size or use including trail markers, trail steps, gates, fencing and benches. This work utilizes only hand tools and handheld power tools.

The following is a list of maintenance activities that staff understands are 'development' in accordance with Coastal Act §30106 and therefore require a CDP. Further, under current Coastal Commission regulations, Trinidad Head would be considered an Environmentally Sensitive Habitat Area (ESHA) due to the coastal scrub habitat and the proximity to coastal bluffs. As such, CDP exemptions for repair and maintenance activities would not apply (regulations section 13252(3)). However, under Trinidad's certified LCP, these activities would be exempt from CDP requirements per §7.12.B.4 (§17.72.070.C.3 as codified).

- Periodic importation of gravel for roadway and trail maintenance (approximately once every 5 years); this work may include the use of mechanized equipment (e.g. bobcat).
- Grading activities, including smoothing, outsloping and re-creating waterbars to repair erosion damage (approximately once every 5 years); this work may include the use of mechanized equipment.
- Annual maintenance of waterbars and outslopes on the roadway and trails using hand tools or handheld power tools.

The City would appreciate a response as to whether Coastal Commission staff concurs with City staff's understanding of the requirements for each of the above maintenance activities. In particular the status of the activities that would not be considered development (vegetation trimming) is important to confirm at your earliest convenience due to heavy spring growth that is occurring. City staff will await the determination of the Coastal Commission's legal staff as to how to proceed with the third and last list of activities that may or may not be exempt from CDP requirements. Your assistance in this matter is appreciated.

Sincerely,



Trever Parker, City Planner

Cc: Jim Baskin, Coastal Planner, North Coast District  
Karen Suiker, Trinidad City Manager  
Bryan Buckman, Trinidad Public Works



## CONSENT AGENDA ITEM #2

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 9 PAGES**

2. Financial Status Reports for March 2011

**City of Trinidad**  
**Statement of Revenues and Expenditures**  
**From 4/1/2011 Through 4/30/2011**

	Current Month	Year to Date	Total Budget - Original	% of Budget
<b>Revenue</b>				
41010	PROPERTY TAX - SECURED	0.00	37,804.38	110,000.00 (65.63)%
41020	PROPERTY TAX - UNSECURED	0.00	3,056.80	0.00 0.00%
41040	PROPERTY TAX-PRIOR UNSECURED	0.00	46.38	0.00 0.00%
41050	PROPERTY TAX - CURRENT SUPPL	0.00	(85.91)	0.00 0.00%
41060	PROPERTY TAX-PRIOR SUPPL	0.00	116.71	0.00 0.00%
41071	MOTOR VEHICLES	0.00	2,078.52	0.00 0.00%
41072	PROP TX - BOOKING FEES	0.00	380.22	0.00 0.00%
41090	REAL PROPERTY TRANSFER TAX	0.00	333.85	0.00 0.00%
41110	PROPERTY TAX EXEMPTION	0.00	635.12	0.00 0.00%
41130	PUBLIC SAFETY 1/2 CENT	0.00	660.50	0.00 0.00%
41190	PROPERTY TAX ADMINISTRATION FE	0.00	(1,778.09)	0.00 0.00%
41200	LAFCO Charge	0.00	(493.12)	0.00 0.00%
41210	IN-LIEU SALES & USE TAX	0.00	13,628.93	0.00 0.00%
41220	IN LIEU VLF	0.00	12,917.50	0.00 0.00%
42000	SALES & USE TAX	15,961.85	124,446.10	220,000.00 (43.43)%
43000	TRANSIENT LODGING TAX	0.00	45,764.48	72,000.00 (36.44)%
46000	GRANT INCOME	0.00	20,000.00	0.00 0.00%
47310	VEHICLE LICENSE COLLECTION	52.61	296.52	0.00 0.00%
47350	MOTOR VEHICLE LICENSE FEE GAP	0.00	239.45	0.00 0.00%
49080	MOTOR VEHICLE FINES	0.00	0.00	1,000.00 (100.00)%
53010	COPY MACHINE FEE	1.00	17.00	100.00 (83.00)%
53020	INTEREST INCOME	5,853.38	34,705.15	35,000.00 (0.84)%
53090	OTHER MISCELLANEOUS INCOME	300.00	3,393.81	0.00 0.00%
54020	PLANNER- APPLICATION PROCESSIN	0.00	5,701.75	10,000.00 (42.98)%
54040	ENGINEER-APPLICATION PROCESSIN	0.00	0.00	500.00 (100.00)%
54050	BLDG. INSP-APPLICATION PROCESSI	0.00	9,045.22	5,000.00 80.90%
54100	ANIMAL LICENSE FEES	5.00	34.00	200.00 (83.00)%
54130	FARMERS MARKET BUSINESS LICENS	50.00	260.00	0.00 0.00%
54140	ZONING & SUBDIVISION FEES	0.00	10.00	0.00 0.00%
54150	BUSINESS LICENSE TAX	45.00	5,100.00	12,000.00 (57.50)%
54300	ENCROACHMENT PERMIT FEES	100.00	310.00	400.00 (22.50)%
56150	FRANCHISE FEES	8,459.51	8,459.51	6,000.00 40.99%
56400	RENT - VERIZON	3,337.04	16,378.78	18,000.00 (9.01)%
56500	RENT - HARBOR LEASE	0.00	0.00	5,000.00 (100.00)%
56650	RENT - SUDDENLINK	0.00	2,981.75	0.00 0.00%
56700	RENT - TOWN HALL	355.00	5,275.00	10,000.00 (47.25)%
56800	RENT - MISC	0.00	0.00	500.00 (100.00)%
58100	CEMETERY PLOT SALES	0.00	100.00	0.00 0.00%
59999	INTERDEPARTMENTAL TRANSFER INC	0.00	0.00	52,000.00 (100.00)%
	<b>Total Revenue</b>	<u>34,520.39</u>	<u>351,820.31</u>	<u>557,700.00 (36.92)%</u>

**City of Trinidad**  
Statement of Revenues and Expenditures  
201 - GFAdmin  
From 4/1/2011 Through 4/30/2011

	Current Month	Year to Date	Total Budget - Original	% of Budget
Expense				
60900	250.00	2,250.00	3,000.00	25.00%
61000	7,127.52	48,766.22	47,545.00	(2.57)%
61470	46.16	6,223.16	0.00	0.00%
65000	0.00	0.00	26,247.00	100.00%
65100	205.34	6,130.13	0.00	0.00%
65200	306.05	5,920.70	0.00	0.00%
65300	0.00	613.75	0.00	0.00%
65400	0.00	2,111.47	0.00	0.00%
65500	98.00	1,015.00	1,200.00	15.42%
65600	563.80	4,580.58	4,721.00	2.97%
68100	0.00	700.00	700.00	0.00%
68200	0.00	5,443.00	5,443.00	0.00%
68300	0.00	4,397.00	5,350.00	17.81%
71100	0.00	14,950.00	24,000.00	37.71%
71110	254.60	8,467.10	0.00	0.00%
71130	2,812.50	2,812.50	10,000.00	71.88%
71160	255.29	255.29	0.00	0.00%
71210	567.00	4,237.75	6,000.00	29.37%
71220	0.00	0.00	2,000.00	100.00%
71300	456.00	3,787.25	2,000.00	(89.36)%
71310	1,611.75	8,626.55	6,000.00	(43.78)%
71320	0.00	5,310.00	8,000.00	33.63%
71330	0.00	192.00	0.00	0.00%
71340	2,007.00	6,192.00	12,000.00	48.40%
71410	0.00	408.75	0.00	0.00%
71420	160.00	1,489.00	0.00	0.00%
71430	0.00	593.85	5,000.00	88.12%
71510	316.31	13,237.48	18,000.00	26.46%
71620	0.00	11,044.00	10,000.00	(10.44)%
72000	0.00	0.00	30,000.00	100.00%
75110	0.00	940.69	1,000.00	5.93%
75120	(1,040.00)	0.00	0.00	0.00%
75160	0.00	0.00	4,000.00	100.00%
75170	5,850.00	5,850.00	7,800.00	25.00%
75180	150.28	2,772.21	4,000.00	30.69%
75190	12,545.00	12,792.00	2,000.00	(539.60)%
75200	0.00	1,031.97	5,000.00	79.36%
75220	1,373.95	4,112.08	4,500.00	8.62%
75240	0.00	72.80	0.00	0.00%
75300	0.00	4,200.08	0.00	0.00%
75990	0.00	1,027.00	1,000.00	(2.70)%
76110	401.91	1,669.38	3,000.00	44.35%
76130	160.95	1,658.21	1,500.00	(10.55)%
76150	0.00	0.00	1,500.00	100.00%
78160	18.70	2,512.75	1,000.00	(151.28)%
78190	144.34	3,484.78	5,000.00	30.30%
92200	(484.60)	12,580.58	0.00	0.00%
Total Expense	<u>36,157.85</u>	<u>224,459.06</u>	<u>268,506.00</u>	<u>16.40%</u>

**City of Trinidad**  
Statement of Revenues and Expenditures  
301 - Police  
From 4/1/2011 Through 4/30/2011

	<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
<b>Expense</b>				
61000	1,899.36	16,659.24	23,231.00	28.29%
65000	0.00	0.00	980.00	100.00%
65100	0.00	248.43	0.00	0.00%
65200	0.00	(586.30)	0.00	0.00%
65300	0.00	614.51	0.00	0.00%
65400	0.00	2,777.53	0.00	0.00%
65600	145.48	1,317.20	2,371.00	44.45%
71160	233.41	233.41	0.00	0.00%
71510	271.13	4,469.10	0.00	0.00%
71620	0.00	792.00	0.00	0.00%
75170	(4,550.00)	5,850.00	7,800.00	25.00%
75180	238.28	2,257.68	1,200.00	(88.14)%
75220	0.00	245.44	2,400.00	89.77%
75300	0.00	44,512.10	80,000.00	44.36%
75350	113.00	1,130.00	1,350.00	16.30%
75380	0.00	105.00	0.00	0.00%
76110	75.07	785.26	1,800.00	56.37%
76130	0.00	174.76	0.00	0.00%
78150	0.00	60.00	0.00	0.00%
78160	0.00	36.00	0.00	0.00%
78180	0.00	0.00	500.00	100.00%
85000	0.00	2,791.75	3,000.00	6.94%
<b>Total Expense</b>	<b>(1,574.27)</b>	<b>84,473.11</b>	<b>124,632.00</b>	<b>32.22%</b>

**City of Trinidad**  
Statement of Revenues and Expenditures  
401 - Fire  
From 4/1/2011 Through 4/30/2011

	<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Expense				
60900	150.00	1,350.00	1,800.00	25.00%
75110	0.00	90.00	0.00	0.00%
75180	0.00	504.30	600.00	15.95%
75190	0.00	10.00	0.00	0.00%
75260	125.00	125.00	1,000.00	87.50%
75280	161.00	161.00	0.00	0.00%
75300	0.00	123.00	5,700.00	97.84%
76110	7.43	152.88	100.00	(52.88)%
76140	0.00	0.00	1,000.00	100.00%
78140	0.00	151.22	750.00	79.84%
78150	0.00	0.00	3,000.00	100.00%
78160	5.17	207.88	500.00	58.42%
78180	0.00	0.00	1,500.00	100.00%
78190	0.00	4,564.12	7,500.00	39.15%
85000	0.00	0.00	10,000.00	100.00%
90000	0.00	0.00	20,000.00	100.00%
Total Expense	<u>448.60</u>	<u>7,439.40</u>	<u>53,450.00</u>	<u>86.08%</u>

**City of Trinidad**  
**Statement of Revenues and Expenditures**  
**501 - PW (Public Works)**  
**From 4/1/2011 Through 4/30/2011**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>	
<b>Expense</b>					
61000	EMPLOYEE GROSS WAGE	2,568.88	24,952.28	37,072.00	32.69%
65000	EMPLOYEE TAXES, INSUR & BENEFI	0.00	0.00	15,145.00	100.00%
65100	DEFERRED RETIREMENT	171.26	2,120.98	0.00	0.00%
65200	MEDICAL INSURANCE AND EXPENSE	1,330.46	10,060.07	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	614.51	0.00	0.00%
65600	PAYROLL TAX	209.80	2,115.98	2,560.00	17.34%
71510	ACCOUNTANT-ADMIN TASKS	0.00	942.64	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	0.00	1,000.00	100.00%
78100	STREET MAINT/REPAIR/SANITATION	0.00	11,877.10	24,000.00	50.51%
78110	Street Safety Improvements	0.00	1,320.47	12,000.00	89.00%
78120	STREET LIGHTING	395.40	3,162.42	4,000.00	20.94%
78125	Street Lighting - Improvements	0.00	0.00	15,000.00	100.00%
78130	TRAIL MAINTENANCE	52.62	17,723.77	22,200.00	20.16%
78140	VEHICLE FUEL & OIL	349.02	2,117.31	3,000.00	29.42%
78150	VEHICLE REPAIRS	170.72	1,291.44	0.00	0.00%
78180	OTHER REPAIR & MAINTENENCE	0.00	43.29	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.91	1,490.08	2,500.00	40.40%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	283.52	0.00	0.00%
79150	WATER LINE REPAIR	0.00	32.42	0.00	0.00%
	<b>Total Expense</b>	<u>5,249.07</u>	<u>80,148.28</u>	<u>138,477.00</u>	<u>42.12%</u>

