



Posted: Friday, November 11, 2023

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

The Trinidad City Council will hold a regular meeting on
TUESDAY, NOVEMBER 14, 2023, at 6:00 PM
at the Trinidad Town Hall, 409 Trinity Street, Trinidad, CA.

NO CLOSED SESSION

For your convenience, this meeting will also be held via videoconference, hosted on the **Zoom platform**. Learn more about Zoom here: <https://zoom.us>

PUBLIC COMMENT: Public comment may be submitted via email in advance of the meeting, or in an orderly process during the meeting. If you do not have access to email and you would like to provide a written statement, please deliver your comments to 409 Trinity Street, Trinidad CA, by 2:00pm on the meeting day, or email to cityclerk@trinidad.ca.gov

HOW TO PARTICIPATE: You are invited to participate in person at the Trinidad Town Hall, or by Zoom. The City will publish a direct link to the Zoom teleconference, along with the participant code, on the City Calendar page online at <http://trinidad.ca.gov/calendar>

To phone in, dial 1-888-278-0296, Conference Code: 685171 Meeting ID: 880 9144 3851 Passcode: 550660

PLEASE NOTE that live meeting logistics will be prioritized. Connectivity issues on the part of the City may result in the meeting being delayed or rescheduled but technical challenges experienced by individuals will not interrupt or halt progress of the meeting.

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **CLOSED SESSION** – No Closed Session scheduled.
- IV. **RECONVENE TO OPEN SESSION**
- V. **APPROVAL OF AGENDA**
- VI. **APPROVAL OF MINUTES** – 09-12-2023 cc, 10-10-2023 cc
- VII. **COUNCIL REPORTS/COMMITTEE ASSIGNMENTS**
- VIII. **STAFF REPORTS** – City Manager & Law Enforcement
- IX. **ITEMS FROM THE FLOOR**

At this time, members of the public may comment on items NOT appearing on the agenda. Individual comments will be limited to 3 minutes or less. Please direct your comments to the Council as a whole, maintain decorum and avoid personal attacks on staff, members of the Council and/or other members of the public. Council and staff responses will be minimal for non-agenda items.

X. **CONSENT AGENDA**

All matters on the Consent Agenda are considered routine by the City Council and are enacted in one motion. There is no separate discussion of any of these items. If discussion is requested by any Council member, that item is removed from the Consent Calendar and considered separately. A single opportunity for public comment on the Consent Agenda is available to the public.

- 1. Staff Activity Report – October 2023
- 2. Financial Statements – September 2023
- 3. Law Enforcement Report – October 2023.
- 4. SB 1383 Compliance Planning Update and Resolution for SB 1383 Local Assistance Grant.
- 5. Procurement of Engineering and Planning Professional Services

6. Continued Introduction/First Reading of Ordinance 2023-03; correcting and reaffirming codification of the City of Trinidad Zoning Ordinance, Title 17 of the Trinidad Municipal Code.
7. Continued Introduction/First Reading of Ordinance 2023-04; reaffirming codification of the City of Trinidad Zoning Ordinance and amendments thereto that were not submitted to the CA Coastal Commission for certification.

DISCUSSION/ACTION AGENDA ITEMS

1. Discussion/Decision regarding Selection of New Mayor Pro-Tem to Serve the Remaining 1-year term.
2. Discussion/Decision regarding LAFCo Deposit Request for North County Fire Special Study – Initial Planning and Scoping Phase.
3. Discussion/Decision regarding Draft Citywide Survey.
4. Update/Discussion regarding Public Outreach and Awareness Proposal.
5. Discussion/Decision regarding December Meeting Schedule.

X. FUTURE AGENDA ITEMS

XI. ADJOURNMENT

APPROVAL OF MINUTES FOR:

**SEPTEMBER 12, 2023 CC2
OCTOBER 14, 2023 CC**

Supporting Documentation follows with:

12 PAGES

MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL
TUESDAY, SEPTEMBER 12, 2023 (LIVE/HYBRID)

I. CALL TO ORDER

Mayor Kelly called the live-hybrid meeting to order at 6:00pm. Council members in attendance: Kelly, Ladwig, West, Tuttle, Breckenridge. City Staff in attendance: City Manager Eli Naffah, City Clerk Gabriel Adams, Administrative Assistant Anton Souza, Project Manager Jennifer Hakenen. Approximately (8) participants were present by video-conference, and (8) a were present live at the beginning of the meeting.

II. PLEDGE OF ALLEGIANCE

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

IV. RECONVENE TO OPEN SESSION – *None*

V. APPROVAL OF THE AGENDA

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

VI. APPROVAL OF MINUTES – 08-22-2023 cc2

Motion (West/Ladwig) to approve the minutes as submitted. Passed unanimously.

VII. COUNCIL REPORTS/COMMITTEE ASSIGNMENTS

West: Nothing to report.

Ladwig: Attended a G2G meeting with the Rancheria to discuss several topics including the Interchange meeting and the Axel Lindgren Memorial Trail and Boardwalk repair projects.

Breckenridge: Nothing to report.

Kelly: Nothing to report.

Tuttle: Nothing to report.

VIII. STAFF REPORTS – *City Manager & Law Enforcement*

City Manager Naffah highlighted accomplishments summarized in the staff report included in the meeting packet, including the Van Wycke trail temporary closure appeal heard by the Coastal Commission, a progress report on the water rate study, and the most recent Luffenholtz Creek flow reading.

Naffah explained that the Coastal Commission gave the City 6 months to come up with a permit solution to address the Van Wycke trail. He will meet with the Planner, City Engineer, CIRA, and Commission Staff to discuss options. The City Clerk is working with RCAC staff delivering the requested data to develop the water rate analysis tools. A reading was taken at Luffenholtz Creek this week that will require the City to notify CA Dept. of Fish and Wildlife as per the water right permit conditions. The Water Shortage Contingency Plan adopted in 2022 considers this a Stage 2 warning requiring measures to be taken to alert the public to conserve. Notices will be sent to all customers as soon as possible.

HCSO Lt. Josh McCall summarized August stats.

Westhaven resident **Don Allen** explained that evapotranspiration rate of the watershed will rebound around the equinox.

Trinidad Rancheria Executive Director **Jacque Hostler** asked the City Manager to repeat the Stage 2 water restrictions.

Public comment included:

Don Allen – Trinidad Coastal Land Trust Board member

The Land Trust has received disturbing calls about lewd behavior occurring at Baker Beach by a group of men who frequently use the beach and post spotters at the top of the trail acting as security guards to discourage the public from entering the area. The Land Trust is deeply disturbed by these reports and encourage anyone encountering such activity to report it immediately to Law Enforcement officials.

HCSO Lt. Josh McCall encouraged the public to report this activity to the Sheriff immediately, and recommended the Land Trust post signs at the trailhead with HCSO contact information.

IX. ITEMS FROM THE FLOOR

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

Don Allen – Trinidad Area Resident

There are several benches in the Harbor area where the seat is so high that your feet can't touch the ground due to slope erosion. Erosion gets worse when people kick gravel away from the base by swinging their feet. The City should consider building up a base at these benches to minimize erosion and make it more comfortable for the users.

Dick Bruce – Trinidad Resident, Chair of the STR Advisory Committee

The STR Committee will meet on October 16, at 6:00pm in the Town Hall for the annual meeting. Regarding the Van Wycke Trail, the City has been given 6-months to open or close it. I encourage the City to keep it open.

Dorothy Cox – Trinidad

When will Pacific Coast Security start patrolling again? Did the owners of 426 Trinity Street get a permit to remove the cherry and holly trees?

Bryce Kenny – Trinidad

Pointed out a section of the City Manager contract that should be revised, specifically Section 13, second to last sentence, "...occur 'within'...".

X. CONSENT AGENDA

1. Staff Activity Report – August 2023
2. Financial Statements – July 2023
3. Law Enforcement Report – August 2023
4. Contract Renewal with City Manager Eli Naffah.
5. Accept Classification and Job Description for the Administrative Analyst/Project Manager Position, and Authorize the City Manager Fill the Position as per the Employee Policy and Procedure Guidelines.
6. Authorize the City Manager to Publish the Request for Proposals for Annual Audit Services.
7. Discussion/Decision regarding Introduction/First Reading of Ordinance 2023-03; correcting and reaffirming codification of the City of Trinidad Zoning Ordinance, Title 17 of the Trinidad Municipal Code.
8. Discussion/Decision regarding Introduction/First Reading of Ordinance 2023-04; reaffirming codification of the City of Trinidad Zoning Ordinance and amendments thereto that were not submitted to the CA Coastal Commission for certification.

*Motion (Ladwig/West) to approve consent agenda as submitted, with updating the start date on the City Manager contract and additional correction as noted by resident Bryce Kenny. **Passed unanimously.***

X. DISCUSSION/ACTION AGENDA ITEMS

1. Continued Discussion/Decision regarding Traffic Calming Measures for View Street, Ocean Avenue, and Underwood Drive.

City Manager Naffah explained that at the August 22, 2023 meeting, the Council continued the discussion regarding traffic calming measures for View, Ocean, and Underwood, with a focus on a resident's request to have speed humps installed to reduce driving speeds.

Public comment in favor of purchasing and installing temporary speed hump was heard by Ocean Avenue resident Karin Reese. Comment against the proposal was heard by Edwards Street resident Mike Morgan, citing concern for the expense without criteria and data to justify the project. City Manager Naffah explained that City Engineer Josh Wolf would not be able to attend the September meeting, but would attend to provide more details in October.

Council directed staff to return in September with more detailed cost estimates, the number of humps required on each roadway, required signage, and to begin the public notification process to obtain as much input as possible before implementing a temporary measure.

Staff produced a public notice (included in the meeting packet), that was mailed to residents on each street, and posted on barricades for inspection on the affected streets. Staff gathered cost and installation requirements for the temporary speed humps (included in the meeting packet), and also researched County policy for evaluating neighborhood requests for speed humps (also included in the meeting packet).

Since the August 22 meeting, a letter has been received, signed by several Berry Road and Himalaya Drive residents requesting traffic calming/safety measures be reviewed for their roads, including Frontage and the underpass/interchange. Edwards Street residents have also requested the City consider speed humps to reduce speeds there as well.

In light of all the information gathered and received, it appears that without a policy, criteria, or data to evaluate and prioritize traffic calming strategies, independent resident observations are the only justification the City has to determine where and why speed humps are considered. This presents a challenge for Staff and Council as there are limited resources and if everything becomes a priority, nothing is a priority.

Public input received from the Ocean Avenue resident suggests there's a pattern to offensive speeding, that points to times of day and year when traffic circulation through town is heaviest, particularly when school is in session. City Engineer Josh Wolf suggested several initial, potential options for traffic calming in his August staff report update, including

1. installation of new 15 MPH signs,
2. Designate by Ordinance Main and Trinity prohibiting trucks on Ocean and View
3. Conducting outreach with Trinidad School to educate parents on the desired pick-up and drop-off routes.

Wolf also included information clarifying the price for a single 18' long, 10.5' wide, 3" tall temporary speed hump (see attached quote and image) purchase and installation would be approximately \$6,000 each, per street. Price includes sales tax and freight, and warning signage to be installed adjacent to each hump. Installation to be performed by Public Works staff.

To complicate matters, the other neighborhood residents that now believe their streets should be prioritized may feel ignored by their government if the criteria to evaluate the need for traffic calming measures isn't objective. A recent letter written to the Council regarding this topic pointed out that in December 2019 the Council "*authorized the City Manager to perform a comprehensive traffic study of all City streets*" in conclusion to a proposal to install radar feedback signs on Trinity Street to calm traffic. That traffic study was not performed.

City Engineer Josh Wolf suggested the City consider requesting traffic data equipment from County Public Works or the City of Arcata to collect data to help zero-in on the problem and target specific solutions on an objective basis. This equipment will gather traffic volumes, frequency, and speeds, and may prove useful in developing criteria similar to the County Public Works Speed Hump Installation Policy.

As this topic continues to grow in size and scope, it's important to note that it was not considered when the Council developed 2023-2024 budget priorities. The City is able to pivot and re-orient it's focus at any time, especially concerning matters of public safety, but at a cost of another determined priority being tabled.

If a temporary measure is implemented on View, Ocean, and Underwood (installing 1 speed hump per street), the cost will be approximately \$20,000. If one hump doesn't solve the problem, a second hump may be required as per Engineer recommendation as humps are most effective in pairs (two per street segment), for an additional \$20,000 (\$40,000 total). Restricted, street fund revenue such as Gas Tax or TDA could be used to cover the expense. Depending on the lifespan of the temporary humps, permanent structures may eventually be needed costing each street an additional \$20-30k.

Council questions included:

Breckenridge: I was supportive at first of installing the temporary speed humps, but with the volume of feedback received it may be time to gather some data.

West: I'm still unclear how many humps are required and the total cost.

Kelly: There is a short-term and long-term process. Enforcement and prevention is a missing part of the long-term conversation. Data driven decisions are necessary. Everyone I spoke with wants improved safety enhancements, including the School. There are many variations on this theme. Short-term solutions may be piloted speed humps.

Ladwig: More data is important, and looking at the County guidelines gives us a template to work with. We have read all the public comments received since 2pm today, and curious to hear more tonight.

Public comment included:

Trinidad Resident – 806 Edwards Street

I'm not a fan of speed humps but I share the concern for speed on Edwards. I lived in front of one for many years. It's dark and quiet in Trinidad. Speed bumps are noisy, and it's important for people to realize this. Their effectiveness depends on the height of the vehicle. This makes them partially effective. Street width influences traffic speeds. Pinch-points, or bulb-outs similar to the ones on Main and Trinity Streets help slow traffic. Pedestrian safety on Edwards Street would be improved by adding a sidewalk.

City Manager Naffah explained that crosswalks will be installed at Hector and Galindo on Edwards in the spring with HSIP funds.

Dwight Miller – Trinidad

Edwards Street traffic calming should be prioritized. It is unsafe. Expecting everyone to walk on Edwards Street is not appropriate. If we're installing crosswalks on Edwards, consider raised crosswalks. Gather as much data as possible, and consider installing speed cameras on Edwards if necessary. Investigate whether the slope on Edwards Street is an issue for installing humps.

