



Posted: Friday, March 07, 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, MARCH 13, 2013 at 7:00 PM**  
in the Town Hall at 409 Trinity Street

- 
- I. **CALL TO ORDER**
  - II. **PLEDGE OF ALLEGIANCE**  
Present Proclamation 2013-02, in honor of 101<sup>st</sup> Anniversary of the Girl Scouts.
  - III. **ADJOURN TO CLOSED SESSION** – *No closed session scheduled*
  - IV. **APPROVAL OF AGENDA**
  - V. **APPROVAL OF MINUTES** – 01-23-13 cc2, 02-13, 13 cc
  - VI. **COUNCIL MEMBER REPORTS, INCLUDING COMMITTEE ASSIGNMENTS**
  - VII. **ITEMS FROM THE FLOOR**  
*(Three (3) minute limit per Speaker unless Council approves request for extended time.)*
  - VIII. **CONSENT AGENDA**
    1. Financial Status Reports for January 2012.
    2. Authorize Mayor to Support a Resolution Identifying the Criteria for Joining HCAOG.
    3. Letter of Support to Green Diamond Resource Company regarding Strawberry Rock Preservation.
    4. Supplemental Budget Amendment for Planning Services.
    5. Indian Gaming Grant Proposal for Scenic Drive Maintenance Funding.
    6. Resolution 2013-03: Updating City Signers on LAIF Investment Fund.
  - IX. **DISCUSSION/ACTION AGENDA ITEMS**
    1. Discussion/Decision regarding Councilmember Appointment and Swearing in if applicable.
    2. Presentation/Acceptance of FY 2011-2012 Audit.
    3. Presentation/Discussion regarding Community Tourism Assessment TBID program.
  - X. **ADJOURNMENT**

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

**Julie Fulkerson, Mayor**  
**Gabriel Adams, City Clerk**



**PROCLAMATION 2012-02:**

**GIRL SCOUTS OF THE USA CELEBRATES 101 YEAR ANNIVERSARY**

**WHEREAS**, Tuesday, March 12, 2013, marks the 101st anniversary of Girl Scouts of the USA, founded by Juliette Gordon Low in 1912 in Savannah, Georgia; and,

**WHEREAS**, throughout its distinguished history, Girl Scouting has helped build millions of girls and women of courage, confidence and character; and,

**WHEREAS**, through the dedication, time, and talent of volunteers of different backgrounds, abilities, and areas of expertise, the Girl Scout organization thrives for girls in so many settings,

**WHEREAS**, through Girl Scouting's unique leadership development program, girls define leadership by making the world a better place by discovering, connecting, and taking action in their communities; and,

**WHEREAS**, Girl Scouting takes an active role in increasing girls' awareness of the opportunities available to them today in math, science, sports, technology, health and fields that can expand their horizons; and,

**WHEREAS**, more than 3.2 million Girl Scout members nationwide will be celebrating 101 years of this American tradition, with nearly 59 million women who grew up participating in Girl Scouting and exemplify the impact of this amazing Movement;

**NOW, THEREFORE, BE IT PROCLAIMED**, that the City of Trinidad is proud to applaud the commitment Girl Scouts has made to America's girls and proudly proclaim the week of March 10-17, 2013 as Girl Scout Week.

Attest:

Approved:

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

\_\_\_\_\_  
**Julie Fulkerson**  
Mayor

**APPROVAL OF MINUTES FOR:**

**JANUARY 23, 2013 CC2**  
**FEBRUARY 13, 2013 CC**

**Supporting Documentation follows with: \_\_\_\_\_ 6 PAGES**

*February minutes were not available when the agenda was published.*

**MINUTES OF THE SECOND REGULAR MEETING OF THE TRINIDAD CITY COUNCIL**  
**WEDNESDAY, JANUARY 23, 2013**

**I. CALL TO ORDER**

- Mayor Fulkerson called the meeting to order at 7:00PM. Council members in attendance: Bauman, Miller, Fulkerson, Davies. ***Bhardwaj was absent.***
- City Staff in attendance: City Manager Karen Suiker, City Clerk Gabriel Adams, City Planner Trever Parker

**II. PLEDGE OF ALLEGIANCE**

**III. ADJOURNMENT TO CLOSED SESSION**

1. Personnel: Section 54957(b), City Manager Performance Evaluation

**IV. RECONVENE TO OPEN SESSION**

*Mayor Fulkerson and Council thanked City Manager Suiker for doing a great job.*

**V. APPROVAL OF AGENDA**

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

**VI. APPROVAL OF MINUTES – *No minutes to approve.***

**VII. COMMISSIONERS REPORTS - *No reports given.***

**VIII. ITEMS FROM THE FLOOR**

**Richard Johnson** – Trinidad Area

Library building update. Reminded the Council of Resolution 2007-06. New Land Trust/City lease documents are almost complete.

**Stan Binnie** – Trinidad

Asked the Council to have the City website updated with new Councilmember info.

**Pat Morales** – Trinidad

Requested the Council consider naming the tennis court in memory of Donna Lin. Also stated hearing gunshots fired in the area recently. Contacted the sheriff department and urged others to do so as well.

**IX. CONSENT AGENDA – *No consent items scheduled.***

**X. AGENDA ITEMS**

1. Discussion/Decision regarding Appeal Fee Ordinance 2013-01, LCP Zoning Amendment, and Resolution 2013-12.

City Planner Trever Parker explained that the primary purpose of this Zoning Ordinance amendment is to allow the City Council to set fees by resolution for appealing Planning Commission (or City staff) decisions. Currently, §17.72.100 (Appeals) states, *there shall be no fee for filing an appeal.* This is in contrast to §17.72.120 (Application Fees), which allows the City Council to set application fees, including for variances, conditional use permits, design review, coastal development permits and zoning ordinance amendments, by resolution. In 1990, the City Council adopted a resolution (90-4) establishing an initial \$120 fee for filing an appeal. This was based on §17.72.120, which allows the Council to set fees for various types of applications and other zoning ordinance related actions. However, the City has been informed by Coastal Commission staff that the fee and resolution are invalid due to the language of §17.72.100 quoted above, which is more specific than §17.72.120 regarding appeals, and therefore takes precedence.

Likely, the original rationale for not having an appeal fee was because the Coastal Commission does not charge a fee for appeals, unless they are deemed frivolous. And appeals are allowed to be filed directly with the Coastal Commission, without exhausting local appeal options, among other reasons, if there is a local appeal fee (14 CCR §13573(a)(4)). This means that someone could bypass the City Council and go directly to the

Coastal Commission with an appeal. This could avoid some expense and difficult / controversial decisions for the City, but the City Council has expressed a desire to promote local decision-making. However, with no appeal fee, there is a risk of frivolous or malicious appeals. The Council will have to carefully consider an appropriate appeal fee and resolution at a future public meeting if this amendment is approved.

A secondary purpose of this amendment is to clean up some of the language relating to the filing of an appeal. It is customary to require an appellant to have submitted comments or spoken against the project prior to filing an appeal. This is part of 'exhausting your administrative remedies,' just like you can't bring a lawsuit in court without trying other avenues first. The concern with the existing language is that the burden falls on the City Clerk to prove that comments were made and to determine if there was valid justification for not submitting comments. Therefore the amended language requires that the appellant submit proof of comments or justification for not commenting and puts the burden of determining if those reasons were valid on the appellate body.

Finally, Parker explained that this Zoning Ordinance amendment was initiated by the City. All zoning amendments must be heard by the Planning Commission. After holding an appropriately noticed public hearing on the proposed amendments, the Planning Commission made a recommendation for approval to the City Council. The amendment requires two readings of the ordinance at a public hearing. If the City Council approves the ordinance amendment, then an application for an LCP amendment will have to be prepared and submitted to the Coastal Commission for consideration and certification. Therefore, the changes would not take effect until after the Coastal Commission decision. Also note that the City Council is not being asked to consider whether to set an appeal fee or to decide how much it should be at this time. That will be determined at a future meeting if the amendment is approved and certified by the Coastal Commission

Council questions included:

**Fulkerson:** In summary, the proposal is to clean up legislation and allow the Council to consider a fee resolution in the future.