**City of Trinidad**  
Statement of Revenues and Expenditures  
204 - IWM  
From 4/1/2011 Through 4/30/2011

	Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
<b>Revenue</b>				
46000	0.00	720.00	5,000.00	(85.60)%
47600	248.00	2,834.00	2,000.00	41.70%
47650	1,374.04	25,134.06	23,000.00	9.28%
	<u>1,622.04</u>	<u>28,688.06</u>	<u>30,000.00</u>	<u>(4.37)%</u>
<b>Expense</b>				
61000	1,000.40	10,278.56	11,291.00	8.97%
61250	0.00	0.00	0.00	0.00%
65000	0.00	0.00	5,060.00	100.00%
65100	92.62	997.36	0.00	0.00%
65200	380.85	3,180.20	0.00	0.00%
65300	0.00	283.62	0.00	0.00%
65600	83.62	869.39	1,151.00	24.47%
75120	2,480.00	11,680.00	12,000.00	2.67%
75130	404.50	404.50	0.00	0.00%
75140	790.00	3,160.00	2,500.00	(26.40)%
78100	210.87	4,954.58	0.00	0.00%
78190	21.09	21.09	0.00	0.00%
78210	75.00	480.47	2,500.00	80.78%
	<u>5,538.95</u>	<u>36,309.77</u>	<u>34,502.00</u>	<u>(5.24)%</u>
<b>Net Income</b>	<u>(3,916.91)</u>	<u>(7,621.71)</u>	<u>(4,502.00)</u>	<u>69.30%</u>

**City of Trinidad**  
Statement of Revenues and Expenditures  
601 - Water  
From 4/1/2011 Through 4/30/2011

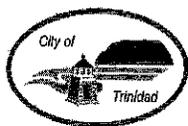
	Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
<b>Revenue</b>				
53020	INTEREST INCOME	0.00	0.00	30,000.00 (100.00)%
53080	OTHER FEES FOR SERVICE	0.00	90.00	0.00 0.00%
53090	OTHER MISCELLANEOUS INCOME	0.00	817.50	0.00 0.00%
57100	WATER SALES	34,545.64	180,220.03	214,600.00 (16.02)%
57300	NEW WATER HOOK UPS	0.00	4,500.00	9,000.00 (50.00)%
57500	WATER A/R PENALTIES	2,432.04	8,138.83	4,000.00 103.47%
	<b>Total Revenue</b>	<b>36,977.68</b>	<b>193,766.36</b>	<b>257,600.00 (24.78)%</b>
<b>Expense</b>				
61000	EMPLOYEE GROSS WAGE	6,295.06	63,346.51	85,050.00 25.52%
61250	OVERTIME	0.00	882.78	0.00 0.00%
61470	FRINGE BENEFITS	0.00	0.00	0.00 0.00%
65000	EMPLOYEE TAXES, INSUR & BENEFI	0.00	0.00	40,022.00 100.00%
65100	DEFERRED RETIREMENT	591.10	6,827.37	0.00 0.00%
65200	MEDICAL INSURANCE AND EXPENSE	2,619.89	23,520.67	0.00 0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	1,843.53	0.00 0.00%
65600	PAYROLL TAX	527.18	5,449.25	7,352.00 25.88%
68200	INSURANCE - LIABILITY	0.00	4,000.00	4,000.00 0.00%
68300	PROPERTY & CASUALTY	0.00	2,250.00	3,231.00 30.36%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	3,000.00 100.00%
71160	ACCOUNTING	240.71	240.71	0.00 0.00%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	5,146.50	41,000.00 87.45%
71230	ENGINEER-SPECIAL PROJECTS	10,066.00	10,066.00	0.00 0.00%
71510	ACCOUNTANT-ADMIN TASKS	316.31	5,660.62	14,000.00 59.57%
71610	AUDITOR-ADMINISTRATIVE TASKS	0.00	0.00	8,000.00 100.00%
71620	AUDITOR-FINANCIAL REPORTS	0.00	9,064.00	0.00 0.00%
72100	BAD DEBTS	0.00	94.46	0.00 0.00%
75110	FINANCIAL ADVISOR/TECH SUPPORT	45.00	45.00	0.00 0.00%
75180	UTILITIES	0.00	7,899.52	14,000.00 43.57%
75190	DUES & MEMBERSHIP	60.00	703.04	1,000.00 29.70%
75220	OFFICE SUPPLIES & EXPENSE	176.00	1,666.73	2,000.00 16.66%
75230	INTEREST EXPENSE	0.00	1,935.43	1,050.00 (84.33)%
75240	BANK CHARGES	0.00	5.00	0.00 0.00%
75990	MISCELLANEOUS EXPENSE	0.00	116.81	0.00 0.00%
76100	TELEPHONE & COMMUNICATIONS	0.00	49.00	1,500.00 96.73%
76110	TELEPHONE	74.18	808.21	0.00 0.00%
76130	CABLE & INTERNET SERVICE	49.00	441.00	0.00 0.00%
76160	LICENSES & FEES	0.00	2,314.77	0.00 0.00%
78140	VEHICLE FUEL & OIL	120.73	1,719.70	3,000.00 42.68%
78150	VEHICLE REPAIRS	0.00	36.79	1,500.00 97.55%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	1,399.12	1,000.00 (39.91)%
78170	SECURITY SYSTEM	0.00	207.00	1,000.00 79.30%
78190	MATERIALS, SUPPLIES & EQUIPMEN	15.47	4,641.92	5,000.00 7.16%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	297.83	0.00 0.00%
79100	WATER LAB FEES	120.00	2,712.01	4,000.00 32.20%
79110	WATER LINES/METERS	0.00	9.31	0.00 0.00%
79120	WATER PLANT CHEMICALS	432.40	10,325.97	14,000.00 26.24%
79130	WATER LINE HOOK-UPS	0.00	0.00	4,000.00 100.00%
79150	WATER LINE REPAIR	0.00	12,965.93	18,000.00 27.97%
79160	WATER PLANT REPAIR	1,481.73	8,608.79	10,000.00 13.91%

**City of Trinidad**  
 Statement of Revenues and Expenditures  
 601 - Water  
 From 4/1/2011 Through 4/30/2011

	<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Total Expense	<u>23,230.76</u>	<u>197,301.28</u>	<u>286,705.00</u>	<u>31.18%</u>
Net Income	<u>13,746.92</u>	<u>(3,534.92)</u>	<u>(29,105.00)</u>	<u>(87.85)%</u>

**City of Trinidad**  
Statement of Revenues and Expenditures  
701 - Cemetery  
From 4/1/2011 Through 4/30/2011

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
<b>Revenue</b>					
53020	INTEREST INCOME	0.00	0.00	5,000.00	(100.00)%
58100	CEMETERY PLOT SALES	500.00	8,115.00	8,000.00	1.44%
	<b>Total Revenue</b>	<u>500.00</u>	<u>8,115.00</u>	<u>13,000.00</u>	<u>(37.58)%</u>
<b>Expense</b>					
61000	EMPLOYEE GROSS WAGE	658.16	6,685.02	6,841.00	2.28%
61250	OVERTIME	0.00	0.00	0.00	0.00%
65000	EMPLOYEE TAXES, INSUR & BENEFI	0.00	0.00	2,946.00	100.00%
65100	DEFERRED RETIREMENT	51.56	566.17	0.00	0.00%
65200	MEDICAL INSURANCE AND EXPENSE	319.60	2,423.56	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	189.08	0.00	0.00%
65600	PAYROLL TAX	54.26	561.19	885.00	36.59%
68200	INSURANCE - LIABILITY	0.00	500.00	500.00	0.00%
75300	CONTRACTED SERVICES	0.00	0.00	500.00	100.00%
78180	OTHER REPAIR & MAINTENENCE	0.00	(105.02)	500.00	121.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	79.98	278.81	0.00	0.00%
	<b>Total Expense</b>	<u>1,163.56</u>	<u>11,098.81</u>	<u>12,172.00</u>	<u>8.82%</u>
	<b>Net Income</b>	<u>(663.56)</u>	<u>(2,983.81)</u>	<u>828.00</u>	<u>(460.36)%</u>



## CONSENT AGENDA ITEM #3

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES**

3. Resolution 2011-02; Supporting NCRA Railbanking.



**RESOLUTION 2011-02**

**SUPPORTING RAILBANKING THE NCRA CORRIDOR FROM WILLITS TO FAIRHAVEN**

**WHEREAS**, the North Coast Railroad Authority (NCRA) owns that certain segment of railroad north of Mile Post Marker 139.5 north of Willits, hereinafter referred to as the "Eel River Division";

**WHEREAS**, the NCRA has not been able to conduct operations on the Eel River Division since February 8, 1998 when an El Nino storm rendered operations impossible, and also the Federal Railroad Administration (FRA) Emergency Order No. 21 was subsequently issued prohibiting freight operations until certain corrective actions are taken;

**WHEREAS**, the Eel River Division remains under the jurisdiction of the Surface Transportation Board (STB) and NCRA retains residual liability for common carrier service upon the Eel River Division;

**WHEREAS**, it is apparent that the NCRA lacks the financing, or the prospect of financing, to restore the Eel River Division to freight service, and the NCRA does not foresee the availability of public financing within ten (10) to twenty (20) years to restore the Eel River Division to freight service;

**WHEREAS**, the right-of-way was approved for abandonment in the 1980's and after sale of the railroad to a private vendor who went bankrupt, the public had to re-buy the right-of-way at great expense, and whereas a lack of railroad operation threatens the legal status of current public easements that cross private lands;

**WHEREAS**, the NCRA issued a Request for Proposals for an operator to operate upon the Eel River Division, but no prospective operator, including NWP Co, was willing to commit to conducting freight operations thereon;

**WHEREAS**, several citizens groups and some government agencies have advocated for the establishment of interim trails on sections of the right of way within the Eel River Division;

**WHEREAS**, there is authority to establish interim trail use and railbanking under Section 8 of the national Trails System Act, 16 U.S.C. Section 1247(d) and 49 C.F.R. Section 1152.29 (hereinafter the "Act");

**WHEREAS**, the NCRA is considering inviting railbanking proposals to convert sections of the Eel River Division to interim trail use from any responsible private non-profit or governmental entity with the financial resources either on its own, or through grants and entitlements, to fund the process;

**WHEREAS**, any railbanking proposal should address adequate protection of private property adjacent to the right-of-way of the Eel River Division;

**WHEREAS**, conversion of sections of the Eel River Division right-of-way to interim trail use and the necessary watershed restoration, especially in the Eel River Canyon, offer the best opportunity for job creation and economic development related to use of the Eel River Division right-of-way;

**WHEREAS**, the watershed restoration and interim trail conversion are likely to require extensive local private sector contracting services and purchase of rock supplies from adjacent landowners creating living wage jobs;

**THEREFORE IT BE RESOLVED THAT** the City of Trinidad supports the full and immediate study of railbanking and its potential benefits to our community.

**PASSED AND ADOPTED** by the Trinidad City Council at its regular meeting held on the 8th day of June, 2011.

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

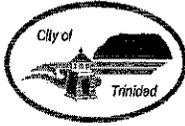
Ayes:  
Noes:  
Absent:  
Abstain:

**Attest:**

\_\_\_\_\_  
**Gabriel Adams**  
Trinidad City Clerk

\_\_\_\_\_  
**Kathy Bhardwaj**  
Mayor

**DRAFT**



## CONSENT AGENDA ITEM #4

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGE**

4. Resolution 2011-04; Authorizing Signature for Funding Agreement to Receive Prop 50 Funds for Water Department Turbidity Monitoring Project.

**OTRINIDAD CITY HALL**

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

**Kathy Bhardwaj, Mayor**  
**Gabriel Adams, City Clerk**



**RESOLUTION 2011-04**

**AUTHORIZING SIGNATURE OF A FUNDING AGREEMENT AND RELATED DOCUMENTS  
FOR FUNDING UNDER THE WATER SECURITY, CLEAN DRINKING WATER, COASTAL  
AND BEACH PROTECTION ACT OF 2002 (PROPOSITION 50)**

**WHEREAS**, in December 2007 the City of Trinidad made application to the State of California for a grant under the Proposition 50 Program, Chapter 4a.3 Water Quality Monitoring for the City of Trinidad Water Plant Monitoring and SCADA Upgrade Project; and

**WHEREAS**, the City of Trinidad has the authority to construct, operate and maintain the Trinidad City Water System; and

**WHEREAS**, prior to the State of California issuing said Funding Agreement, said Trinidad City Council is required to pass a resolution authorizing an officer to execute said Funding Agreement and amendments, designating a person to approve claims for reimbursement, designating a person (registered engineer) to sign the Budget and Expenditure Summary, designating a person (registered engineer) to sign Certification of Project Completion, and designating a person to sign the Final Release form.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED**, that the City Manager or designee is hereby authorized to sign the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002 (Proposition 50) Funding agreement for and any amendments thereto, and

**BE IT FURTHER RESOLVED AND ORDERED**, that the City Manager or designee is hereby authorized approve Claims for Reimbursement for the Trinidad Water System Turbidity Monitoring Project; and

**BE IT FURTHER RESOLVED AND ORDERED**, that Rebecca Crow, a registered engineer, is hereby authorized to execute the Budget and Expenditure Summary for the Trinidad Water System Turbidity Monitoring Project; and

**BE IT FURTHER RESOLVED AND ORDERED**, that the City Manager or designee is hereby authorized to sign the Final Release Form for the Trinidad Water System Turbidity Monitoring Project; and

**BE IT FURTHER RESOLVED AND ORDERED**, that Rebecca Crow, a registered engineer, is hereby authorized to certify that the project is complete and ready for inspection; and

**PASSED AND ADOPTED BY THE TRINIDAD CITY COUNCIL** of Humboldt County of the State of California this 8<sup>th</sup> day of June, 2011.