Willie Stein – Trinidad

Concerned for traffic on Frontage Road. I've lived on Ocean, and View Streets. I'm agnostic about those streets. I support having a traffic study done on Frontage Road. The walk from Berry to Trinidad School is dangerous. Vehicles travel very fast on their way down Frontage. Probability and magnitude of harm should be combined to determine preventative measures when evaluating streets.

Anna – Trinidad, Hector Street

Mildly concerned about a raised crosswalk. I lived next to speed humps for nearly a decade. Braking, accelerating, braking, accelerating is the pattern. What we expect people to do, and what they will do are two different things. I encourage a long and thorough look at the consequences of speed humps. Trailers and boats on Edwards Street in the morning should be factored into the calculus. There's no perfect way to get humans to do the right thing, and careful consideration of impacts will help fine-tune possible solutions.

Don Allen – Trinidad Area resident

Referenced a conversation in the 1990's regarding a prior Mayor (Dave Zebo) saying the slope of Edwards may be an issue for speed hump installation.

Jacque Hostler – Trinidad Rancheria

Echo Anna's comments. Important to have a plan before piecemeal traffic calming. Finding the funds to bring a traffic study is encouraged. Large vehicles and trailers all visit the Harbor and must be considered.

Betsy Musick – Trinidad (Trinidad Eatery Owner)

Support gathering as much data as possible (traffic study) before reacting.

Rebecca Inder – Trinidad resident

I agree with everyone's comments about gathering data and having a comprehensive approach to traffic calming. I'm only aware of one speed limit sign on Main Street (covered by a eucalyptus tree branch), and encourage an audit and improvement of signage would be a good first step.

Bryce Kenny – Trinidad

Traffic calming on Trinity and Main Streets made Ocean Avenue traffic worse. I have mixed feelings about solutions. Speed humps were recently installed on Buttermilk Lane in Arcata. Seems like asphalt speed humps may be quieter, and if we're going for used ones, try to get them second-hand. Camera's sound interesting too.

Council comments included:

West: Installing humps on View and Ocean may push through traffic back to Trinity. Cameras sound interesting too. The cost of implementing everything can get expensive, so we need to develop some priorities.

Breckenridge: So many people want attention to their streets so a traffic study seems appropriate to gather data and develop priorities. I also like the idea to look at everything that can be done to improve safety such as improved signage, striping, etc. Where did the Edwards Street sidewalk project go? **Naffah** explained the Van Wycke Trail repair project failed to gain traction and the alternative plan to improve Edwards was shot down by residents on the downslope side of the road.

Ladwig: Collecting more information is key. There are more kids in town now, and we need to focus on the fact that traffic through town has been impacted by calming measures implemented on Main and Trinity.

Kelly: I'm in favor of a traffic calming "light" version, getting a sense of volume and speed. We need to take action on the reports and studies the City has already completed, or at least look at the recommendations and say why we aren't implementing them.

No decision was made. Discussion will be continued to the October meeting.

2. Discussion/Decision regarding Proclamation 2023-01: Proclaiming September as Septic Awareness Month, and Update on the Citywide Onsite Wastewater Treatment System Program.
Project Manager Jennifer Hakenen explained that the City adopted Proclamation 2022-01 last year as a kick off to the nationally recognized Septic Awareness Week sponsored by the EPA to help communities, and state governments bring attention to the importance of caring for and maintaining septic systems by organizing homeowner educational events. Septic Sue was introduced as an educational tool to help educate Trinidad residents about their septic systems. She shared a variety of mailings covering a wide range of septic related information. This coincided with the kickoff of the City's renewed efforts to actively integrate all properties into the OWTS Management Program to ensure all systems obtain and maintain a current OWTS Operating Permit.

When the project began one year ago, 27% of the parcels in Trinidad had a valid OWTS Operating Permit. Now, one year later, 61% of the households have valid OWTS Operating Permits. The City has reached out via letter to all the owners of developed parcels within City limits that did not have a valid OWTS Permit to integrate them into the OWTS Management Program. City staff have been working with the homeowners over the last 12 months to get systems inspected and repaired as needed to issue a valid OWTS Permit.

Thanks to the cooperation and diligence of most homeowners, these efforts have resulted in us now having over 61% of homes having current permits in the OWTS Management Program. There are also approximately 10 additional properties with the City Planner that are pending review, repairs, or additional information. Once those files are processed and permits issued the compliance rate will increase another percentage.

During this process, a number of failed systems and systems in need of repair have been identified and repaired and/or replaced. This will help protect water quality and public health in the City, which is a primary purpose of the OWTS Management Program.

Final notices will go out to the remaining property owners who have not integrated themselves into the program in October. If the homeowner is unable to get a septic inspection or repair in accordance with the City's ordinance by the end of the year for good cause, they will be asked to reach out to myself or Gabe to discuss the situation. Otherwise, the City Council can choose to pursue enforcement action against those who are out of compliance.

Permits expiring in 2024 and thereafter, will be notified 60 days prior to the expiration date and renewals will be processed as normal and under the new fee schedule that took effect July 1, 2023, as authorized by the City Council. City staff are encouraged with the progress that each homeowner has made toward voluntary integration into the OWTS Management Program.

There were no Council or public comments.

*Motion (Ladwig/Breckenridge) to adopt Proclamation 2023-01. **Passed unanimously.***

3. Update/Discussion regarding Public Outreach and Awareness Options for City Leash Laws and various Announcements.

City Manager Naffah provided a brief recap of letters sent to residents and signage installed to alert pet owners of the leash law.

City Clerk Adams explained that the Council expressed interest in additional outreach programs to get the word out about pet leash law and etiquette. Colin Vance from KEKA 101 Country approached the City to discuss an opportunity to capture local airwaves and share information about the City of Trinidad. After considering how other public agencies were utilizing this media for public service messages, City staff felt it was worth exploring. Several samples were prepared by the station for playback at tonight's meeting, illustrating how the information would be produced and shared.

Council comments included:

Kelly: I'd like to understand who their audience is, and if they have analytics to share. Multi-modal marketing tends to be most successful.

West: How does this fit into the budget? City Clerk Adams explained that there's a recurring request from Council to expand outreach even after direct mailings, signage, etc., so we're delivering some options out there that may be a fit.

Ladwig: I agree with multi-modal advertising to deliver a consistent message on radio, website, and print.

Public comment included:

Rebecca Inder – Trinidad

No strong opinion about radio, but a filler could be about safe driving. The town can be represented as one that cares about safety and slow driving.

Betsy Musick – Trinidad

Happy to consider participating as a business owner, but only if the message being conveyed is consistent with the business community's values and the town's identity. A committee may be necessary to think this through.

City Clerk Adams noted that the next steps would be to develop the concept a little more, and broaden the scope of messages that could be delivered in this campaign.

FUTURE AGENDA ITEMS

- Community Ambassador Program
- Confirmation of Yurok Tribe Representative Sherri Provolt to the Trails Advisory Committee
- Van Wycke/Edwards Street Safety

ADJOURNMENT: 8:25pm.

Submitted by:

Gabriel Adams
Trinidad City Clerk

Approved by:

Cheryl Kelly
Mayor

MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL
TUESDAY, OCTOBER 10, 2023 (LIVE/HYBRID)

I. CALL TO ORDER

Mayor Kelly called the live-hybrid meeting to order at 6:00pm. Council members in attendance: Kelly, Ladwig, West, Tuttle, Breckenridge. City Staff in attendance: City Manager Eli Naffah, City Clerk Gabriel Adams, Administrative Assistant Anton Souza, Project Manager Jennifer Hakenen, City Engineer Josh Wolf. Approximately (4) participants were present by video-conference, and (5) a were present live at the beginning of the meeting.

II. PLEDGE OF ALLEGIANCE

III. CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation (Calif. Gov. Code Section 54956.9(d)(1)) (1 Case: City of Trinidad vs. Tsurai Ancestral Society, et. al, Humb. Co. Sup. Court Case No. 180684)

IV. RECONVENE TO OPEN SESSION – No reportable action taken in closed session.

V. APPROVAL OF THE AGENDA

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

VI. APPROVAL OF MINUTES – 09-12-2023 cc

Continued to the November meeting.

VII. COUNCIL REPORTS/COMMITTEE ASSIGNMENTS

West: Trails Committee will meet on 10/17, at 5:00pm, Live/Hybrid.

Ladwig: HTA Board approved an overhaul of staff compensation, resulting in the ability to hire more drivers. Budget restructure will help accommodate new programs that respond to unmet transit needs.

Breckenridge: Nothing to report.

Kelly: CERT Training session for November is full. 30 enrolled plus additional people on the wait list. Water Advisory Committee met on September 27. Various items discussed from staffing, to drought planning projects underway. 2022 Consumer Confidence report will be discussed at the next meeting in November.

Tuttle: Nothing to report.

VIII. STAFF REPORTS – City Manager & Law Enforcement

City Manager Naffah highlighted accomplishments summarized in the staff report included in the meeting packet, including a response to a resident question about the 2022 Consumer Confidence report. The City has no lead or copper pipes in the distribution system. If lead exists, it would be on the resident side of the meter.

Mayor Kelly asked when the public would have a chance to comment on the Van Wycke Trail. Naffah stated that may be possible in January or February.

Public comment included:

Patti Fleschner – Trinidad resident

Will we be discussing the law enforcement report? Naffah noted that HCSO Lt. Josh McCall will not be able to attend tonight. Naffah also noted that the contract with Pacific Coast Security is on Consent for approval tonight. A patrol schedule will be determined when soon.

IX. ITEMS FROM THE FLOOR

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

Richard Johnson – Trinidad Area Resident

Submitted public comments to the Clerk's Office in advance of the meeting. When the City voted in the early 2000's to increase the sales tax, it worked hard with the State to ensure the tax would not be charged incorrectly to residents outside City limits, successfully. Unfortunately that is not the present situation, and I can't say when the change occurred. My tax receipts show that the biggest violator is Amazon online purchases. I was charged the incorrect sales tax amount for various remodels. Speaking with a retailer online

is nearly impossible and frustrating. I believe that everyone in the 95570 zip code is charged incorrectly. Some people don't know, others know, and one suggested paying it to support the City. It's not that we don't want to support the City. Some of us volunteer our time and energy, however, it's unfair and probably illegal to be forced to pay the tax without having a say on how the tax is being spent... classic taxation without representation. The Council needs to look at this and resolve the issue, despite other more pressing matters that may exist. Asking the City to act responsibly to settle this, and return with a plan and schedule to solve and clarify the legal implications for charging outside city residents the wrong rate.

City Clerk Adams clarified that the City is not doing anything illegal, that tax rate boundaries are the responsibility of the California Tax and Fee Administration, and that the City would relay Mr. Johnson's concerns to the appropriate representative at that level.

Johnson introduced Clair Nessler, the new Executive Director of the Trinidad Coastal Land Trust. Nessler noted her background is in Marine Wildlife, and interested in policy as well.

X. CONSENT AGENDA

1. Staff Activity Report – September 2023
2. Financial Statements – August 2023
3. Law Enforcement Report – September 2023.
4. Confirmation of Sherri Provolt as Yurok Tribe Representative on the Trinidad Trails Committee.
5. Contract with Pacific Coast Security to Provide Supplemental Law Enforcement Services to the City of Trinidad.
6. Continued Introduction/First Reading of Ordinance 2023-03; correcting and reaffirming codification of the City of Trinidad Zoning Ordinance, Title 17 of the Trinidad Municipal Code.
7. Continued regarding Introduction/First Reading of Ordinance 2023-04; reaffirming codification of the City of Trinidad Zoning Ordinance and amendments thereto that were not submitted to the CA Coastal Commission for certification.

*Motion (Ladwig/West) to approve the consent agenda as submitted. **Passed unanimously.***

X. DISCUSSION/ACTION AGENDA ITEMS

1. Annual Unmet Transit Needs Hearing
City Manager Naffah introduced Stephen Luther, Associate Planner for HCOAG, participating by Zoom. Shared ridership stats, performance metrics, branding (RIDE HUMBOLDT), and tap to pay fare system. These hearings are required by the Local Transportation Fund. When there are no unmet transit needs, the money can be used for streets and road maintenance. Steep decline in ridership during Covid, but it is increasing year over year. Exciting development this services this year is a pilot project for dial-up microtransit, service to CalPoly and Valley West, Hoopa to Orleans, and Redwood Coast Express from Eureka to Ukiah.

There were no public comments.

Council comments included:

Kelly: Excited to hear about micro-transit, and wondering if there was a plan to increase the bike rack weight limit to include heavier e-bikes.

Ladwig: Always want to hear more input, and there's a link on the website to take an online survey.

Breckenridge: Any way to slow down the bus when driving through town?

Tuttle: Can community members use map programs (Apple/Google) to connect trips or route plan? Luther explained that route planning info can be gathered through several sites, real time.

Comments will be forwarded to HCOAG.

2. Continued Discussion/Decision regarding Traffic Calming Measures for View Street, Ocean Avenue, and Underwood Drive.

At the request of several residents on Ocean Avenue and View Streets, the Council has discussed the topic of traffic calming in July, August, and September. At the onset, residents insisted on installing temporary speed

humps to calm speeding drivers. Staff was directed to expand the reach for public input and provide professional analysis comparing temporary vs. permanent infrastructure.

Staff returned at the August meeting with cost estimates for both permanent and temporary speed humps. The price tag for both options was significant enough to warrant more public input. The outreach yielded a wide range of feedback including requests from areas of Trinidad that were not originally the focus, including Berry, Frontage, Edwards, and Main Streets.

There is general agreement in the community that; 1) drivers are less aware of their speed than they should be, 2) data should be collected to prioritize spending of limited resources, and 3) effort should be made to promote and enforce Trinidad as a place to drive slow and safe. Staff recommends that a linear approach be taken by the Council to evaluate the data, organize the options, and implement solutions that honor the past and capture the current safety concerns expressed by the community, starting with recommendations listed in the Local Road Safety Plan adopted in January 2022.

