



Posted: Friday, January 03, 2014

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

The Trinidad City Council will hold its regular monthly meeting on  
**WEDNESDAY, JANUARY 08, at 7:00 PM**

### 6:00 PM CLOSED SESSION

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ADJOURN TO CLOSED SESSION**
  1. Liability Claims for Damages & Existing/Pending Litigation against the City of Trinidad, Government Code section 54956.9(b) and/or section 54956.95, from the following individuals: A) Tsurai Ancestral Society, B) Deborah Fitzpatrick.
  2. Possible courses of action to collect late occupancy tax payments and/or related interest and penalties.
- IV. **APPROVAL OF AGENDA**
- V. **APPROVAL OF MINUTES** – December 11, 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 November 2013.
  2. Community Input Process to Gather Resident Input on City Priorities
- IX. **DISCUSSION/ACTION AGENDA ITEMS**
  1. Presentation on imagine Humboldt! "Build our Vision" Final Report.
  2. Discussion/Decision regarding Changing Starting Time for Regular Council Meetings.
  3. Discussion/Decision regarding Appointment of 2 Councilmembers to work with City Manager on Law Enforcement Contract Renegotiation.
  4. Discussion/Decision regarding Appointment of Councilmember to Redwood Empire Division League of California Cities Legislative Committee.
- X. **ADJOURNMENT**

**APPROVAL OF MINUTES FOR:**

**December 11, 2013 CC**

**Supporting Documentation follows with: 3 PAGES**

**MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL**  
**WEDNESDAY, DECEMBER 11, 2013**

**I. CALL TO ORDER**

- Mayor Fulkerson called the meeting to order at 7:00PM. Council members in attendance: West, Miller, Fulkerson, Baker, Davies.
- City Staff in attendance: City Manager Karen Suiker, City Clerk Gabriel Adams, City Engineer Rebecca Crow.

**II. PLEDGE OF ALLEGIANCE**

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

**IV. APPROVAL OF AGENDA**

*Motion (Miller/West) to approve the agenda as written. Passed 5-0.*

**V. APPROVAL OF MINUTES – November 13, 2013 cc**

*Motion (Baker/Davies) to approve the minutes as amended. Passed 4-0-1. Miller was absent.*

**VI. COMMISSIONERS REPORTS**

Baker: COT Watch committee has ended its regular meetings, and would like to begin scheduling quarterly public information meetings. Agreed to work with City Manager to develop a meeting structure.

Fulkerson: RREDC; Continued discussion to find another airline to service Humboldt County. All the current problems are caused at SF, not Arcata. Excellent report in the MR Union about the billboards along the 101 Safety Corridor.

Davies: Continued discussions regarding electric car testing and plug-in stations.

West: HCAOG; Safety corridor project was approved, but the billboard removal has become the new issue. Imagine Humboldt, and 101 bike path also discussed, along with the ending of the 2014 State transportation bond that will drop the county's transportation budget 50%.

**VIII. ITEMS FROM THE FLOOR**

**Kathleen Lake** – Trinidad, Ocean Ave.

Asked the Council to review and evaluate the Humboldt County Sheriff's Office performance relative to contract deliverables. She believes the terms of the contract are not being met, and the service provided is below standard. She also believes that "low-level" issues aren't being dealt with, and the .5 Officer position is not being delivered, nor accounted for. She provided a few examples of her experiences with the SO, and urged the Council to prioritize public safety.

**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 an 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.

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

**X. DISCUSSION AGENDA**

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

City Engineer Rebecca Crow explained that 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.

*There was no public comment.*

2. Discussion/Decision regarding Planning Commissioner Appointment

City Manager Suiker explained that 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..."

*There was no public comment.*

Mayor Fulkerson suggested nominating resident Diane Stockness to fill the vacant position on the Planning Commission.

*Motion (Miller/West) to appoint Diane Stockness to fill the vacant position on the Planning Commission to serve the 1-year term through December 2014. **Passed unanimously.***

3. Presentation from Humboldt Waste Management Authority Executive Director.

City Manager Suiker explained that 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.

Suiker introduced Jill Duffy, Executive Director of HWMA. Duffy presented the history, background, and a general introduction of HWMA and how it serves the County. Her presentation included the following information:

1. History
2. Services to member agencies
3. Purpose of the JPA
4. Organizational Chart
5. Landfill Disposal Locations
6. Cummings Road Landfill History and Closure Process
7. Programs Overview and Diversion Programs
8. HHW Collection Events
9. Member Jurisdiction Services
10. Budget Summary
11. AB939 Funding
12. Current Projects

Duffy also highlighted the City of Eureka's food waste diversion pilot project that has been able to divert over 650 tons of food waste this year.

Public comments included:

**Adora King** – Trinidad

Asked the city if greenwaste could be collected.

Council comments included:

**Miller:** Reviewed the advantages of joining.

**Fulkerson:** Questions about sorting services for the single and dual stream recyclables collecting.

*No decision was made. Presentation item only.*

### XIII. ADJOURNMENT

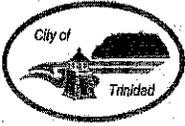
- Meeting ended at 8:51pm.