**Miller:** Noted that the proposed process is common among other localities and the county.

Public comment included:

**Kim Tays – Trinidad**

Submitted a 2-page statement objecting to unfair or unreasonable fees being adopted, and included various criticisms of the city planner and the appeal process. Requested that the policy be fair, and that any changes made be carefully considered.

**Ralph Faust – Representing the Tsunami Ancestral Society**

Argued that the requirement that there be no fee for appeals is embedded in the coastal act. If the goal is to avoid frivolous appeals, then maybe a screening process should be required.

Council comments included:

**Davies:** Requiring that the reasons for appeal be stated at the Planning Commission hearing seems reasonable. Most importantly, the city needs a clear and understandable appeal ordinance. The current ordinance has issues. I'm uncomfortable with subjectivity. Everyone should be required to pay the fee.

*Motion (Davies/Miller) to approve the first reading of Ordinance 2013-01, and schedule the second reading for February 13, 2013. Passed 4-0.*

*Motion (Davies/Bauman) to approve Resolution 2013-02 authorizing submittal of an LCP amendment to the Coastal Commission. Passed 4-0.*

2. Discussion/Decision regarding proposal to place Tsunami Warning Signs in Trinidad.

The City has received a proposal to place tsunami warning signs in various locations on both City and Rancheria property. These are the standard warning signs that you have seen in other locations along the coast that state 'leaving' and 'entering' tsunami zone as well as those warning people that they are within a tsunami hazard zone. The signs have been developed by Caltrans in order to standardize them throughout the State. The sign locations, five within City property (two signs at each location), and six sites (eight signs total) on Rancheria property, have been determined through a collaborative effort between the Humboldt County

Sherriff's Office of Emergency Services (OES), Trinidad Rancheria, Cal-Trans, HSU and City staff. The project actually originated when Ken Thraikill was still the Trinidad Police Chief, and he represented the City at local OES meetings. These same signs are being placed all up and down the California Coast, and the signs have been paid for by the State OES.

The intent of this item is not for the Council to pass judgment on these tsunami signs. The proposed action for the Council tonight is to approve the processing of an application that will generate an expense to the City as well as potentially place tsunami warning signs in appropriate locations on City property. If the Council does approve the application, a budget appropriation of \$1,500 is recommended to be established, and then Planning Staff will work the Rancheria, OES and Public Works to prepare the application and bring it to the Planning Commission for review in either February or March.

Public comment included:

**Ralph Faust** – Representing the TAS  
Requested that the Tsurai Ancestral Society be consulted.

**Brad Twoomey** – Trinidad

Criticized the quality of the photos in the packet materials online, and accused the Planner of trying to make money off this application by allowing it to be proposed to the council.

Council comments included:

**Bauman:** I support signage that improves public safety.

**Miller:** I enjoy unobstructed views of our natural surroundings, but it is government's responsibility to educate the public.

**Davies:** Is this mandated? We did have a Tsunami event a few years ago, and I believe that signs may have prevented some of the issues we experienced from occurring. OES Director Dan Larkin stated that they were not mandated.

**Fulkerson:** People should be reminded that this is a Tsunami Zone.

*Motion (Davies/Miller) to approve to proceed with the planning application process with a budget limit of \$1000, and to hold a preliminary meeting to identify issues with the signage and proposed locations. Passed 4-0.*

3. Presentation/Discussion regarding General Plan Update, Circulation Element, and Noise and Public Safety.

City Planner Trevor Parker explained that the Planning Commission approved the text of the Circulation Element of the General Plan in May 2012 and the figures were finalized in June. The Planning Commission has recommended the current version for consideration by the Council. The Introduction chapter of the general plan update is the most informative document, explaining what a general plan is and how it is organized. In addition, the introduction of each Chapter provides a brief background.

The circulation element is not simply a transportation plan. It is an infrastructure plan addressing the circulation of people, goods, energy, water, sewage, storm drainage, and communications. By statute, the circulation element must correlate directly with the land use element. The circulation element also has direct relationships with the housing, open-space, noise and safety elements. Mandatory circulation element issues as defined in statute include: major thoroughfares, transportation routes, terminals, any military airports and ports, and other local public utilities and facilities. Additionally, the statute requires the circulation element be modified to plan for a balanced, multimodal transportation network that meets the needs of all users of streets, roads, and highways.

Transportation networks should additionally consider pedestrian, bicycle, and transit routes, which may not always be located on or along streets, roads, and highways. Circulation elements shall also take into consideration the provision of safe and convenient travel that is suitable to the rural, suburban, or urban context of a local jurisdictions general plan. The circulation element seeks to provide adequate facilities and services which are easily accessible to all of society not simple those who can gain access to a vehicle. All new policies must adhere to the regional air quality and transportation plans.

Council comments included:

Bauman: Our main artery streets need a "road diet". Active transportation policies should include child safety surveys with comments from parents that address concerns they have with kids walking or biking to school.

Public comments included:

**Pat Morales** – Trinidad

HSU students speed all the time. Marine Lab generators and equipment runs all the time and is annoying.

**Brad Twoomey** – Trinidad

Something about additional covered parking in residential yards.

**Kim Tays** – Trinidad

Complaint about local bus transit options and Crescent City options. Also complained about Murphy's generators and the sound vibrations they produce.

**Ralph Faust**

Consult the Tsurai on policies that affect the Tsurai Management Area.

*Mayor Fulkerson thanked Trevor Parker and the Planning Commission for their work so far on the project. No decision was made.*

4. Continued Consideration of Request to Remove Existing Conditions and Place New Conditions on the Trinidad Bay Bed and Breakfast.

City Manager Suiker explained that the matter of removing conditions on the Trinidad Bay Bed and Breakfast was considered and approved by the Planning Commission in July 2010 as a recommendation to the City Council based on the fact that the proposed conditions would provide a better protection against the failure of the septic system than the existing conditions. The matter was then considered by the City Council in August 2010 with a resulting action "to deny Morgan's request to have the conditions removed, and maintain the current requirements and conditions as placed on the B&B in 1985. However, if future water quality testing on the bluff yields negative septic impacts, then the city may reconsider the request. Conditions will be enforced based on trust and good faith that the owner will comply."

Mr. Morgan has requested reconsideration of the modification of the previously approved use permit to remove / alter the conditions of approval. This issue was discussed at the November Council meeting at a noticed public hearing. At that meeting, limitations on water use were being considered, including limiting monthly use and / or requiring installation of low-flow fixtures. It appears that most agree that the proposed conditions provide better protection and oversight of the septic system than the existing conditions, but that water use (and its relationship to bluff stability) has not been adequately addressed in the proposed conditions. Though it does not appear that this was an issue that was of concern in 1985 when the use permit was originally granted, it is of concern today.

With regard to the current two conditions, Planner Parker's July 2010 staff report advised as follows:

Condition (1): The condition to use a commercial linen service was not based on any real data or professional recommendation. The condition was intended to reduce the amount of water going into the system in order to reduce the workload on the system; however, there is no restriction to the property owner simply taking the laundry to his adjacent property and doing the wash there or somewhere else nearby. This does not reduce the amount of water going into the ground in general. As worded, this condition is difficult to enforce. It also does not reduce the amount or type of water or other waste going into the system from other discharges in the bed and breakfast; therefore minimal protection of the system is provided by this condition.

Condition (2): The condition to cease business if the septic system fails is covered by other laws / regulations, and the Department of Health has no issue with removal of this condition.

The Planning Commission (with concurrence from the County Health Department), determined that there are better ways to protect the system than requiring a commercial linen service. For that reason, even though the two original conditions were recommended for removal, additional conditions were recommended to be put into place. Those three conditions were:

1. The property owner shall have the septic system inspected annually during the wet weather season and the results proved to Department of Health (DEH) each year. This inspection schedule may be modified under implementation of the City's On Site Wastewater Treatment System (OWTS) Management Program with written approval from DEH.
2. The owner recognizes that if the septic system fails, steps will be taken by the City and/or DEH to rectify the situation, which will include suspension of the Use Permit or temporary closure of the business until the system is repaired to the satisfaction of DEH.
3. The next annual inspection, to occur in the upcoming wet season, shall conform to the requirements for a performance inspection under the City's OWTS Management program verifying the function of the entire system, including the leachfield and confirming the presence or absence of an effluent filter. If an effluent filter is not already installed, one shall be installed at the time of inspection.

