



Posted: Friday, March 08, 2024

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

The Trinidad City Council will hold a regular meeting on
TUESDAY, MARCH 12, 2024, 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: 848 9454 4314 Passcode: 439799

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**
- IV. **RECONVENE TO OPEN SESSION**
- V. **APPROVAL OF AGENDA**
- VI. **APPROVAL OF MINUTES – 01-09-2024 cc, 01-23-2024 ccpcstr, 02-13-2024 cc**
- VII. **COUNCIL REPORTS/COMMITTEE ASSIGNMENTS**
- VIII. **STAFF REPORTS – City Manager & Humboldt County Sheriff Dept.**
- 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 – February 2024
2. Financial Statements – January 2024
3. Law Enforcement Report – February 2024.

4. 30-Day Contract Extension with GHD for On-Call Engineering Services.
5. Award Construction Contract for Trinity Street Pavement Rehabilitation Project to GR Sundberg, Inc.
6. Approval of Resolution 2024-03; Authorizing Submittal of Ordinances 2024-01 and 2024-02 Amending the Zoning Ordinance to create Consistency between the Codified and Certified Versions.

DISCUSSION/ACTION AGENDA ITEMS

1. Continued Discussion/Decision regarding Letter of Support for Trinidad Rancheria RAISE Grant for the 101 Trinidad Area Access Improvement Project.
2. Presentation/Update from Trinidad CERT Team.
3. Conduct Short-Term Rental License Lottery for Applicants on the Waitlist through February 2024.
4. Discussion/Decision regarding Resolution 2024-02; Authorizing Creation of the Animal Control Advisory Committee.
5. November 2024 City Election & Sales Tax Measure Update

X. FUTURE AGENDA ITEMS

XI. ADJOURNMENT

APPROVAL OF MINUTES FOR:

JANUARY 09, 2024 CC

JANUARY 23, 2024 CCPCSTR

FEBRUARY 13, 2024 CC

Supporting Documentation follows with:

0 PAGES

MINUTES WILL BE PUBLISHED ON OR BEFORE MONDAY, MARCH 11.

MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL
TUESDAY, JANUARY 09, 2024 (LIVE/HYBRID)

I. CALL TO ORDER

Mayor Kelly called the live-hybrid meeting to order at 6:00pm. Council members in attendance: Kelly, Tuttle, West, and Breckenridge. Ladwig was absent. City Staff in attendance: City Manager Eli Naffah, City Clerk Gabriel Adams, Administrative Assistant Anton Souza, Project Manager Jennifer Hakenen, Grant Administrator Angela Cather, and City Engineer Steve Allen. Staff in attendance by video-conference: Grant Coordinator Becky Price-Hall, City Planner Trever Parker. Approximately (4) participants were present by video-conference, and (3) 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.

V. APPROVAL OF THE AGENDA

Motion (West/Kelly) to approve the agenda as amended, moving Discussion 3 to first on the list. **Passed 4-0.**

VI. APPROVAL OF MINUTES – 11-14-2023 cc

Motion (West/Tuttle) to approve the minutes as submitted. **Passed 4-0.**

VII. COUNCIL REPORTS/COMMITTEE ASSIGNMENTS

West: Trails Committee meeting pushed to February 20 due to lack of quorum.

Kelly: Attended a greater Trinidad area trailer park meeting at the Town Hall last month. Meeting organizer would like to address the City Council regarding rent stabilization. CERT had a joint meeting between Trinidad and McKinleyville discussing HAM radio equipment. Swearing in the Trinidad Team on January 22.

Tuttle & Breckenridge: No report.

VIII. STAFF REPORTS – City Manager & Law Enforcement

City Manager Naffah highlighted accomplishments summarized in the staff report included in the meeting packet, including upcoming public holidays, film production permit, annual Fire Department stats, community survey status, etc.

HCSO Lt. McCall summarized annual calls for service stats.

IX. ITEMS FROM THE FLOOR

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

Anita Thompson – Trinidad

Read a poem written for Public Works staff, called out by name, thanking them for their service.

X. CONSENT AGENDA

1. Staff Activity Report – December 2023
2. Financial Statements – November 2023
3. Law Enforcement Report – November/December 2023.

Motion (West/Breckenridge) to approve the consent agenda as submitted. **Passed 4-0.**

X. DISCUSSION/ACTION AGENDA ITEMS

1. Introduction/First Reading of Ordinance 2024-01; Introduction/First Reading of Ordinance 2024-01; Updating the CA Coastal Commission certified version of the City of Trinidad Zoning Ordinance, Title 17 of the Trinidad Municipal Code for consistency with the codified version of the Zoning Ordinance and reaffirming and correcting previous amendments that were not submitted to the Coastal Commission for certification.

City Planner Trever Parker explained that the City first codified its ordinances in 1990 with an update and creation of an online code in 2012. The ordinance codification process refers to the systematic and organized method of compiling and consolidating local laws, regulations, and ordinances into a comprehensive and

consistent legal code. The City is currently working on another update to the Trinidad Municipal Code.

The codification process changes the numbering of the regulations as well as some of the verbiage and formatting. The changes that were made to the zoning ordinance as part of the codification process were never certified by the Coastal Commission. Therefore, the Coastal Commission does not recognize the City's numbering of its ordinances. And so, in the past, such as with the STR ordinance, the City included both numbering systems in the new ordinance/amendment to allow for certification by the Coastal Commission.

The City has recently been working on several housing related zoning ordinance amendments. These amendments add and update quite a few definitions and various sections of the zoning ordinance. The use of two numbering systems was becoming unwieldy. This is particularly true for the definitions, which are unnumbered in an appendix to the original ordinance, leaving no easy way to refer to individual definitions. 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 version of the ordinance uses track changes to show the modifications that were made to the certified ordinance(s) as part of the codification process. These changes include corrections and minor updates made as part of the codification ordinance, which generally do not change the meaning or application of the regulations. Some of the modifications made in the codification process were reverted back to the original, certified version. Those are not shown in track change in Ordinance 2024-01 but are shown in Ordinance 2024-02. Several corrections and clarifications have been made to the codified ordinance as part of the next item, and those changes have been incorporated into this version for certification by the Coastal Commission.

There was no public or Council comment.

*Motion (Kelly West) to waive the full reading of Ordinance 2024-01 and approve by title. **Passed 4-0.***

2. Introduction/First Reading of Ordinance 2024-02; Correcting and reaffirming codification of the City of Trinidad Zoning Ordinance
Item considered in conjunction with Discussion item 1.

There was no public or Council comment.

*Motion (Kelly West) to waive the full reading of Ordinance 2024-02 and approve by title. **Passed 4-0.***

3. Discussion/Decision to Award Construction Contract for the Trinidad Water Storage Tank and Pipeline Replacement Project
City Engineer Steve Allen explained that the Water Storage Tank and Pipeline Replacement Project bid package was released and publicly advertised on November 19, 2023. The bid period ended at 4 PM on December 20, 2023, at which time the City had received and then opened four bids. The bid results, including base and additive bid items, are shown in the table below.

Contractor	Base Bid	Additive Bid	Total	Difference
McCullough	\$ 3,763,600.37	\$ 157,992.23	\$ 3,921,592.60	\$ 880,997.60
GR Sundberg	\$ 3,368,471.00	\$ 62,720.00	\$ 3,431,191.00	\$ 390,596.00
Wahlund	\$ 2,942,040.00	\$ 105,650.00	\$ 3,047,690.00	\$ 7,095.00
Mercer-Fraser Company	\$ 2,964,345.00	\$ 76,250.00	\$ 3,040,595.00	Low Bid

GHD's Opinion of Probable Construction Cost without a contingency was \$3,162,450.

How the bids are evaluated and the project award determined is spelled out in the contract bid documents (Page B-10) just below the Additive Bid Schedule Items and above the Contractor's signature line which reads: *Determination of low bid and award:*

Awards will be made to the lowest, responsive, responsible, BIDDER. The low bidder shall be determined based on the sum of all Bid Schedules. Depending on the bids and the availability of funds, the City may award some or all the Additive Bid items, or the City may choose not to award any Additive Bid items. Additional bid

items may be added to award as a change order during the project and the bid amounts shown here shall be the agreed upon contract amount for the work.

In California, a public agency is generally required to award the contract to the lowest responsive and responsible bidder or else to reject all bids. Mercer-Fraser's bid documents were reviewed in more detail and determined to be complete, making their bid responsive. Mercer-Fraser's Class A contractors license is active and valid making them a responsible bidder. Therefore staff recommends awarding the project to Mercer-Fraser.

The project is scheduled to start construction January 29, 2024 and finish construction by November 30, 2024.

Council questions included:

Breckenridge: If the tank will be worked on during the summer, will there be an increased risk of running out of water with one out of commission, for drinking and fire suppression? **Allen** explained that one tank will provide enough storage but the plant will have to produce at a higher capacity to keep the tank full.

Kelly: How many hydrants will be replaced? **Allen** explained that hydrants will be replaced every 500' where the work will be done.

West: Will this project affect the community? **Allen** explained that there will be minimal issues, but it will be felt most when work is being done on Westhaven Drive and Edwards Street. Down time during tank replacement will hopefully be minimal as well.

Tuttle: Redwood tank salvage? **Allen** explained that it will belong to the contractor.

No public comment.

*Motion (West/Breckenridge) to authorize the City Manager to sign the Notice of Award to Mercer-Fraser for construction of the Water Storage Tank & Pipeline Replacement Project for both the base bid and additive bid items for a total budget of \$3,040,595.00 as bid. Authorize staff and the City Manager to manage the construction project moving forward such as but not including issuing the Notice to Proceed, Work directives, and Contract Change Orders as needed to construct the project within the grant guidelines and approved grant budget. **Passed 4-0.***

4. 2024 Calendar Year Orientation, Meeting Schedule, Project Priorities and Updates

City Clerk Adams explained that January is the beginning of a new calendar year and the mid-way point through the fiscal year. 2024 is shaping up to deliver several challenges that depending on the outcome will define the level of service the City is able to provide the community in years to come.

First, the City must address rising costs of doing business. High fuel and energy rates trickle down through every invoice received for materials, supplies, labor, and contracted services. As directed in the FY2024 Budget approval, Staff has begun several rate optimization tasks currently in the pipeline, including Water, Cemetery, and Building Permit fees. The water rate discussion will be an eye-opener, and is set to begin in March at the same time the conversation will begin to propose a continuation of the .75% Sales Tax Add-On rate.

Second, several steps are necessary each month to implement all the legal requirements involved to modify rates for service. Some are determined by State Law (Water Rates, Prop 218), Election Codes (Sales Tax), or local ordinances (Building Permits, Cemetery Plot fees). To help ensure the City stays on track, Staff is providing this road map to raise awareness of what's to come and keep things moving in the right direction.

These are some of the baseline projects that will lay the groundwork for upcoming agendas through June 30. There will be plenty of other assignments, requests, and issues that will surface along the way, but this should help set the rails and identify immediate priorities.

Meeting Schedule & Council Meeting Priority Discussion Topics

January

- City Council will hold its first 2024 regular meeting on January 09.
- Trails Committee will meet on January 16.
- Planning Commission will meet on January 17.

- Council/Planning Commission/Short-Term Rental Advisory Committee will hold the Annual Joint Meeting on January 23.

FPPC Form 700: The FPPC has emailed all required filers representing the City (Council, Planning Commission, and select staff) alerting them of the April 01, Conflict of Interest Form 700 annual filing deadline. Staff has migrated all filers to the online portal, and highly encourages everyone to take a moment and renew your annual filing electronically. If you have had no changes to your previous filing schedules, the renewal process could take less than 1-minute once you've logged into the system. Please reach out to staff if you have any questions and we'll walk you through it.

February

- Election Year Calendar Kick-Off
- Water Rate Analysis Update
- Volunteer Fire Department Staffing, and long-range planning

March

- Continued Water Rate Analysis discussion
- Fees for service and rate optimization (Cemetery, Building Permits)
- Begin Fiscal Year Budget preparation
- Discussion (Part 1) regarding Sales Tax Extension, benefits/implications to the City in general, ballot measure language, termination date options, questions, staff homework, etc.

April

- Water Rate adjustment Prop 218 Protest Hearing
- Discuss/Consider Sales Tax Extension (Part II) Implications on 2025 budgeting, continued rate optimization processes, preliminary FY2025 Budget kick-off.

May

- Resolution deadline calling for General Election
- Resolution deadline calling for election on a proposal to extend the Sales Tax Increase
- Final phase of FY2025 Budget preparation
- New Water Rates go into effect.

June

- Adopt FY 2025 Budget
- Prepare/Present/Announce the upcoming election season calendar: (2) Councilmember seats & Sales Tax Extension.

Mayor Kelly added that the community survey will allow for additional feedback from the public, and City Manager Naffah highlighted several accomplishments so far this FY.

There was no public comment.

Presentation item only. No decision was made.

5. Discussion/Decision regarding Mid-Year 2023-2024 Budget Update and Adjustments.

City Clerk Adams explained that public entities operate on the fiscal year cycle beginning July 01, and ending June 30. April and May signal the beginning of budget preparation season. July 01 is the deadline to adopt a budget spending plan. Periodically through the year it is fiscally responsible for governing boards to do a pulse check on revenues and expenses, and ensure the plan is on track. It makes sense to do this mid-year as it could identify unusual trends and allow time to course-correct as necessary.

The staff report from June 13, 2023 was a benchmark indicating the City's thought process, using financial reports and forecasting to develop the spending plan for 2023-2024. Some of the highlights from that report included:

- Transitional period due to post-Covid economics may require dipping into reserves as costs to provide essential services become dynamic and uncertain.

- A prediction of deficit spending was based on under-anticipated revenue projections for the most volatile sources, such as Occupancy and Sales Taxes.
- Anticipate a Fiscal Year-end 2023 spending deficit in the Water Fund of approximately \$300k, and another \$280k or more in 2024 if a local staffing solution isn't found to help stabilize consultant costs. leaving the reserve fund balance at a red-line level of approximately \$300k.
- Coupled with stabilizing soft-costs, Staff was directed to embark on the Water Rate Analysis to further stabilize advanced reserve spending.

