



Posted: Friday, December 06, 2013

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

The Trinidad City Council will hold its regular monthly meeting on
WEDNESDAY, DECEMBER 11, 2013 at 7:00 PM

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- I. **CALL TO ORDER**
 - II. **PLEDGE OF ALLEGIANCE**
 - III. **ADJOURN TO CLOSED SESSION** – *No closed session scheduled*
 - IV. **APPROVAL OF AGENDA**
 - V. **APPROVAL OF MINUTES** – November 13, 2013 cc
 - VI. **PROCLAMATIONS & ANNOUNCEMENTS** - None
 - VII. **COUNCIL MEMBER REPORTS, COMMITTEE ASSIGNMENTS, PROCLAMATIONS**
 - VIII. **ITEMS FROM THE FLOOR**
(Three (3) minute limit per Speaker unless Council approves request for extended time.)

 - IX. **CONSENT AGENDA**
 1. Financial Status Reports for October 2013.
 2. Staff Activities Report for October/November 2013.
 3. Law Enforcement Activity Reports.
 4. Authorize City Manager to sign and Amended Service Agreement with ADH for the Stormwater Improvement Project
 5. Second Reading of Ordinance 2013-04, and Resolution 2013-07; Updating Dog Licensing Fees
 6. Approval of the Humboldt Operational Area Hazard Mitigation Plan 2013 Update

 - IX. **DISCUSSION/ACTION AGENDA ITEMS**
 1. Receive Comments on ASBS Stormwater Improvement Draft Initial Study and Mitigated Negative Declaration.
 2. Discussion/Decision regarding Planning Commissioner Appointment
 3. Presentation from Humboldt Waste Management Authority Executive Director.

 - X. **ADJOURNMENT**

APPROVAL OF MINUTES FOR:

November 13, 2013 CC

Supporting Documentation follows with:

3 PAGES

MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL
WEDNESDAY, NOVEMBER 13, 2013

I. CALL TO ORDER

- Mayor Fulkerson called the meeting to order at 7:00PM. Council members in attendance: West, Fulkerson, Baker, Davies. **Miller was absent.**
- City Staff in attendance: City Manager Karen Suiker, City Clerk Gabriel Adams, City Planner Trever Parker, City Engineers Steve Allen, Rebecca Crow, and Josh Wolf.

II. PLEDGE OF ALLEGIANCE

III. ADJOURNMENT TO CLOSED SESSION – No closed session scheduled

IV. RECONVENE TO OPEN SESSION

V. APPROVAL OF AGENDA

Motion (Davies/West) to approve the agenda as written. Passed 4-0.

VI. APPROVAL OF MINUTES – October 09, 2013 cc

Motion (Baker/Davies) to approve the minutes as amended. Passed 4-0.

PROCLAMATIONS & ANNOUNCEMENTS

1. Proclamation 2013-06; National Caregiver Month
2. Proclamation 2013-07; Great American Smokeout
3. Proclamation 2013-08; Veteran's Day

VII. COMMISSIONERS REPORTS

Baker: COT Watch update.

Fulkerson: Recognized and thanked city staff for accomplishing 2 successful audits.

Davies: Announced the December 04 Electric Vehicle workshop at GHD.

West: HTA update

VIII. ITEMS FROM THE FLOOR

Dennis Koufouzous – President, Chamber of Commerce

Announced all the "Best of Humboldt" awards that Trinidad received by the North Coast Journal.

Mareva Russo – Trinidad

Thanked the Council for feedback provided regarding the Trinidad Head Report. Also asked that if any reports documents issued to Council members were not being used, could they please return them to the city clerk.

Kathleen Lake – Trinidad, Ocean Ave.

Expressed a serious concern with a number of law enforcement issues, including, but not limited to:

- Lack of visible police presence in the evening
- Explained how she was yelled at while walking on the Van Wycke Trail.
- Verbally harassed by John Frame on Wagner Trail.
- Neighbors are a nuisance, too many vehicles, noise, etc.
- Alley behind Ocean Ave is frequently blocked with vehicles from Redwood Coast Vacation Rentals.
- Transients camping and parking throughout town.

Lake requested follow up on the issues presented tonight at the podium, and as submitted to the city clerk in writing.

IX. CONSENT AGENDA

1. Financial Status Reports for September 2013.
2. Staff Activities Report for October 2013.
3. Law Enforcement Activity Reports.
4. City Hall Holiday Closure Schedule
5. Re-budget Prior Year Carryover for Town Hall Improvements
6. Notice of Completion for the Azalea and Pacific Project
7. Award the Water System Upgrade Project Contract to Whitson, Inc.
8. Resolution 2013-08; Designate Representative for Trinidad Westhaven Water Quality Restoration Program/OWTS Emphasis.
9. Resolution 2013-09; Approve Application to the Coastal Commission to Update LCP with Emphasis on Addressing Climate Change and Sea Level Rise Impacts.

Motion (Davies/West) to approve the consent agenda as written. Passed 4-0.

X. DISCUSSION AGENDA

1. Discussion/Decision to Appoint Council Liaison for the Stormwater Project to the Trinidad Rancheria
City Manager Suiker explained that the proposed Phase II of the City's Area of Special Biological Significance (ASBS) Stormwater Improvement Project is for construction of improvements to the City's stormwater system to infiltrate stormwater in the lower areas of town with the goal of eliminating the City's stormwater outfall into Trinidad Bay.

The City has periodically presented information to the Rancheria and Tribal Council in past years about the Stormwater Project, including discussion of possible infiltration of City stormwater in the harbor and beach parking lot areas, most recently June 13, 2013. A City Council liaison in attendance at future discussions about the Stormwater Project would demonstrate the City's commitment to maintaining a good working relationship with the Tribal Council.

City Staff recommends the Council appoint a member to act as a liaison to the Tribal Council of the Cher-Ae Heights Indian Community of the Trinidad Rancheria to attend discussions with the Tribal Council regarding the ASBS Stormwater Project.

Councilmember West volunteered to be the liaison.

There was no public comment.

Motion (Baker/Davies) to appoint Jack West as liaison to the Tribal Council of the Trinidad Rancheria. Passed 4-0.

2. Presentation/Discussion regarding Trinidad Trail Steward Program
City Manager Suiker explained that as suggested by the Trinidad Head Study Committee during presentation of their final report, the Council selected two of its members, Councilmembers Miller and Davies, to work with staff to consider implementation of a Trail Steward Program for the Trinidad area. This subcommittee has met and recommends the attached notice be distributed and posted to determine if there is sufficient interest to designate an overall volunteer coordinator, as well as volunteer stewards to carry out the functions of a trail steward program.

If sufficient interest is demonstrated, staff would then work with the Humboldt Trails Council toward development of a Memorandum of Understanding which would be brought back to the City Council for consideration and approval. The Humboldt Trails Council currently oversees active stewards programs on the Hammond Trail, the Manila Dunes Trails and the Arcata trail system. Such a partnership would provide liability insurance, volunteer training curriculum and support structure.

Public comment included:

Stan Binnie – Trinidad

Appreciated the quick response to the Trinidad Head Advisory Committee's recommendations.

Steve Ruth – Trinidad

Expressed support for the trail steward program.

Motion (West/Davies) to recruit VTS coordinator and volunteers. Passed 4-0.

3. Presentation/Discussion regarding Ordinance 2013-04; Updating Dog Licensing Fees.

City Manager Suiker explained that Section 6.04.150 of Trinidad's Municipal Code provides for the payment of dog licenses at the sum of \$15 for each dog, reduced to \$5 upon presentation of proof of altering. This was last updated in 1988. It is recommended that the license fee be updated to \$15 per year per altered dog, or \$50 per year per unaltered dog. This is in keeping with rates charged by other local entities; survey attached.

To effect this change, the first recommended action is adoption of an ordinance to allow updates in dog license fees to be accomplished by resolution, which would simplify periodic fee updates. This is in keeping with the manner in which fees are updated in other entities. Once the ordinance is in effect, which will require a first and second reading, the Council can consider a resolution to update the fees.

Adoption of the ordinance to allow updates in dog license fees to be accomplished by resolution, which would simplify periodic fee updates. This is in keeping with the manner in which fees are updated in other entities.

There was no public comment.

Motion (Davies/Baker) approved to adopt first reading of Ordinance 2013-04 to provide for dog licensing fees to be updated by resolution; and direct staff to return to the Council at the December meeting with a resolution updating the fees. Passed 4-0.

XIII. ADJOURNMENT

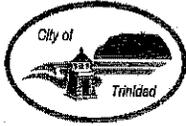
- Meeting ended at 8:15pm.