Staff feels, with concurrence from DEH, that the above three conditions provide better protection and assurance against failure of the septic system than the existing conditions. The above three conditions are also easier to enforce. However, they do not address actual water use. Groundwater saturation has been identified by various geologic reports and studies as a major factor in bluff stability around the City. That concern has been brought up as an issue for this business in relation to its water use. The relationship and patterns between the importation of water through septic systems and the lack of infiltration of rainwater and runoff from impervious surfaces are not fully understood. Domestic water use, particularly by any one business, has not been shown to be a direct threat to slope stability, but could be a consideration in this case. At the last meeting, the Council asked staff to work with the applicant to develop a mutually agreeable solution to limit water use at the bed and breakfast in order to address this issue.

One basis for limiting water use would be to consider the design of the septic system. Septic systems are sized and designed based on soil conditions and the type of use or number of bedrooms for residences. When sizing a residential system, DEH relies on an assumed daily water use of 150 gallons per day per bedroom. A 5-bedroom system would have to be designed to accommodate an average of 22,813 gallons per month, or 3,062 cubic feet. However, even though the system was approved for a 5-bedroom residence and for use as a bed and breakfast, it does not meet current standards for new construction, and the leach lines in particular may not long enough to provide adequate treatment for that volume of water. Therefore, that number should be considered too high.

Between July 2011 and June 2012, the bed and breakfast utilized an average of 1,915 cubic feet of water per month. This equates to approximately 2/3 of the design capacity of the septic system, which seems reasonable given its age. This is also comparable to other nearby structures: Eatery – 3,295 cu. ft.; apartments – 1,660 cu. ft.; 570 Trinity – 3,040 cu. ft.; 475 Wagner – 1,423 cu. ft.; 584 Ocean – 589 cu. ft.; 565 Trinity – 1,524 cu. ft.; 730 Edwards – 1,183 cu. ft.; 586 Hector – 291 cu. ft. Note many of the nearby residences and business have relatively high water use. Overall, the average residential water use in the City is approximately 530 cu. ft. per month.

Public comment included:

**Ralph Faust** – Tsurai Ancestral Society representative

Read a letter dated January 2, 2013 from the Tsurai Ancestral Society, requesting that the proposed request be denied. The Tsurai appealed the decision in 1985 to allow the B&B to exist. They were concerned with stormwater and septic system run-off onto the ancient village site. He referred to the letter he submitted back in November. He argued that the B&B has continually been in violation of the original conditions. Recommended that the proposal not be considered until the impacts to the study area be reviewed.

**Pat Morales** – Trinidad

Read from a letter submitted to the clerk and entered into the record that included numerous criticisms, allegations, etc. against Mr. Morgan and the B&B. Concerned with enforcement, and argued that low-flow appliances be installed and receipts be kept at city hall.

**Mike Morgan** – Owner, Trinidad Bay Bed & Breakfast

It will cost me over \$10,000 a year if I'm forced to use a commercial linen service. The new conditions are much better than previous conditions, and we agree that they are in the best interest of the long-term health of our property AND the environment.

Council comments included:

**Bauman:** How enforceable is the 2000cuft limit? My unfamiliarity with the people involved may help. I support the staff recommendations. These conditions are enforceable any time, as opposed to the original conditions that are much more difficult to manage. **City Manager Suiker** explained that it may be enforced diligently for a few years, then after that, probably not as much.

**Miller:** The annual consumption limit should be enforced. The DEH should be involved, as well as the city. As policy makers, we need to have the same standards set for everyone. Having a different set of rules to govern with makes enforcement difficult. I'm in favor of the conditions as recommended by staff.

**Davies:** I agree with Miller. I'm not in favor of singling out one property owner. The city needs to show good faith enforcement efforts.

*Motion (Miller/Davies) to accept the following amended conditions:*

1. The property owner shall have the septic system inspected annually during the wet weather season and the results proved to Department of Health (DEH) each year. This inspection schedule may be modified under implementation of the City's On Site Wastewater Treatment System (OWTS) Management Program with written approval from DEH.
2. The owner recognizes that if the septic system fails, steps will be taken by the City and/or DEH to rectify the situation, which will include suspension of the Use Permit or temporary closure of the business until the system is repaired to the satisfaction of DEH.
3. The next annual inspection, to occur in the upcoming wet season, shall conform to the requirements for a performance inspection under the City's OWTS Management program verifying the function of the entire system, including the leachfield and confirming the presence or absence of an effluent filter. If an effluent filter is not already installed, one shall be installed at the time of inspection.
4. Limit water use on the property to an annual average of 2000 cuft per month.
5. All inspection records and consumption data be available for public inspection in the City Clerk's office.

**Motion passed 4-0.**

**XIII. ADJOURNMENT**

- Meeting ended at 9:50pm.

**Submitted by:**

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

**Approved by:**

\_\_\_\_\_  
**Julie Fulkerson**  
Mayor



## CONSENT AGENDA ITEM 1

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 8 PAGES**

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1. Financial Status Reports for January 2012.

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

	<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
<b>Revenue</b>				
41010	PROPERTY TAX - SECURED	41,144.99	41,144.99	72,200.00 (43.01)%
41020	PROPERTY TAX - UNSECURED	2,788.69	2,788.69	3,025.00 (7.81)%
41040	PROPERTY TAX-PRIOR UNSECURED	88.18	88.18	60.00 46.97%
41050	PROPERTY TAX - CURRENT SUPPL	(14.38)	(14.38)	220.00 (106.54)%
41060	PROPERTY TAX-PRIOR SUPPL	94.62	94.62	200.00 (52.69)%
41070	PROPERTY TAX - FINES	0.00	0.00	1,000.00 (100.00)%
41071	MOTOR VEHICLES	749.57	749.57	0.00 0.00%
41110	PROPERTY TAX EXEMPTION	643.11	643.11	640.00 0.49%
41130	PUBLIC SAFETY 1/2 CENT	907.34	907.34	1,660.00 (45.34)%
41140	PROPERTY TAX - DOCUMENTARY RE	529.10	529.10	2,000.00 (73.55)%
41190	PROPERTY TAX ADMINISTRATION FE	(1,135.50)	(1,135.50)	(3,675.00) (69.10)%
41200	LAFCO Charge	(361.80)	(361.80)	(600.00) (39.70)%
41210	IN-LIEU SALES & USE TAX	13,451.72	13,451.72	23,620.00 (43.05)%
41220	IN LIEU VLF	13,706.50	13,706.50	26,520.00 (48.32)%
42000	SALES & USE TAX	2,441.76	82,259.46	190,000.00 (56.71)%
43000	TRANSIENT LODGING TAX	152.34	52,018.37	87,500.00 (40.55)%
47310	VEHICLE LICENSE COLLECTION	0.00	0.00	200.00 (100.00)%
47600	BLUE BAG SALES	51.00	51.00	0.00 0.00%
49030	PATCH FUND	0.00	10.00	0.00 0.00%
49080	MOTOR VEHICLE FINES	0.00	0.00	720.00 (100.00)%
49990	OTHER GRANTS	0.00	0.00	3,500.00 (100.00)%
53010	COPY MACHINE FEE	4.00	77.60	50.00 55.20%
53020	INTEREST INCOME	944.05	12,923.34	20,000.00 (35.38)%
53090	OTHER MISCELLANEOUS INCOME	343.85	662.72	2,500.00 (73.49)%
54020	PLANNER- APPLICATION PROCESSIN	750.00	3,950.00	6,000.00 (34.17)%
54050	BLDG.INSP-APPLICATION PROCESSI	125.25	4,001.26	10,000.00 (59.99)%
54100	ANIMAL LICENSE FEES	0.00	54.00	100.00 (46.00)%
54150	BUSINESS LICENSE TAX	110.00	8,083.50	8,400.00 (3.77)%
54300	ENCROACHMENT PERMIT FEES	0.00	200.00	200.00 0.00%
56400	RENT - VERIZON	1,795.02	12,233.76	21,118.00 (42.07)%
56500	RENT - HARBOR LEASE	0.00	0.00	5,125.00 (100.00)%
56650	RENT - SUDDENLINK	1,161.00	3,367.09	3,920.00 (14.10)%
56700	RENT - TOWN HALL	1,152.00	4,210.00	10,000.00 (57.90)%
	<b>Total Revenue</b>	<u>81,622.41</u>	<u>256,694.24</u>	<u>496,203.00 (48.27)%</u>