**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 November 2013.

**City of Trinidad**  
**Statement of Revenues and Expenditures - GF Revenue**  
**From 11/1/2013 Through 11/30/2013**

	Current Month	Year to Date	Total Budget - Original	% of Budget
Revenue				
41010	0.00	4,325.26	79,125.00	(94.53)%
41020	0.00	0.00	3,025.00	100.00)%
41040	0.00	0.00	80.00	100.00)%
41050	0.00	0.00	100.00	100.00)%
41060	0.00	0.00	200.00	100.00)%
41071	0.00	0.00	1,170.00	100.00)%
41110	0.00	0.00	1,300.00	100.00)%
41130	0.00	0.00	1,420.00	100.00)%
41140	0.00	0.00	1,000.00	100.00)%
41190	0.00	0.00	(2,317.00)	100.00)%
41200	0.00	0.00	(742.00)	100.00)%
41210	0.00	0.00	27,442.00	100.00)%
41220	0.00	0.00	27,960.00	100.00)%
42000	23,800.00	60,798.84	190,000.00	(68.00)%
43000	61,317.47	59,188.49	93,000.00	(36.36)%
46000	0.00	3,032.00	0.00	0.00)%
53010	2.00	4.00	50.00	(92.00)%
53020	11.33	4,330.68	15,500.00	(72.06)%
53090	0.00	250.69	1,000.00	(74.93)%
54020	1,079.73	3,144.73	5,000.00	(37.11)%
54050	1,370.83	3,944.30	7,000.00	(43.65)%
54100	34.00	141.00	100.00	41.00)%
54150	120.00	9,547.00	9,500.00	0.49)%
54300	0.00	100.00	400.00	(75.00)%
56400	1,799.90	8,999.50	21,300.00	(57.75)%
56500	0.00	0.00	5,125.00	100.00)%
56550	0.00	0.00	8,500.00	100.00)%
56650	1,182.41	2,366.98	4,492.00	(47.31)%
56700	328.00	2,512.85	9,000.00	(72.08)%
59999	0.00	0.00	30,000.00	100.00)%
Total Revenue	<u>91,045.67</u>	<u>162,686.32</u>	<u>539,730.00</u>	<u>(69.86)%</u>

**City of Trinidad**  
**Statement of Revenues and Expenditures - GF Expense**  
**201 - GFAdmin**  
**From 11/1/2013 Through 11/30/2013**

	Current Month	Year to Date	Total Budget - Original	% of Budget	
<b>Expense</b>					
60900	HONORARIUMS	250.00	1,150.00	3,000.00	61.67%
61000	EMPLOYEE GROSS WAGE	7,445.68	39,274.99	97,303.00	59.64%
61250	OVERTIME	0.00	0.00	500.00	100.00%
61470	FRINGE BENEFITS	46.16	242.34	0.00	0.00%
65100	DEFERRED RETIREMENT	290.50	1,596.32	3,776.00	57.72%
65200	MEDICAL INSURANCE AND EXPENSE	388.77	1,943.85	5,779.00	66.36%
65300	WORKMEN'S COMP INSURANCE	0.00	(3,275.20)	3,211.00	202.00%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	33.00	196.84	1,000.00	80.32%
65600	PAYROLL TAX	594.83	3,137.56	7,733.00	59.43%
65800	Grant Payroll Allocation	(164.50)	(773.79)	2,600.00	129.76%
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%
71110	ATTORNEY-ADMINISTRATIVE TASKS	1,056.00	2,062.50	22,320.00	90.76%
71130	ATTORNEY-LITIGATION	3,036.00	4,688.38	8,000.00	41.40%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	1,406.00	1,500.00	6.27%
71310	CITY PLANNER-ADMIN. TASKS	0.00	17,480.00	38,600.00	54.72%
71410	BLDG INSPECTOR-ADMIN TASKS	0.00	1,282.80	7,000.00	81.67%
71510	ACCOUNTANT-ADMIN TASKS	691.01	6,354.35	15,600.00	59.27%
71620	AUDITOR-FINANCIAL REPORTS	5,915.00	5,915.00	13,585.00	56.46%
72000	CHAMBER OF COMMERCE	(477.36)	(477.36)	11,520.00	104.14%
75110	FINANCIAL ADVISOR/TECH SUPPORT	90.00	2,160.00	1,000.00	(116.00)%
75160	LIBRARY RENT & LOCAL CONTRIB.	0.00	0.00	500.00	100.00%
75170	RENT	650.00	3,250.00	8,190.00	60.32%
75180	UTILITIES	1,284.14	4,072.12	6,500.00	37.35%
75190	DUES & MEMBERSHIP	0.00	164.00	500.00	67.20%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	2,427.00	3,500.00	30.66%
75220	OFFICE SUPPLIES & EXPENSE	196.50	2,820.83	5,500.00	48.71%
75240	BANK CHARGES	4.30	50.10	200.00	74.95%
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	114.19	555.34	1,550.00	64.17%
76130	CABLE & INTERNET SERVICE	160.95	1,074.75	2,160.00	50.24%
76150	TRAVEL	0.00	0.00	1,500.00	100.00%
78160	BUILDING REPAIRS & MAINTENANCE	1,180.55	1,982.14	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	108.80	2,162.80	1,500.00	(44.19)%
	<b>Total Expense</b>	<b>22,894.52</b>	<b>112,246.56</b>	<b>294,937.00</b>	<b>61.94%</b>