Submitted by:

Gabriel Adams
City Clerk

Approved by:

Julie Fulkerson
Mayor



CONSENT AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 9 PAGES

1. Financial Status Reports for October 2013.

City of Trinidad
Statement of Revenues and Expenditures - GF Revenue
From 10/1/2013 Through 10/31/2013

	<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Revenue				
41010	PROPERTY TAX - SECURED	0.00	4,325.26	79,125.00 (94.53)%
41020	PROPERTY TAX - UNSECURED	0.00	0.00	3,025.00 100.00)%
41040	PROPERTY TAX-PRIOR UNSECURED	0.00	0.00	80.00 100.00)%
41050	PROPERTY TAX - CURRENT SUPPL	0.00	0.00	100.00 100.00)%
41060	PROPERTY TAX-PRIOR SUPPL	0.00	0.00	200.00 100.00)%
41071	MOTOR VEHICLES	0.00	0.00	1,170.00 100.00)%
41110	PROPERTY TAX EXEMPTION	0.00	0.00	1,300.00 100.00)%
41130	PUBLIC SAFETY 1/2 CENT	0.00	0.00	1,420.00 100.00)%
41140	PROPERTY TAX - DOCUMENTARY RE	0.00	0.00	1,000.00 100.00)%
41190	PROPERTY TAX ADMINISTRATION FE	0.00	0.00	(2,317.00) 100.00)%
41200	LAFCO Charge	0.00	0.00	(742.00) 100.00)%
41210	IN-LIEU SALES & USE TAX	0.00	0.00	27,442.00 100.00)%
41220	IN LIEU VLF	0.00	0.00	27,960.00 100.00)%
42000	SALES & USE TAX	28,354.72	36,998.84	190,000.00 (80.53)%
43000	TRANSIENT LODGING TAX	1,456.70	(2,128.98)	93,000.00 102.29)%
46000	GRANT INCOME	0.00	3,032.00	0.00 0.00)%
53010	COPY MACHINE FEE	0.00	2.00	50.00 (96.00)%
53020	INTEREST INCOME	2,493.88	4,319.35	15,500.00 (72.13)%
53090	OTHER MISCELLANEOUS INCOME	156.69	250.69	1,000.00 (74.93)%
54020	PLANNER- APPLICATION PROCESSIN	0.00	2,065.00	5,000.00 (58.70)%
54050	BLDG.INSR-APPLICATION PROCESSI	287.25	2,573.47	7,000.00 (63.24)%
54100	ANIMAL LICENSE FEES	95.00	107.00	100.00 7.00)%
54150	BUSINESS LICENSE TAX	180.00	9,427.00	9,500.00 (0.77)%
54300	ENCROACHMENT PERMIT FEES	0.00	100.00	400.00 (75.00)%
56400	RENT - VERIZON	3,599.80	7,199.60	21,300.00 (66.20)%
56500	RENT - HARBOR LEASE	0.00	0.00	5,125.00 100.00)%
56550	RENT - PG& E	0.00	0.00	8,500.00 100.00)%
56650	RENT - SUDDENLINK	0.00	1,184.57	4,492.00 (73.63)%
56700	RENT - TOWN HALL	926.25	2,184.85	9,000.00 (75.72)%
59999	INTERDEPARTMENTAL TRANSFER INC	0.00	0.00	30,000.00 100.00)%
	Total Revenue	<u>37,550.29</u>	<u>71,640.65</u>	<u>539,730.00 (86.73)%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
201 - GFAdmin
From 10/1/2013 Through 10/31/2013

	Current Month	Year to Date	Total Budget - Original	% of Budget	
Expense					
60900	HONORARIUMS	250.00	900.00	3,000.00	70.00%
61000	EMPLOYEE GROSS WAGE	11,159.69	31,829.31	97,303.00	67.29%
61250	OVERTIME	0.00	0.00	500.00	100.00%
61470	FRINGE BENEFITS	69.24	196.18	0.00	0.00%
65100	DEFERRED RETIREMENT	435.75	1,305.82	3,776.00	65.42%
65200	MEDICAL INSURANCE AND EXPENSE	388.77	1,555.08	5,779.00	73.09%
65300	WORKMEN'S COMP INSURANCE	(2,386.80)	(3,275.20)	3,211.00	202.00%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	69.50	163.84	1,000.00	83.62%
65600	PAYROLL TAX	891.57	2,542.73	7,733.00	67.12%
65800	Grant Payroll Allocation	(203.14)	(609.29)	2,600.00	123.43%
68090	CRIME BOND	0.00	700.00	455.00	(53.85)%
68200	INSURANCE - LIABILITY	0.00	4,824.95	9,675.00	50.13%
68300	PROPERTY & CASUALTY	0.00	3,797.95	4,080.00	6.91%
71100	ATTORNEY-MEETINGS	0.00	0.00	22,320.00	100.00%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	1,006.50	0.00	0.00%
71130	ATTORNEY-LITIGATION	0.00	1,652.38	8,000.00	79.35%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	1,406.00	1,500.00	6.27%
71310	CITY PLANNER-ADMIN. TASKS	(330.00)	13,049.75	38,600.00	66.19%
71410	BLDG INSPECTOR-ADMIN TASKS	2.80	832.80	7,000.00	88.10%
71510	ACCOUNTANT-ADMIN TASKS	3,081.74	5,663.34	15,600.00	63.70%
71620	AUDITOR-FINANCIAL REPORTS	0.00	0.00	13,585.00	100.00%
72000	CHAMBER OF COMMERCE	0.00	0.00	11,520.00	100.00%
75110	FINANCIAL ADVISOR/TECH SUPPORT	760.00	2,070.00	1,000.00	(107.00)%
75160	LIBRARY RENT & LOCAL CONTRIB.	0.00	0.00	500.00	100.00%
75170	RENT	650.00	2,600.00	8,190.00	68.25%
75180	UTILITIES	1,155.23	2,787.98	6,500.00	57.11%
75190	DUES & MEMBERSHIP	125.00	164.00	500.00	67.20%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	2,427.00	3,500.00	30.66%
75220	OFFICE SUPPLIES & EXPENSE	932.75	2,624.33	5,500.00	52.28%
75240	BANK CHARGES	21.00	45.80	200.00	77.10%
75300	CONTRACTED SERVICES	0.00	0.00	5,000.00	100.00%
75990	MISCELLANEOUS EXPENSE	0.00	0.00	100.00	100.00%
76110	TELEPHONE	118.71	441.15	1,550.00	71.54%
76130	CABLE & INTERNET SERVICE	160.95	913.80	2,160.00	57.69%
76150	TRAVEL	0.00	0.00	1,500.00	100.00%
78160	BUILDING REPAIRS & MAINTENANCE	632.30	801.59	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	526.63	2,054.00	1,500.00	(36.93)%
	Total Expense	18,511.69	84,471.79	294,937.00	71.36%

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
301 - Police
From 10/1/2013 Through 10/31/2013

	Current Month	Year to Date	Total Budget - Original	% of Budget	
Expense					
61000	EMPLOYEE GROSS WAGE	560.24	1,697.05	4,847.00	64.99%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	160.00	100.00%
65600	PAYROLL TAX	42.87	129.84	371.00	65.00%
65800	Grant Payroll Allocation	(38.52)	(54.28)	0.00	0.00%
75170	RENT	650.00	2,600.00	8,580.00	69.70%
75180	UTILITIES	219.05	540.47	2,140.00	74.74%
75220	OFFICE SUPPLIES & EXPENSE	0.00	0.00	300.00	100.00%
75300	CONTRACTED SERVICES	0.00	0.00	87,933.00	100.00%
75350	ANIMAL CONTROL	113.00	452.00	1,900.00	76.21%
76110	TELEPHONE	78.16	313.21	1,040.00	69.88%
	Total Expense	1,624.80	5,678.29	107,271.00	94.71%

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
401 - Fire
From 10/1/2013 Through 10/31/2013

	<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>	
Expense					
60900	HONORARIUMS	150.00	600.00	1,800.00	66.67%
75180	UTILITIES	45.03	283.27	1,065.00	73.40%
75190	DUES & MEMBERSHIP	0.00	0.00	10.00	100.00%
75280	TRAINING / EDUCATION	0.00	0.00	100.00	100.00%
75300	CONTRACTED SERVICES	0.00	0.00	155.00	100.00%
76110	TELEPHONE	20.14	86.93	265.00	67.20%
76140	RADIO & DISPATCH	0.00	0.00	450.00	100.00%
78140	VEHICLE FUEL & OIL	0.00	0.00	450.00	100.00%
78150	VEHICLE REPAIRS	(95.39)	(39.79)	3,000.00	101.33%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	700.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	33.31	2,500.00	98.67%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	750.00	100.00%
90000	Capital Reserves	0.00	0.00	10,000.00	100.00%
	Total Expense	<u>119.78</u>	<u>963.72</u>	<u>21,245.00</u>	<u>95.46%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
501 - PW (Public Works)
From 10/1/2013 Through 10/31/2013

	<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>	
Expense					
61000	EMPLOYEE GROSS WAGE	4,816.38	12,919.26	40,752.00	68.30%
61250	OVERTIME	0.00	0.00	500.00	100.00%
65100	DEFERRED RETIREMENT	488.79	1,303.94	4,271.00	69.47%
65200	MEDICAL INSURANCE AND EXPENSE	1,690.95	7,102.61	23,141.00	69.31%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	1,389.00	100.00%
65600	PAYROLL TAX	406.41	1,088.79	3,547.00	69.30%
65800	Grant Payroll Allocation	(15.48)	(108.35)	0.00	0.00%
71210	CITY ENGINEER-ADMIN. TASKS	2,424.50	2,424.50	4,800.00	49.49%
71250	CITY ENGINEER - PROJECT FEES	0.00	0.00	4,000.00	100.00%
75180	UTILITIES	0.00	10.71	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	25.00	13,900.00	99.82%
75370	UNIFORMS/PERSONAL EQUIP.	0.00	0.00	450.00	100.00%
78100	STREET MAINT/REPAIR/SANITATION	0.00	326.20	5,000.00	93.48%
78120	STREET LIGHTING	335.26	605.92	4,500.00	86.54%
78130	TRAIL MAINTENANCE	0.00	75.92	2,500.00	96.96%
78140	VEHICLE FUEL & OIL	0.00	939.78	4,700.00	80.00%
78150	VEHICLE REPAIRS	0.00	0.00	2,500.00	100.00%
78160	BUILDING REPAIRS & MAINTENANCE	6,259.00	6,259.00	5,000.00	(25.18)%
78190	MATERIALS, SUPPLIES & EQUIPMEN	247.81	701.69	6,500.00	89.20%
	Total Expense	<u>16,653.62</u>	<u>33,674.97</u>	<u>127,450.00</u>	<u>73.58%</u>