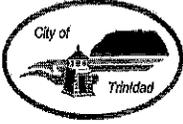
I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the Trinidad City Council by the following vote:

Ayes:  
Noes:  
Absent:  
Abstain:

**Attest:**

\_\_\_\_\_  
**Gabriel Adams**  
Trinidad City Clerk

\_\_\_\_\_  
**Kathy Bhardwaj**  
Mayor



**AGENDA ITEM #1**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 18 PAGES**

1. Discussion/Decision Van Wycke Trail Repair Feasibility Study.

## **DISCUSSION/ACTION AGENDA ITEM 1**

Date: June 8, 2011

---

**Item:** VAN WYCKE TRAIL REPAIR FEASIBILITY STUDY

### **Background:**

At your meeting of March 9, 2011, your Council approved an agreement with Winzler & Kelly to prepare a feasibility study for the Van Wycke Trail to compare various repair options. That study has been completed and the options, which range in estimated cost from \$120,000 to \$240,000, will be presented by Engineer Josh Wolf of Winzler & Kelly.

One additional option to consider is to do nothing. The long-term assessment for any trail that is a few feet back from a bluff top is that there is a high risk of failure over time. However, the report on the slope instability prepared by Busch Geotechnical Consultants states that the risk is probably low if viewed over a few years to a decade long time frame, but high when viewed over 75 years to a century. If the city elected to do nothing due to cost concerns, the 6" water line located below the trail, which is currently discontinued due to trail instability, would not be restored, and residents would continue to be served by the 4" line coming down and branching out from Edwards Street.

The balance of unspent and uncommitted Proposition 1B funds that could be directed toward this project is \$111,300.

### **Proposed Action:**

Give direction as appropriate.

### **Attachment**

Van Wycke Trail Repair Feasibility Study

**VAN WYCKE TRAIL REPAIR  
FEASIBILITY STUDY**

April 15, 2011

Prepared for:

City of Trinidad  
409 Trinity Street  
Trinidad, CA 95570



4/15/11

Prepared by:

 **WINZLER & KELLY**  
633 Third Street  
Eureka, CA 95501

## INTRODUCTION

The purpose of this feasibility study of the Van Wycke Trail repairs is to assist the City with better understanding the potential costs, benefits, and challenges of the various repair options presented in the geotechnical assessment by Busch Geotechnical (dated 1/15/11). This study is brief, per our scope of services, as it is intended only as a planning tool to help the City evaluate and select a preferred repair option, should they decide to pursue a repair.

This study focuses on the 200-ft section of Van Wycke Trail located between the east and west portions of Van Wycke Street in Trinidad, California, as shown in Figure 1.

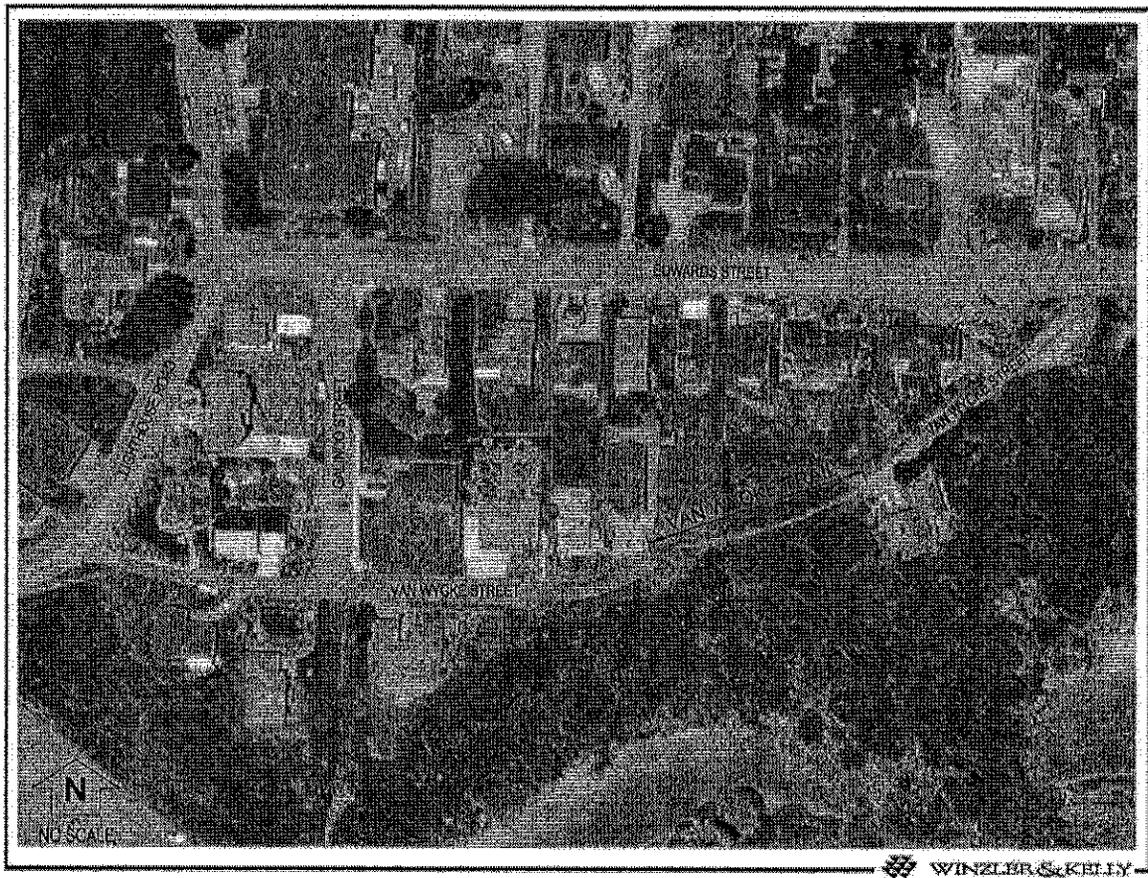


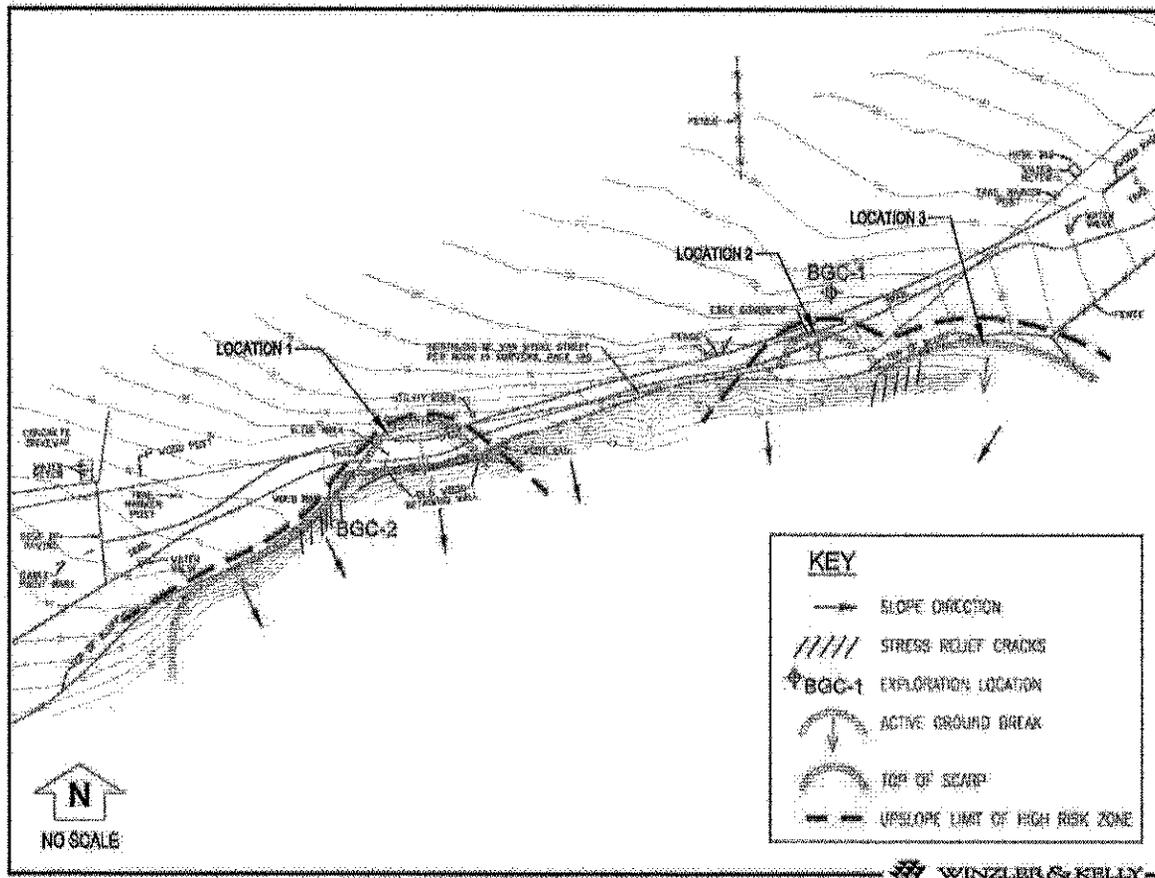
Figure 1 – Location Map

## BACKGROUND AND PREVIOUS STUDIES

Kelly-O'Hern Associates was retained by the City in October 2010 to prepare topographic and right-of-way surveys of the trail. The resulting mapping prepared by O'Hern revealed that portions of the current Van Wycke trail are located outside the City's right-of-way and encroach onto adjacent private property.

The survey also identified underground telephone facilities along the trail alignment, as well as a City owned water main and storm drain pipe. According to City Staff, the water main has been shut off in the area of the trail. We understand a video reconnaissance of the storm drain pipe by the City in winter of 2000 revealed several breaks in the area of the trail failure.

Busch Geotechnical was retained by the City in January 2011 to prepare a feasibility-level geotechnical assessment and summary report of the failing section of the Van Wyck Trail. The report identified two areas of definite instability and one possible area of instability. The locations noted below are summarized from the geotechnical assessment and are shown in Figure 2.



**Figure 2 – Failure areas identified and mapped by Busch Geotechnical (Figure from January 15, 2011 report)**

**Location 1** is associated with a scarp in the top of the bluff that is most likely is a slump (rotational failure) of wet fill soils and stress-cracked terrace sediments. A wooden retaining wall structure was constructed at location 1 several years ago in an attempt to stabilize the trail. Subsequent ground movement has caused the wall to shift and is undermining its effectiveness.

**Location 2** was identified as either surface erosion or a well-formed stress relief crack, which could be the beginning of a block topple and/or landslide type failure.

**Location 3** is also associated with a scarp in the top of the bluff, similar to location 1. There were numerous stress-relief cracks identified in the face of bluff as well as car-sized blocks of soil downslope of the face. The area is failing by sequential block topples and severe raveling of the face.

The report considered all three areas to have a high risk of future instability. The report also noted that the broken storm drainage pipe running parallel to trail may be saturating the soils and contributing to the instability.

The report presented several options for stabilizing the trail (beyond repairing the broken storm drain pipe and relocating the trail and utilities away from the bluff), including: a sheet pile retaining wall, a soldier pile retaining wall, a welded wire wall, a gabion retaining wall, or a reinforced soil embankment.

As of April 2011, we understand that the City is moving forward with plans to locate and repair the broken storm drain pipe and repair the existing wood retaining structure near failure location 1. It is our understanding that the City is concurrently requesting this study in order to help determine what additional repairs may be appropriate.

## **OVERVIEW OF REPAIR OPTIONS**

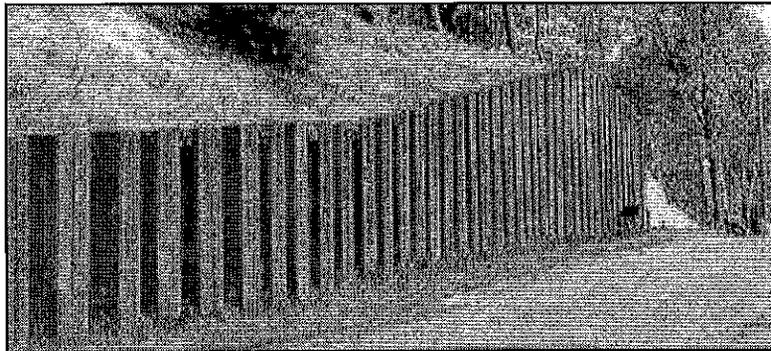
This study assumes that only a single repair option at failure location 1 is required at this time. Although the Busch report did identify an active failure at location 3, the trail at this location is located outside the area associated with a high risk of failure. The City may desire to have additional geotechnical investigations of location 2 to determine if the potential failure at this location warrants an additional retaining structure at this time. If an additional repair is determined to be necessary or desired at location 2, it would likely be similar in dimension and cost to the preferred repair for location 1.