Fiscal Year End 2023 (June 30, 2023) Preliminary, Un-Audited Conclusions:

Staff delivers FY2023 year-end information with caution, due to the June 30, 2023 statements yet to be audited.

Revenues: The preliminary results of the year-end financial statements suggest the City planned for General Fund deficit spending of \$24,858, but ended up with a surplus of approximately \$98,726 (see attached FY2023 Budget Summary, Budget to Actual, showing the variances in each resource by inflows and outflows.

It appears that the surge in Sales Tax revenue from the prior fiscal year (Covid influenced) stabilized by landing within the City's historic and anticipated level the following year. Occupancy Tax revenue exceeded budget expectations, and surge in development activity yielded higher than anticipated permit fee revenue.

Expenditures: City did not spend as anticipated from the General Fund. Underspending, in this case, does not mean that the community did not receive the services or programs they expect. First, the underspending appears to be directly related to a prior year, high-level of City Attorney fees being carried forward in anticipation of similar level of activity in 2023, which didn't materialize. Second, the City budgeted for supplemental private security that didn't launch until the final few months of the fiscal year, thus translating to what can be considered "savings".

Water Fund: Due to a severely under-budgeted line item for Contracted Services (Water Fund 6.01, Expense code 75300) the financial statement looks completely tilted. The revenue projections landed within 7% range, but expenses show an almost 58% negative differential. Due to an unanticipated staffing challenge, the City was forced to continue utilizing the services of an certified, licensed independent contractor, Coleman Engineering for the entire fiscal year, resulting in reserve spending in excess of the \$300k anticipated.

Fiscal Year 2024 Staff Organizational Structure, Talking Points, and Successes

Staffing: A staff organizational chart is included in the packet. It depicts staff titles and structure, based on the positions full-time equivalent (FTE). Currently the City employs approximately 9.25 FTE employees (based on a combination of full-time and part-time employees. Six employees are actual full-time and benefited.

The two administrative staff members are settling into their second year of service. One of the two positions were reclassified this year to more accurately reflect the responsibilities assigned, which falls in line with the budget year goal of staff realignment with the City's priorities to promote accountability, longevity, and advancement.

Public Works recently hired a fourth maintenance tech that is also a T-2 Operator-In-Training, along with the Public Works Director. The part-time Public Works Maintenance tech is in training to obtain a Water Distribution Certification (D2).

After nearly 17 years of service, the Grants Director will be down-shifting from full-time to part-time in January 2024. Additional responsibilities have been allocated to the new Grant Administrator hired in April 2023 to maintain reliability and continuity in the Grant Department during the transition.

The Water Plant is still searching for an in-house T3 Chief Plant Operator. Currently secured by contracted staff from Coleman Engineering, the Water Department's primary objective remains to provide quality and reliable drinking water that meets or exceeds Safe Drinking Water Standards set by the State of California. To do so requires a technically trained, licensed Treatment Level 3 Operator at the helm.

Over the last year the City has been focused on developing an Operator-In-Training team that so far has relieved a significant share of the expense related to having a contracted T-3 Chief Operator, by assisting the Chief as his "boots on the ground", while they progress through their training and licensing program.

The objective is to relieve the Water Fund reserves of the high cost of contracted services before they are depleted, in conjunction with realigning the water rates to accurately reflect the cost of providing reliable and safe drinking water through in-house staffing, as soon as possible. Meanwhile, the Water Fund is currently under the microscope, operating into a third year of significant reserve spending.

Financial Statements are included in this packet, for all activity covering the period July 01-November 30. An easy scan of the primary funds (Revenue, Administration, Public Works, Fire, and Police) depict spending at or near 50% (midway through the year). With the exception of a few corrections staff will coordinate with the bookkeeper, overall the City is on track for another year in the black.

Concerns: The main funds currently under the microscope are the Water and Cemetery Special (or Restricted) Funds. Both are spending more than they're taking in. The Water Fund, most impressively, followed by the Cemetery Fund which is due for a rate increase. A realignment of the Cemetery Fund rates will better position the fund to sustain itself into the future, but also minimize an alarming run-on Trinidad Cemetery space that allegedly has low rates partially to blame.

Conclusions: The General Funds are on track. Staffing is adequate, developing, and employees are becoming enriched with time served. Programs and services are expanding as planned. Public Works is developing cohesive teamwork. The Fire Department is serving the City, but also experiencing some growing pains. Public Safety has been enhanced, overall, with the supplemental private security company patrolling the City on a regular basis.

The Water Fund, however, continues to leak oil. Staff is working strategically to develop and recruit new operators, while ensuring safe drinking water is being provided to customers. The Public Works Department is doing a great job holding down the fort while the consultant operates plant controls. Staff is hoping that grassroots recruiting strategies will yield long-term, dedicated team members in the near-term.

The water rate study is underway and will be a challenging task before the Council in April. The results, however, will provide much needed stability to the Water Department before the end of the fiscal year that will help right the ship.

The cost of "keeping the lights on" continues to rise, and touch every aspect of public service. Although the City has been slow to react to the trends over the past 3-years, dedicated reserves have provided much needed stability during the transition that will allow a more articulate, calculated, justified realignment of fees to better position the City to sustain the desired programs and services into the future. This will continue to play out during the remainder of this fiscal year and into budget preparations for 2025, slated to being in April.

Public comment included:

Patti Fleschner – Trinidad Area Resident

Does the City benefit from the new cell towers surrounding Trinidad? There's no service on Scenic Drive anymore. How will the Federal Trust status of the Harbor properties affect the City and is it planning for the impact? When will the City phase out of the expensive contract arrangement with Coleman Engineering?

City Manager Naffah explained that there is a plan to minimize Coleman Engineering expenses, but not to phase them out of the Water Plant operations completely.

Presentation item only. No decision made.

FUTURE AGENDA ITEMS

- Town Hall improvements, Water Rate concerns, unsafe curb drop on upper Edwards.

ADJOURNMENT: 7:50pm.

Submitted by:

Gabriel Adams
Trinidad City Clerk

Approved by:

Cheryl Kelly
Mayor



CONSENT AGENDA ITEM 1

SUPPORTING DOCUMENTATION ATTACHED

1. Staff Activity Report – February 2024

Water Tank and Pipeline Project:

The Mercer-Fraser Company was the low bidder for the Water Tank and Pipeline Project. Construction is due to commence on Monday, **March 18th**. Edwards Street will be impacted by part of the project, but the bulk of the project will take place on Westhaven Drive. Water shutoff notices will be sent to the impacted households well in advance of any construction.

CPUC and AT&T:

A request by AT&T to the California Public Utilities Commission (CPUC) to be relieved of the obligation to provide telephone service (landlines) to the areas that they serve throughout California which will impact Trinidad. Landlines are essential to those that do not have cell phones, in the case of emergencies, and for the operation of our water plant and alarm systems. The CPUC will hold a virtual public forum on **March 19th** at 2pm and 6pm. The public can phone-in comments during the forum. More information is available on the CPUC website.

Traffic Calming:

Josh Wolf, the GHD engineer who deals with transportation issues for the City has given us the following update regarding traffic calming measures;

1. Traffic Counts – We have a subcontractor ready to conduct the counts but they have been waiting for a decent weather window, while also avoiding times when the school is not in session. As soon as we have a week with decent forecasted weather, they will mobilize and obtain the counts. The cost to obtain the counts is around \$5,000.
2. Ocean and View Striping and Signs – We developed a design plan for the striping and have obtained one bid/proposal for the work. Unfortunately, the cost was a bit higher than we expected (\$33K). Since the HSIP project will be starting soon, I think we should consider having that contractor complete the work on Ocean and View too. Based on unit bid prices from the HSIP project, the work could be completed for around \$21K.
3. Radar Speed Signs - I contacted the City of Eureka and SafePace Radar Speed Signs are what they have been installing recently. I submitted a request for quotes to the manufacturer and will let you know what I hear back. (Eli received info from Elan, a radar speed sign company with a promotion of 3 for \$9,000).

Trinidad Community Yard Sale:

This year, the Trinidad Community Yard Sale will take place on Saturday, **June 8th**, so mark your calendars and start planning items to sell!

CalRecycle SB 1383 Grant Award:

CalRecycle has awarded the City \$75,000 as part of the SB 1383 Local Assistance Grant Program with the goal to reduce organic waste and establish an edible food recovery program. The City is working with Edgar and Associates, and Abound Food Care which both have been contracted by HWMA (Humboldt Waste Management Authority), the County and the other Humboldt cities to develop programs for SB 1383 compliance.

***Where the Heart Lies* film:**

Tentatively, the filming of a Chapman University Student Film is set to take place in Trinidad between **March 16-22**. The Harbor and State Beach areas are focused since the film deals with the loss of a friend of the director. Hunter Lewis was lost at sea while canoeing off of Trinidad in December, 2021.

Water Plant Personnel Operating Costs:

The City is completing a water rate study that will identify the water plant operating costs. Meanwhile a public records request was made for the current costs of personnel operating the plant. The following information was shared with the Water Advisory Committee at their recent meeting:

Coleman Engineering is providing Chief Plant Operator (CPO) services.

Latest Coleman Engineering invoice for January 2024 is \$7,632 (for 38.5 billable hours and 31 days of remote on-call hours),

The current weekly cost for city water staff and Coleman is \$2,185 (based on 18.5 hours of city water staff time),

Coleman Engineering has been paid \$670,865 since October 2021.

The estimated annual personnel cost for operating the plant without Coleman is \$151,840.

\$316,622 is the amount over a 2 1/3 year period that Coleman impacted Water Reserves (beyond the estimated city personnel costs for the same period).

The current balance of the Water Reserve funds will be shared at the Council meeting.

STAFF REPORT SUPPLEMENTAL

Date: Tuesday, March 12, 2024

Background Info: 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 2020	199,348
July 2020	275,612	January 2021	161,379
July 2021	251,168	January 2022	189,201
July 2022	198,081	January 2023	154,543
July 2023	223,806 (16.37% Water Loss)	January 2024	148,407 (23.67% Water Loss)
August 2019	307,500	February 2020	155,015
August 2020	273,992	February 2021	178,545
August 2021	269,771	February 2022	154,634
August 2022	227,681	February 2023	136,626
August 2023	265,808 (17.03% Water Loss)	February 2024	132,690 (11.33% Water Loss)
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
November 2023	151,914 (22.06% Water Loss)	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
December 2023	122,937 (27% Water Loss)	June 2023	209,366 (13.63% Water Loss)

Water sold in February hit a 5-year low, following the same trend in January. 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 – January 2024

City of Trinidad
Statement of Revenues and Expenditures - GF Revenue
From 1/1/2024 Through 1/31/2024

		Current Month	Year to Date	Total Budget - Original	% of Budget
Revenue					
41010	PROPERTY TAX - SECURED	0.00	0.00	100,000.00	100.00)%
41020	PROPERTY TAX - UNSECURED	0.00	0.00	3,800.00	100.00)%
41040	PROPERTY TAX-PRIOR UNSECURED	0.00	0.00	25.00	100.00)%
41050	PROPERTY TAX - CURRENT SUPPL	0.00	0.00	1,300.00	100.00)%
41060	PROPERTY TAX-PRIOR SUPPL	0.00	0.00	200.00	100.00)%
41070	PROPERTY TAX - FINES	0.00	0.00	500.00	100.00)%
41110	PROPERTY TAX EXEMPTION	0.00	0.00	1,300.00	100.00)%
41130	PUBLIC SAFETY 1/2 CENT	0.00	0.00	1,900.00	100.00)%
41140	PROPERTY TAX - DOCUMENTARY RE	0.00	0.00	4,500.00	100.00)%
41220	IN LIEU VLF	0.00	0.00	28,500.00	100.00)%
42000	SALES & USE TAX	20,278.94	142,589.22	350,000.00	(59.26)%
43000	TRANSIENT LODGING TAX	23,610.37	142,667.52	150,000.00	(4.89)%
46000	GRANT INCOME	0.00	0.00	10,000.00	100.00)%
47310	VEHICLE LICENSE COLLECTION	0.00	0.00	300.00	100.00)%
53010	COPY MACHINE FEE	0.00	3.00	50.00	(94.00)%
53020	INTEREST INCOME	16,129.08	34,160.67	15,300.00	123.27)%
53090	OTHER MISCELLANEOUS INCOME	0.00	2,611.01	9,000.00	(70.99)%
54020	PLANNER- APPLICATION PROCESSIN	474.50	11,567.30	20,000.00	(42.16)%
54050	BLDG.INSR-APPLICATION PROCESSI	897.97	5,764.82	15,000.00	(61.57)%
54100	ANIMAL LICENSE FEES	0.00	190.00	300.00	(36.67)%
54150	BUSINESS LICENSE TAX	2,300.00	6,055.00	8,000.00	(24.31)%
54170	STR License Fee (Short Term Rental)	2,100.00	8,400.00	9,600.00	(12.50)%
54300	ENCROACHMENT PERMIT FEES	0.00	0.00	400.00	100.00)%
56500	RENT - HARBOR LEASE	0.00	0.00	5,125.00	100.00)%
56550	RENT - PG& E	0.00	0.00	13,500.00	100.00)%
56650	RENT - SUDDENLINK	0.00	2,577.48	7,000.00	(63.18)%
56700	RENT - TOWN HALL	1,080.00	3,573.00	6,000.00	(40.45)%
	Total Revenue	66,870.86	360,159.02	761,600.00	(52.71)%

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
201 - GFAdmin
From 1/1/2024 Through 1/31/2024