**City of Trinidad**  
**Statement of Revenues and Expenditures - GF Expense**  
**301 - Police**  
**From 11/1/2013 Through 11/30/2013**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>	
Expense					
61000	EMPLOYEE GROSS WAGE	376.21	2,073.26	4,847.00	57.23%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	160.00	100.00%
65600	PAYROLL TAX	28.78	158.62	371.00	57.25%
65800	Grant Payroll Allocation	0.00	(54.28)	0.00	0.00%
75170	RENT	650.00	3,250.00	8,580.00	62.12%
75180	UTILITIES	193.78	734.25	2,140.00	65.69%
75220	OFFICE SUPPLIES & EXPENSE	0.00	0.00	300.00	100.00%
75300	CONTRACTED SERVICES	45,686.25	45,686.25	87,933.00	48.04%
75350	ANIMAL CONTROL	113.00	565.00	1,900.00	70.26%
76110	TELEPHONE	77.79	391.00	1,040.00	62.40%
	<b>Total Expense</b>	<u>47,125.81</u>	<u>52,804.10</u>	<u>107,271.00</u>	<u>50.78%</u>

**City of Trinidad**  
**Statement of Revenues and Expenditures - GF Expense**  
**401 - Fire**  
**From 11/1/2013 Through 11/30/2013**

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Expense					
60900	HONORARIUMS	150.00	750.00	1,800.00	58.33%
75180	UTILITIES	47.85	331.12	1,065.00	68.91%
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	23.47	110.40	265.00	58.34%
76140	RADIO & DISPATCH	0.00	0.00	450.00	100.00%
78140	VEHICLE FUEL & OIL	59.88	59.88	450.00	86.69%
78150	VEHICLE REPAIRS	0.00	(39.79)	3,000.00	101.33%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	700.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	127.43	160.74	2,500.00	93.57%
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>408.63</u>	<u>1,372.35</u>	<u>21,245.00</u>	<u>93.54%</u>

**City of Trinidad**  
**Statement of Revenues and Expenditures - GF Expense**  
**501 - PW (Public Works)**  
**From 11/1/2013 Through 11/30/2013**

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Expense					
61000	EMPLOYEE GROSS WAGE	3,210.92	16,130.18	40,752.00	60.42%
61250	OVERTIME	0.00	0.00	500.00	100.00%
65100	DEFERRED RETIREMENT	325.86	1,629.80	4,271.00	61.84%
65200	MEDICAL INSURANCE AND EXPENSE	1,756.86	8,859.47	23,141.00	61.72%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	1,389.00	100.00%
65600	PAYROLL TAX	270.94	1,359.73	3,547.00	61.67%
65800	Grant Payroll Allocation	(19.35)	(127.70)	0.00	0.00%
71210	CITY ENGINEER-ADMIN. TASKS	476.00	2,900.50	4,800.00	39.57%
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	133.80	460.00	5,000.00	90.80%
78120	STREET LIGHTING	335.55	941.47	4,500.00	79.08%
78130	TRAIL MAINTENANCE	13.86	89.78	2,500.00	96.41%
78140	VEHICLE FUEL & OIL	308.95	1,647.63	4,700.00	64.94%
78150	VEHICLE REPAIRS	182.17	182.17	2,500.00	92.71%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	6,259.00	7,800.00	19.76%
78190	MATERIALS, SUPPLIES & EQUIPMEN	101.54	803.23	6,500.00	87.64%
78200	EQUIPMENT REPAIRS & MAINTENANC	524.82	524.82	0.00	0.00%
<b>Total Expense</b>		<u>7,621.92</u>	<u>41,695.79</u>	<u>130,250.00</u>	<u>67.99%</u>

**City of Trinidad**  
Statement of Revenues and Expenditures - Monthly Reports  
204 - IWM  
From 11/1/2013 Through 11/30/2013

		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	0.00	0.00	4,000.00	(100.00)%
47650	RECYCLING REVENUE	2,164.78	11,158.95	29,000.00	(61.52)%
53090	OTHER MISCELLANEOUS INCOME	0.00	2,100.00	0.00	0.00%
	<b>Total Revenue</b>	<u>2,164.78</u>	<u>13,258.95</u>	<u>38,000.00</u>	<u>(65.11)%</u>
<b>Expense</b>					
61000	EMPLOYEE GROSS WAGE	683.47	3,451.40	8,680.00	60.24%
65100	DEFERRED RETIREMENT	82.02	410.49	1,075.00	61.81%
65200	MEDICAL INSURANCE AND EXPENSE	387.43	1,953.12	5,084.00	61.58%
65300	WORKMEN'S COMP INSURANCE	0.00	(112.48)	296.00	138.00%
65600	PAYROLL TAX	58.54	295.63	767.00	61.46%
65800	Grant Payroll Allocation	0.00	(14.61)	0.00	0.00%
75120	WASTE RECYCLING PICKUP/DISPOSA	0.00	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	496.20	2,626.60	6,764.00	61.17%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	1,800.00	100.00%
	<b>Total Expense</b>	<u>1,707.66</u>	<u>10,109.95</u>	<u>46,841.00</u>	<u>78.42%</u>
	<b>Net Income</b>	<u>457.12</u>	<u>3,149.00</u>	<u>(8,841.00)</u>	<u>(135.62)%</u>

