



CITY OF CRESCENT CITY

MAYOR ISAIAH WRIGHT
COUNCIL MEMBER RAY ALTMAN
COUNCIL MEMBER STEVE SHAMBLIN

MAYOR PRO TEM CANDACE TINKLER
COUNCIL MEMBER JASON GREENOUGH

AGENDA
REGULAR MEETING OF THE
CITY COUNCIL OF THE CITY OF CRESCENT CITY
FLYNN CENTER BOARD CHAMBERS
981 H STREET
CRESCENT CITY, CA 95531

MONDAY

MARCH 2, 2026

6:00 P.M.

PLEASE NOTE: CLOSED SESSION BEGINS AT 5:00 P.M.
OPEN SESSION BEGINS AT 6:00 P.M.

This meeting will be held in person at the location listed above. The City will broadcast the meeting on YouTube, however, if there is a technological issue with YouTube, the meeting will continue in person as scheduled. The public may access and participate in the public meeting by (1) attending the meeting in person and making public comment when called for by the Mayor or (2) by submitting a written comment via publiccomment@creascentcity.org or by filing it with the City Clerk at 377 J Street, Crescent City, California, 95531. All public comments (via email or mail) must be received by the City Clerk prior to 12:00 p.m. the day of the meeting. Please identify the meeting date and agenda item to which your comment pertains in the subject line. Public comments so received will be forwarded to the City Council and posted on the website next to the agenda. **Written public comments will not be read aloud during the meeting.**

Notice regarding Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact the City Clerk’s office at (707)464-7483, ext. 12. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II]. For TTYDD use for speech and hearing impaired, please dial 711. A full agenda packet may be reviewed at City Hall, 377 J Street, Crescent City, CA or on our website: www.crescentcity.org

CLOSED SESSION

Call to order
Roll call

- **Public Employee Performance Evaluation (Gov. Code § 54957):** City Manager, City Attorney

OPEN SESSION

Call to order
Roll call
Pledge of Allegiance

REPORT OUT OF CLOSED SESSION

CEREMONIAL ITEMS - None

REPORTS AND PRESENTATIONS - None

PUBLIC COMMENT PERIOD

Any member of the audience is invited to address the City Council on any matter that is within the jurisdiction of the City of Crescent City. Comments of public interest or on matters appearing on the agenda are accepted. Note, however, that the Council is not able to undertake extended discussion or act on non-agendized items. Such items can be referred to staff for appropriate action, which may include placement on a future agenda. All comments shall be directed toward the entire Council. Any comments that are not at the podium are out of order and will not be a part of the public record. After receiving recognition from the Mayor, please state your name and city or county residency for the record. Public comment is limited to three (3) minutes. The public is additionally allotted three minutes each in which to speak on any item on the agenda prior to any action taken by the Council.

CONSENT CALENDAR

The consent calendar contains items deemed to be non-controversial and routine in nature. All items on the consent calendar will be considered as a block and voted upon in one vote unless a member of the City Council “pulls” an item from consent for individual consideration. Public comment will be taken on the consent agenda as a whole, unless an item is pulled. Any pulled item will receive its own public comment opportunity.

1. Warrant Claims List

- *Recommendation: Receive and file the warrant claims list for the period February 7, 2026 through February 20, 2026.*

2. Council Minutes

- *Recommendation: Approve and adopt the February 17, 2026 minutes of the City Council of the City of Crescent City.*

3. Payroll Report

- *Recommendation: Receive and file the biweekly payroll reports for the period ending February 21, 2026 paid February 27, 2026.*

4. Storm Drain Master Plan Professional Services Agreement Amendment No. 1

- *Recommendation: Approve and authorize the City Manager to sign a Amendment No. 1 to the Professional Services Agreement with GHD Inc*
- *Approve and adopt Resolution No. 2026-14, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING THE FISCAL YEAR 2025-26 BUDGET*

5. HOME Investment Partnerships Program 2022-2023 Grant Amendment for Valhalla Townhomes

- *Recommendation: Approve and adopt Resolution No. 2026-15, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AUTHORIZING SUBMITTAL OF AN APPLICATION TO HCD FOR HOME INVESTMENT PARTNERSHIPS PROGRAM FUNDING UNDER THE 2022-2023 NOFA FOR VALHALLA TOWNHOMES LOCATED AT 911 PACIFIC AVENUE FOR THE REVISED TOTAL AMOUNT OF \$4,450,000*

6. Vehicle Donation

- *Recommendation: Declare one 2015 Ford Police Explorer SUV as surplus and approve the donation of said vehicle to the College of the Redwoods Police Academy because a direct and substantial public purpose is served by the donation*

7. CCPD Grant Application 2026 – ABC Alcohol Policing Partnership Program

- *Recommendation: Authorize the City Manager to sign the ABC Alcohol Policing Partnership Program grant application for up to \$30,000*

8. Letter of Support for Mural Restoration Project

- *Recommendation: Approve a letter to Elk Valey Artisans from the City Council endorsing the Mural Restoration Project*

9. City of Crescent City Planning Commission Appointment

- *Recommendation: Confirm the Mayor's appointment of Paul Martinez to the City of Crescent City Planning Commission to fill the vacant position with his term ending in May of 2029*

10. CCPD Cal OES Grant Funding

- *Recommendation: Authorize the City Manager to sign Agreement Number 2023-227, A FIRST AMENDMENT TO HOMELAND SECURITY GRANT PROGRAM COOPERATIVE AGREEMENT FOR SUBAWARD FUNDING*
- *Approve and adopt Resolution No. 2026-16, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING THE FY2025-26 BUDGET OF THE CITY OF CRESCENT CITY*

PUBLIC HEARING

11. Public Hearing for 2025 CDBG Notice of Funding Availability

- *Recommendation: Open public hearing*
- *Hear staff report*
- *Receive presentation from applicants*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Direct staff to prepare an application for CDBG funding under the 2025 NOFA for the FRC Food Pantry in the amount of \$300,000*
- *Approve and adopt Resolution No. 2026-17, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE FUNDING YEAR OF THE STATE CDBG PROGRAM*
- *Approve and authorize the City Manager to sign the CDBG Statement of Assurances*

CONTINUING BUSINESS

12. Jacobs 10% Basis of Design Report for the WWTP Rotating Biological Contractor (RBC) Capital Upgrade, Membrane Bioreactor (MBR) Replacement and Biosolids/Digester Optimization Project and CEQA Determination

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Technical questions from the Council*
- *Adopt the Jacobs Basis of Design Report / 10% Design for Crescent City RBC Capital Upgrade and Biosolids/Digester Optimization Project*
- *Find that the project is categorically exempt from CEQA under Class 1 Existing Facilities (§ 15301), Class 2 Replacement or Reconstruction (§ 15302), Class 3 New Construction of Conversion of Small Structures (§ 15303), and Class 32 In-Fill Development Projects (§ 15332); and direct staff to file a Notice of Exemption*

13. Crandall Arambula Contract Amendment No. 3

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Approve and authorize the City Manager to sign Amendment No. 3 to the Professional Services Agreement with Crandall Arambula, P.C.*
- *Approve and authorize the City Manager to execute a grant agreement and any amendments hereto for EDA funding in the amount of \$186,000 for Phase II of the Downtown Specific Plan*

NEW BUSINESS

14. Measure S Oversight Committee Annual Report for Fiscal Year 2024-2025

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Receive and file Crescent City Measure S Oversight Committee Fiscal Year 2024-2025 Annual Report*

15. Fred Endert Municipal Pool Scoreboard and Timing System

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Approve and authorize the City Manager to execute the Agreement for Use of a Scoreboard System at the Fred Endert Municipal Pool with the Crescent City Swim Club and authorize the expenditure of Measure S funds for the installation costs as recommended by the Measure S Oversight Committee*

16. Prohousing Incentive Program Application

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Approve and adopt Resolution No. 2026-18, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AUTHORIZING AN APPLICATION FOR AND RECEIPT OF PROHOUSING INCENTIVE PROGRAM FUNDS*

17. Fiscal Year 2025-26 Mid-Year Budget Update

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Approve and adopt Resolution No. 2026-19, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING THE FISCAL YEAR 2025-26 BUDGET OF THE CITY OF CRESCENT CITY*

CITY COUNCIL ITEMS

- **Reports, Concerns, Referrals, Council travel and training reports** – In accordance with Gov't Code § 54954.2(a), City Council Members may make brief announcements or brief reports on their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.
- **Legislative Matters** – Consider miscellaneous legislative matters pertinent to the City of Crescent City. Authorize the Mayor to sign the appropriate letters and/or positions with respect to such matters.
- **City Manager Report and City Council Directives** – Pursuant to Crescent City Municipal Code § 2.08.200, the City Council may instruct the city manager on matters of importance to the administrative services of the City and provide direction with respect to subordinates of the City Manager. (Directives from individual Council Members that are not objected to by any member present shall be considered an order of the City Council.)

ADJOURNMENT

Adjourn to the regular meeting of the City Council of the City of Crescent City on Monday, March 16, 2026 at 6:00 p.m. at the Flynn Center Board Chambers, 981 H Street, Crescent City, CA 95531.

POSTED:

February 27, 2026

/s/ Robin Altman, City Clerk/Administrative Analyst

Vision:

The City of Crescent City will continue to stand the test of time and promote quality of life and community pride for our residents, businesses and visitors through leadership, diversity, and teamwork.

Mission:

The purpose of our city is to promote a high quality of life, leadership and services to the residents, businesses, and visitors we serve. The City is dedicated to providing the most efficient, innovative and economically sound municipal services building on our diverse history, culture and unique natural resources.

Values:

Accountability - Honesty & Integrity - Excellent Customer Service - Effective & Active Communication -Teamwork –
Fiscally Responsible

Accounts Payable

Checks by Date - Summary by Check Number

User: kbates@crescentcity.org
 Printed: 2/24/2026 11:35 AM

REVIEWED
 kkozak , 2/24/2026, 1:38:09 PM



Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
ACH	EDDTAX	State of California EDD TAX Auto Pay	02/17/2026	0.00	5,542.77
ACH	FITTAX	FIT Payroll Taxes Auto Pay	02/17/2026	0.00	22,840.06
ACH	PERS2	Public Emp Retirement Sys	02/17/2026	0.00	40,789.30
ACH	FITTAX	FIT Payroll Taxes Auto Pay	02/20/2026	0.00	708.70
ACH	EDDTAX	State of California EDD TAX Auto Pay	02/19/2026	0.00	10.86
ACH	FITTAX	FIT Payroll Taxes Auto Pay	02/19/2026	0.00	211.27
450360	ADAMSASF	Adams Ashby Group	02/09/2026	0.00	3,000.00
450361	BLADOWS	Steve Bladow	02/09/2026	0.00	35.00
450362	CAMPTO	Campton Electric Inc	02/09/2026	0.00	46.63
450363	CANON	Canon Solutions America Inc	02/09/2026	0.00	68.58
450364	CLARKJOS	Joshua Clark	02/09/2026	0.00	200.00
450365	DNENVIRO	D N County Enviornmental Health	02/09/2026	0.00	2,299.00
450366	DeCossKr	Kris DeCossio	02/09/2026	0.00	150.00
450367	EFFDEL	Efficiency Delivery LLC	02/09/2026	0.00	120.00
450368	FERGUS	Ferguson US Holdings Inc	02/09/2026	0.00	4,330.00
450369	VERIZO2	Frontier California Inc	02/09/2026	0.00	301.92
450370	FULKERSO	Kevin Fulkerson	02/09/2026	0.00	55.00
450371	GARCIAA	Alissa Garcia	02/09/2026	0.00	13.30
450372	GRAING	Grainger	02/09/2026	0.00	1,618.46
450373	HYATTS	Shawna Hyatt	02/09/2026	0.00	150.00
450374	INDEPE	Independent Business Forms, Inc	02/09/2026	0.00	416.05
450375	MARTMICH	Michelle Martinich	02/09/2026	0.00	20.00
450376	NCLAB	Microbac Laboratories, Inc.	02/09/2026	0.00	191.00
450377	MILLEREL	Elaine Miller	02/09/2026	0.00	26.05
450378	MORJON	Mor-Jon Inc	02/09/2026	0.00	21.23
450379	NCAGLOV	NCG Safety Inc	02/09/2026	0.00	1,023.76
450380	NCCENT	NCL of Wisconsin Inc	02/09/2026	0.00	3,483.87
450381	NEWPIG	New Pig	02/09/2026	0.00	2,671.21
450382	HUMPES	Northwest Property Services Inc	02/09/2026	0.00	82.00
450383	OFFICEDE	Office Depot	02/09/2026	0.00	63.12
450384	DITCHWIT	Pape Group Inc, The	02/09/2026	0.00	133.16
450385	PAPEMAC2	Pape Group Inc, The	02/09/2026	0.00	5,211.56
450386	SUPERI	Petrusha Enterprises Inc	02/09/2026	0.00	771.74
450387	LEXISNE	RELX Inc	02/09/2026	0.00	304.00
450388	SHAMBSt	Steve Shamblin	02/09/2026	0.00	150.00
450389	SMITHMJ	Kimberly D Smith	02/09/2026	0.00	108.00
450390	ZCAWTR1	St Wtr Resource Cntrl Brd	02/09/2026	0.00	65.00
450391	SULLBERG	Tyler Sullberg	02/09/2026	0.00	575.00
450392	TURFSTAR	Turf Star Inc	02/09/2026	0.00	749.25
450393	CALCARDS	US Bank Corporate Pmt Systems	02/09/2026	0.00	5,123.83
450394	VERIZO3	Verizon Wireless Services LLC	02/09/2026	0.00	686.49
450395	WALPR	Ray Walp	02/09/2026	0.00	150.00
450396	CACEHA	Wiececke and Associates	02/09/2026	0.00	4,004.28
450409	AMAZON	Amazon Capital Services, Inc	02/17/2026	0.00	1,220.71
450410	UB*06374	ANDERSON GARCIA FAMILY TRUST	02/17/2026	0.00	30.27
450411	BERTSC	Bertsch-Oceanview Csd	02/17/2026	0.00	14,790.39
450412	BLUEST	Blue Star Gas Associates	02/17/2026	0.00	6,472.15

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
450413	UB*06371	MARIA BOND	02/17/2026	0.00	181.50
450414	UB*06355	PAUL BUTLER	02/17/2026	0.00	85.63
450415	ZCABUIL	Ca Building Officials	02/17/2026	0.00	60.00
450416	CANON	Canon Solutions America Inc	02/17/2026	0.00	72.25
450417	UB*06370	FAYTH CARDENAS	02/17/2026	0.00	195.77
450418	CCDNCH	Ce-Dn Chamber Of Commerce	02/17/2026	0.00	25,500.00
450419	CHARTEC	Charter Communications	02/17/2026	0.00	1,902.99
450420	CHURCH	Churchtree Csd	02/17/2026	0.00	1,357.53
450421	MAILROOM	James M Coop	02/17/2026	0.00	70,000.00
450422	UB*06361	CRESCENT CITY SKILLED NURSING I	02/17/2026	0.00	15,195.06
450423	DNCOFL	D N Co Flood Control Dist	02/17/2026	0.00	1,210.53
450424	DNENVIRO	D N County Enviornmental Health	02/17/2026	0.00	279.00
450425	DNSOLI	County of Del Norte	02/17/2026	0.00	455.80
450426	DNCBOS	Del Norte County	02/17/2026	0.00	180.00
450427	DNCO	Del Norte County	02/17/2026	0.00	8,372.53
450428	UB*06378	EDELMA DIEPSTRA	02/17/2026	0.00	65.80
450429	UB*06372	JENNIFER ENGELSMA	02/17/2026	0.00	172.93
450430	ENGLUN	Englund Marine Supply Co.	02/17/2026	0.00	164.23
450431	UB*06388	EVELYN FLAGG	02/17/2026	0.00	127.90
450432	FOWLE	Shelly Fowle	02/17/2026	0.00	106.00
450433	FRESWATE	Freshwater Environmental Services Inc	02/17/2026	0.00	11,406.06
450434	UB*06385	PERLITA GONZALEZ	02/17/2026	0.00	72.77
450435	GRAHAMG	Greg Graham	02/17/2026	0.00	85.00
450436	UB*06359	SUZAN GRANADOS	02/17/2026	0.00	73.01
450437	UB*06376	STEPHANIE HALEY	02/17/2026	0.00	65.70
450438	HEMMIN	Hemmingsen Contracting Co Inc	02/17/2026	0.00	3,128.43
450439	Home Dep	Home Depot Credit Services	02/17/2026	0.00	6,063.94
450440	HOOVER	Tonya Hoover	02/17/2026	0.00	93.03
450441	HORIZON	Horizon Realty Inc	02/17/2026	0.00	35,000.00
450442	INDEPE	Independent Business Forms, Inc	02/17/2026	0.00	415.50
450443	INDUSTST	Industrial Steel & Supply Co., Inc	02/17/2026	0.00	211.30
450444	UB*06375	CHLOE IVES	02/17/2026	0.00	224.31
450445	PINNACLE	Steven Jackson	02/17/2026	0.00	105,000.00
450446	KERNEN	Kernen Construction	02/17/2026	0.00	5,212.70
450447	UB*06349	MARTIN KIMBLE	02/17/2026	0.00	20.00
450448	UB*06382	ALI KRAMEN	02/17/2026	0.00	154.62
450449	LEAGUE	League Of California Cities	02/17/2026	0.00	110.00
450450	LESSCH	Les Schwab Tire Centers of California Inc	02/17/2026	0.00	895.67
450451	UB*06387	BROCK MC CULLOCH	02/17/2026	0.00	126.29
450452	UB*06334	DANIEL MEYER-ZLOKOVICH	02/17/2026	0.00	250.00
450453	UB*06384	JOSEPH MILES	02/17/2026	0.00	183.71
450454	UB*06264	THOMAS MILLER	02/17/2026	0.00	63.14
450455	UB*06364	ELIZABETH MONTANEZ	02/17/2026	0.00	64.58
450456	UB*06369	DWAYNE MOOREHOUSE	02/17/2026	0.00	234.26
450457	UB*06377	ANDREW MURPHY	02/17/2026	0.00	67.76
450458	MUSTARD	Rod Mustard	02/17/2026	0.00	165.00
450459	NCAGLOV	NCG Safety Inc	02/17/2026	0.00	696.76
450460	OREILLY	O'Reilly Auto Enterprises LLC	02/17/2026	0.00	211.57
450461	MENDES	Pacific Packaging & Supply Co Inc	02/17/2026	0.00	19.75
450462	PACTERMA	Pacific Terrace Manor	02/17/2026	0.00	85.40
450463	COMMDEV	Parker, Lucas and Associates	02/17/2026	0.00	8,025.00
450464	UB*06362	LUENNA PULLMAN	02/17/2026	0.00	161.12
450465	PURNRick	Richard Purn	02/17/2026	0.00	55.00
450466	QUADLEAS	Quadient Leasing USA, Inc	02/17/2026	0.00	689.27
450467	UB*06373	ALISHA RAMIREZ	02/17/2026	0.00	250.00
450468	DNDISP	Recology Del Norte	02/17/2026	0.00	1,931.16
450469	UB*06381	LOREN REX	02/17/2026	0.00	164.37