Public Works is currently performing a speed limit sign audit to determine which need better visibility, placement, or replacement. Several other improvements will be discussed on a street-by-street basis so the community has a better understanding of what is in progress for the following streets:

City Engineer Josh Wolf participated remotely and provided a brief overview of the project, with photos and examples of current situations, improvements in place, improvements scheduled, and possible solutions:

EDWARDS STREET: Hi-visibility crosswalks with flashing beacons will be installed at Hector and Galindo in Spring 2024, paid for through the Caltrans funded HSIP Program.

FRONTAGE ROAD: Improved pavement markings for vehicles and pedestrians (HSIP, Spring 2024)

VIEW & OCEAN: In the early 2000's the community prioritized safe pedestrian and school route walkability from Main Street to the Harbor. In 2007 those values materialized in reality through two successful grant awards; The Trinidad Gateway Project and the High Risk Rural Roads Program (HR3). HR3 was the driving force that convinced Caltrans to significantly improve pedestrian safety from Frontage Road through Main Street, including the Hwy 101 underpass. Prior to this project, the sidewalks under the freeway consisted of eroded gravel paths and there were no safe landings between on and off-ramps.

Both grant awards also funded the bulb-outs created at the foot of View & Ocean on Main Street, and along Trinity Street between Stagecoach and Parker. The bulb-outs were designed intentionally to slow traffic. The side-effect, however, was that large vehicles and local drivers avoided the School and Beachcomber Café during peak hours by taking the alternate route out of town via View or Ocean, turning then both into arterial streets instead of collectors.

In 2018, at the demand of Ocean Avenue residents the City removed mid-street encroachments that narrowed the traveled path and created the impression of an unsafe condition. Residents also felt that vehicles were parking too far into the travel lane so the City installed a white fog line as a visual reference for parking awareness. Past Councilmember (and licensed surveyor) Jim Baker carefully surveyed and marked the area on Ocean to place the fog line. Subsequently, a few years later the City began receiving complaints that driving speeds had increased.

TRAFFIC ANALYSIS: Cost for a volume and speed survey at 5 locations (Main, View, Ocean, Trinity, Edwards) would result in an understanding of the distribution and vehicle speeds, and would cost \$5k for a 1-day count, or \$10k for a 7-day count. I wouldn't recommend waiting until summer as valid data could be received now, especially during School days.

LOCAL ROAD SAFETY PLAN (LSRP): (Engineering, Enforcement, Education, Emergency Response, and Emerging Technologies). Changing demographics make priorities a moving target. Just prior to the Covid pandemic of 2021, the City held several public meetings soliciting input for local road safety priorities. State transportation programs that feed the City's street maintenance budget have strings attached to ensure the money is being spent lawfully, in accordance with State goals and principals. Suggestions received during that series of meetings held in June and July of 2021 resulted in the development and adoption of the Local Road Safety Plan in January 2022. The plan archived over 40 comments gathered that reflected the community's values at that time.

Simultaneously while the LSRP was being developed, houses were selling and a new demographic of residents including families with children, were moving into View, Underwood, Berry, and Himalaya. Suddenly a renewed focus of school children safety emerged, as parent's awareness of vehicle speed and circulation habits elevated.

LSRP recommended low cost, low impact improvements including adding center and/or edge lines striping on Main, Trinity, Underwood, Parker/East/West, Hector, Edwards, View, and Ocean, along with curve warning signs, Radar Feedback Signs, Bikeway sharrows, and a roundabout at the 101 interchange.

OTHER LOW COST/LOW IMPACT IMPROVEMENTS INCLUDE:

- Pavement markings (Speed limits)
- Advanced speed hump markings (without speed humps installed to draw driver awareness to unique situations such as slowing speeds on Ocean and View Streets).

The question before the Council now is how best to strategize spending of limited resources to reflect these new values in a linear process that syncs previous priorities with new ones. The City has received valuable feedback ranging from optimizing existing speed limit signage, to installing speed humps on View, Underwood, Ocean, and Edwards Streets. A general consensus was reached at the September 12 meeting that data collected on targeted streets would be very useful in determining which should receive immediate attention.

Staff is recommending the Council look at this issue holistically, starting with an understanding that traffic calming measures implemented in 2007 had a notable impact on how Ocean and View Streets evolved from collector streets into arterial streets, carrying a substantial outbound vehicle load during peak travel times.

Council questions included:

Breckenridge: Pleasantly surprised with low cost alternatives suggested. Does a radar feedback sign offer more traffic calming than a painted speed sign. **Wolf** explained that feedback signs are probably more effective.

Tuttle: Edge lines encourage drivers to slow down.

Ladwig: In favor of the 7-day baseline traffic study, this time of year.

City Manager Naffah presented a flyer he received in the mail for solar radar speed signs (pack of 3) that collect traffic data. This might be worth looking into, and provide permanent data solutions.

Kelly: Great idea. Those signs can also be leased, or owned. In support of low cost, low impact solutions. Painting speed limits on the street, and possibly volunteering to do handheld radar speed detector shifts if there isn't a sign that can solve this for us. Long-term solutions could be bulb-outs, but there may not be enough right away or lose parking as a result of that. Rancheria is working on possible improvements to 101 interchange, and Scenic Drive.

West: Can we get used speed humps at a lower cost?

Public comments included:

Elaine Weinreb – Trinidad are resident

How many times would it take a driver to learn that there is a fake speed hump on the street. One time.

Wolf noted they aren't intended to be fake. They are intended to alert drivers that there is something different about this road, and they should be aware there is a speed limit and proceed cautiously. Most engineering solutions cannot force drivers to slow down, but can raise driver awareness.

Patti Fleschner – Trinidad area resident

I don't like any new signs. They clutter up the pretty town. They are an annoyance. People don't pay attention to signs. Without enforcement, why put up more signs?

Aaron Hakenen – Trinidad

Agenda item is taking on a broader scope. LSRP identifies there is an issue. Street painting and better signage are good ideas. I'm sign adverse. Data collecting is the only way you can get real information. Let's not spend money on temporary clutter. Let's borrow a radar feedback trailer if possible.

Ana Davis – Trinidad

I'm in favor of data analysis. Permanent signs are ok too. Data on speed humps goes both ways. It can either raise or decrease speeds. We live in a beautiful town with people more likely wanting to look at oceans and trees, but having speed limits painted on the street would put it in driver's faces. Low-cost, non-permanent solutions with studies in place will help measure the success of solutions implemented.

Council comments included:

Kelly: Council is in favor of low-cost, short-term solutions with data collection. Street painting and sign updating. Radar feedback signs could solve some of the problems.

Ladwig: Low-cost alternatives, including the radar feedback signs, sound very helpful, but also including the City Engineer in the analysis phase. I'll make a motion to collect the data. We can understand the 7-days captured and assume the ebbs and flows during other times of the year.

West: What will Eli's signs do, compared to the City Engineer's proposed traffic analysis. How soon could we get a traffic study going?

Wolf explained that traffic distribution and speeds are what we're looking for. There's no reason to wait for that. The study can be

Kelly: There's more to it than just capturing the data, but the advantage of the smart feedback signs is that the data collection is ongoing. One reason for doing the study is to understand traffic pattern flows and direct/prioritize resources to problem areas.

Tuttle: Neighbors can tell us if there's a problem on the streets. I drive fast on streets and need reminders, like paint striping, to remind me to slow down.

*Motion (Ladwig/Kelly) authorize staff to proceed with the seven-day traffic study recommended by the City Engineer for Main, View, Ocean, Trinity, and Edwards, including Underwood and Frontage. **Passed 3-1-1.***

Tuttle – No. Breckenridge – Abstained.

*Motion (Kelly/Tuttle) to 1) staff to return with radar feedback sign recommendations to help raise driver awareness of speed limits, and 2) authorize staff to install edge line striping, advance speed hump markings as presented in the City Engineer's Example Striping, Markings, & Signs presentation (no bikeway sharrows), and optimize speed limit signs on Ocean and View Streets. **Passed unanimously.***

3. Update/Discussion regarding Public Outreach and Awareness Options for City Leash Laws and various Announcements.

City Clerk Adams explained that at the September meeting, the Council discussed the option of using local radio station airwaves to distribute Public Service Awareness Announcements. Staff was asked to develop the concept further and return in October for a continued discussion. Adams introduced KEKA sales representative Colin Vance who attended to recap the proposal and answer specific questions.

Vance explained the concept, and how other agencies have had success using radio to deliver their messages. Recology, Humboldt County Public Works, and the City of Blue Lake, are a few of their public service clients.

Public comment included:

Ana Davis – Trinidad

Pet ownership comes with an assumption of risk. What messages are we sending to local dog owners? How can we make sure we aren't insinuating that dogs aren't welcome to Trinidad? We might be focusing too much on the "bad apples".

Council comments included:

Ladwig: I'd like to see a proposal that includes the financial details, along with a list of messages the City might use to "fill the donut" format. I would support focusing on the positive and encouraging visitors.

Breckenridge: I'm not even sure where the dog issue fits in anymore, and would like to continue to develop the public awareness campaign and return with the proposal as Ladwig suggested.

Continued to a future meeting.

4. Discussion/Decision regarding Updating Designated Paid Holiday List in Section 7 of the Employee Policy and Procedure Manual.

City Manager Naffah explained that he and Mayor Kelly discussed recent holidays that inspired this topic, and decided to focus now on adopting the day after Thanksgiving as an official City holiday. Taking action now will give employees time to plan their holiday in advance. Most all other cities and the County include this day on their paid holiday list. Considering other holidays for 2024 can happen at a future meeting. Staff will develop a comparative chart and bring the topic back for a future discussion.

There were no public comments.

*Motion (Ladwig/West) to approve the day after Thanksgiving as an official paid City holiday. **Passed unanimously.***

FUTURE AGENDA ITEMS

- Paid Holiday List
- Enforcement of City Laws
- Sales Tax Issue response
- Public Awareness Campaign
- Town Hall Improvements Update

ADJOURNMENT: 8:25pm.

Submitted by:

Gabriel Adams
Trinidad City Clerk

Approved by:

Cheryl Kelly
Mayor



CONSENT AGENDA ITEM 1

SUPPORTING DOCUMENTATION ATTACHED

1. Staff Activity Report – October 2023

Upcoming Holidays:

City Hall offices will be closed for the following days:

- November 23rd and 24th for Thanksgiving and the Friday after Thanksgiving
- December 25th for Christmas
- January 1st for New Year's Day

City Website Update:

The City Website is back after being offline for a few days at the beginning of the month for an update through Civic Plus, the host of our website. Since the website is new, the City welcomes your suggestions of what you would like to see on the website.

Sales Tax:

The City staff has reached out to the California Department that investigates fees to address how the state determines sales tax rates for residents outside the City limits. The City is in dialog with the State and will provide further details when they become available.

Raw Water Storage:

The City of Trinidad sent out 35 letters to property owners with level ground near the water plant. Responses were received from 7 property owners, and site visits are being conducted by City staff along with the City Engineer and Geologist to assess the feasibility and advantages of the sites for raw water storage.

Water Plant Operations:

Phil Godman of Coleman Engineering remains the Chief Plant Operator (CPO) working remotely and on-site for approximately 88-90 hours per month. He oversees operations, reports, vendors, equipment, and training. City staff members Lyle Lowery is preparing to take the T-3 water plant operator exam and Dereck Shadle preparing for the T-2 water plant operator exam. Kyle Shipman is also preparing to take the T-2 water plant operator exam, and Jon Bickley is preparing to take the D-2 water distribution exam.

Racquet Court/Boardwalk:

The California State Parks grant that the City plans to use for some projects has been extended by two years by the State. The City plans to add Pickleball and improve the surface of the Tennis Court, making it a Racquet Court that can be used for either sport. Additionally, the City plans to improve and expand the Boardwalk leading to the Harbor with Concrete boards.

2nd Annual Forest Moon Festival:

The Humboldt-Del Norte Film Commission has announced the dates for next year's 2nd Annual Forest Moon Festival, to be held the weekend of May 31st-June 2nd, 2024. The Film Commission reports "With over 6500 attendees, 22,000 unique website visits, and a social media reach of over 80,000-- not to mention coverage in over a dozen publications ranging from the SF Gate to the NY Times-- the Forest Moon Festival's first year was truly out of this world."

STAFF REPORT SUPPLEMENTAL

Date: Tuesday, November 14, 2023

Background Info: In light of the drought affecting the State, there has been concern among residents regarding how the City of Trinidad is responding to the Governor's Order calling on all Californians to do their part by reducing consumption.

Luffenholtz Creek flow readings are presented to the Council on an as-needed basis - during drought events or when requested. November, December, January, and once again February has delivered abundant amounts of rainfall, providing relief from stress-related drought on the watershed. With this in mind, the focus of these reports (during the wet season) will be to share and put into perspective how Trinidad's water consumption metrics compare to those of recent years.

The amounts represent the total water sold, captured by 325 customer meters, measured in cubic feet (7.48 gallons = 1 cubic foot).

July 2019	282,552 cuft	January 2019	151,049
July 2020	275,612	January 2020	199,348
July 2021	251,168	January 2021	161,379
July 2022	198,081	January 2022	189,201
July 2023	223,806 (16.37% Water Loss)	January 2023	154,543
August 2019	307,500	February 2019	166,565
August 2020	273,992	February 2020	155,015
August 2021	269,771	February 2021	178,545
August 2022	227,681	February 2022	154,634
August 2023	265,808 (17.03% Water Loss)	February 2023	136,626
September 2019	238,316	March 2019	144,604
September 2020	302,614	March 2020	164,854
September 2021	227,831	March 2021	187,607
September 2022	216,470	March 2022	184,103
September 2023	200,348 (15.99% Water Loss)	March 2023	152,813 (21.58 Water Loss)
October 2019	188,075	April 2019	160,185
October 2020	230,430	April 2020	199,450
October 2021	203,176	April 2021	192,287
October 2022	180,065	April 2022	173,115
October 2023	188,335 (22.08% Water Loss)	April 2023	145,504 (20.19 Water Loss)
November 2019	211,649	May 2019	236,444
November 2020	198,813	May 2020	183,368
November 2021	204,438	May 2021	242,529
November 2022	169,144	May 2022	154,634
		May 2023	211,380 (23.13 Water Loss)
December 2019	201,305	June 2019	219,764
December 2020	185,860	June 2020	240,055
December 2021	201,160	June 2021	269,087
December 2022	170,419	June 2022	233,692
		June 2023	209,366 (13.63% Water Loss)

Water sold in October decreased 6% from September, and is within the lower-range of use over the 5-year period covered. We will continue to monitor consumption each month and report this information (along with summary trends and analysis) to the Council for review, comparison, and questions at each meeting.