**City of Trinidad**  
Statement of Revenues and Expenditures - Monthly Reports  
701 - Cemetery  
From 11/1/2013 Through 11/30/2013

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
<b>Revenue</b>					
53020	INTEREST INCOME	0.00	0.00	1,200.00	(100.00)%
58100	CEMETERY PLOT SALES	<u>100.00</u>	<u>7,350.00</u>	<u>6,000.00</u>	<u>22.50%</u>
	<b>Total Revenue</b>	<u>100.00</u>	<u>7,350.00</u>	<u>7,200.00</u>	<u>2.08%</u>
<b>Expense</b>					
61000	EMPLOYEE GROSS WAGE	434.84	2,184.06	5,520.00	60.43%
65100	DEFERRED RETIREMENT	52.18	266.61	683.00	60.96%
65200	MEDICAL INSURANCE AND EXPENSE	208.68	1,054.19	2,744.00	61.58%
65300	WORKMEN'S COMP INSURANCE	0.00	(55.74)	228.00	124.45%
65600	PAYROLL TAX	37.26	187.13	487.00	61.57%
65800	Grant Payroll Allocation	0.00	(12.95)	0.00	0.00%
75180	UTILITIES	41.20	206.56	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	16.75	1,500.00	98.88%
	<b>Total Expense</b>	<u>774.16</u>	<u>3,846.61</u>	<u>11,162.00</u>	<u>65.54%</u>
	<b>Net Income</b>	<u>(674.16)</u>	<u>3,503.39</u>	<u>(3,962.00)</u>	<u>(188.42)%</u>

**City of Trinidad**  
**Statement of Revenues and Expenditures - Monthly Reports**  
**601 - Water**  
**From 11/1/2013 Through 11/30/2013**

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
<b>Revenue</b>					
53020	INTEREST INCOME	0.00	0.00	4,500.00	(100.00)%
53090	OTHER MISCELLANEOUS INCOME	750.00	1,560.00	2,000.00	(22.00)%
57100	WATER SALES	23,598.67	130,900.40	289,000.00	(54.71)%
57300	NEW WATER HOOK UPS	0.00	0.00	3,000.00	(100.00)%
57500	WATER A/R PENALTIES	802.33	(3,088.53)	3,000.00	(202.95)%
	<b>Total Revenue</b>	<u>25,151.00</u>	<u>129,371.87</u>	<u>301,500.00</u>	<u>(57.09)%</u>
<b>Expense</b>					
61000	EMPLOYEE GROSS WAGE	6,385.38	32,551.98	81,844.00	60.23%
61250	OVERTIME	0.00	0.00	2,000.00	100.00%
65100	DEFERRED RETIREMENT	729.00	3,825.00	9,516.00	59.80%
65200	MEDICAL INSURANCE AND EXPENSE	3,065.48	15,441.70	40,582.00	61.95%
65300	WORKMEN'S COMP INSURANCE	0.00	(951.58)	2,751.00	134.59%
65600	PAYROLL TAX	544.41	2,774.42	7,105.00	60.95%
65800	Grant Payroll Allocation	(9.68)	(319.95)	0.00	0.00%
68200	INSURANCE - LIABILITY	0.00	2,598.05	5,210.00	50.13%
68300	PROPERTY & CASUALTY	0.00	2,045.05	2,195.00	6.83%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	500.00	100.00%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	0.00	4,000.00	100.00%
71510	ACCOUNTANT-ADMIN TASKS	372.09	3,421.60	8,400.00	59.27%
71620	AUDITOR-FINANCIAL REPORTS	3,185.00	3,185.00	7,315.00	56.46%
72100	BAD DEBTS	0.00	0.00	500.00	100.00%
75180	UTILITIES	912.91	6,949.94	13,000.00	46.54%
75190	DUES & MEMBERSHIP	337.00	658.52	700.00	5.93%
75220	OFFICE SUPPLIES & EXPENSE	0.00	1,240.97	3,200.00	61.22%
75230	INTEREST EXPENSE	0.00	223.54	0.00	0.00%
75240	BANK CHARGES	0.00	10.00	100.00	90.00%
75280	TRAINING / EDUCATION	0.00	231.36	500.00	53.73%
75990	MISCELLANEOUS EXPENSE	0.00	0.00	250.00	100.00%
76110	TELEPHONE	86.31	420.31	1,160.00	63.77%
76130	CABLE & INTERNET SERVICE	49.00	245.00	620.00	60.48%
76160	LICENSES & FEES	469.73	469.73	2,475.00	81.02%
78140	VEHICLE FUEL & OIL	96.35	560.43	2,500.00	77.58%
78150	VEHICLE REPAIRS	217.90	217.90	2,000.00	89.11%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	1,200.00	100.00%
78170	SECURITY SYSTEM	69.00	163.00	500.00	67.40%
78190	MATERIALS, SUPPLIES & EQUIPMEN	7.69	75.46	6,000.00	98.74%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	1,000.00	100.00%
79100	WATER LAB FEES	331.00	1,011.00	4,500.00	77.53%
79120	WATER PLANT CHEMICALS	1,115.56	3,444.01	12,000.00	71.30%
79130	WATER LINE HOOK-UPS	0.00	0.00	3,000.00	100.00%
79150	WATER LINE REPAIR	720.00	2,147.70	20,000.00	89.26%
79160	WATER PLANT REPAIR	0.00	572.27	10,000.00	94.28%
90000	Capital Reserves	0.00	0.00	15,000.00	100.00%
	<b>Total Expense</b>	<u>18,684.13</u>	<u>83,212.41</u>	<u>271,623.00</u>	<u>69.36%</u>
	<b>Net Income</b>	<u>6,466.87</u>	<u>46,159.46</u>	<u>29,877.00</u>	<u>54.50%</u>