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
450470	CAMPSPOT	Rezplot Systems, LLC	02/17/2026	0.00	809.60
450471	UB*06386	RENATO RIVERA	02/17/2026	0.00	116.30
450472	UB*06380	ARNULFO SALAS, JR	02/17/2026	0.00	313.58
450473	UB*06360	LEILANI SANDERS	02/17/2026	0.00	155.30
450474	DNTRIP	Daniel J and Phyllis Y Schmidt	02/17/2026	0.00	122.00
450475	UB*06383	NATALIIA SEREBRYAKOVA	02/17/2026	0.00	250.00
450476	SHNCON	SHN Consulting Engineers & Geologists In	02/17/2026	0.00	11,130.00
450477	UB*06368	GURPREET SOHAL	02/17/2026	0.00	73.01
450478	ZCAWTR1	St Wtr Resource Cntrl Brd	02/17/2026	0.00	110.00
450479	IAMSTAR	Starguard Elite LLC	02/17/2026	0.00	500.00
450480	ZSWRCBW ^A	SWRCB	02/17/2026	0.00	14,089.32
450481	UB*06367	MAI THAO	02/17/2026	0.00	170.08
450482	TIDEWA	Tidewater Contractors Inc	02/17/2026	0.00	1,319.78
450483	RAYMOR	UBEO West, LLC	02/17/2026	0.00	438.28
450484	CALCARDS	US Bank Corporate Pmt Systems	02/17/2026	0.00	6,461.85
450485	UB*06365	MARK VILLARIN	02/17/2026	0.00	707.11
450486	UB*06366	AMBER WAGES	02/17/2026	0.00	301.48
450487	UB*06379	DOREEN WALTZ	02/17/2026	0.00	10.90
450488	WILSONEQ	Wilson Equipment, LLC	02/17/2026	0.00	482.94
450489	UB*06363	ISIAIAH WRIGHT	02/17/2026	0.00	177.64
450490	YEAGERD	David Yeager	02/17/2026	0.00	468.26
450491	CASTATE	CA State Disbursement Unit	02/17/2026	0.00	88.84
450492	WAMUTU	Crescent City Employees Association	02/17/2026	0.00	90.00
450493	CCPOLI	Crescent City Police Officer's Association	02/17/2026	0.00	600.00
450494	ICMARE	Mission Square	02/17/2026	0.00	7,901.55
450495	PORACRMT	PORAC RMT	02/17/2026	0.00	600.00
450496	ICMARE	Mission Square	02/20/2026	0.00	4,434.86
Report Total (131 checks):				0.00	490,319.28

AP
02-07-26 to 02-20-26 Council



REVIEWED
kkozak , 2/24/2026, 1:38:17 PM

User: kbates@crescentcity.org
Printed: 2/24/2026 11:35:03 AM

Check Numbe	Check Date	Acct 1	Description	Amount	Selected For Void
0	2/17/2026	610-000-2185-00000	PR Batch 00011.02.2026 State Income Tax	2,450.83	False
0	2/17/2026	610-000-2185-00000	PR Batch 00001.02.2026 State Income Tax	3,091.94	False
0	2/17/2026	610-000-2188-00000	PR Batch 09911.02.2026 Medicare Employer Portion	91.59	False
0	2/17/2026	610-000-2189-00000	PR Batch 09911.02.2026 Federal Income Tax	119.55	False
0	2/17/2026	610-000-2188-00000	PR Batch 00001.02.2026 Medicare Employee Portion	1,779.12	False
0	2/17/2026	610-000-2188-00000	PR Batch 00001.02.2026 Medicare Employer Portion	1,779.12	False
0	2/17/2026	610-000-2188-00000	PR Batch 00011.02.2026 Medicare Employee Portion	1,229.66	False
0	2/17/2026	610-000-2188-00000	PR Batch 09911.02.2026 Medicare Employee Portion	91.59	False
0	2/17/2026	610-000-2189-00000	PR Batch 00001.02.2026 Federal Income Tax	9,766.51	False
0	2/17/2026	610-000-2188-00000	PR Batch 00011.02.2026 Medicare Employer Portion	1,229.66	False
0	2/17/2026	610-000-2189-00000	PR Batch 00011.02.2026 Federal Income Tax	6,753.26	False
0	2/17/2026	610-000-2187-00000	PR Batch 00011.02.2026 Survivor Benefit	21.87	False
0	2/17/2026	610-000-2187-00000	PR Batch 00333.01.2026 Survivor Benefit	1.86	False
0	2/17/2026	610-000-2187-00000	PR Batch 00001.02.2026 Survivor Benefit	39.99	False
0	2/17/2026	610-000-2187-00000	PR Batch 00333.01.2026 ER PERS Contribution	242.90	False
0	2/17/2026	610-000-2187-00000	PR Batch 00001.02.2026 EE PERS Contribution	9,166.68	False
0	2/17/2026	610-000-2187-00000	PR Batch 00111.02.2026 ER PERS Contribution	1,190.96	False
0	2/17/2026	610-000-2187-00000	PR Batch 00001.02.2026 Service Credit Purchase	413.20	False
0	2/17/2026	610-000-2187-00000	PR Batch 00001.02.2026 ER PERS Contribution	11,996.76	False
0	2/17/2026	610-000-2187-00000	PR Batch 00001.02.2026 MO EE PERS Contribution	186.22	False
0	2/17/2026	610-000-2187-00000	PR Batch 00011.02.2026 ER PERS Contribution	8,711.13	False
0	2/17/2026	610-000-2187-00000	PR Batch 00333.01.2026 EE PERS Contribution	236.49	False
0	2/17/2026	610-000-2187-00000	PR Batch 00011.02.2026 EE PERS 4850 Contribution	331.11	False
0	2/17/2026	610-000-2187-00000	PR Batch 00001.02.2026 ER PERS Adjustment	58.26	False
0	2/17/2026	610-000-2187-00000	PR Batch 00011.02.2026 EE PERS Contribution	7,017.63	False
0	2/17/2026	610-000-2187-00000	PR Batch 00111.02.2026 EE PERS 4850 Contribution	1,170.52	False
0	2/17/2026	610-000-2187-00000	PR Batch 00111.02.2026 Survivor Benefit	3.72	False
0	2/19/2026	610-000-2185-00000	PR Batch 07111.02.2026 State Income Tax	10.86	False
0	2/19/2026	610-000-2188-00000	PR Batch 07111.02.2026 Medicare Employer Portion	36.40	False
0	2/19/2026	610-000-2188-00000	PR Batch 07111.02.2026 Medicare Employee Portion	36.40	False
0	2/19/2026	610-000-2189-00000	PR Batch 07111.02.2026 Federal Income Tax	138.47	False
0	2/20/2026	610-000-2189-00000	PR Batch 00911.02.2026 Federal Income Tax	237.62	False
0	2/20/2026	610-000-2188-00000	PR Batch 00911.02.2026 Medicare Employee Portion	235.54	False

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0	2/20/2026	610-000-2188-00000	PR Batch 00911.02.2026 Medicare Employer Portion	235.54	False
450360	2/9/2026	159-485-4799-23ASP	Front Street CDBG labor compliance: Prog pmnt no.4	3,000.00	False
450361	2/9/2026	001-000-3221-00000	REFUND for stay on 02/01-03/01/26 Conf# 13088	3.18	False
450361	2/9/2026	412-000-3570-00000	REFUND for stay on 02/01-03/01/26 Conf# 13088	31.82	False
450362	2/9/2026	412-100-4390-00000	Power outlet.	46.63	False
450364	2/9/2026	506-506-4320-00000	Protective Footwear Reimbursement - FY26	200.00	False
450365	2/9/2026	419-371-4685-00000	Haz Mat Permit: WA Storage tank	480.00	False
450365	2/9/2026	419-371-4685-00000	Haz Mat Permit: City yard	555.00	False
450365	2/9/2026	419-371-4685-00000	Haz Mat Permit: Ranney tower	305.00	False
450365	2/9/2026	419-371-4685-00000	Haz Mat Permit: Water system chlorination.	454.00	False
450365	2/9/2026	419-371-4685-00000	Haz Mat Permit: Ranney tower	505.00	False
450366	2/9/2026	001-313-4560-00000	Planning Commissioner Stipend- Oct-Dec 2025	75.00	False
450366	2/9/2026	001-313-4560-00000	Planning Commissioner Stipend- July- Sept 2025	75.00	False
450367	2/9/2026	413-352-4470-00000	FY26 Sample Delivery to NCL for WW and DW	30.00	False
450367	2/9/2026	419-371-4470-00000	FY26 Sample Delivery to NCL for WW and DW	30.00	False
450367	2/9/2026	413-352-4470-00000	FY26 Sample Delivery to NCL for WW and DW	30.00	False
450367	2/9/2026	419-371-4470-00000	FY26 Sample Delivery to NCL for WW and DW	30.00	False
450368	2/9/2026	419-371-4409-00000	Sensus maint.	5,412.50	False
450368	2/9/2026	419-371-4409-00000	CREDIT- Sensus maint.	-1,082.50	False
450369	2/9/2026	419-371-4230-00000	707-465-3386 Water Scada Phone- 01/14-02/13/26	146.03	False
450369	2/9/2026	001-240-4230-00000	Radio to Sherriff -01/13-02/12/26	29.14	False
450369	2/9/2026	419-371-4230-00000	Water System Phone Bill 707-1006 -01/13-02/12/26	28.04	False
450369	2/9/2026	419-371-4230-00000	Water System Phone 464-2826 -01/13-02/12/26	98.71	False
450370	2/9/2026	412-000-3570-00000	REFUND for stay on 06/18-06/23/26 Conf#12940	50.00	False
450370	2/9/2026	001-000-3221-00000	REFUND for stay on 06/18-06/23/26 Conf#12940	5.00	False
450371	2/9/2026	001-480-4530-00000	REIMBURSEMENT for milage. FY 26 Jul-Jan	13.30	False
450372	2/9/2026	413-353-4390-00000	Manhole lifter	141.20	False
450372	2/9/2026	413-353-4390-00000	First aid kits (5)	53.46	False
450372	2/9/2026	419-371-4390-00000	Filters and respirators.	304.64	False
450372	2/9/2026	506-506-4390-00000	Filters and respirators.	304.66	False
450372	2/9/2026	001-364-4390-10025	First aid kits (5)	53.45	False
450372	2/9/2026	413-353-4390-00000	Filters and respirators.	304.64	False
450372	2/9/2026	413-353-4390-00000	Manhole hook (4), manhole lifter (1)	402.95	False
450372	2/9/2026	419-371-4390-00000	First aid kits (5)	53.46	False
450373	2/9/2026	001-313-4560-00000	Planning Commissioner Stipend- July- Sept 2025	75.00	False
450373	2/9/2026	001-313-4560-00000	Planning Commissioner Stipend- Oct-Dec 2025	75.00	False
450374	2/9/2026	412-100-4310-00000	CH -Office Supplies	5.66	False
450374	2/9/2026	001-364-4310-00000	CH -Office Supplies	7.53	False
450374	2/9/2026	001-313-4310-00000	CH -Office Supplies	9.61	False
450374	2/9/2026	001-470-4310-00000	CH -Office Supplies	2.70	False
450374	2/9/2026	412-114-4310-00000	CH -Office Supplies	0.59	False
450374	2/9/2026	419-371-4310-00000	CH -Office Supplies	24.09	False
450374	2/9/2026	419-120-4310-00000	CH -Office Supplies	39.94	False

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450374	2/9/2026	413-357-4310-00000	CH -Office Supplies	13.19	False
450374	2/9/2026	001-130-4310-00000	CH -Office Supplies	7.90	False
450374	2/9/2026	419-111-4310-00000	CH -Office Supplies	7.45	False
450374	2/9/2026	413-120-4310-00000	CH -Office Supplies	40.23	False
450374	2/9/2026	001-480-4310-00000	CH -Office Supplies	5.66	False
450374	2/9/2026	412-111-4310-00000	CH -Office Supplies	1.13	False
450374	2/9/2026	419-113-4310-00000	CH -Office Supplies	6.86	False
450374	2/9/2026	001-471-4310-00000	CH -Office Supplies	5.16	False
450374	2/9/2026	413-113-4310-00000	CH -Office Supplies	6.86	False
450374	2/9/2026	001-251-4310-00000	CH -Office Supplies	36.53	False
450374	2/9/2026	001-112-4310-00000	CH -Office Supplies	15.39	False
450374	2/9/2026	413-352-4310-00000	CH -Office Supplies	3.37	False
450374	2/9/2026	413-114-4310-00000	CH -Office Supplies	2.67	False
450374	2/9/2026	413-130-4310-00000	CH -Office Supplies	3.96	False
450374	2/9/2026	001-120-4310-00000	CH -Office Supplies	37.32	False
450374	2/9/2026	001-114-4310-00000	CH -Office Supplies	16.18	False
450374	2/9/2026	413-111-4310-00000	CH -Office Supplies	6.79	False
450374	2/9/2026	413-353-4310-00000	CH -Office Supplies	7.53	False
450374	2/9/2026	419-114-4310-00000	CH -Office Supplies	3.12	False
450374	2/9/2026	001-111-4310-00000	CH -Office Supplies	7.24	False
450374	2/9/2026	001-350-4310-00000	CH -Office Supplies	18.84	False
450374	2/9/2026	420-115-4310-00000	CH -Office Supplies	45.22	False
450374	2/9/2026	412-130-4310-00000	CH -Office Supplies	1.12	False
450374	2/9/2026	419-130-4310-00000	CH -Office Supplies	3.95	False
450374	2/9/2026	412-120-4310-00000	CH -Office Supplies	6.24	False
450374	2/9/2026	412-113-4310-00000	CH -Office Supplies	0.87	False
450374	2/9/2026	001-113-4310-00000	CH -Office Supplies	6.87	False
450374	2/9/2026	001-250-4310-00000	CH -Office Supplies	8.28	False
450375	2/9/2026	001-480-3716-00000	Refund-Swim Lessons	20.00	False
450376	2/9/2026	413-352-4470-00000	FY26 External testing for WWTP	191.00	False
450377	2/9/2026	001-000-3221-00000	REFUND for stay on 12/30/25-01/27/26 Conf#12893	2.37	False
450377	2/9/2026	412-000-3570-00000	REFUND for stay on 12/30/25-01/27/26 Conf#12893	23.68	False
450378	2/9/2026	508-508-4390-60001	Hub cap.	21.23	False
450379	2/9/2026	413-353-4390-00000	Hardhats.	204.75	False
450379	2/9/2026	419-371-4390-00000	Hardhats.	204.75	False
450379	2/9/2026	001-364-4390-10025	Hardhats.	204.75	False
450379	2/9/2026	506-506-4390-00000	Hardhats.	204.75	False
450379	2/9/2026	001-470-4390-00000	Hardhats.	204.76	False
450380	2/9/2026	413-000-2122-00000	FY26 Reagents and Other Lab Supplies TAX	-239.08	False
450380	2/9/2026	413-000-2122-00000	FY26 Reagents and Other Lab Supplies TAX	-25.16	False
450380	2/9/2026	413-351-4390-00000	FY26 Reagents and Other Lab Supplies	3,393.58	False
450380	2/9/2026	413-351-4390-00000	FY26 Reagents and Other Lab Supplies	354.53	False
450381	2/9/2026	419-371-4390-00000	Stormwater pollution preventions items (13) for Corp Yard	667.80	False