CONSENT AGENDA ITEM 2

SUPPORTING DOCUMENTATION ATTACHED

2. Financial Statements – September 2023

City of Trinidad
Statement of Revenues and Expenditures - GF Revenue
From 9/1/2023 Through 9/30/2023

	Current Month	Year to Date	Total Budget - Original	% of Budget
Revenue				
41010	0.00	0.00	100,000.00	100.00)%
41020	0.00	0.00	3,800.00	100.00)%
41040	0.00	0.00	25.00	100.00)%
41050	0.00	0.00	1,300.00	100.00)%
41060	0.00	0.00	200.00	100.00)%
41070	0.00	0.00	500.00	100.00)%
41110	0.00	0.00	1,300.00	100.00)%
41130	0.00	0.00	1,900.00	100.00)%
41140	0.00	0.00	4,500.00	100.00)%
41220	0.00	0.00	28,500.00	100.00)%
42000	33,704.26	33,704.26	350,000.00	(90.37)%
43000	0.00	30,891.10	150,000.00	(79.41)%
46000	0.00	0.00	10,000.00	100.00)%
47310	0.00	0.00	300.00	100.00)%
53010	0.00	0.00	50.00	100.00)%
53020	648.36	687.64	15,300.00	(95.51)%
53090	1,000.00	900.00	9,000.00	(90.00)%
54020	6,497.44	7,259.40	20,000.00	(63.70)%
54050	478.52	1,680.08	15,000.00	(88.80)%
54100	65.00	190.00	300.00	(36.67)%
54150	110.00	210.00	8,000.00	(97.38)%
54170	0.00	0.00	9,600.00	100.00)%
54300	0.00	0.00	400.00	100.00)%
56500	0.00	0.00	5,125.00	100.00)%
56550	0.00	0.00	13,500.00	100.00)%
56650	0.00	1,283.63	7,000.00	(81.66)%
56700	535.00	1,540.00	6,000.00	(74.33)%
Total Revenue	43,038.58	78,346.11	761,600.00	(89.71)%

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
201 - GFAdmin
From 9/1/2023 Through 9/30/2023

		Current Month	Year to Date	Total Budget - Original	% of Budget
	Expense				
60900	HONORARIUMS	250.00	750.00	3,000.00	75.00%
61000	EMPLOYEE GROSS WAGE	11,915.43	33,150.70	148,820.00	77.72%
61470	FRINGE BENEFITS	853.86	2,561.59	2,160.00	(18.59)%
65100	DEFERRED RETIREMENT	1,122.37	3,096.51	17,858.00	82.66%
65200	MEDICAL INSURANCE AND EXPENSE	1,355.99	4,067.97	24,504.00	83.40%
65250	Health Savings Program	21.00	35.00	1,015.00	96.55%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	4,947.00	100.00%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	203.10	613.74	750.00	18.17%
65600	PAYROLL TAX	1,056.70	2,952.22	12,751.00	76.85%
65800	Grant Payroll Allocation	(3,120.81)	(6,199.66)	(26,000.00)	76.16%
68090	CRIME BOND	0.00	1,121.50	1,115.00	(0.58)%
68200	INSURANCE - LIABILITY	0.00	23,501.40	20,800.00	(12.99)%
68300	PROPERTY & CASUALTY	0.00	8,008.65	6,000.00	(33.48)%
71110	ATTORNEY-ADMINISTRATIVE TASKS	1,941.50	3,350.00	40,000.00	91.63%
71130	ATTORNEY-LITIGATION	300.00	1,378.50	10,000.00	86.22%
71310	CITY PLANNER-ADMIN. TASKS	159.00	12,364.26	80,000.00	84.54%
71410	BLDG INSPECTOR-ADMIN TASKS	1,715.00	8,761.23	25,000.00	64.96%
71510	ACCOUNTANT-ADMIN TASKS	1,573.72	4,030.36	17,000.00	76.29%
71620	AUDITOR-FINANCIAL REPORTS	0.00	0.00	17,500.00	100.00%
72000	CHAMBER OF COMMERCE	0.00	0.00	15,000.00	100.00%
74110	GRANT EXPENSE	0.00	0.00	3,800.00	100.00%
75110	FINANCIAL ADVISOR/TECH SUPPORT	3,519.00	4,552.25	6,000.00	24.13%
75160	LIBRARY RENT & LOCAL CONTRIB.	0.00	500.00	2,000.00	75.00%
75170	RENT	750.00	2,250.00	9,000.00	75.00%
75180	UTILITIES	1,483.06	3,771.25	15,000.00	74.86%
75190	DUES & MEMBERSHIP	35.00	35.00	1,500.00	97.67%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	499.58	3,500.00	85.73%
75220	OFFICE SUPPLIES & EXPENSE	638.80	1,292.08	5,000.00	74.16%
75240	BANK CHARGES	0.00	171.00	100.00	(71.00)%
75280	TRAINING / EDUCATION	0.00	0.00	200.00	100.00%
75300	CONTRACTED SERVICES	0.00	0.00	500.00	100.00%
75990	MISCELLANEOUS EXPENSE	0.00	0.00	500.00	100.00%
76110	TELEPHONE	576.58	1,740.46	6,000.00	70.99%
76130	CABLE & INTERNET SERVICE	141.19	430.09	3,000.00	85.66%
76150	TRAVEL	231.00	231.00	3,000.00	92.30%
78120	STREET LIGHTING	26.30	26.30	0.00	0.00%
78170	SECURITY SYSTEM	0.00	76.50	500.00	84.70%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	500.00	100.00%
89500	Penalties - Non-Deductible	100.20	100.20	0.00	0.00%
	Total Expense	26,847.99	119,219.68	482,320.00	75.28%

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
301 - Police
From 9/1/2023 Through 9/30/2023

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
	Expense				
61000	EMPLOYEE GROSS WAGE	833.44	2,285.86	10,425.00	78.07%
61470	FRINGE BENEFITS	69.24	207.72	480.00	56.73%
65100	DEFERRED RETIREMENT	107.20	296.16	1,251.00	76.33%
65200	MEDICAL INSURANCE AND EXPENSE	0.00	0.00	319.00	100.00%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	347.00	100.00%
65600	PAYROLL TAX	76.55	211.48	893.00	76.32%
75170	RENT	750.00	2,250.00	9,000.00	75.00%
75180	UTILITIES	290.00	647.86	2,750.00	76.44%
75300	CONTRACTED SERVICES	0.00	0.00	117,000.00	100.00%
75350	ANIMAL CONTROL	0.00	453.00	6,800.00	93.34%
76130	CABLE & INTERNET SERVICE	88.19	271.09	0.00	0.00%
78170	SECURITY SYSTEM	76.50	153.00	600.00	74.50%
	Total Expense	<u>2,291.12</u>	<u>6,776.17</u>	<u>149,865.00</u>	<u>95.48%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
401 - Fire
From 9/1/2023 Through 9/30/2023

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
	Expense				
60900	HONORARIUMS	150.00	450.00	2,400.00	81.25%
75180	UTILITIES	9.86	133.41	1,150.00	88.40%
75190	DUES & MEMBERSHIP	0.00	0.00	350.00	100.00%
75280	TRAINING / EDUCATION	0.00	0.00	500.00	100.00%
75300	CONTRACTED SERVICES	0.00	0.00	35,000.00	100.00%
76110	TELEPHONE	95.89	226.10	1,300.00	82.61%
76140	RADIO & DISPATCH	0.00	0.00	1,800.00	100.00%
78140	VEHICLE FUEL & OIL	0.00	0.00	350.00	100.00%
78150	VEHICLE REPAIRS	0.00	0.00	2,500.00	100.00%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	3,000.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	24.77	5,000.00	99.50%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	1,000.00	100.00%
	Total Expense	<u>255.75</u>	<u>834.28</u>	<u>54,350.00</u>	<u>98.46%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
501 - PW (Public Works)
From 9/1/2023 Through 9/30/2023