## **CONSENT AGENDA ITEM 2**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES**

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2. Community Input Process to Gather Resident Input on City Priorities

Consent Agenda Item  
January 8, 2014

**Item: Community Input Process**

**Background:** The Mayor has proposed setting up a community input process to gather resident input on village priorities. The focus will be on what is valued and ideas for the future. It will be clear that no promises can be made by the City due to budget priorities.

A short survey is proposed to be inserted with water bills to addresses within the City limits. The survey will ask two questions:

**The Trinidad City Council Wants to Hear from You ...**

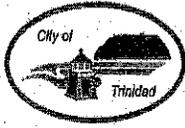
1. What do you love/appreciate/value about Trinidad?
2. What needs to be protected/enhanced/improved?

Please send your ideas to [cityclerk@trinidad.ca.gov](mailto:cityclerk@trinidad.ca.gov) or drop off at City Hall By March 1.

All ideas will be compiled and presented as a report to the City council, hopefully at the March 12 meeting.

The report will give the Council and staff an indication of what citizens value, want more of...and want less of. The information will aid in setting budget priorities and will give citizens an opportunity to provide important input.

**Proposed Action:** Agree to the community input process described herein to gather resident input on village priorities.



## **DISCUSSION AGENDA ITEM 1**

### **SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES**

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1. Presentation on imagine Humboldt! "Build our Vision" Final Report.

## **DISCUSSION/ACTION AGENDA**

Date: January 8, 2014

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Item: Hear Presentation on imagine humboldt! "Build our Vision" Final Report

Background: The Humboldt County Association of Governments (HCAOG) launched imagine humboldt! in 2009. The project, primarily funded through CalTrans, is a blueprint planning initiative to build a region-wide vision for growth and development addressing land use, transportation, infrastructure, energy, housing and other important policy areas.

Marcella Clem and Kathy Moxon from HCAOG will present the imagine humboldt! "Build our Vision" Final Report.

Proposed Action: Hear presentation.



## **DISCUSSION AGENDA ITEM 2**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES**

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2. Discussion/Decision regarding Changing Starting Time for Regular Council Meetings.

## **DISCUSSION/ACTION AGENDA**

Date: January 8, 2014

Item: Consider Changing the Starting Time for Regular City Council Meetings

Background: Resolution 2007-05 provides for regular City Council meetings to be held on every second and fourth Wednesday of the month beginning at 7:00 p.m. For the past several years, the second monthly meeting has been on an as-needed basis, so the resolution should be amended to state the optional second monthly meeting. At the same time, the Council may wish to consider an earlier starting time to possibly promote greater participation, which is sometimes hampered due to the lateness of the hour when certain matters are under public consideration. The Planning Commission, for example, begins its meetings at 6:00 p.m.

If the Council wishes to consider a modified start time, an enabling resolution will be brought back at the next meeting.

Proposed Action: Consider changing the starting time of regular council meetings, and give staff direction accordingly.

Attachments: Resolution 2007-05.

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

**Chi-Wei Lin, Mayor**  
**Gabriel Adams, City Clerk**



**RESOLUTION 2007-05**

**RESOLUTION OF THE TRINIDAD CITY COUNCIL TO ESTABLISH NEW DATES AND STARTING TIME FOR REGULAR CITY COUNCIL MEETINGS**

**WHEREAS**, the regular City Council meetings are occasions where the Council conducts its official business, and public participation in these meetings is an essential element of our democratic system and a good governmental practice; and

**WHEREAS**, meeting dates that are easy to remember and time that is convenient to the public will promote a greater participation in this process and enhance democracy; and

**WHEREAS**, the current Trinidad City Council regular meetings are held on the second Wednesday and the fourth Tuesday of the month, and the meetings begin at 7:30 PM, such date schedule has caused confusions by residents and the late starting time resulted in meetings ending in late hours, all of which hinder public participation in the City Council meetings.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council hereby establishes that effective April 1, 2007, regular City Council meetings shall be held on every second and fourth Wednesday of the month and all the regular City Council meetings shall begin at 7:00 PM.

**PASSES AND ADOPTED** by the Council of the City of Trinidad this 14th day of March, 2007, by the following vote:

**AYES:** Binnie, Lin, Fulkerson, Bhardwaj  
**NAYS:** None  
**ABSENT:** Miller  
**ABSTAIN:** None

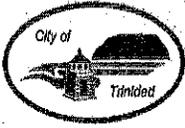
Attest:

Handwritten signature of Gabriel Adams in black ink.