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450381	2/9/2026	413-353-4390-00000	Stormwater pollution preventions items (13) for Corp Yard	667.80	False
450381	2/9/2026	001-364-4390-10025	Stormwater pollution preventions items (13) for Corp Yard	667.80	False
450381	2/9/2026	508-508-4390-00000	Stormwater pollution preventions items (13) for Corp Yard	667.81	False
450384	2/9/2026	508-508-4390-00000	Ram fittings.	133.16	False
450385	2/9/2026	508-508-4390-00000	John Doe Backhoe swing arm repair, parts and maint	5,211.56	False
450386	2/9/2026	001-480-4230-00000	Pool-Alarm monitoring 12/1/25-01/28/26	211.50	False
450386	2/9/2026	001-480-4230-00000	Service call-repair of pad.	560.24	False
450387	2/9/2026	413-130-4550-00000	Legal support FY 26: 01/01-1/31/26	76.00	False
450387	2/9/2026	419-130-4550-00000	Legal support FY 26: 01/01-1/31/26	76.00	False
450387	2/9/2026	001-130-4550-00000	Legal support FY 26: 01/01-1/31/26	152.00	False
450388	2/9/2026	001-313-4560-00000	Planning Commissioner Stipend- July- Sept 2025	75.00	False
450388	2/9/2026	001-313-4560-00000	Planning Commissioner Stipend- Oct-Dec 2025	75.00	False
450389	2/9/2026	001-114-4409-00000	FY26 Safety training: Workplace prevention.	48.00	False
450389	2/9/2026	001-114-4409-00000	FY26 Safety training: Intro Cal OSHA; IIPP	60.00	False
450390	2/9/2026	419-371-4550-00000	M. Cordova D2 Test.	65.00	False
450391	2/9/2026	001-000-2230-00000	REFUND of deposit for event on 01/28-29/2026	575.00	False
450392	2/9/2026	508-508-4390-00000	Shaft-spindle	69.81	False
450392	2/9/2026	508-508-4390-00000	Spindle	679.44	False
450393	2/9/2026	001-230-4409-00000	FIRE PROGRAMS: Fire Archives.	260.00	False
450393	2/9/2026	419-371-4550-00000	CA WATER ENVIRON: D. Borges MT2 renewal.	59.50	False
450393	2/9/2026	420-115-4450-00000	NEXTDNS: DNS filtering for RV park: 12/31-01/31/26	19.90	False
450393	2/9/2026	419-371-4530-00000	LEAGUE OF CA: D. Yeager PW conference.	337.50	False
450393	2/9/2026	001-112-4310-00000	HOMEDEPOT: Community support-storage bins.	38.91	False
450393	2/9/2026	412-113-4450-00000	STORWELL ELK VALLEY: Physical Document Storage- Jan 2026	9.40	False
450393	2/9/2026	001-230-4390-00000	CVS: Blood glucose strips for med bag.	28.03	False
450393	2/9/2026	413-353-4550-00000	CA WATER ENVIRON: D. Borges MT2 renewal.	59.50	False
450393	2/9/2026	419-371-4390-00000	HARBOR FREIGHT: Wrench organizer and pipe thread.	97.40	False
450393	2/9/2026	413-113-4450-00000	BEST SELF STORAGE: Physical Document storage 01/01-02/01/26	64.00	False
450393	2/9/2026	420-115-4450-00000	SPAM HERO: Spam filtering 01/01-01/31/26	10.00	False
450393	2/9/2026	412-100-4390-00000	SMARTSIGN: Signs	266.31	False
450393	2/9/2026	001-113-4450-00000	BEST SELF STORAGE: Physical Document storage 01/01-02/01/26	64.00	False
450393	2/9/2026	412-110-4530-00000	LEAGUE OF CITIES: Reimbursement for Tinklers canceled trip.	-24.00	False
450393	2/9/2026	001-230-4390-00000	HOMEDEPOT: Cleaning supplies.	121.14	False
450393	2/9/2026	001-470-4390-00000	SP FOARDS INC: Edger Blades.	149.46	False
450393	2/9/2026	001-114-4409-00000	3M CREDIT: Respirator Certification.	145.00	False
450393	2/9/2026	419-110-4530-00000	LEAGUE OF CITIES: Reimbursement for Tinklers canceled trip.	-192.00	False
450393	2/9/2026	412-100-4230-00000	OPTCONNECT: Internet connection.	25.75	False
450393	2/9/2026	508-508-4390-00000	SOUTH POINTE RADIATOR: Surge tanks and radiator tank.	555.00	False
450393	2/9/2026	413-113-4450-00000	STORWELL ELK VALLEY: Physical Document Storage- Jan 2026	75.20	False
450393	2/9/2026	001-113-4450-00000	STORWELL ELK VALLEY: Physical Document Storage- Jan 2026	75.20	False
450393	2/9/2026	419-371-4390-00000	HARBOR FREIGHT: Keys, key magnet, shop seat	71.78	False
450393	2/9/2026	001-480-4390-00000	SAFEWAY: Water and tissue.	14.56	False
450393	2/9/2026	001-480-4390-00000	SAFEWAY: Water	7.49	False

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450393	2/9/2026	413-110-4530-00000	LEAGUE OF CITIES: Reimbursement for Tinklers canceled trip.	-192.00	False
450393	2/9/2026	419-113-4450-00000	STORWELL ELK VALLEY: Physical Document Storage- Jan 2026	75.20	False
450393	2/9/2026	419-371-4390-00000	HARBOR FREIGHT: Tool organizer/ portable garage	140.71	False
450393	2/9/2026	001-470-4390-00000	SWINGSETMALL: Swing set parts.	913.33	False
450393	2/9/2026	419-371-4390-00000	AUTOMATIONDIRECT: Transmitters and cable.	565.07	False
450393	2/9/2026	001-230-4390-00000	AMAZON: Tags for medical bags.	14.61	False
450393	2/9/2026	001-364-4390-10025	HARBOR FREIGHT: Keys, key magnet, shop seat	71.79	False
450393	2/9/2026	419-371-4530-00000	HYATTREGEN:2/24-2/28/26:Monterey,CA-PW Conf-D.Yeager-lodging	162.78	False
450393	2/9/2026	412-100-4390-00000	WALMART: RV Park water.	6.90	False
450393	2/9/2026	413-353-4530-00000	LEAGUE OF CA: D. Yeager PW conference.	337.50	False
450393	2/9/2026	001-364-4390-10025	CASCADE HOME CENTER: Return chipper.	-330.40	False
450393	2/9/2026	420-115-4450-00000	BUSSINESS. APPLE: Apple business/ cloud storage 12/17-01/17/26	32.33	False
450393	2/9/2026	413-353-4390-00000	HARBOR FREIGHT: Keys, key magnet, shop seat	71.78	False
450393	2/9/2026	001-230-4390-00000	HOMEDEPOT: Plastic cabinet for supplies.	172.12	False
450393	2/9/2026	001-112-4390-00000	GE APPLIANCES: Fridge parts.	70.22	False
450393	2/9/2026	413-353-4530-00000	HYATTREGEN:2/24-2/28/26:Monterey,CA-PW Conf-D.Yeager-lodging	162.78	False
450393	2/9/2026	001-230-4390-00000	WALMART: Charger and cable.	17.88	False
450393	2/9/2026	001-350-4450-00000	BLUE BEAM: Blue beam software.	260.00	False
450393	2/9/2026	001-110-4530-00000	LEAGUE OF CITIES: Reimbursement for Tinklers canceled trip.	-192.00	False
450393	2/9/2026	412-113-4450-00000	BEST SELF STORAGE: Physical Document storage 01/01-02/01/26	8.00	False
450393	2/9/2026	001-230-4390-00000	ACE HARDWARE: Lock for cabinet.	18.39	False
450393	2/9/2026	419-113-4450-00000	BEST SELF STORAGE: Physical Document storage 01/01-02/01/26	64.00	False
450393	2/9/2026	001-350-4530-00000	HYATTREGEN:2/24-2/28/26:Monterey,CA-PW Conf-D.Yeager-lodging	162.79	False
450393	2/9/2026	001-112-4392-00000	HARBOR FREIGHT: Tool organizer/ portable garage	140.72	False
450393	2/9/2026	506-506-4390-00000	HARBORFREIGHT: Battery maintainer.	30.30	False
450394	2/9/2026	419-371-4230-00000	Water SCADA Cellular: 12/24-01/23/26	686.49	False
450395	2/9/2026	001-313-4560-00000	Planning Commissioner Stipend- July- Sept 2025	75.00	False
450395	2/9/2026	001-313-4560-00000	Planning Commissioner Stipend- Oct-Dec 2025	75.00	False
450396	2/9/2026	001-364-4390-10025	Sign hardware	134.65	False
450396	2/9/2026	001-470-4390-00000	Extension cord	151.00	False
450396	2/9/2026	413-353-4390-00000	Tape	7.64	False
450396	2/9/2026	001-230-4390-00000	Damprid	16.10	False
450396	2/9/2026	419-371-4390-00000	Paint, paintbrush, scraper	77.96	False
450396	2/9/2026	001-364-4350-10023	Primer, pipe, tool box	213.87	False
450396	2/9/2026	001-470-4390-00000	Hex key, bit	7.62	False
450396	2/9/2026	001-364-4390-10025	Screws, nuts and bolts	12.08	False
450396	2/9/2026	419-371-4390-00000	Paint	52.65	False
450396	2/9/2026	506-506-4390-00000	Moisture absorber	24.14	False
450396	2/9/2026	001-364-4390-10025	Wedge clamp	34.21	False
450396	2/9/2026	001-480-4390-00000	Paint, paint tray	96.54	False
450396	2/9/2026	419-371-4390-00000	Galvanized parts	23.70	False
450396	2/9/2026	419-371-4390-00000	Key rings	10.25	False
450396	2/9/2026	001-470-4390-00000	Screws, nuts and bolts	16.30	False

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450396	2/9/2026	001-364-4390-10025	Paint	25.83	False
450396	2/9/2026	001-240-4390-00000	Paint, stud	51.14	False
450396	2/9/2026	001-470-4390-00000	Stem	42.25	False
450396	2/9/2026	001-470-4390-00000	Trex	769.66	False
450396	2/9/2026	419-371-4390-00000	Grease, pipe joint	48.29	False
450396	2/9/2026	001-480-4390-00000	Rivet tool, hose hand shower	58.96	False
450396	2/9/2026	419-371-4390-00000	Paint	52.65	False
450396	2/9/2026	001-112-4392-00000	Lumber	114.19	False
450396	2/9/2026	413-353-4390-00000	Microfiber	5.02	False
450396	2/9/2026	001-240-4390-00000	Bar carpet	14.08	False
450396	2/9/2026	419-371-4390-00000	Coupler, hose, grease gun	43.92	False
450396	2/9/2026	001-470-4390-00000	Trailer wedges, nails, screws	5.30	False
450396	2/9/2026	413-353-4390-00000	Bucket, pail, roller frame	17.58	False
450396	2/9/2026	506-506-4390-00000	Saddle	43.28	False
450396	2/9/2026	001-470-4390-00000	Hasp	16.10	False
450396	2/9/2026	001-470-4390-00000	Screws, nuts and bolts	5.48	False
450396	2/9/2026	419-371-4390-00000	Water, screws, nuts and bolts	12.32	False
450396	2/9/2026	413-353-4390-00000	Paint, rollers, brushes	147.87	False
450396	2/9/2026	001-470-4390-00000	Connectors, generator chord, outlet	175.67	False
450396	2/9/2026	419-371-4390-00000	Hoses, sandpaper	31.38	False
450396	2/9/2026	419-371-4390-00000	Sealant	44.25	False
450396	2/9/2026	001-470-4390-00000	links	72.40	False
450396	2/9/2026	001-480-4390-00000	Rod thread, screws, nuts and bolts, tie wrap	55.90	False
450396	2/9/2026	419-371-4390-00000	Wire brush, crimp wheel, terry towel	26.75	False
450396	2/9/2026	506-506-4390-00000	Power strip	29.18	False
450396	2/9/2026	413-353-4390-00000	3/8 nao	3.92	False
450396	2/9/2026	419-371-4390-00000	Bit set	22.14	False
450396	2/9/2026	001-364-4390-10025	Screws, nuts and bolts	13.04	False
450396	2/9/2026	419-371-4390-00000	Screwdriver, gloves	19.11	False
450396	2/9/2026	419-371-4390-00000	Thread cut pipe	8.04	False
450396	2/9/2026	001-364-4390-10025	Concrete tube	169.48	False
450396	2/9/2026	413-353-4390-00000	Master lock,adhesive	266.19	False
450396	2/9/2026	001-470-4390-00000	Screws, nuts and bolts	16.30	False
450396	2/9/2026	001-470-4390-00000	Screwdriver and hardware	16.98	False
450396	2/9/2026	508-508-4390-00000	Key kwikset, house key	11.04	False
450396	2/9/2026	419-371-4390-00000	Paint, brooms, brushes	72.73	False
450396	2/9/2026	001-470-4390-00000	Edger	23.14	False
450396	2/9/2026	001-364-4390-10025	Paint	122.17	False
450396	2/9/2026	413-353-4390-00000	Electrical tape, water	11.97	False
450396	2/9/2026	001-364-4390-10025	Reducer socket	18.49	False
450396	2/9/2026	419-371-4390-00000	Paint, paintbrushes	72.53	False
450396	2/9/2026	001-470-4390-00000	Rope cut	14.91	False
450396	2/9/2026	419-371-4390-00000	Master lock,adhesive	303.19	False

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450396	2/9/2026	413-353-4390-00000	Rags, silicone, water	30.75	False
450409	2/17/2026	506-506-4390-00000	Toner.	64.95	False
450409	2/17/2026	001-364-4390-10025	Toner.	64.95	False
450409	2/17/2026	413-353-4390-00000	Toner.	64.95	False
450409	2/17/2026	413-356-4390-35022	Adapter kit for cell booster.	14.82	False
450409	2/17/2026	420-115-4390-00000	Keyboard/ mouse for Pool.	90.91	False
450409	2/17/2026	420-115-4390-00000	Surge protector for pool.	21.28	False
450409	2/17/2026	001-480-4340-00000	Pool chemicals.	93.92	False
450409	2/17/2026	001-480-4340-00000	Pool chemicals.	49.58	False
450409	2/17/2026	413-353-4390-00000	Toner.	64.95	False
450409	2/17/2026	001-240-4390-AB109	Chairs for cybercrimes office.	526.08	False
450409	2/17/2026	506-506-4390-00000	Lamp holder sockets.	21.59	False
450409	2/17/2026	419-371-4390-00000	Straps.	43.29	False
450409	2/17/2026	001-470-4390-00000	Toner.	64.94	False
450410	2/17/2026	413-000-2110-00000	Refund Check 111463-000, 1595 BREEN ST	30.27	False
450411	2/17/2026	419-372-3821-41028	Monthly Maintenance: Oct 2025	7,439.66	False
450411	2/17/2026	419-372-3821-41028	Monthly Maintenance: Nov 2025	7,350.73	False
450412	2/17/2026	413-351-4220-00000	FY26 Propane (Acct: 1010727) Propane delivered on 01/22/26	271.54	False
450412	2/17/2026	001-480-4220-2020S	FY26 Propane (Acct: 65442) City pool 12/15/25-01/15/26	6,162.70	False
450412	2/17/2026	506-506-4220-00000	FY26 Propane (Acct:1031563) 12/15/25-01/15/26	11.00	False
450412	2/17/2026	001-471-4220-00000	FY26 Propane (Acct: 65468) 12/15/25-01/15/26	11.00	False
450412	2/17/2026	001-240-4220-00000	FY26 Propane (Acct:1038315) 12/15/25-01/15/26	15.91	False
450413	2/17/2026	419-000-2110-00000	Refund Check 106336-001, 690 KELLER AVE #1	181.50	False
450414	2/17/2026	419-000-2110-00000	Refund Check 106136-000, 195 DREAM ST	85.63	False
450415	2/17/2026	001-251-4407-00000	website job ad: Building Inspector	60.00	False
450416	2/17/2026	506-506-4450-00000	Copier maintenance. 12/25-01/24/26	50.38	False
450416	2/17/2026	506-506-4450-00000	Copier maintenance. 01/25-02/24/26	21.87	False
450417	2/17/2026	419-000-2110-00000	Refund Check 112330-000, 544 PACIFIC AVE	195.77	False
450418	2/17/2026	001-112-4431-00000	Annual contribution: FY 26 Q2: 10/01-12/31/25	25,500.00	False
450419	2/17/2026	412-100-4230-00000	TV and WiFi Services FY26: 02/01-02/28/26	1,902.99	False
450420	2/17/2026	419-372-3822-41029	Monthly Maintenance: Nov 2025	694.78	False
450420	2/17/2026	419-372-3822-41029	Monthly Maintenance: Oct 2025	662.75	False
450421	2/17/2026	161-485-4796-24BAL	Business Assistance Program: The Mailroom forgivable loan :2FTE	70,000.00	False
450422	2/17/2026	419-000-2110-00000	Refund Check 108007-000, 1280 MARSHALL ST	15,195.06	False
450423	2/17/2026	419-372-3823-41030	Monthly Maintenance: Nov 2025	599.93	False
450423	2/17/2026	419-372-3823-41030	Monthly Maintenance: Oct 2025	610.60	False
450424	2/17/2026	419-371-4685-00000	Haz Mat Permit: Amador Storage tank	279.00	False
450425	2/17/2026	506-506-4225-00000	Refuse Disposal- Dec 2025	211.25	False
450425	2/17/2026	001-470-4225-00000	Refuse Disposal- Dec 2025	154.25	False
450425	2/17/2026	001-364-4225-10025	Refuse Disposal- Dec 2025	69.85	False
450425	2/17/2026	419-372-4450-41028	Refuse Disposal- Dec 2025	20.45	False
450426	2/17/2026	413-113-4450-00000	Use of Board Chambers: Jan 2026.	57.60	False
450426	2/17/2026	412-113-4450-00000	Use of Board Chambers: Jan 2026.	7.20	False

