



# CITY OF CRESCENT CITY

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

**TUESDAY      FEBRUARY 11, 2025      5:30 P.M.**

**Call to order** Chair Perry called the meeting to order at 5:32 p.m.

**Roll call**      Committee Members present: Committee Member Shawna Hyatt, Committee Member Dana Reno, Vice-Chair Steve Shamblin, Chair Ernie Perry, City Manager Eric Wier (non-voting member), and Finance Director Linda Leaver (non-voting member)  
Staff members present: Aquatics Supervisor Alissa Garcia, Public Works Director Dave Yeager, IS/GIS Technician Taylor Patch, Police Chief Griffin (via Zoom), Fire Chief Kevin Carey (via Zoom) and City Clerk/Administrative Analyst Robin Altman

**Pledge of Allegiance** led by City Manager Wier

## **PUBLIC COMMENT PERIOD**

*There were no comments from the public*

## **CONSENT CALENDAR**

### **1. Meeting Minutes**

- *Recommendation: Consider and approve the April 30, 2024 and October 28, 2024 Measure S Oversight Committee meeting minutes.*

*There were no comments from the public.*

*On a motion by Committee Member Reno, seconded by Vice-Chair Shamblin, and carried on a 4-0 polled vote, the Measure S Oversight Committee adopted the consent calendar as presented.*

## **NEW BUSINESS**

### **2. Measure S Oversight Committee Annual Report for Fiscal Year 2023-2024**

- *Recommendation: Hear staff report*
- *Technical questions from the Committee*
- *Receive public comment*
- *Further Committee discussion*
- *Approve and adopt Resolution No. MS2025-01, A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE APPROVING A REPORT ON MEASURE S FUNDS FOR FISCAL YEAR 2023-2024*

City Manager Wier presented a review of the FY 23-24 Measure S recommendations. Vice Chair Shamblin asked why the sidewalk repair funding was not fully used; City Manager Wier stated



that it was due to hiring a company who did precision work it ended up being very efficient and cost effective.

City Manager Wier reported that the Sales Tax Consultant came under budget and the Measure S Audit was conducted and the results were a clean audit. The audit report showed all of the financial statements presented fairly the financial position of the Measure S Sales Tax of the City as of June 30, 2024 in accordance with accounting principles generally accepted in the United States.

City Manager Wier presented a review of the 23/24 Annual Report as well. In FY 2023-2024 total Measure S revenues were budgeted at \$2,701,260 (tax revenue and reimbursement from Crescent Fire Protection District) and actual revenue was \$2,692,977. Tax revenues came in slightly above budget and Fire District reimbursements came in below budget. Finance Director Leaver went over the budget for fire department apparatuses and SCBAs and the cost share with the District. City Manager Wier went over the FY 23/24 results and the ending balance of \$1,063,093 is held in the Measure S fund balance, to be used for Measure S activities. Some of this amount has already been budgeted in the current fiscal year (FY 2024-2025). Chair Perry asked about the \$80k budget for the PD vehicle and wanted clarification that the fund is low was due to buying vehicles; Director Leaver answered in the affirmative – the budgeted amount is for one vehicle.

*There were no comments from the public.*

*On a motion by Committee Member Shamblin, seconded by Committee Member Reno, and carried on a 4-0 polled vote, the Measure S Oversight Committee approved and adopted Resolution No. MS2025-01, A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE APPROVING A REPORT ON MEASURE S FUNDS FOR FISCAL YEAR 2023-2024.*

### **3. Measure S FY25 Project Updates**

- *Recommendation: Hear staff report*
- *Technical questions from the Committee*
- *Receive public comment*
- *Further Committee discussion*
- *Receive updates on multiple FY24/25 Measure S projects and expenditures – No action requested*

City Manager Wier went over the equipment that the fire department has in the budget and will be receiving soon. Chair Perry stated that buying in bulk allowed the City to save a great deal of Measure S funds. The Fire Command Vehicle will be purchased in FY 25/26. Chief Griffin gave a brief report on the new K9 vehicle. He further stated that the older vehicles are being retained for the Executive Assistant to use as well as EVOC training. Director Yeager gave an updated report on the remodel of the police department. The engineering and construction drawings have been completed as well as the environmental assessment of the property. City Manager Wier explained how the Federal funding freeze will affect the current projects that have Federal funding. Chief Griffin went over the remodel of the police department in detail.