		Current Month	Year to Date	Total Budget - Original	% of Budget
	Expense				
60900	HONORARIUMS	250.00	1,750.00	3,000.00	41.67%
61000	EMPLOYEE GROSS WAGE	12,435.49	88,616.18	148,820.00	40.45%
61470	FRINGE BENEFITS	853.86	6,403.96	2,160.00	(196.48)%
65100	DEFERRED RETIREMENT	1,065.58	8,191.22	17,858.00	54.13%
65200	MEDICAL INSURANCE AND EXPENSE	4,501.49	17,165.25	24,504.00	29.95%
65250	Health Savings Program	9.00	64.00	1,015.00	93.69%
65300	WORKMEN'S COMP INSURANCE	1,417.50	1,417.50	4,947.00	71.35%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	53.66	1,059.70	750.00	(41.29)%
65600	PAYROLL TAX	1,093.80	8,231.40	12,751.00	35.45%
65800	Grant Payroll Allocation	(1,434.90)	(13,377.67)	(26,000.00)	48.55%
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	2,513.00	24,481.76	40,000.00	38.80%
71130	ATTORNEY-LITIGATION	1,936.00	13,986.50	10,000.00	(39.87)%
71310	CITY PLANNER-ADMIN. TASKS	159.00	42,842.52	80,000.00	46.45%
71410	BLDG INSPECTOR-ADMIN TASKS	1,707.07	15,888.30	25,000.00	36.45%
71510	ACCOUNTANT-ADMIN TASKS	2,978.53	11,207.64	17,000.00	34.07%
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	3,579.87	9,365.12	6,000.00	(56.09)%
75160	LIBRARY RENT & LOCAL CONTRIB.	0.00	500.00	2,000.00	75.00%
75170	RENT	750.00	5,250.00	9,000.00	41.67%
75180	UTILITIES	1,001.08	7,473.45	15,000.00	50.18%
75190	DUES & MEMBERSHIP	89.00	924.00	1,500.00	38.40%
75200	MUNICIPAL/UPDATE EXPENSE	175.00	674.58	3,500.00	80.73%
75220	OFFICE SUPPLIES & EXPENSE	1,076.27	5,758.29	5,000.00	(15.17)%
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	2,998.11	500.00	(499.62)%
75990	MISCELLANEOUS EXPENSE	0.00	430.70	500.00	13.86%
76110	TELEPHONE	620.92	4,134.80	6,000.00	31.09%
76130	CABLE & INTERNET SERVICE	265.68	1,421.78	3,000.00	52.61%
76150	TRAVEL	(238.00)	1,292.00	3,000.00	56.93%
78120	STREET LIGHTING	0.00	26.30	0.00	0.00%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	1,258.09	0.00	0.00%
78170	SECURITY SYSTEM	82.50	475.18	500.00	4.96%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	500.00	100.00%
89500	Penalties - Non-Deductible	125.25	225.45	0.00	0.00%
	Total Expense	37,066.65	302,938.66	482,320.00	37.19%

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
301 - Police
From 1/1/2024 Through 1/31/2024

		Current Month	Year to Date	Total Budget - Original	% of Budget
	Expense				
61000	EMPLOYEE GROSS WAGE	851.31	6,110.21	10,425.00	41.39%
61470	FRINGE BENEFITS	69.24	519.30	480.00	(8.19)%
65100	DEFERRED RETIREMENT	109.35	787.43	1,251.00	37.06%
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	78.10	562.35	893.00	37.03%
75170	RENT	750.00	5,250.00	9,000.00	41.67%
75180	UTILITIES	350.34	1,865.12	2,750.00	32.18%
75300	CONTRACTED SERVICES	0.00	151.00	117,000.00	99.87%
75350	ANIMAL CONTROL	151.00	906.00	6,800.00	86.68%
76130	CABLE & INTERNET SERVICE	90.36	632.53	0.00	0.00%
78170	SECURITY SYSTEM	0.00	235.50	600.00	60.75%
	Total Expense	2,449.70	17,019.44	149,865.00	88.64%

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
401 - Fire
From 1/1/2024 Through 1/31/2024

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
	Expense				
60900	HONORARIUMS	150.00	1,050.00	2,400.00	56.25%
75180	UTILITIES	0.00	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%
75370	UNIFORMS/PERSONAL EQUIP.	0.00	220.20	0.00	0.00%
76110	TELEPHONE	171.40	915.82	1,300.00	29.55%
76140	RADIO & DISPATCH	0.00	0.00	1,800.00	100.00%
78140	VEHICLE FUEL & OIL	48.91	125.87	350.00	64.04%
78150	VEHICLE REPAIRS	0.00	0.00	2,500.00	100.00%
78160	BUILDING REPAIRS & MAINTENANCE	342.00	1,576.36	3,000.00	47.45%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	309.86	5,000.00	93.80%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	1,000.00	100.00%
	Total Expense	<u>712.31</u>	<u>4,331.52</u>	<u>54,350.00</u>	<u>92.03%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
501 - PW (Public Works)
From 1/1/2024 Through 1/31/2024

		Current Month	Year to Date	Total Budget - Original	% of Budget
	Expense				
61000	EMPLOYEE GROSS WAGE	12,169.27	91,272.20	134,860.00	32.32%
61250	OVERTIME	0.00	0.00	500.00	100.00%
61470	FRINGE BENEFITS	46.16	346.16	240.00	(44.23)%
65100	DEFERRED RETIREMENT	463.51	5,057.14	12,289.00	58.85%
65200	MEDICAL INSURANCE AND EXPENSE	2,247.24	15,307.68	26,866.00	43.02%
65250	Health Savings Program	19.25	148.50	1,330.00	88.83%
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	947.67	7,220.46	11,257.00	35.86%
65800	Grant Payroll Allocation	(3,993.84)	(51,431.54)	(95,000.00)	45.86%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	16,657.35	15,000.00	(11.05)%
75190	DUES & MEMBERSHIP	0.00	88.81	0.00	0.00%
75200	MUNICIPAL/UPDATE EXPENSE	3,535.00	3,535.00	3,600.00	1.81%
75300	CONTRACTED SERVICES	1,448.75	28,155.69	5,000.00	(463.11)%
75370	UNIFORMS/PERSONAL EQUIP.	0.00	1,810.03	1,000.00	(81.00)%
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	0.00	5,466.54	5,000.00	(9.33)%
78120	STREET LIGHTING	470.31	3,058.30	5,000.00	38.83%
78130	TRAIL MAINTENANCE	0.00	7,573.74	10,000.00	24.26%
78140	VEHICLE FUEL & OIL	514.93	4,435.81	4,000.00	(10.90)%
78150	VEHICLE REPAIRS	0.00	1,151.95	2,500.00	53.92%
78160	BUILDING REPAIRS & MAINTENANCE	700.00	1,821.68	14,000.00	86.99%
78190	MATERIALS, SUPPLIES & EQUIPMEN	807.43	4,707.65	5,000.00	5.85%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	439.12	2,500.00	82.44%
	Total Expense	19,375.68	147,545.74	169,525.00	12.97%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
204 - IWM
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
56150	FRANCHISE FEES	1,559.99	9,018.34	11,000.00	(18.02)%
	Total Revenue	1,559.99	9,018.34	11,000.00	(18.02)%
	Expense				
75130	GARBAGE	0.00	46.00	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	1,800.00	100.00%
	Total Expense	0.00	46.00	1,800.00	97.44%
	Net Income	1,559.99	8,972.34	9,200.00	(2.47)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
213 - SB2 Planning Grant
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
46000	GRANT INCOME	0.00	8,331.05	0.00	0.00%
	Total Revenue	0.00	8,331.05	0.00	0.00%
	Expense				
65800	Grant Payroll Allocation	0.00	814.65	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	7,525.41	0.00	0.00%
	Total Expense	0.00	8,340.06	0.00	0.00%
	Net Income	0.00	(9.01)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
214 - HCD LEAP Grant
From 1/1/2024 Through 1/31/2024

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

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
215 - LCP Update Grant #3
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
46000	GRANT INCOME	0.00	1,823.31	0.00	0.00%
	Total Revenue	0.00	1,823.31	0.00	0.00%
	Expense				
65800	Grant Payroll Allocation	681.37	3,196.85	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	2,356.25	0.00	0.00%
	Total Expense	681.37	5,553.10	0.00	0.00%
	Net Income	(681.37)	(3,729.79)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
216 - CalRecycle SB 1383 Assistance Grant
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	722.75	6,329.92	0.00	0.00%
	Total Expense	722.75	6,329.92	0.00	0.00%
	Net Income	(722.75)	(6,329.92)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
217 - REAP Housing Grant HCAOG
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	30.78	940.60	0.00	0.00%
75300	CONTRACTED SERVICES	875.00	875.00	0.00	0.00%
	Total Expense	905.78	1,815.60	0.00	0.00%
	Net Income	(905.78)	(1,815.60)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
303 - COPS Program
From 1/1/2024 Through 1/31/2024

		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	113,084.00	267,000.00	57.65%
	Total Expense	0.00	113,084.00	267,000.00	57.65%
	Net Income	0.00	(113,084.00)	(117,000.00)	(3.35)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
503 - State Gas Tax
From 1/1/2024 Through 1/31/2024

		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)	192.61	1,536.51	0.00	0.00%
47050	GAS TAX REVENUE (2105)	140.14	931.31	0.00	0.00%
47060	GAS TAX REVENUE (2106)	485.10	3,023.42	0.00	0.00%
47070	GAS TAX REVENUE (2107)	196.24	1,295.04	0.00	0.00%
47075	GAS TAX REVENUE (2107.5)	0.00	1,000.00	0.00	0.00%
	Total Revenue	1,014.09	7,786.28	15,000.00	(48.09)%
	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	1,014.09	2,257.28	15,000.00	(84.95)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
504 - TDA - Transporation Development Agency
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
46000	GRANT INCOME	0.00	17,323.00	14,500.00	19.47%
	Total Revenue	0.00	17,323.00	14,500.00	19.47%
	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	0.00	17,323.00	500.00	3,364.60%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
513 - ASBS Stormwater Project (2009)
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
75220	OFFICE SUPPLIES & EXPENSE	123.89	123.89	0.00	0.00%
	Total Expense	123.89	123.89	0.00	0.00%
	Net Income	(123.89)	(123.89)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
518 - OWTS - Onsite Wastewater Treatment System
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
54020	PLANNER- APPLICATION PROCESSIN	350.00	2,890.00	0.00	0.00%
54050	BLDG.INSP-APPLICATION PROCESSI	0.00	(200.00)	0.00	0.00%
	Total Revenue	350.00	2,690.00	0.00	0.00%
	Expense				
71310	CITY PLANNER-ADMIN. TASKS	0.00	9,385.46	0.00	0.00%
	Total Expense	0.00	9,385.46	0.00	0.00%
	Net Income	350.00	(6,695.46)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
528 - Prop 84 Storm Water Grant Project
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
46000	GRANT INCOME	87,206.08	87,206.08	0.00	0.00%
	Total Revenue	87,206.08	87,206.08	0.00	0.00%
	Expense				
65800	Grant Payroll Allocation	1,781.70	31,015.46	0.00	0.00%
75300	CONTRACTED SERVICES	64,326.19	174,233.27	0.00	0.00%
	Total Expense	66,107.89	205,248.73	0.00	0.00%
	Net Income	21,098.19	(118,042.65)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
529 - RMRA - Road Maintenance & Rehabilitation
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
47005	RMRA (SB1)	553.71	3,103.30	0.00	0.00%
	Total Revenue	553.71	3,103.30	0.00	0.00%
	Net Income	553.71	3,103.30	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
531 - OPC Coastal Resilience
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
46000	GRANT INCOME	50,504.19	50,504.19	0.00	0.00%
	Total Revenue	50,504.19	50,504.19	0.00	0.00%
	Expense				
65800	Grant Payroll Allocation	463.82	11,674.78	0.00	0.00%
75110	FINANCIAL ADVISOR/TECH SUPPORT	0.00	500.00	0.00	0.00%
75300	CONTRACTED SERVICES	3,849.75	62,290.09	0.00	0.00%
	Total Expense	4,313.57	74,464.87	0.00	0.00%
	Net Income	46,190.62	(23,960.68)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
532 - HSIP Street Improvements DOT
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	1,524.00	5,291.61	0.00	0.00%
75300	CONTRACTED SERVICES	6,196.91	10,269.97	0.00	0.00%
	Total Expense	7,720.91	15,561.58	0.00	0.00%
	Net Income	(7,720.91)	(15,561.58)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
533 - OGALS Per Capita
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	170.74	2,445.78	0.00	0.00%
	Total Expense	170.74	2,445.78	0.00	0.00%
	Net Income	(170.74)	(2,445.78)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
534 - STIP Trinity St Road Rehab
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	53.55	1,003.83	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	22,262.36	0.00	0.00%
	Total Expense	53.55	23,266.19	0.00	0.00%
	Net Income	(53.55)	(23,266.19)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
601 - Water
From 1/1/2024 Through 1/31/2024