		Current Month	Year to Date	Total Budget - Original	% of Budget
	Expense				
61000	EMPLOYEE GROSS WAGE	11,978.17	33,497.44	134,860.00	75.16%
61250	OVERTIME	0.00	0.00	500.00	100.00%
61470	FRINGE BENEFITS	46.16	138.44	240.00	42.32%
65100	DEFERRED RETIREMENT	717.07	2,000.04	12,289.00	83.72%
65200	MEDICAL INSURANCE AND EXPENSE	2,219.68	6,659.04	26,866.00	75.21%
65250	Health Savings Program	49.25	77.75	1,330.00	94.15%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	4,483.00	100.00%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	0.00	0.00	100.00	100.00%
65600	PAYROLL TAX	945.94	2,652.72	11,257.00	76.43%
65800	Grant Payroll Allocation	(8,724.00)	(22,651.38)	(95,000.00)	76.16%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	4,514.45	15,000.00	69.90%
75190	DUES & MEMBERSHIP	0.00	88.81	0.00	0.00%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	0.00	3,600.00	100.00%
75300	CONTRACTED SERVICES	1,840.81	13,231.19	5,000.00	(164.62)%
75370	UNIFORMS/PERSONAL EQUIP.	676.60	676.60	1,000.00	32.34%
75990	MISCELLANEOUS EXPENSE	0.00	600.00	0.00	0.00%
76110	TELEPHONE	0.00	123.47	0.00	0.00%
78100	STREET MAINT/REPAIR/SANITATION	1,226.60	1,267.48	5,000.00	74.65%
78120	STREET LIGHTING	420.09	1,294.45	5,000.00	74.11%
78130	TRAIL MAINTENANCE	0.00	6,630.36	10,000.00	33.70%
78140	VEHICLE FUEL & OIL	640.63	1,857.46	4,000.00	53.56%
78150	VEHICLE REPAIRS	207.65	778.78	2,500.00	68.85%
78160	BUILDING REPAIRS & MAINTENANCE	25.00	304.14	14,000.00	97.83%
78190	MATERIALS, SUPPLIES & EQUIPMEN	859.67	2,559.33	5,000.00	48.81%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	285.63	2,500.00	88.57%
	Total Expense	13,129.32	56,586.20	169,525.00	66.62%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
204 - IWM
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
56150	FRANCHISE FEES	3,348.95	4,059.83	11,000.00	(63.09)%
	Total Revenue	3,348.95	4,059.83	11,000.00	(63.09)%
	Expense				
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	1,800.00	100.00%
	Total Expense	0.00	0.00	1,800.00	100.00%
	Net Income	3,348.95	4,059.83	9,200.00	(55.87)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
213 - SB2 Planning Grant
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	356.63	814.65	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	7,525.41	0.00	0.00%
	Total Expense	356.63	8,340.06	0.00	0.00%
	Net Income	(356.63)	(8,340.06)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
214 - HCD LEAP Grant
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	1,807.04	2,095.68	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	11,663.05	0.00	0.00%
	Total Expense	1,807.04	13,758.73	0.00	0.00%
	Net Income	(1,807.04)	(13,758.73)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
215 - LCP Update Grant #3
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	379.32	1,279.56	0.00	0.00%
75300	CONTRACTED SERVICES	543.75	543.75	0.00	0.00%
	Total Expense	923.07	1,823.31	0.00	0.00%
	Net Income	(923.07)	(1,823.31)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
216 - CalRecycle SB 1383 Assistance Grant
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	444.86	1,572.19	0.00	0.00%
	Total Expense	444.86	1,572.19	0.00	0.00%
	Net Income	(444.86)	(1,572.19)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
217 - REAP Housing Grant HCAOG
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	132.97	437.62	0.00	0.00%
	Total Expense	132.97	437.62	0.00	0.00%
	Net Income	(132.97)	(437.62)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
303 - COPS Program
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
46000	GRANT INCOME	0.00	0.00	150,000.00	(100.00)%
	Total Revenue	0.00	0.00	150,000.00	(100.00)%
	Expense				
75300	CONTRACTED SERVICES	0.00	56,542.00	267,000.00	78.82%
	Total Expense	0.00	56,542.00	267,000.00	78.82%
	Net Income	0.00	(56,542.00)	(117,000.00)	(51.67)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
503 - State Gas Tax
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
46000	GRANT INCOME	0.00	0.00	15,000.00	(100.00)%
47030	GAS TAX REVENUE (2103)	0.00	584.82	0.00	0.00%
47050	GAS TAX REVENUE (2105)	0.00	297.98	0.00	0.00%
47060	GAS TAX REVENUE (2106)	0.00	1,001.92	0.00	0.00%
47070	GAS TAX REVENUE (2107)	0.00	415.96	0.00	0.00%
47075	GAS TAX REVENUE (2107.5)	0.00	1,000.00	0.00	0.00%
	Total Revenue	0.00	3,300.68	15,000.00	(78.00)%
	Expense				
75250	TRANSIT SERVICES- HTA	0.00	5,529.00	0.00	0.00%
	Total Expense	0.00	5,529.00	0.00	0.00%
	Net Income	0.00	(2,228.32)	15,000.00	(114.86)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
504 - TDA - Transporation Development Agency
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
46000	GRANT INCOME	5,218.00	5,218.00	14,500.00	(64.01)%
	Total Revenue	5,218.00	5,218.00	14,500.00	(64.01)%
	Expense				
60000	INTERDEPARTMENTAL TRANSFER EXP	0.00	0.00	8,500.00	100.00%
75250	TRANSIT SERVICES- HTA	0.00	0.00	5,500.00	100.00%
	Total Expense	0.00	0.00	14,000.00	100.00%
	Net Income	5,218.00	5,218.00	500.00	943.60%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
518 - OWTS - Onsite Wastewater Treatment System
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
54020	PLANNER- APPLICATION PROCESSIN	840.00	1,715.00	0.00	0.00%
54050	BLDG.INSP-APPLICATION PROCESSI	0.00	(200.00)	0.00	0.00%
	Total Revenue	840.00	1,515.00	0.00	0.00%
	Expense				
71310	CITY PLANNER-ADMIN. TASKS	0.00	3,754.43	0.00	0.00%
	Total Expense	0.00	3,754.43	0.00	0.00%
	Net Income	840.00	(2,239.43)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
528 - Prop 84 Storm Water Grant Project
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	5,396.13	11,958.65	0.00	0.00%
75300	CONTRACTED SERVICES	28,826.54	39,953.10	0.00	0.00%
	Total Expense	34,222.67	51,911.75	0.00	0.00%
	Net Income	(34,222.67)	(51,911.75)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
529 - RMRA - Road Maintenance & Rehabilitation
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
47005	RMRA (SB1)	645.52	645.52	0.00	0.00%
	Total Revenue	645.52	645.52	0.00	0.00%
	Net Income	645.52	645.52	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
531 - OPC Coastal Resilience
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	2,007.55	7,779.53	0.00	0.00%
75300	CONTRACTED SERVICES	21,681.79	43,647.29	0.00	0.00%
	Total Expense	23,689.34	51,426.82	0.00	0.00%
	Net Income	(23,689.34)	(51,426.82)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
532 - HSIP Street Improvements DOT
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	577.68	1,378.22	0.00	0.00%
	Total Expense	577.68	1,378.22	0.00	0.00%
	Net Income	(577.68)	(1,378.22)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
533 - OGALS Per Capita
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	545.93	1,174.29	0.00	0.00%
	Total Expense	545.93	1,174.29	0.00	0.00%
	Net Income	(545.93)	(1,174.29)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
534 - STIP Trinity St Road Rehab
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	196.70	360.63	0.00	0.00%
75300	CONTRACTED SERVICES	5,223.17	13,595.36	0.00	0.00%
	Total Expense	5,419.87	13,955.99	0.00	0.00%
	Net Income	(5,419.87)	(13,955.99)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
601 - Water
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue					
53020	INTEREST INCOME	0.00	0.00	12,000.00	(100.00)%
53090	OTHER MISCELLANEOUS INCOME	0.00	0.00	1,000.00	(100.00)%
57100	WATER SALES	29,094.27	82,768.81	355,000.00	(76.68)%
57500	WATER A/R PENALTIES	2,595.10	(3,317.95)	10,000.00	(133.18)%
	Total Revenue	31,689.37	79,450.86	378,000.00	(78.98)%
Expense					
61000	EMPLOYEE GROSS WAGE	17,087.42	44,321.37	230,894.00	80.80%
61470	FRINGE BENEFITS	369.22	1,107.68	1,920.00	42.31%
65100	DEFERRED RETIREMENT	1,048.18	2,873.36	14,915.00	80.74%
65200	MEDICAL INSURANCE AND EXPENSE	1,785.74	5,357.22	24,507.00	78.14%
65250	Health Savings Program	31.00	51.00	1,015.00	94.98%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	7,675.00	100.00%
65600	PAYROLL TAX	1,430.98	3,731.89	18,804.00	80.15%
65800	Grant Payroll Allocation	(6,448.84)	(12,385.16)	(38,000.00)	67.41%
68090	CRIME BOND	0.00	603.89	600.00	(0.65)%
68200	INSURANCE - LIABILITY	0.00	12,654.60	10,632.00	(19.02)%
68300	PROPERTY & CASUALTY	0.00	4,312.35	3,000.00	(43.74)%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	500.00	100.00%
71210	CITY ENGINEER-ADMIN. TASKS	1,585.50	1,585.50	3,500.00	54.70%
71230	ENGINEER-SPECIAL PROJECTS	0.00	0.00	5,000.00	100.00%
71310	CITY PLANNER-ADMIN. TASKS	0.00	1,022.45	5,000.00	79.55%
71510	ACCOUNTANT-ADMIN TASKS	847.38	2,170.19	9,000.00	75.89%
71620	AUDITOR-FINANCIAL REPORTS	0.00	0.00	10,000.00	100.00%
72100	BAD DEBTS	0.00	0.00	100.00	100.00%
75110	FINANCIAL ADVISOR/TECH SUPPORT	240.00	240.00	0.00	0.00%
75180	UTILITIES	2,083.06	6,455.05	20,000.00	67.72%
75190	DUES & MEMBERSHIP	0.00	601.00	950.00	36.74%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	0.00	250.00	100.00%
75220	OFFICE SUPPLIES & EXPENSE	0.00	524.16	5,000.00	89.52%
75240	BANK CHARGES	0.00	10.00	100.00	90.00%
75280	TRAINING / EDUCATION	0.00	0.00	500.00	100.00%
75300	CONTRACTED SERVICES	23,844.40	46,608.62	261,000.00	82.14%
76110	TELEPHONE	333.69	1,113.21	1,800.00	38.16%
76130	CABLE & INTERNET SERVICE	61.95	185.85	750.00	75.22%
76160	LICENSES & FEES	0.00	0.00	5,000.00	100.00%
78140	VEHICLE FUEL & OIL	257.99	3,313.05	5,800.00	42.88%
78150	VEHICLE REPAIRS	0.00	0.00	2,500.00	100.00%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	2,500.00	100.00%
78170	SECURITY SYSTEM	0.00	91.50	500.00	81.70%
78190	MATERIALS, SUPPLIES & EQUIPMEN	767.67	1,665.99	3,000.00	44.47%
78200	EQUIPMENT REPAIRS & MAINTENANC	3,196.32	4,362.68	7,500.00	41.83%
79100	WATER LAB FEES	705.00	2,030.00	6,500.00	68.77%
79120	WATER PLANT CHEMICALS	1,520.78	2,690.78	9,000.00	70.10%
79150	WATER LINE REPAIR	3,575.59	7,318.24	25,000.00	70.73%
79160	WATER PLANT REPAIR	0.00	0.00	3,000.00	100.00%
	Total Expense	54,323.03	144,616.47	669,712.00	78.41%
	Net Income	(22,633.66)	(65,165.61)	(291,712.00)	(77.66)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
606 - Drought Relief Tank & Pipelines
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	2,894.26	6,573.53	0.00	0.00%
75300	CONTRACTED SERVICES	22,623.50	53,584.75	0.00	0.00%
	Total Expense	25,517.76	60,158.28	0.00	0.00%
	Net Income	(25,517.76)	(60,158.28)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
607 - Interie & Tank Projects DWR Grant
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	3,554.58	5,811.64	0.00	0.00%
	Total Expense	3,554.58	5,811.64	0.00	0.00%
	Net Income	(3,554.58)	(5,811.64)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
701 - Cemetery
From 9/1/2023 Through 9/30/2023

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
58100	CEMETERY PLOT SALES	10,330.00	11,740.00	15,000.00	(21.73)%
	Total Revenue	10,330.00	11,740.00	15,000.00	(21.73)%
	Expense				
61000	EMPLOYEE GROSS WAGE	918.15	2,523.15	11,627.00	78.30%
61470	FRINGE BENEFITS	46.16	138.48	0.00	0.00%
65100	DEFERRED RETIREMENT	65.40	179.84	1,395.00	87.11%
65200	MEDICAL INSURANCE AND EXPENSE	177.31	531.93	2,748.00	80.64%
65250	Health Savings Program	1.25	3.75	140.00	97.32%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	386.00	100.00%
65600	PAYROLL TAX	78.48	216.57	996.00	78.26%
75180	UTILITIES	45.23	135.69	493.00	72.48%
75300	CONTRACTED SERVICES	0.00	0.00	3,000.00	100.00%
78170	SECURITY SYSTEM	0.00	126.00	500.00	74.80%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	500.00	100.00%
	Total Expense	1,331.98	3,855.41	21,785.00	82.30%
	Net Income	8,998.02	7,884.59	(6,785.00)	(216.21)%



CONSENT AGENDA ITEM 3

SUPPORTING DOCUMENTATION ATTACHED

3. Law Enforcement Report – October 2023.

**HUMBOLDT COUNTY SHERIFF'S OFFICE**

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Incident Search Results
City is trinidad or trin, Date Between 10/2/2023 and 10/8/2023

10/11/2023

Date	Inc #	Type	Time	Location	Dispositio
10/02/2023	2310020065	DUI	10:27:50	389 MAIN ST	Gone On Arrival
10/02/2023	2310020110	XFER	14:04:09	15 VIEW AVE	Xfer to Medical
10/02/2023	2310020118	CWS	14:57:03	290 6TH AVE	Report Taken
10/02/2023	2310020128	DUI	15:22:27	MAIN ST	Gone On Arrival
10/02/2023	2310020154	WELF	17:49:15	528 PACIFIC CT	Public Assist
10/03/2023	2310030012	XFER	06:52:41	HIGHWAY 101 OVERPASS/6TH	Xfer to CHP
10/03/2023	2310030040	DISP	09:20:36	1076 8TH AVE	Cad Documentation Only
10/03/2023	2310030106	ANIMAL	14:41:02	STAGECOACH RD/PATRICKS P	Cancel Per Rp
10/03/2023	2310030157	TPAT	20:05:44	MAIN ST/VIEW AVE	No Report
10/04/2023	2310040011	911C	06:01:24	333 QUARRY RD	Cad Documentation Only
10/04/2023	2310040086	ASSISTP	13:05:01	400 PATRICKS POINT DR	Pending Recontact From Rp
10/04/2023	2310040115	911C	14:26:48	510 BIG LAGOON PARK RD	Cad Documentation Only
10/04/2023	2310040141	ANIMAL	15:57:03	8TH AVE/KINGDOM RD	Cad Documentation Only
10/04/2023	2310040176	XFER	19:44:27	725 N WESTHAVEN DR	Xfer to CHP
10/04/2023	2310040177	XFER	19:44:48	OX LN	Xfer to CHP
10/04/2023	2310040178	XFER	19:56:04	725 N WESTHAVEN DR	Duplicate Call
10/04/2023	2310040188	911H	20:49:59	MAIN ST/OCEAN AVE	Billable Alarm
10/05/2023	2310050015	33X	05:50:45	359 MAIN ST	Billable Alarm
10/05/2023	2310050045	PROB	10:27:25	806 WESTHAVEN DR	Cad Documentation Only
10/05/2023	2310050071	INFO	12:32:36	SCENIC DR/MAIN ST	Cad Documentation Only
10/05/2023	2310050181	415FAM	22:24:23	115 FRONTAGE RD	Merged Cfs
10/05/2023	2310050182	415W	22:24:28	115 FRONTAGE RD	Not as Reported
10/06/2023	2310060025	ANIMAL	07:30:10	389 MAIN ST	Public Assist
10/06/2023	2310060052	911C	10:58:35	A LINE RD	Pending Recontact From Rp
10/06/2023	2310060067	ANIMAL	12:59:05	543 OCEAN AVE	Warned
10/07/2023	2310070117	911M	20:38:16	125 STUMPTOWN RD	Accidental Dial
10/08/2023	2310080062	XFER	14:29:42	1639 SCENIC DR	Xfer to Medical
10/08/2023	2310080063	911C	14:31:09	1639 SCENIC DR	Cad Documentation Only
10/08/2023	2310080066	33X	14:42:28	1277 STAGECOACH RD	Billable Alarm
10/08/2023	2310080126	XFER	21:13:32	693 SEASIDE LN	Xfer to Fire

**HUMBOLDT COUNTY SHERIFF'S OFFICE**

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Incident Search Results
City is trinidad or trin, Date Between 10/9/2023 and 10/15/2023

10/16/2023

Date	Inc #	Type	Time	Location	Dispositio
10/09/2023	2310090077	XFER	13:30:19	3452 PATRICKS POINT DR	Xfer to Fire
10/09/2023	2310090078	XFER	13:31:41	3443 PATRICKS POINT DR	Xfer to Fire
10/09/2023	2310090162	XFER	23:08:42	80 SEADRIFT LN	Xfer to Medical
10/09/2023	2310090167	CWS	23:59:46	115 FRONTAGE RD	Previously Investigated
10/10/2023	2310100090	ASSISTA	13:08:51	US HWY 101/KANE RD	Agency Assist
10/10/2023	2310100111	TA	14:56:26	101 MAIN ST	No Report
10/11/2023	2310110084	911M	13:39:30	3443 PATRICKS POINT DR	Accidental Dial
10/11/2023	2310110109	911H	15:15:30	37 LUFFENHOLTZ RD	Cad Documentation Only
10/11/2023	2310110110	XFER	15:17:05	37 LUFFENHOLTZ RD	Xfer to Medical
10/11/2023	2310110114	XFER	15:31:29	37 LUFFENHOLTZ RD	Xfer to Medical
10/11/2023	2310110131	911M	18:22:51	1141 S WESTHAVEN DR	Cad Documentation Only
10/12/2023	2310120083	TPAT	10:58:59	MAIN ST/VIEW AVE	Quiet on Arrival or Departur
10/12/2023	2310120110	FU	13:08:50	562 WEST ST	Pending Recontact From Rp
10/13/2023	2310130011	XFER	05:15:22	101 MAIN ST	Xfer to Fire
10/13/2023	2310130015	WELF	06:35:48	311 TRINITY ST	Not as Reported
10/13/2023	2310130017	UNW	07:03:26	380 JANIS CT	Unable to Locate
10/13/2023	2310130026	XFER	07:55:56	HIGHWAY 101 OFF RAMP/WES	Xfer to CHP
10/13/2023	2310130062	TPAT	11:03:13	TRINIDAD TRAIL HEAD/LIGH	Cad Documentation Only
10/14/2023	2310140019	911C	07:34:17	15336 US HWY 101	Xfer to CHP
10/14/2023	2310140057	911C	12:04:38	CLAM BEACH DR	Accidental Dial
10/14/2023	2310140060	911C	12:10:35	CLAM BEACH DR	Accidental Dial
10/14/2023	2310140118	TRF	19:38:11	WESTHAVEN DR/STATE HWY	lWarned
10/15/2023	2310150002	XFER	00:27:57	199 N WESTHAVEN DR	Xfer to Medical
10/15/2023	2310150004	XFER	00:31:00	199 N WESTHAVEN DR	Xfer to Medical
10/15/2023	2310150077	911C	13:36:30	US HWY 101 OFF RAMP/PATR	Cad Documentation Only
10/15/2023	2310150115	PC	19:10:08	990 SCENIC DR	Unable to Locate



