

CITY OF CRESCENT CITY

Mayor Jason Greenough
Council Member Ray Altman
Council Member Beau Smith

Mayor Pro Tem Isaiah Wright
Council Member Blake Inscore

MINUTES
SPECIAL MEETING
MEASURE S OVERSIGHT COMMITTEE
Wastewater Treatment Plan
210 Battery Street
Crescent City, CA 95531

WEDNESDAY

MAY 11, 2022

5:00 P.M.

OPEN SESSION

Call to order Chair Schellong called the meeting to order at 5:04 p.m.

Roll call Committee Members present: Committee Member Emery Mattz IV, Committee Member Dana Reno (arrived at 5:50pm), Vice Chair Ernie Perry and Chair Kelly Schellong
Committee Members absent: Committee Member Cindy Cruse
Staff members present: City Manager Eric Wier, City Attorney Martha Rice, City Clerk/Administrative Analyst Robin Patch, Human Resources Manager Sunny Valero Finance Director Linda Leaver, Economic Development and Recreation Director Ashley Taylor, Public Works Director Jon Olson, Fire Chief Bill Gillespie, and Police Chief Richard Griffin

Pledge of Allegiance led by Chair Schellong

PUBLIC COMMENT PERIOD

There were no public comments

NEW BUSINESS

1. FY 21/22 and FY 22/23 Expenditure Recommendations for Measure S Funds

- *Recommendation: Hear presentation*
- *Technical questions from the Measure S Oversight Committee*
- *Receive public comment*
- *Further Measure S Oversight Committee discussion*
- *Adopt Resolution No. MS2022-02, A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE RECOMMENDING EXPENDITURE AMENDMENTS OF MEASURE S FUNDS FOR FY 21/22 AND RECOMMENDING EXPENDITURES OF MEASURE S FUNDS FOR FY 22/23*

City Manager Wier presented the FY 21/22 and FY 22/23 expenditure recommendations for Measure S funds. The key funding to enhance essential services for the City is focused on fire, police, streets and the pool. For the fire department, the unused budget is in training expenses

in the amount of \$2,500 and in volunteer recruitment in the amount of \$10,000. The recommended expenditure for FY 21/22 is to purchase SCBA bottles for \$12,500. For the volunteer recruitment, it was decided to use in-house personnel versus bringing in an outside consultant. Because of the unused funds, it allows for the purchase of the 38 SCBA bottles, which due to the supply chain issues, will take about eight weeks to receive. For the police department, the unused budget is in personnel expenses for a patrol officer in the amount of \$54,987; a detective position: \$2,479; and a lieutenant position: \$2,479. The recommended expenditure for the police department is for \$60,000 for an additional vehicle. For the personnel expenses, the City was unsuccessful getting a lateral transfer into the patrol officer position, therefore the City will be offering to send recruits to the academy. The cost of the academy is forgivable based on 20 per year, therefore the recruit stays with CCPD for five years, then the whole expense for the academy is forgiven. Presently there are several candidates being interviewed to attend the academy, it's a six month academy and they will be available to start as an officer in January. For streets and the Fred Ender Municipal Pool, the unallocated Measure S funds are \$1,032,466. The sidewalk at the VFW has been modified to make it more ADA accessible. City Manager Wier explained that the next thing for streets is to either split the unallocated funds to put \$516,233 into the Front Street repair from G Street to I Street and \$516,233 for the pool HVAC project.

City Manager Wier reported the FY 22/23 recommended expenditures as follows:

Fire Department (City cost): hire three Fire Captains for response coverage, \$144,632; continue the volunteer stipend program, \$11,040; volunteer station staffing program, \$21,900; increase the training program, \$10k; have an annual apparatus/vehicle replacement fund; \$38,000; fund for small equipment replacement, \$5k; City station facility upgrades, \$10k; volunteer recruitment training, \$7,500; computers for emergency response vehicles, \$5k; firefighter escape bags, \$5k; SCBA compressor at the City station, \$60k; SCBA packs and bottles (or a grant match), \$48k for a total estimated cost of \$366,072 which includes the rollover for FY22 unspent training funds for the SCBA bottles. Chief Gillespie explained SCBA bottles as well as the compressor and it's vital role for firefighters. Chair Schellong asked how many volunteers the fire department has; Chief Gillespie said there are 40, 25 of them are seen regularly.