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

		Current Month	Year to Date	Total Budget - Original	% of Budget
Expense					
60000	INTERDEPARTMENTAL TRANSFER EXP	0.00	0.00	2,385.00	100.00%
60900	HONORARIUMS	200.00	1,700.00	3,000.00	43.33%
61000	EMPLOYEE GROSS WAGE	7,101.06	51,549.23	92,768.00	44.43%
61250	OVERTIME	0.00	0.00	500.00	100.00%
61470	FRINGE BENEFITS	46.16	346.20	0.00	0.00%
65100	DEFERRED RETIREMENT	284.80	2,020.61	3,657.00	44.75%
65200	MEDICAL INSURANCE AND EXPENSE	411.51	2,991.42	5,663.00	47.18%
65300	WORKMEN'S COMP INSURANCE	0.00	3,512.19	3,101.00	(13.26)%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	48.00	337.87	1,200.00	71.84%
65600	PAYROLL TAX	568.02	4,120.92	7,377.00	44.14%
65800	Grant Payroll Allocation	0.00	(615.54)	0.00	0.00%
68090	CRIME BOND	0.00	525.00	525.00	0.00%
68200	INSURANCE - LIABILITY	0.00	9,400.30	9,919.00	5.23%
68300	PROPERTY & CASUALTY	0.00	3,705.00	4,466.00	17.04%
71110	ATTORNEY-ADMINISTRATIVE TASKS	940.50	7,942.35	20,000.00	60.29%
71130	ATTORNEY-LITIGATION	1,501.50	3,993.00	5,000.00	20.14%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	398.00	1,500.00	73.47%
71310	CITY PLANNER-ADMIN. TASKS	0.00	28,026.20	39,600.00	29.23%
71400	BLDG.INSPECTOR-MEETINGS	0.00	349.12	0.00	0.00%
71410	BLDG INSPECTOR-ADMIN TASKS	190.00	1,617.42	10,000.00	83.83%
71420	BLDG INSPECTOR-PERMIT PROCESS	0.00	280.00	0.00	0.00%
71510	ACCOUNTANT-ADMIN TASKS	732.75	9,639.46	11,050.00	12.77%
71620	AUDITOR-FINANCIAL REPORTS	8,775.00	8,775.00	13,585.00	35.41%
72000	CHAMBER OF COMMERCE	0.00	2,000.00	4,000.00	50.00%
75110	FINANCIAL ADVISOR/TECH SUPPORT	313.19	1,035.69	1,200.00	13.69%
75160	LIBRARY RENT & LOCAL CONTRIB.	0.00	1,000.00	0.00	0.00%
75170	RENT	650.00	4,550.00	8,190.00	44.44%
75180	UTILITIES	120.36	2,643.24	6,000.00	55.95%
75190	DUES & MEMBERSHIP	50.00	289.46	1,100.00	73.69%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	4,713.55	6,827.25	30.96%
75220	OFFICE SUPPLIES & EXPENSE	320.26	1,802.40	5,500.00	67.23%
75240	BANK CHARGES	4.00	72.20	200.00	63.90%
75300	CONTRACTED SERVICES	0.00	0.00	4,500.00	100.00%
75990	MISCELLANEOUS EXPENSE	0.00	61.50	0.00	0.00%
76110	TELEPHONE	113.28	768.67	2,500.00	69.25%
76130	CABLE & INTERNET SERVICE	160.95	1,126.65	2,400.00	53.06%
76150	TRAVEL	625.00	625.00	1,500.00	58.33%
78160	BUILDING REPAIRS & MAINTENANCE	154.93	1,703.55	5,000.00	65.93%
78190	MATERIALS, SUPPLIES & EQUIPMEN	290.44	3,562.49	6,200.00	42.54%
Total Expense		<u>23,601.71</u>	<u>166,568.15</u>	<u>290,413.25</u>	<u>42.64%</u>

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

	<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>	
Expense					
61000	EMPLOYEE GROSS WAGE	333.54	2,603.99	4,694.00	44.53%
65300	WORKMEN'S COMP INSURANCE	0.00	212.86	157.00	(35.58)%
65400	UNEMPLOYMENT COMPENSATION	0.00	1,065.44	0.00	0.00%
65600	PAYROLL TAX	25.51	199.17	359.00	44.52%
65800	Grant Payroll Allocation	0.00	(28.70)	0.00	0.00%
75170	RENT	650.00	4,550.00	8,190.00	44.44%
75180	UTILITIES	218.42	1,190.42	2,410.00	50.60%
75220	OFFICE SUPPLIES & EXPENSE	0.00	542.45	200.00	(171.22)%
75300	CONTRACTED SERVICES	0.00	0.00	85,372.00	100.00%
75350	ANIMAL CONTROL	113.00	791.00	1,796.00	55.96%
75380	INVESTIGATION	0.00	2.30	0.00	0.00%
76110	TELEPHONE	78.57	546.83	1,000.00	45.32%
	<b>Total Expense</b>	<u>1,419.04</u>	<u>11,675.76</u>	<u>104,178.00</u>	<u>88.79%</u>

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

	<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>	
<b>Expense</b>					
60900	HONORARIUMS	150.00	1,050.00	1,800.00	41.67%
75180	UTILITIES	91.16	530.50	1,315.00	59.66%
75190	DUES & MEMBERSHIP	0.00	0.00	10.00	100.00%
75280	TRAINING / EDUCATION	0.00	100.00	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	145.00	128.00	(13.28)%
76110	TELEPHONE	28.99	95.39	100.00	4.61%
76140	RADIO & DISPATCH	0.00	362.25	618.00	41.38%
78100	STREET MAINT/REPAIR/SANITATION	0.00	25.73	0.00	0.00%
78140	VEHICLE FUEL & OIL	34.52	117.32	400.00	70.67%
78150	VEHICLE REPAIRS	559.04	671.60	3,000.00	77.61%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	700.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	81.60	955.71	2,500.00	61.77%
78200	EQUIPMENT REPAIRS & MAINTENANC	56.54	161.54	750.00	78.46%
90000	Capital Reserves	0.00	0.00	10,000.00	100.00%
	<b>Total Expense</b>	<u>1,001.85</u>	<u>4,215.04</u>	<u>21,321.00</u>	<u>80.23%</u>

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

	<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>	
Expense					
61000	EMPLOYEE GROSS WAGE	2,532.65	19,384.24	38,897.00	50.17%
61250	OVERTIME	0.00	0.00	1,500.00	100.00%
65100	DEFERRED RETIREMENT	248.16	1,921.57	3,943.00	51.27%
65200	MEDICAL INSURANCE AND EXPENSE	1,094.16	8,384.47	19,663.00	57.36%
65300	WORKMEN'S COMP INSURANCE	0.00	1,490.02	1,301.00	(14.53)%
65600	PAYROLL TAX	213.10	1,632.32	3,277.00	50.19%
65800	Grant Payroll Allocation	0.00	(579.16)	0.00	0.00%
71210	CITY ENGINEER-ADMIN. TASKS	782.00	3,945.00	4,800.00	17.81%
71250	CITY ENGINEER - PROJECT FEES	0.00	0.00	4,000.00	100.00%
71510	ACCOUNTANT-ADMIN TASKS	0.00	510.00	3,000.00	83.00%
75180	UTILITIES	0.00	495.84	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	111.00	3,000.00	96.30%
75370	UNIFORMS/PERSONAL EQUIP.	0.00	90.66	0.00	0.00%
78100	STREET MAINT/REPAIR/SANITATION	0.00	2,214.50	5,000.00	55.71%
78120	STREET LIGHTING	368.56	2,231.36	5,000.00	55.37%
78130	TRAIL MAINTENANCE	47.19	433.18	1,000.00	56.68%
78140	VEHICLE FUEL & OIL	312.16	2,335.82	4,000.00	41.60%
78150	VEHICLE REPAIRS	261.71	968.14	2,500.00	61.27%
78180	OTHER REPAIR & MAINTENENCE	0.00	1.72	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	423.68	3,233.21	7,795.00	58.52%
78200	EQUIPMENT REPAIRS & MAINTENANC	157.39	357.01	0.00	0.00%
90000	Capital Reserves	0.00	0.00	10,000.00	100.00%
	<b>Total Expense</b>	<u>6,440.76</u>	<u>49,160.90</u>	<u>118,676.00</u>	<u>58.58%</u>