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
204 - IWM
From 10/1/2013 Through 10/31/2013

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue					
46000	GRANT INCOME	0.00	0.00	5,000.00	(100.00)%
47600	BLUE BAG SALES	0.00	0.00	4,000.00	(100.00)%
47650	RECYCLING REVENUE	7,559.91	8,994.17	29,000.00	(68.99)%
53090	OTHER MISCELLANEOUS INCOME	2,100.00	2,100.00	0.00	0.00%
	Total Revenue	<u>9,659.91</u>	<u>11,094.17</u>	<u>38,000.00</u>	<u>(70.80)%</u>
Expense					
61000	EMPLOYEE GROSS WAGE	1,025.22	2,767.93	8,680.00	68.11%
65100	DEFERRED RETIREMENT	123.03	328.47	1,075.00	69.44%
65200	MEDICAL INSURANCE AND EXPENSE	370.95	1,565.69	5,084.00	69.20%
65300	WORKMEN'S COMP INSURANCE	(52.72)	(112.48)	296.00	138.00%
65600	PAYROLL TAX	87.81	237.09	767.00	69.09%
65800	Grant Payroll Allocation	0.00	(14.61)	0.00	0.00%
75120	WASTE RECYCLING PICKUP/DISPOSA	8.50	1,499.80	18,375.00	91.84%
75140	BLUE BAG PURCHASES	0.00	0.00	4,000.00	100.00%
78100	STREET MAINT/REPAIR/SANITATION	0.00	1,546.20	6,764.00	77.14%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	1,800.00	100.00%
	Total Expense	<u>1,562.79</u>	<u>7,818.09</u>	<u>46,841.00</u>	<u>83.31%</u>
	Net Income	<u>8,097.12</u>	<u>3,276.08</u>	<u>(8,841.00)</u>	<u>(137.06)%</u>

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
601 - Water
From 10/1/2013 Through 10/31/2013

	Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue				
53020	0.00	0.00	4,500.00	(100.00)%
53090	630.00	810.00	2,000.00	(59.50)%
57100	24,569.28	107,301.73	289,000.00	(62.87)%
57300	0.00	0.00	3,000.00	(100.00)%
57500	(308.43)	(3,890.86)	3,000.00	(229.70)%
Total Revenue	<u>24,890.85</u>	<u>104,220.87</u>	<u>301,500.00</u>	<u>(65.43)%</u>
Expense				
61000	9,577.38	26,166.60	81,844.00	68.03%
61250	0.00	0.00	2,000.00	100.00%
65100	1,093.51	3,096.00	9,516.00	67.47%
65200	2,991.33	12,376.22	40,582.00	69.50%
65300	(448.12)	(951.58)	2,751.00	134.59%
65600	816.56	2,230.01	7,105.00	68.61%
65800	(13.24)	(310.27)	0.00	0.00%
68200	0.00	2,598.05	5,210.00	50.13%
68300	0.00	2,045.05	2,195.00	6.83%
71110	0.00	0.00	500.00	100.00%
71210	0.00	0.00	4,000.00	100.00%
71510	1,659.41	3,049.51	8,400.00	63.70%
71620	0.00	0.00	7,315.00	100.00%
72100	0.00	0.00	500.00	100.00%
75180	1,741.35	6,037.03	13,000.00	53.56%
75190	321.52	321.52	700.00	54.07%
75220	822.00	1,240.97	3,200.00	61.22%
75230	0.00	223.54	0.00	0.00%
75240	0.00	10.00	100.00	90.00%
75280	113.68	231.36	500.00	53.73%
75990	0.00	0.00	250.00	100.00%
76110	87.04	334.00	1,160.00	71.21%
76130	49.00	196.00	620.00	68.39%
76160	0.00	0.00	2,475.00	100.00%
78140	0.00	366.97	2,500.00	85.32%
78150	0.00	0.00	2,000.00	100.00%
78160	0.00	0.00	1,200.00	100.00%
78170	0.00	94.00	500.00	81.20%
78190	5.36	67.77	6,000.00	98.87%
78200	0.00	0.00	1,000.00	100.00%
79100	165.00	680.00	4,500.00	84.89%
79120	290.56	2,328.45	12,000.00	80.60%
79130	0.00	0.00	3,000.00	100.00%
79150	126.92	1,427.70	20,000.00	92.86%
79160	181.61	572.27	10,000.00	94.28%
90000	0.00	0.00	15,000.00	100.00%
Total Expense	<u>19,580.87</u>	<u>64,431.17</u>	<u>271,623.00</u>	<u>76.28%</u>
Net Income	<u>5,309.98</u>	<u>39,789.70</u>	<u>29,877.00</u>	<u>33.18%</u>

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
701 - Cemetery
From 10/1/2013 Through 10/31/2013

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue					
53020	INTEREST INCOME	0.00	0.00	1,200.00	(100.00)%
58100	CEMETERY PLOT SALES	4,330.00	7,250.00	6,000.00	20.83%
	Total Revenue	<u>4,330.00</u>	<u>7,250.00</u>	<u>7,200.00</u>	<u>0.69%</u>
Expense					
61000	EMPLOYEE GROSS WAGE	652.29	1,749.22	5,520.00	68.31%
65100	DEFERRED RETIREMENT	78.27	214.43	683.00	68.60%
65200	MEDICAL INSURANCE AND EXPENSE	200.45	845.51	2,744.00	69.19%
65300	WORKMEN'S COMP INSURANCE	(26.36)	(55.74)	228.00	124.45%
65600	PAYROLL TAX	55.89	149.87	487.00	69.23%
65800	Grant Payroll Allocation	0.00	(12.95)	0.00	0.00%
75180	UTILITIES	82.40	165.36	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	16.75	16.75	1,500.00	98.88%
	Total Expense	<u>1,059.69</u>	<u>3,072.45</u>	<u>11,162.00</u>	<u>72.47%</u>
	Net Income	<u>3,270.31</u>	<u>4,177.55</u>	<u>(3,962.00)</u>	<u>(205.44)%</u>

City of Trinidad
 Statement of Revenues and Expenditures - Monthly Reports
 805 - Town Hall Improvements Reserve
 From 10/1/2013 Through 10/31/2013

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
56700	RENT - TOWN HALL	248.75	487.15	0.00	0.00%
	Total Revenue	248.75	487.15	0.00	0.00%
	Net Income	248.75	487.15	0.00	0.00%



CONSENT AGENDA ITEM 2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 5 PAGES

2. Staff Activities Report for October/November 2013.

CITY OF TRINIDAD

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

Julie Fulkerson, Mayor
Karen Sulker, City Manager



STAFF ACTIVITIES REPORT

Through October 2013

City Administration:

1. Town Hall Improvements. The floor sanding and refinishing project has been completed, and the next step is installation of window coverings in the main meeting hall. The next improvement project is to rejuvenate the City Clerk's office.

2. Garbage Franchise Agreement. Staff has prepared a proposed franchise agreement which has been presented to Humboldt Sanitation and is now negotiating with the garbage service provider on a number of issues. It is expected that the process could take several months before we have an agreed-upon document that can be presented for Council consideration.

3. Audits. The City's external auditor has recently completed his field work and the City received high marks for continued improvement, and there were no audit exceptions identified. There is still work to be done to improve our financial record keeping process and procedures. Much of the difficulty has been in identifying and retaining a financial consultant, the first of whom succumbed due to illness, the second of whom had too many other responsibilities to focus efforts on Trinidad, and we are now on the third financial consultant within the last two years who just started a couple of months ago. Once this position stabilizes, we can finally be able to make further headway.

The City also was recently visited by an auditor from the State Controller's Office to conduct a 12 year audit of gas tax revenues as well as audit \$400,000 in expenditures related to improvements under the Proposition 1B program. This was especially complicated in that it was during a period of changing the City's bookkeeper and software and city manager (twice), but the end result was no audit exceptions were identified.

4. Appeal of Coastal Development Permit for Bed and Breakfast. The City has recently been notified that the California Coastal Commission found that the appeal of the City's conditional approval filed by the Tsurai Ancestral Society did not raise a substantial issue of conformance with the City's certified Local Coastal Program. Accordingly, the amended conditions approved by the City Council on January 23, 2013 are restored and in effect.

5. Library. The new library is open Tuesdays, Thursdays and Saturdays. In response to interest from some community members and building fund raisers, staff is working with county library personnel to develop a policy for community events to be held in the new facility.

6. ASBS Compliance and Stormwater Discharge Permit. Staff completed and submitted the ASBS Compliance Plan to the Regional Water Quality Control Board and the State Water Resources Control Board. This document outlines how the City intends to comply with the ASBS Special Conditions, including achieving and maintaining "natural water quality" in Trinidad Bay through eliminating discharge of pollutants from the city's stormwater outfall. The City has recently received approval for toxicity monitoring to be included in the project effectiveness monitoring for the City's Prop 84 Stormwater Grant.

7. On-Site Waste Water Treatment (OWTS) Ordinance. The second round of letters will soon be sent out. Staff continues to collect applications and inspection reports from the first round and is keeping a database of what has been submitted. It is anticipated that follow-up letters will need to be sent out to property owners that have not responded to the first notice.