Police Department: hire two additional patrol officers (recruits), \$167,816; assign a detective from the current rosters of CCPD officers to begin in June 2023, \$411; assign a lieutenant from current staffing, \$14,312; a second K9 officer including the K9, supplies and training, \$9,200; Axon Premium body cameras and tasers, \$47k; dash cameras, \$22k; firearms (rifles and shotguns) and personal protective equipment, \$32,500; ten radios, \$17,500; lockers, \$20k; facility improvements, \$60k; replace two patrol cars, \$120k; for a total estimated cost of \$510,739. City Manager Wier stated that the amount for the additional patrol officers has changed a bit from the last reporting, personnel costs are never going to be exact. Chief Griffin explained that the expense for the radios is due to the fact that they could not program the radios given to CCPD by CHP that could not be turned in. He intends to replace the radios every two years as a good practice. Chief Griffin further explained that the vehicles that need to be replaced have almost 200k miles on them and are at a point where regular repairs are required. Chair Schellong asked if an auction program is used to get rid of the older patrol vehicles; City Manager Wier answered in the affirmative, there is an auction website. The listed recommended expenditures are critical needs for the department.

Street improvements: pothole, crack seal, minor repairs, \$100k; sidewalk repairs, \$100k; striping \$50k; streetlight repair, \$40k; street repair equipment (mini excavator), \$10k; street preservation project construction (second half), \$250k; roll over unspent FY22 design funds – total estimated cost: \$550k. These reflect what additionally the City already had in the budget, it doesn't replace anything. Committee Member Mattz and Vice Chair Perry both commented how important it is to make sure Front Street is repaired. Public Works Director Olson stated that \$100k of SB1 funds is being used for design for A Street and K Street.

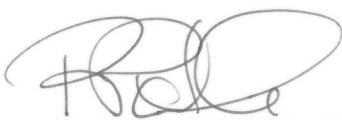
Fred Endert Municipal Pool: parts, supplies, equipment (primary chemical storage tank for chlorine, two chemical day tanks for chlorine and pH control, annual chemical control sensor replacement, replace the ADA door sensor, get an online recreation management system and slide repair), \$50k; operations (personnel costs and utilities), \$331,701 and locker room flooring, \$130k for a total estimated cost of \$511,701. City Manager Wier reported to the Committee that recently some pieces of the ceiling molding fell down during adult swim and it was discovered repair would be needed to the ceiling. Public Works Director Olson stated he estimates it would cost approximately \$50k to do the necessary repairs. Chair Schellong asked if some of the funding for the HVAC can be used towards the ceiling repair; Finance Director Leaver stated that due to the cost of the HVAC being unknown at this time, she would caution using those funds for another project. Vice Chair Perry asked what the City's budget process was, City Manager Wier explained that there will be a Budget Workshop at the end of May. Chair Schellong expressed desire to recommend that the repair to the ceiling be done soon asked if the \$100k for the police department's facility improvement had been allocated yet; Finance Director Leaver stated it has been moved to the Capital Improvements Fund and it could be changed if was recommended by the Committee. Chair Schellong stated thought it would be easier to have the funds from that be used towards the pool repair to increase the budget to \$110k for the repair. The Committee was in consensus to move funds from the police department facility improvement to have the pool ceiling repaired.

On a motion by Vice-Chair Perry, seconded by Board Member Reno, and carried on a 4-0 polled vote with Board Member Cruse being absent, the Measure S Oversight Committee adopted Resolution No. MS2022-02, A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE RECOMMENDING EXPENDITURE AMENDMENTS OF MEASURE S FUNDS FOR FY 21/22 AND RECOMMENDING EXPENDITURES OF MEASURE S FUNDS FOR FY 22/23 with amendment to Exhibit A, reducing the facility improvement planning and design under the police department from \$100k to \$50k and increasing the parts, supplies, equipment and repair line item and put into pool from \$50k to \$100k and on Exhibit B, deleting the word "each" on radio

ADJOURNMENT

There being no further business to come before the Measure S Oversight Committee, Chair Schellong adjourned the meeting at 6:21 p.m. to the next meeting of the Measure S Oversight Committee, meeting time and date to be determined.

ATTEST:



Robin Patch
City Clerk/Administrative Analyst