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450426	2/17/2026	001-113-4450-00000	Use of Board Chambers: Jan 2026.	57.60	False
450426	2/17/2026	419-113-4450-00000	Use of Board Chambers: Jan 2026.	57.60	False
450427	2/17/2026	115-364-4787-00000	Gas Tax Sec 2107 pass-through per annex agreement FY 26 Oct Rev	745.87	False
450427	2/17/2026	115-364-4785-00000	Gas Tax Sec 2105 pass-through per annex agreement FY26 Oct Rev	545.04	False
450427	2/17/2026	115-364-4787-00000	Gas Tax Sec 2107 pass-through per annex agreement. FY25 Sept Rev	877.18	False
450427	2/17/2026	115-364-4785-00000	Gas Tax Sec 2105 pass-through per annex agreement. FY26 Sept Rev	638.15	False
450427	2/17/2026	117-364-4789-00000	RMRA pass-through per annex agreement. FY25 Aug Rev	2,624.87	False
450427	2/17/2026	117-364-4789-00000	RMRA pass-through per annex agreement. FY26 Sept Rev	2,941.42	False
450428	2/17/2026	419-000-2110-00000	Refund Check 009088-000, 1045 HUNTINGTON ST	65.80	False
450429	2/17/2026	419-000-2110-00000	Refund Check 109889-001, 262 EL DORADO ST	172.93	False
450430	2/17/2026	001-470-4390-00000	Quick link	16.28	False
450430	2/17/2026	001-480-4390-00000	Cable and sleeve.	79.46	False
450430	2/17/2026	413-356-4390-35022	Galvanized parts.	68.49	False
450431	2/17/2026	419-000-2110-00000	Refund Check 104882-001, 1232 LIPOWITZ AVE	127.90	False
450432	2/17/2026	412-000-3570-00000	REFUND for stay on 02/13-02/15/26	96.36	False
450432	2/17/2026	001-000-3221-00000	REFUND for stay on 02/13-02/15/26	9.64	False
450433	2/17/2026	001-364-4409-00000	Task Order 14 - Stormwater Regulatory Services: 12/23-01/22/26	1,253.50	False
450433	2/17/2026	413-352-4409-00000	FY26 Sewer Regulatory Services - Task Order 13: 12/25-01/07/26	3,494.69	False
450433	2/17/2026	419-371-4409-00000	FY26 Cross Connection Services - Task Order 15: 01/05-01/22/26	1,102.37	False
450433	2/17/2026	419-371-4409-00000	FY26 Water Regulatory Services - Task Order 12/25-01/05/26	5,555.50	False
450434	2/17/2026	419-000-2110-00000	Refund Check 103546-004, 2505 NICKEL AVE	72.77	False
450435	2/17/2026	419-371-4450-00000	Reimbursement for plumber expense.	85.00	False
450436	2/17/2026	419-000-2110-00000	Refund Check 112834-000, 121 CLYDE ST	73.01	False
450437	2/17/2026	419-000-2110-00000	Refund Check 101135-000, 1023 K ST	65.70	False
450438	2/17/2026	413-353-4390-00000	FY26 Rock to fill excavations: 3/4 minus rock	178.62	False
450438	2/17/2026	419-371-4390-00000	FY26 Rock to fill excavations: 3/4 minus rock	1,428.90	False
450438	2/17/2026	419-371-4390-00000	FY26 Rock to fill excavations: 3/4 minus rock	1,073.86	False
450438	2/17/2026	413-353-4390-00000	FY26 Rock to fill excavations: 3/4 minus rock	134.22	False
450438	2/17/2026	001-364-4390-10025	FY26 Rock to fill excavations: 3/4 minus rock	134.22	False
450438	2/17/2026	001-364-4390-10025	FY26 Rock to fill excavations: 3/4 minus rock	178.61	False
450439	2/17/2026	001-240-4390-00000	flooring, paint	820.77	False
450439	2/17/2026	412-100-4390-00000	Grip nozle, spray bottle	42.14	False
450439	2/17/2026	419-371-4390-00000	Caution tape, flagging tape, barricade tape	63.18	False
450439	2/17/2026	412-100-4390-00000	Thermostat	25.94	False
450439	2/17/2026	413-353-4390-00000	Search Light	35.72	False
450439	2/17/2026	419-371-4390-00000	buckets, concrete	29.07	False
450439	2/17/2026	001-240-4390-00000	Cord cover kit	37.40	False
450439	2/17/2026	001-470-4390-00000	Galvenized parts	19.49	False
450439	2/17/2026	413-353-4390-00000	Totes, mailbox	35.65	False
450439	2/17/2026	419-371-4390-00000	Tote	4.86	False
450439	2/17/2026	001-480-4390-00000	Epoxy	6.47	False
450439	2/17/2026	419-371-4390-00000	Cable tie	77.54	False
450439	2/17/2026	506-506-4390-00000	Brass key	10.76	False

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450439	2/17/2026	419-371-4390-00000	Kneeling pad	81.16	False
450439	2/17/2026	506-506-4390-00000	Backing pad	18.37	False
450439	2/17/2026	001-480-4390-00000	Bolt	13.93	False
450439	2/17/2026	419-371-4390-00000	Totes, mailbox	35.65	False
450439	2/17/2026	419-371-4390-00000	Acetone	22.71	False
450439	2/17/2026	413-353-4390-00000	Tote	4.86	False
450439	2/17/2026	413-353-4390-00000	Pliers	38.91	False
450439	2/17/2026	506-506-4390-00000	Backing pad return	-18.37	False
450439	2/17/2026	001-471-4390-00000	Shoe covers, subfloor	19.16	False
450439	2/17/2026	001-471-4390-00000	Roller, drydex	29.14	False
450439	2/17/2026	001-470-4390-00000	PVC bushings, tees, couplings	70.54	False
450439	2/17/2026	001-240-4390-00000	Corner guard	59.76	False
450439	2/17/2026	506-506-4390-00000	Connection pad, respirator, cartridges	162.25	False
450439	2/17/2026	001-471-4390-00000	Terry towels, paint, paint brushes	106.83	False
450439	2/17/2026	001-471-4390-00000	Tape measure, gloves	46.41	False
450439	2/17/2026	506-506-4390-00000	Connectors, junction box	23.25	False
450439	2/17/2026	001-470-4390-00000	Grinder kit	21.62	False
450439	2/17/2026	001-364-4390-10025	Totes, mailbox	35.65	False
450439	2/17/2026	412-100-4390-00000	Wrenches	63.76	False
450439	2/17/2026	419-371-4390-00000	Pipe wrenches	89.78	False
450439	2/17/2026	001-470-4390-00000	Cement, couplings, pvc cutter, adapter	55.81	False
450439	2/17/2026	001-470-4390-00000	Riser	211.09	False
450439	2/17/2026	419-371-4390-00000	Lite cable	125.57	False
450439	2/17/2026	001-470-4390-00000	Hole saw	16.21	False
450439	2/17/2026	001-364-4390-10025	Lumber, concrete	140.04	False
450439	2/17/2026	001-470-4390-00000	Quick links	11.45	False
450439	2/17/2026	001-364-4390-10025	Impact wrench set	107.89	False
450439	2/17/2026	001-471-4390-00000	Stain, paint, red oak	325.15	False
450439	2/17/2026	506-506-4390-00000	Lacquer, paint	50.40	False
450439	2/17/2026	001-364-4390-10025	Search light	35.72	False
450439	2/17/2026	001-470-4390-00000	Tapcon, bit set	58.27	False
450439	2/17/2026	001-364-4390-10025	Caution tape, flagging tape, barricade tape	63.18	False
450439	2/17/2026	419-371-4390-00000	Wire	47.48	False
450439	2/17/2026	419-371-4390-00000	Transfer pump	269.54	False
450439	2/17/2026	412-100-4390-00000	tub/sink refinishing kit	54.10	False
450439	2/17/2026	412-100-4390-00000	Thermostat	41.09	False
450439	2/17/2026	419-371-4390-00000	Water hose	24.87	False
450439	2/17/2026	506-506-4390-00000	Drive set	96.34	False
450439	2/17/2026	412-100-4390-00000	Loctite	17.92	False
450439	2/17/2026	506-506-4390-00000	Flip knife, floor cutter	217.55	False
450439	2/17/2026	419-371-4390-00000	Impact wrench set	107.89	False
450439	2/17/2026	001-480-4390-00000	Key schlage	44.23	False
450439	2/17/2026	413-353-4390-00000	Caution tape, flagging tape, barricade tape	63.18	False

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450439	2/17/2026	506-506-4390-00000	Hinge and padlock	14.53	False
450439	2/17/2026	001-364-4390-10025	Shovel, deckmate	210.93	False
450439	2/17/2026	001-470-4390-00000	Caution tape, flagging tape, barricade tape	63.18	False
450439	2/17/2026	001-240-4390-00000	Box cover	2.10	False
450439	2/17/2026	001-470-4390-00000	Gloves	21.52	False
450439	2/17/2026	413-353-4390-00000	Impact wrench set	107.89	False
450439	2/17/2026	001-471-4390-00000	Lumber	27.11	False
450439	2/17/2026	001-240-4390-00000	Refrigerator water filter	64.91	False
450439	2/17/2026	419-371-4390-00000	Search light	35.73	False
450439	2/17/2026	001-240-4390-00000	Cord channel kit	18.38	False
450439	2/17/2026	506-506-4390-00000	Tote, cordless Dyson	387.92	False
450439	2/17/2026	419-371-4390-00000	Bucket, drill pump kit	75.14	False
450439	2/17/2026	419-371-4390-00000	Water bottle	61.80	False
450439	2/17/2026	412-100-4390-00000	Odor absorber	21.13	False
450439	2/17/2026	412-100-4390-00000	Thermostat elements	67.03	False
450439	2/17/2026	412-100-4390-00000	Slip thread	51.87	False
450439	2/17/2026	001-470-4390-00000	Impact tool wrench	366.97	False
450439	2/17/2026	001-240-4390-00000	Conduit, box cover	10.46	False
450440	2/17/2026	001-000-3221-00000	REFUND for stay on 01/27-02/07/26 Con # 13154	8.46	False
450440	2/17/2026	412-000-3570-00000	REFUND for stay on 01/27-02/07/26 Con # 13154	84.57	False
450441	2/17/2026	161-485-4796-24BAL	Business Assistance Program: Horizon Realty forgivable loan:1FTE	35,000.00	False
450442	2/17/2026	419-111-4310-00000	CH -Office Supplies	7.43	False
450442	2/17/2026	001-470-4310-00000	CH -Office Supplies	2.70	False
450442	2/17/2026	420-115-4310-00000	CH -Office Supplies	45.16	False
450442	2/17/2026	413-120-4310-00000	CH -Office Supplies	40.18	False
450442	2/17/2026	419-120-4310-00000	CH -Office Supplies	39.89	False
450442	2/17/2026	001-114-4310-00000	CH -Office Supplies	16.16	False
450442	2/17/2026	413-114-4310-00000	CH -Office Supplies	2.66	False
450442	2/17/2026	413-353-4310-00000	CH -Office Supplies	7.52	False
450442	2/17/2026	412-113-4310-00000	CH -Office Supplies	0.87	False
450442	2/17/2026	419-113-4310-00000	CH -Office Supplies	6.85	False
450442	2/17/2026	413-130-4310-00000	CH -Office Supplies	3.95	False
450442	2/17/2026	419-371-4310-00000	CH -Office Supplies	24.06	False
450442	2/17/2026	001-130-4310-00000	CH -Office Supplies	7.90	False
450442	2/17/2026	412-111-4310-00000	CH -Office Supplies	1.12	False
450442	2/17/2026	412-114-4310-00000	CH -Office Supplies	0.58	False
450442	2/17/2026	412-120-4310-00000	CH -Office Supplies	6.24	False
450442	2/17/2026	001-350-4310-00000	CH -Office Supplies	18.82	False
450442	2/17/2026	413-352-4310-00000	CH -Office Supplies	3.36	False
450442	2/17/2026	001-364-4310-00000	CH -Office Supplies	7.52	False
450442	2/17/2026	413-357-4310-00000	CH -Office Supplies	13.17	False
450442	2/17/2026	001-113-4310-00000	CH -Office Supplies	6.86	False
450442	2/17/2026	001-313-4310-00000	CH -Office Supplies	9.60	False

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450442	2/17/2026	001-480-4310-00000	CH -Office Supplies	5.65	False
450442	2/17/2026	001-112-4310-00000	CH -Office Supplies	15.38	False
450442	2/17/2026	419-114-4310-00000	CH -Office Supplies	3.12	False
450442	2/17/2026	413-113-4310-00000	CH -Office Supplies	6.85	False
450442	2/17/2026	001-120-4310-00000	CH -Office Supplies	37.27	False
450442	2/17/2026	412-130-4310-00000	CH -Office Supplies	1.13	False
450442	2/17/2026	001-111-4310-00000	CH -Office Supplies	7.23	False
450442	2/17/2026	001-471-4310-00000	CH -Office Supplies	5.15	False
450442	2/17/2026	001-250-4310-00000	CH -Office Supplies	8.27	False
450442	2/17/2026	001-251-4310-00000	CH -Office Supplies	36.48	False
450442	2/17/2026	413-111-4310-00000	CH -Office Supplies	6.77	False
450442	2/17/2026	412-100-4310-00000	CH -Office Supplies	5.65	False
450442	2/17/2026	419-130-4310-00000	CH -Office Supplies	3.95	False
450443	2/17/2026	001-470-4390-00000	Steel	211.30	False
450444	2/17/2026	419-000-2110-00000	Refund Check 112362-000, 1310 GLENN ST	224.31	False
450445	2/17/2026	161-485-4796-24BAL	Business Assistance Program: PISE forgivable loan (3FTE)	105,000.00	False
450446	2/17/2026	001-470-4450-00000	110 Ton Crane Service for Petersen Park Leaning Pole Assessment	5,212.70	False
450447	2/17/2026	419-000-2110-00000	Refund Check 101419-000, 425 WYENTAE ST	20.00	False
450448	2/17/2026	419-000-2110-00000	Refund Check 113342-000, 312 OLIVE ST	154.62	False
450449	2/17/2026	419-111-4530-00000	Membership dues for Redwood Empire division- 2026	36.67	False
450449	2/17/2026	001-111-4530-00000	Membership dues for Redwood Empire division- 2026	36.67	False
450449	2/17/2026	413-111-4530-00000	Membership dues for Redwood Empire division- 2026	36.66	False
450450	2/17/2026	508-508-4390-00000	Tubes for vehicle 27	724.62	False
450450	2/17/2026	508-508-4390-00000	Dump trailer tires.	171.05	False
450451	2/17/2026	419-000-2110-00000	Refund Check 111053-000, 1445 W COOPER AVE	126.29	False
450452	2/17/2026	419-000-2110-00000	Refund Check 110246-000, 190 DREAM ST REISSUANCE of ck# 448978	250.00	False
450453	2/17/2026	419-000-2110-00000	Refund Check 111391-000, 1610 GAINARD ST	183.71	False
450454	2/17/2026	413-000-2110-00000	Refund Check 109885-000, 135 FAIRFAX CT	63.14	False
450455	2/17/2026	419-000-2110-00000	Refund Check 111502-000, 955 A ST	64.58	False
450456	2/17/2026	419-000-2110-00000	Refund Check 110877-000, 455 WILA JEAN RD	234.26	False
450457	2/17/2026	419-000-2110-00000	Refund Check 110251-000, 1011 ELK VALLEY RD	67.76	False
450458	2/17/2026	412-000-3570-00000	REFUND for stay on 02/06/26 Con# 13256	150.00	False
450458	2/17/2026	001-000-3221-00000	REFUND for stay on 02/06/26 Con# 13256	15.00	False
450459	2/17/2026	001-364-4390-10025	Safety vest.	174.19	False
450459	2/17/2026	001-470-4390-00000	Safety vest.	174.19	False
450459	2/17/2026	419-371-4390-00000	Safety vest.	174.19	False
450459	2/17/2026	413-353-4390-00000	Safety vest.	174.19	False
450460	2/17/2026	506-506-4390-00000	1-gal anti-freeze (2)	142.76	False
450460	2/17/2026	508-508-4390-00000	A/T cable	68.81	False
450461	2/17/2026	001-113-4370-00000	Janitorial Supplies- City-Wide	0.07	False
450461	2/17/2026	506-506-4370-00000	Janitorial Supplies- City-Wide	0.79	False
450461	2/17/2026	001-111-4370-00000	Janitorial Supplies- City-Wide	0.08	False
450461	2/17/2026	001-114-4370-00000	Janitorial Supplies- City-Wide	0.08	False

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450461	2/17/2026	001-240-4370-00000	Janitorial Supplies- City-Wide	0.79	False
450461	2/17/2026	001-251-4370-00000	Janitorial Supplies- City-Wide	0.04	False
450461	2/17/2026	001-120-4370-00000	Janitorial Supplies- City-Wide	0.32	False
450461	2/17/2026	001-480-4370-00000	Janitorial Supplies- City-Wide	1.97	False
450461	2/17/2026	413-120-4370-00000	Janitorial Supplies- City-Wide	0.08	False
450461	2/17/2026	508-508-4370-00000	Janitorial Supplies- City-Wide	0.99	False
450461	2/17/2026	420-115-4370-00000	Janitorial Supplies- City-Wide	0.08	False
450461	2/17/2026	001-313-4370-00000	Janitorial Supplies- City-Wide	0.08	False
450461	2/17/2026	412-100-4370-00000	Janitorial Supplies- City-Wide	0.79	False
450461	2/17/2026	419-120-4370-00000	Janitorial Supplies- City-Wide	0.08	False
450461	2/17/2026	413-352-4370-00000	Janitorial Supplies- City-Wide	0.79	False
450461	2/17/2026	001-471-4370-00000	Janitorial Supplies- City-Wide	0.79	False
450461	2/17/2026	001-350-4370-00000	Janitorial Supplies- City-Wide	2.25	False
450461	2/17/2026	001-470-4370-00000	Janitorial Supplies- City-Wide	8.89	False
450462	2/17/2026	001-000-2160-00000	Refund for business licensing fee.	4.00	False
450462	2/17/2026	001-000-3230-00000	Refund for business licensing fee.	81.40	False
450463	2/17/2026	161-485-4409-24BAL	BA Program Forgivable Loan: Program Operator Services: Jan 2026	8,025.00	False
450464	2/17/2026	419-000-2110-00000	Refund Check 113097-000, 310 HARDING AVE # 3	161.12	False
450465	2/17/2026	412-000-3570-00000	REFUND for stay on 06/01-06/08/26 Con# 13217	50.00	False
450465	2/17/2026	001-000-3221-00000	REFUND for stay on 06/01-06/08/26 Con# 13217	5.00	False
450466	2/17/2026	001-120-4409-00000	Postage machine rental: 02/15-05/14-26	61.70	False
450466	2/17/2026	419-120-4409-00000	Postage machine rental: 02/15-05/14-26	61.71	False
450466	2/17/2026	419-120-4550-00000	Postage maint: 02/15-05/14-26	90.00	False
450466	2/17/2026	413-120-4409-00000	Postage machine rental: 02/15-05/14-26	61.70	False
450466	2/17/2026	413-120-4550-00000	Postage maint: 02/15-05/14-26	90.00	False
450466	2/17/2026	001-120-4550-00000	Postage maint: 02/15-05/14-26	90.00	False
450467	2/17/2026	419-000-2110-00000	Refund Check 104492-001, 1030 K ST	250.00	False
450468	2/17/2026	412-100-4225-00000	FY26 Trash & Bin Service: 01/01-01/31/25	1,931.16	False
450469	2/17/2026	419-000-2110-00000	Refund Check 109065-001, 1091 HUMBOLDT ST	164.37	False
450470	2/17/2026	412-100-4409-00000	FY26 - Reservation System-01/01-01/31/26	809.60	False
450471	2/17/2026	419-000-2110-00000	Refund Check 111952-000, 117 FOREST VIEW CT	116.30	False
450472	2/17/2026	419-000-2110-00000	Refund Check 104811-001, 2481 RAILROAD AVE	313.58	False
450473	2/17/2026	419-000-2110-00000	Refund Check 113272-000, 276 3RD ST #2	155.30	False
450474	2/17/2026	001-480-4407-00000	Job listing for lifeguard on 11/20/26	122.00	False
450475	2/17/2026	419-000-2110-00000	Refund Check 111150-000, 170 SMUGGLERS COVE	250.00	False
450476	2/17/2026	001-313-4409-00000	FY26 Planning services - Task Order 22: Dec 2025	11,130.00	False
450477	2/17/2026	419-000-2110-00000	Refund Check 109560-000, 150 OLIVINE WAY	73.01	False
450478	2/17/2026	419-371-4550-00000	D. Camper D2 exam application.	65.00	False
450478	2/17/2026	419-371-4550-00000	J. DuBois D2 re-exam application.	45.00	False
450479	2/17/2026	001-480-4530-00000	Annual training center fee	500.00	False
450480	2/17/2026	419-371-4685-00000	FY26 Annual Operating State Fees	14,089.32	False
450481	2/17/2026	419-000-2110-00000	Refund Check 100812-001, 354 WINDING CREEK CIRCLE	170.08	False
450482	2/17/2026	419-371-4390-00000	A/C- 1/2" Dense.	643.26	False