8. Grant for Disability Access Improvements. The City received a \$10,000 grant application for town hall disability improvements from the Public Agency Risk Sharing Authority (PARSAC). Bid specifications have been developed and unfortunately all the bids exceed the grant amount. Staff is submitting a request for a grant amendment in the hopes the improvements, which involve improving the ramp and railings, can still be funded.

7. Sign Enforcement. As time permits, staff is working on seeking voluntary compliance for businesses that have unpermitted and/or unauthorized signs throughout the City.

PLANNING ISSUES

1. General Plan. The last round of major edits of the Housing Element from the last Planning Commission meeting has been completed. It is likely that this element will be approved at the November Planning Commission meeting.

2. Accessory Dwelling Unit (ADU) LCP Amendment The City resubmitted all documentation to the California Coastal Commission (CCC) to request the separation of the two applications for the ADU and Vacation Dwelling Unit Amendments in order that questions/issues in one application not hold up the other application.

3. Vacation Dwelling Unit (VDU) LCP Amendment. The City resubmitted all documentation to the CCC to request the separation of the two applications for the ADU and VDU Amendments in order that questions/issues in one application not hold up the

other application. City staff has meet with CCC staff on a number of occasions and although it was originally thought this item would be on the September meeting in Eureka, solutions to some concerns could not be worked out to CCC satisfaction in time for that meeting's deadline. CCC staff has requested another meeting to continue discussion of this amendment, and the hope is now for consideration at the CCC meeting in December.

4. Civic Club Lighthouse Project. This project was conditionally approved by the Trinidad Planning Commission on August 15, 2012 and was subsequently appealed to the City Council. The Council met on September 26, 2012 and denied the appeal. A timely appeal of this decision was thereafter submitted to the California Coastal Commission, and the CCC continues to attempt to meet with the stakeholders to evaluate and consider possible options to arrive at resolution for this project.

5. Tsunami Signs. This matter was heard by the Planning Commission at their meeting in May, 2013, and all signs have now been installed with the exception of the pair at the top of the Axel Lindgren Memorial Trail, which requires various approvals in accordance with Policy 69 of the City's General Plan. The Tsurai Ancestral Society has advised they are not in support of signage as proposed at this time, but the Society is interested in discussing a more comprehensive signage proposal. Installation of the last two tsunami warnings signs is therefore on hold at this time.

Status of Grant Funded Programs

1. Project Name: Water Treatment Plant Construction Project

Source of Funding: Proposition 50 (\$2 million)

Status: The Funding Agreement has been executed and the project was awarded to the low bidder at the November meeting.

2. Project Name: Luffenholtz Creek Sediment Reduction

Source of Funding: California Department of Public Health (\$1,670,720)

Status: Construction began in July on this project to improve the City's water supply through work on Green Diamond property that includes a road re-route, replacement of culverts and several bridges, and other treatments. McCullough Construction has completed most of the work for the current construction season. The newly constructed road sections will "settle in" over the winter. During the 2014 construction season, the old road sections will be decommissioned and the project completed.

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

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

Status: The Trinidad Pier reconstruction is complete and post water quality monitoring has been completed. The draft Final Project Report will be submitted in December.

4. Project Name: Storm Water Management Improvement

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

Status: The plans and specifications as well as CEQA for the Phase I portion of the project in the upper area are scheduled for completion in December. Phase I construction for improvements in the upper area will begin spring 2014. Funding for Phase II of the project is still being sought.

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

Source of Funding: Department of Conservation Watershed Coordinator Grant (\$293,910)

Status: Watershed Coordinator activities include implementing the city's stormwater program, completing the City's ASBS Compliance Plan, participating in the North Coast Stormwater Coalition, assisting the Trinidad Bay Watershed Council, coordinating the development of a State of the Trinidad Bay Report, and supporting implementation of the Humboldt Bay Initiative Adaptive Management Plan. Work under the Watershed Coordinator grant will be completed in June 2014.

6. Project Name: Azalea & Pacific

Source of Funding: State Transportation Improvement (\$423,000)

Status: This project includes rehabilitation of Azalea Way and Pacific Street to bring the roads up to current standards, provide better emergency vehicle access and improvement of the road drainage. Additionally, the project includes the replacement of the existing water line that serves the area, relocation of several water meters and the addition of a new fire hydrant. The construction is now complete and final acceptance, invoicing and required documentation is underway.

Public Works Department

1. Scenic Drive Water Line Improvement Project

Construction of this project, which will bring a 6" line from Main Street that will benefit all of Scenic Drive to the Rancheria, as well as installation of a new hydrant in the city limits by Landford Road, is currently underway.

2. Trinidad School Fire Hydrant

Installation of a new fire hydrant connected to the city's water system has recently been completed. This hydrant will serve a new facility on the school grounds which is scheduled for construction next year.

3. Trail Improvement

With the cooperation of the Tsurai Ancestral Society, 3 of 8 steps have been replaced on the Axel Lindgren Memorial Trail. Completion is delayed a bit due to need to coordinate schedules to allow for a cultural monitor on site for any ground disturbance activity.

UPCOMING PRIORITIES:

- Complete close out of 2012-13 budget year (almost there!) and review draft audit when released.
- Develop detailed listing and description of city's accounting needs and discuss the ability (and cost) for providing those needs with qualified local accounting firms.
- Submit request to PARSAC to increase grant amount for disability access improvements at town hall.
- Continue efforts to secure timely reimbursement from granting entities to assure cash flow does not become an issue. This has already required far more staff effort than anticipated.
- Continue monitoring of consultant costs and projects to assure we remain within budget allocations.
- Prepare updated time allocation study to defend distribution of labor charges to special funds.
- Completion of Azalea & Pacific final documentation and invoicing to obtain full cost recovery.
- Continued involvement in multiple legal claims.
- Continued implementation of OWTS program and second round of noticing.
- Continue negotiation of solid waste franchise agreement.
- Continue with town hall improvement projects.
- Work with county library staff on procedures for community events to be held in new library.



CONSENT AGENDA ITEM 3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES

3. Law Enforcement Activity Reports.

Humboldt County Sheriff's Office

Trinidad Activity

November 2103

911 Hang Up	1
Alarm	1
Assault	1
Burglary (Of Dwelling)	1
Disturbance (Verbal Argument)	3
Follow Up Details	2
Investigation	1
Mental Health Evaluation	1
Noise Complaints	1
Patrol Checks	6
Pedestrian Checks	1
Public Assist	1
Suspicious Circumstance	1
Traffic Collision	1
Traffic Hazard	1
Trespass	1
Vandalism	1
Vehicle Investigation	1

Please note these numbers indicate the type of call dispatched and do not reflect what the disposition was.

The month of November included a Casino Fight Night November 9, 2013. The city was patrolled from 2100-0000 hours, as agreed upon. No incidents to report from that night inside city limits.

4 case reports were written in the month of November.



CONSENT AGENDA ITEM 4

SUPPORTING DOCUMENTATION FOLLOWS WITH: 3 PAGES

4. Authorize City Manager to sign and Amended Service Agreement with ADH for the Stormwater Improvement Project

CONSENT AGENDA ITEM

Date: December 11, 2013

Item: AUTHORIZE CITY MANAGER TO SIGN AN AMENDMENT 2 FOR THE AGREEMENT FOR SERVICES WITH ADH FOR THE STORMWATER IMPROVEMENT PROJECT

Background:

On September 9, 2011, the City entered into an Agreement with ADH Environmental for water quality monitoring services for the City's Prop 84 ASBS Grant Stormwater Management Improvement Project (Project). At that time, toxicity testing was not included in the scope of services or the budget. Amendment 2 includes pre- and post-project toxicity testing and analytical chemistry analysis of the ocean receiving water and increases the fee by \$38,449 from \$199,065.75 to a total fee of \$237,514.75.

As reported to the City Council in February, the city is required conduct water quality monitoring to meet the requirements of the ASBS Special Protections at a projected cost to the city of \$40,000 for two years of monitoring. In October, city staff negotiated with the State Water Resources Control Board Ocean Unit and Division of Financial Assistance to add toxicity testing to the project monitoring and to approve reimbursement for the two years of toxicity testing. Approval is pending for inclusion of the analytical chemistry for the ocean receiving water for the first year. This represents a savings to the city of \$37,000 - \$40,000 in water quality monitoring costs.

The Prop 84 Grant will reimburse \$35,599 up to \$38,449 of the Amendment 2 costs, with a potential cost to the city of \$2,850, if the analytical chemistry lab costs are not covered by the grant.

Staff Recommendation:

1) Authorize City Manager to sign the Amendment 2 to the Agreement with ADH Environmental.

Attachments:

- Amendment 2 to Agreement between the City and ADH Environmental.

**AMENDMENT 2 TO
AGREEMENT BETWEEN
City of Trinidad and ADH Environmental**

Amendment 2 to the Agreement for Services (Agreement) approved September 9, 2011 between City of Trinidad (City) and ADH Environmental (ADH).

Project: Stormwater Management Improvement Project.

City hereby requests and authorizes ADH to perform additional and/or revised services as set forth in this Amendment.

1. Description of Services. ADH shall provide the services as set forth below or in specified attachment:

See attached Exhibit A.1 Scope of Work Addendum

2. Schedule and Term. The term shall be revised as follows:

ADH shall complete all work under this contract no later than August 10, 2015. Absolutely no funds may be requested after August 10, 2015, in accordance with the terms of the SWRCB Grant Agreement.

4. Compensation. As set forth below or in specified attachment, compensation to ADH for providing additional services set forth herein shall not exceed \$38,449 for a total compensation under this agreement of \$237,514.75, including materials, tax and labor.