HUMBOLDT COUNTY SHERIFF'S OFFICE

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Incident Search Results
City is trinidad or trin, Date Between 10/16/2023 and 10/22/2023

10/23/2023

Date	Inc #	Type	Time	Location	Dispositio
10/16/2023	2310160077	VEHI	12:09:22	27 SCENIC DR	Cited
10/17/2023	2310170038	TPAT	07:37:54	MAIN ST/VIEW AVE	Cad Documentation Only
10/17/2023	2310170070	594	10:01:27	1 BAY ST	Report Taken
10/17/2023	2310170133	ASSISTP	15:22:36	OCEAN AVE/MAIN ST	Civil Problem
10/17/2023	2310170152	XFER	16:39:53	1076 GATES	Xfer to Medical
10/17/2023	2310170179	UNW	19:51:29	27 SCENIC DR	Cancel Per Rp
10/17/2023	2310170194	UNW	21:36:51	27 SCENIC DR	Cancel Per Rp
10/18/2023	2310180021	TPAT	06:26:19	MAIN ST/VIEW AVE	No Report
10/18/2023	2310180088	DISP	12:12:35	607 PARKER ST	Cad Documentation Only
10/18/2023	2310180140	CAMP	16:10:54	389 MAIN ST	No Report
10/18/2023	2310180179	TRF	19:10:42	US HWY 101/TRINIDAD EXIT	Warned
10/19/2023	2310190019	PC	04:46:50	265 LANGFORD RD	Public Assist
10/19/2023	2310190047	CAMP	09:22:15	380 JANIS CT	Not as Reported
10/19/2023	2310190050	XFER	09:41:13	1167 N WESTHAVEN DR	Xfer to Fire
10/19/2023	2310190150	ASSISTP	16:37:40	122 MOONSTONE BEACH RD	No Report
10/19/2023	2310190160	XFER	17:52:05	576 PACIFIC CT	Xfer to Medical
10/20/2023	2310200116	PROB	13:32:02	551 2ND AVE	Cad Documentation Only
10/20/2023	2310200218	ASSISTA	23:30:41	4150 PATRICKS POINT DR	Agency Assist
10/21/2023	2310210080	VEHI	16:04:45	SCENIC DR/LANGFORD RD	Unoccupied
10/21/2023	2310210100	33P	18:28:11	1650 KANE RIDGE RD	Negative Contact Made
10/21/2023	2310210110	SHOTSH	19:59:12	785 UNDERWOOD DR	Quiet on Arrival or Departur
10/21/2023	2310210111	FWKS	20:04:38	740 EDWARDS ST	Quiet on Arrival or Departur
10/21/2023	2310210117	XFER	20:28:05	US HWY 101/BIG LAGOON PA	Xfer to CHP
10/22/2023	2310220095	XFER	12:39:35	636 PATRICKS POINT DR	Xfer to Fire
10/22/2023	2310220108	XFER	13:29:32	101 WESTGATE DR	Xfer to Medical

**HUMBOLDT COUNTY SHERIFF'S OFFICE**

Page 1

Incident Search Results

City is trinidad or trin, Date Between 10/23/2023 and 10/29/2023

10/30/2023

Date	Inc #	Type	Time	Location	Dispositio
10/23/2023	2310230031	XFER	08:44:05	1 BAKER RANCH RD	Xfer to Fire
10/23/2023	2310230066	PC	11:03:58	199 N WESTHAVEN DR	Public Assist
10/24/2023	2310240068	XFER	11:29:56	27 SCENIC DR	Xfer to Medical
10/24/2023	2310240084	ANIMAL	13:02:42	1053 8TH AVE	Report Taken
10/24/2023	2310240145	PC	18:47:08	389 MAIN ST	Unable to Locate
10/24/2023	2310240151	602	19:22:18	1076 8TH AVE	Public Assist
10/24/2023	2310240153	911C	19:33:54	333 QUARRY RD	Cad Documentation Only
10/26/2023	2310260140	ASSISTP	14:11:43	1076 8TH AVE	Public Assist
10/26/2023	2310260163	FU	16:04:33	1073 8TH AVE	Admonished
10/27/2023	2310270010	415MW	01:54:08	27 SCENIC DR	Cancel Per Rp
10/27/2023	2310270046	UNW	09:23:16	SCENIC DR	Advised to Move Along
10/27/2023	2310270071	AVA	10:57:05	1639 SCENIC DR	No Report
10/27/2023	2310270116	ANIMAL	15:07:08	1076 8TH AVE	Cad Documentation Only
10/28/2023	2310280006	UNW	00:27:33	1076 8TH AVE	Good Service
10/28/2023	2310280009	FU	01:04:41	1076 8TH AVE	Cad Documentation Only
10/28/2023	2310280010	STANDBY	01:07:28	1076 8TH AVE	Duplicate Call
10/28/2023	2310280031	5150	08:18:24	27 SCENIC DR	No Report
10/28/2023	2310280073	XFER	14:40:27	HIGHWAY 101 ON RAMP/CLAMX	Xfer to CHP
10/28/2023	2310280101	XFER	18:02:15	LIGHTHOUSE RD/BAY ST	Xfer to Medical
10/28/2023	2310280108	XFER	19:14:58	US HWY 101	Xfer to CHP
10/28/2023	2310280114	XFER	19:49:30	US HWY 101/PATRICKS POIN	Xfer to CHP
10/28/2023	2310280130	PC	20:52:32	27 SCENIC DR	Cad Documentation Only
10/28/2023	2310280143	415N	22:04:22	806 EDWARDS ST	Quiet on Arrival or Departur
10/29/2023	2310290029	TPAT	06:42:45	MAIN ST/VIEW AVE	Quiet on Arrival or Departur
10/29/2023	2310290040	911C	08:33:59	1860 PATRICKS POINT DR	Pending Recontact From Rp
10/29/2023	2310290085	XFER	15:54:54	HIGHWAY 101 OFF RAMP/WES	Xfer to CHP
10/29/2023	2310290086	XFER	16:07:45	HIGHWAY 101 OFF RAMP/WES	Xfer to CHP
10/29/2023	2310290118	SHOTSH	21:28:54	692 UNDERWOOD DR	Quiet on Arrival or Departur
10/29/2023	2310290129	SUSPP	23:26:08	199 N WESTHAVEN DR	Unable to Locate
10/29/2023	2310290130	VEHI	23:50:06	27 SCENIC DR	Field Interview

**HUMBOLDT COUNTY SHERIFF'S OFFICE**

Page 1

Incident Search Results
City is trinidad or trin, Date Between 10/30/2023 and 11/5/2023

11/06/2023

Date	Inc #	Type	Time	Location	Dispositio
10/30/2023	2310300070	ASSISTP	12:18:27	27 SCENIC DR	Public Assist
10/31/2023	2310310086	TRF	12:55:51	HIGHWAY 101 OFF RAMP/WES	Warned
10/31/2023	2310310091	PED	13:34:17	101 MAIN ST	Field Interview
10/31/2023	2310310156	911C	21:00:17	971 8TH AVE	Accidental Dial
11/01/2023	2311010012	XFER	02:57:59	430 MAIN ST	Xfer to Medical
11/01/2023	2311010025	459R	06:05:05	101 MAIN ST	Report Taken
11/01/2023	2311010121	488	16:07:45	199 N WESTHAVEN DR	Pending Recontact From Rp
11/01/2023	2311010132	INV	17:53:21	LIGHTHOUSE RD/BAY ST	Report Taken
11/01/2023	2311010161	XFER	19:30:31	ANDERSON LN	Xfer to Fire
11/02/2023	2311020045	PROB	09:59:32	806 N WESTHAVEN DR	Cad Documentation Only
11/02/2023	2311020138	XFER	17:28:14	15 BERRY RD	Xfer to Medical
11/03/2023	2311030004	XFER	00:23:39	1895 PATRICKS POINT DR	Xfer to Medical
11/03/2023	2311030065	WELF	10:10:14	3415 PATRICKS POINT DR	Public Assist
11/03/2023	2311030072	INV	10:43:39	3415 PATRICKS POINT DR	Merged Cfs
11/03/2023	2311030093	XFER	12:22:08	510 BIG LAGOON PARK RD	Xfer to CHP
11/03/2023	2311030102	XFER	12:50:37	US HIGHWAY 101	Xfer to Fire
11/03/2023	2311030119	XFER	13:45:59	510 BIG LAGOON PARK RD	Xfer to Fire
11/03/2023	2311030173	XFER	17:24:54	US HWY 101/BIG LAGOON PA	Xfer to Fire
11/04/2023	2311040043	ASSISTP	10:19:08	1027 N WESTHAVEN DR	Public Assist
11/04/2023	2311040100	XFER	18:05:13	3252 PATRICKS POINT DR	Xfer to Medical
11/04/2023	2311040137	911C	23:06:08	333 QUARRY RD	Pending Recontact From Rp
11/05/2023	2311050037	INV	08:18:10	510 BIG LAGOON PARK RD	Report Taken
11/05/2023	2311050054	415FAM	11:01:19	199 N WESTHAVEN DR	Public Assist
11/05/2023	2311050115	XFER	20:47:34	785 UNDERWOOD DR	Xfer to Medical



CONSENT AGENDA ITEM 4

SUPPORTING DOCUMENTATION ATTACHED

4. SB 1383 Compliance Planning Update and Resolution for SB 1383 Local Assistance Grant.

AGENDA ITEM

Date: November 14, 2023

Item: Senate Bill 1383 Compliance Planning Update and Resolution 2023-06; SB 1383 Local Assistance Grant

The City is planning to apply, upon approval by the City Council, for the second round of funding through CalRecycle.

Background: In response to California's methane emissions reduction targets – a statewide effort to reduce emissions of short-lived climate pollutants (SLCP) – Trinidad applied in 2022 and was awarded \$20,000.00 in grant funding to address the implementation of regulatory requirements associated with SB 1383.

With the grant the City has the capacity to fund its participation in the Humboldt Waste Management Authority (HWMA) Organics and SB 1383 Compliance Program which will develop capacity for organics processing and collection, edible food recovery, procurement, and analysis of waste management structure. Additionally, funds support grant administration, the purchase of green bins and small food waste containers and pay for 2 staff members to attend four 4 hour trainings.

State Enforcement was to begin in 2022, but the City received a 5 year small cities exemption, so we must be in compliance by 2027.

Present Day: CalRecycle is now administering a second round of non-competitive Local Assistance Grants that provides funding to local jurisdictions to assist with the implementation of regulations adopted by CalRecycle. SB 1383 specifically directs jurisdictions to conduct the following activities to be in compliance:

- **Collection** - Provide organic waste collection to all residents and businesses, which means providing service automatically and not relying on the generator to subscribe.
- **Food Recovery** - Establish an edible food recovery program that recovers edible food from the waste stream.
- **Education and Outreach** - Conduct education and outreach to all affected parties, including generators, edible food recovery organizations, and city department staff.
- **Procurement of Recycled Organic Products** - Procure recycled organic waste products like compost, mulch, renewable natural gas, electricity, and recycled-content paper and paper products.
- **Capacity Planning** - Evaluate the City's readiness and capacity to implement SB 1383, including organics collection and recycling and edible food recovery capacity (effort lead by the county).
- **Enforcement** - Required to conduct inspections and enforce compliance with SB 1383, by adopting an ordinance or enforceable mechanism, and conducting an annual compliance review of commercial businesses to ensure they are subscribed to collection service.
- **Record-keeping and Reporting** - Required to maintain accurate and timely records of SB 1383 compliance and reporting and required to report implementation and compliance annually.

Estimate of Grant Funding Available for the City: \$75,000.00

Grant Milestones:

Grant Application Due: November 15, 2023

If awarded:

Notice to Proceed Date: Grant Term Begins: on the date that CalRecycle sends the award email.

October 1, 2024: Progress Report 1 Due

April 1, 2025: Progress Report 2 Due

October 1, 2025: Progress Report 3 Due

April 1, 2026: Final Report Due

April 1, 2026: Grant Term End

Eligible Costs: Limited to the following:

- Personnel
- Consultants
- Safety Equipment
- Vehicles/Trucks/Trailers
 - including turf tires, forklifts or compost slingers
- Mobile pantries
- Education and Outreach materials
 - Print Media
 - Television, radio, video, and social media
 - Materials offered in other languages
- Door-to-Door Outreach
- Signage
- Conferences and symposiums
- Recordkeeping or tracking software
 - Software to match donor with food bank
 - Recordkeeping/reporting software
 - Procurement tracking software
 - Apps for food recovery
 - Mobile app development
- Inspections and Enforcement
- Training
 - Mileage
 - Educational materials
- Tablet/Electronic Devices used for the purpose of organic tracking and Education and Outreach
- Equipment
 - Food dehydrator
 - Personal protection equipment
 - Food distribution – including refrigeration, coolers, and packing materials.
- Bins and lids

- Procurement of recovered/recycled organic products
- Food safety certification
- Cameras to prevent contamination
- Edible Food Recovery projects
 - Grantees are encouraged to use a percentage of grant funds for Edible Food Recovery projects.
- Food Waste Prevention projects
 - Projects that prevent food waste from being generated and becoming waste that is normally destined for landfills. Examples of food waste prevention projects include, but are not limited to: Modernizing production and handling practices to prevent and reduce food preparation waste. Identifying and modifying ordering practices that result in measurable decreases in food waste. Creating and expanding education and outreach programs that result in quantifiable reductions in food waste.

Staff Recommendation:

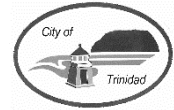
- Motion to adopt Resolution 2023-06 for SB 1383 Local Assistance Grant authorizing the submittal of application(s) to CalRecycle for all grants for which the City of Trinidad is eligible.