		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	23,941.93	178,556.05	355,000.00	(49.70)%
57300	NEW WATER HOOK UPS	0.00	3,000.00	0.00	0.00%
57500	WATER A/R PENALTIES	(7,976.52)	(7,494.83)	10,000.00	(174.95)%
	Total Revenue	15,965.41	174,061.22	378,000.00	(53.95)%
Expense					
61000	EMPLOYEE GROSS WAGE	17,784.66	119,534.90	230,894.00	48.23%
61470	FRINGE BENEFITS	369.22	2,769.17	1,920.00	(44.23)%
65100	DEFERRED RETIREMENT	960.94	7,428.42	14,915.00	50.19%
65200	MEDICAL INSURANCE AND EXPENSE	1,864.14	13,526.40	24,507.00	44.81%
65250	Health Savings Program	13.00	95.00	1,015.00	90.64%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	7,675.00	100.00%
65600	PAYROLL TAX	1,477.73	10,009.38	18,804.00	46.77%
65800	Grant Payroll Allocation	(3,222.36)	(26,590.86)	(38,000.00)	30.02%
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	40.00	40.00	500.00	92.00%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	1,793.15	3,500.00	48.77%
71230	ENGINEER-SPECIAL PROJECTS	0.00	1,003.50	5,000.00	79.93%
71310	CITY PLANNER-ADMIN. TASKS	0.00	3,047.06	5,000.00	39.06%
71510	ACCOUNTANT-ADMIN TASKS	1,603.82	6,034.86	9,000.00	32.95%
71620	AUDITOR-FINANCIAL REPORTS	0.00	0.00	10,000.00	100.00%
72100	BAD DEBTS	0.00	213.33	100.00	(113.33)%
75110	FINANCIAL ADVISOR/TECH SUPPORT	0.00	240.00	0.00	0.00%
75180	UTILITIES	2,097.84	13,912.50	20,000.00	30.44%
75190	DUES & MEMBERSHIP	0.00	601.00	950.00	36.74%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	245.24	250.00	1.90%
75220	OFFICE SUPPLIES & EXPENSE	204.00	1,864.65	5,000.00	62.71%
75240	BANK CHARGES	0.00	10.00	100.00	90.00%
75280	TRAINING / EDUCATION	0.00	771.00	500.00	(54.20)%
75300	CONTRACTED SERVICES	(90.00)	100,194.50	261,000.00	61.61%
76110	TELEPHONE	402.58	2,912.63	1,800.00	(61.81)%
76130	CABLE & INTERNET SERVICE	61.95	433.65	750.00	42.18%
76160	LICENSES & FEES	0.00	5,309.69	5,000.00	(6.19)%
78140	VEHICLE FUEL & OIL	267.30	4,162.53	5,800.00	28.23%
78150	VEHICLE REPAIRS	0.00	0.00	2,500.00	100.00%
78160	BUILDING REPAIRS & MAINTENANCE	467.00	1,441.89	2,500.00	42.32%
78170	SECURITY SYSTEM	100.50	317.50	500.00	36.50%
78190	MATERIALS, SUPPLIES & EQUIPMEN	3,666.65	6,014.68	3,000.00	(100.49)%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	5,720.85	7,500.00	23.72%
79100	WATER LAB FEES	2,031.00	5,146.00	6,500.00	20.83%
79120	WATER PLANT CHEMICALS	1,023.86	6,813.07	9,000.00	24.30%
79150	WATER LINE REPAIR	0.00	7,318.24	25,000.00	70.73%
79160	WATER PLANT REPAIR	0.00	0.00	3,000.00	100.00%
	Total Expense	31,123.83	319,904.77	669,712.00	52.23%
	Net Income	(15,158.42)	(145,843.55)	(291,712.00)	(50.00)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
601 - Water
From 1/1/2024 Through 1/31/2024

<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
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City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
606 - Drought Relief Tank & Pipelines
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	2,025.71	14,695.24	0.00	0.00%
74110	GRANT EXPENSE	918.00	918.00	0.00	0.00%
75300	CONTRACTED SERVICES	37,956.86	114,874.61	0.00	0.00%
	Total Expense	40,900.57	130,487.85	0.00	0.00%
	Net Income	(40,900.57)	(130,487.85)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
607 - Interie & Tank Projects DWR Grant
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Expense				
65800	Grant Payroll Allocation	1,196.66	11,895.65	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	5,109.50	0.00	0.00%
	Total Expense	1,196.66	17,005.15	0.00	0.00%
	Net Income	(1,196.66)	(17,005.15)	0.00	0.00%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
701 - Cemetery
From 1/1/2024 Through 1/31/2024

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
58100	CEMETERY PLOT SALES	4,230.00	23,942.50	15,000.00	59.62%
	Total Revenue	4,230.00	23,942.50	15,000.00	59.62%
	Expense				
61000	EMPLOYEE GROSS WAGE	917.33	6,648.15	11,627.00	42.82%
61470	FRINGE BENEFITS	46.16	346.20	0.00	0.00%
65100	DEFERRED RETIREMENT	65.40	474.14	1,395.00	66.01%
65200	MEDICAL INSURANCE AND EXPENSE	198.75	1,286.06	2,748.00	53.20%
65250	Health Savings Program	1.25	7.50	140.00	94.64%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	386.00	100.00%
65600	PAYROLL TAX	78.42	569.23	996.00	42.85%
75180	UTILITIES	45.23	316.61	493.00	35.78%
75300	CONTRACTED SERVICES	0.00	1,215.00	3,000.00	59.50%
78170	SECURITY SYSTEM	142.50	411.00	500.00	17.80%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	255.32	500.00	48.94%
	Total Expense	1,495.04	11,529.21	21,785.00	47.08%
	Net Income	2,734.96	12,413.29	(6,785.00)	(282.95)%



CONSENT AGENDA ITEM 3

SUPPORTING DOCUMENTATION ATTACHED

3. Law Enforcement Report – February 2024.



HUMBOLDT COUNTY SHERIFF'S OFFICE

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Incident Search Results

City is trinidad or trin, Date Between 1/15/2024 and 1/21/2024

02/20/2024

Date	Inc #	Type	Time	Location	Dispositio
01/15/2024	2401150055	TRF	13:21:18	S WESTHAVEN DR/SCENIC DR	Warned
01/15/2024	2401150065	XFER	14:41:21	HIGHWAY 101 OVERPASS/6TH	Xfer to CHP
01/15/2024	2401150077	XFER	16:55:11	1125 N WESTHAVEN DR	Xfer to Medical
01/15/2024	2401150078	DISP	17:15:06	510 BIG LAGOON PARK RD	Xfer to CHP
01/15/2024	2401150083	XFER	17:16:41	US HWY 101/KANE RD	Xfer to CHP
01/15/2024	2401150085	XFER	17:18:12	US HWY 101/KANE RD	Xfer to CHP
01/15/2024	2401150088	XFER	17:21:51	510 BIG LAGOON PARK RD	Xfer to CHP
01/15/2024	2401150091	BEACH	17:33:56	122 MOONSTONE BEACH RD	No Report
01/15/2024	2401150095	PURV	18:45:32	27 SCENIC DR	Report Taken
01/15/2024	2401150114	33X	22:25:35	1658 PATRICKS POINT DR	Billable Alarm
01/16/2024	2401160002	INV	00:31:10	306 VIEW AVE	No Report
01/16/2024	2401160049	ASSISTP	10:27:09	101 MAIN ST	Advised to Move Along
01/16/2024	2401160076	XFER	13:49:11	199 N WESTHAVEN DR	Xfer to Medical
01/16/2024	2401160078	XFER	13:54:20	199 N WESTHAVEN DR	Xfer to Medical
01/16/2024	2401160105	XFER	16:54:36	2555 PATRICKS POINT DR	Xfer to CHP
01/16/2024	2401160116	XFER	19:33:23	51 MIDWAY DR	Xfer to Fire
01/16/2024	2401160117	FU	19:47:21	27 SCENIC DR	Cad Documentation Only
01/17/2024	2401170028	ANIMAL	08:27:18	103000 US HWY 101	Cad Documentation Only
01/17/2024	2401170049	CIVS	10:51:11	120 OKEGA LN	Good Service
01/17/2024	2401170057	INFO	11:21:46	1175 OX LN	Cad Documentation Only
01/17/2024	2401170086	XFER	12:59:23	893 S WESTHAVEN DR	Xfer to Medical
01/17/2024	2401170117	XFER	14:49:10	576 PACIFIC CT	Xfer to Medical
01/17/2024	2401170127	ANIMAL	15:21:27	1639 SCENIC DR	Cited
01/17/2024	2401170130	ANIMAL	15:40:56	US HWY 101/MCDONALD CREE	Cad Documentation Only
01/18/2024	2401180037	DISP	08:50:19	199 N WESTHAVEN DR	Pending Recontact From Rp
01/18/2024	2401180086	CAMP	13:12:16	SCENIC DR	Advised to Move Along
01/18/2024	2401180090	ANIMAL	13:27:33	637 DRIVER RD	Cad Documentation Only
01/19/2024	2401190001	SUSPC	00:13:26	760 EDWARDS ST	Unable to Locate
01/19/2024	2401190004	XFER	04:58:04	889 S WESTHAVEN DR	Xfer to Medical
01/19/2024	2401190049	CWS	10:36:03	822 N WESTHAVEN DR	Previously Investigated
01/19/2024	2401190050	WELF	10:38:21	120 OKEGA LN	No Report
01/19/2024	2401190133	XFER	17:41:44	52 METSKO LN	Xfer to Fire
01/19/2024	2401190152	XFER	20:12:01	51 MIDWAY DR	Xfer to Medical
01/20/2024	2401200011	XFER	02:39:16	889 S WESTHAVEN DR	Xfer to Medical
01/20/2024	2401200019	XFER	04:34:56	889 S WESTHAVEN DR	Xfer to Medical
01/20/2024	2401200032	XFER	08:51:13	HIGHWAY 101 OFF RAMP/SEA	Xfer to CHP
01/20/2024	2401200033	XFER	08:57:25	PATRICKS POINT DR/SEAWOO	Xfer to CHP
01/20/2024	2401200055	XFER	11:21:53	3058 PATRICKS POINT DR	Xfer to Medical
01/20/2024	2401200084	911C	14:41:08	889 S WESTHAVEN DR	Cad Documentation Only
01/20/2024	2401200085	XFER	14:41:24	889 S WESTHAVEN DR	Xfer to Medical
01/21/2024	2401210087	911C	16:45:40	3633 PATRICKS POINT DR	Accidental Dial
01/21/2024	2401210114	NPROB	20:27:32	760 EDWARDS ST	Cad Documentation Only



HUMBOLDT COUNTY SHERIFF'S OFFICE

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Incident Search Results

City is trinidad or trin, Date Between 1/22/2024 and 1/28/2024

02/20/2024

Date	Inc #	Type	Time	Location	Dispositio
01/22/2024	2401220005	XFER	01:36:10	80 SEADRIFT LN	Xfer to Medical
01/22/2024	2401220083	XFER	15:29:31	930 SCENIC DR	Xfer to Fire
01/22/2024	2401220126	SUSPP	20:22:35	389 MAIN ST	Unable to Locate
01/22/2024	2401220127	33X	20:23:45	1650 KANE RD	Billable Alarm
01/22/2024	2401220129	TRF	21:01:13	389 MAIN ST	Warned
01/23/2024	2401230101	NPROB	16:19:14	760 EDWARDS ST	Unable to Locate
01/24/2024	2401240038	NPROB	09:47:10	760 EDWARDS ST	Public Assist
01/24/2024	2401240051	APS	11:22:34	875 PATRICKS POINT DR	Report Taken
01/24/2024	2401240067	ANIMAL	12:17:52	1076 8TH AVE	Negative Contact Made
01/24/2024	2401240146	602	21:01:15	199 N WESTHAVEN DR	No Report
01/24/2024	2401240157	TRF	21:51:06	SCENIC DR/MAIN ST	Warned
01/24/2024	2401240163	XFER	22:56:29	US HWY 101/PATRICKS POIN	Xfer to CHP
01/25/2024	2401250058	415	12:18:23	380 JANIS CT	No Report
01/25/2024	2401250067	FU	13:10:50	760 EDWARDS ST	No Report
01/25/2024	2401250074	PED	13:26:41	UNDERWOOD DR/HECTOR ST	Field Interview
01/25/2024	2401250110	XFER	16:41:15	1765 PATRICKS POINT DR	Xfer to Fire
01/25/2024	2401250112	415	16:54:33	380 JANIS CT	No Report
01/26/2024	2401260037	ASSISTP	08:31:04	760 EDWARDS ST	Public Assist
01/26/2024	2401260074	LIVSTK	11:18:05	725 STAGECOACH RD	Unable to Locate
01/26/2024	2401260137	PC	17:09:42	FRONTAGE RD/MAIN ST	Marked For Abatement
01/26/2024	2401260149	REPO	18:15:48	306 VIEW AVE	Cad Documentation Only
01/26/2024	2401260171	XFER	20:39:50	US HWY 101	Xfer to CHP
01/27/2024	2401270036	PC	07:06:26	MAIN ST/VIEW AVE	Quiet on Arrival or Departur
01/27/2024	2401270038	TRF	07:17:06	101 MAIN ST	Warned
01/27/2024	2401270039	TRF	07:20:56	54 N WESTHAVEN DR	Warned
01/27/2024	2401270050	911C	09:35:52	1313 N WESTHAVEN DR	Phone Malfunction
01/27/2024	2401270074	DISP	12:38:24	50 ADAMS FOX FARM RD	Cad Documentation Only
01/27/2024	2401270110	WELF	17:04:38	130 SCENIC DR	Not as Reported
01/27/2024	2401270128	PC	18:35:47	SCENIC DR	Cad Documentation Only
01/27/2024	2401270131	TPAT	18:42:53	MAIN ST/VIEW AVE	Cad Documentation Only
01/27/2024	2401270174	603	23:17:25	1068 N WESTHAVEN DR	No Report
01/28/2024	2401280086	XFER	12:56:57	1765 PATRICKS POINT DR	Xfer to Medical
01/28/2024	2401280093	INV	13:55:00	122 MOONSTONE BEACH RD	Report Taken
01/28/2024	2401280100	XFER	15:35:50	443 ROUNDHOUSE CREEK RD	Xfer to Medical
01/28/2024	2401280146	ASSISTP	21:34:57	443 ROUNDHOUSE CREEK RD	Agency Assist