Director Yeager gave a report on the Pool Project Update and went over the improvements in detail. The Pool is set to reopen on March 8<sup>th</sup>. Aquatics Supervisor Garcia gave a brief update on the partnership with the Brookings Pool with the City staffing it. City Manager Wier explained that the pool roof has been leaking due to seabirds pecking holes in it. Crews erected an inside tent to prevent water from hitting the newly poured pool deck. Staff will be recommending a metal roof in the future which will cost approximately \$200k. Chairman Perry asked if Red Sky Roofing gave a solution to the roof problem; Director Yeager stated they are the ones that recommended the steel roof. Chair Perry asked if the pool would have to be closed during the roof replacement;



Director Yeager stated no, there will be a pass-through for the public. Supervisor Garcia invited the public to the grand re-opening on March 8<sup>th</sup> there will be fun activities, water safety, and safety equipment giveaways. Will have swim lesson evaluations, water safety demonstrations, and basic water rescue training and a recreation swim afterwards. Chair Perry asked when the City Council will weigh in on the roof replacement; City Manager Wier stated it would more than likely be the March 3<sup>rd</sup> Council meeting.

Director Yeager gave a report on the proposed Fiscal Year 24/25 Street and Concrete Repairs Project with a \$280k budget. This is a maintenance project instead of a Capital Improvement Project. This project will be funded using Measure S funds as well as HSIP grant funds for \$225k. Committee Member Reno asked if Caltrans was responsible for a portion of the road; Director Yeager stated it would be only about 20-50 feet.

*There were no comments from the public.*

#### **4. Selection of Chair and Vice-Chair for 2025**

- *Recommendation: Hear staff report*
- *Technical questions from the Committee*
- *Receive public comment*
- *Further Committee discussion*
- *Select a Chair and Vice Chair to serve for the next year*

City Manager Wier explained the nomination and appointment procedure.

Chair Perry nominated Vice Chair Shamblin to serve as Chair for the next year, Vice-Chair Shamblin accepted the nomination.

*There were no further nominations for Chair.*

*There were no comments from the public.*

*On a motion by Chair Perry, seconded by Committee Member Hyatt, and carried on a 4-0 polled vote, the Measure S Oversight Committee selected Steve Shamblin to serve as Chair for the next year.*

Vice Chair Shamblin nominated Committee Member Reno to serve as Vice-Chair for the next year, Committee Member Reno accepted the nomination.

*There were no further nominations for Vice-Chair.*

*There were no comments from the public.*

*On a motion by Chair Perry, seconded by Vice-Chair Shamblin, and carried on a 4-0 polled vote, the Measure S Oversight Committee selected Dana Reno to serve as Vice-Chair for the next year.*

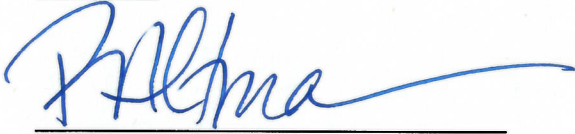
#### **MEASURE S OVERSIGHT COMMITTEE ITEMS**

- **City Manager Report** - City Manager Wier stated that March 24<sup>th</sup> is a proposed date for the first day of the Measure S Budget Workshop and the Committee will be contacted to confirm the date.

#### **ADJOURNMENT**

*On a motion by Vice-Chair Shamblin, seconded by Committee Member Reno, and carried unanimously, the Measure S Oversight Committee adjourned the meeting at 7:21 p.m. to the next meeting of the Measure S Oversight Committee, meeting date and time to be determined.*

**ATTEST:**



Robin Altman  
City Clerk/Administrative Analyst