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

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
<b>Revenue</b>					
53020	INTEREST INCOME	0.00	0.00	2,000.00	(100.00)%
58100	CEMETERY PLOT SALES	50.00	4,695.00	6,000.00	(21.75)%
	<b>Total Revenue</b>	<u>50.00</u>	<u>4,695.00</u>	<u>8,000.00</u>	<u>(41.31)%</u>
<b>Expense</b>					
61000	EMPLOYEE GROSS WAGE	366.88	2,823.95	5,762.00	50.99%
65100	DEFERRED RETIREMENT	44.01	338.84	691.00	50.96%
65200	MEDICAL INSURANCE AND EXPENSE	131.47	1,042.30	2,543.00	59.01%
65300	WORKMEN'S COMP INSURANCE	0.00	212.86	193.00	(10.29)%
65600	PAYROLL TAX	31.43	241.90	493.00	50.93%
65800	Grant Payroll Allocation	0.00	(85.84)	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	18.43	500.00	96.31%
	<b>Total Expense</b>	<u>573.79</u>	<u>4,592.44</u>	<u>10,182.00</u>	<u>54.90%</u>
	<b>Net Income</b>	<u>(523.79)</u>	<u>102.56</u>	<u>(2,182.00)</u>	<u>(104.70)%</u>

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

	Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
<b>Revenue</b>				
53020	INTEREST INCOME	0.00	0.00	9,000.00 (100.00)%
53090	OTHER MISCELLANEOUS INCOME	351.04	603.30	1,000.00 (39.67)%
57100	WATER SALES	23,252.95	165,794.35	265,700.00 (37.60)%
57300	NEW WATER HOOK UPS	0.00	2,000.00	4,500.00 (55.56)%
57500	WATER A/R PENALTIES	867.25	468.53	8,000.00 (94.14)%
	<b>Total Revenue</b>	<b>24,471.24</b>	<b>168,866.18</b>	<b>288,200.00 (41.41)%</b>
<b>Expense</b>				
61000	EMPLOYEE GROSS WAGE	5,956.48	44,942.45	89,127.00 49.57%
61250	OVERTIME	0.00	0.00	2,000.00 100.00%
65100	DEFERRED RETIREMENT	686.94	5,190.91	10,332.00 49.76%
65200	MEDICAL INSURANCE AND EXPENSE	2,436.58	18,502.31	41,993.00 55.94%
65300	WORKMEN'S COMP INSURANCE	0.00	3,405.76	2,980.00 (14.29)%
65600	PAYROLL TAX	508.40	3,836.40	7,609.00 49.58%
65800	Grant Payroll Allocation	0.00	(1,505.34)	0.00 0.00%
68090	CRIME BOND	0.00	175.00	0.00 0.00%
68200	INSURANCE - LIABILITY	0.00	5,061.70	5,341.00 5.23%
68300	PROPERTY & CASUALTY	0.00	1,995.00	2,405.00 17.05%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	500.00 100.00%
71210	CITY ENGINEER-ADMIN. TASKS	874.00	2,582.00	5,000.00 48.36%
71510	ACCOUNTANT-ADMIN TASKS	394.56	5,191.30	7,000.00 25.84%
71620	AUDITOR-FINANCIAL REPORTS	4,725.00	4,725.00	7,315.00 35.41%
72100	BAD DEBTS	50.00	373.19	200.00 (86.59)%
75180	UTILITIES	784.74	7,577.78	13,500.00 43.87%
75190	DUES & MEMBERSHIP	0.00	2,015.26	900.00 (123.92)%
75220	OFFICE SUPPLIES & EXPENSE	132.00	1,765.18	2,200.00 19.76%
75230	INTEREST EXPENSE	0.00	435.54	1,284.00 66.08%
75240	BANK CHARGES	10.00	40.00	100.00 60.00%
75280	TRAINING / EDUCATION	0.00	177.55	500.00 64.49%
75990	MISCELLANEOUS EXPENSE	0.00	0.00	250.00 100.00%
76110	TELEPHONE	78.90	672.40	900.00 25.29%
76130	CABLE & INTERNET SERVICE	49.00	294.00	620.00 52.58%
76160	LICENSES & FEES	0.00	468.61	2,475.00 81.07%
78100	STREET MAINT/REPAIR/SANITATION	0.00	22.45	0.00 0.00%
78140	VEHICLE FUEL & OIL	164.55	1,297.73	2,500.00 48.09%
78150	VEHICLE REPAIRS	0.00	990.82	2,000.00 50.46%
78160	BUILDING REPAIRS & MAINTENANCE	12.22	85.88	2,000.00 95.71%
78170	SECURITY SYSTEM	0.00	138.00	350.00 60.57%
78190	MATERIALS, SUPPLIES & EQUIPMEN	235.15	2,824.80	6,505.00 56.57%
78200	EQUIPMENT REPAIRS & MAINTENANC	194.17	694.61	1,000.00 30.54%
79100	WATER LAB FEES	95.00	1,250.00	4,500.00 72.22%
79120	WATER PLANT CHEMICALS	1,115.56	3,571.19	12,000.00 70.24%
79130	WATER LINE HOOK-UPS	0.00	0.00	4,000.00 100.00%
79150	WATER LINE REPAIR	0.00	1,086.00	30,000.00 96.38%
79160	WATER PLANT REPAIR	0.00	67.98	10,000.00 99.32%
90000	Capital Reserves	0.00	0.00	15,000.00 100.00%
	<b>Total Expense</b>	<b>18,503.25</b>	<b>119,951.46</b>	<b>294,386.00 59.25%</b>
	<b>Net Income</b>	<b>5,967.99</b>	<b>48,914.72</b>	<b>(6,186.00) (890.73)%</b>

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

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
<b>Revenue</b>					
46000	GRANT INCOME	0.00	0.00	5,000.00	(100.00)%
47600	BLUE BAG SALES	218.50	2,314.50	3,600.00	(35.71)%
47650	RECYCLING REVENUE	2,652.86	16,659.20	33,060.00	(49.61)%
	<b>Total Revenue</b>	<u>2,871.36</u>	<u>18,973.70</u>	<u>41,660.00</u>	<u>(54.46)%</u>
<b>Expense</b>					
61000	EMPLOYEE GROSS WAGE	366.88	2,824.03	5,762.00	50.99%
65100	DEFERRED RETIREMENT	44.01	338.74	691.00	50.98%
65200	MEDICAL INSURANCE AND EXPENSE	131.49	1,042.34	2,543.00	59.01%
65300	WORKMEN'S COMP INSURANCE	0.00	212.86	193.00	(10.29)%
65600	PAYROLL TAX	31.43	241.95	493.00	50.92%
65800	Grant Payroll Allocation	0.00	(85.84)	0.00	0.00%
75120	WASTE RECYCLING PICKUP/DISPOSA	0.00	5,600.00	18,000.00	68.89%
75130	GARBAGE	0.00	1,566.70	0.00	0.00%
75140	BLUE BAG PURCHASES	0.00	1,650.00	3,600.00	54.17%
78100	STREET MAINT/REPAIR/SANITATION	767.30	2,138.60	6,500.00	67.10%
78120	STREET LIGHTING	0.00	76.30	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	893.85	1,436.40	1,000.00	(43.64)%
78210	Advertising Outreach & Project	0.00	0.00	100.00	100.00%
	<b>Total Expense</b>	<u>2,234.96</u>	<u>17,042.08</u>	<u>38,882.00</u>	<u>56.17%</u>
	<b>Net Income</b>	<u>636.40</u>	<u>1,931.62</u>	<u>2,778.00</u>	<u>(30.47)%</u>



## CONSENT AGENDA ITEM 2

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 4 PAGES**

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2. Authorize Mayor to Support a Resolution Identifying the Criteria for Joining HCAOG.