HUMBOLDT COUNTY SHERIFF'S OFFICE

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Incident Search Results

City is trinidad or trin, Date Between 1/29/2024 and 2/4/2024

02/20/2024

Date	Inc #	Type	Time	Location	Dispositio
01/29/2024	2401290024	XFER	08:25:36	501 S WESTHAVEN DR	Xfer to CHP
01/29/2024	2401290035	VEHI	09:18:02	SCENIC DR/MOONSTONE BEAC	Field Interview
01/29/2024	2401290066	XFER	11:38:26	100 MOONSTONE BEACH RD	Xfer to Fire
01/30/2024	2401300063	ANIMAL	11:10:40	1076 8TH AVE	Negative Contact Made
01/30/2024	2401300071	INV	11:38:31	300 TRINITY ST	Unable to Locate
01/30/2024	2401300077	XFER	13:12:10	US HWY 101/BIG LAGOON PA	Xfer to Fire
01/30/2024	2401300081	CWS	13:31:23	122 MOONSTONE BEACH RD	Previously Investigated
01/30/2024	2401300090	ASSISTA	14:15:56	US HWY 101/PATRICKS POIN	Cad Documentation Only
01/30/2024	2401300102	XFER	15:48:24	US HWY 101/TRINIDAD EXIT	Xfer to CHP
01/30/2024	2401300142	XFER	20:38:33	US HWY 101	Xfer to Fire
01/30/2024	2401300144	XFER	20:47:11	US HWY 101	Xfer to Fire
01/30/2024	2401300148	XFER	21:10:06	US HWY 101	Xfer to Fire
01/31/2024	2401310027	XFER	07:49:38	1055 DRIVER RD	Xfer to Medical
01/31/2024	2401310029	INV	08:15:32	300 TRINITY ST	Field Interview
01/31/2024	2401310160	XFER	22:58:52	199 N WESTHAVEN DR	Xfer to Medical
02/01/2024	2402010048	PROB	09:49:43	806 WESTHAVEN DR	Cad Documentation Only
02/01/2024	2402010082	INV	12:27:27	860 PATRICKS POINT DR	Cad Documentation Only
02/02/2024	2402020038	XFER	08:38:00	FRONTAGE RD	Xfer to CHP
02/02/2024	2402020040	PC	09:03:12	MAIN ST/VIEW AVE	Cad Documentation Only
02/02/2024	2402020044	XFER	09:36:21	199 N WESTHAVEN DR	Xfer to Medical
02/02/2024	2402020124	CIVS	14:56:44	3633 PATRICKS POINT DR	Good Service
02/02/2024	2402020130	911M	15:15:53	662 3RD AVE	Accidental Dial
02/02/2024	2402020163	XFER	16:48:16	51 MIDWAY DR	Xfer to Fire
02/02/2024	2402020171	WELF	17:58:10	822 N WESTHAVEN DR	Agency Assist
02/02/2024	2402020200	594	21:09:43	100 MOONSTONE BEACH RD	No Report
02/03/2024	2402030056	911C	10:26:24	1990 SCENIC DR	Pending Recontact From Rp
02/03/2024	2402030060	FU	10:48:41	361 MAIN ST	Cad Documentation Only
02/03/2024	2402030096	594	15:04:51	475 WAGNER ST	Report Taken
02/03/2024	2402030103	XFER	16:10:25	4150 PATRICKS POINT DR	Xfer to another agency
02/03/2024	2402030113	XFER	18:17:26	4150 PATRICKS POINT DR	Merged Cfs
02/03/2024	2402030114	ASSISTA	18:20:51	4150 PATRICKS POINT DR	Agency Assist
02/03/2024	2402030115	XFER	18:22:07	4150 PATRICKS POINT DR	Merged Cfs
02/04/2024	2402040022	UNW	03:33:31	27 SCENIC DR	No Report
02/04/2024	2402040088	VEHI	16:32:30	FRONTAGE RD	Unoccupied



HUMBOLDT COUNTY SHERIFF'S OFFICE

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Incident Search Results

City is trinidad or trin, Date Between 2/5/2024 and 2/11/2024

02/20/2024

Date	Inc #	Type	Time	Location	Dispositio
02/05/2024	2402050018	XFER	04:46:51	4150 PATRICKS POINT DR	Referred To Other Agency
02/06/2024	2402060055	ASSISTP	10:23:59	101 MAIN ST	Cad Documentation Only
02/06/2024	2402060075	INV	12:06:33	LIGHTHOUSE RD/BAY ST	Public Assist
02/06/2024	2402060109	CWS	14:58:38	122 MOONSTONE BEACH RD	Previously Investigated
02/06/2024	2402060110	PC	15:04:03	PATRICKS POINT DR/MAIN S	Cad Documentation Only
02/06/2024	2402060156	INC	21:45:13	800 ADAMS FOX FARM RD	Phone Malfunction
02/06/2024	2402060165	TH	23:04:16	MAIN ST/TRINITY ST	Public Assist
02/07/2024	2402070014	33X	06:31:11	207 N WESTHAVEN DR	Billable Alarm
02/07/2024	2402070037	XFER	09:03:03	US HWY 101/TRINIDAD EXIT	Xfer to CHP
02/07/2024	2402070042	XFER	09:17:40	US HWY 101/PATRICKS POIN	Xfer to CHP
02/07/2024	2402070045	APS	09:32:40	971 8TH AVE	Report Taken
02/07/2024	2402070123	415	16:50:41	971 8TH AVE	Arrest Made
02/08/2024	2402080023	EVIC	07:55:23	3633 PATRICKS POINT DR	Good Service
02/08/2024	2402080037	PROB	09:56:45	PATRICKS POINT DR	Cad Documentation Only
02/08/2024	2402080055	FRAUD	11:59:01	199 N WESTHAVEN DR	Report Taken
02/08/2024	2402080108	911M	17:23:31	650 3RD AVE	Accidental Dial
02/08/2024	2402080118	XFER	18:16:04	965 S WESTHAVEN DR	Xfer to Medical
02/09/2024	2402090001	WELF	00:04:46	3452 PATRICKS POINT DR	Not as Reported
02/09/2024	2402090035	XFER	08:17:33	510 BIG LAGOON PARK RD	Xfer to Medical
02/09/2024	2402090063	ASSISTA	11:40:42	122 MOONSTONE BEACH RD	Cancel Per Rp
02/09/2024	2402090064	ANIMAL	11:41:37	MAIN ST/VIEW AVE	Gone On Arrival
02/09/2024	2402090069	XFER	12:23:05	51 MIDWAY DR	Xfer to Medical
02/09/2024	2402090081	XFER	13:22:13	199 N WESTHAVEN DR	Xfer to Fire
02/09/2024	2402090096	XFER	14:09:31	363 TRINITY ST	Xfer to Medical
02/09/2024	2402090148	DISABLE	19:13:25	131000 US HWY 101	Agency Assist
02/09/2024	2402090168	XFER	20:13:07	27 SCENIC DR	Xfer to Medical
02/09/2024	2402090170	SUSPV	20:23:53	WESTHAVEN DR	Unable to Locate
02/10/2024	2402100109	33X	17:16:13	1 BAY ST	Cancel Per Rp
02/10/2024	2402100133	XFER	21:48:02	US HWY 101/SEAWOOD DR	Xfer to CHP
02/11/2024	2402110003	XFER	00:13:10	441 PATRICKS POINT DR	Xfer to Medical
02/11/2024	2402110009	VEHI	01:37:47	FRONTAGE RD	Unoccupied
02/11/2024	2402110073	415	14:01:55	275 LYNDAL LN	Agency Assist
02/11/2024	2402110081	SUSPP	15:03:36	380 JANIS CT	Non-Essential Response
02/11/2024	2402110084	911M	15:37:34	33 STUMPTOWN RD	Accidental Dial
02/11/2024	2402110087	459R	16:16:58	860 PATRICKS POINT DR	Report Taken



HUMBOLDT COUNTY SHERIFF'S OFFICE

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Incident Search Results

City is trinidad or trin, Date Between 2/12/2024 and 2/18/2024

02/20/2024

Date	Inc #	Type	Time	Location	Dispositio
02/12/2024	2402120017	UNW	05:56:39	607 PARKER ST	Unable to Locate
02/12/2024	2402120019	UNW	06:32:18	363 TRINITY ST	Arrest Made
02/12/2024	2402120025	ASSISTP	08:10:25	420 QUARRY RD	Public Assist
02/12/2024	2402120048	INV	11:24:10	681 OLD WAGON RD	Cad Documentation Only
02/12/2024	2402120110	TPAT	21:28:35	409 TRINITY ST	Cad Documentation Only
02/13/2024	2402130024	488	07:52:50	101 N WESTHAVEN DR	Arrest Made
02/13/2024	2402130087	XFER	14:24:26	US HWY 101/BIG LAGOON PA	Xfer to CHP
02/13/2024	2402130117	WELF	16:58:09	638 N WESTHAVEN DR	No Report
02/14/2024	2402140010	XFER	06:28:14	3 FERN ALLEY	Xfer to Medical
02/14/2024	2402140053	APS	11:13:53	875 PATRICKS POINT DR	Previously Investigated
02/15/2024	2402150035	33X	09:48:50	460 MAIN ST	Cancel Per Rp
02/15/2024	2402150136	TRF	22:10:53	SCENIC DR/GROTH LN	Warned
02/16/2024	2402160030	STANDBY	08:57:59	971 8TH AVE	Public Assist
02/16/2024	2402160068	459	11:17:31	426 WAGNER ST	Report Taken
02/16/2024	2402160084	FU	13:16:48	707 UNDERWOOD DR	Cad Documentation Only
02/17/2024	2402170021	XFER	03:50:14	930 SCENIC DR	Xfer to Medical
02/17/2024	2402170075	FU	16:58:35	389 MAIN ST	Cad Documentation Only
02/17/2024	2402170078	ASSISTA	17:22:01	27 SCENIC DR	Unable to Locate
02/17/2024	2402170083	33P	18:02:11	308 OCEAN AVE	Billable Alarm
02/17/2024	2402170084	ASSISTA	18:03:23	4150 PATRICKS POINT DR	Cancel Per Rp



HUMBOLDT COUNTY SHERIFF'S OFFICE

Page 1

Incident Search Results

City is trinidad or trin, Date Between 2/19/2024 and 2/25/2024

02/27/2024

Date	Inc #	Type	Time	Location	Dispositio
02/19/2024	2402190026	TPAT	07:30:37	MAIN ST/VIEW AVE	Cad Documentation Only
02/19/2024	2402190028	VEHI	07:50:31	SCENIC DR	Field Interview
02/19/2024	2402190029	VEHI	07:57:29	1 BAKER RANCH RD	Field Interview
02/19/2024	2402190060	STANDBY	11:25:06	971 8TH AVE	Cad Documentation Only
02/19/2024	2402190079	XFER	14:43:30	US HWY 101/TRINIDAD EXIT	Xfer to CHP
02/20/2024	2402200098	CIVIL	13:19:53	271 LYNDA LN	Cancel Per Rp
02/20/2024	2402200111	XFER	14:45:52	380 JANIS CT	Xfer to Medical
02/20/2024	2402200131	33X	16:04:16	269 BIG LAGOON PARK RD	Billable Alarm
02/20/2024	2402200166	BUS	22:49:20	27 SCENIC DR	Cad Documentation Only
02/20/2024	2402200167	TPAT	22:56:45	409 TRINITY ST	Cad Documentation Only
02/20/2024	2402200170	VEHI	23:14:29	FRONTAGE RD	Unoccupied
02/21/2024	2402210004	PC	00:33:39	LYNDA LN/BIG LAGOON PARK	Cad Documentation Only
02/21/2024	2402210037	VEHI	09:25:05	27 SCENIC DR	Public Assist
02/21/2024	2402210039	VEHI	09:52:22	322 MAIN ST	Field Interview
02/21/2024	2402210046	CIVS	10:38:12	216 IDLEWOOD LN	Good Service
02/21/2024	2402210050	CIVS	11:20:46	3668 PATRICKS POINT DR	Good Service
02/21/2024	2402210056	CIVS	11:41:56	120 OKEGA LN	Call Created in Error
02/21/2024	2402210067	CIVS	12:46:22	120 OKEGA LN	Good Service
02/21/2024	2402210074	CIVS	13:23:55	1 CHER AE LN	Negative Service
02/21/2024	2402210081	XFER	14:00:43	999 SCENIC DR	Xfer to another agency
02/21/2024	2402210091	911H	14:36:16	300 MAIN ST	Pending Recontact From Rp
02/21/2024	2402210116	EMBEZ	17:11:25	1 CHER-AE LN	Scheduled Incident Created
02/21/2024	2402210118	EMBEZ	17:37:52	1 CHER-AE LN	Scheduled Incident Created
02/21/2024	2402210124	415FAM	18:38:02	51 MIDWAY DR	Unable to Locate
02/21/2024	2402210156	VEHI	23:43:04	FRONTAGE RD	Unoccupied
02/22/2024	2402220002	PED	00:06:25	101 MAIN ST	Field Interview
02/22/2024	2402220022	EMBEZ	07:05:29	1 CHER-AE LN	Report Taken
02/22/2024	2402220136	CWS	15:40:33	HIGHWAY 101 UNDER PASS/F	Report Taken
02/22/2024	2402220173	911M	20:26:42	640 SPRING LN	Accidental Dial
02/22/2024	2402220194	PC	23:35:42	MAIN ST/VIEW AVE	No Report
02/23/2024	2402230006	INC	01:31:04	1705 SCENIC DR	Phone Malfunction
02/23/2024	2402230028	FP	08:25:03	380 JANIS CT	Cad Documentation Only
02/23/2024	2402230030	594	08:28:56	3901 PATRICKS POINT DR	Online Report
02/23/2024	2402230031	HAILED	08:34:55	VIEW AVE/EAST ST	Report Taken
02/23/2024	2402230033	VEHI	08:54:49	FRONTAGE RD	Unoccupied
02/23/2024	2402230048	WELF	10:39:11	PATRICKS POINT DR/SEAWOO	Report Taken
02/23/2024	2402230099	AWS	15:20:37	480 PATRICKS POINT DR	Unable to Locate
02/23/2024	2402230166	XFER	22:15:24	441 PATRICKS POINT DR	Xfer to Medical
02/24/2024	2402240021	911M	06:56:08	953 BAUDER LN	Phone Malfunction
02/24/2024	2402240039	ASSISTP	10:28:40	760 EDWARDS ST	Public Assist
02/24/2024	2402240117	BOLO	21:53:27	27 SCENIC DR	Referred To Other Agency
02/24/2024	2402240134	SHOTSH	23:57:21	708 UNDERWOOD DR	Quiet on Arrival or Departur
02/25/2024	2402250051	INV	11:29:21	265 LANGFORD RD	Arrest Made
02/25/2024	2402250052	XFER	11:31:54	100 MCCONNAHAS RD	Xfer to Medical



HUMBOLDT COUNTY SHERIFF'S OFFICE

Page 2

Incident Search Results

City is trinidad or trin, Date Between 2/19/2024 and 2/25/2024

02/27/2024

Date	Inc #	Type	Time	Location	Dispositio
02/25/2024	2402250081	911C	15:51:55	1705 SCENIC DR	Phone Malfunction
02/25/2024	2402250120	33X	22:17:57	1658 PATRICKS POINT DR	Billable Alarm
02/25/2024	2402250122	VEHI	22:54:45	US HWY 101 OFF RAMP/MAIN	Field Interview



CONSENT AGENDA ITEM 4

SUPPORTING DOCUMENTATION ATTACHED

4. 30-Day Contract Extension with GHD for On-Call Engineering Services.