See attached Exhibit C Budget.

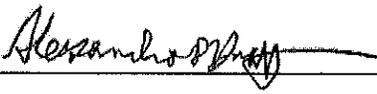
All provisions specified in the original Agreement dated September 9, 2011, Amendment 1 and the Exhibits are in effect. No other agreements, guarantees, or warranties are in effect.

IN WITNESS WHEREOF, the parties hereby execute this amendment upon the terms and conditions stated above.

City of Trinidad:

City Manager

ADH:

By: Alessandro D. Hnatt 

Title: President

Taxpayer I.D. Number 77-0514985

Original Agreement \$199,065.75
 Amendment 1 \$ 38,449.00
 Total \$237,514.75

Exhibit A.1: SCOPE OF WORK Addendum

Deliverables Addendum

- Toxicity testing sampling protocols and results with associated analytical chemistry results to be included in the Project Monitoring Report.

Table E1.1. Addendum: Constituents and Frequency for Pre-and Post-Construction Storm Water and Receiving Water Monitoring.

Constituent	Pre-construction Frequency	Post-construction Frequency
<i>Additional Analytical Chemistry Sampling event</i>	2013-14 Receiving Water only pre- and during x 1 storm	None
<i>Toxicity – Stormwater (1 marine specie)</i>	2013-14 During storm sampling x 3 storms	2014-15 During storm sampling x 3 storms
<i>Toxicity- Receiving Water (3 marine species)</i>	2013-14 During storm sampling x 1 storm	2014-15 During storm sampling x 1 storm

Exhibit C.1 Budget Addendum

<i>Task 2: Implement Pre-Construction Monitoring Plan</i>	Labor	Non-analytical Directs	Analytical	Total
Toxicity Testing (2014-15, Stormwater & Receiving Water)	\$16,843	\$1,571	\$8,393	\$26,807
<i>Task 3: Implement Post-Construction Monitoring Plan</i>	Labor	Non-analytical Directs	Analytical	
Toxicity Testing (2014-15, Stormwater & Receiving Water)	\$1,300	\$600	\$5,742	\$7,642
<i>Task 4: QA/QC, Data Management and Reporting</i>	Labor	Non-analytical Directs	Analytical	
QA/QC; Data Management & Reporting for Toxicity Testing	\$4,000			\$4,000
			Total	\$38,449



CONSENT AGENDA ITEM 5

SUPPORTING DOCUMENTATION FOLLOWS WITH: 4 PAGES

5. Second Reading of Ordinance 2013-04, and Resolution 2013-07; Updating Dog Licensing Fees

CONSENT AGENDA ITEM

Date: December 11, 2013

Item: Dog License Fees

Background: At the meeting in November your Council adopted an Ordinance to provide for dog license fees to be updated by resolution. The second reading of that Ordinance is anticipated to occur at this meeting.

The current fees, last updated in 1988, provide for payment of dog licenses at the sum of \$12 for each dog, reduced to \$5 upon presentation of proof of altering. It is recommended that the license fee be updated to \$15 per year per altered dog, or \$50 per year per unaltered dog. This is in keeping with rates charged by other local entities, survey attached.

Proposed Actions:

1. Approve the second reading or Ordinance No. 2013-04 providing for dog license fees to be updated by resolution; and
2. Approve Resolution No. 2013-07 updating license fees to \$50 per year for unaltered dogs, reduced to \$15 per year for altered dogs.

Attachments:

Ordinance No. 2013-04

Resolution No. 2013-07

Survey of Dog License Fees

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

JULIE FULKERSON MAYOR
GABRIEL ADAMS, CITY CLERK



ORDINANCE NO. 2013-04

AN ORDINANCE OF THE CITY OF TRINIDAD AMENDING SECTION 6.04.150 OF THE TRINIDAD MUNICIPAL CODE TO PROVIDE FOR DOG LICENSE FEES TO BE UPDATED BY RESOLUTION

The City Council of the City of Trinidad does hereby ordain Ordinance Section 6.04.150 to be amended to read as follows:

ORDINANCE 2013-04, SECTION 1:

The owner of every dog within the incorporated area of the city shall pay annually to the city clerk a license tax thereon and shall be required to pay for such license at said time the sum to be determined by Resolution of the City Council, which may be amended from time to time to update dog license fees. A grace period of 30 days shall be allowed in the payment of this license tax.

ORDINANCE 2013-04, SECTION 2:

This Ordinance shall take effect thirty (30) days after its passage.

PASSED AND ADOPTED by the City Council of the City of Trinidad, State of California, on **Wednesday, November 13, 2013**, by the following vote:

AYES: West, Fulkerson, Baker, Davies
NOES: None
ABSENT: Miller
ABSTAIN: None

First Reading: Wednesday, November 13, 2013

Second Reading: Wednesday, December 11, 2013

Attest:

Gabriel Adams
Trinidad City Clerk

Julie Fulkerson
Mayor



RESOLUTION 2013-07

RESOLUTION OF THE TRINIDAD CITY COUNCIL UPDATING DOG LICENSE FEES

WHEREAS, the City Council is authorized by City Ordinance 2013-04, Section 6.04.150 of the Trinidad Municipal Code, to update dog license fees by Resolution, and

WHEREAS, the City Council of the City of Trinidad now desires to update said fees, and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Trinidad updates said license fees follows:

1. Annual Dog License fee for altered dogs: \$15.00
2. Annual Dog License fee for unaltered dogs: \$50.00

PASSED AND ADOPTED BY THE TRINIDAD CITY COUNCIL of Humboldt County of the State of California on Wednesday, December 11, 2013.

Ayes: ?
Noes: ?
Absent: ?
Abstain: ?

Attest:

Gabriel Adams
Trinidad City Clerk

Julie Fulkerson
Mayor

	1 Yr Altered	1 Yr Unaltered	(65+) Senior Rate	Proof of Rabies Vaccination	License Renewal
Arcata	\$15	\$50	\$10	required	annual
Blue Lake	\$15	\$50	\$10		late fee \$10
Late fee in addition to normal fee if 30 days past January 1st or moving into city w/o registering dog.					
New dog after January 1st pays half the annual fee for partial year.					
					November 2010 resolution 967
Eureka	\$15	\$50	\$10	required	same time rabies vac due
Ferndale	\$14	\$35	n/a	required	
One, two or three year licenses are available to match the date dog's rabies certificate renewal.					
Fortuna	\$12	\$35	altered \$5		30 day late fee \$10 additional
	2 yr \$22	2 yr \$56			
	3 yr \$32	3 yr \$86			fee not prorated
Annual licensing period July 1st thru June 30th					
Rio Dell	\$12	\$25	n/a		
Annually, on June 1st, city holds vaccine clinic & dog licensing day.					
Trinidad	\$5	\$20	n/a	required	annual, date last issued
	2 yr \$9	2 yr \$32			1988 Ordinance 6.04
	3 yr \$12	3 yr \$44			
Humboldt Co	\$15	\$50	altered \$10	required	annual
County residents only (unincorporated areas).					
					January 2009 fee schedule



CONSENT AGENDA ITEM 6

SUPPORTING DOCUMENTATION FOLLOWS WITH: 10 PAGES

6. Approval of the Humboldt Operational Area Hazard Mitigation Plan 2013 Update

CONSENT /ACTION AGENDA

Date: December 11, 2013

Item: Approval of the Humboldt Operational Area Hazard Mitigation Plan 2013 Update

Background: In August of 2012, the Humboldt County Board of Supervisors authorized the County Public Works Department to accept a federal grant to update the 2008 Humboldt Operational Hazard Mitigation Plan. This Plan sets forth a process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy. The multi-jurisdictional partnership included in the 2008 plan was reconvened, and the City of Trinidad was one of the original jurisdictional partners. The jurisdictional partners are now being asked to adopt the updated plan, and once it has been approved by the Federal Emergency Management Agency, the partnership will collectively and individually become eligible to apply for hazard mitigation project funding. Without an approved plan, the County will not be eligible to apply.

Together with approval of a resolution, the planning partners are being asked to allow changes that might be requested by FEMA be incorporated, as long as they are non-policy related. This will reduce the need of a return to the Council should FEMA request edits.

An Executive Summary of the Update is attached. The full files can be accessed via the following, or a full set is on file and can be viewed at Town Hall.

HumboldtHMPUpdate Vol1 2013-11.pdf (38,450,226 bytes)

HumboldtHMPUpdate Vol2 2013.11.pdf (16,350,713 bytes)

Proposed Action: Adopt a resolution to approve the Humboldt Operational Area Hazard Mitigation Plan 2013 Update and authorize staff to make non-policy related changes to the plan if requested by FEMA

Attachments:

Executive Summary

Resolution Authorizing the Adoption of the Humboldt Operational Area Hazards Mitigation Plan 2013 Update

CITY OF TRINIDAD

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

Julie Fulkerson, Mayor
Gabriel Adams, City Clerk



RESOLUTION NO. 2013-10

**RESOLUTION AUTHORIZING THE ADOPTION OF THE
HUMBOLDT OPERATIONAL AREA HAZARDS MITIGATION PLAN 2013 UPDATE**

WHEREAS, all of the Humboldt Operational Area, including the City of Trinidad, has exposure to natural hazards that increase the risk to life, property, environment and the County's economy; and

WHEREAS; pro-active mitigation of known hazards, before a disaster event, can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

WHEREAS; a coalition of Humboldt County, Cities and Special Purpose Districts with like planning objectives has been formed to pool resources and create consistent mitigation strategies within the Humboldt Operational Area; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the City of Trinidad:

- 1.) Adopts in its entirety, Volume 1, and Part 1, City of Trinidad jurisdictional annex of Part 2, and the appendices of Volume 2 of the Humboldt Operational Area Hazard Mitigation Plan Update 2013 (Hazard Plan).
- 2.) Will use the adopted and approved portions of the Hazard Plan to guide pre and post disaster mitigation of the hazards identified.
- 3.) Will coordinate the strategies identified in the Hazard Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4.) Will continue its support of the Steering Committee and continue to participate in the Coalition Partnership as described by the Hazard Plan.
- 5.) Will help to promote and support the mitigation successes of all Hazard Plan Coalition Partners.