CONSENT AGENDA ITEM

Date: March 13, 2013

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Item: Proposed Criteria for Membership on the Humboldt County Association of Governments Board

Background: The Humboldt County Association of Governments (HCAOG) has received a request for membership from the McKinleyville Community Services District in May of 2011 and from the Northern California Tribal Chairmen's Association in April of 2012. A list of proposed membership criteria was developed based on questions concerns and discussions related to the request for expanded membership. Consideration of a resolution identifying the final membership criteria is set for the HCAOG Board meeting on April 18, 2013. The Mayor is requesting authorization from the Council to support adoption of such a resolution.

Proposed Action: Authorize the Mayor to support a resolution identifying the criteria for joining HCAOG's joint powers authority.

Attachment:

February 22, 2013 HCAOG Staff Report



Humboldt County Association of Governments  
611 I Street, Suite B  
Eureka, CA, 95501  
www.hcaog.net

**AGENDA ITEM NO. 11**  
HCAOG Board meeting  
of February 21, 2013

DATE: February 22, 2013  
TO: HCAOG Board  
FROM: Marcella Clem, Executive Director  
SUBJECT: **HCAOG Board Membership**

### STAFF REPORT

**Contents:**

- Staff's recommended HCAOG Board action
- Staff Summary
- Resolution 13-07

**Staff recommended HCAOG Board Action:**

1. Introduce the item as an action Item;
2. Allow staff to present the item;
3. Receive public comment;
4. Discuss item and consider making one of the following motions.

"I move to adopt Resolution 13-07, approving final membership criteria and direct staff to forward the final criteria to the Northern California Tribal Chairman's Association and the McKinleyville Community Services District."

"I move to continue this item to the next HCAOG Board meeting on April 18 2013 for consideration of adoption of a resolution identifying final membership criteria."

**Staff Summary:**

Requests for membership on the HCAOG Board have been submitted by two organizations. A request from the McKinleyville Community Services District, (MCSD) was received May 16, 2011 and a request from the Northern California Tribal Chairmen's Association (NCTCA), was received April 3, 2012.

In February of 2012, an HCAOG Board Subcommittee developed a list of questions and a decision timeline for consideration of the request from the North Coast Tribal Chairman's Association. Since that time, the HCAOG Board has continued discussion of all questions and

considerations concerning expanded membership. A recap of previous questions, information, power point presentations and discussion was provided to the Board and public at the October 18<sup>th</sup> meeting. The staff report is available on the HCAOG website for review (<http://www.hcaog.net/calendar/date/hcaog-board-meeting-10>).

On November 15, 2012 the HCAOG Board discussed potential criteria. A final list of criteria is before the Board for consideration of adoption through Resolution 13-07.

## Proposed Joint Powers Agency Membership Criteria

A public agency organized under the Joint Exercise of Powers Act, California Government Code Section 6500, which agency is not an incorporated city, is eligible to apply to the Association to become a member, if they conform to each of the following membership criteria.

1. A Joint Powers Agency (JPA) consisting solely of federally recognized Indian Tribes located ~~entirely~~ within Humboldt County, or any other public agency enumerated in California Government Code Section 6500.
2. The representative of a Joint Powers Agency identified in criteria No. 1 above, designated by that JPA to serve on the Association Board, shall be an elected official.
3. No public agency, including a JPA, will be eligible for membership without its written consent first obtained, agreeing that said agency will adhere to all state laws and regulations in the conduct of its affairs. This agreement shall include, but is not limited to, the Brown Act, Public Records Act, Political Reform Act, and other public interest laws and regulations that ensure political transparency.
4. Any tribal JPA and each of a tribal JPA's constituent member entities must first consent in writing to refrain from making any campaign contributions to individuals running for the Humboldt County Board of Supervisors or any City Council of a City located in Humboldt County, or to any transportation related ballot measure.
5. Each member of the Association shall ensure that its designated representative and alternate have not accepted campaign contributions from a tribal government or from any tribal JPA that is a member of the Association.
6. Any member agency that is not a direct recipient of housing allocations distributed by the Association through the Regional Housing Needs Assessment (RHNA) shall not be permitted to vote on RHNA matters.
7. A public agency, including a JPA must possess and maintain public roadways system of more than five (5) miles. In the case of a tribal JPA, this threshold shall apply to the JPA members collectively, and not to each of its constituent members.
8. Each public agency must have a population of at least three hundred (300) persons residing within the entity's jurisdictional boundaries. In the case of membership of a tribal JPA, this threshold shall apply to the JPA collectively, and not to each of its constituent members.

9. Federally recognized Native American Tribes and any JPA formed by them for the purpose of membership must first agree in writing to a limited waiver of sovereign immunity specifically defined below, or as may be modified in the future, for their role in participating or enforcing provisions of this agreement.

Nothing in this Cooperative Agreement shall be deemed or construed to be a waiver of the sovereign immunity of any tribal government, or any JPA formed by tribal governments, its officials, its entities, or employees, acting within their official or individual capacities except to the limited extent provided in this section. A member tribal government or any JPA formed by tribal governments waives its sovereign immunity solely for declaratory and injunctive relief, and enforcement thereof, arising in relationship to the interpretation of the Cooperative Agreement as between member, or between members and the Association. A member Tribal Government does not waive its sovereign immunity to any action beyond those arising in relation to the interpretation of the Cooperative Agreement and does not waive sovereign immunity with respect to actions by non-parties to the Cooperative Agreement.

Unresolved issues and questions to be discussed:

1. What affirmative vote will it take to admit a new member? The current Agreement does not address this. Whatever the Board decides should be written into the Cooperative Agreement.
2. A change to the existing Cooperative Agreement is an amendment of it. What vote, and by whom, is required? Must the County vote in the affirmative, or should it be a simple majority?
3. Should there be sanctions for a member who fails to conform to the criteria? If so, what?



## **CONSENT AGENDA ITEM 3**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES**

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3. Letter of Support to Green Diamond Resource Company regarding Strawberry Rock Preservation.

CONSENT AGENDA ITEM

Date: March 13, 2013

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**Item:**

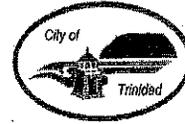
Letter to Green Diamond Resource Company in Support of Conservation Easement

**Proposed Action:**

Authorize the Mayor to sign the attached letter.

**CITY OF TRINIDAD**

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



March 13, 2013

Mr. Neal Ewald  
Vice President and General Manager

Mr. Gary Ryneerson  
Manager, Forest Policy and Communications

Green Diamond Resource Company  
The California Redwood Company  
PO Box 1089  
Arcata, CA 95518-1089

Dear Mr. Ewald and Mr. Ryneerson:

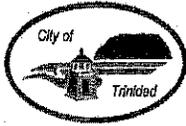
Although Strawberry Rock is outside the city limits and outside the jurisdiction of the City of Trinidad, please know that the City strongly supports the collaborative efforts between Green Diamond and the Trinidad Land Trust toward the development of a conservation easement.

Efforts by both Green Diamond and the Land Trust to provide for protection and preservation of the area leading to and surrounding this unique local landmark are sincerely appreciated.

Very truly yours,

Julie Fulkerson  
Mayor

Cc: Trinidad Land Trust



## CONSENT AGENDA ITEM 4

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES**

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4. Supplemental Budget Amendment for Planning Services.

CONSENT AGENDA ITEM

Date: March 13, 2013

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Item: Supplemental Budget for Planning Services

Background: The current year budget adopted for various planning services is insufficient to cover costs anticipated through the end of the fiscal year in three categories as follows:

Local Coast Plan Amendment for Accessory Dwelling Unit and Vacation Dwelling Unit Ordinances: This work effort was budgeted at \$500 but \$1,710 has been expended through December 31. The cost overruns are due to responding to requests for additional information and documentation from the Coastal Commission. Costs to-date covered the first request from the Coastal Commission for more information. The most recent letter requests some detailed information that will require additional research. Revised estimate of \$3,400 will require a supplemental budget of \$2,900.