CONSENT AGENDA ITEM

Date: March 12, 2024

Item: Extension to GHD's Current Engineering Services Contract

Background: As authorized by the City Council on November 14, 2023, the Council directed staff to advertise a RFQ (Request for Qualifications) for 'on-call' engineering services, as well as authorized the City Manager to negotiate an agreement with the top scoring firm, and if not successful to negotiate with the next highest scoring firm.

As the City follows a competitive qualifications process (based on the selection process specified in the Caltrans Local Assistance Manual (LAPM) Chapter 10) to ensure compliance with state and federal requirements, the RFQ process was slower than anticipated and advertisement was delayed. The original advertisement was planned for late November but was pushed to early January 2024.

On January 7, 2024, the RFQ was advertised. On January 31, 2024, RFQ packets submitted by the deadline were reviewed and evaluated by the Consultant Selection Committee, composed of the City Manager, City Clerk, Public Works and Grant staff, along with a Caltrans representative. Upon review and evaluation on January 31, 2024, a top scoring firm was identified. The top scoring firm was notified in early February, and negotiations began on February 12, 2024.

Contract negotiations are still underway, and still require review by CIRA, the City Attorney, and Caltrans. Staff anticipates recommending Council award a professional service contract for City Engineering Services to the top scoring firm at the next City Council meeting on April 9, 2024.

As GHD's current contract expires on March 13, 2024, and negotiations with the top scoring firm are still underway, an extension to GHD's contract is needed to maintain our current engineering services as the City of Trinidad does not have an 'in-house' City Engineer.

Staff Recommendation:

- City Council approve Amendment 2, an extension of GHD's contract (Professional Services Agreement for City Engineer Services, dated February 12, 2019) for 30 days until a master contract is awarded by the Council.

CITY OF TRINIDAD
PROFESSIONAL SERVICES AGREEMENT
FOR CITY ENGINEER SERVICES
Amendment 2

Amendment 2 of the February 12, 2019, Professional Services Agreement For City Engineer Services (“Agreement”) between the City of Trinidad (“City”) and GHD Inc. (“Consultant”).

By mutual agreement, Amendment 2 renews the term of the Agreement for an additional thirty (30) days. This Amendment shall become effective March 12, 2024, and shall continue in full force and effect until April 12, 2024.

The parties agree to this Agreement Amendment 2 as witnessed by the signatures below:

CITY

CONSULTANT

S/ _____

S/ _____

Eli Naffah, City Manager

Steve Allen, Principal

Date_____

Date_____



CONSENT AGENDA ITEM 5

SUPPORTING DOCUMENTATION ATTACHED

5. Award Construction Contract for Trinity Street Pavement Rehabilitation Project to GR Sundberg, Inc.

Discussion AGENDA ITEM

Date: March 12, 2024

Item: AUTHORIZATION TO AWARD CONSTRUCTION CONTRACT FOR TRINITY STREET PAVEMENT REHABILITATION PROJECT RPL-5036(021) TO G R Sundberg, INC.

Summary

The Trinity Street Pavement Rehabilitation Project RPL-5036(021) bid package was released and publicly advertised on February 8, 2024. The bid period ended on March 4, 2024 at 2pm, at which time the City received four (4) responsive bids. The bid totals are shown in the table below.

Bidder	Bid Amount
Darren Taylor Construction Inc.	\$ 201,422.28
GR Sundberg, Inc.	\$ 201,206.70
Hooven & Co., Inc.	\$ 202,874.00
RAO Construction Co., Inc.	\$ 247,415.00

As stipulated in the Information for Bidders, the Award would be made to the lowest, responsive, responsible bidder. The lowest bid will be the lowest total of the bid prices on the base contract.

The apparent low bid was submitted by GR Sundberg, Inc., with a total bid of \$201,206.70. The City's engineer, GHD, has confirmed that the bid received from GR Sundberg, Inc. was fully responsive and that they and their sub consultants have active licenses and registrations. GHD has recommended awarding the project to GR Sundberg, Inc. If the contract is awarded, construction is anticipated to begin in April, 2024.

Financial

The City has a total construction budget of \$236,000 which is from the Statewide Transportation Improvement Program (STIP). The tasks covered under the total construction budget amount include construction capital (\$197,822), construction engineering (\$29,918), and City administration time (\$8,260). Funding in addition to that provided by the STIP will come from the City of Trinidad local funding sources.

Staff Recommendation:

Authorize the City Manager to award the Trinity Street Pavement Rehabilitation Project RPL-5036(021) to GR Sundberg, Inc. and establish a maximum contract amount of \$201,206.70.

Attachments:

1. Detailed Bid Summary

Detailed Bid Summary

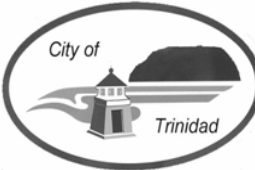
Agency: City of Trinidad

Project Name: Trinity Street Pavement Rehabilitation Project

Project No.: RPL-5036(021)

Bid Opening: March 4, 2024 @ 2pm

Engineers Estimate: \$182,000.00



Item No.	Description	Final Pay Item	Units	Total Quantity	Darren Taylor Construction Inc.		Apparent Low Bidder		Hooven & Co., Inc.		RAO Construction Co., Inc.	
					Unit Cost	Total	G R Sundberg Inc.	Unit Cost	Total	Unit Cost	Total	Unit Cost
BASE BID SCHEDULE												
1	Mobilization		LS	1	\$ 14,000.00	\$ 14,000.00	\$ 15,500.00	\$ 15,500.00	\$ 8,800.00	\$ 8,800.00	\$ 17,000.00	\$ 17,000.00
2	Temporary Traffic Control		LS	1	\$ 5,000.00	\$ 5,000.00	\$ 14,200.00	\$ 14,200.00	\$ 21,100.00	\$ 21,100.00	\$ 30,000.00	\$ 30,000.00
3	Water Pollution Control & Final Stabilization		LS	1	\$ 5,000.00	\$ 5,000.00	\$ 820.00	\$ 820.00	\$ 3,100.00	\$ 3,100.00	\$ 1,500.00	\$ 1,500.00
4	Adjust Utility Cover to Grade		EA	5	\$ 1,000.00	\$ 5,000.00	\$ 950.00	\$ 4,750.00	\$ 262.00	\$ 1,310.00	\$ 500.00	\$ 2,500.00
5	Adjust Monument Cover to Grade		EA	1	\$ 2,000.00	\$ 2,000.00	\$ 950.00	\$ 950.00	\$ 472.00	\$ 472.00	\$ 500.00	\$ 500.00
6	Adjust Manhole Cover to Grade		EA	4	\$ 1,500.00	\$ 6,000.00	\$ 1,000.00	\$ 4,000.00	\$ 742.00	\$ 2,968.00	\$ 800.00	\$ 3,200.00
7	Cold Plane Asphalt Concrete (Conform Grinding)	F	SQYD	360	\$ 9.12	\$ 3,283.20	\$ 9.00	\$ 3,240.00	\$ 13.00	\$ 4,680.00	\$ 35.00	\$ 12,600.00
8	Cold Plane Asphalt Concrete (2.5" Depth)	F	SQYD	2660	\$ 5.57	\$ 14,816.20	\$ 11.00	\$ 29,260.00	\$ 6.00	\$ 15,960.00	\$ 11.00	\$ 29,260.00
9	Replace Asphalt Concrete Surfacing (3" Depth)		CY	22	\$ 1,321.14	\$ 29,065.08	\$ 600.00	\$ 13,200.00	\$ 865.00	\$ 19,030.00	\$ 900.00	\$ 19,800.00
10	Hot Mix Asphalt (Type A)	F	TON	470	\$ 221.54	\$ 104,123.80	\$ 214.00	\$ 100,580.00	\$ 228.00	\$ 107,160.00	\$ 250.00	\$ 117,500.00
11	6" Thermoplastic Traffic Stripe		LF	914	\$ 7.25	\$ 6,626.50	\$ 8.30	\$ 7,586.20	\$ 9.50	\$ 8,683.00	\$ 7.50	\$ 6,855.00
12	Thermoplastic Pavement Markings		SF	385	\$ 15.50	\$ 5,967.50	\$ 17.70	\$ 6,814.50	\$ 23.00	\$ 8,855.00	\$ 16.00	\$ 6,160.00
13	Pavement Marker (Retroreflective)		EA	18	\$ 30.00	\$ 540.00	\$ 17.00	\$ 306.00	\$ 42.00	\$ 756.00	\$ 30.00	\$ 540.00
BID SCHEDULE TOTAL						\$ 201,422.28		\$ 201,206.70		\$ 202,874.00		\$ 247,415.00





CONSENT AGENDA ITEM 6

SUPPORTING DOCUMENTATION ATTACHED

6. Approval of Resolution 2024-03; Authorizing Submittal of Ordinances 2024-01 and 2024-02 Amending the Zoning Ordinance to create Consistency between the Codified and Certified Versions.

CONSENT AGENDA ITEM

March 12, 2024

Item: Resolution authorizing submittal of Ordinances 2024-01 and 2024-02 amending the Zoning Ordinance to create consistency between the codified and certified versions

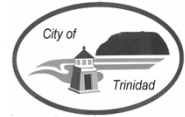
At the January and February meetings, the City Council approved the first and second readings of two zoning ordinance amendments that would make minor updates and corrections and reconcile inconsistencies between the codified and Coastal Commission certified versions of the Zoning Ordinance. These amendments need to be submitted to the Coastal Commission for certification. As part of the application, a resolution from the City Council authorizing submittal of a Local Coastal Program Amendment to the Coastal Commission is required. The attached resolution authorizes staff to submit an application and work with Coastal Commission staff to process the amendment through certification.

Attachments

Resolution 2024-03

Recommended Action:

Adopt Resolution 2024-03



RESOLUTION NO. 2024-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TRINIDAD, CALIFORNIA, AUTHORIZING SUBMITTAL OF A LOCAL COASTAL PROGRAM AMENDMENT AMENDING THE TRINIDAD ZONING ORDINANCE TO MAKE UPDATES AND CORRECTIONS AND TO RECONCILE INCONSISTENCIES BETWEEN THE CODIFIED AND CERTIFIED VERSIONS OF THE ORDINANCE

WHEREAS, the City of Trinidad City Council has adopted two zoning ordinance amendments amending the Implementation Plan of the Local Coastal Program to make minor updates and corrections to both the codified and certified versions of the zoning ordinance and to reconcile differences between them so they are consistent; and

WHEREAS, the amendments have been reviewed and processed pursuant to the provisions of the Local Coastal Program and City laws; and

WHEREAS, the amendments are statutorily exempt from CEQA per §15265 of the CEQA Guidelines exempting adoption of coastal plans and programs by local governments; and

WHEREAS, after due notice and public hearing, and in accordance with the Local Coastal Program (Trinidad Zoning Ordinance section 17.65.060 (7.03 as certified)), the Trinidad City Council adopted the amendments by Ordinances 2024-01 and 2024-02 on February 13, 2024; and

WHEREAS, the amendments are intended to be carried out in a manner in conformity with the Coastal Act and the implementing Local Coastal Program; and

WHEREAS, the amendments are consistent with the City's certified Local Coastal Program; and

WHEREAS, the amendments shall take effect immediately upon certification by the California Coastal Commission if approved as submitted. If the California Coastal Commission certifies the amendment subject to modifications that change the nature of the amendment, final approval by the Trinidad City Council shall be required prior to the amendment taking effect; and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Trinidad as follows:

1. City staff is directed to apply to, and work with, the California Coastal Commission for approval of this Local Coastal Program amendment.

INTRODUCED, PASSED, AND ADOPTED this 12th day of March 2024, by the following vote:

AYES:
NAYS:
ABSENT:
ABSTAIN:

Attest:

Gabriel Adams.
City Clerk

Cheryl Kelly
Mayor



DISCUSSION AGENDA ITEM 1

SUPPORTING DOCUMENTATION ATTACHED

1. Continued Discussion/Decision regarding Letter of Support for Trinidad Rancheria RAISE Grant for the 101 Trinidad Area Access Improvement Project.

AGENDA ITEM: Continued Discussion/Decision regarding Letter of Support for Trinidad Rancheria RAISE Grant for the 101 Trinidad Area Access Improvement Project

Date: March 12, 2024

Analysis:

At the February 13th Council meeting, the City Council felt they did not have sufficient information to send a Letter of Support for the Trinidad Rancheria's RAISE Grant. It was pointed out at the Council meeting that a Scoping Session would be held at the Rancheria on February 20th and that more information could be obtained at that meeting. Also, representatives of the Trinidad Rancheria were not at the February 13th Council meeting, but will be available at this meeting to help answer Council's questions.

Discussion/Decision:

Listen to the request of the Trinidad Rancheria for a Letter of Support for the RAISE grant, and determine if a Letter of Support should be sent by the City at this time.

Attachments:

Letter from the Trinidad Rancheria requesting City Support of their RAISE grant application

Subject: Request for letter of Support for US 101 Trinidad Area Access Improvement Project
From: Leslie Sanders <lsanders@TrinidadRancheria.com>
Date: Tue, Jan 30, 2024 1:05 pm
To: Eli Naffah <citymanager@trinidad.ca.gov>, "'cityclerk@trinidad.ca.gov'" <cityclerk@trinidad.ca.gov>
Cc: Jacque Hostler-Carmesin <JHostler@trinidadrancheria.com>, Noah Rodriguez <nrodriguez@TrinidadRancheria.com>
Attach: RAISE Grant LOS Request_ City of Trinidad.pdf
LOS Template_Trinidad RAISE Grant_Final.docx
US101_Trinidad Access Improvements Project Summary.pdf

-
Good Afternoon,

I trust this email finds you well. I am reaching out to you today on behalf of Chairman Sundberg, Cher-Ae Heights Indian Community of the Trinidad Rancheria. We are currently seeking support from The City of Trinidad for the US 101 Trinidad Area Access Improvement Project, RAISE Grant application, which is poised to make a significant impact not only for our tribe but also for the City and the entire community.