Attachments:

- Resolution of the City Council of the City of Trinidad Authorizing Submittal of Application(s) for all CalRecycle Grants for Which the City of Trinidad is Eligible (1 page)
- Guidance for Elected Officials (3 pages)
- Snapshot – Information of Key Dates and Requirements (3 pages)

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

Cheryl Kelly, Mayor
Gabriel Adams, City Clerk



RESOLUTION 2023 - 06

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TRINIDAD
AUTHORIZING SUBMITTAL OF APPLICATION(S) FOR ALL CALRECYCLE GRANTS FOR WHICH
CITY OF TRINIDAD IS ELIGIBLE

WHEREAS, Public Resources Code sections 48000 et seq. authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various grant programs (grants) in furtherance of the State of California's efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the application, awarding, and management of the grants; and

WHEREAS, CalRecycle's grant application procedures require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of CalRecycle grants.

NOW, THEREFORE BE IT RESOLVED, that the **City of Trinidad** authorizes the submittal of application(s) to CalRecycle for all grants for which the **City of Trinidad** is eligible.

BE IT FURTHER RESOLVED that the **City Manager**, or **his designee (City Clerk or Grants Coordinator)** is hereby authorized and empowered to execute in the name of the **City of Trinidad** all grant documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure grant funds and implement the approved grant project; and

BE IT FURTHER RESOLVED that these authorizations are effective for five (5) years from the date of adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 14th day of November, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Gabriel Adams
Trinidad City Clerk

Cheryl Kelly
Mayor

Guidance for Elected Officials

Senate Bill 1383 (Lara, Chapter 395, Statutes of 2016) passed in 2016 as part of California's larger strategy to combat climate change. This law is the largest and most prescriptive waste management legislative update in California since AB 939.

Fight Climate Change's Impact on Californians by Recycling Organic Waste

Organics like food scraps, yard trimmings, paper, and cardboard make up half of what Californians dump in landfills. Organic waste in landfills releases:

- 20% of the state's methane, a climate super pollutant 84 times more potent than carbon dioxide.
- Air pollutants like PM 2.5, which contributes to health conditions like asthma.

Recycling organic waste and recovering edible food is a fast track to fighting climate change and improving public health and the environment.

California's Super-Pollutant Reduction Strategy Benefits Our Communities

There are many benefits if we successfully implement California's super pollutant reduction strategy, including:

Jurisdictions Lead the Implementation of SB 1383

Jurisdictions play a vital role in implementing SB 1383 and are responsible for the following requirements:

Beyond Waste Management and Recycling Operations

Every department within a jurisdiction will be affected by the implementation of SB 1383 and will have a role to play. Staff in every department will need to understand how SB 1383 impacts their work, and implementation may require adding staff or contracting with other entities, such as environmental health inspectors or consultants.

Jurisdictions may need to increase funding and staffing resources across multiple departments and divisions to support their respective roles in implementing and maintaining SB 1383 compliant programs.

Jurisdictions are responsible for coordinating with city and county planners, waste haulers, waste processing facilities, recyclers, commercial businesses, residents, and edible food recovery organizations. Jurisdictions may task the following entities with responsibilities to implement this new law.



City Councils and Boards of Supervisors will need to pass local ordinances to require all residents and businesses to subscribe to services.



Public Works staff are involved with hauler agreements, local waste management processing facilities, organic waste recycling facilities, and civil engineering activities where compost may be utilized.



City Managers and Chief Administrative Officers will be involved in capacity planning, directing procurement, and establishing edible food recovery programs.



Public Parks staff may be involved with assessing the need for local compost application to parks and city landscaped areas.



Finance and Legal staff will be involved in local enforcement ordinances, new collection fees, and ensuring programs are adequately resourced.



Environmental Health staff may be tasked with enforcement duties, including inspecting commercial food generators for compliance with edible food recovery requirements.



Purchasing staff will be central to procuring recycled organic waste products and recycled-content paper and paper products.



Public Transportation and Fleet departments could be involved in procuring renewable natural gas for city and county owned vehicles.

Detailed SB 1383 Implementation Guidance: [Understanding Jurisdiction Responsibilities](#)

Penalties for Noncompliance

Jurisdictions, organic waste and edible food generators, facilities, and haulers are all subject to penalties for non-compliance.

Each jurisdiction is responsible for conducting appropriate oversight of hauler collection and processing contractors, consultants, and other third-party entities, as applicable.

Ultimately, each jurisdiction is accountable for generators' compliance, and CalRecycle may fine or penalize the jurisdiction for non-compliant programs beginning in 2022.

Detailed Guidance Document: [SB 1383 Compliance Process](#)

Resources

CalRecycle has developed tools to assist jurisdictions with implementing this new short-lived climate pollutant reduction strategy. City council members, city and county boards, and other high-level decision makers need to start planning now to adequately resource and implement the programs that will be required starting January 1, 2022.

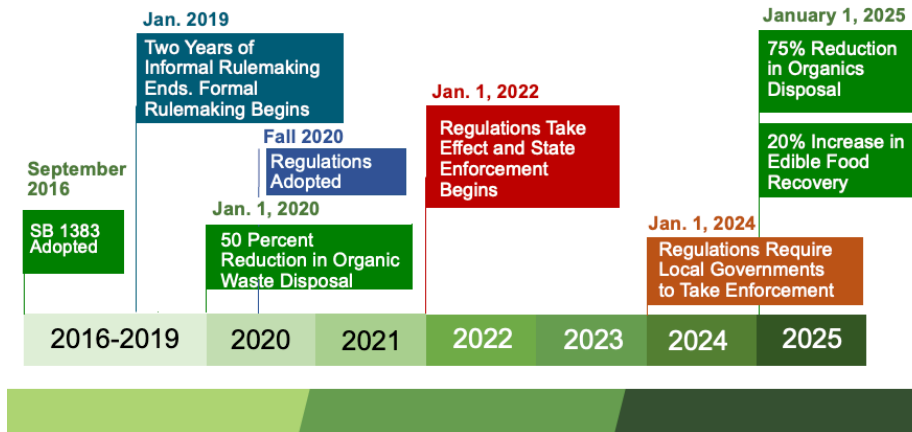
On CalRecycle's [Education](#) web page, you'll find:

- PowerPoint presentations with talking points
- Short videos
- Models to assist with implementation
- Model franchise agreements and exhibits
- Model mandatory organics collection service ordinance
- Model procurement policy

- [SLCP Home](#)
- [Regulations](#)
- [Frequently Asked Questions](#)
- [Organics Home](#)
- [Mandatory Commercial Organics Recycling](#)
- [Resources](#)

For more information contact: Short-Lived Climate Pollutants (SLCP), Organic Waste Methane Emissions Reductions, SLCP.organics@calrecycle.ca.gov

SB 1383 Key Implementation Dates



***The City received a 5 year waiver - our programs must be in place by January 1, 2027.**

Jurisdiction Responsibilities



What is required of us?

Jurisdictions will be required to adequately resource these programs:

1. Provide mandatory organic waste curbside collection services to all residents and businesses.
2. Establish edible food recovery program for all Tier 1 and 2 commercial edible food generators
3. Conduct education and outreach to all generators
4. Our jurisdiction will be required to procure certain levels of compost, renewable gas used for transportation fuels, electricity, heating applications, or electricity from biomass conversion produced from organic waste. Also, we will need to purchase recycled content paper and paper products.
5. Plan and secure access for recycling and edible food recovery capacity
6. We will be required to monitor compliance and conduct enforcement
7. We will need to adopt an ordinance, or similarly enforceable mechanism that is consistent with these regulatory requirements prior to 2022.



What records do we need to maintain?

Our jurisdiction will have to maintain all information in an Implementation Record. This graphic is a snapshot of items to be kept in the Implementation Record.

- Each section requires a minimum level of recordkeeping such as “ordinances, contracts, and franchise agreements”.
- CalRecycle reviews the implementation record as part of a compliance evaluation of our program.

The Implementation Record needs to be stored in one central location

- It can be kept as a physical or electronic record
- It needs to be accessible to CalRecycle staff within ten business days
- It needs to be retained for five years



What happens if we are out of compliance?

Under the SB 1383 regulations if CalRecycle determines a jurisdiction is violating one or more of the requirements,

- A jurisdiction will be issued a Notice of Violation and will be provided up to 90 days to correct the violation(s).

- For cases where the jurisdiction may need additional time, CalRecycle may provide an extension for up to 90 days.
- For violations that are due to barriers outside the jurisdiction's control and may take more time to correct, the regulations allow for the jurisdiction to be placed on a Corrective Action Plan (CAP). The CAP can allow up to 24 months to comply. In these cases, the jurisdiction needs to show it has taken substantial effort to comply but cannot be due to extenuating circumstances.
- A CAP issued due to inadequate organic waste recovery capacity may be extended for a period of up to 12 months if the jurisdiction meets the requirements and has demonstrated substantial effort to CalRecycle.
- Failure to effectively implement SB 1383 could result in penalties of up to \$10,000 per day.



CONSENT AGENDA ITEM 5

SUPPORTING DOCUMENTATION ATTACHED

5. Procurement of Engineering and Planning Professional Services

CONSENTAGENDA ITEM

Date: November 14, 2023

Item: Procurement of Engineering and Planning Professional Services

Summary: In August the Council directed staff to begin planning the procurement for entering into professional services contracts for City Engineer and City Planner Services. The City will follow the competitive qualifications based selection process specified in the Caltrans Local Assistance Manual (LAPM) Chapter 10 to ensure compliance with state and federal requirements.

We have not yet advertised the RFQs, as the process has been slower than anticipated. In September, the Consultant Selection Committee, composed of the City Manager, City Clerk, Public Works and Grants staff, was convened to identify and define the need for consultant services and provide input on the draft Engineering Services Request for Qualifications (RFQ) and Planning Services RFQ.

In October, staff reviewed the draft RFQs for compliance with Ch. 10, leading to several questions which are being resolved before moving forward with advertisement. Staff contacted the Caltrans Division of Local Assistance Engineer (DLAE) who assigned a staff member to participate in the Consultant Selection Committee and assist with navigating the process. The City Attorney is providing assistance as well.

Revised Consultant Selection Timeline:

August 22– Consultant Selection Committee formed. Staff proceeded with the consultant selection process.

September – Staff drafted scopes, schedule and RFQs for Consultant Selection Committee review on 9/25/23.

October – Staff reviewed compliance with LAPG Chapter 10 and requested Caltrans review of RFQs.

November – Staff to revise RFQs based on recommendations of Caltrans DLAE and the City Attorney. The RFQ schedule to be updated, and final RFQ and announcement to be advertised.

December – Deadline for submission of Statements of Qualification in December to be determined. The consultant selection committee to review of RFQ packets submitted by the deadline. City Manager to negotiate consultant Professional Services contracts with the top scoring firms for each RFQ issued.

January 2024– Council to award professional services contracts for City Engineer and City Planner.

Staff Recommendation:

- Direct staff to advertise the RFQs for engineering services and planning services.
- Authorize the City Manager to negotiate an agreement with the top scoring firm, and if negotiations are not successful to negotiate with the next highest scoring firm.



CONSENT AGENDA ITEM 6

SUPPORTING DOCUMENTATION ATTACHED

6. Continued Introduction/First Reading of Ordinance 2023-03; correcting and reaffirming codification of the City of Trinidad Zoning Ordinance, Title 17 of the Trinidad Municipal Code.

CONSENT AGENDA ITEMS

~~August 22, 2023~~

~~Item 8:~~ First reading of Ordinance No. 2023-03 correcting and reaffirming codification of the City of Trinidad Zoning Ordinance, Title 17 of the Trinidad Municipal Code

~~Item 9:~~ First reading of Ordinance No. 2023-04 reaffirming codification of the City of Trinidad Zoning Ordinance and amendments thereto that were not submitted to the CA Coastal Commission for certification

As explained at the July 25 meeting, the Coastal Commission has not certified the City's codified version of its ordinances and therefore does not recognize the City's numbering system. So, with previous amendments, the City included both numbering systems in the new regulations to allow for certification by the Coastal Commission. However, the most recent amendments add and update quite a few definitions and various sections of the zoning ordinance, and the use of two numbering systems was becoming unwieldy. Therefore, it was decided that the City should go ahead and get the codified version of the zoning ordinance certified by the Coastal Commission to facilitate current and planned amendments.

This process has been more complicated than originally anticipated. The City has passed several zoning ordinance amendments over the years that have been incorporated into the codified ordinance, but were never submitted to the Coastal Commission for certification. And there may have been some errors in the codification process and/or the City's adoption of changes to the original zoning ordinance recommended by the Coastal Commission that created inconsistencies between the codified ordinance and the certified ordinance. But since this goes back to 1980, locating all the records has been difficult. City and Coastal Commission staff are still working through some of the discrepancies to figure out the most efficient path forward.

These amendments were originally noticed and posted for the July meeting. And to avoid having to renotice and post again six weeks prior to action, these items will again be continued to the next meeting.

Attachments

None

Recommended Action:

Continue the items to the next scheduled City Council meeting.



CONSENT AGENDA ITEM 7

SUPPORTING DOCUMENTATION ATTACHED

7. Continued regarding Introduction/First Reading of Ordinance 2023-04; reaffirming codification of the City of Trinidad Zoning Ordinance and amendments thereto that were not submitted to the CA Coastal Commission for certification.



DISCUSSION AGENDA ITEM 1

SUPPORTING DOCUMENTATION ATTACHED

1. Discussion/Decision regarding Selection of New Mayor Pro-Tem to Serve the Remaining 1-year term.

[Print](#) | [Close Window](#)

Subject: FW: agenda item for next meeting

From: "citymanager@trinidad.ca.gov" <citymanager@trinidad.ca.gov>

Date: Wed, Nov 08, 2023 4:25 pm

To: "cityclerk@trinidad.ca.gov" <CITYCLERK@TRINIDAD.CA.GOV>

Gabe:

FYI, agenda item.