Based on the Busch Report, any repair option presented could provide a feasible repair with the understanding that the resulting repair will be imperfect and will be subject to potential movement. This type of approach was deemed necessary because the trail is located on top of a steep bluff and ongoing ground movement and erosion should be expected. The marine terrace deposits at the site should offer a suitable foundation, but they are subject to some movement. Therefore, any repair strategy used by the City should balance cost with performance. A permanent repair with no potential for movement was not considered feasible at this site due to technical and cost constraints.

### **Sheet Pile Wall**

A sheet pile retaining wall is composed of interlocking sheets of steel, driven into the ground to form a continuous barrier (see Figure 3 for an example sheet pile wall). The sheet piles are typically installed with a vibrating hammer, t-crane and crawler drill. Sheet pile retaining walls are typically used in soft soils, tight spaces, or as temporary retaining systems.

Corrosion protection is a critical design consideration with steel sheet pile walls. It is anticipated that a cathodic protection system would need to be designed and installed with the sheet piles to prevent deterioration from rust due to the exposure to the coastal air. The design and construction of such a system would increase the project design and construction cost. According to Busch, the vibrations caused during installation of the sheet piles could cause isolated bluff failures and cosmetic damage to adjacent structures. Although the sheet pile wall repair is technically feasible, the bluff failure issue would need to be investigated further should this option be pursued as part of the final design.

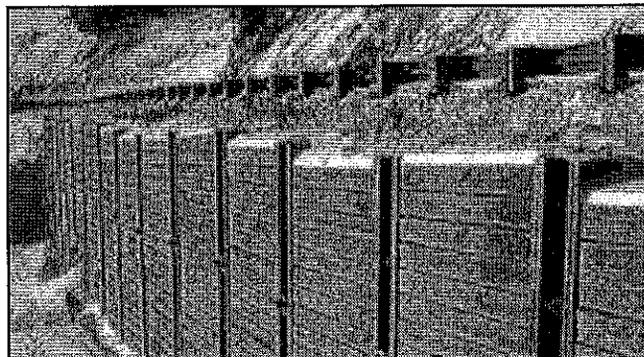


**Figure 3 – Example Sheet Pile Wall<sup>1</sup>**

#### **Soldier Pile Wall**

Soldier piles are composed of H-piles cast in drilled holes with horizontal lagging (concrete or timber) that is inserted behind the H-piles (see Figure 4 for an example soldier pile wall). The wall is constructed by first installing the piles, then excavating to the bottom of the desired wall and inserting the horizontal lagging behind the piles. Backfill material is then placed and compacted behind the wall. The wall may require tiebacks for stability depending on the final wall location, backfill height and geotechnical recommendations. Corrosion protection may also be required for the steel H-piles.

It is anticipated that the H-piles could be drilled from the top edge of the trail. The slope would then be excavated to the bottom of the wall for bottom-up placement of the lagging.



**Figure 4 – Example Soldier Pile Wall<sup>2</sup>**

<sup>1</sup> Photo courtesy H.B. Fleming

### **Welded Wire Wall**

Welded wire walls are mechanically stabilized earth (MSE) embankments concept which stabilizes the earth by incorporating horizontal mats of wire mesh within the lifts of compacted backfill material (see Figure 5 for an example welded wire wall). The horizontal mats extend vertically at the face of the embankment, holding the entire fill together as a unit. The wire walls are also flexible, helping to withstand differential settlement and lateral movement. While the site is excavated, gravity drains are placed at the rear and bottom of the wall to help water freely drain away from the fill prism instead of saturating it and inducing unwanted hydrostatic forces on the repair.

The face of the wall can be vegetated, covered with a concrete facing or left exposed. Welded wire walls are generally economical and adaptable to a variety of site conditions. The welded wire wall solution has been proven to be both cost-effective and reliable on local projects, including the Scenic Drive Disaster Repair Project of 2000.

The construction of the welded wire wall would require excavation into the trail side of the bluff during construction, and onto adjacent private property (by approximately 20-ft). The bottom width of the excavation (measured from the face of the failure and into the trail embankment) is typically around 2/3 the height of the wall (i.e. for a 12 ft high wall, the wire mats would extend approximately 8 ft into the bluff). The bottom of the temporary excavation would then slope upward to the ground surface at a typical slope of 1:1 (vertical: horizontal) max (the actual slope of the temporary excavation would be determined by project specific geotechnical recommendations).



**Figure 5 – Example Welded Wire Retaining Wall<sup>3</sup>**

### **Gabion Wall**

A gabion wall is wall made of rectangular containers (baskets) fabricated of galvanized wire, which are filled with stone and stacked on one another vertically (see Figure 6 for an example gabion wall). A gabion wall is constructed by excavating to the depth of some relatively stable

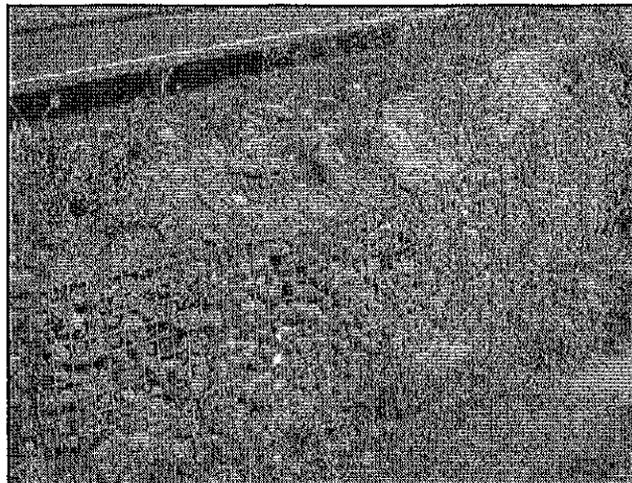
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<sup>2</sup> Photo courtesy FHWA

<sup>3</sup> Photo courtesy Hilfiker Retaining Walls

bearing material and then constructing an exterior gabion wall that is held in place by gravity and supports earth backfill. The gabions are somewhat flexible and they can accommodate some movement of the soil while still providing structural support of the outside face of the wall. The gabions are self draining although a toe drain is required behind the wall to ensure that the fill material behind the wall remains dry.

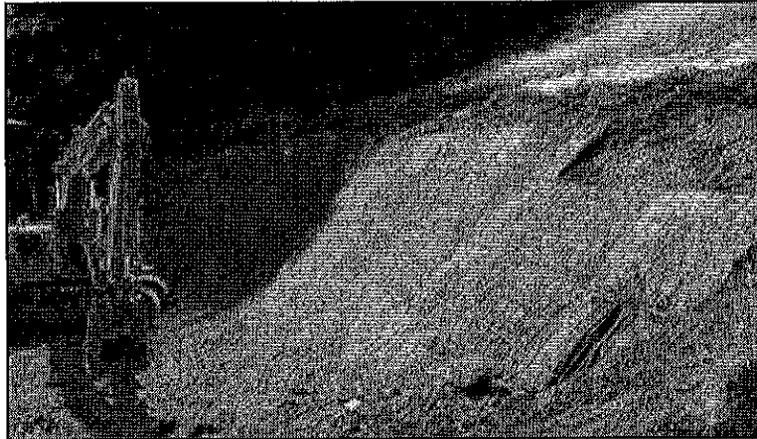
A gabion type wall will require the removal and disposal of soil displaced by the wall, and importing and placement of rock in the gabions. These types of walls are commonly used in Northern California for repairs where some movement of the subgrade is expected and can be tolerated. It is anticipated that this type of repair could be kept in serviceable condition with maintenance, although the trail surface should be expected to move over time in some areas. The wire can be coated to improve longevity in coastal settings.



**Figure 6 – Example Gabion Wall**

### **Reinforced Soil Embankment**

A reinforced soil embankment is a composite soil structure where multiple layers of reinforcing mat or geotextile is utilized to provide the tensile strength need to make the compacted soil into a suitable structure (see Figure 7 for an example reinforced soil embankment). The system is similar to an MSE or welded wire wall but the face of the wall is typical angled back at a 1:1 (vertical: horizontal) slope or flatter. Because the face of the reinforced embankment is sloped back, the system typically requires a larger footprint and more backfill material compared to a welded wire wall, making it less desirable in some situations.



**Figure 7 – Example Reinforced Soil Embankment**

### **ENVIRONMENTAL DOCUMENTATION AND PERMITTING**

The Van Wycke Trail Repair 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.

The following environmental studies and permits would likely be required in order to complete the CEQA requirements for the project, should the City decide to proceed with a repair:

1. Cultural Resources Survey
2. Sensitive Species Survey
3. Coastal Development Permit (CDP) (City of Trinidad’s Coastal Plan jurisdiction)
4. Categorical Exemption (CE) or Mitigated Negative Declaration (MND)

The level of CEQA documentation that will be required will be based on the results of the cultural resources survey and sensitive species survey. If biological or cultural resources are identified at the site, then a MND may be required. Otherwise the project will likely qualify for a CE (a CE was assumed for the opinion of probable costs presented in the following section).

The primary permitting issues associated with a repair could include the following:

- Total construction disturbance
- Tree and other vegetation loss and vegetation protection measures
- Erosion and sedimentation protection measures
- Visual impact to coastal viewshed

The ability to obtain the CDP would not likely vary much for the preliminary repair options presented for the project. Each option may have some specific benefits or concerns from a permitting perspective. The number of protection measures and the extent of the mitigation requirements (if any) may vary slightly for each repair option, but the extent of the variation is not expected to be significant or a deciding factor in determining a preferred approach.

## OPINION OF PROBABLE COST

Order of magnitude opinion of probable project costs were developed for each of the five alternatives described above. These planning level opinions are intended to include all costs that are anticipated to be associated with the repair of Location 1 on the trail. These opinions of probable project costs are based on the types and quantities of work necessary to complete the project. A 30 percent estimating contingency is included as standard practice to cover the cost of construction items that cannot be estimated at this preliminary planning level. These opinions of probable project costs also include anticipated costs for environmental and permitting services (CEQA compliance and a Coastal Development Permit), project specific topographic surveying and geotechnical investigations, engineering design (plans and specifications), and bidding and construction management services. No agency permitting fees were included as we assumed there would be no filing fees since the City would be the lead agency for CEQA and Coastal Development Permit.

Appendix A contains an itemized list of probable unit costs for each repair option. A comparison of the estimate construction cost is also shown in Table 1.

**Table 1. Comparison of Opinion of Probable Costs**

Repair Option	Total Opinion of Cost
Sheet Pile Wall	\$175,000
Soldier Pile Wall	\$240,000
Welded Wire Wall	\$150,000
Gabion Wall	\$120,000
Reinforced Soil Embankment	\$145,000

## SUMMARY OF ALTERNATIVES

Table 2 contains a summary of the advantages and drawbacks for each repair option described above.

Construction of sheet pile walls and soldier pile walls requires specialized equipment (i.e. crane or drill rig) which adds an uncertainty factor during the construction of these systems. The availability of this specialized equipment may not line up with the desired construction timing.

Construction of welded wire walls, gabion walls and reinforced soil embankments are a commonly used construction technique utilizing readily available materials and equipment. These repair options may be preferred given these factors, the greater flexibility and higher redundancy to absorb deformation, and the fewer unknowns associated with these repair options.

**Table2. Relative Advantages and Drawbacks for Repair Options.**

Repair Option	Advantages	Drawbacks
Sheet Pile Wall	<ul style="list-style-type: none"> <li>• Excellent stability and low risk of failure</li> <li>• Light weight</li> <li>• Driven sheet piles displace soil rather than remove it and the support of adjacent structures or utilities is not compromised due to soil movement.</li> </ul>	<ul style="list-style-type: none"> <li>• Most costly of wall alternatives</li> <li>• Requires specialized equipment to construct</li> <li>• Vibro-insertion may cause bluff failures</li> <li>• Vibro-insertion may cause neighborhood disturbance</li> <li>• Cathodic/rust protection may be required</li> <li>• Wall shapes are dictated by sheet pile section and interlocking elements</li> </ul>
Soldier Pile Wall	<ul style="list-style-type: none"> <li>• Piles drilled from top of trail</li> <li>• Various wall alignments could be explored</li> <li>• Lagging could be concrete or timber</li> <li>• Drainage can pass beneath lagging</li> </ul>	<ul style="list-style-type: none"> <li>• Requires a drill rig to construct</li> <li>• Boreholes must be cased if saturated soils are encountered</li> <li>• Deep piles or tie-backs may be required for taller walls or poor soils</li> <li>• Cathodic/rust protection may be required</li> <li>• Existing utilities under the trail may need to be supported during construction</li> </ul>
Welded Wire Wall	<ul style="list-style-type: none"> <li>• Relatively simple and fast to construct</li> <li>• Flexible and can conform to ground movement</li> <li>• Does not require specialized labor</li> <li>• The face of wall can be vegetated to blend into the surrounding terrain</li> </ul>	<ul style="list-style-type: none"> <li>• Will require excavation into adjacent private property to construct</li> <li>• Bottom-up construction requires heavy equipment at the bottom of the wall</li> <li>• Existing utilities under the trail may need to be supported during construction</li> </ul>
Gabion Wall	<ul style="list-style-type: none"> <li>• Relatively simple and fast to construct</li> <li>• Flexible and can conform to ground movement</li> <li>• Free draining</li> <li>• Ease of handling and transportation</li> <li>• Gabion baskets can filled onsite</li> <li>• Least costly of wall alternatives</li> </ul>	<ul style="list-style-type: none"> <li>• If a lower basket is damaged or fails, the wall above will need to be removed and placed</li> <li>• Existing utilities under the trail may need to be supported during construction</li> </ul>
Reinforced Soil Embankment	<ul style="list-style-type: none"> <li>• Relatively simple and fast to construct</li> <li>• Flexible and can conform to ground movement</li> <li>• The face of the embankment can be vegetated to blend into the surrounding terrain</li> <li>• Does not require specialized labor</li> <li>• Cost effective compared to sheet pile or soldier pile walls</li> </ul>	<ul style="list-style-type: none"> <li>• Will require excavation into adjacent private property to construct</li> <li>• The face of the embankment must be sloped back (cannot be vertical) resulting in a larger foot print compared to the other repair options</li> <li>• Existing utilities under the trail may need to be supported during construction</li> </ul>

## **CONCLUSIONS**

Technically there are several alternatives available for repair of the Van Wycke Trail at location 1. Each repair option has its advantages and drawbacks. As discussed in the previous section, the gabion wall appears to be technically feasible and the lowest likely cost.