Attached to this email, you will find a letter from Chairman Sundberg requesting the Mayor's support, a template letter of support and a brief document outlining key details of the project. We believe that the Mayor's endorsement would play a crucial role in ensuring the success of this transformative initiative.

In the next few days, hard copies of the project proposal will be mailed to the City. However, due to time constraints, we kindly request that, if agreeable, you could assist us in obtaining the City's support by sending back the signed letter of support via email to lsanders@trinidadrancheria.com.

Support for this project is essential, and we are confident that the City's endorsement will contribute significantly to the success of our application for the Raise Grant.

Thank you for considering our request, and we look forward to a positive response.

Leslie Sanders

Leslie Sanders
Transportation and Land-Use
Trinidad Rancheria
707-601-5754 (cell)

This communication, including any attachments, may contain privileged or confidential information intended for a specific individual(s) and purpose, and is protected by law. The information may not be disclosed to anyone other than the intended recipient(s), or a person authorized to receive the communication on behalf of the intended recipient(s). If you are not the intended recipient, you should delete this communication and/or shred the materials and any attachments and are hereby notified that any disclosure, copying, or distribution of this communication, or the taking of any action based on it, is strictly prohibited.



City of Trinidad
Mayor Kelly
409 Trinity Street
PO Box 390
Trinidad, CA 95570

Subject: Request for Support – 2024 Raise Grant Application

Dear Mayor Kelly,

I hope this request for a letter of support finds you well. I am reaching out on behalf of the Cher-Ae Heights Indian Community of the Trinidad Rancheria, seeking your support for our application for the 2024 Rebuilding America Infrastructure with Sustainability and Equity (RAISE) Grant. Specifically, we are seeking assistance for the Plans, Specifications, and Estimate (PS&E) phase of the US 101 Trinidad Area Access Improvement Project.

The US 101 Trinidad Area Access Improvement Project has been a longstanding priority for our tribe, aiming to enhance transportation infrastructure in our community. Over the years, collaborative efforts with various stakeholders have led to the approval of key project phases, including the Project Study Report-Project Development Support (PSR-PDS).

We have successfully navigated financial constraints, leveraging funds from multiple sources, including a 2018 STIP allocation, Tribal Transportation funds, a US DOT Thriving Communities Grant, Bridge Funding, and a Tribal Transportation Safety Fund which shall allow us to proceed through and complete the Project Approval and Environmental Document (PA&ED) phase.

We are confident that receiving the RAISE grant will enable us to conduct thorough planning and design, laying the foundation for the successful implementation of the project. The Project will address the needed improvement access to and from the US 101 and address the significant safety concerns to the Scenic Drive. The US 101 Trinidad Area Access Improvement Project will not only contribute to the overall safety of the community but promote economic development, tourism and accessibility for individuals and business alike. The benefits of the improved access will have a lasting positive impact contributing to a more resilient connectivity to our tribal lands as well as connectivity for our community's residents, businesses, and visitors.

We kindly request your support in providing a letter of endorsement for our grant application. Attached is a template for your consideration. Your endorsement will strengthen our application and demonstrate widespread community backing for this crucial project.



If you require additional details or would like more information for the letter, please feel free to contact Leslie Sanders, Transportation and Land Use Manager, at lsanders@trinidadrancheria.com.

Thank you for considering our request. Your support is invaluable in realizing the positive impact of the US 101 Trinidad Area Access Improvement Project.

Sincerely,

A handwritten signature in blue ink that reads "Garth Sundberg". The signature is written in a cursive, flowing style.

Garth Sundberg
Tribal Chairman
Trinidad Rancheria

[Insert Letterhead]

[Date]

The Honorable Pete Buttigieg, Secretary
United States Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

**RE: Support for Cher-Ae Heights Indian Community of the Trinidad Rancheria
(Trinidad Rancheria) Rebuilding American Infrastructure with Sustainability and
Equity (RAISE) 2024 Grant Application**

Dear Application Review Committee:

This letter of support from the <INSERT NAME OF AGENCY/ORG> is provided in favor of the RAISE 2024 grant application for the continued development, of planning, design and engineering (PS&E) of the US 101 Trinidad Area Access Improvement Project. In this initiative, the Trinidad Rancheria, recognized as a federal tribal government, seeks to fulfill various unmet transportation and economic needs by modernizing infrastructure and implementing safety measures to enhance socio-economic conditions.

The project aims to: 1) provide safe and sustainable access to and from US 101, for multi-modal transportation to the surrounding communities along Scenic Drive; 2) transform the failing Scenic Drive, serving as the entrance to the main parcel, into a context-sensitive corridor; and 3) Reconnect tribal lands, currently tribal land and tribal housing is located east of US 101 with no direct access to the essential tribal services and government located west of US 101.

While the focus is on improving conditions for residents, community members, and visitors, particularly addressing safety concerns for pedestrians, bicyclists, and motorists on the critical Scenic Drive through enhanced access and safety measures the project supports goods movement throughout the region and aligns with statewide expansion efforts. Furthermore, it is expected to contribute to the improvement and revitalization of the region's socio-economic landscape, benefiting residents, community members, businesses, and visitors associated with or near the Trinidad Rancheria.

The Project will improve upon and build from the joint inter-agency cooperation (California Department of Transportation, Humboldt County Association of Governments, County of Humboldt, and Tribal) that created the US 101 Trinidad Area Access Improvement Project, PSR-PDS, Trinidad Area Freeway Master Plan Study Report Road, as well as the Cher-Ae Heights Indian Community of the Trinidad Rancheria Comprehensive Plan, and Integrated Development Standards.

For these reasons and more, we strongly advocate for its recognition and approval to receive the RAISE grant funds. <INSERT NAME OF AGENCY/ORG> firmly supports the endeavor, recognizing its significance and potential positive impact on the community, infrastructure, and overall socio-economic conditions. We urge the U.S. Department of Transportation to consider and approve the allocation of the RAISE funds to ensure the successful realization of this crucial and transformative initiative.

Sincerely,

<INSERT SIGNATURE, TITLE, ORG>

US101/TRINIDAD AREA ACCESS IMPROVEMENTS

PROJECT SUMMARY

The Cher-Ae Heights Indian Community of the Trinidad Rancheria proposes a range of roadway improvements in Humboldt County along US 101. The purpose of the project is to provide safe and sustainable access to and from US 101 for multi-modal transportation to Tribal lands and the surrounding communities along Scenic Drive; relieve project traffic congestion associated with planned future development on the Rancheria; and reconnect Tribal lands. The Trinidad Rancheria is working in collaboration with the California Department of Transportation (Caltrans), Humboldt County and the city of Trinidad on the project to address the following deficiencies:

- Scenic Drive, which provides the only access road to the Rancheria's main parcel, is unsafe due to narrow roadway width with limited to no shoulder, poor sight distance, steep drop-offs, a lack of roadway departure countermeasures, slope instability with recurrent landslides, limited to no accommodation for pedestrians and bicyclists, and poor pavement condition. There is no safe, reliable, or redundant access to the Rancheria and surrounding communities along Scenic Drive.
- Future planned development identified in the Trinidad Rancheria Community Based Comprehensive Plan will increase traffic demand beyond what the existing US 101/Trinidad-Main Street Interchange can accommodate.
- Tribal lands were bisected with the construction of US 101 and there are no roads or trails connecting Tribal lands on the east and west side of the freeway. Tribal members living on the east side of US 101 are regularly crossing the freeway on foot to get to the Rancheria's main parcel on west side of US 101. Pedestrians are prohibited on US 101, but the route along local roadways is a much longer alternative (2.3 miles compared to 0.2 miles on foot). This safety problem is exacerbated by a lack of lighting on US 101 at the ad hoc crossing location.

Project Background

The current alignment of US 101 was constructed in 1962. At the time, the Bureau of Indian Affairs gave up Trinidad Rancheria right of way for the new highway, without Tribal Council approval and without negotiating for direct access on behalf of the Tribe. Currently, the only access to the Rancheria main parcel, which houses Tribal Government Operations, the Victim Services Social Services Center, the Emergency Operations Center which includes Public Safety, Tribal Library, RV Park, the Cher-Ae Heights Casino, as well as Tribal Member Housing is by way of Scenic Drive, a narrow two-lane road that was part of the original highway when it was built in the early 1920s. Scenic Drive was constructed on the face of a steep bluff adjacent to the Pacific Ocean and has experienced extensive damage associated with slope instability and bluff erosion at several locations. Access to the Rancheria is compromised due to the regular road closures and geological instability of Scenic Drive.

In the early 2000s, the Trinidad Rancheria initiated an Access Improvement Feasibility Study to

investigate alternatives that would provide improved access addressing the current and future needs of the people of the Trinidad Rancheria, Humboldt County, and the city of Trinidad. The Tribes efforts continued and several additional studies and design fairs were undertaken to identify potential access improvements that would address inadequate safety, accessibility, mobility, and operational issues, as well as reconnect tribal lands. In 2012 a Project Development Team (PDT) was formed, and in 2016 the Project Initiation Document (PID) phase began. The Project Study Report-Project Development Support (PSR-PDS) was approved by Caltrans and the Tribe in December 2017 allowing the project to move into the Project Approval and Environmental Document (PA&ED) phase.

Project Description

The project would include interchange and local road improvements to provide safe, sustainable, and redundant access to the Trinidad Rancheria and surrounding communities located along Scenic Drive. Up to 12 alternative designs, including the No-Build (No Action) Alternative, were considered at the Project Initiation phase. Three project alternatives have been identified for the proposed project - the No-Build Alternative, Alternative 3D, and Alternative 5C. The No-Build Alternative would make no changes to the existing roadways and would not achieve the purpose and need for the proposed project.

Alternative 3D proposes a new interchange adjacent to Tribal lands; a new Class I Multi-Use trail connecting Tribal lands east and west of US 101; and improvements to Scenic Drive and Cher-Ae Lane. Alternative 3D would result in the construction of a new US 101/Cher-Ae Lane interchange with an overcrossing about 0.7 mile south of the existing undercrossing at the US 101/Trinidad-Main Street interchange, improvements to US 101 mainline from PM 99.6 to PM 100.6, improvements to Scenic Drive from 200 feet south of Cher-Ae Lane to Main Street, and improvements to Cher-Ae Lane.

Alternative 5C proposes improvements to the existing US 101/Trinidad-Main Street interchange, a new Class I Multi-Use trail connecting Tribal lands east and west of U.S. 101, including a new pedestrian overcrossing, and improvements to Scenic Drive. Alternative 5C would result in the reconstruction the US 101/Trinidad-Main Street interchange with a roundabout on the west side of US 101 at the SB off-ramp, Patrick's Point Drive, Scenic Drive, and SB on-ramp intersection and an offset intersection on the east side of US 101 at the NB off-ramp, Westhaven Drive, Trinidad Frontage Road, and NB on-ramp crossing; improvements to US 101 mainline from PM 100.3 to 101.1; improvements to Scenic Drive from Cher-Ae Lane to Main Street and improvements to Cher-Ae Lane.



DISCUSSION AGENDA ITEM 2

NO SUPPORTING DOCUMENTATION ATTACHED

2. Presentation/Update from Trinidad CERT Team.



DISCUSSION AGENDA ITEM 3

SUPPORTING DOCUMENTATION ATTACHED

3. Conduct Short-Term Rental License Lottery for Applicants on the Waitlist through February 2024.

AGENDA ITEM: STR Lottery

Date: March 12, 2024

ANALYSIS:

The Short-Term Rental (STR) Ordinance calls for a wait list and lottery to fill vacancies. There is currently one vacancy in the Urban Residential (UR) zone. The City will follow the procedure stated in the STR Ordinance:

“The City will randomly draw a name from the waiting list for the appropriate type of license and zone. If the property meets the applicable location standards, that owner will have 45 days to submit a complete STR License application, along with any other associated license or permit applications (Use Permit, OWTS Operating Permit, etc.) that may be required. If the property owner does not obtain an STR License within 90 days, or if the property does not meet the applicable location standards, the City will draw another name from the waiting list for that zone and STR type.”

ACTION:

The Mayor will draw the numbers associated with the names on the wait list from a professional bingo wheel at the Council meeting.



DISCUSSION AGENDA ITEM 4

SUPPORTING DOCUMENTATION ATTACHED

4. Discussion/Decision regarding Resolution 2024-02; Authorizing Creation of the Animal Control Advisory Committee.



RESOLUTION 2024 - 02

A RESOLUTION AUTHORIZING THE ANIMAL CONTROL ADVISORY COMMITTEE

WHEREAS, the City has an obligation to help protect residents and visitors from aggressive and nuisance animals and to provide for animal welfare by promoting responsible pet ownership; and

WHEREAS, the City of Trinidad desires to evaluate strategies and policies designed to communicate and enforce dog-related regulations; and

WHEREAS, the City of Trinidad desires to consider revision of its current dog-related ordinance(s) and to explore development of new programs for enforcement; and

WHEREAS, the City of Trinidad desires to improve the level of safety and quality of life for both animals and humans; and

NOW, THEREFORE BE IT RESOLVED, the Trinidad City Council hereby forms a Dog Advisory Committee to hold public meetings in accordance with the Brown Act, and to operate within the framework as follows:

1. **PURPOSE:** The purpose of the Committee is to 1) review and make recommendations regarding current dog-related ordinances and regulations, 2) develop communications and awareness programs that encourage adherence to regulations, 3) and to assist the Council in pursuing dog-related project funding.
2. **OBJECTIVES:** Committee objectives include 1) provide a public forum to address and discuss dog-related issues and proposed solutions, 2) assist the City Manager, City Clerk and Animal Control officer in addressing dog-related issues and to identify opportunities for project funding, 3) make balanced and informed recommendations to the City Council on ways to improve regulations, enforcement and program changes related to dogs, and 4) report to the Council regularly.
3. **COMMITTEE MEMBERSHIP:** The Dog Advisory Committee will consist of (2) City Council members, (1) Animal Control Officer, and (1) City of Trinidad resident, (1) Greater Trinidad Area resident and a veterinarian (optional). The City Council shall vote and select one of their own to serve as the committee Chairperson. The City Manager, City Clerk, Animal Control officer, and the City Attorney will provide programmatic, empirical, and legal expertise as needed.
4. **MEETING DATES:** The Dog Advisory Committee will meet monthly or on an as needed basis (either more or less frequently depending on need).
5. **STAFF ASSISTANCE:** City Staff will provide agenda preparation, notification, and outreach assistance to the Committee. The Dog Advisory Committee may choose a member of the Committee to record the meeting minutes, or request to have a City Staff member to provide the service.
6. **ETHICS CODE:** All members shall review, accept, and conduct themselves in a manner consistent with the values promoted in the City of Trinidad's Code of Ethics.