Thanks,
Eli
Eli Naffah
City Manager
City of Trinidad
707-677-3876

From: sladwig@trinidad.ca.gov <sladwig@trinidad.ca.gov>

Date: Wednesday, November 8, 2023 at 3:42 PM

To: Trinidad Manager <citymanager@trinidad.ca.gov>, ckelly@trinidad.ca.gov <ckelly@trinidad.ca.gov>, jtuttle@trinidad.ca.gov <jtuttle@trinidad.ca.gov>, jwest@trinidad.ca.gov <jwest@trinidad.ca.gov>, kbreckenridge@trinidad.ca.gov <kbreckenridge@trinidad.ca.gov>

Subject: agenda item for next meeting

Good afternoon,

I would like to have an agenda item at our next meeting where we choose a new Mayor ProTem. While I very much value the role and the agenda review committee work, I feel like my new job responsibilities are competing directly with my ability to do this role effectively. I also urge us all to reconsider the role of the Mayor ProTem as an assignment that precedes taking on the role of mayor. At least with me, it was a way to provide consistency as the most recent councilor in the role of mayor.

Please accept my resignation of Mayor ProTem, effective at the beginning of the agenda item at the November 14th meeting to choose a new May ProTem. I wish to serve as a Council member, retaining my committee assignments, but move on from the role of Mayor ProTem

Steve Ladwig
Trinidad City Council, Mayor ProTem

<http://trinidad.ca.gov/>
[Mayor Steve's Zoom Room](#)

Chapter 2.06 MAYOR

Sections:

2.06.010 Office of mayor.

2.06.010 Office of mayor.

As soon as practicable after each general election at which one or more persons are elected to the city council, the council members shall vote and select one of their own to serve as mayor, and one to serve as mayor pro tem.

The persons so elected shall serve until the next regularly scheduled council election, or until removed by a majority vote of the council. [Ord. 97-1 § 1, 1997].



DISCUSSION AGENDA ITEM 2

SUPPORTING DOCUMENTATION ATTACHED

2. Discussion/Decision regarding LAFCo Deposit Request for North County Fire Special Study – Initial Planning and Scoping Phase.

AGENDA ITEM: LAFCo Deposit Request for North County
Fire Special Study

Date: November 14, 2023

ANALYSIS:

The City of Trinidad along with the Trinidad Rancheria and County Services Area (CSA) #4 are each requested to provide \$5,000 to initiate a special study to plan and scope for a North County Fire District. Some Measure Z funds are being used and future funding could possibly include more Measure Z funds. The study will likely lead to hiring a consulting firm that specializes in the creation of fire districts. The fire district would cover the area from Arcata to Orick. A lack of volunteers and retirements have contributed to the necessity of addressing fire protection needs in North County. The role of CalFire will be addressed as well in assessing local fire resources. Further details are addressed in the attachment from LAFCo (Local Agency Formation Commission).

ACTION:

Motion to approve \$5,000 to LAFCo in support of a special study to assess a North County Fire District

(Or) No action.

ATTACHMENT:

Memo dated 8/8/23 from Humboldt LAFCo re: Deposit Request for North County Fire Special Study



DATE: August 8, 2023
TO: City of Trinidad
409 Trinity Street
Trinidad, CA 95570
RE: **LAFCo Deposit Request for North County Fire Special Study – Initial Planning and Scoping Phase**

Representatives from County Service Area #4 Admin/CAO's office, City of Trinidad, and Trinidad Rancheria have each provided general agreement to go back to their respective leadership and request funds for a LAFCo deposit to support continued community fire services planning. A special study is needed to develop an increased understanding of potential strategies for providing the best possible fire and rescue services to the residents and visitors of CSA #4 (including Westhaven), the City of Trinidad, and the Trinidad Rancheria and identify potential impacts of service modifications on the Orick Volunteer Fire Department to the north and the Arcata Fire Protection District to the south.

An initial deposit of \$5,000 from each of the three entities will support an initial planning and scoping phase, with the understanding that more will need to be contributed when it is clear what the study will include and how much outside planning services will need to be procured (2 step deposit process).

The initial deposit(s) will be used to support LAFCo staff to:

- Work with the beneficiaries (CSA, City, Rancheria) to better describe the problem they are trying to solve and the need to identify options to solve it.
- Develop the scope with the guidance of a working group, members of which will be identified by the beneficiaries.
- Facilitate the scope review and approval process - convene the group, facilitate review and discuss, and refine the scope into a final draft.
- Conduct a consultant procurement process to supplement LAFCo staff - circulate the scope, select a consultant, and execute and manage contract.
- Initiate implementation of the scope.

The amount of the second deposit will depend on the outcomes of the planning steps outlined above.

- If it's decided to move forward with a detailed study and hire outside consultants, funds to support the study will be needed (support for LAFCo staff and sub-consultant(s))
- Such a study could range from \$40 to \$50k (or more) and take 6 months to a year to complete, but again there is a need for a clearer scope to know for sure.
- Any surplus from the initial deposit will be rolled into the second stage of the process.

A journal transfer can be made by using the LAFCo trust fund (3806000) and revenue account (800870). Otherwise, please make a check payable to Humboldt LAFCo and mail to: 1125 16th Street, Suite 202, Arcata, CA 95521. Should you have any questions, please don't hesitate to contact LAFCo staff at 707-445-7508.



DISCUSSION AGENDA ITEM 3

SUPPORTING DOCUMENTATION ATTACHED

3. Discussion/Decision regarding Draft Citywide Survey.



City of Trinidad Community Survey 2024

Dear Trinidad Resident

We're working hard to improve your quality of life. But, to do so, we need your input. We'd love to hear your feedback on life as a resident of Trinidad. This survey takes only 5-10 minutes and the information you provide will help the City administration prioritize its tactical efforts and strategic priorities.

Please note that the first part of the survey is general and the second half is specific to the topic of Short Term Vacation Rentals.

Individual responses to the survey will be kept anonymous.

* 1. Please enter your physical street address (no PO Boxes, please). Name, email, and phone are optional.

Name

Address

Address 2

City/Town

Email Address

Phone Number

* 2. Overall, how would you rate your Quality of Life in Trinidad?

☐ Excellent

☐ Good

☐ Fair

☐ Poor

3. What do you think the City Administration could do to improve your Quality of Life?

* 4. What do you value most about living in Trinidad? Check all that apply.

- ☐ Sense of Community
- ☐ Natural Beauty
- ☐ Access to Recreation (Trails and Beaches)
- ☐ Quiet, Small-Town Feel
- ☐ Rich Cultural/Indigenous History
- ☐ Other (please specify)

* 5. How would you rate your overall Sense of Safety in Trinidad?

- ☐ Most of the time, I feel very safe in Trinidad
- ☐ At times, I feel unsafe in Trinidad
- ☐ I often feel concerned for my safety in Trinidad

6. What improvements could be made to make you feel safer?

* 7. How would you rate your satisfaction level with the overall appearance of the City?

- ☐ Very satisfied
- ☐ Satisfied
- ☐ Neutral
- ☐ Dissatisfied
- ☐ Very dissatisfied

8. What improvements would you like to see to the town's appearance?

9. Are you happy with the amount and quality of entertainment events, recreation, and educational opportunities in Trinidad?

- ☐ Yes
- ☐ No

10. If not, are there activities or events you might suggest that would enhance the level of culture in Trinidad?

* 11. How satisfied are you with your opportunities to engage/provide input into decisions made by the City?

- ☐ Very satisfied
- ☐ Satisfied
- ☐ Neither satisfied nor dissatisfied
- ☐ Dissatisfied
- ☐ Very dissatisfied

Optional Additional Comment:

* 12. How do you feel about the communication you receive from the City? (letters, email, City website, newsletters, posters, meetings, etc.)

- ☐ Extremely helpful
- ☐ Very helpful
- ☐ Somewhat helpful
- ☐ Not so helpful
- ☐ Not at all helpful

13. What could be done to make City communications more effective?

14. In general, what are some (1-3) improvements you'd like to see the City make in the near term?

15. We are also seeking input regarding the operation of Short Term Rentals (STRs) in Trinidad. In 2016, the City approved an ordinance to address citizen concerns over unregulated STRs while fulfilling State mandates to provide visitor services/accommodations in the Coastal Zone. The Coastal Commission recently approved the City's revised and updated STR Ordinance which further addressed citizen concerns.

We ask that you answer the following questions reflecting on your experiences during **2023 with STRs.**

Did you receive the 24-hour STR contact list mailed in Feb 2023 (bright pink paper) which lists STR management contacts?

- ☐ Yes
- ☐ No
- ☐ Not sure/don't remember

16. Are you aware that there is a Good Neighbor Policy for Trinidad STRs?

☐ Yes

☐ No

17. Do you know how to file a concern/complaint regarding an STR?

☐ Yes

☐ No

☐ Optional comment:

18. If you've had to file a complaint (noise, lights, parking, etc) regarding an STR in 2023, did you receive a timely follow-up?

☐ Yes

☐ No

☐ Optional comment:

19. The City derives economic benefit from STR operation in the form of Tourist Occupancy Taxes (TOT) which typically exceed \$140,000. In addition, City merchants rely heavily on City visitors.

Did you know the City receives substantial annual revenue from Short Term Rentals?

☐ Yes

☐ No

20. **Thank you** for completing this survey. Answers to the survey will be consolidated (with individual responses anonymized) and reported back to the public in a future City Council meeting and posted on the City's website.

Please mark the box below if you would like to be contacted by City staff or an elected official regarding any of your response(s) to this survey.

☐ I would like to be contacted by phone regarding this survey.

☐ I would like to be contacted by email regarding this survey.

☐ Comment:



DISCUSSION AGENDA ITEM 4

SUPPORTING DOCUMENTATION ATTACHED

4. Update/Discussion regarding Public Outreach and Awareness Proposal.

DISCUSSION AGENDA ITEM

Date: Tuesday, November 14, 2023

Item: Update/Discussion regarding Public Outreach and Awareness Proposal.

Background: This topic originally began as a request from several Councilmembers for staff to develop options to address public concerns about off-leash pets. After two significant incidents occurred within several months, staff took immediate steps to raise public awareness of the laws involving pets. Leash Law signage was deployed throughout town, and direct mailings were sent to all residents and licensed pet owners reinforcing pet laws.

Several Councilmembers continued to receive and relay pressures from the public to do more, specifically reaching visitors. Coincidentally, at that time staff was approached by a representative of a local radio group proposing use of the airwaves for a more sophisticated Public Service Announcement format, similar to one Blue Lake recently launched. Staff introduced a template audio-file produced by the radio station to help the Council understand the format, along with the proposal, at the September 12 Council meeting. The discussion was continued to the October 10 meeting where Colin Vance was present to answer specific questions.

At those meetings the Council also discussed traffic calming strategies. During those discussions, a member of the public suggested one of several topics to address the rotating PSA campaign could be a driving slow through Trinidad. Pros, Cons, and the relevance of radio as a vehicle to deliver important messages was debated.

Council concluded that the discussion be continued to November with the detailed proposal included in the packet, and any additional topics for consideration be brainstormed.

Action requested: Consider to pursue (or table) the concept of using local radio to distribute City of Trinidad Public Service Announcements, in tandem with other outreach sources such as the City website, email news list, or print media.

Attachments: Proposal submitted by KEKA.



Subject: *Community Education and Business Development*

Date: 9/5/23

Budget: \$6000

Goal:

- (1) Increase awareness (and serve as a reminder) of the recreational opportunities in and around Trinidad >>> how to safely/appropriately use the beaches/town while being respectful of the community and its resources.
- (2) Invite people to town; Restaurant and Merchant invites/messages
- (3) Recognition that the City of Trinidad is invested in it's resources and businesses.

Strategy: Reaching community members when they are available to respond.

Scheduling: Friday, Saturday and Sunday

Stations: KEKA 101.5fm (&100.9fm), EZ 95.5fm (980am) and KINS 106.3fm

Value: \$24,000 value (3:1 Budget match)

Cost: \$6,000 (25% of Value)

Frequency: 18 commercials per scheduled day > 54 commercials per week
~162 commercials monthly.

Comment: Trinidad will be on air every week through
Jan. 31, 2024.



Merchant 'buy-ins'

1) Business chooses the week of *Sponsorship*

- **\$300** for one *Sponsored* week in the campaign
 - 6 messages per day x 7 days a week = 42 messages / week x3(all 3 stations) =126 spots / week > **\$300 divided by 126 spots = \$2.38 per spot** or > **\$14.28** per day of the week.

2) Create our message in copy form to record. I'll help copy edit to hone the message and get it just right.

3) Record your message with a chosen voice from the business.

- Come to the Radio Station Studio in Myrtle Town, Eureka to record your message

4) Messaging/invites begin on-air

With the City of Trinidad paying a percentage, we can extend the matched value schedule to each Merchant.

- All three of our stations at once for \$300 > which gives a ~\$1500 *VALUE per that sponsored week.*



Public Relations:

- Beach etiquette
- Parking
- Trails
- Dogs
 - Keep Dogs on Leash
 - Dog etiquette
 - Aggressive dog behavior
 - Pick up poop
- Mind the Signage (Safety / Restricted areas)
 - Cultural Resource Mindfulness
 - Steep cliff
 - Sneaker waves

Restaurants:

- Increase awareness of Trinidad businesses
- Boost local business activity and sales
- Encourage community engagement and invite business in

Audience:

- Humboldt County residents of all ages and backgrounds
- Visitors and tourists from neighboring areas and beyond

How:

- Present the campaign goals and invite local merchants (+) to join in the campaign highlighting their business in Trinidad and surrounding area.
- Create a calendar basis rotation of production messages dedicated to the PR campaign, with information on the initiatives, testimonials and business invites.
- Showcase the town's assets and bring people/businesses together.
- Make the benefits of participation cohesive and clearly understood.
- Understanding the value and strength of this type of messaging.



SPONSOR PUNCH LIST

- Eatery
- Seascape
- Beachcomber
- Headies
- Lighthouse grill
- Moonstone
- Larrupin
- Murphy's
- Lost Whale Inn
- Windan Sea etc.
- Kayak Trinidad
- Forbes
- Trinidad Inn
- Land Trust
 - Strawberry rock
 - Invasive weed pulling
 - Trail stewardship
 - Luffenholz
 - Houda point
 - Beach clean up
- Chamber of Commerce
- Trinidad Museum
- Trinidad Library
- Trinidad Elementary
- Trinidad Civic Club
 - Lighthouse memorial





DISCUSSION AGENDA ITEM 5

SUPPORTING DOCUMENTATION ATTACHED

5. Discussion/Decision regarding December Meeting Schedule.