For all repair options, the trail would have to be closed for several weeks to allow for the necessary excavation of the. Any of the alternatives may require access onto adjacent private property. As part of any repair option, we would recommend routing surface drainage along the trail away from the bluff face to minimize future erosion and the saturation of soils.

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**Appendix A**  
**Opinion of Probable Project Cost**

<b>Van Wycke Trail Repairs - Trinidad</b>				04/15/11
<b>Opinion of Probable Costs for Sheet Pile Wall</b>				
<b>Construction Item</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Total Cost</b>
Mobilization/Demobilization	1	LS	\$ 12,000	\$ 12,000
Protect/Repair Existing Utilities	1	LS	\$ 5,000	\$ 5,000
Clearing/Grubbing	600	SQ FT	\$ 3	\$ 1,800
Demolition	1	LS	\$ 1,500	\$ 1,500
Erosion/Sediment Control and Revegetation	1	LS	\$ 5,000	\$ 5,000
Traffic Control & Public Safety	1	LS	\$ 500	\$ 500
Excavation	10	CY	\$ 25	\$ 250
Disposal of Excess Material	10	CY	\$ 25	\$ 250
Sheet Pile Wall	800	SQ FT	\$ 50	\$ 40,000
Corrosion Protection	1	LS	\$ 10,000	\$ 10,000
Class II Aggregate Base (trail surface)	10	CY	\$ 60	\$ 600
Fencing	40	LF	\$ 35	\$ 1,400
<b>Construction Subtotal</b>				<b>\$ 78,300</b>
<b>30% Estimating Contingency</b>				<b>\$ 23,490</b>
<b>Total Construction</b>				<b>\$ 101,790</b>
Permitting (CEQA & Coastal Development Permit)				\$ 15,000
Surveying and Geotechnical Investigation				\$ 20,000
Engineering Design				\$ 25,000
Bid Period Services				\$ 3,000
Construction Engineering/Management				\$ 10,000
<b>OPINION OF PROBABLE PROJECT COST</b>				<b>\$ 175,000</b>

**Van Wycke Trail Repairs - Trinidad**

**Opinion of Probable Costs for Soldeir Pile Wall**

04/15/11

Construction Item	Quantity	Unit	Unit Cost	Total Cost
Mobilization/Demobilization	1	LS	\$ 15,000	\$ 15,000
Protect/Repair Existing Utilities	1	LS	\$ 5,000	\$ 5,000
Clearing/Grubbing	600	SQ FT	\$ 3	\$ 1,800
Demolition	1	LS	\$ 1,000	\$ 1,000
Erosion/Sediment Control and Revegetation	1	LS	\$ 5,000	\$ 5,000
Traffic Control & Public Safety	1	LS	\$ 500	\$ 500
Excavation	120	CY	\$ 25	\$ 3,000
Disposal of Excess Material	120	CY	\$ 25	\$ 3,000
Concerete Piles	60	LF	\$ 300	\$ 18,000
H-Piles	120	LF	\$ 150	\$ 18,000
Timber Lagging	240	SF	\$ 25	\$ 6,000
Cross Beam	1	LS	\$ 10,000	\$ 10,000
Corrosion Protection	1	LS	\$ 15,000	\$ 15,000
Drainrock	50	CY	\$ 70	\$ 3,500
Strucuture Backfill	100	CY	\$ 50	\$ 5,000
RSP	40	TON	\$ 120	\$ 4,800
Class II Aggregate Base (trail surface)	10	CY	\$ 60	\$ 600
Fencing	40	LF	\$ 35	\$ 1,400
<b>Construction Subtotal</b>				<b>\$116,600</b>
<b>30% Estimating Contingency</b>				<b>\$ 34,980</b>
<b>Total Construction</b>				<b>\$151,580</b>
Permitting (CEQA & Coastal Development Permit)				\$ 15,000
Surveying and Geotechnical Investigation				\$ 20,000
Engineering Design				\$ 35,000
Bid Period Services				\$ 3,000
Construction Engineering/Management				\$ 15,000
<b>OPINION OF PROBABLE PROJECT COST</b>				<b>\$ 240,000</b>

**Van Wycke Trail Repairs - Trinidad**  
**Opinion of Probable Costs for Welded Wire Wall** 04/15/11

Construction Item	Quantity	Unit	Unit Cost	Total Cost
Mobilization/Demobilization	1	LS	\$ 5,000	\$ 5,000
Protect/Repair Existing Utilities	1	LS	\$ 5,000	\$ 5,000
Clearing/Grubbing	1,600	SQ FT	\$ 3	\$ 4,800
Erosion/Sediment Control and Revegetation	1	LS	\$ 5,000	\$ 5,000
Traffic Control & Public Safety	1	LS	\$ 500	\$ 500
Excavation	350	CY	\$ 25	\$ 8,750
Disposal of Excess Material	175	CY	\$ 25	\$ 4,375
Subdrain	45	LF	\$ 40	\$ 1,800
Welded Wire Wall (Incl. backfill & comp.)	480	SQ FT	\$ 45	\$ 21,600
Class II Aggregate Base (trail surface)	10	CY	\$ 60	\$ 600
Fence	40	LF	\$ 35	\$ 1,400
<b>Construction Subtotal</b>				\$ 58,825
<b>30% Estimating Contingency</b>				\$ 17,648
<b>Total Construction</b>				<b>\$ 76,473</b>
Permitting (CEQA & Coastal Development Permit)				\$ 15,000
Surveying and Geotechnical Investigation				\$ 15,000
Engineering Design				\$ 25,000
Bid Period Services				\$ 3,000
Construction Engineering/Management				\$ 15,000
<b>OPINION OF PROBABLE PROJECT COST</b>				<b>\$ 150,000</b>

**Van Wycke Trail Repairs - Trinidad**  
**Opinion of Probable Costs for Gabion Wall**

04/15/11

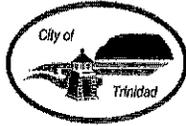
Construction Item	Quantity	Unit	Unit Cost	Total Cost
Mobilization/Demobilization	1	LS	\$ 8,000	\$ 8,000
Protect/Repair Existing Utilities	1	LS	\$ 4,500	\$ 4,500
Clearing/Grubbing	1,000	SQ FT	\$ 3	\$ 3,000
Erosion/Sediment Control and Revegetation	1	LS	\$ 5,000	\$ 5,000
Traffic Control & Public Safety	1	LS	\$ 500	\$ 500
Excavation	200	CY	\$ 25	\$ 5,000
Disposal of Excess Material	85	CY	\$ 25	\$ 2,125
Subdrain	45	LF	\$ 40	\$ 1,800
Gabion Wall (per CY of gabion baskets)	75	CY	\$ 175	\$ 13,125
Backfill behind Gabion Wall	110	CY	\$ 20	\$ 2,200
Class II Aggregate Base (trail surface)	10	CY	\$ 60	\$ 600
Fencing	40	LF	\$ 35	\$ 1,400
<b>Construction Subtotal</b>				<b>\$ 47,250</b>
<b>30% Estimating Contingency</b>				<b>\$ 14,175</b>
<b>Total Construction</b>				<b>\$ 61,425</b>
Permitting (CEQA & Coastal Development Permit)				\$ 15,000
Surveying and Geotechnical Investigation				\$ 10,000
Engineering Design				\$ 20,000
Bid Period Services				\$ 3,000
Construction Engineering/Management				\$ 10,000
<b>OPINION OF PROBABLE PROJECT COST</b>				<b>\$ 120,000</b>

**Van Wycke Trail Repairs - Trinidad**

**Opinion of Probable Costs for Reinforced Soil Embankment**

04/15/11

Construction Item	Quantity	Unit	Unit Cost	Total Cost
Mobilization/Demobilization	1	LS	\$ 7,000	\$ 7,000
Protect/Repair Existing Utilities	1	LS	\$ 5,000	\$ 5,000
Clearing/Grubbing	1,000	SQ FT	\$ 3	\$ 3,000
Erosion/Sediment Control and Revegetation	1	LS	\$ 5,000	\$ 5,000
Traffic Control & Public Safety	1	LS	\$ 500	\$ 500
Excavation	150	CY	\$ 25	\$ 3,750
Disposal of Excess Material	140	CY	\$ 25	\$ 3,500
Subdrain	45	LF	\$ 40	\$ 1,800
Reinforced Soil Embankment (Incl. backfill & comp.)	680	SQ FT	\$ 40	\$ 27,200
Class II Aggregate Base (trail surface)	10	CY	\$ 60	\$ 600
Fence	40	LF	\$ 35	\$ 1,400
<b>Construction Subtotal</b>				<b>\$ 58,750</b>
<b>30% Estimating Contingency</b>				<b>\$ 17,625</b>
<b>Total Construction</b>				<b>\$ 76,375</b>
Permitting (CEQA & Coastal Development Permit)				\$ 15,000
Surveying and Geotechnical Investigation				\$ 15,000
Engineering Design				\$ 25,000
Bid Period Services				\$ 3,000
Construction Engineering/Management				\$ 10,000
<b>OPINION OF PROBABLE PROJECT COST</b>				<b>\$ 145,000</b>



## AGENDA ITEM #2

### **SUPPORTING DOCUMENTATION FOLLOWS WITH: 10 PAGES**

2. Discussion/Decision regarding Agreement to Provide Law Enforcement Services within the City of Trinidad.

**DISCUSSION/ACTION AGENDA ITEM 2**

Date: June 8, 2011

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Item: Agreement to Provide Law Enforcement Services within the City of Trinidad

**Background:**

The Agreement with Humboldt County, through its Sheriff, to Provide Law Enforcement Services within the City of Trinidad expires June 30, 2011. This Agreement provides for 1.5 sheriff deputies to be assigned to Trinidad, supported by back-up and auxiliary services such as investigative, criminalistic, supervisorial and traffic service functions. All liability associated with the actions or performance of its deputies is the responsibility of Humboldt County. The current arrangement appears to be working satisfactorily and continuation of this contracted approach is recommended by staff and is strongly supported by Public Agency Risk Sharing Authority of California (PARSAC).

The charge to the city for FY 2011-2012 for continued level of service would be \$182,745. This represents a 1.5% increase compared to the current fiscal year costs of \$179,976. Cost calculations made at the time of the initial agreement identified a savings of about \$34,000 per year for contracted services compared to Trinidad maintaining its own police force.

The attached agreement proposes a three year arrangement, which would continue the present service level. The City has been storing police vehicles and other police assets pending determination of continuation the contracted services. Should the recommended long term agreement be approved, staff would work to sell and/or otherwise properly dispose of such assets that would no longer be required.

As of this writing a major source of revenue to support law enforcement operations is tied in to the constitutional amendment that would extend the temporary tax increases passed under the Schwarzenegger Administration that are set to expire on July 1, 2011. The constitutional amendment requires a 2/3 vote in each house and would then have to receive approval from voters. The earliest that could occur is September of 2011. There are a number of legislative efforts to provide temporary or permanent funding through the general fund, but none have so far garnered the necessary 2/3 support of both houses of the legislature. That source of revenue provides \$100,000 per year to the City of Trinidad (and other law enforcement services through the State). If that appropriation is not available for any year during the term of the agreement, the Sheriff has agreed to open up renegotiation to allow for a reduction of service levels to correspond with the City's available funding.

The agreement is in draft form and still needs to be circulated through the county hierarchy, the city attorney and the city's risk authority. Staff recommends the Council authorize the Mayor to execute the final agreement following such review and approval and subject to inclusion of language authorizing renegotiation prior to expiration in the event of a revenue shortfall.

**Recommended Action:**

1. Authorize the Mayor to execute an agreement similar to the attached, following review and approval by City Attorney and subject to inclusion of language to authorize renegotiation in the event of failure of State to annually appropriate \$100,000 to offset local law enforcement services.
2. Authorize city staff to sell or otherwise properly dispose of police-related assets.

**Attachment:**

Draft Agreement to Provide Law Enforcement Services within the City of Trinidad

# City of Trinidad Contract

## Agreement To Provide Law Enforcement Services Within The City of Trinidad

THIS AGREEMENT made and entered into this 1st day of July 2011 by and between the County of Humboldt, a political subdivision of the State of California (hereinafter called "COUNTY"), and the City of Trinidad, a municipal corporation in the County of Humboldt (hereinafter called "CITY").