Check Numbe	Check Date	Acct 1	Description	Amount	Selected For Void
450482	2/17/2026	419-371-4390-00000	A/C- 1/2" Dense.	676.52	False
450483	2/17/2026	001-240-4450-00000	Maint. of copier PD. 02/01-02/28/26. Usage chrg: 11/01-01/31/26	438.28	False
450484	2/17/2026	001-120-4310-00000	TAX1099: 1099 forms.	171.84	False
450484	2/17/2026	001-240-4240-00000	MAILROOM: Postage.	6.99	False
450484	2/17/2026	508-508-4390-00000	HARBOR TRUCK: Tailgate, paint, and parts for # 58	934.80	False
450484	2/17/2026	001-112-4392-00000	WALMART: Tree skirts.	18.41	False
450484	2/17/2026	508-508-4390-00000	TRACTOR SUPPLY: Utility box	146.13	False
450484	2/17/2026	420-115-4450-00000	DUO: MFA for city staff accounts.	240.00	False
450484	2/17/2026	420-115-4450-00000	OPENAI: AI Accounts for IT	60.00	False
450484	2/17/2026	001-112-4392-00000	WALMART: Snow rolls, garland, and bows	90.31	False
450484	2/17/2026	001-240-4320-00000	CRESCENT UNIFORMS: Recruit uniforms.	218.54	False
450484	2/17/2026	001-120-4310-00000	TAX1099: 1099 forms.	14.67	False
450484	2/17/2026	419-371-4550-00000	AMERICAN WATER COLLEGE: M. Cordova D2 Training.	175.00	False
450484	2/17/2026	001-120-4550-00000	CSMFO: CSMFO membership C. Rawlings	20.00	False
450484	2/17/2026	001-120-4310-00000	TAX1099: 1099 forms.	24.45	False
450484	2/17/2026	413-353-4550-00000	AMERICAN WATER COLLEGE: M. Cordova D2 Training.	174.99	False
450484	2/17/2026	419-120-4550-00000	CSMFO: CSMFO membership L. Leaver.	51.67	False
450484	2/17/2026	420-115-4450-00000	ZOOM: Monthly subscription.	355.86	False
450484	2/17/2026	001-230-4390-00000	WALMART: Bedding for city station.	74.83	False
450484	2/17/2026	413-120-4550-00000	CSMFO: CSMFO membership L. Leaver.	51.67	False
450484	2/17/2026	001-120-4550-00000	CSMFO: CSMFO membership L. Leaver.	51.66	False
450484	2/17/2026	420-115-4450-00000	DNSFILTER: DNS Filtering.	198.00	False
450484	2/17/2026	419-120-4550-00000	CSMFO: CSMFO membership C. Rawlings	20.00	False
450484	2/17/2026	001-251-4550-00000	INT'L CODE COUNCIL: 2025 Code Books	2,125.34	False
450484	2/17/2026	001-230-4550-00000	NFPA NATL FIRE: Annual membership to NFPA	225.00	False
450484	2/17/2026	001-240-4390-00000	BOWFLEX: gym equip for Officer Wellness Grant	917.96	False
450484	2/17/2026	413-120-4550-00000	CSMFO: CSMFO membership C. Rawlings	20.00	False
450484	2/17/2026	420-115-4450-00000	WASABI: Cloud backup storage.	61.13	False
450484	2/17/2026	420-115-4450-00000	SRFAX: Confidential fax	12.60	False
450485	2/17/2026	419-000-2110-00000	Refund Check 113372-000, HYDRANT METER- E- FIOR COUNTY	707.11	False
450486	2/17/2026	419-000-2110-00000	Refund Check 109014-001, 4628 KINGS VALLEY RD #8	301.48	False
450487	2/17/2026	419-000-2110-00000	Refund Check 113144-000, 1057 PACIFIC AVE #D	10.90	False
450488	2/17/2026	508-508-4390-00000	Bobcat filters. REISSUANCE of Ck#450215	482.94	False
450489	2/17/2026	419-000-2110-00000	Refund Check 107008-000, 467 WENDELL ST	177.64	False
450490	2/17/2026	001-350-4530-00000	2/24-2/28/26 Monterey, CA- PW Conf - meals, fuel (ADVANCE)	156.08	False
450490	2/17/2026	419-371-4530-00000	2/24-2/28/26 Monterey, CA- PW Conf - meals, fuel (ADVANCE)	156.09	False
450490	2/17/2026	413-353-4530-00000	2/24-2/28/26 Monterey, CA- PW Conf - meals, fuel (ADVANCE)	156.09	False
450491	2/17/2026	610-000-2170-00000	PR Batch 00001.02.2026 Child Support-CA	88.84	False
450492	2/17/2026	610-000-2184-00000	PR Batch 00001.02.2026 CCEA Monthly Dues	85.00	False
450492	2/17/2026	610-000-2184-00000	PR Batch 00011.02.2026 CCEA Monthly Dues	5.00	False
450493	2/17/2026	610-000-2181-00000	PR Batch 00011.02.2026 CCPOA Dues	600.00	False
450494	2/17/2026	610-000-2178-00000	Plan # 300878	2,075.00	False
450494	2/17/2026	610-000-2186-00000	Plan # 306752	9.78	False

Check Numbe	Check Date	Acct 1	Description	Amount	Selected For Void
450494	2/17/2026	610-000-2178-00000	Plan # 300878	3,135.00	False
450494	2/17/2026	610-000-2186-00000	Plan # 306752	930.66	False
450494	2/17/2026	610-000-2178-00000	Plan # 300878	285.35	False
450494	2/17/2026	610-000-2186-00000	Plan # 306752	195.16	False
450494	2/17/2026	610-000-2178-00000	Plan # 300878	185.12	False
450494	2/17/2026	610-000-2186-00000	Plan # 306752	46.64	False
450494	2/17/2026	610-000-2186-00000	Plan # 306752	391.65	False
450494	2/17/2026	610-000-2186-00000	Plan # 306752	82.11	False
450494	2/17/2026	610-000-2178-00000	Plan # 300878	565.08	False
450495	2/17/2026	610-000-2182-00000	PR Batch 00011.02.2026 PORAC RMT 4850	50.00	False
450495	2/17/2026	610-000-2182-00000	PR Batch 00011.02.2026 PORAC RMT	550.00	False
450496	2/20/2026	610-000-2186-00000	Plan # 306752	1,007.01	False
450496	2/20/2026	610-000-2186-00000	Plan # 306752	211.16	False
450496	2/20/2026	610-000-2178-00000	Plan # 300878	3,216.69	False
				<hr/> <hr/>	
				489,700.12	
				<hr/> <hr/>	

AP

02-07-26 to 02-20-26 Housing

User: kbates@crestedcity.org
Printed: 2/24/2026 11:35:22 AM

REVIEWED
kkozak , 2/24/2026, 1:38:26 PM



Check Date	Check Number	Description	Amount	Selected For Void
2/17/2026	450409	Misc Office Supplies: Labels returned.	-34.63	False
2/17/2026	450409	Misc Office Supplies: 1099 envelops returned.	-34.63	False
2/17/2026	450461	Janitorial Supplies- City-Wide	0.79	False
2/9/2026	450363	Copier Services FY25/26: 12/25/25-01/24/26 Base	26.56	False
2/9/2026	450363	Copier Services FY25/26: 11/25-12/24/25 Usage	42.02	False
2/9/2026	450383	Misc Office Supplies: Paper.	63.12	False
2/9/2026	450382	Pest Control Services FY25/26: Housing Auth Dec	82.00	False
2/17/2026	450409	Misc Office Supplies: Post-it's, register rolls, labels	103.76	False
2/17/2026	450439	Mouse bait, bucket	136.01	False
2/17/2026	450466	Annual services FY 25/26. 03/06-06/05/26	234.16	False
			<hr/> <hr/>	
			619.16	
			<hr/> <hr/>	



CITY OF CRESCENT CITY

MAYOR ISAIAH WRIGHT
COUNCIL MEMBER RAY ALTMAN
COUNCIL MEMBER STEVE SHAMBLIN

MAYOR PRO TEM CANDACE TINKLER
COUNCIL MEMBER JASON GREENOUGH
COUNCIL MEMBER STEVE SHAMBLIN

MINUTES
REGULAR MEETING OF THE
CITY COUNCIL OF THE CITY OF CRESCENT CITY
FLYNN CENTER BOARD CHAMBERS
981 H STREET
CRESCENT CITY, CA 95531

TUESDAY

FEBRUARY 17, 2026

6:00 P.M.

CLOSED SESSION

Call to order Mayor Wright called the closed session to order at 5:32 p.m.

Roll call Council Members present: Council Member Ray Altman, Council Member Steve Shamblin, Mayor Pro Tem Candace Tinkler, and Mayor Isaiah Wright
Council Member absent: Council Member Jason Greenough
Staff members present: City Manager Eric Wier, City Attorney Martha Rice, City Counsel Lauren Brown (via Zoom), and City Clerk/Administrative Analyst Robin Altman

Conference with Legal Counsel – Existing Litigation (Gov. Code § 54956.9(d)(1)): Crescent City v. Donaldson, et al (DNSC Case No. CVCV25-1065; Meder v. Crescent City (DNSC Case No. CVCV25-1069); Aguirre v. Crescent City (DNSC Case No. CVCV25-1182)

Conference with Legal Counsel - Potential Litigation (Gov. Code § 54956.9(d)(2)): one case

There were no comments from the public.

City Attorney Rice explained that due to the location of a property she owns within the city limits near the property at issue, she will need to recuse herself from the Meder v. Crescent City case and the potential litigation matter. Special Counsel Lauren Brown of Civica Law will report to the Council in the closed session meeting room.

Closed session adjourned at 5:59 p.m.

OPEN SESSION

Call to order Mayor Wright called the meeting to order at 6:00 p.m.

Roll call Council Members present: Council Member Ray Altman, Council Member Steve Shamblin, Mayor Pro Tem Candace Tinkler, and Mayor Isaiah Wright
Council Member absent: Council Member Jason Greenough
Staff members present: City Manager Eric Wier, City Attorney Martha Rice, City Clerk/Administrative Analyst Robin Altman, IT/GIS Technician Taylor Patch, Finance Director Linda Leaver (via Zoom), Economic Development and Grants Manager Bridget Lacey (via Zoom), Housing Authority Executive Director Megan Miller, Public Works Director Dave Yeager, Recreation Director and Events Coordinator Kelly Feola, Lifeguards Finch

Anderson, Trinity Enos, Donovan Hintz, Ezra Jensen, and Declan Williams, Police Officer Zachary Turkins, Police Officer Colton Maxwell, Police Officer Daniel Sanders, Police Officer Jordan Filipa, Police Sergeant Anthony Lopez, Sergeant Ed Wilson, Relief Pool Supervisor Keith Biddlecom and Police Chief Richard Griffin

Pledge of Allegiance led by Mayor Wright

REPORT OUT OF CLOSED SESSION

City Manager Wier reported the Council will be returning to closed session after the open session to discuss one more item.

CEREMONIAL ITEMS

- Introduction of new employees: Trinity Enos, Declan Williams, Finch Anderson, Ezra Jensen, Donavan Hintz

Recreation Director and Events Coordinator Feola introduced the new lifeguards to the Council.

REPORTS AND PRESENTATIONS

- Visitors Bureau Annual Marketing Report

Lynnette Brailard of LuLish presented the Visitors Bureau Annual Marketing Report to the Council. Chamber of Commerce Executive Director Cindy Vosburg addressed the Council as well. She requested during Budget Workshops to consider giving more to the Visitors Bureau so more can be done to market Crescent City.

- CCPD Calls for Service Presentation

Chief Griffin gave a presentation to the Council going over the calls for service for CCPD and detailed the categories with examples.

PUBLIC COMMENT PERIOD

The following residents addressed the Council:

Linda Sutter: spoke about what is classified as low-income in Del Norte County. Stated that at the Planning Commission meeting it was reported that an income of \$112k a year is poverty level and questioned its legitimacy.

Sam Strait: spoke about going to the BCRAA meeting and that the Chair would not allow for public comment. Said the other Board Members didn't speak up about not allowing public comment. Said the airport does not have the income to support itself.

Roger Gitlin: stated that adding more rental housing is not what is needed, the focus should be on home ownership.

Margaret Sargent: stated she agreed with Mr. Gitlin's comments. Spoke about different ways to help the homeless community.

CONSENT CALENDAR

1. Warrant Claims List

- *Recommendation: Receive and file the warrant claims list for the period January 24, 2026 through February 6, 2026.*

2. Council Minutes

- *Recommendation: Approve and adopt the February 2, 2026 minutes of the City Council of the City of Crescent City.*

3. Payroll Report

- *Recommendation: Receive and file the biweekly payroll reports for the period ending February 7, 2026 paid February 13, 2026.*

4. Pelican Bay State Prison Citizens Advisory Commission Appointment

- *Recommendation: Mayor to appoint and Council to confirm the Mayor's appointment to the Pelican Bay State Prisons Advisory Commission*

5. Budget-to-Actual Summary as of December 31, 2025

- *Recommendation: Receive and file budget-to-actual summary of the City's major operating funds for Fiscal Year 2025-26 as of December 31, 2025*

6. Quarterly Cash and Investments Report as of December 31, 2025

- *Recommendation: Receive and file quarterly cash and investments report as of December 31, 2025*

Mayor Wright asked for item 4 to be pulled for further discussion; Council was in consensus.

There were no public comments.

On a motion by Council Member Altman, seconded by Mayor Pro Tem Tinkler, and carried on a 4-0 polled vote with Council Member Greenough being absent, the City Council of the City of Crescent City adopted the consent calendar consisting of items 1-3, and 5-6 as presented.

For item 4 on the consent calendar, Mayor Pro Tem Tinkler explained that after seeing the dates of the meetings for the PBSP Citizens Advisory Commission, she will not be able to attend as she has a scheduling conflict. Mayor Wright did not make an alternative appointment.

PUBLIC HEARING - None

CONTINUING BUSINESS

7. Amendment No. 1 to PHLA/PIP Agreement – Project Description

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Approve and authorize the City Manager to sign Amendment No. 1 to the PLHA/PIP Loan Agreement between the City of Crescent City and Community System Solutions*

City Manager Wier reported to the Council the project description and the need for the amendment to the loan agreement. The reason the project is before the Council again is because there has been a slight change to the plans; City Manager Wier detailed those changes. The amendment is changing the amount of units from 27 to 36. He further explained what constitutes affordable housing. CEO Community Systems Solutions Michael Bahr went over the apartments and how they are divided up from low to moderate income.

Linda Sutter: disagreed with the household income that was listed as low income. Said there is no incentive to bring businesses to Crescent City, however, there is a lot of low-income housing being built for people to move here to live.

Margaret Sargent: suggested that incentives for those who already live here be considered.

Sam Strait: stated that the income being used to categorize low-income people is too high. Feels that a low-income apartment complex downtown does not meld well with the idea that those residents would be able to afford to shop downtown.

On a motion by Council Member Altman, seconded by Council Member Shamblin, and carried on a 4-0 polled vote with Council Member Greenough being absent, approved and authorized the City Manager to sign Amendment No. 1 to the PLHA/PIP Loan Agreement between the City of Crescent City and Community System Solutions.

8. Signs Regulations Update (Muni Code Chapter 17.39)

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Waive full reading, read by title only and introduce Ordinance No. 861, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING CHAPTER 17.39, SIGNS, OF TITLE 17, ZONING, OF THE CRESCENT CITY MUNICIPAL CODE*

City Manager Wier reported to the Council that the ordinance before them tonight reflects their direction and that this is only for the C2 Zone only. City Attorney Rice reminded the Council that this ordinance has been before them several times to approve the Planning Commission's recommendations. City Attorney Rice went over the changes recommended by the Council and what is now contained in the ordinance for introduction. Mayor Pro Tem Tinkler stated that taxpayers' money has been used to hire an urban planner and they have spoke in opposition to digital signs. She highly recommends listening to the consultant and she spoke in opposition to off-site advertising. Council Member Shamblin stated that regarding off-site advertising, after reading more into it, he is not in favor. Council Member Altman spoke in opposition to Council Member Shamblin and Mayor Pro Tem Tinkler's sentiments and would not like for this item to conclude and for the debate to discontinue. These changes should have been made at the beginning and would like to see the Council support the Planning Commission's recommendation. Mayor Wright stated he would like to see the introduction to be to amend the ordinance to only have offsite advertising on digital signs; City Attorney Rice stated that yes, however the motion needs to be very specific.

On a motion by Mayor Wright, seconded by Council Member Altman, and carried on a 4-0 polled vote with Council Member Greenough being absent, the Council waived full reading, read by title only and introduced Ordinance No. 861, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING CHAPTER 17.39, SIGNS, OF TITLE 17, ZONING, OF THE CRESCENT CITY MUNICIPAL CODE with the amendment that off-site advertising be limited to digital signs only.