Offsite Wastewater Treatment System: This work effort was budgeted at \$500 and \$1,260 has been expended through December 31. It was originally anticipated that some of the costs could be billed to the public education component of the Proposition 84 stormwater grant but that has turned out not to be possible. The first set of letters, brochures and cost breakdowns has been mailed and there are a variety of background documents, including the ordinance, guideline and questionnaires on the City's website. Another set of approximately 50 letters will be sent to owners of specific properties within the next two months with instructions for getting their systems inspected and applying for operating permits. Some of the costs will eventually be offset by the Operating Permit fees. Revised estimate of \$2,850 will require a supplemental budget of \$2,350.

General Planning and Inquiries from Commissioners: This work effort was budgeted at \$4,800 and \$5,004 has been expended through December 31. The Planner has been involved in more projects than in past years and there is greater oversight and reporting to the City Manager and City Council than has been the case in the past. There have also been more private development projects and therefore more pre-application inquiries, some of which are offset by the new pre-application planning fee. Revised estimate of \$8,500 will require a supplemental budget of \$3,700.

The total supplemental budget increase is \$8,950.

Proposed Action: Approve a supplemental budget increase of \$8,950 in planning services for fiscal year 2012-13.



## CONSENT AGENDA ITEM 5

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES**

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5. Indian Gaming Grant Proposal for Scenic Drive Maintenance Funding.

CONSENT AGENDA ITEM

Date: March 13, 2013

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Item: Indian Gaming Grant

Background: Staff has prepared a \$10,000 grant funding application for maintenance of Scenic Drive, which could include asphalt pavement, road striping, reflective road dots and/or shoulder repair, depending on how far the funds will cover and how much the City can contribute in General Funds and in-kind support. The total amount available for distribution is \$37,620, which is close to what was available in the prior year, but down substantially from \$145,975 two years ago.

Proposed Action: Authorize the City Manager to the sign the Indian Gaming Grant Application.

Attachments:

Application for \$10,000 for Scenic Drive Maintenance

**CITY OF TRINIDAD  
INDIAN GAMING GRANT APPLICATION**

Project: Scenic Drive Maintenance & Safety Improvements

**(1) Description of Project:** To enable City of Trinidad to maintain asphalt pavement and improve safety with road striping, reflective road dots, and shoulder repair. Public Works has identified 420 feet of priority shoulder repair, 1400 square feet of asphalt replacement and ¾ mile of striping, including reflective dots.

**(2) Impacts on jurisdiction associated with casino:** There is increased traffic on Scenic Drive due to casino customers, vendors and employees. The Cher-Ae-Heights Casino, which has been in the business for over 20 years, is located on the Trinidad Rancheria and is adjacent to the city limits of Trinidad. The only access road to the casino is Scenic Drive, a two-lane city/county road that runs through the eastern portion of Trinidad. Most of the casino's customers, vendors and employees travel from the north on 101, though the City of Trinidad.

**(3) How project will mitigate impacts of casino:** By repairing the failed road sections on Scenic Drive, and maintaining or adding striping and reflective road dots was needed, the project will improve the safety and roadway integrity of the heavily traveled Scenic Drive and other routes in the City of Trinidad.

**(4) Total budget and grant request:**

The city will supplement the requested funding with general funds and provide traffic control in order to reduce overall project costs and to maximize the amount of funding for direct repair.

Asphalt maintenance & road safety improvements \$10,000

Total Request \$10,000



## **CONSENT AGENDA ITEM 6**

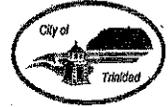
**SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES**

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6. Resolution 2013-03: Updating City Signers on LAIF Investment Fund.

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

**Julie Fulkerson, Mayor**  
**Gabriel Adams, City Clerk**



**RESOLUTION 2013-03**

**CITY OF TRINIDAD RESOLUTION AUTHORIZING INVESTMENT  
OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND**

**WHEREAS**, Pursuant to Chapter 730 of the statutes of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the state Treasurer, and

**WHEREAS**, the City Council does hereby find that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein is in the best interest of the City of Trinidad,

**NOW THEREFORE, BE IT RESOLVED**, that the City Council does hereby authorize the deposit and withdrawal of City of Trinidad monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein, and verification by the State Treasurer's Office of all banking information provided in that regard.

**BE IT FURTHER RESOLVED**, that the following City officers or their successors in office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

\_\_\_\_\_  
**Julie Fulkerson**  
Mayor

\_\_\_\_\_  
**Karen Suiker**  
City Manager

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

**PASSED AND ADOPTED BY THE TRINIDAD CITY COUNCIL** of Humboldt County of the State of California on Wednesday, March 13, 2013.

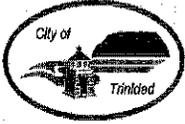
I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the Trinidad City Council by the following vote.

Ayes:  
Noes:  
Absent:  
Abstain:

**Attest:**

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

\_\_\_\_\_  
**Julie Fulkerson**  
Mayor



## DISCUSSION AGENDA ITEM 1

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 4 PAGES**

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1. Discussion/Decision regarding Councilmember Appointment and Swearing in if applicable.

## **DISCUSSION/ACTION AGENDA**

Date: March 13, 2013

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Item: Appointment to Councilmember Vacancy

Background: Councilmember Maria Bauman recently resigned her position due to out-of-the-area family illness, and there is a need to appoint a replacement to the remaining term.

Proposed Action: Consider appointment to fill the Councilmember vacancy.

Tuesday, March 5, 2013

RECEIVED MAR 05 2013

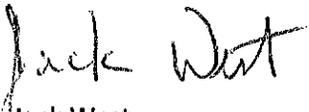
Dear Mayor Fulkerson and the Trinidad City Council:

I would like to apply for a position on the Trinidad City Council. I am a retired middle school teacher who worked for 31 years for a number of school districts, including one year in at Trinidad. The past twenty years I worked for the Fortuna Elementary School District. I was the union representative for our teacher's union for ten years up until the time I retired. I taught history, physical education, health, and technology, as well as coached during my teaching career. I am also a member of the Board of the Six Rivers Running Club and have worked with youth running throughout my life.

I am retired and have no other commitments at this time except working out and fishing, so I am free to participate fully in the City Council. However, I know that Valle Janes as applied for to replace Maria Bauman. I would appreciate it if you would give her the position over me if we are the only two applicants. If Kathy Bhardwaj is unable to return, or a replacement is needed temporarily, I would be interested. I would also like to be considered for a position for the next election.

Thank you.

Sincerely,



Jack West

Jack West  
677-3655  
jandjwest@yahoo.com

February 27th, 2013

RECEIVED FEB 27 2013

Gabriel Adams, City Clerk  
Town Hall  
Trinidad, CA 95570

Please accept this letter as my expressed interest in participating in our community as a member of the City Council. I have lived in Trinidad for eight years and own my home at 495 Ocean Avenue. My oldest child attended Kindergarten at Trinidad Union School and with any luck, is scheduled to graduate from the eighth grade this June. My daughter is in the fourth grade at Trinidad. I am an active member of the Trinidad Education Foundation Board at Trinidad School. Our purpose is to raise money to provide kids opportunities to participate in the arts as well as provide other extracurricular opportunities that would not otherwise be possible without our efforts.

I possess a Bachelors Degree in Human Services and a Masters Degree in Counseling Psychology. I am a trained Community Mediator though it has been several years since I have exercised those skills in a professional setting. While I have been at home raising kids for the last several years, I am active as a school volunteer and on occasion work part time as a Counselor. In addition, I am a writer and editor, take classes in Communication, Law Enforcement (emergency Dispatch) and maintain an active status with professional Psychological Organizations and journals. In April I will be taking a course through the Humboldt Red Cross chapter in Emergency Preparedness including child and adult CPR as well as first aid.

Having lived in Trinidad for at least eight years, I am aware of its Socio-Political history and the often competing interests of its residents. As a member of the community, I have not always agreed with decisions or policies that have arisen out of our unique political process. Even so, I recognize this process is critical to any course involving the consideration of what's best for the community as a whole. I am able to set aside my arguments for a better one, and am generally not so attached to my opinions that I cannot change or revise them as new information becomes available. I have a genuine ability to view a situation from many sides, seek input from others more experienced than me, and can think long term while considering short term needs and consequences.