APPROVED AND ADOPTED by The Trinidad City Council on Wednesday, December 11, 2013 by the following vote:

AYES:
NAYS:
ABSENT:
ABSTAIN:

Attest:

Gabriel Adams
Trinidad City Clerk

Julie Fulkerson
Mayor

Humboldt County Hazard Mitigation Plan Update
Volume 1: Planning-Area-Wide Elements

EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

The Disaster Mitigation Act (DMA) is federal legislation that requires proactive, pre-disaster planning as a prerequisite for some funding available under the Robert T. Stafford Act. The DMA encourages state and local authorities to work together on pre-disaster planning. The enhanced planning network called for by the DMA helps local governments' articulate accurate needs for mitigation, resulting in faster allocation of funding and more cost-effective risk reduction projects.

Hazard mitigation is the use of long- and short-term strategies to reduce or alleviate the loss of life, personal injury, and property damage that can result from a disaster. It involves strategies such as planning, policy changes, programs, projects, and other activities that can mitigate the impacts of hazards. It is impossible to predict exactly when and where disasters will occur or the extent to which they will impact an area, but with careful planning and collaboration among public agencies, stakeholders and citizens, it is possible to minimize losses that disasters can cause. The responsibility for hazard mitigation lies with many, including private property owners; business and industry; and local, state and federal government.

Humboldt County and a partnership of local governments within the County have developed and maintained a hazard mitigation plan to reduce risks from natural disasters and to comply with the DMA. This plan will act, and has acted, as the key to funding under FEMA hazard mitigation grant programs.

PLAN UPDATE

Federal regulations require monitoring, evaluation and updating of hazard mitigation plans. An update provides an opportunity to reevaluate recommendations, monitor the impacts of actions that have been accomplished, and determine if there is a need to change the focus of mitigation strategies. A jurisdiction covered by a plan that has expired is no longer in compliance with the DMA.

The initial Humboldt County Operational Area Hazard Mitigation Plan was approved by the Federal Emergency Management Agency (FEMA) on January 25, 2008. Since then, the partnership has completed or initiated ongoing action on over 68 percent of the 272 initiatives identified in the initial plan. A comprehensive progress report of the initial plan was prepared as part of the update effort and is included in appendix D of volume 1 of this plan. Highlights of the mitigation success stories from the initial plan include the following:

- Increased participation in the National Fire Protection Association's Firewise program. Six communities in Humboldt County have successfully achieved and maintained Firewise recognition: Bridgeville, Honeydew, Orleans, Petrolia, Upper Jacoby Creek, and Willow Creek.
- Humboldt County has received \$495,000 in grant funds from the U.S. Forest Service to support the Fire-Adapted Landscapes and Safe Homes (FLASH) program. The program encourages property owners to mitigate wildfire hazards through vegetation management by awarding a rebate for the creation of defensible space around homes and strategic fuel breaks along escape routes and high-risk areas.
- The continuation of on-going earthquake and tsunami hazard mitigation programs through The Redwood Coast Tsunami Work Group (RCTWG).
- In response to significant earthquake hazards, many jurisdictions in Humboldt County have taken action in the past five years to mitigate their risk of damage. Ten jurisdictions have

taken steps toward seismic retrofitting critical facilities, such as water storage areas, fire stations, emergency operation centers, and wastewater treatment facilities.

- A Type 2 urban search and rescue (USAR) team has been established within the Humboldt Operational Area after years of planning, supported by significant training efforts, grant funding, and the placement locally of a California Emergency Management Agency (CalEMA) medium-cache USAR trailer. This is an important capacity for this earthquake-prone area that has the potential for being cut off from larger population centers after a large event. Citizens will need to depend on their own resources, and post-earthquake search and rescue in urban areas will be very important.
- The Humboldt Bay Municipal Water District (HBMWD) was successful in obtaining one Hazard Mitigation Grant and is in the process of finalizing the National Environmental Protection Act analysis for a second Hazard Mitigation Grant. Funding in the amount of \$2.85 million was obtained to replace approximately 10,000 feet of HBMWD’s 18-inch Techite pipeline from the Terminal Reservoir on Samoa to the Humboldt Bay Crossing, just before the pipe goes under the bay to the Humboldt Community Services District’s (HCS) Truesdale Pump Station.
- The City of Fortuna is in the process of finalizing paperwork for a \$453,000 Hazard Mitigation Grant for the City’s Wastewater Treatment Plant Flood Protection Project.
- Humboldt County completed a streambank stabilization project in 2008 along the right bank of the lower Mad River west of McKinleyville with funding from the USDA Natural Resources Conservation Service, the Governor’s Office of Emergency Services, and adjacent landowners.
- Humboldt County completed a bluff stabilization project in 2012 near the end of one of the primary runways at the Arcata-Eureka Airport to remediate cumulative losses of the runway safety area due to erosion and landsliding. Work included mechanically stabilized earth walls up to 70 feet high.

Updating the plan consisted of the following phases:

- **Phase 1, Organize and Review**—A planning team was assembled to provide technical support for the plan update, consisting of key County staff from the Department of Public Works and a technical consultant. The first step in developing the plan update was to re-organize the planning partnership. The initial planning effort covered 26 local governments. This partnership was increased to 34 for the update as shown in tables ES-1 and ES-2.

A 14-member steering committee was assembled to oversee plan update, consisting of planning partner staff, citizens, and other stakeholders in the planning area. Coordination with other county, state and federal agencies involved in hazard mitigation occurred throughout the plan update process. This phase included a comprehensive review of the existing plan, the California State Hazard Mitigation Plan, and existing programs that may support or enhance hazard mitigation actions.

TABLE ES-1. MUNICIPAL PLANNING PARTNERS			
Humboldt County	Arcata	Blue Lake	Eureka
Ferndale	Fortuna	Rio Del	Trinidad

**TABLE ES-2.
SPECIAL-PURPOSE DISTRICT PARTNERS**

Humboldt Community Service District	Loleta Fire Protection District
Manila Community Service District	Petrolia Fire Protection District
McKinleyville Community Service District	Rio Dell Fire Protection District
Orick Community Service District	Samoa Peninsula Fire Protection District
Redway Community Service District	Willow Creek Fire Protection District
Weott Community Service District	County Service Area #4
Westhaven Community Service District	Garberville Sanitary District
Willow Creek Community Service District	Humboldt Bay Harbor, Recreation and Conservation District
Arcata Fire Protection District	Humboldt Bay Municipal Water District
Briceland Fire Protection District	Reclamation District #768
Fortuna Fire Protection District	Shelter Cove Resort Improvement District No. 1
Humboldt Fire Protection District No. 1	Southern Humboldt Community Healthcare District

- **Phase 2, Update the Risk Assessment**—Risk assessment is the process of measuring the potential loss of life, personal injury, economic injury, and property damage resulting from natural hazards. This process assesses the vulnerability of people, buildings and infrastructure to natural hazards. All facets of the risk assessment of the plan were re-visited by the planning team and updated with the best available data and technology. The work included the following:
 - Hazard identification and profiling
 - Assessment of the impact of hazards on physical, social and economic assets
 - Vulnerability identification
 - Estimates of the cost of potential damage.

Risk assessment models devolved from the initial planning effort were enhanced with new data and technologies that have become available since 2008. There were some limitations in the modeling due to the lack of data. The need to address these data gaps was identified in some of the mitigation initiatives presented in this plan. The results of the risk assessment were used by the planning partnership to rank risk and to gauge the potential impacts of each hazard of concern on their jurisdiction.

- **Phase 3, Engage the Public**—A public involvement strategy developed by the Steering Committee was implemented by the planning team. It included public meetings to present the risk assessment as well as the draft plan, distribution of a hazard mitigation survey, a County-sponsored website for the plan update, and multiple media releases.
- **Phase 4, Assemble the Updated Plan**—The planning team and Steering Committee assembled key information into a document to meet the DMA requirements for all planning partners. The updated plan contains two volumes. Volume 1 contains components that apply to all partners and the broader planning area. Volume 2 contains all components that are jurisdiction-specific. Each planning partner has a dedicated chapter in Volume 2.

- **Phase 5, Plan Adoption/Implementation**—Once pre-adoption approval has been granted by CalEMA and FEMA Region IX, the final adoption phase will begin. Each planning partner will individually adopt the updated plan. The plan maintenance process includes a schedule for monitoring and evaluating the plan’s progress periodically and producing a plan revision every 5 years. This plan maintenance strategy also includes processes for continuing public involvement and integration with other programs that can support or enhance hazard mitigation.

RISK ASSESSMENT RESULTS

Based on the results of the risk assessment, hazards were ranked as follows for the risk they pose to the overall Humboldt Operational Area (1 represents the greatest risk and 8 the lowest):

- | | |
|-------------------|-----------------|
| 1. Earthquake | 5. Landslide |
| 2. Severe weather | 6. Drought |
| 3. Flood | 7. Tsunami |
| 4. Wildfire | 8. Dam failure. |

Each participating jurisdiction also ranked risks associated with natural hazards within its boundaries. Table ES-3 summarizes how many participating jurisdictions assigned each risk ranking (1 through 9, for highest risk to lowest risk) to each evaluated hazard of concern.