Sam Strait: stated there are more businesses off of the 101 corridor and doesn't understand why the Council would disallow digital signs. Seems it is not supporting business. Feels that Crescent City proper should also be considered to be able to use these signs.

Roger Gitlin: asked for the Council to table this item until Council Member Greenough is present.

Linda Sutter: said signs that announce suicide, murder, missing persons and alcohol addiction are allowed, but signs for businesses are not.

Mayor Wright stated that off-site advertisements are not allowed for regular signs; would like to have the digital portion done and to have the off-site advertisement discussed at a future meeting, including outside of the C2 Zone (schools, etc.).

NEW BUSINESS

9. Updates to Employee Wages, Terms & Working Conditions

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Approve and adopt:*
 1. *Comprehensive Compensation Study Prepared by Evergreen Consulting*
 2. *Resolution No. 2026-04, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY APPROVING A MEMORANDUM OF UNDERSTANDING AND SIDE LETTER AGREEMENT BETWEEN THE CITY OF CRESCENT CITY AND THE CRESCENT CITY MANAGEMENT EMPLOYEES ASSOCIATION FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2027*
 3. *Resolution No. 2026-05, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF CRESCENT CITY AND THE CRESCENT CITY EMPLOYEES ASSOCIATION FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2027*
 4. *Resolution No. 2026-06, A RESOLUTION OF THE CITY OF CRESCENT CITY APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF CRESCENT CITY AND THE CLERICAL EMPLOYEES OF CRESCENT CITY FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2027*
 5. *Resolution No. 2026-07, A RESOLUTION OF THE CITY OF CRESCENT CITY APPROVING A MEMORANDUM OF UNDERSTANDING AND SIDE LETTER AGREEMENT BETWEEN THE CITY OF CRESCENT CITY AND THE CRESCENT CITY POLICE OFFICERS ASSOCIATION FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2027*
 6. *Resolution No. 2026-08, A RESOLUTION OF THE CITY OF CRESCENT CITY APPROVING A MEMORANDUM OF UNDERSTANDING AND SIDE LETTER AGREEMENT BETWEEN THE CITY OF CRESCENT CITY AND THE CRESCENT CITY FIREFIGHTERS ASSOCIATION FOR THE PERIOD OF JULY 1, 2025 THROUGH JUNE 30, 2027*
 7. *Resolution No. 2026-09, A RESOLUTION OF THE CITY OF CRESCENT CITY ESTABLISHING COMPENSATION AND BENEFITS FOR UNREPRESENTED, CONFIDENTIAL CLASSIFICATIONS*
 8. *Resolution No. 2026-10, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY APPROVING SPECIAL PAYS AND WAGES FOR CONTRACT EMPLOYEES*
 9. *Resolution No. 2026-11, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING THE FY 2025-26 BUDGET AND POSITION CONTROL*
 10. *Resolution No. 2026-12, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING THE TEMPORARY EMPLOYMENT*

**AGREEMENT OF WILLIAM "BILL" GILLESPIE FOR THE RETIRED
ANNUITANT POSITION OF INTERIM FIRE CHIEF**

City Manager Wier went over the process of the compensation study and the outcome. Mark Holcome, Project Manager for Evergreen Consulting gave a presentation of the process and results of the study. City Manager Wier thanked City employees and explained the roll of each of the employee groups. Staff understand that the \$800k cost of to implement the study's recommendation is not something the City can afford. Employee groups negotiated and the result are the MOUs before the Council for adoption. The increase for the employees in general is a minimum 2% increase. CCPD, however, would see a 12% increase to be in better competition with the salaries offered at the Del Norte Sheriff's Office. The increase to salaries for City employees as a whole would cost \$423k. City Manager Wier stated that the MOUs the employee groups agreed to, put us in a good position for fiscal responsibility. Mayor Pro Tem Tinkler thanked Finance Director Leaver and all of the employees for the negotiations. She further stated this has been an ongoing discussion with Council and is not being presented all at once.

Council Member Altman stated he would be recusing himself from item two as his spouse is a part of the CCMEA.

Linda Sutter: stated that if the valuable employees are not being paid properly because the City cannot afford it, to reduce the administrator's salaries to pay the salaries the employees deserve so they can afford to live.

Sam Strait: stated that the City is 5% under market value right now and that can change over the period of time. Inflation will occur and there will always be a problem catching up with market value.

Margaret Sargent: spoke about the balance of improving the beautification of the area with making sure the employees are compensated correctly.

On a motion by Council Member Altman, seconded by Mayor Pro Tem Tinkler, and carried on a 4-0 polled vote with Council Member Greenough being absent, approved and adopted the Comprehensive Compensation Study Prepared by Evergreen Consulting, Resolution No. 2026-05, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF CRESCENT CITY AND THE CRESCENT CITY EMPLOYEES ASSOCIATION FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2027, Resolution No. 2026-06, A RESOLUTION OF THE CITY OF CRESCENT CITY APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF CRESCENT CITY AND THE CLERICAL EMPLOYEES OF CRESCENT CITY FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2027, Resolution No. 2026-07, A RESOLUTION OF THE CITY OF CRESCENT CITY APPROVING A MEMORANDUM OF UNDERSTANDING AND SIDE LETTER AGREEMENT BETWEEN THE CITY OF CRESCENT CITY AND THE CRESCENT CITY POLICE OFFICERS ASSOCIATION FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2027, Resolution No. 2026-08, A RESOLUTION OF THE CITY OF CRESCENT CITY APPROVING A MEMORANDUM OF UNDERSTANDING AND SIDE LETTER AGREEMENT BETWEEN THE CITY OF CRESCENT CITY AND THE CRESCENT CITY FIREFIGHTERS ASSOCIATION FOR THE PERIOD OF JULY 1, 2025 THROUGH JUNE 30, 2027, Resolution No. 2026-09, A RESOLUTION OF THE CITY OF CRESCENT CITY ESTABLISHING COMPENSATION AND BENEFITS FOR UNREPRESENTED, CONFIDENTIAL CLASSIFICATIONS, Resolution No. 2026-10, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY APPROVING SPECIAL PAYS AND WAGES FOR CONTRACT EMPLOYEES, Resolution No. 2026-11, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING THE FY 2025-26 BUDGET AND POSITION CONTROL, Resolution No. 2026-12, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF

CRESCENT CITY AMENDING THE TEMPORARY EMPLOYMENT AGREEMENT OF WILLIAM "BILL" GILLESPIE FOR THE RETIRED ANNUITANT POSITION OF INTERIM FIRE CHIEF.

Council Member Altman left the room for the vote for item #2, the CCMEA MOU.

On a motion by Council Member Shamblin, seconded by Council Member , and carried on a 3-0 vote with Council Member Greenough being absent and Council Member Altman recusing himself, the City Council of the City of Crescent City approved and adopted Resolution No. 2026-04, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY APPROVING A MEMORANDUM OF UNDERSTANDING AND SIDE LETTER AGREEMENT BETWEEN THE CITY OF CRESCENT CITY AND THE CRESCENT CITY MANAGEMENT EMPLOYEES ASSOCIATION FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2027.

Council Member Altman returned to the dais after the vote was taken.

Mayor Wright called for a recess at 8:22 p.m.; the meeting was reconvened at 8:27 p.m.

10. Utility Box Art Agreements

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Approve and authorize the City Manager to sign the Pacific Power Utility Box Art Agreement and the Dirt & Glitter Utility Box Art Agreement*

City Manager Wier reported to the Council that this project is to have murals painted on utility boxes owned by Pacific Power. Dirt & Glitter will be responsible for painting the murals. Mayor Pro Tem Tinkler asked if Del Norte County youth be involved; City Manager Wier replied in the affirmative. Mayor Wright stated that they have to use local youth as it's a part of the Klamath Promise Neighborhoods Grant. Economic Development and Grants Manager Lacey stated that any local youth from 14-24 can participate in this program to paint the murals. Council Member Shamblin spoke in support of the project.

Linda Sutter: suggested to use thick clear coat over the painting to protect from the sun and the weather.

Margaret Sargent: suggested the placement of more benches as utility boxes are often sat on.

On a motion by Mayor Pro Tem Tinkler, seconded by Council Member Shamblin, and carried on a 4-0 polled vote with Council Member Greenough being absent, approved and authorized the City Manager to sign the Pacific Power Utility Box Art Agreement and the Dirt & Glitter Utility Box Art Agreement.

11. Amendment No. 6 to Professional Services Agreement with Greenworks, PC

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Approve and authorize the City Manager to execute Amendment No. 6 to the Professional Services Agreement with GreenWorks, PC, increasing the contract amount by \$50,800*

City Manager Wier stated the City has worked with this consultant for a few years now on several projects. He further explained that due to some changes, and the project being stretch over 4

years now, there is a demonstrated need to increase the compensation to make the project work as planned. Council Member Shamblin stated he was not in support of the consultant coming back after giving a fixed price asking for more funding.

Sam Strait: asked if the Council is considering what will come out of the City's pocket in maintenance costs. Would have preferred seeing the 5% gap in employee compensation closed instead of catering to tourists.

Margaret Sargent: suggested working with another consultant for a lower price. Was not in favor of the basket behind the Cultural Center and wanted to know who chose that design.

On a motion by Council Member Tinkler, seconded by Council Member Altman, and carried on a 4-0 polled vote with Council Member Greenough being absent, the City Council of the City of Crescent City approved and authorized the City Manager to execute Amendment No. 6 to the Professional Services Agreement with GreenWorks, PC, increasing the contract amount by \$50,800.

12. Sutter Coast Hospital Carestar Grant

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Approve and adopt Resolution No. 2026-13, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING THE FY2025-26 BUDGET OF THE CITY OF CRESCENT CITY*
- *Approve and authorize the City Manager and Chief of Police to sign the MOU regarding grant funds between Sutter Coast Hospital and the Crescent City Police Department*

Chief Griffin reported to the Council that CCPD has been working with Sutter Coast Hospital and this item is to fund a rapid response vehicle to assist in emergencies. He showed pictures of what the vehicle would look like and that it would also be able to be used to assist in outlying areas such as Brookings, etc. Council Member Shamblin asked for the expense; Chief Griffin stated to fully outfit the van as shown in the photos, it will be \$110k with money left over for crime scene supplies. Council Member Shamblin stated that it sounds like this will be used in mental health incidents to transport patients; Chief Griffin stated that the vehicle will be used for that as well as to provide emergency responses and communications for incidents that involve threat to life or in cases of possible harm to other personnel on scene. Chief Griffin stated that if people are not transported via ambulance, they would be transported in patrol units. He further reported that City Mechanic Bill Huffman stated maintenance service will be done by City staff.

On a motion by Council Member Altman, seconded by Council Member Shamblin, and carried on a 4-0 polled vote with Council Member Greenough being absent, the Council approved and adopted Resolution No. 2026-13, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING THE FY2025-26 BUDGET OF THE CITY OF CRESCENT CITY and approved and authorized the City Manager and Chief of Police to sign the MOU regarding grant funds between Sutter Coast Hospital and the Crescent City Police Department.

Margaret Sargent: supported this purchase.

CITY COUNCIL ITEMS

- **Reports, Concerns, Referrals, Council travel and training reports – None**
- **Legislative Matters – None**

- **City Manager Report and City Council Directives** – City Manager Wier reported to the Council that the Chief Griffin and his officers are doing a tremendous job serving our community.

Mayor Wright asked about memorial benches and trees; City Manager Wier stated it is on our website, but that Mayor Wright could call Community Development Specialist Heather Welton to start the process.

Mayor Wright asked for an item to come before the Council to discuss off-site advertising, no changes to the ordinance, just discussion. Council was in consensus for a future agenda.

Mayor Wright adjourned to closed session at 9:00 p.m.

The Council returned from closed session at 9:17 p.m.

REPORT OUT FROM CLOSED SESSION

City Attorney Rice reported that there was no action to report from closed session.

ADJOURNMENT

There being no further business to come before the Council, Mayor Wright adjourned the meeting at 9:18 p.m. to the regular meeting of the City Council of the City of Crescent City on Monday, March 2, 2026 at 6:00 p.m. at the Flynn Center Board Chambers, 981 H Street, Crescent City, CA 95531.

ATTEST:

Robin Altman
City Clerk/Administrative Analyst

City of Crescent City
 Biweekly Payroll Report
 Payroll Ending 02/21/2026
 Pay Date 02/27/2026

Check Numbers: 111757-111765 (Plus Direct Deposits)

Home Dept.	Regular Pay	Overtime	Gross Pay	Employees	Notes
City Council (110)	1,409.85	-	1,409.85	5	
Administration (111)	22,784.78	837.97	23,622.75	6	
Finance (120)	17,953.15	246.80	18,199.95	7	
City Attorney (130)	5,333.20	-	5,333.20	1	
Fire (230)	16,335.72	1,100.33	17,436.05	5	
Police (240)	47,382.19	2,708.25	50,090.44	16	
Planning (313)	1,191.94	-	1,191.94	1	
Public Works (350)	62,655.35	1,187.01	63,842.36	25	
Recreation (450)	5,284.42	-	5,284.42	2	
Swimming Pool (480)	14,451.51	457.56	14,909.07	19	
Housing (490)	11,642.74	-	11,642.74	4	
	206,424.85	6,537.92	212,962.77	91	
Payroll summarized above according to employees' home departments. Actual costs of employees are charged to department / fund where work was performed.					



CITY COUNCIL AGENDA REPORT

TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

**BY: DAVID YEAGER, PUBLIC WORKS DIRECTOR
JAMES QUEEN, ENGINEERING PROJECT MANAGER**

DATE: MARCH 2, 2026

SUBJECT: STORM DRAIN MASTER PLAN PROFESSIONAL SERVICES AGREEMENT AMENDMENT NO. 1

RECOMMENDATION

- Approve and authorize the City Manager to sign Amendment No. 1 to the Professional Services Agreement with GHD Inc.
- Approve and adopt Resolution No. 2026-14, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING THE FISCAL YEAR 2025-26 BUDGET

BACKGROUND

The City was awarded \$250,000 in 2022 CDBG grant funding to complete a Storm Drain Master Plan. In 2023, GHD Inc. was selected to complete the study which is nearing completion. Due to recent storm events and upcoming street construction projects, the City wishes to add scope to the master plan as described in Amendment No. 1.

ITEM ANALYSIS

The City's storm drain system provides conveyance of rainfall from developed areas to outfall points. Residents and property owners receive the benefit of this system by the reduction of flooding which reduces property damage and increases public health and safety. The purpose of the Storm Drain Master Plan is to guide the City's planning for long-term financial and infrastructure needs.

Task #1 of the proposed amendment utilizes the comprehensive new storm drain model to evaluate the infrastructure included in the road reconstruction project on Front Street between Play Street and L Street. This work is under contract for street and storm drain improvements to begin this spring, as well as on K Street from Front Street through 2nd Street, which is anticipated to be constructed later this year. As these projects are currently under contract, it is imperative to make any necessary changes to the storm

drain pipe sizing soon if the current design is determined to be undersized. Task #1 also examines the improvements planned for the 2nd block of K Street along with several blocks of Third Street as these areas do experience occasional flooding and are also planned for reconstruction pending successful grant acquisition.

After the intense short term storm event of October 13, 2025, the City requested GHD to analyze the system under conditions outside the standard 10, 20 and 50 year flood events. Based upon the best available information, the October 13th storm that inundated the City's downtown was in the range of a 500 to 1,000 year event. The scope of work related to the analysis is GHD's Task #2 of the attached Amendment.

The storm drainage system improvements proposed in the Storm Drain Master Plan are expected to provide increased level of service to the community. City staff recommends executing the attached Amendment #1 to the Professional Services Agreement with GHD Inc. to complete the Storm Drain Master Plan by providing further analysis of our future projects as well as analyzing the October 13th storm event.

FISCAL ANALYSIS

The original grant award for this project is \$250,000 which was enough to cover the original scope of services and staff time needed to administer the grant. Amendment No. 1 will be paid out of City funds for the additional work.

Task #1 has an estimated budget of \$18,675. Staff recommends utilizing SB1 (also called RMRA) funds for this task, as SB1 funds are intended to pay for identified street related infrastructure projects. Front Street, K Street, and 3rd Street are all listed projects on the City's SB1 project list.

Task #2, the assessment of the October 13, 2025 large storm event has a project budget of \$9,997. Staff recommends using RMAP funds for this project, which are provided by the City's insurance carrier and intended to be used for risk reduction and loss prevention activities.

STRATEGIC PLAN ASSESSMENT

This report is consistent with the following 2016 Strategic Plan Goals:

- Goal 1: Support quality services, community safety, and health to enhance the quality of life and experience of our residents and visitors.

ATTACHMENTS

1. Resolution No. 2026-14 (budget amendment)
2. Professional Services Agreement Amendment #1 with GHD Inc. to implement Task #1 and Task #2 including scope and estimated fees.