**Gabriel Adams**  
Trinidad City Clerk

Handwritten signature of Chi-Wei Lin in black ink.

**Chi-Wei Lin**  
Mayor, City of Trinidad



## **DISCUSSION AGENDA ITEM 3**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 11 PAGES**

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3. Discussion/Decision regarding Appointment of 2 Councilmembers to work with City Manager on Law Enforcement Contract Renegotiation.

## **DISCUSSION/ACTION AGENDA**

Date: January 8, 2014

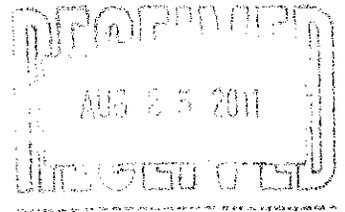
**Item: Appoint Two Councilmembers to Work with City Manager to Consider Renegotiation of Law Enforcement Services Contract**

**Background:** The Agreement with the County of Humboldt for the provision of law enforcement services by the Humboldt County Sheriff's Department will expire June 30, 2014. The City may be interested in proposing certain modifications to that contract, and it is recommended that two councilmembers be appointed to work with staff on contract renegotiation. Interested citizens will then have contact information to offer suggestions for this working group to consider. If a contract is recommended by this working group, it will be presented for consideration of the full Council.

The current Agreement is attached; the cost for services budgeted in FY 2013-14 is \$190,933. Cost calculations made at the time of the initial agreement identified a savings of about \$34,000 per year for contracted services compared to Trinidad maintaining its own police force. Police department assets have since been sold. The City's insurance authority strongly recommends small entities such as Trinidad contract for law enforcement services to minimize (transfer) liability exposure. The most practical and economical option is for the City to continue to contract its law enforcement services, and with the possible addition of accountability and evaluation criteria, we might be able to arrive at a recommended contract satisfactory to the vast majority of the citizenry.

**Proposed Action: Appoint Two Councilmembers to Work with City Manager to Consider Renegotiation of Law Enforcement Services Contract**

**Attachments: Agreement to Provide Law Enforcement Services**



## City of Trinidad Contract

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

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

#### Term of Agreement

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

#### WITNESSETH:

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

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

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

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

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

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

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

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

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

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

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

4. For the purposes of performing services and functions pursuant to this AGREEMENT, and only to give official status to such performance, every County Deputy or employee shall be deemed to be an ex-officio officer of the CITY while engaged in performing any such service or function which is a municipal function falling within the scope of this AGREEMENT.
5. The CITY shall have the right to discuss with the COUNTY issues of concern related to matters covered under this AGREEMENT. However, the manner or rendition of services, the standard of performance, the discipline of employees and other matters incident to the performance of services, including control of personnel so employed, shall remain under the exclusive control of the Sheriff. The Sheriff shall, however, give consideration to requests of the City Manager, which may relate to the performance of services under this AGREEMENT. In the event of a dispute between the parties as to the duties and functions to be rendered or the manner of their performance, determinations by the Sheriff shall be final and conclusive as between the parties.
6. An inventory of furnishings and fixtures contributed by the CITY and the COUNTY for purposes of supplying the station shall be maintained throughout this AGREEMENT. The initial inventory is attached hereto and incorporated herein as Exhibit "A" and shall be updated from time to time by the Parties hereto. Each party will continue to bear their own costs of such items and upon termination of this AGREEMENT, said items or like kind shall be returned to the respective agency who had original ownership.
7. COUNTY shall provide the necessary supplies, equipment services and materials required for performing its duties under this AGREEMENT, including vehicle acquisition, maintenance, fuel and replacements.
8. COUNTY and CITY shall determine where such law enforcement quarters are to be located within the CITY. It is expressly understood that the COUNTY may use such quarters in connection with the performance of its duties in territory outside the CITY and adjacent territory, provided however, that the performance of such non-city duties shall be at no additional cost to the CITY.
9. **At the time of execution of this AGREEMENT, the charge to the CITY for the services and functions to be performed by the COUNTY at the level of service agreed upon by the CITY is \$182,745.00 for the 2011-2012 fiscal year.**

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

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

10. CITY shall render to COUNTY the amount of \$45,686.00 on a quarterly basis payable on the following dates: first (1st) payment due October 1, 2011, second (2nd) payment due January 1, 2012; third (3rd) payment due April 1, 2012; and fourth (4th) payment due July 1, 2012. The COUNTY shall, 30 days prior to the payment due date, provide to the CITY an invoice which will reflect the amount due by CITY for services rendered by COUNTY under this AGREEMENT during the previous quarter. If such payment is not received by COUNTY within thirty (30) days of the due date, COUNTY shall be entitled to recover interest at a rate of seven (7%) percent per annum and the COUNTY may terminate this AGREEMENT immediately, and without any further notice take such steps as may be necessary to enforce payment.
11. Recomputation of General Law Enforcement Services. Except as otherwise specified hereinafter, the total amount charged for General Law Enforcement Services, as defined in section 2, shall be recomputed annually on or before June 1<sup>st</sup> of each calendar year for the following fiscal year, with the fiscal year defined as July 1<sup>st</sup> through June 30<sup>th</sup>. The re-computation calculation shall be determined by the COUNTY based upon estimated additional costs of providing General Law Enforcement Services described in Section 2. The re-computation formula will specifically include estimated costs for items specified in exhibit B. The total contract amount for the applicable fiscal year will be effective July 1<sup>st</sup> of that fiscal year, subject to appeal by CITY. Staff representatives of the COUNTY and CITY are advised to meet during the calculation process and prior to any formal presentation before their respective governing bodies. At the request of either party, cost increases will be formally addressed at any time within the term of this Agreement.
12. The CITY, its officers and employees, shall not assume by this AGREEMENT any liability for the direct payment of any salary, wages, or other compensation to any officer or employee of COUNTY that is performing services hereunder for the CITY, or for any other liability other than that provided for in this AGREEMENT.
13. COUNTY shall defend, indemnify, and hold harmless the CITY, its agents, officers, council persons, commissioners, and employees, for any liability for injury to or death of any person or damage to or loss of any property caused by any negligent or wrongful act or omission occurring in the performance of this

