



CITY OF CRESCENT CITY

MINUTES
SPECIAL MEASURE S OVERSIGHT COMMITTEE MEETING
WASTEWATER TREATMENT FACILITY
210 BATTERY STREET
CRESCENT CITY, CA 95531

TUESDAY

APRIL 8, 2025

6:00 P.M.

OPEN SESSION

Call to order Chairman Shamblin called the meeting to order at 6:03 p.m.

Roll call Committee Members present: Committee Member Ernie Perry, Vice-Chair Dana Reno, Chairman Steve Shamblin, non-voting Member Finance Director Linda Leaver and non-voting Member City Manager Eric Wier
Committee Member absent: Committee Member Shawna Hyatt
Staff members present: City Attorney Martha Rice, City Clerk/Administrative Analyst Robin Altman, Public Works Director Dave Yeager, Fire Chief Kevin Carey, and Police Chief Richard Griffin

Pledge of Allegiance led by Chairman Shamblin

PUBLIC COMMENT PERIOD

There were no comments from the public.

CONSENT CALENDAR

1. Meeting Minutes

- *Recommendation: Consider and approve the February 11, 2025 Measure S Oversight Committee meeting minutes.*

Chairman Shamblin indicated that in the roll call, there is an additional "Chief" in front of Chief Griffin. Committee Member Perry asked for the phrase "will do" to "will have" on page three, line 5.

There were no comments from the public.

On a motion by Vice-Chair Reno, seconded by Committee Member Perry, and carried unanimously on a 3-0 polled vote with Committee Member Hyatt being absent, the Measure S Oversight Committee considered and approved the February 11, 2025 Measure S Oversight Committee meeting minutes with the recommended changes.

NEW BUSINESS

2. Measure S FY 25-26 Budget Discussion

- *Recommendation: Hear staff report*
- *Technical questions from the Committee*
- *Receive public comment*

- *Further Committee discussion*
- *Direct staff to prepare a resolution for the Committee's recommendations for the FY 25-26 Measure S budget; take action as necessary and appropriate*

City Manager went over the Measure S fund balance in detail, to include the recently completed audit. Finance Director Leaver reported to the Council what was decided at the last Measure S Oversight meeting.

City Manager Wier went over the revenue and expense summary that is specific to Measure S funds. Chairman Shamblin asked if what is before them a multi-year budget; Director Leaver said that what will be the recommendation of the Committee is the first year. City Manager Wier went over each department's Measure S funds for FY 25/26 which were based on budget-to-actuals. Director Leaver stated that for the firefighter volunteer stipends shown in this budget only reflects the Measure S funds. Fire Chief Carey explained the 12-hour shift at the fire department. Everyone is being trained to be equipment operators, and explained in detail the Blue Card On Demand Training, which is new to the Department and requires annual recertification. Fire Chief Carey would like to have thermal imagers added to the budget; they have an over 6-7 year lifespan. Chairman Shamblin asked what the \$250k total was for turnouts and helmets; Director Leaver stated this was in the plan if we were able to buy everything we needed all at once. The number in the budget is for year one. Committee Member Perry asked what the status of the new vehicles were; Chief Carey said the Quick Response Vehicle is expected to arrive the first week of June, the Fire Command vehicle has yet to be purchased due to what is needed for the Fire Chief. Regarding the exhaust system needed for the Fire Station – these would be in the Bay of the fire station and pulls the exhaust out of the Bay. This will be a huge wellness upgrade for the firefighters. Chairman Shamblin asked if it had to be filter before it was vented; Chief Carey stated that is built into the system. City Manager Wier explained other facility improvements needed at the Fire Hall. Chief Carey went over each item in the budget and what their purpose was and how it would benefit the department. Chief Carey explained the Lucas Device which is an automated CPR machine – the fire department currently has one and has used it multiple times.