RESOLUTION NO. 2026-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING THE FISCAL YEAR 2025-26 BUDGET OF THE CITY OF CRESCENT CITY

WHEREAS, the budget for the fiscal year beginning July 1, 2025 and ending June 30, 2026, as submitted by the City Manager, has been reviewed by the City Council and a duly-noticed public hearing held thereon the 16th day of June 2025; and

WHEREAS, the City Council adopted said budget by way of Resolution No. 2025-24 and has the authority to amend said budget from time to time; and

WHEREAS, the City plans, constructs and maintains the storm drain system within the City's streets; and

WHEREAS, on October 13, 2025 the City experienced an extreme rain event, which caused localized flooding; and

WHEREAS, the City is also undergoing design for current and future construction contracts and wishes to further analyze the storm drain piping to be installed through these projects; and

WHEREAS, fulfillment of this analysis requires an amendment to the City's Fiscal Year 2025-26 budget to provide funding for the additional analysis to be provided by the GHD amendment #1 to the GHD Storm Drain Master Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AS FOLLOWS:

1. That the Fiscal Year 2025-26 City of Crescent City Annual Budget is hereby amended and appropriated in the amounts identified below:

	Revenue Increase (Decrease)	Expenditure Increase (Decrease)
General Fund	\$10,000	\$10,000
SB-1		\$18,675
RMAP		\$10,000

APPROVED and ADOPTED and made effective the same day at a meeting of the City Council of the City of Crescent City held on the 2nd day of March 2026 by the following polled vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Isaih Wright, Mayor

ATTEST:

Robin Altman, City Clerk

Our ref: 12588710

February 05, 2026

**Eric Wier
City Manager
City Of Crescent City
377 J St
Crescent City, CA 95531**

Amendment #1 Proposal Scope and Fee

Dear Andrew,

Thank you for the opportunity to develop this scope and fee for an amendment to GHD's current contract with the City to develop a Storm Drain Master Plan originally funded through the Community Development Block Grant program. The Storm Drain Master Plan scope included the field verification of known storm drain infrastructure and estimated inundation models for 2-, 10-, and 50-year storm events. In October of 2025, a large and localized rain event occurred in Crescent City causing flooding of streets and structures. In a meeting in November, 2025 the City asked GHD to develop this scope to quantify the recurrence interval of the October rain event, to re-run the existing conditions inundation model to compare observed flooding with modeled flooding, and to re-run the proposed conditions inundation model to determine how future improvements might handle a similar event. During the course of this meeting, the City asked for maps of the existing infrastructure to review and provide markups to GHD. After review, the City provided 130 markups to existing infrastructure.

The tasks below differentiate between the recommended scope to update previously finalized components of the Storm Drain Master Plan with the recent edits to existing infrastructure provided by the City (Task 1) and the request by the City in November to model the October 2025 rain event (Task 2). The effort to update existing infrastructure will be shared by GHD and the City, with the City providing on-site field verification and GHD updating alignments, diameters, etc. in the GIS and model.

Task 1 – Update existing conditions infrastructure

Accurately representing the City's existing drainage system is critical to producing a meaningful assessment of the existing conditions and impacts of proposed projects in the CIP. To address inconsistencies between the model and historic maps and observations, we propose the following tasks:

Task 1.1 – Two 2-hour virtual meetings with the City to review system map. The intent of these meetings is to review the discrepancies in the model and resolve any inconsistencies. The goal of the meeting would be to agree to changes that accurately represent the City's system or identify where more field verification is necessary (field verification to be performed by City).

Task 1.2 – Update existing and proposed conditions model. In this task the existing condition model will be updated to reflect the system changes identified in task 1.1. The existing condition models will be re-run and

the results will be compared with the previous existing condition results to evaluate if there is a significant change in conditions. The proposed condition models will also be updated to reflect the updated conditions. The proposed CIP's will be re-evaluated based on the updated conditions. The SDMP will be updated to reflect the updated model results and any changes to the CIP.

Task 1 performance of proposed conditions will inform how much rework needs to be done to the SDMP

Task 2 – Evaluation of Extreme Precipitation Event

The purpose of this task is to evaluate the extreme precipitation event that occurred on October 13th, 2025. Rainfall started around 3:00 AM and ended around 8:00 AM, with the highest intensity occurring at 4:00am and most of the rainfall occurring between 3:00 and 6:00.

Task 2.1 – Determine the recurrence interval. The recurrence interval for the October 13th, 2025 precipitation event will be estimated for a 3-hour and 6-hour storm event. The estimation will be based on the historic rainfall data presented in the NOAA Atlas 14 point precipitation frequency estimates.

Deliverable: return period estimate for 3-hour and 6-hour event (results will be included in technical memorandum under task 2.2)

Task 2.2 – Simulate Extreme Precipitation

The October 13th, 2025 precipitation data will be used to simulate runoff, flow routing, and flooding. Simulations will be made with four different models:

1. Existing conditions model. This is the existing condition model that is used in the SDMP per Task 1. The results of this simulation will compare the existing conditions results for the various return period storm events with the extreme October 13th event.
2. Modified existing conditions model. The existing conditions model includes drainage improvements that are scheduled to be installed over the next year. The model will be modified to reflect the existing conditions at the time of the rain event by removing the future slated projects. This simulation will be used to validate the modeling results with observed flooding during the October 13th extreme rainfall event.
3. Modified existing conditions model with planned 3rd and K St project. This simulation will evaluate the performance of the planned 3rd and K St project and help to inform any deficiencies in the proposed design capacity and make any necessary adjustments to proposed pipe sizing.
4. Proposed CIP condition model. This is the proposed condition model that is used in the SDMP. This simulation will evaluate the performance of the proposed CIP project under the extreme event.

Downstream boundary outfall conditions will be modified to reflect the recorded tide water level consistent with the storm event.

The model will be used to provide both 1- and 2-D results and the findings will be summarized in a brief technical memorandum.

Deliverables

- PCSWMM models
 - o Updated Existing Conditions (2, 10, 50-year recurrence intervals, plus extreme precipitation event)
 - o Updated Existing Conditions omitting planned improvements (extreme precipitation event only)
 - o Updated Proposed Conditions (2, 10, 50-year recurrence intervals, plus extreme precipitation event)

- o Extreme precipitation technical memorandum
- Updated GIS deliverable including inundation extents, existing conditions and proposed projects

Schedule

Subtask 1.1 meetings occurred on January 6th and 22nd, 2026, and field investigation is underway by City staff. Upon receipt of field findings, Subtask 1.2 and Task 2 can be completed by GHD. We anticipate completing this scope six weeks after receipt of notice to proceed and field findings.

Fee



Crescent City Storm Drain Master Plan
12588710

Description	Project Manager	Hydraulic Eng.	Support	Support	Total Hours	Labor Total	Estimated Project Total
	Amber Shows	Patrick Sullivan	Alex Garabedian	Mia Hargrave			
Task1							
Update SDMP per Infrastructure Markups	10	24	64	24	122	\$18,675	\$18,675
Subtask 1.1 Review Meeting	4	4	4	0	12	\$2,016	\$2,016
Subtask 1.2 Update GIS, Base Conditions and CIP Models, and Adjust Projects	6	20	60	24	110	\$16,658	\$16,658
Task2							
October 2025 Storm Event Model	2	32	24	0	58	\$9,997	\$9,997
Subtask 2.1 Recurrence Interval Calculation	2	4	0	0	6	\$1,048	\$1,048
Subtask 2.2 Precipitation Event Base Conditions Model	0	28	24	0	52	\$8,949	\$8,949
Total Labor Hours	12	56	88	24			
Estimated Project Total	\$1,937	\$10,152	\$14,203	\$2,380	180	\$28,672	\$28,672

Regards

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amber.shows@ghd.com

Steve Allen
Project Director
+1 707 267-2258
Steve.Allen@ghd.com

Copy to: David Yaeger, James Queen



CITY COUNCIL AGENDA REPORT

TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

**BY: BRIDGET LACEY, GRANTS AND ECONOMIC DEVELOPMENT
MANAGER**

DATE: MARCH 2, 2026

**SUBJECT: HOME INVESTMENT PARTNERSHIPS PROGRAM 2022-2023 GRANT
AMENDMENT FOR VALHALLA TOWNHOMES**

RECOMMENDATION

- Approve and adopt Resolution No. 2026-15, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AUTHORIZING SUBMITTAL OF AN APPLICATION TO HCD FOR HOME INVESTMENT PARTNERSHIPS PROGRAM FUNDING UNDER THE 2022-2023 NOFA FOR VALHALLA TOWNHOMES LOCATED AT 911 PACIFIC AVENUE FOR THE REVISED TOTAL AMOUNT OF \$4,450,000

BACKGROUND

The HOME Investment Partnerships Program (HOME) is a federally funded program run through the Department of Housing and Urban Development (HUD) and the State Department of Housing and Community Development (HCD). This funding provides loans or grants to eligible HOME applicants serving low-income and very low-income households. The principal objective of HOME is the creation and retention of affordable housing. The City was awarded \$3.15 million dollars in HOME funding under the 2022-2023 NOFA in April 2025 for the Valhalla Townhomes project. The Valhalla Townhomes project will consist of the rehabilitation of an existing 45-unit property located at 911 Pacific Avenue, Crescent City, CA 95531. The property consists of 45 two-bedroom units within nine buildings. The project will serve a low- to moderate- income population by providing high-quality affordable housing with modern amenities and on-site services.

ITEM ANALYSIS

On January 5, 2026, City staff received notice from HCD that there was an additional amount of \$1.3 million in disencumbered HOME funds that they would like to see go into an open project that could spend the funds before the grant expenditure deadline and that the Valhalla Townhomes Project had been selected as a good fit for the funding.

The current award for \$3,150,000 is broken up as follows:

\$3 million Loan to Developer

GreenShoots Communities, LLC / GS Valhalla, LP ("Applicant") acquired Valhalla Townhomes (911 Pacific Ave) on December 19, 2023. The acquisition includes a substantial rehabilitation of the entire complex consisting of nine buildings and 45 two-

bedroom units. Renovations are currently in process and include: new roof and gutters, parking lot and sidewalk repairs, replacement of all kitchen and bathroom cabinets and counters, as well as appliances, interior lighting, heaters and hot water heaters as necessary. At the conclusion of the renovations, there will be 5 units with ADA mobility features and 2 units with ADA communication features. Forty-four (44) of the units will be reserved for tenants with a household income between 30% and 80% of the area median income. One unit will be utilized for an onsite manager's unit.

Current financing for the project includes California State tax exempt bonds, federal low-income housing tax credits, California state certificated low-income housing tax credits, Developer Debt of \$815,000, and a Crescent City LMIHF Loan of \$300,000.

The HOME Loan to the project will allow the Developer to lower the amount of permanent debt, allowing the project to continue to charge existing tenants lower than maximum affordable rents while also increasing the financial strength of the property. It would also be used to repay Developer Debt and Deferred Fees.

\$75,000 Project-Related Soft Costs (Grant to City)

Eligible uses of the Soft Costs Grant by the City include staff and overhead costs of the participating jurisdiction directly related to carrying out the project, such as work specifications preparation, loan processing inspections, and other services related to assisting potential owners, tenants, and homebuyers, e.g., housing counseling. Other eligible expenses include staff and overhead costs directly related to providing advisory and other relocation services to persons displaced by the project, including timely written notices to occupants, referrals to comparable and suitable replacement property, property inspections, counseling, and other assistance necessary to minimize hardship.

\$75,000 General Administration (Grant to City)

Eligible uses of the Administrative Grant by the City include payment of expenses related to general management, oversight, coordination, and staff and overhead related to the project.

The additional 1.3 million dollars in HOME funds included in this amendment will address unexpected cost overruns associated with the project and reduce permanent financing needs. With this additional funding now committed, the developer has agreed to complete additional improvements. These additional improvements include security cameras, new front doors, and expanded flooring upgrades. They will be formalized in a subsequent agreement, which will be executed upon the award of the additional funds.

Timeline

The anticipated schedule is shown below:

Council approval of revised Resolution	March 2, 2026
Additional funding proposal to HCD Loan Committee	March 12, 2026
Award Letter	March 13, 2026
Revised contract executed	April 2026
Loan Agreements with developer	April/May 2026

FISCAL ANALYSIS

Though HOME is awarded on a reimbursable basis, if awarded, HCD will allow the City to request funds ahead of funding the project. As there will only be one draw request at conversion to permanent financing, the City will not be required to bridge the \$4,300,000 which would be loaned to the property but will be able to have the funds go directly to escrow as part of the conversion to permanent financing.

The loan to the project will also include an annual fee of \$5,000, with an escalator of 3% after year 3, paid by the Developer to the City to cover the 20 years of on-site monitoring and reporting required by HCD. The additional 35 years of affordability monitoring will be covered in the loan agreement as part of the existing requirements of the other funding sources and passed on to the City to meet our requirements.

The City is projected to receive approximately \$10,000/year initially in debt service payments, increasing over time. All loan payments received by the City will be considered Program Income and can be used for other HOME approved programs such as tenant based rental assistance, first-time homebuyer down payment assistance, and owner-occupied rehabilitation, or must be repaid to the State if unused.

STRATEGIC PLAN ASSESSMENT

This action supports the following Strategic Plan goals:

- Goal 1: Support quality services, community safety, and health to enhance the quality of life and experience of our residents and visitors
- Goal 1(A): Enhance collaboration with other agencies and the community to better aid the public
- Goal 1(E): Target economic development improvements that provide additional benefit by enhancing the quality of life for residents
- Goal 2(D): Collaborate with other jurisdictions and nonprofits to maximize regional effectiveness and amplify funding opportunities
- Goal 2(E): Create an environment that is conducive to attracting and retaining strong, sustainable businesses that reflect community needs and culture
- Goal 2(F)(9): Expand on the success of grant funding by maximizing utilization of opportunities with corresponding community needs

ATTACHMENTS

1. Resolution No. 2026-15 (HOME Program Governing Board Resolution)

HOME NOFA Application

Governing Board Resolution Instructions

For Cities and Towns Only

A Resolution granting authority to make an Application to the HOME Program, duly executed by the governing board of the city or town, is required for submission of the Application. An executed Resolution must be included with every Application submitted to the Department no later than the Application date. The Resolution must authorize:

- the submittal of the Application and the execution of the HOME Standard Agreement on behalf of the Applicant;
- the specific activity(ies) being proposed in the Application;
- the amount of HOME funds being requested; and
- the title of the authorized signatory(ies) for the HOME Standard Agreement, related documents, and any subsequent amendments thereto.

A sample Resolution is included with this application form on the following page. The Department highly encourages Applicants to use this resolution or, at a minimum, incorporate all elements of the sample into the Applicant's own Resolution and put on organization letterhead. The Resolution should be dated after the issuance date of the HOME NOFA. **Please note that this Resolution specifically includes the requested HOME Award amount in dollars, which is a mandatory element of the Resolution.** The Resolution also identifies the position(s) that will be authorized to sign the Standard Agreement, any amendments thereto, and related documents including drawdown requests. The person attesting to the validity of the Resolution cannot be the same individual as the one granted the authority in the Resolution. If the NOFA's "Applicant Certification and Commitment of Responsibility" form is submitted unsigned or is signed by someone not in a position authorized in the Resolution, the Department may, in its sole discretion, reject the Application.

The attached is intended to be a sample Resolution authorizing submittal of an Application to the Department and execution of various required documents. An Applicant may use another format if it contains the dollar amount of the Application and all the authorizations contained in this sample.

Important Authorized Signatory Information:

Pursuant to California Government Code sections 40601 and 40602, City Jurisdiction applicants must have the mayor or mayor pro tempore sign any written contracts and conveyances made or entered into by the city, unless the city has an existing ordinance or code in effect that specifically allows or designates contracts to be signed by an officer other than the mayor or mayor pro tempore.

Accordingly, if the city does not have a city ordinance described above, then the Department requires that the mayor or mayor pro tempore sign the HOME Standard Agreement, any future HOME-related contracts and conveyances, and any amendments thereto, as the authorized signer for the city and provide to the Department a duly adopted

Resolution from the City Council authorizing the mayor to sign the Standard Agreement and related documents on behalf of the city. The mayor or mayor pro tempore may not delegate to a third party his or her authority to sign contracts and conveyances.

If the city does have an ordinance as described above, the Department requires the city to provide a copy of such ordinance, as well as a copy of the Resolution that indicates the title of the city official authorized to sign the Agreement and related documents. All required Resolutions must be in form and content acceptable to the Department.

Please enter titles here, to inform how to fill in the Resolution template below (in parts 3 and 4):

1. Title(s) (only) of person(s) that can sign the HOME Standard Agreement (*must be mayor unless an ordinance exists that allows another position to sign contracts for the applicant*):

2. Title(s) (only) of person(s) that can sign all other HOME documents, such as grant and Program Income Project and Admin Drawdown Requests, NOFA Applicant Certification Form, etc.

Important Notes:

1. The Department strongly recommends that only titles, without names, be inserted in Sections 3 and 4 (in the Resolution Template) below, to avoid the need for an additional authorizing resolution whenever a personnel change occurs.
2. It is not statutorily permissible for a mayor to delegate contract signing authority, so please do not include language about delegation if the mayor is in Section 3 below. If any positions other than mayor are listed, provide with the Resolution a city attorney opinion letter that the positions(s) listed, and their ability to delegate signing a contract such as this HOME Program Standard Agreement, are supported by current city ordinances (specify which ordinances apply).
3. Section 4 below is for authority to sign all other HOME documents, which may include the same title as in Section 3 and/or other titles.
4. If the designee is signing any application, agreement, or any other document on behalf of the designated representative of the Applicant, written proof of designee authority to sign on behalf of such designated representative must be included with the Resolution, or else submitted later on letterhead, with a document signed by the delegee. Additionally, do not add limitations or conditions on the ability of the signatory or signatories to sign documents, or the Resolution may not be accepted. If more than one party's approval is required, list them as a signatory. Inclusion of additional limitations or conditions on the authority of the signer will result in the Resolution being rejected and will require your entity to issue a corrected Resolution prior to the Department issuing a Standard Agreement.
5. Separate titles in Resolution Sections 3 and 4 with only "or". If "and" or "and/or" are used, two signatures would be required each time.
6. The attesting officer cannot be the same person listed as an authorized signer in Sections 3 or 4 below.

Note: The Sample Resolution Template is on the Following Page.

GOVERNING BOARD RESOLUTION

RESOLUTION NO.2026-15

THE GOVERNING BOARD OF

[THE CITY OF CRESCENT CITY]

HEREBY AUTHORIZES: Submittal of an application to the California Department of Housing and Community Development for funding under the HOME Investment Partnerships Program (HOME); and if selected, the execution of a Standard Agreement, any amendments thereto, and of any related documents necessary to participate in the HOME Program.

WHEREAS:

- A. The California Department of Housing and Community Development (the "Department") is authorized to allocate HOME Investment Partnerships Program ("HOME") funds made available from the U.S. Department of Housing and Urban Development ("HUD"). HOME funds are to be used for the purposes set forth in Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, in federal implementing regulations set forth in Title 24 of the Code of Federal Regulations, part 92, and in Title 25 of the California Code of Regulations commencing with section 8200.
- B. On January 19, 2024, the Department issued a Notice of Funding Availability announcing the availability of funds under the HOME program (the "NOFA").
- C. In response to the NOFA, [the City of Crescent City, a [municipal corporation] (the "Applicant"), wishes to apply to the Department for, and receive an allocation of, HOME funds.