	Number of Jurisdictions Assigning Ranking to Hazard									Not Ranked
	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8	No. 9	
Dam Failure	0	0	1	0	4	4	7	10	1	1
Drought	0	0	2	5	1	12	6	5	0	0
Earthquake	24	7	0	0	0	0	0	0	0	0
Flood	0	7	13	4	4	0	0	3	0	0
Landslide	0	0	1	6	12	4	6	2	0	0
Severe Weather	3	15	7	6	0	0	0	0	0	0
Tsunami	2	0	5	3	3	4	3	4	6	1
Wildland Fire	2	2	2	7	7	6	4	1	0	0

The summary of risk ranking results indicates the following general patterns:

- Earthquake, severe weather and flood generally received the highest risk rankings.
- Tsunami and wildfire tended to receive high or low rankings based on the geographic location of each jurisdiction. Tsunami was ranked as a higher risk for coastal communities; wildfire was ranked higher for warmer, drier inland jurisdictions.
- Dam failure, drought and landslide generally were ranked lower than other hazards.

MITIGATION GUIDING PRINCIPLE, GOALS AND OBJECTIVES

The following principle guided the Steering Committee and the planning partnership in selecting the initiatives contained in this plan update:

“Through partnerships and careful planning, identify and reduce the vulnerability to hazards in order to protect the health, safety, quality of life, environment, and economy of the communities within the Humboldt Operational Area.”

The Steering Committee and the planning partnership established the following goals for the plan update:

1. Protect Health and Safety
2. Protect Property
3. Protect the Economy
4. Protect Quality of Life
5. Protect Environment
6. Promote Partnerships in Planning

The following objectives were identified that meet multiple goals, acting as a bridge between the mitigation goals and actions and helping to establish priorities:

1. Eliminate or minimize disruption of local government operations caused by hazards.
2. Increase resilience of (or protect and maintain) infrastructure and critical facilities.
3. Reduce hazard-related risks and vulnerability of the populations in Humboldt County.
4. Sustain reliable local emergency operations and facilities during and after a disaster.
5. Seek to enhance emergency response capabilities within the planning area.
6. Enhance understanding of hazards and the risk they pose through public education that emphasizes awareness, preparation, mitigation, response and recovery alternatives.
7. Continually improve understanding of the location and potential impacts of hazards that impact the planning area utilizing the best available data and science as it becomes available, and share this information with all stakeholders.
8. Establish a partnership among all levels of government and the business community to improve and implement methods to protect property.
9. Develop and implement hazard mitigation strategies that reduce losses to wildlife habitat and protect water supply and quality, while also reducing damage to development.
10. Integrate hazard identification information and mitigation policies into other planning-based processes that direct or impact land uses in the planning area.
11. Enhance building codes and their proper implementations so that new construction can withstand the impacts of hazards and lessen the impact of that development on the environment's ability to absorb the impact of hazards.
12. Seek to integrate and coordinate all phases of emergency management within the planning area.

MITIGATION INITIATIVES

Mitigation initiatives presented in this update are activities designed to reduce or eliminate losses resulting from natural hazards. The update process resulted in the identification 380 mitigation initiatives for implementation by individual planning partners, as presented in Volume 2 of this plan. In addition, the steering committee and planning partnership identified countywide initiatives benefiting the whole partnership, as listed in Table ES-4.

IMPLEMENTATION

Full implementation of the recommendations of this plan will require time and resources. The measure of the plan's success will be its ability to adapt to the changing climate of planet earth as well as the field of hazard mitigation. Funding resources are always evolving, as are state and federal mandates. Humboldt County and its planning partners will assume responsibility for adopting the recommendations of this plan and committing resources toward implementation. The framework established by this plan commits all planning partners to pursue initiatives when the benefits of a project exceed its costs. The planning partnership developed this plan with extensive public input, and public support of the actions identified in this plan will help ensure the plan's success.

**TABLE ES-4.
ACTION PLAN—COUNTYWIDE MITIGATION INITIATIVES**

Hazards Addressed	Lead Agency	Possible Funding Sources or Resources	Time Line ^a	Objectives
<p>CW-1 Continue to participate in the planning partnership and, to the extent possible based on available resources, provide coordination and technical assistance in applications for grant funding that include assistance in cost vs. benefit analysis.</p>				
All Hazards	Planning Partners	Grant Funding	Short term, Ongoing	6, 8, 12
<p>CW-2 Encourage the development and implementation of an operational area-wide hazard mitigation public information strategy that meets the needs of all planning partners.</p>				
All Hazards	Humboldt County, Planning Partners	Cost sharing from the Partnership General fund allocations Cost sharing with stakeholders	Short term, Ongoing	6, 7, 8, 12
<p>CW-3 Coordinate updates to land use and building regulations as they pertain to reducing the impacts of natural hazards, to seek regulatory cohesiveness within the planning area. This can be accomplished via a commitment from all planning partners to involve each other in their adoption processes, by seeking input and comment during the course of regulatory updates or general planning.</p>				
All Hazards	Governing body of each eligible planning partner.	General funds	Short term, Ongoing	1, 3, 11, 12
<p>CW-4 Sponsor and maintain a natural hazards informational website to include the following types of information:</p> <ul style="list-style-type: none"> • Hazard-specific information such as GIS layers, private property mitigation alternatives, important facts on risk and vulnerability. • Pre- and post-disaster information such as notices of grant funding availability. • Links to Planning Partners' pages, FEMA, Red Cross, NOAA, USGS and the National Weather Service. • Hazard mitigation plan information such as progress reports, mitigation success stories, update strategies, Steering Committee meetings. 				
All Hazards	Humboldt County	General fund	Short term, Ongoing	6, 7, 8, 12
<p>CW-5 Maintain the Hazard Mitigation Plan Steering Committee as a viable body over time to monitor progress of the plan, provide technical assistance to Planning Partners and oversee the update of the plan according to schedule. This body will continue to operate under the ground rules established at its inception.</p>				
All Hazards	Humboldt County	Existing, ongoing programs	Short term, Ongoing	All
<p>CW-6 Amend or enhance the Humboldt County Operational Area Hazard Mitigation Plan as well as the general Plans for each municipality as needed to comply with state or federal mandates (i.e., CA Assembly Bill 721-40) as guidance for compliance with these programs become available.</p>				
All Hazards	Humboldt County, each municipal planning partner	General funds	Short term, Ongoing	All
<p>CW-7 Work with the Humboldt County Assessor to begin the capture of general building stock information such as area, date of construction and foundation type, to better support future risk assessments.</p>				
All Hazards	Humboldt County	General fund	Long term, depending on funding	6, 7, 8



AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: ²/~~10~~ PAGES

1. Receive Comments on ASBS Stormwater Improvement Draft Initial Study and Mitigated Negative Declaration.

DISCUSSION AGENDA ITEM

Date: December 11, 2013

Item: RECEIVE COMMENTS ON CITY OF TRINIDAD AREA OF SPECIAL BIOLOGICAL SIGNIFICANCE (ASBS) STORMWATER IMPROVEMENT DRAFT INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION

Background: Pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15072 and Public Resources Code Section 21092, the City of Trinidad is accepting comments on the Draft Initial Study and Mitigated Negative Declaration for the ASBS Stormwater Improvement Project from November 19, 2013 to December 18, 2013. This project is intended to collect, treat, and infiltrate City stormwater runoff, thereby reducing pollutants entering Trinidad Bay.

The noticing of the CEQA comment period included language that both verbal and written comments would be accepted at the December 11, 2013 City Council. Although there is no legal requirement to provide for an additional public meeting format beyond the Planning Commission hearing, this will afford the public an additional opportunity for delivery of comments. The noticing of the comment period advised that there would be no action taken in response to comments presented at the Council meeting. The sole purpose of this agenda item is to accept written and or verbal comments and forward the same to the Planning Commission for their consideration at the December 18, 2013 hearing.

Documents relating to this project are available for review at Town Hall.

Staff Recommendation:

Receive comments on the Draft Initial Study and Mitigated Negative Declaration and forward comments to the Planning Commission.

Attachment: Notice of Intent to Adopt a Mitigated Negative Declaration



City of Trinidad

NOTICE OF INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION

Pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15072 and Public Resources Code Section 21092, notice is hereby given that the **City of Trinidad** is accepting comments on the **Draft Initial Study and Mitigated Negative Declaration** for the following project:

ASBS Stormwater Improvements Project: The City of Trinidad Area of Special Biological Significance (ASBS) Stormwater Improvement project has been designed to collect, treat, and infiltrate City stormwater runoff. This will be accomplished by modernizing the City stormwater system through incorporation of Low Impact Development Best Management Practices (LID/BMPs) to capture, treat, and infiltrate stormwater runoff, thus reducing pollutants entering Trinidad Bay. The project is generally located within City rights-of-way west of Highway 101 in Trinidad, east of Underwood Drive, and north of Edwards street with improvements on Main, Trinity, Ocean, View, East, West Parker and Underwood. Improvements consist of underground infiltration basins, bioswales, rain gardens and permeable pavers.

Finding: It has been determined, after review and evaluation, although the project could have a significant effect on the environment, there will not be a significant effect in this case because environmental protection actions and mitigation measures have been included to reduce impacts, and that the proposed project will conform to the City of Trinidad planning and implementation documents and the CA Coastal Act and will not have a significant adverse effect on the environment with mitigation incorporated.