PASSED, APPROVED AND ADOPTED by the City Council on the 12th Day of March, 2024 by the following vote:

Ayes:
Noes:
Absent:
Abstain:

Gabriel Adams
City Clerk

Cheryl Kelly
Mayor



DISCUSSION AGENDA ITEM 5

SUPPORTING DOCUMENTATION ATTACHED

5. November 2024 City Election & Sales Tax Measure Update

DISCUSSION/ACTION AGENDA

Date: Tuesday, March 12, 2024

Item: Preliminary Consideration of Sales Tax Extension

Background: In April, 2004, the City of Trinidad voters approved a ballot measure to impose a 1% transactions and use tax (sales tax) for a period of four years, which took effect on January 01, 2005 and ended on December 31, 2008.

In 2008, the voters approved a .75% sales tax, effective April 01, 2009 for four years. Collection of this additional tax was scheduled to end on March 31, 2013, but was put before the voters again in November 2012, and approved for four more years. In 2016 the voters approved by a 63% majority to extend the tax another four years, and then again with 73% approval in 2020.

The additional tax has generated an average of approximately \$200,000 per year, representing roughly 22% of the total General Fund revenue budget, and supplements (significantly) the core services that City government provides; Police, Fire, Public Works, park & trail maintenance, and public facilities such as the Library, Park, and Town Hall.

In order to continue either the .75% tax add-on or implement a different tax, a measure will need to be included on the November 2024 ballot. There would be no preparatory costs assessed by the Board of Equalization in the event the current tax add-on is continued. If the tax add-on lapsed and was subsequently approved at a later date, the Board of Equalization will assess an implementation cost of approximately \$22,000.

The budget preparation for fiscal year 2024-2025 will soon be underway. Adopted General Fund budgets for the current year 2023-2024 are as follows:

<u>GENERAL FUND REVENUES:</u>	\$ 796,100
<u>GENERAL FUND EXPENDITURES:</u>	
General Administration	\$ 482,320
City Manager, City Clerk Admin Support, Accountant, Auditor, Planner, Attorney, Liability Insurance, Overhead, etc.	
Police - Humboldt County Sheriff	\$ 149,865
Fire (equipment and materials)	\$ 54,350 (excludes capital reserve)
Public Works	
Staffing, materials, Library, Museum, Park & Trail Maintenance	\$ 169,526
Cemetery/Waste Management	
Staffing, Maintenance, Equipment	\$ 31,785
Total Expenditures:	\$ 887,845

Deadlines: If the Council decides to proceed with a sales tax measure, the November election ballot will ask the voters to decide on 1) the Sales Tax Measure, and 2) selecting 2 Councilmembers. There are deadlines shared with the Sales Tax Election decision, and others that are independent from the Sales Tax election schedule:

FIRST DEADLINE: June 11, 2024 Council meeting:

1. Final decision to proceed or sunset the Sales Tax Increase must be made.

SECOND DEADLINE: July 09, 2024 Council meeting:

1. If a decision is reached to continue the sales tax increase, the wording must be drafted and approved in a resolution. Staff will draft the resolution based upon the decision reached at the June (or earlier) meeting and include it for adoption at the July (or earlier) Council meeting.
2. A second resolution will be required at this meeting to approve requesting that the City and County consolidate their elections. Clerk will have the resolution prepared for discussion/approval at this meeting, regardless of the Sales Tax decision.

The next steps following the July Council meeting deadline will be advised after each benchmark decision is reached. The Clerk's office will provide monthly updates and announcements to the Council regarding publishing deadlines and required notifications for both elements of the election.

Proposed Action:

Provide direction to staff to prepare documentation for a ballot measure for the November election regarding the add-on .75% Sales Tax.



ADD-ON .75 SALES TAX

November 2024 General Election Ballot Measure Preliminary Discussion

Tuesday, March 12, 2024 City Council Meeting

SALES TAX ELECTION HISTORY...

- **November 2004 General Election**
 - Voters approved 1% Sales Tax Increase for 4-years
- **April 2007 Special Election**
 - Voters denied 1% Sales Tax Extension for 4-years
- **November 2008 General Election**
 - Voters approved .75% Sales Tax Increase for 4-years
- **November 2012 General Election**
 - Voters approved .75% Sales Tax Extension for 4 more years
- **November 2016 General Election**
 - Voters approved .75% Sales Tax Extension for an additional 4 years - **63% Approval**
- **November 2020 General Election**
 - Voters approved .75% Sales Tax Extension for an additional 4 years

2020 - Passed with 73% Approval

SALES TAX GENERATORS...

- **RETAIL - Transactions**

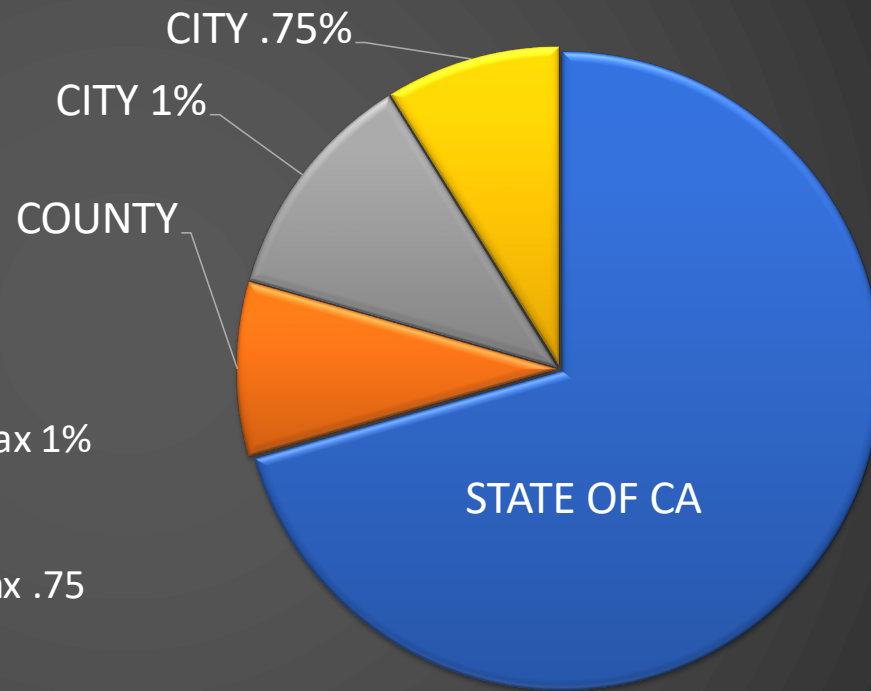
- Gas Station
- Restaurants
- Gift Shops
- Grocery (only certain items)
- Online Shopping

- **BIG TICKET ITEMS - Use**

- Vehicle Purchases
- Construction Material Delivery
- Appliance Delivery

8.5% SALES TAX RATE BREAKDOWN

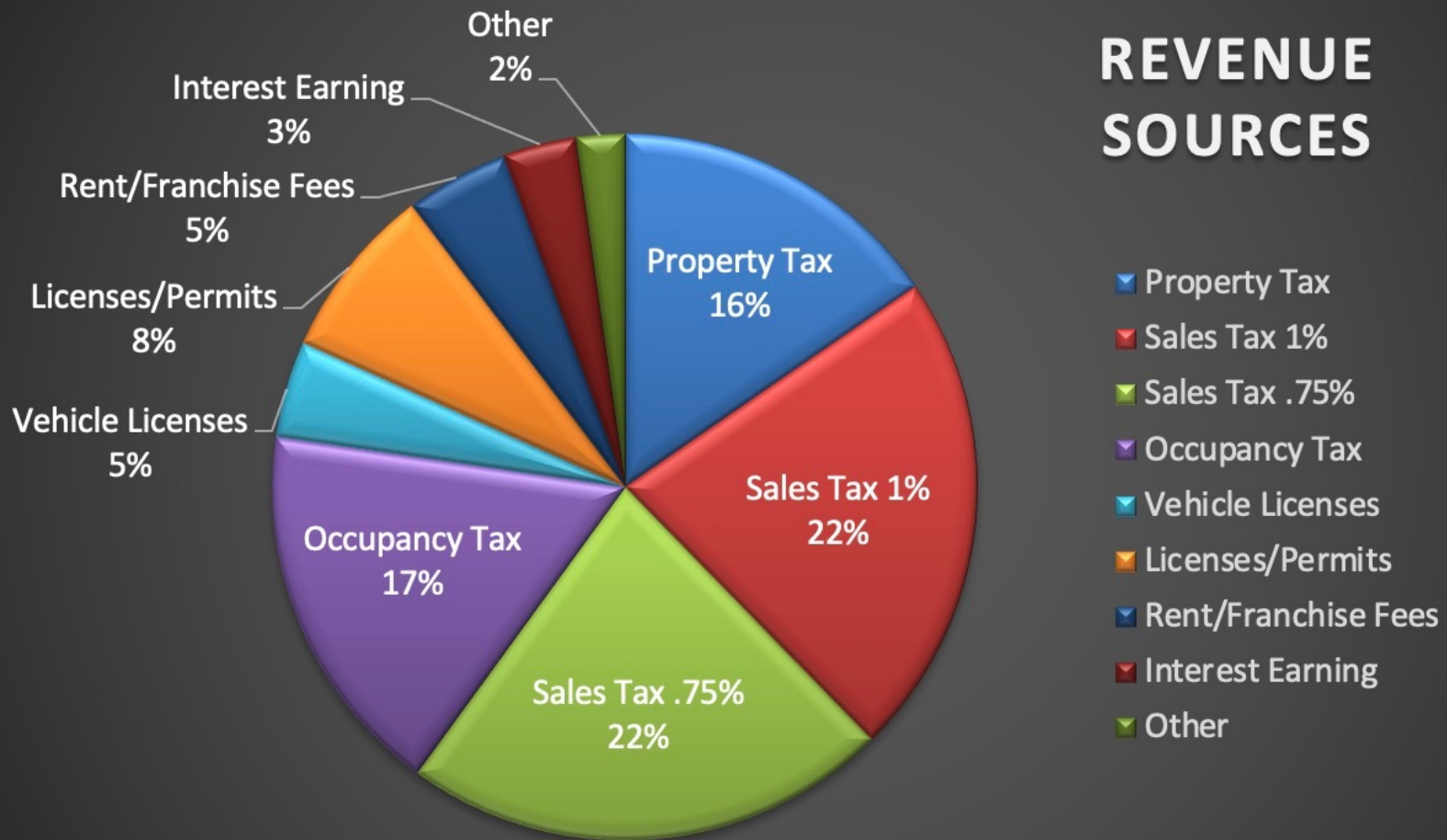
- State Tax 6.0%
- County of Humboldt Combined .75%
- City of Trinidad Bradley-Burns Local Tax 1%
- City of Trinidad Transactions & Use Tax .75



City of Trinidad General Fund Revenue Sources 2023*

Sales Tax 1%	\$ 200,000*		
Sales Tax .75%	\$ 201,000*		
Occupancy Tax	\$ 155,000*		
Property Tax	\$ 138,314*		
Vehicle Licenses	\$ 39,643*		
Licenses/Permits	\$ 71,798*		
Measure Z	\$ -		
Rent/Franchise Fees	\$ 42,658*		
Interest Earning	\$ 30,000*		
Other	\$ 20,000*		
Total	\$ 898,413		

REVENUE SOURCES



DISCUSSION/ACTION AGENDA

Date: Tuesday, March 12, 2024

NOVEMBER 2024 CITY ELECTION CALENDAR

February

- Acknowledgment that an Audit has not been conducted for FY2023.
- Check-In on City Budget through December.

March

- Begin Fiscal Year Budget preparation.
- Discussion (Part I) regarding consideration of Sales Tax Extension, benefits/implications to the City in general, ballot measure language, termination date options, questions, staff homework, etc.

April

- Continue Fiscal Year Budget preparation.
- Discuss/Consider Sales Tax Extension (Part II), Implications on 2024-2025 Budget (if necessary)

May

- Adopt Resolution calling for election on a proposal to extend the Sales Tax Increase.
- Adopt Resolution requesting Election Consolidation with the County.
- Continue FY 2024-2025 Budget preparations.

June

- Adopt FY 2024-2025 Budget
- Prepare/Present/Announce the upcoming election season calendar

July

- Publish Election Notice for (2) Upcoming November Council Seats & Sales Tax Election
- Candidate Nomination Period opens.

August

- Publish Arguments For, Against, and Rebuttals for Sales Tax Extension
- Adopt Ordinance that will authorize the State Board of Equalization to implement the Sales Tax Extension should it pass.
- Filing period for City Council Candidate nominees closes August 10.

September

- No deadlines

October

- Publish notification of (2) upcoming Planning Commission vacancies

November

- General Election, Tuesday, November 05, 2024.

December

- When County Elections results are certified, swear in new Council members, appoint Mayor, and re-distribute or confirm Committee/Commissionership assignments.