### Term of Agreement

1. Basic Term. The term of this agreement shall commence July 1, 2011, and continue through June 30, 2014, a (3) year term, expiring June 30, 2014, unless sooner terminated pursuant to section 16, termination.
2. Extended Term. The term of this Agreement may be extended for successive periods of one (1) year if the legislative bodies of both parties determine to so extend the term and written notice of such renewal is given to the other party at least three (3) months prior to expiration. The extended terms shall be referred to as First Extended Term, Second Extended Term etcetera.

### WITNESSETH:

WHEREAS, pursuant to the authority provided in the Government Code, CITY and COUNTY desire to contract in order that COUNTY, through Sheriff, will perform law enforcement services within the CITY

### **NOW, THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:**

1. The basic level of services to be provided shall consist of 24 hours of coverage which will encompass sixty (60) hours of dedicated patrol during a seven (7) day work-week for response to calls at a level not less than that provided by the Sheriff in adjacent areas of the COUNTY, including related back-up and auxiliary services such as investigative, criminalistic, supervisorial, and traffic service functions.

The staffing level of personnel dedicated to service, within CITY shall be one and one-half (1½) Deputy Sheriff's. In addition, this complement of personnel shall be supported by an appropriate number of Sheriff's supervisory and management personnel, as deemed necessary by the COUNTY. All additional calls for service, outside of the contracted 60 hours of service per week, shall be dispatched from the Northern Area Command or the Main Station Patrol Division. No additional cost to the CITY will be incurred for service calls received outside the sixty (60) hours of dedicated patrol service. This service will also include regular, random

patrol, as available, of the City of Trinidad during the non-dedicated patrol hours of service.

It is agreed that the Deputies dedicated to the CITY shall each be scheduled to work forty (40) hours per week, less vacation, sick leave, or any other approved or mandated times away from work. In the event a Deputy Sheriff is on some type of compensatory leave a suitable replacement will be assigned for that period of time.

The area commander may temporarily modify work schedules as necessary to accommodate unusual circumstances, emergency situations, or other law enforcement requirements within the City of Trinidad. When such situations occur, the area commander shall advise the City Manager or his designee of the staffing modifications as soon as practical.

2. The law enforcement services to be provided by the COUNTY to the CITY within the CITY's incorporated area shall include:
  - A. Enforcement of State Statutes;
  - B. Enforcement of ordinances of CITY (excluding animal control, building and construction);
  - C. Police protection of the type provided by the Sheriff;
  - D. Traffic enforcement, including the use of radar, with the exception of such traffic enforcement as may be provided by the California Highway Patrol on any freeway traversing the CITY or as required by statute;
  - E. All detective, juvenile and other specialized services provided by the Sheriff in the unincorporated areas of the COUNTY, such as homicide investigations and narcotics enforcement;
  - F. Attendance of the North Area Station Division Commander or his designate at meetings of the City Council of CITY and such other meetings of commissions and boards of the CITY as the CITY may specify;
  - G. All other law enforcement services of the type provided by the Sheriff within the unincorporated areas of the COUNTY.

The Sheriff shall not be required to assume any enforcement duty or function inconsistent with those performed by the Sheriff under the ordinances of the COUNTY and the statutes of the State of California.

3. The Sheriff shall give prompt consideration to all requests of the City Manager regarding the delivery of general law enforcement services, including staffing assignments, and make every reasonable effort to comply with requests consistent with good law enforcement practices and other provisions of this AGREEMENT. To facilitate the timely exchange of such information between the CITY and the COUNTY, the Parties hereto shall meet from time to time to discuss performance issues under this AGREEMENT and the attendees shall include the City Manager,

the North Area Station Division Commander, the North Area Station Sergeant, and a designated city council member.

4. For the purposes of performing services and functions pursuant to this AGREEMENT, and only to give official status to such performance, every County Deputy or employee shall be deemed to be an ex-officio officer of the CITY while engaged in performing any such service or function which is a municipal function falling within the scope of this AGREEMENT.
5. The CITY shall have the right to discuss with the COUNTY issues of concern related to matters covered under this AGREEMENT. However, the manner or rendition of services, the standard of performance, the discipline of employees and other matters incident to the performance of services, including control of personnel so employed, shall remain under the exclusive control of the Sheriff. The Sheriff shall, however, give consideration to requests of the City Manager, which may relate to the performance of services under this AGREEMENT. In the event of a dispute between the parties as to the duties and functions to be rendered or the manner of their performance, determinations by the Sheriff shall be final and conclusive as between the parties.
6. An inventory of furnishings and fixtures contributed by the CITY and the COUNTY for purposes of supplying the station shall be maintained throughout this AGREEMENT. The initial inventory is attached hereto and incorporated herein as Exhibit "A" and shall be updated from time to time by the Parties hereto. Each party will continue to bear their own costs of such items and upon termination of this AGREEMENT, said items or like kind shall be returned to the respective agency who had original ownership.
7. COUNTY shall provide the necessary supplies, equipment services and materials required for performing its duties under this AGREEMENT, including vehicle acquisition, maintenance, fuel and replacements.
8. COUNTY and CITY shall determine where such law enforcement quarters are to be located within the CITY. It is expressly understood that the COUNTY may use such quarters in connection with the performance of its duties in territory outside the CITY and adjacent territory, provided however, that the performance of such non-city duties shall be at no additional cost to the CITY.
9. **At the time of execution of this AGREEMENT, the charge to the CITY for the services and functions to be performed by the COUNTY at the level of service agreed upon by the CITY is \$182,745.00 for the 2010-2011 fiscal year.**

The total cost charged to the CITY does not include expenses attributable to services or facilities normally provided to all cities within the COUNTY as part of enforcement duties and functions performed by the Sheriff under the ordinances and regulations of the COUNTY and the statutes of the State of California. The

method used in arriving at the total cost charged to the CITY is the application of the established actual personnel and operational costs (including a nine (9%) percent overtime factor and a 1.70 % factor for administrative overhead) associated with maintaining the agreed upon number of dedicated COUNTY employees assigned to the CITY. This actual cost has been established by departmental average of total Sheriff's operational personnel. The cost formula and its components are set forth in Exhibit "B" hereof which is attached hereto and incorporated herein by reference.

9. CITY shall render to COUNTY the amount of \$45,686.00 on a quarterly basis payable on the following dates: first (1st) payment due October 1, 2011, second (2nd) payment due January 1, 2011; third (3rd) payment due April 1, 2011; and fourth (4th) payment due July 1, 2011. The COUNTY shall, 30 days prior to the payment due date, provide to the CITY an invoice which will reflect the amount due by CITY for services rendered by COUNTY under this AGREEMENT during the previous quarter. If such payment is not received by COUNTY within thirty (30) days of the due date, COUNTY shall be entitled to recover interest at a rate of seven (7%) percent per annum and the COUNTY may terminate this AGREEMENT immediately, and without any further notice take such steps as may be necessary to enforce payment.
10. Recomputation of General Law Enforcement Services. Except as otherwise specified hereinafter, the total amount charged for General Law Enforcement Services, as defined in section 2, shall be recomputed annually on or before June 1<sup>st</sup> of each calendar year for the following fiscal year, with the fiscal year defined as July 1<sup>st</sup> through June 30<sup>th</sup>. The re-computation calculation shall be determined by the COUNTY based upon estimated additional costs of providing General Law Enforcement Services described in Section 2. The re-computation formula will specifically include estimated costs for items specified in exhibit B. The total contract amount for the applicable fiscal year will be effective July 1<sup>st</sup> of that fiscal year, subject to appeal by CITY. Staff representatives of the COUNTY and CITY are advised to meet during the calculation process and prior to any formal presentation before their respective governing bodies. At the request of either party, cost increases will be formally addressed at any time within the term of this Agreement.
11. The CITY, its officers and employees, shall not assume by this AGREEMENT any liability for the direct payment of any salary, wages, or other compensation to any officer or employee of COUNTY that is performing services hereunder for the CITY, or for any other liability other than that provided for in this AGREEMENT.
12. COUNTY shall defend, indemnify, and hold harmless the CITY, its agents, officers, council persons, commissioners, and employees, for any liability for injury to or death of any person or damage to or loss of any property caused by any negligent or wrongful act or omission occurring in the performance of this

AGREEMENT by COUNTY, and CITY shall defend, indemnify, and hold harmless COUNTY, its agents, officers, and employees for any liability for injury to or death of any person or damage to or loss of any property caused by any negligent or wrongful act or omission occurring in the performance of this AGREEMENT by CITY.

The CITY shall also indemnify and hold harmless the COUNTY, its officers, agents and employees from any claim or liability, based or asserted upon the illegality or constitutionality of any CITY ordinance that the COUNTY has enforced under this contract. This indemnification shall extend beyond the term if this AGREEMENT, including any extension therefore, as to claims, actions or judgments arising from the conduct or inaction of any personnel during the term of this AGREEMENT.

The COUNTY and its insurer or self-insured pool shall waive its rights to subrogate against the CITY, its officials, officers, employees and volunteers for all workers' compensation claims, injuries or illness arising from the performance of this AGREEMENT. The COUNTY shall provide an endorsement from its insurer or self-insured pool waiving its subrogation rights.

13. CITY, through its City Manager, shall have access to non-privileged and non-confidential reports and other documents pertaining to the services provided hereunder and within the scope of the Public Records Act (Government Code Section 6250 et seq.). COUNTY shall transmit monthly, to the City Manager, statistical reports on crime occurrence, traffic incidents, and other contract services within the CITY.
14. All work performed hereunder is subject to limitations of Section 23008 of the Government Code of the State of California, and in accordance therewith, before any work is performed or services rendered pursuant hereto, an amount equal to the cost to the CITY must be reserved by the CITY from its funds to ensure payment for work, service, or materials provided by COUNTY hereunder.
15. COMPLIANCE WITH NUCLEAR FREE ORDINANCE: In recognition of the Humboldt County Nuclear Free Ordinance, the CITY certifies by its signature below that it is not a nuclear weapons contractor, in that CITY is not knowingly or intentionally engaged in the research, development, production or testing of nuclear warheads, nuclear weapons systems or nuclear weapons components as defined by the Nuclear Free Ordinance in Humboldt County, CITY agrees to notify COUNTY via HCSO immediately if it becomes a nuclear weapons provider, as defined above. CITY acknowledges that, per the terms of the Humboldt County Nuclear Free Ordinance, COUNTY via HCSO may immediately terminate this agreement if it determines that the foregoing certification is false or if CITY becomes a nuclear weapons provider.

16. This AGREEMENT shall take effect on July 1, 2011, or at such sooner time as the parties may agree in writing, and, unless sooner terminated as provided herein, shall terminate on June 30, 2014. Either party may terminate this contract upon sixty (60) days written notice, which notice shall take effect at the end of the sixty (60) day notice period. Compensation shall be prorated for the fiscal quarter in which the termination occurs.
17. Notices given to parties under this AGREEMENT shall be deemed given when personally delivered or sent and delivered by United States certified mail, postage prepaid, return receipt requested and :addressed as follows:

**TO THE COUNTY**

Office of the Sheriff  
 Humboldt County Sheriff  
 826 4<sup>th</sup> Street  
 Eureka, Ca. 95501

**TO THE CITY**

Office of the City Manager  
 PO Box  
 Trinidad, Ca. 95525

18. No waiver with respect to one covenant, term or condition shall be deemed to constitute a waiver of any other covenant, term, or condition herein, or a waiver of any prior or subsequent failure to perform such covenant, term, or condition.
19. The provisions of this AGREEMENT shall be binding upon and shall inure to the benefit of the parties hereto and their respective governing boards, successors, assigns, and legal representatives.
20. This AGREEMENT contains all agreements of the parties with respect to any matter mentioned herein. No prior agreement or understanding pertaining to any such matter shall be given effect, and this AGREEMENT may only be amended by a writing signed by the parties.
21. The invalidity of any provisions of this AGREEMENT as determined by a court of competent jurisdiction shall in no way affect the validity of any other provision hereof.
22. Each person executing this AGREEMENT on behalf of the CITY represents and warrants that he or she is authorized by the CITY to execute and deliver this AGREEMENT on behalf of the CITY and that this AGREEMENT is binding on the CITY in accordance with its terms and provisions.
23. The parties hereto agree that the provisions of this AGREEMENT will be construed pursuant to the laws of the State of California. To the extent permitted by law, venue for any legal proceeding involving this AGREEMENT shall be in the courts of Humboldt County, California.

24. Time is hereby expressly declared to be of the essence of this AGREEMENT and each and every provision herein.

**REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK**

IN WITNESS THEREOF, CITY by resolution duly adopted by its council caused this AGREEMENT to be subscribed by its Mayor and attested by its Clerk, and the COUNTY, by order of its Board of Supervisors, has caused this contract to be subscribed by the Chairman and the seal of said Board to be affixed thereto and attested by the Clerk of said Board on the day and year first hereinabove written.