AGREEMENT by COUNTY, except where caused by the active negligence, sole negligence or willful misconduct of the CITY .

14. COUNTY shall maintain the insurance listed below. Any requirement for insurance to be maintained after completion of the work shall survive this agreement.

Workers' Compensation & Employers Liability

- Workers' Compensation insurance with statutory limits as required by the Labor Code of the State of California.
- Employers Liability with limits of 1,000,000 per Accident; 1,000,000 Disease per employee; 1,000,000 Disease per policy.
- The policy must include a written waiver of the insurer's right to subrogate against the CITY
- Required Evidence of Coverage:
  1. Subrogation waiver endorsement; and
  2. Properly completed Certificate of Insurance.

Thirty (30) days' prior written notice of cancellation or material change must be provided to CITY.

General Liability

- Commercial General Liability Insurance no less broad than ISO form CG 00 01.
- Coverage must be on a standard Occurrence form. Minimum Limits: 10,000,000 per Occurrence.
- The policy definition of "insured contract" must include assumptions of liability arising out of both ongoing operations and the products-completed operations hazard ("F" definition of insured contract in ISO form CG 00 01, or equivalent).
- The insurance provided to CITY as an additional insured must apply on a primary and non-contributory basis with respect to any insurance or self-insurance program maintained by CITY.
- Thirty (30) days' prior written notice of cancellation or material change must be provided to CITY.
- The policy must cover inter-insured suits and include a "separation of Insured's" or "severability" clause which treats each insured separately.
- Required Evidence of Coverage:
  1. Copy of the additional insured endorsement or policy language granting additional insured status;

2. Copy of the endorsement or policy language indicating that coverage applicable to CITY is primary and non-contributory; and
3. Properly completed Certificate of Insurance.

Automobile Liability

- Minimum Limit: \$10,000,000 combined single limit per accident.
  - Coverage must apply to all owned, hired and non-owned vehicles.
  - Required Evidence of Coverage:
    1. Copy of the endorsement or policy language indicating that CITY is an insured for its vicarious liability; and
    2. Properly completed Certificate of Insurance.
15. CITY, through its City Manager, shall have access to non-privileged and non-confidential reports and other documents pertaining to the services provided hereunder and within the scope of the Public Records Act (Government Code Section 6250 et seq.). COUNTY shall transmit monthly, to the City Manager, statistical reports on crime occurrence, traffic incidents, and other contract services within the CITY.
  16. All work performed hereunder is subject to limitations of Section 23008 of the Government Code of the State of California, and in accordance therewith, before any work is performed or services rendered pursuant hereto, an amount equal to the cost to the CITY must be reserved by the CITY from its funds to ensure payment for work, service, or materials provided by COUNTY hereunder.
  17. COMPLIANCE WITH NUCLEAR FREE ORDINANCE: In recognition of the Humboldt County Nuclear Free Ordinance, the CITY certifies by its signature below that it is not a nuclear weapons contractor, in that CITY is not knowingly or intentionally engaged in the research, development, production or testing of nuclear warheads, nuclear weapons systems or nuclear weapons components as defined by the Nuclear Free Ordinance in Humboldt County, CITY agrees to notify COUNTY via HCSO immediately if it becomes a nuclear weapons provider, as defined above. CITY acknowledges that, per the terms of the Humboldt County Nuclear Free Ordinance, COUNTY via HCSO may immediately terminate this agreement if it determines that the foregoing certification is false or if CITY becomes a nuclear weapons provider.
  18. This AGREEMENT shall take effect on July 1, 2011, or at such sooner time as the parties may agree in writing, and, unless sooner terminated as provided herein, shall terminate on June 30, 2014. Either party may terminate this contract upon sixty (60) days written notice, which notice shall take effect at the end of the sixty (60) day notice period. Compensation shall be prorated for the fiscal quarter in which the termination occurs.