City Manager Wier stated that the big change in the budget was that there was a DOJ grant that funded an SRO position, however, that grant has expired. Now, CCPD will be entering into an agreement with the Del Norte County Office of Education. City Manager went over the detailed sheet showing the request from CCPD for Measure S funds. Police Chief Griffin explained how the cellphone analyzer has benefited cases by reducing time sending phones to the DOJ (6 month wait time), to just minutes to access the data in the phone. Chairman Shamblin asked if other agencies are charged to use the analyzer; Chief Griffin stated no, it's important to help other agencies as their crime could affect our community as well. City Manager Wier explained the debt service budget has increased as the PD improvements are estimated to cost \$2.4 million. The City is waiting for the USDA to assist in the funding once the environmental review is done. Director Leaver said that the payment is dependent on when the project is finished (for the debt service payment). Chairman Shamblin asked about the funding for an officer from the School District; Chief Griffin explained that the Tobacco grant was no longer allowed to be used for school resource officers. The Office of Education will cover 70% of the funding of the SRO. Director Leaver explained that the SRO position is not with Measure S funds, these funds are being used for three officers on the street. Committee Member Perry asked how long the agreement is for; Chief Griffin stated two years and it is renewed annually unless one of the parties cancels the agreement by April 1st prior to the start of the effected fiscal year. Chairman Shamblin asked if the \$377,300 of Measure S funds for the three officers will fully fund those three positions; City Manager Wier stated it would. Committee Member Perry asked why there is a large difference between the initial costs for the K9; Director Leaver stated that the other one had a donation from a private foundation (Tamaki Foundation) organization for one of the K9s, but the other one did not.

Chairman Shamblin asked why the budget is trying to be perfectly matched; Director Leaver stated that these numbers are based on what money is spent or will be spent. Committee Member Perry stated that the numbers reflect the plan for street projects. Chairman Shamblin asked if the City had considered a traffic light on E Street once the new apartments are finished as the traffic will really increase; City Manager Wier stated that has been a discussed. Chairman Shamblin suggested that the budget for sidewalk repair or install can be reduced to \$70k (from \$100K). Director Yeager explained that 350 locations have already been addressed and City Manager Wier stated they look at trip hazards. Chairman Shamblin asked if the work that Director Yeager explained is why he feels \$100k is necessary; Director Yeager explained all of the work that goes into the proper order of construction. City Manager Wier went over the needs for various vehicles for Public Works.

Director Yeager gave a detailed report to the Committee about the Street Preservation Project. Director Yeager stated that the proposed project is based upon the roads condition assessment performed a few years ago. However, he also included some streets that would not necessarily be recommend by that report for repair due to their extremely poor condition.

City Manager Wier stated that the pool expenses are increasing; Director Leaver stated that in the Pool budget, there has been an increase of 5% and City Manager Wier went over the summary of what is needed for the Pool budget from Measure S. Director Leaver stated for the new roof for the Pool, Measure S funds will pay \$100k towards it and the general fund will pay the rest.

Chairman Shamblin asked about the independent auditor's process; Director Leaver explained that they pull reports on local businesses and find if they are paying appropriate taxes.

Director Leaver stated that in the agenda packet, the last page shows how Measure S funds are being spent and if City funds were being pulled back and Measure S funds used instead – the answer is no, and the graph shows the way the money has been allotted.

The Committee agreed there were no significant changes. Committee Member Perry asked what the next step would be; City Manager Wier stated that a resolution will be drafted and be before the Committee on the 17th.

There were no comments from the public.

City Manager Wier stated that the request from staff for the Committee is to direct staff to come back with a resolution for the Committee's approval. The Committee was in consensus for staff to bring back a resolution to the Committee at the next meeting, April 17th.

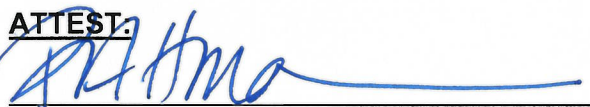
MEASURE S OVERSIGHT COMMITTEE ITEMS

- **City Manager Report** - City Manager Wier went over the events for the Kamome Festival.

ADJOURNMENT

On a motion by Committee Member Perry, seconded by Vice-Chair Reno, and carried unanimously, the Measure S Oversight Committee meeting was adjourned at 8:12 p.m. to the next meeting of the Measure S Oversight Committee, Thursday, April 17, 2025 at 6:00 p.m., at the Wastewater Treatment Facility conference room, 210 Battery Street, Crescent City, CA.

ATTEST:



Robin Altman
City Clerk/Administrative Analyst