**ATTEST:**

By: \_\_\_\_\_  
City Clerk

**ATTEST:**

**Clerk of the Board of Supervisors**

By: \_\_\_\_\_  
Deputy Clerk

**APPROVED HUMBOLT COUNTY RISK MANAGER**

By: \_\_\_\_\_  
Risk Manager, County of Humboldt

**APPROVED AS TO CONTENT AND  
RECOMMENDED:**

By: \_\_\_\_\_  
City Manager, City of Trinidad

**COUNTY Humboldt**

By: \_\_\_\_\_  
Chairman, Board of Supervisors

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
City Attorney, City of Trinidad

**APPROVED AS TO FORM:  
Office of the County Counsel  
Humboldt County**

By: \_\_\_\_\_

**City of Trinidad**

**APPROVED AS TO CONTENT AND  
RECOMMENDED:  
Humboldt County Sheriff's Office**

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_  
Sheriff

**Exhibit "B"**  
**Calculation Of Deputy Costs, 2011-12**  
**City Of Trinidad**

**Personnel Costs: At Deputy II E Step**

<u>Regular Wages:</u>	<u>Number</u>	<u>Salary &amp; Benefits</u>	<u>Total Cost</u>	<u>Total Cost</u>
<u>Position</u>				
Deputy Sheriff II	1	\$103,114.00		
Deputy Sheriff II	½	\$44,523.00		\$147,637.00

**Overtime Costs: (Calculated)**

Deputy	<u>Number</u>	<u>Annual Sal</u>	<u>Total O/T</u>	<u>Total Cost</u>
Deputy	1	\$72,213.00	\$6,499.0	\$6,499.00
	½	\$30,524.00	\$2,747.00	\$2,747.00

**Transportation Costs:**

Veh., Gas, Maint. & Depreciation	11/2	<u>Mi. Per Year</u>	<u>Cost Per Year</u>
		29190	\$23,352.00

**Administrative Overhead :**

\* 1.70% \* \$ 2510.00

**Annual Contract Cost FY 11/12**

**Estimate \$182,745.00**



**AGENDA ITEM #3**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 14 PAGES**

3. Discussion/Decision to Adopt the FY2012 Annual Budget.

## **DISCUSSION/ACTION AGENDA ITEM 3**

Date: June 8, 2011

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**Item:** PUBLIC HEARING TO ADOPT THE FY2012 ANNUAL BUDGET

### **Background:**

The proposed FY 2011-12 City of Trinidad Budget is being submitted to the City Council for adoption. A public study session that included a power point presentation of the draft budget was held on May 25, 2011. Key points related to that budget presentation included:

1. A number of funds show planned expenditures exceeding anticipated revenues, which means reserve or carry forward balances will need to be used to offset the differences. This practice is unsustainable for the long term, and steps will need to be taken in the future to either reduce expenditures or increase revenues to balance.
2. The draft budget includes \$14,848 to conduct a water rate analysis to consider rate adjustments through the Proposition 218 process to bring rates in line with anticipated expenditures.
2. The draft budget assumes continuation of the \$100,000 annual funding historically received to offset local law enforcement services, which remains uncertain at this time due to expiration of the temporary tax increases passed under the Schwarzenegger administration which are set to expire on 7-1-2011. The level of support for law enforcement functions may need to be revisited should this funding source not be available.
3. The Grant Administrator position is proposed to increase from 60% to full time at an hourly rate of \$21, with 95% of that being position funded through application of costs to various grants. Other employee salaries are proposed to increase by 2% to reflect a cost of living increase.
4. The draft budget proposes a reserve designation of \$50,000 to be formally set aside for future Fire Department equipment acquisitions, and such an action is included in the proposed resolution to adopt the FY 2012 budget.
5. Special project funds (such as grant budgets) are not included for adoption in the City's budget because they are determined by the respective funding sources.

6. Changes that have now been incorporated into the proposed budget based on Council direction from the May 25 study session are:

- One-time \$1,000 contribution to the McKinleyville Family Resource Center to support that Center's activities in serving Trinidad families;
- Distribution of Transient Occupancy Taxes \$1,500 for Humboldt County Convention & Visitors Bureau and \$3,000 for McKinleyville Chamber of Commerce. An additional \$3,000 for the Chamber may be considered when the issues of state support for local law enforcement and ability to recoup expenditures for Museum Landscaping Project are resolved.
- \$500 contribution for banner hardware compatible with the new light poles, with banner placement to be administered by the Chamber of Commerce.
- A request for \$1,500 to support birding interpreters was deferred for additional clarification/details.

**Proposed Action:**

Approve Resolution 2011-\_\_ Adopting the FY2012 Annual Budget

**Attachments:**

Proposed Resolution 2011-\_\_ adopting the FY2012 City of Trinidad Budget

Proposed Budget detail

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

**Kathy Bhardwaj, Mayor**  
**Gabriel Adams, City Clerk**



**RESOLUTION 2011-03**

**ADOPTING THE FY2012 BUDGET FOR THE CITY OF TRINIDAD**

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

**WHEREAS**, the City Staff has prepared a Draft Budget for FY2012; and

**WHEREAS**, a presentation to the City Council at a Public Workshop Meeting to present the Draft Budget was conducted in Trinidad on May 25, 2011 for the purpose of receiving public responses; and

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

**NOW, THEREFORE LET IT BE RESOLVED** that the Trinidad City Council does hereby adopt the proposed FY2012 Budget; and

**NOW, THEREFORE LET IT BE RESOLVED** that the Trinidad City Council designates \$50,000 from the General Fund to be reserved for future Fire Department equipment acquisitions.

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

**PASSED AND ADOPTED BY THE TRINIDAD CITY COUNCIL** of Humboldt County of the State of California this 8<sup>th</sup> day of June, 2011.

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

Ayes:  
Noes:  
Absent:  
Abstain:

**Attest:**

\_\_\_\_\_  
**Gabriel Adams**  
Trinidad City Clerk

\_\_\_\_\_  
**Kathy Bhardwaj**  
Mayor

CITY OF TRINIDAD  
**PROPOSED FINAL FY2012 BUDGET**  
**General Fund Revenue**

General Fund Balance Forward 6/30/10 = \$910,461

(Includes Prop 1B advance balance and reserve for fire capital outlay)

		<b>Amended FY2011 Budget 9/8/10</b>	<b>Actual Thru 2/28/11</b>	<b>Proposed 2012 Budget</b>
<b>201</b>	<b>REVENUES</b>			
4100	Property Taxes	\$ 110,000	\$ 67,223	\$ 115,000
4200	Sales Taxes	\$ 220,000	\$ 94,874	\$ 180,000
4300	Transient Occupancy Tax	\$ 72,000	\$ 45,539	\$ 80,000
4908	Motor Vehicle Fines and Fees	\$ 1,000	\$ 2,457	\$ 3,500
5301	Copy Machine Fees	\$ 100	\$ 16	\$ 100
5302	Interest Received	\$ 35,000	\$ 21,170	\$ 15,000
5309	Other Miscellaneous Income	\$ -	\$ 2,683	\$ 2,500
5402	Planner Application Processing	\$ 10,000	\$ 4,952	\$ 8,500
5404	Engineer Application Processing	\$ 500	\$ -	\$ 500
5405	Building Inspector Application Processing	\$ 5,000	\$ 8,890	\$ 10,000
5410	Animal License	\$ 200	\$ 29	\$ 100
5413	Farmers Market Business License	\$ -	\$ 210	\$ -
5414	Zoning & Subdivision Fees	\$ -	\$ 10	\$ -
5415	Business License	\$ 12,000	\$ 5,035	\$ 7,500
5430	Encroachment Permits	\$ 400	\$ 210	\$ 400
5615	Franchise Fees	\$ 6,000		\$ -
5640	Rental Income - Verizon	\$ 18,000	\$ 11,373	\$ 19,620
5650	Rental Income - Harbor	\$ 5,000	\$ 5,000	\$ 5,000
5665	Rental Income - Suddenlink	\$ -	\$ 2,982	\$ 4,200
5670	Rental Income - Town Hall	\$ 10,000	\$ 4,675	\$ 8,500
5680	Rental Income - Misc	\$ 500		\$ 500
5999	Interdepartmental Transfer	\$ 52,000	\$ -	\$ 5,000
	<b>TOTAL REVENUES</b>	<b>\$ 557,700</b>	<b>\$ 277,328</b>	<b>\$ 465,920</b>

**Proposed Final 2011-12 Budget**  
**General Fund Department 201 - General Administration**

201	EXPENDITURES	Amended FY2011 Budget 9/8/10	Actual Thru 2/28/11	Proposed 2011- 12 Budget
6090	Honorariums	\$ 3,000	\$ 1,750	\$ 3,000
6100	Employee Wages	\$ 47,545	\$ 36,711	\$ 72,615
6125	Overtime			\$ 1,500
6500	Employee Benefits	\$ 26,247	\$ 6,154	\$ 6,384
	Employer Costs	\$ 4,721	\$ 17,376	\$ 8,746
6550	Employee Mileage Reimbursement	\$ 1,200	\$ 847	\$ 1,200
6810	Fidelity Bond Insurance	\$ 700	\$ 700	\$ 770
6820	General Liability Insurance	\$ 5,443	\$ 5,443	\$ 10,908
6830	Property & Casualty Insurance	\$ 3,340	\$ 4,397	\$ 4,387
	ERMA (Insurance)	\$ 2,010	\$ -	\$ -
7110	Attorney - Meetings	\$ 24,000	\$ 10,625	\$ 15,000
7111	Attorney - Administrative Tasks	\$ -	\$ 8,213	\$ 8,000
7113	Attorney - Litigation	\$ 10,000	\$ -	\$ 10,000
7121	City Engineer - Administration	\$ 6,000	\$ 2,905	\$ 7,000
7107	City Engineer - Application Processing	\$ 2,000	\$ -	\$ 2,000
7130	City Planner - Meetings	\$ 2,000	\$ 2,125	\$ 4,200
7131	City Planner - Administration	\$ 6,000	\$ 4,490	\$ 7,000
7132	City Planner - Application Processing	\$ 8,000	\$ 2,880	\$ 7,000
7133	City Planner - Enforcement	\$ -	\$ 168	\$ -
7134	City Planner - Projects	\$ 12,000	\$ 2,778	\$ 20,000
7140	Building Inspector - Application Processing	\$ 5,000	\$ 2,364	\$ 5,000
7151	Accountant	\$ 18,000	\$ 12,630	\$ 20,000
7162	Auditor	\$ 10,000	\$ 11,044	\$ 11,913
7511	Information Technology Support	\$ 1,000	\$ 716	\$ 1,200
7200	TOT Allocation	\$ 30,000	\$ -	\$ 4,500
7516	Other Local Contributions	\$ 4,000		\$ 1,500
7517	Rent	\$ 7,800		\$ 7,800
7518	Utilities	\$ 4,000	\$ 2,457	\$ 4,000
7519	Dues & Memberships	\$ 2,000	\$ 247	\$ 1,000
7520	Municipal Expense	\$ 5,000	\$ 1,032	\$ 7,500
7522	Office Supplies & Expense	\$ 4,500	\$ 2,934	\$ 4,500
7530	Contracted Services	\$ -	\$ 4,200	\$ -
7599	Miscellaneous Expense	\$ 1,000	\$ 1,100	\$ 1,900
7611	Telephone & Communications	\$ 3,000	\$ 1,055	\$ 2,500
7613	Cable and Internet Services	\$ 1,500	\$ 1,336	\$ 2,000
7615	Travel	\$ 1,500		\$ 1,500
7816	Building Repairs & Maintenance	\$ 1,000	\$ 1,687	\$ 3,500
7819	Materials, Supplies & Equipment	\$ 5,000	\$ 2,915	\$ 5,000
	<b>TOTAL EXPENSES</b>	\$ 268,506	\$ 153,279	\$ 275,023

CITY OF TRINIDAD  
**PROPOSED FINAL FY2012 BUDGET**  
**General Fund Dept. 401 - Fire Department**

		<b>Amended FY2011 Budget 9/8/10</b>	<b>Actual Thru 2/28/11</b>	<b>Proposed 2012 Budget</b>
<b>4.01</b>	<b>EXPENDITURES</b>			
6090	Honorariums	\$ 1,800	\$ 1,050	\$ 1,800
7511	Financial Advisor/Tech Support	\$ -	\$ 90	\$ -
7518	Utilities	\$ 600	\$ 472	\$ 800
7519	Dues & Membership	\$ -	\$ 10	\$ 10
7526	Backgrounds/Education	\$ 1,000	\$ -	\$ 1,000
7530	Contracted Services	\$ -	\$ 123	\$ 175
7611	Telephone	\$ 100	\$ 138	\$ 175
7614	Dispatch	\$ 1,000	\$ -	\$ -
7814	Vehicle Fuel and Oil	\$ 750	\$ 151	\$ 750
7815	Vehicle Repairs & Maintenance	\$ 3,000	\$ -	\$ 3,000
7816	Building Repairs & Maintenance	\$ 500	\$ 203	\$ 500
7818	Equipment Repair & Maintenance	\$ 1,500	\$ -	\$ 1,500
7819	Materials, Supplies & Equipment	\$ 7,500	\$ 4,119	\$ 7,500
8500	Capital Outlay	\$ 10,000		\$ -
9000	Capital Reserves	\$ 20,000		\$ 50,000
	<b>TOTAL EXPENSES</b>	<b>\$ 47,750</b>	<b>\$ 6,356</b>	<b>\$ 67,210</b>

CITY OF TRINIDAD  
**PROPOSED FINAL FY2012 BUDGET**  
**General Fund Department 301 - Police Department**