Comment Period: Tuesday November 19, 2013 through Wednesday December 18, 2013

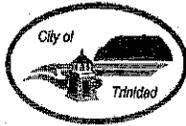
Please submit comments to: City of Trinidad: via mail to P.O. Box 390, Trinidad, CA 95570; in person to 409 Trinity Street; by fax to 707-677-3759; or by email to cityclerk@trinidad.ca.gov

Documents relating to the above project are available for review at the City Clerk's office, 409 Trinity Street, Trinidad, CA, weekdays, from 9:00 a.m. to 2:00 p.m.

Public Hearings: A public hearing on the proposed project will be held by the **Trinidad Planning Commission on Wednesday, December 18, 2013**. The meeting will be held at 6:00 p.m. at Trinidad Town Hall, 409 Trinity Street. In addition, verbal and written comments will be accepted at the **City Council meeting of Wednesday December 11, 2013**, but no action will be taken at that meeting.

Trever Parker, City Planner

Date of Public Notice: November 19, 2013



AGENDA ITEM 2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 7 PAGES

2. Discussion/Decision regarding Planning Commissioner Appointment

DISCUSSION AGENDA ITEM

Date: December 11, 2013

Item: Discussion/Decision regarding Planning Commissioner Appointment

Background: In late October the city announced a vacancy of one seat on the Planning Commission left by the resignation of Grace Rotwein. The term remaining to be served is through December 2014.

The Planning Commission is currently served by 4 members:

Richard Johnson – Dec.2014

Chuck Vanderpool – Dec.2014

Mike Pinske – Dec.2016

Gale Becker – Dec.2016

As of the December 02 deadline, (2) applications were received. One from city resident **Diane Stockness**, and the other from Trinidad area resident **Sarah Sanders**.

City Ordinance 2.20.050 states that “the members of the commission shall be appointed by the Mayor with the approval of the city council.”

City Ordinance 2.20.090 states that “...in the event there are no acceptable applicants from the city limits, the city council may appoint up to two members who need not be residents of the city of Trinidad, but reside within the greater Trinidad area...”

Proposed action: Appoint a candidate to serve the 1-year term through December 2014.

Attachments:

- Vacancy Posting
- Municipal Code Section 2.20 – Planning Commission
- Letter of Interest from City resident Diane Stockness
- Letter of Interest from Trinidad area resident Sarah Sanders



Friday, October 25, 2013

**PUBLIC ANNOUNCEMENT OF VACANCY ON THE
TRINIDAD PLANNING COMMISSION**

THE CITY OF TRINIDAD IS CURRENTLY SEEKING INDIVIDUALS TO FILL
(1) **VACANCIES** ON THE TRINIDAD PLANNING COMMISSION.

TERM: **Through DECEMBER 2014**

SEND A LETTER OF INTEREST, INCLUDING QUALIFICATIONS, TO THE
CITY CLERK AT:

CITY OF TRINIDAD
P.O. BOX 390
TRINIDAD, CA 95570

OR YOU MAY DELIVER THE LETTER IN PERSON TO:

TRINIDAD CITY HALL
409 TRINITY STREET
TRINIDAD, CA

OR YOU MAY EMAIL IT TO:

CITYCLERK@TRINIDAD.CA.GOV

THE DEADLINE FOR FILING IS 2:00 PM, MONDAY, DECEMBER 02, 2013.

FOR ADDITIONAL INFORMATION OR QUESTIONS, PLEASE CALL 677-0223.

Gabriel Adams - Trinidad City Clerk

Chapter 2.20 PLANNING COMMISSION

Sections:

- 2.20.010 Number of members.
- 2.20.020 Ex officio members.
- 2.20.030 Term of office.
- 2.20.040 Members – Appointment.
- 2.20.050 Vacancies.
- 2.20.060 Removal from office.
- 2.20.070 Election of chair and vice chair.
- 2.20.080 State provisions adopted.
- 2.20.090 Qualifications of planning commission members.

2.20.010 Number of members.

The city planning commission shall consist of five members. [Ord. 122A § 1, 1958].

2.20.020 Ex officio members.

The mayor of the city and the city attorney shall be ex officio members of the city planning commission, but shall not have a vote. [Ord. 122A § 2, 1958].

2.20.030 Term of office.

The term of office of the members of the commission shall be four years, except for the first members of the commission pursuant to the provisions of the ordinance codified in this chapter. [Ord. 122A § 3, 1958].

2.20.040 Members – Appointment.

The members of the commission shall be appointed by the mayor with the approval of the city council. [Ord. 122A § 4, 1958].

2.20.050 Vacancies.

Vacancies shall be filled by appointment for the unexpired portion of the term. [Ord. 122A § 6, 1958].

2.20.060 Removal from office.

Any appointee of the commission may be removed by any of the following:

- A. The mayor subject to approval by the city council;
- B. The majority vote of the city council. [Ord. 122A § 7, 1958].

2.20.070 Election of chair and vice chair.

The commission shall elect its chair and vice chair from among the appointed members of the commission.

The chair of the planning commission shall be elected to a two-year term, on a rotating basis, so that no individual may serve a second term as chair as long as there are others on the commission who have not so served. [Ord. 96-1 § 1, 1995; Ord. 122A § 8, 1958].

2.20.080 State provisions adopted.

The provisions of Government Code of California Title 7, Chapter 3, as amended, are adopted and its statutes are adopted as a whole insofar as they may apply to the terms of office, powers and duties and methods of removal of the members of the planning commission. [Ord. 122A § 9, 1958].

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, in the event there are no acceptable applicants from within the city limits, the city council may appoint up to two members who need not be residents 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. [Ord. 2011-01 § 1, 2011; Ord. 2007-03 § 1, 2007; Ord. 94-2 § 1, 1994].

The Trinidad Municipal Code is current through Ordinance 2011-02, passed July 13, 2012.

Disclaimer: The City Clerk's Office has the official version of the Trinidad Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

December 2, 2013

Planning Commissioners
City Council of Trinidad
City Clerk
Trinidad, Calif. 95570

RECEIVED DEC 02 2013

Dear Staff members,

I am writing a letter of interest to you for the position of a planning commission member.

I have lived in Trinidad for thirty-seven years. I am married to Glenn Stockness and we have two grown sons.

I have been a member of several Trinidad community groups over the last thirty-five years. I was involved in the Trinidad Elem. School P.T.O., the Trinidad Civic Club, the Chamber of Commerce, the Trinidad Museum Society, the Friends of the Trinidad Library, the Presbyterian Church and Saint Martha & Mary's Mission, and the Trinidad board member for Humboldt Youth Soccer for ten years.

I am currently retired from Eureka City schools as an educator for thirty-five years.

I am interested in the environment in Trinidad as

I have lived here and seen many changes to the town, trees, landscape, and buildings over the years. I understand the planning commission makes decisions for most planning and physical development permits. I also understand the commission reviews and approves plans that anyone who wants to build or develop land in Trinidad must go through this committee. I do have time to give to this committee as I am retired.

I look forward to hearing from you.

Sincerely,
Diane Stockness
493 View Ave.
PO Box 345
Trinidad, Calif. 95570
(707) 677-3387

Sarah Sanders

Environmental Scientist

POB 1055
Trinidad, CA
95570

707-834-1597
Email: sarah.sanders.es@gmail.com

RECEIVED DEC 02 2013

December 2, 2013

Dear Planning Commission:

The purpose of this letter is to share my interest in joining the Planning Commission and the skills and experience I bring to the Commission. I have lived in Trinidad for almost four years. I am impressed daily by the natural beauty, open spaces, and quiet roads. I appreciate the rural nature of our community, the lack of "box stores" and subdivisions, and a general sense of personal safety. I am interested in maintaining and enhancing the unique aspects of our City so they can be enjoyed by current and future residents.

I am an Environmental Scientist. My background is in Site Assessment and Stormwater Management. My four years of professional experience includes both project management and public outreach. For example, I have interviewed many property and business owners. This experience taught me that listening is a crucial part of civil dialogue. I also participate in the Trinidad Bay Watershed Council, a local watershed advisory group; I believe my working knowledge of local water quality challenges (such as the City's Stormwater Improvement Project) dovetails nicely with the goals and objectives of the Planning Commission.

While I am delighted to share my interest in the Planning Commission vacancy, I understand that the Planning Commission currently includes a member who resides outside of City Limits. I am applying because I am an energetic, qualified candidate who can commit to a complete term. I hope the Planning Commission will consider my application if there is a lack of adequate applications from residents within the City Limits.

Thank you,

Sarah Sanders



AGENDA ITEM 3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES

3. Presentation from Humboldt Waste Management Authority Executive Director.

DISCUSSION/ACTION AGENDA

Date: December 11, 2013

Item: Receive Presentation from Humboldt Waste Management Authority Executive Director

Background: At the City Council meeting of July 31, 2013, the Council adopted an ordinance to provide for flow control of solid waste within the City limits. Flow control is required to be considered for membership in the Humboldt Waste Management Authority (HWMA). The City Council first adopted a Resolution in 2008 requesting membership consideration into HWMA and subsequently reaffirmed its desire to join HWMA in January of 2010. During the more recent discussion of the flow control ordinance, the Council members indicated they would like to receive an updated presentation about the HWMA, especially given the period of time since this was initially discussed, and given the change in council membership that has occurred since.

Jill Duffy, Executive Director of HWMA, will be presenting a report including an overview of HWMA, its structures and services to member agencies.

Proposed Action: Receive presentation.