19. Notices given to parties under this AGREEMENT shall be deemed given when personally delivered or sent and delivered by United States certified mail, postage prepaid, return receipt requested and :addressed as follows:

**TO THE COUNTY**

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

**TO THE CITY**

Office of the City Manager  
PO Box 390  
Trinidad, Ca. 95570

20. No waiver with respect to one covenant, term or condition shall be deemed to constitute a waiver of any other covenant, term, or condition herein, or a waiver of any prior or subsequent failure to perform such covenant, term, or condition.
21. The provisions of this AGREEMENT shall be binding upon and shall inure to the benefit of the parties hereto and their respective governing boards, successors, assigns, and legal representatives.
22. This AGREEMENT contains all agreements of the parties with respect to any matter mentioned herein. No prior agreement or understanding pertaining to any such matter shall be given effect, and this AGREEMENT may only be amended by a writing signed by the parties.
23. The invalidity of any provisions of this AGREEMENT as determined by a court of competent jurisdiction shall in no way affect the validity of any other provision hereof.
24. Each person executing this AGREEMENT on behalf of the CITY represents and warrants that he or she is authorized by the CITY to execute and deliver this AGREEMENT on behalf of the CITY and that this AGREEMENT is binding on the CITY in accordance with its terms and provisions.
25. The parties hereto agree that the provisions of this AGREEMENT will be construed pursuant to the laws of the State of California. To the extent permitted by law, venue for any legal proceeding involving this AGREEMENT shall be in the courts of Humboldt County, California.
26. Time is hereby expressly declared to be of the essence of this AGREEMENT and each and every provision herein.
27. Both parties acknowledge that COPS [Citizens Options for Public Safety] grant funding constitutes the majority of funding for the City of Trinidad's law enforcement. Both parties acknowledge that state and federal funding is subject to change and the grant could be reduced or eliminated. In the event the grant is

reduced or eliminated, both parties agree to meet to discuss the total amount of this Agreement and whether mutual accord can be reached to amend the Agreement.

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

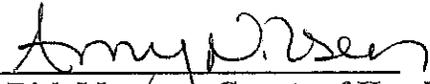
ATTEST:

By:   
City Clerk

ATTEST:

Clerk of the Board of Supervisors  
By:   
Deputy Clerk

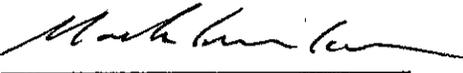
APPROVED HUMBOLDT COUNTY RISK MANAGER

By:   
Risk Manager, County of Humboldt

APPROVED AS TO CONTENT AND RECOMMENDED:

By:   
City Manager, City of Trinidad

COUNTY Humboldt

By:   
Chairman, Board of Supervisors

APPROVED AS TO FORM:

By:   
City Attorney, City of Trinidad

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

By: 

City of Trinidad

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

By:   
Mayor

By:   
Sheriff

Exhibit "A"  
Inventory List of Office Equipment & Furnishings  
Trinidad Police Department

Lockable office containing:

- 1 large L-shaped 2 drawer mahogany colored executive desk w/topper.
- 1 black executive chair on rollers
- 1 Dell computer w/monitor, keyboard, mouse
- 1 APC backup system
- 1 five shelf book case
- 1 cross-cut shredder
- 1 3-line phone
- 1 trash can
- 1 2'x2' pedestal table w/two matching wooden chairs
- 1 calculator
- 1 brass desk lamp
- 1 set dark wooden shades
- Misc. office tools (pens, pencils, stapler, scotch tape dispenser)

Also available for use:

- Kitchen containing microwave, sink, refrigerator, coffee maker
- Bathroom w/toilet, sink & shower
- 2 large bulletin boards
- 1 white board/cork board
- Kenwood radio system
- Fax machine
- Paper supplies
- Copier
- Printer

**Exhibit "B"**

**Calculation Of Deputy Costs, 2011-12**  
**City Of Trinidad**

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

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

**Overtime Costs: (Calculated)**

	<u>Number</u>	<u>Annual Sal</u>	<u>Total O/T Sal @ 9% Cost</u>	<u>Total Cost</u>
Deputy	1	\$72,213.00	\$6,499.00	\$6,499.00
Deputy	½	\$30,524.00	\$2,747.00	\$2,747.00

**Transportation Costs:**

	<u>Mi. Per Year</u>	<u>Cost per Mi.</u>	<u>Cost Per Year</u>
Veh., Gas, Maint. & Depreciation	11/2	.80	\$23,352.00

**Administrative Overhead:**

\* 1.70% \*      \$ 2510.00

**Annual Contract Cost FY 11/12**

Estimate      \$182,745.00



## DISCUSSION AGENDA ITEM 4

### **SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES**

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4. Discussion/Decision regarding Appointment of Councilmember to Redwood Empire Division League of California Cities Legislative Committee.

## **DISCUSSION/ACTION AGENDA**

Date: January 8, 2014

Item: Appointment of Councilmember to Redwood Empire Division League of California Cities Legislative Committee

Background: The Redwood Empire Division of the League of California Cities has a legislative committee that meets quarterly before division meetings or by phone if necessary. The role of the committee members is to review legislation brought forth to the committee and vote on whether or not the division should send in a letter of opposition or support to the legislators. A week prior to the quarterly meetings, the League staff sends a report on each bill for review and when the committee meets in person, the members take a vote on bills. Although City of Trinidad attendance at the Division meetings is somewhat inconsistent, depending on the meeting locations (which could be Del Norte, Humboldt, Lake, Mendocino or Sonoma County cities) and availability of councilmembers, the city may wish to appoint a councilmember to receive information and participate in voting if and when possible.

Proposed Action: Appoint a councilmember to Redwood Empire Division League of California Cities Legislative Committee.