		Amended FY2011 Budget 9/8/10	Actual Thru 2/28/2011	Proposed 2012 Budget
<b>301</b>	<b>EXPENDITURES</b>			
6100	Employee Wages	\$ 23,231	\$ 13,971	\$ 19,585
6500	Employee Benefits	\$ 980	\$ -	\$ -
	Employer Costs	\$ 2,371	\$ 2,972	\$ 2,359
7151	Accountant-Admin Tasks	\$ -	\$ 3,948	\$ -
7162	Auditor - Financial Reports	\$ -	\$ 792	\$ -
7517	Rent	\$ 7,800	\$ 9,100	\$ 7,800
7518	Utilities	\$ 1,200	\$ 1,693	\$ 1,200
7522	Office Supples & Expense	\$ 2,400	\$ 106	\$ 300
7530	Contracted Services	\$ 80,000	\$ -	\$ 82,745
7535	Animal Control	\$ 1,350	\$ 904	\$ 1,396
7538	Investigation Costs	\$ -	\$ 70	\$ -
7611	Telephone & Communications	\$ 1,800	\$ 631	\$ 1,800
7613	Cable & Internet Service	\$ -	\$ 175	\$ -
7815	Vehicle Repairs	\$ -	\$ 60	\$ -
7816	Building Repairs & Maintenance	\$ -	\$ 36	\$ -
7818	Other Repair & Maintenance	\$ 500	\$ -	\$ -
8500	Capital Outlay	\$ 3,000	\$ 2,792	\$ -
	<b>TOTAL EXPENSES</b>	<u>\$ 124,632</u>	<u>\$ 37,250</u>	<u>\$ 117,185</u>

CITY OF TRINIDAD  
**PROPOSED FINAL FY2012 BUDGET**  
**General Fund 501 Public Works**

	<b>Amended FY2011 Budget 9/8/10</b>	<b>Actual Thru 2/28/2011</b>	<b>Proposed 2012 Budget</b>
<b>501 EXPENDITURES</b>			
6100 Employee Gross Wages	\$ 37,072	\$ 20,169	\$ 39,180
6125 Employee Overtime			\$ 3,000
6500 Employee Benefits	\$ 15,145	\$ 9,174	\$ 21,113
Employer Costs	\$ 2,560	\$ 2,317	\$ 4,720
6820 General Liability Insurance	\$ -		\$ 992
7107 City Engineer - Project Fees	\$ -		\$ 2,500
7151 Accountant - Admin Tasks		\$ 943	\$ 1,100
7530 Contracted Services - Tree Trimming	\$ 1,000		\$ 1,500
7810 Street Maintenance & Repair	\$ 24,000	\$ 11,920	\$ 114,700
7811 Street Safety Improvements	\$ 12,000	\$ 1,320	\$ -
7812 Street Lighting - Operations	\$ 4,000	\$ 2,488	\$ 4,800
7812 Street Lighting - Improvements	\$ 15,000		\$ 40,000
7813 Trail & Park Maintenance	\$ 22,200	\$ 17,671	\$ 1,000
7814 Vehicle Fuel & Oil	\$ 3,000	\$ 1,768	\$ 3,000
7815 Vehicle Repairs	\$ 1,500	\$ 1,121	\$ 2,000
7818 Other Repair & Maintenance		\$ 43	\$ -
7819 Materials, Supplies & Equipment	\$ 2,500	\$ 1,549	\$ 2,500
7820 Equipment Repairs & Maintenance		\$ 217	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 139,977</b>	<b>\$ 70,700</b>	<b>\$ 242,105</b>



CITY OF TRINIDAD  
**PROPOSED FINAL FY2012 BUDGET**  
**Special Revenue Fund - COPS Grant**  
**Fund 303**

		Amended FY2011 Budget 9/8/10	Actual Thru 2/28/2011	Proposed 2011/12 Budget
303	FUND BALANCE - 7/1/10	\$ 6,543		
<b>REVENUES</b>				
4600	State Grant	\$ 100,000	\$ 61,129	\$ 100,000
5320	Interest Income	\$ -	\$ -	\$ -
	<b>TOTAL REVENUES</b>	<b>\$ 100,000</b>	<b>\$ 61,129</b>	<b>\$ 100,000</b>
303	<b>EXPENDITURES</b>			
7519	Contracted Services	\$ 100,000	\$ 114,516	\$ 100,000
	<b>TOTAL EXPENDITURES</b>	<b>\$ 100,000</b>	<b>\$ 114,516</b>	<b>\$ 100,000</b>

CITY OF TRINIDAD  
**PROPOSED FINAL FY2012 BUDGET**  
**Special Revenue Fund - Integrated Waste Management**  
**Fund 204**

	Amended FY2010 Budget	Actual Thru 2/28/2011	Proposed FY 2012 Budget
204 FUND BALANCE - 7/1/10	\$ 57,404		
<b>204 REVENUES</b>			
4600 Grant Income	\$ 5,000	\$ 720	\$ 5,000
4760 Blue Bag Sales	\$ 2,000	\$ 2,290	\$ 3,500
4765 Recycling Revenue	\$ 23,000	\$ 17,119	\$ 32,000
5320 Interest Received		\$ -	
<b>TOTAL REVENUES</b>	<b>\$ 30,000</b>	<b>\$ 20,129</b>	<b>\$ 40,500</b>
<b>204 EXPENDITURES</b>			
6100 Employee Gross Wages and Overtime	\$ 11,291	\$ 8,352	\$ 13,265
6500 Employee Benefits	\$ 5,060	\$ 3,229	\$ 6,461
Employer Costs	\$ 1,151	\$ 985	\$ 1,598
7512 Recycling Disposal	\$ 12,000	\$ 7,840	\$ 16,000
7514 Blue Bag Purchases	\$ 2,500	\$ 2,370	\$ 3,500
7810 Sanitation	\$ -	\$ 4,339	\$ 7,000
7819 Materials, Supplies & Equipment			\$ 1,000
7821 Advertising Outreach	\$ 2,500	\$ 405	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 34,502</b>	<b>\$ 27,520</b>	<b>\$ 48,824</b>

CITY OF TRINIDAD  
**PROPOSED FINAL FY2012 BUDGET**  
**Enterprise Fund - Water**  
**Fund 601**

	Amended FY2011 Budget 9/8/10	Actual Thru 2/28/2011	Proposed 2011/12 Budget
FUND BALANCE - July 1, 2010	\$ 666,585		
<b>601 REVENUES</b>			
5302 Interest Received	\$ 30,000	\$ -	\$ 20,000
5308 Other Fees for Service		\$ 90	\$ -
5309 Other Miscellaneous Income		\$ 818	\$ 1,000
5710 Water Sales	\$ 214,600	\$ 145,674	\$ 221,000
5730 New Water Hookups		\$ 4,500	\$ 9,000
5750 Penalties	\$ 4,000	\$ 5,707	\$ 6,000
5300 Micellaneous - Connnection Fees	\$ 9,000	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 227,600</b>	<b>\$ 156,789</b>	<b>\$ 237,000</b>
<b>601 EXPENSES</b>			
2710 Davis Grunsky Note	\$ 14,350	\$ 14,517	\$ 14,518
2720 Drinking Water Bond Note - P&I	\$ 5,560	\$ -	\$ 11,026
2790 Deferred Interest-Davis Grunsky	\$ -	\$ 1,040	\$ 1,040
6100 Employee Wages	\$ 85,050	\$ 51,372	\$ 83,354
6125 Employee Overtime	\$ -	\$ -	\$ 5,000
6500 Employee Benefits	\$ 40,022	\$ 23,920	\$ 43,590
Employer Costs	\$ 7,352	\$ 6,252	\$ 10,040
6820 General Liability Insurance	\$ 4,000	\$ 4,000	\$ 7,933
6830 Property & Casualty Insurance	\$ 2,226	\$ 2,250	\$ 2,925
7111 City Attorney - Administrative Tasks	\$ 3,000	\$ -	\$ 4,500
7121 City Engineer - Meeting & Administration	\$ 41,000	\$ 5,146	\$ 5,000
7123 Engineer special projects			\$ 14,848
7151 Accountant	\$ 14,000	\$ 5,053	\$ 9,000
7161 Auditor	\$ 8,000	\$ -	\$ 9,000
7162 Auditor - Financial Reports	\$ -	\$ 9,064	\$ -
7210 Bad Debts	\$ -	\$ 94	\$ -
7518 Utilities	\$ 14,000	\$ 8,459	\$ 14,000
7519 Dues & Memberships	\$ 1,000	\$ 493	\$ 900
7522 Office Supplies & Expense	\$ 2,000	\$ 1,039	\$ 2,000
7523 Interest Expense	\$ 1,050	\$ 1,199	\$ 1,935
7524 Bank Charges	\$ -	\$ 5	\$ -
7599 Miscellaneous Expense	\$ -	\$ 74	\$ 250
7610 Telephone & Communications	\$ 1,500	\$ 49	\$ 1,500
7611 Telephone	\$ -	\$ 665	\$ -
7613 Cable & Internet Service	\$ -	\$ 343	\$ 588
7616 Licenses & Fees	\$ -	\$ 2,201	\$ 2,200
7814 Vehicle Fuel and Oil	\$ 3,000	\$ 1,086	\$ 3,000

7815	Vehicle Repairs	\$ 1,500	\$ 37	\$ 1,500
7816	Building Repairs and Maintenance	\$ 1,000	\$ 1,422	\$ 2,000
7817	Security System	\$ 1,000	\$ 207	\$ 276
7819	Materials, Supplies and Equipment	\$ 5,000	\$ 4,580	\$ 5,000
7820	Equipment Repairs & Maintenance	\$ -	\$ 298	\$ 500
7910	Water Lab Fees	\$ 4,000	\$ 2,797	\$ 5,500
7911	Water Lines/Meters	\$ -	\$ 9	\$ -
7912	Water Chemicals	\$ 14,000	\$ 8,344	\$ 16,000
7913	Water Line Hook-Ups	\$ 4,000	\$ -	\$ 4,000
7915	Water Line Repair and Maintenance	\$ 18,000	\$ 12,980	\$ 20,000
7916	Water Plant and Equipment Repair	\$ 10,000	\$ 6,684	\$ 10,000
	TOTAL EXPENSES	\$ 305,610	\$ 175,679	\$ 312,923

CITY OF TRINIDAD  
**PROPOSED FINAL FY2012 BUDGET**  
**Enterprise Fund - Cemetery**  
**Fund 701**

		Amended FY2010 Budget	Actual Thru 2/28/2011	Proposed FY 2012 Budget
701	FUND BALANCE - 7/1/10	\$ 152,333		
701	<b>REVENUES</b>			
5302	Interest Income	\$ 5,000	\$ -	\$ 3,000
5810	Cemetery Plot Sales	\$ 8,000	\$ 7,615	\$ 9,000
	<b>TOTAL REVENUES</b>	<b>\$ 13,000</b>	<b>\$ 7,615</b>	<b>\$ 12,000</b>
701	<b>EXPENDITURES</b>			
6100	Employee Gross Wages and Overtime	\$ 6,841	\$ 5,443	\$ 8,727
6500	Employee Benefits	\$ 2,946	\$ 2,246	\$ 5,184
	Employer Costs	\$ 885	\$ 640	\$ 1,051
6820	Insurance - Liability	\$ 500	\$ 500	\$ -
7530	Contracted Services	\$ 500	\$ -	\$ 500
7818	Other Repair & Maintenance	\$ 500	\$ -	\$ 500
7819	Materials, Supplies & Equipment	\$ -	\$ 181	\$ 500
	<b>TOTAL EXPENSES</b>	<b>\$ 12,172</b>	<b>\$ 9,010</b>	<b>\$ 16,462</b>



**AGENDA ITEM #4**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGE**

4. First Reading of Ordinance 2011-01; Relating to Qualifications of Planning Commissioners.



**ORDINANCE NO. 2011-01**

**AMENDING ORDINANCE 2007-03 OF THE CITY COUNCIL OF THE CITY OF TRINIDAD,  
AND AMENDING SECTION 2.20.090 OF THE TRINIDAD MUNICIPAL CODE,  
RELATING TO THE QUALIFICATIONS OF PLANNING COMMISSION MEMBERS**

The City Council of the City of Trinidad does hereby ordain as follows:

**Section 1:** Section 2.20.090 of the Trinidad Municipal Code, and Ordinance 2007-03 is hereby amended to read as follows:

**2.20.090: Qualifications of Planning Commission Members**

Except as provided hereinafter, no person may serve on the Trinidad Planning Commission unless, at the time of appointment to office, and at all times thereafter during the term of the appointment, that person is a resident of the City Limits of the City of Trinidad.

However, the City Council may appoint up to (2) members who need not be a resident of the City of Trinidad, but reside within the Greater Trinidad Area as defined as the area in Humboldt County north of Little River and south of Big Lagoon.

**Section 2:** This ordinance shall become effective thirty (30) days after its passage.

**PASSED, APPROVED, AND ADOPTED** on this 25<sup>th</sup> day of May, 2011, by the following vote:

**Ayes:**  
**Noes:**  
**Absent:**  
**Abstain:**

**Attest:**

\_\_\_\_\_  
**Gabriel Adams**  
Trinidad City Clerk

\_\_\_\_\_  
**Kathy Bhardwaj**  
Mayor

**First Reading:** Wednesday, June 08, 2011

**Second Reading:**