I genuinely love Trinidad and want to be part of making it even a better place if I can. I believe I can offer a unique perspective and as such, make a positive contribution. Thank you for your consideration.

Sincerely,  
  
Valle Raven Janes

495 Ocean Ave/P.O. Box 670  
Trinidad, CA. 95570  
707-616-9325

James H. Baker  
Land Surveyor

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March 3, 2013

Mr. Gabriel Adams  
Trinidad City Clerk  
P.O. Box 3901  
Trinidad, CA 95570

RECEIVED MAR 07 2013

Dear Mr. Adams,

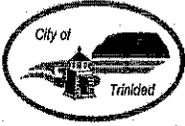
In response to your February 26 email notice to Trinidad residents regarding a vacancy on the Trinidad City Council, I would like to express my interest in applying for the open position. My wife and I reside at 311 Trinity Street, within the City limits.

Please keep me posted on the next steps in the process of interviewing applicants and making a final decision on the appointee.

Yours truly,



James H. Baker



## DISCUSSION AGENDA ITEM 2

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES**

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2. Presentation/Acceptance of FY 2011-2012 Audit.

## **DISCUSSION/ACTION AGENDA ITEM**

**Date: March 13, 2013**

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**Item: PRESENTATION AND ACCEPTANCE OF THE FY2012 ANNUAL AUDIT**

**Background:** The firm of Marcello and Company, Certified Public Accountants, has performed the fiscal and management audit for the City of Trinidad for the past nine years. The principal in the firm, Ralph Marcello, CPA, has personally performed these audits and is keenly aware of the City's practices and finances.

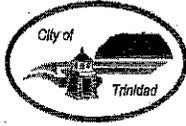
Mr. Marcello will be available via telephone connection during the Council's discussion of this item. This is to save the travel costs that would be associated with an on-site visit. Should there be sufficient concerns and/or questions to warrant a personal appearance before the Council, staff will make necessary arrangements for that to occur at a future Council meeting.

Mr. Marcello is again willing to perform the audit for FY2012-13 at the same cost as the prior year (\$18,000 financial audit, \$900 reimbursable expenses, \$2,000 preparation of financial statements), and staff recommends continuation of this arrangement. Due to Mr. Marcello's knowledge of the city's financial practices and methods, he requires minimal support from the city's limited staff to conduct his audit.

**Recommended Actions:**

1. Accept the FY2012 Annual Financial Audit; and
2. Authorize the City Manager to execute an Audit Engagement Letter to perform the FY2012-13 audit at the same costs as the prior year.

**Attachments:** Copies of the Annual Audit were provided to each member of the Council. It is available for public review in Town Hall.



## **DISCUSSION AGENDA ITEM 3**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 4 PAGES**

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3. Presentation/Discussion regarding Community Tourism Assessment TBID program.

## **DISCUSSION/ACTION AGENDA**

Date: March 13, 2013

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Item: Community Tourism Assessment

### Background:

In April of 2012 the City adopted a resolution granting consent to the County of Humboldt to form the Humboldt County Tourism Business Improvement District. That District has now been formed, and an additional 2% is being assessed in a manner similar to the transient occupancy tax, with funds intended to be used to promote tourism in the area. The Humboldt Lodging Alliance (HLA) has been working to develop specific procedures to implement the funding program, of which 25% will go back to the communities. A copy of the description of the program is attached, together with the proposed draft application. The HLA board member who will review Trinidad applications is Mike Morgan. Mr. Morgan will be available to discuss the application process as envisioned and answer any questions from Council or community members.

### Proposed Action:

Hear report from Mr. Mike Morgan.

### Attachment:

Humboldt Lodging Alliance Community Tourism Projects Handout (3 pages)

# Humboldt Lodging Alliance

## Community Tourism Projects

Early in the formation of the Humboldt County Tourism Business Improvement District the steering committee (later to become the Humboldt Lodging Alliance) determined that 25 percent of revenues from the district assessment would be made available to community businesses and organizations for projects that promote tourism in Humboldt County.

The Humboldt Lodging Alliance wants to build strong community partnerships and foster countywide cooperation and innovation. If you have an idea for a project, event or activity that will generate overnight stays—or if you would like to seek support for something you're already doing—you are encouraged to apply to the HLA Community Tourism Fund!

Applications for Community Tourism Projects will be reviewed by the Humboldt Lodging Alliance board of directors, but final decisions on each application will be made by a subcommittee of board members representing lodgings in the applicant's jurisdiction. Please see the attached 2012-2013 HLA board list to see who those board members are.

Of critical importance to the funding of any application will be the clearly articulated benefit to hotels, RV parks and other lodgings within the applicant's jurisdiction (city or region of the county). While benefit may be delivered in numerous ways, by far the most significant benefit will be measured in the delivery of room nights. Successful applications will clearly describe the strategy and tactics for delivering room nights as well as the number of room nights projected. Benefits to non-lodging businesses or the community at large, while possibly significant, will not be considered in the application process.

When considering these fundamental application requirements, priority will be given to projects designed to increase tourism during the shoulder- and off-seasons (September through June); to applicants who clearly demonstrate their ability to successfully complete the project; to projects that will match or leverage Lodging Alliance funding with other funding sources; and to activities that can produce incremental new room nights from existing programs and organizations.

The HLA board is particularly interested in proposals for new or expanded destination events, and in projects with the clear potential to become self-supporting.

The HCTBID went into effect on July 1, 2012 and as yet the exact revenues are unknown. Community Tourism Projects will be funded from actual, not projected, revenues. The first annual funding cycle will begin in spring, 2013, at which time the Humboldt Lodging Alliance will communicate the amount of funding available in each jurisdiction and invite organizations to submit applications.

Meanwhile, interested organizations are welcome to contact HLA board members to discuss their ideas, and may also contact executive director Tony Smithers ([tony@redwoods.info](mailto:tony@redwoods.info), 444-6635).

# Humboldt Lodging Alliance—Community Tourism Project Application

Name of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Contact person(s): \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Title of proposed project, event or activity: \_\_\_\_\_

Dates or duration of proposed project: \_\_\_\_\_

Description of proposed project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (attach additional sheet if necessary).

Amount of funding requested: \_\_\_\_\_

Other funding for this project (how much and from where): \_\_\_\_\_

\_\_\_\_\_

How will this project benefit hotels, RV parks and other lodgings in your jurisdiction, and how will you measure the benefit? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How is your organization or company qualified to complete this project? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What staff members, volunteers and resources will be devoted to this project? \_\_\_\_\_

\_\_\_\_\_

Has this project or idea been successfully tried elsewhere? Please provide details. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please fax to HLA at 707-443-5115, or mail to 1034 2<sup>nd</sup> St., Eureka CA 95501. Questions? Call Tony Smithers, Executive Director, at 707-444-6635 or email [tony@redwoods.info](mailto:tony@redwoods.info).

# Humboldt Lodging Alliance—Board Members by Jurisdiction

## Eureka

Gary Stone, Managing Partner

Best Western Plus Humboldt Bay Inn

Jayshree Patel, Owner, Comfort Inn Eureka

Jesse Waldon, Assistant Manager, Carter House Inns

Raul Ainardi, General Manager, Red Lion Hotel

Bob Gafford, Owner, Cornelius Daly Inn

Emily Manfredonia, General Manager

Best Western Plus Bayshore Inn

Chris Ambrosini, Managing Partner

Best Western Plus Humboldt Bay Inn

## Arcata

Alex Stillman, Arcata Stay

Shailesh Patel, Owner, Hampton Inn & Suites

Diane Cutshall, Manager, Hotel Arcata

## Fortuna

Jeff Durham, Owner, Holiday Inn Express

Pritesh Patel, Super 8 Motel

## Trinidad

Mike Morgan, Owner, Trinidad Bay Bed & Breakfast

## Ferndale

Lowell Daniels, Owner

Victorian Inn & Redwood Suites

## County Unincorporated (south)

John Porter, Managing Partner, Benbow Inn & Resort

Mike Caldwell, Owner, Inn of the Lost Coast

Jim Johnson, Owner

Best Western Humboldt House Inn

## County Unincorporated (east)

Marc Rowley, Owner, Coho Cottages

## County Unincorporated (north)

Donna Hufford, General Manager

Redwood Parks Lodge Co.