IT IS NOW THEREFORE RESOLVED THAT:

1. In response to the above-referenced HOME NOFA, the Applicant shall submit an Application to the Department to participate in the HOME program and for an allocation of funds not to exceed [Four Million Four Hundred and Fifty Thousand] Dollars (\$ [4,450,000]) for the following activities and/or programs:

Acquisition and rehabilitation with new construction of community room of the Valhalla Townhomes affordable rental housing project located in Crescent City, California at 911 Pacific Avenue.

2. If the Application for funding is approved, then the Applicant hereby agrees to use the HOME funds for eligible activities in the manner presented in its Application as approved by the Department in accordance with the statutes and regulations cited above. The Applicant will also execute a Standard Agreement



CITY COUNCIL AGENDA REPORT

TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL
FROM: ERIC WIER, CITY MANAGER
BY: RICHARD GRIFFIN, CHIEF OF POLICE
DATE: MARCH 2, 2026
SUBJECT: VEHICLE DONATION

RECOMMENDATION

- Declare one 2015 Ford Police Explorer SUV as surplus and approve the donation of said vehicle to the College of the Redwoods Police Academy because a direct and substantial public purpose is served by the donation

BACKGROUND

In January of 2026, Chief Griffin visited the College of the Redwoods Police Academy to see how cadets from the Crescent City Police Department were doing in the program. While talking with staff at the Police Academy it was brought to Chief Griffin's attention that the academy was in dire need of police vehicles for their training program. With the new vehicle replacement plan in place for the Crescent City Police Department (funded by Measure S), one vehicle is currently waiting to be surplus and has been taken out of shift rotation for use. The vehicle is a 2015 Ford Explorer SUV with a current mileage of 100,673. City staff recommend this donation to the College of the Redwoods Police Academy as their services benefit the entire community, including the City of Crescent City. The College of the Redwoods Police Academy is the primary police academy that the Crescent City Police Department utilizes for training police cadets.

ITEM ANALYSIS

City equipment which cannot be utilized or is unsuitable for City use is to be declared surplus and sold (if of value) or otherwise disposed of. The City Municipal Code section 14.32.010 gives that authority to the City Manager:

14.32.010 Authority to sell surplus supplies and equipment.

The city manager or designee is authorized to dispose of supplies or equipment which cannot be used for any department, or which have become unsuitable for city use, or to exchange the same for, or trade the same on, new supplies or equipment, all in accordance with city-adopted policies. (Ord. 808 § 2, 2019)

The City's Capital Asset Policy clarifies that surplus assets may be disposed of in a manner approved by the City Manager, so long as each asset is valued under \$5,000. Such disposal may include sale, disposal or recycling, or donation to a school or other charitable organization. In the case of capital assets such as vehicles which may generate

public interest, staff feel it is best practice to bring the action before the Council for approval. City staff are requesting that the Council approve the surplus of this vehicle. Staff are also requesting Council approve the donation of the Explorer to the College of the Redwoods Police Academy.

The vehicle to be donated is described as:

VIN	Vehicle Description	Odometer Reading	Low Trade-in Value
1FM5K8AR9FGB52236	2015 Ford Explorer SUV	100,673	\$3,800
Total			\$3,800

FISCAL ANALYSIS

The value of the Explorer is estimated to be \$3,800. There is no guarantee as to how much the City will receive for the vehicle if it is auctioned. If the item is donated to the College of the Redwoods Police Academy, no revenue will be received by the City.

STRATEGIC PLAN ASSESSMENT

GOAL 1: SUPPORT QUALITY SERVICES, COMMUNITY SAFETY, AND HEALTH TO ENHANCE THE QUALITY OF LIFE AND EXPERIENCE OF OUR RESIDENTS AND VISITORS

- A. Enhance collaboration with other agencies and the community to better aid the public
- C. Empower and utilize Police, Fire, and Public Works departments to make Crescent City one of the safest cities in the United States

GOAL 2: PROMOTE A THRIVING LOCAL ECONOMY

- B. Support community organizations that provide measurable services to the community
- F. Plan and prepare for the growth and future needs of the Crescent City community by:
 - Supporting community partners whenever and wherever possible in their vitalization efforts



CITY COUNCIL AGENDA REPORT

TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

BY: RICHARD GRIFFIN, CHIEF OF POLICE

DATE: MARCH 2, 2026

SUBJECT: CCPD GRANT APPLICATION 2026 – ABC ALCOHOL POLICING PARTNERSHIP PROGRAM

RECOMMENDATION

- Authorize the City Manager to sign the ABC Alcohol Policing Partnership Program grant application for up to \$30,000.

BACKGROUND

The California Department of Alcoholic Beverage Control is offering grant funding for up to \$100,000 per agency, effective July 1, 2026. The grant proposal deadline is March 30, 2026. The Crescent City Police Department successfully applied for the Alcohol Policing Partnership (APP) Grant in 2020, 2021, and 2023, and was awarded over \$20,000 in funds each year. These funds were utilized for minor decoy/shoulder tap operations, impact inspections, and general enforcement patrols. Some of the funds were also utilized to buy a new computer and other equipment for the grant program operations. CCPD applied for the same funding in 2022 but did not receive a grant award for that year.

ANALYSIS

This grant opportunity provides for up to \$100,000 of funding per agency, which is eligible to pay for wages (straight time and overtime), benefits, up to \$2,500 of equipment, and training costs for a required APP Conference that takes place in July 2026. Funds from this program would again be used for minor decoy/shoulder tap operations, impact inspections, and general enforcement patrols during major public events.

CCPD would like to submit an application for the 2026-27 grant cycle in the amount no greater than \$30,000. The grant deadline is March 30th, and staff will submit the grant application prior to the deadline.

For the specified operations the proposal will be to have two extra officers on duty for an 8-hour overtime shift each. This would be planned for a total of 16 operations during the grant cycle. This would result in 256 total overtime hours and benefits. Also, a mandatory portion of the grant is attendance at the APP Conference in July of 2026. The grant will cover all associated costs for travel and attendance to this conference up to \$3,000. CCPD will also be looking to purchase new Alco-Sensor FST machines, along with a dry gas cylinder for testing and maintenance, and flashlights for field operations.

FINANCIAL IMPACT

If the proposed ABC funding is approved, there would be up to \$30,000 in grant revenue added to the CCPD budget along with matching expenses. Up to \$2,500 of this money can be used for equipment and the rest would go towards overtime, regular time pay, benefits, and training for the operations to be completed.

STRATEGIC PLAN ANALYSIS

Attempting to acquire grant funding through these sources meets the goals and objectives of Goal 1 “Support quality services and community safety to enhance the lives of our citizens and visitors”, Subsection C. “Empower and utilize Police, Fire, and Public Works departments to make Crescent City one of the safest cities in the United States”

Attachments

None



CITY COUNCIL AGENDA REPORT

TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

**BY: BRIDGET LACEY, GRANTS AND ECONOMIC DEVELOPMENT
MANAGER**

DATE: MARCH 2, 2026

SUBJECT: LETTER OF SUPPORT FOR MURAL RESTORATION PROJECT

RECOMMENDATION

- Approve a Letter to Elk Valley Artisans from the City Council endorsing the Mural Restoration Project

BACKGROUND

The Elk Valley Artisans, a local nonprofit arts organization, is seeking grant funding through the T-Mobile Hometown Grant Program to restore and preserve a series of community murals located within Crescent City's downtown core. The first mural to be repaired with this funding is located on 4th and G Street on the First Service Plumbing building and depicts the Point St. George Reef Lighthouse. Additional murals throughout the City will be repaired as funding permits.

Over time, exposure to coastal weather conditions has resulted in visible deterioration, including fading, surface damage, and structural wear. The proposed project will rehabilitate and protect these public art assets, extending their lifespan and ensuring continued community benefit.

ITEM ANALYSIS

The proposed mural restoration project aligns directly with the City's efforts to revitalize downtown and broader economic development strategies. These murals contribute to the cultural identity, visual appeal, and historic character of the City's commercial district. The City has prioritized downtown revitalization as a means of: eliminating blight and underutilized spaces, supporting small businesses and increasing foot traffic, enhancing placemaking and civic identity, and improving the pedestrian experience.

Public art functions as both a cultural amenity and an economic catalyst. Well-maintained murals enhance streetscape aesthetics, encourage tourism, and reinforce community

pride. Restoration of these murals will strengthen the visual continuity of the downtown corridor and complement recent and ongoing revitalization efforts.

Additionally, the project leverages private grant funding for community improvement without requiring direct financial contribution from the City. The City's role is limited to providing formal support and acknowledging the public benefit of the project.

FISCAL ANALYSIS

There is no fiscal impact associated with approving the letter of support for this project. The project will be funded through external grant sources if awarded.

STRATEGIC PLAN ASSESSMENT

This action is consistent with the following 2016 Strategic Plan Goals:

- Goal 1(E): Target economic development improvements that provide additional benefit by enhancing the quality of life for residents
- Goal 2(D): Collaborate with other jurisdictions and nonprofits to maximize regional effectiveness and amplify funding opportunities
- Goal 2(E): Create an environment that is conducive to attracting and retaining strong, sustainable businesses that reflect community needs and culture
- Goal 2(F)(9): Expand on the success of grant funding by maximizing utilization of opportunities with corresponding community needs

ATTACHMENTS

1. Draft Letter of Support



City of Crescent City

Where the Redwoods Meet the Sea

377 J Street, Crescent City, CA 95531 • 707.464.7483 • Fax 707.465.4405 • www.crescentcity.org



March 2, 2026

Elk Valley Artisans

Attn: Jill Munger

1130 Elk Valley Road

Crescent City, CA 95531

RE: Mural Restoration Project

Dear Mrs. Munger,

On behalf of the City of Crescent City, I am pleased to offer our full support for the Elk Valley Artisans' Mural Restoration Project and its application to the T-Mobile Hometown Grant Program. This project represents a strategic, community-driven investment in the cultural, economic, and visual vitality of our downtown core at a time when Crescent City is actively implementing a Downtown Specific Plan to revitalize commercial corridors, strengthen small businesses, and eliminate blight.

The City has made revitalization of the downtown district a strategic priority. Through the Downtown Specific Plan, we are advancing façade improvements, pedestrian-oriented design enhancements, public realm activation, and targeted infill development to create a more vibrant and resilient town center. The restoration of the City's existing murals, which also hold great historical value to our community, is in direct alignment with these objectives. Public art plays a critical placemaking role: it transforms underutilized or deteriorating spaces into destinations, reinforces local identity, increases foot traffic, and supports the economic sustainability of surrounding small businesses. By restoring these murals, the project will help eliminate visible signs of deterioration while celebrating the creativity and craftsmanship that define our region.

In addition to improving aesthetics, the Mural Restoration Project will foster community pride and engagement. Elk Valley Artisan has long served as a creative anchor in our community, and revitalizing these murals will provide an opportunity to bring residents, artists, and visitors together around a shared investment in downtown Crescent City. Projects of this nature have multiplier effects—strengthening tourism appeal, enhancing walkability, and reinforcing the sense of place that is essential to rural economic development.

The City of Crescent City strongly believes that the Elk Valley Artisans' Mural Restoration Project is consistent with the goals of the T-Mobile Hometown Grant Program to support community-

driven revitalization efforts in small towns. We are confident that this grant funding will produce a tangible, visible, and lasting impact on our downtown district.

On behalf of the City Council,

Isaiah Wright, Mayor
City of Crescent City



CITY COUNCIL AGENDA REPORT

TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

DATE: MARCH 2, 2026

SUBJECT: CITY OF CRESCENT CITY PLANNING COMMISSION APPOINTMENT

RECOMMENDATION

- Confirm the Mayor's appointment of Paul Martinez to the City of Crescent City Planning Commission to fill the vacant position with his term ending in May of 2029.

BACKGROUND

Former Planning Commissioner Steve Shamblin recently left his position on the Planning Commission. The Commission has one vacancy on the five-member Planning Commission.

One application was received by the City for the Planning Commission vacancy.

Below are the current commissioners and respective terms:

NAME	APPOINTMENT DATE	TERM ENDS	TITLE
Debra Perius	Appointed January 2026	May 2027	Commissioner
Ray Walp	Appointed June 2023	May 2027	Chair
Kris DeCossio	Appointed September 2023	May 2029	Vice Chair
Vacant		May 2029	Commissioner
Shawna Hyatt	Appointed February 2025	May 2029	Commissioner

ITEM ANALYSIS

The applicant was interviewed by Kris DeCossio, Vice-Chair of the Planning Commission, Isaiah Wright, Mayor, Eric Wier, City Manager, and Bob Brown Contract Community Development Director. All interviewers agree that the applicant meets the qualifications to be a Planning Commissioner.

Crescent City Municipal Code (CCMC) Section 2.28.040 states that members of the Commission shall be appointed by the Mayor with the approval of the City Council. CCMC Section 2.28.020 establishes the term for Commissioners at four (4) years. If appointed to fill the remainder of Mr. Shamblin's term, Mr. Martinez will serve through May 2029.

Mayor Wright has appointed Mr. Martinez to the Planning Commission. If the City Council confirms this appointment, all Planning Commission seats will be filled.

FISCAL ANALYSIS

This is a budgeted item. Planning Commissioners are paid a nominal fee of \$75.00 every three months to serve on the Planning Commission.

STRATEGIC PLAN ASSESSMENT

GOAL 1: Support quality services, community safety, and health to enhance the quality of life and experience of our residents and visitors.

GOAL 2: Promote a thriving local economy

ATTACHMENTS

1. Paul Martinez's Application

Applicant Name: Paul R. Martinez

SUPPLEMENTAL QUESTIONNAIRE

1. Why do you want to serve on the Planning Commission?

To have a voice in the future planning of Crescent City.

2. What experience do you have working for a public agency or sitting on a public board or committee?

In the capacity of a correctional officer I facilitated numerous training scenarios for all correctional staff members.

3. What issues do you believe are the most important for the Planning Commission to focus on?

Improvement of our roads, and also the visual appeal of our city, not only for tourist but also our residents.

4. What do you think are the City's greatest challenges?

Well finances for one, but also the opposition to growth and change.

5. What do you think are the City's greatest strengths?

The sense of community.

6. Provide any additional information that you feel is relevant to your application.

I was a resident of this community for over 24 yrs and this community gave me much joy and happiness. I have returned after a 7 year absence and would like to give back and serve our community. Thank you.

CITY COUNCIL AGENDA REPORT



TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

BY: RICHARD GRIFFIN, CHIEF OF POLICE

DATE: MARCH 2, 2026

SUBJECT: CCPD CAL OES GRANT FUNDING

RECOMMENDATION

- Authorize the City Manager to sign Agreement Number 2023-227, a first amendment to Homeland Security Grant Program cooperative agreement for subaward funding.
- Approve and adopt Resolution No. 2026-16, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING THE FY 2025-26 BUDGET OF THE CITY OF CRESCENT CITY

BACKGROUND

During January of 2026, the “Body of 7” consisting of representatives of the City Police Department, Crescent City Fire and Rescue, Del Norte County Sheriff Office, and Office of Emergency Services, reviewed the grant applications for 2026 and prior funding that had already been approved. During the meeting there was some funding from the 2022 Homeland Security Grant Program (HSGP) that needed to be re-allocated or it would be returned to the State of California. One of the items that fit into the reimbursement for the funding was training related to cyber terrorism and the Crescent City Police Department had recently sent an officer to a class for this. There was also funding available to purchase one medical bag with equipment for potential mass casualty events. In 2022, the grant funding was awarded and then approved by the County.

Of the grant items approved, the Crescent City Police Department was approved for reimbursement for personnel travel and training costs to attend CSTI authorized training not-to-exceed \$5,093.

ANALYSIS

Amendment to the HSGP Cooperative Agreement for subaward funding, Agreement Number 2023-227, amends the service agreement of the original subaward funding

City Council Agenda Report
CCPD OES GRANT FUNDING
March 2nd, 2026

from December 1, 2023, and shall expire on May 1, 2026. The Amendment also approves reimbursement for Crescent City Police Department personnel travel and training costs to attend CSTI authorized training not to exceed Five Thousand Ninety Three Dollars (\$5,093.00). This training has already been completed and is ready to be billed.

FINANCIAL IMPACT

The total FY 2022 HSGP funding is in the amount of \$5,093 for the training reimbursement and no match is required. The budget resolution will increase both the General Fund revenues and expenses for Crescent City Police Department by \$5,093, resulting in a net zero effect on the General Fund working capital balance.

STRATEGIC PLAN ANALYSIS

The training and equipment being acquired meets the goals and objectives of Goal 1 “Support quality services and community safety to enhance the lives of our citizens and visitors”, Subsection C. “Empower and utilize Police, Fire, and Public Works departments to make Crescent City one of the safest cities in the United States”

ATTACHMENTS

1. FIRST AMENDMENT TO CAL OES SECOND TIER SUBAWARD AGREEMENT NUMBER 2023-073
2. Resolution No. 2026-16 (budget amendment)

**FIRST AMENDMENT TO CAL OES SECOND-TIER SUBAWARD AGREEMENT
NUMBER 2023-227**

This First Amendment to the Homeland Security Grant Program Cooperative Agreement for Subaward Funding (Del Norte County Agreement No. 2023-227, hereinafter referred to as “Agreement”) is entered into by and between the County of Del Norte, a political subdivision of the State of California (“County”); and the City of Crescent City as the Participating Agency (“Participating Agency”); collectively referred to as “Parties”.

In consideration of the services to be rendered, the sums to be paid, and each and every covenant and condition contained herein, the Parties hereto agree to amend their Agreement as follows:

1. Paragraph 2. is amended to read as follows: 2. Term. The term of this Second-Tier Subaward shall commence on December 1, 2023 and shall expire on May 1, 2026. The Parties may agree to extend the term by mutual written agreement.
2. Paragraph 3. a. iii) is amended to read as follows: iii) Reimbursing Participating Agency for Crescent City Police Department personnel travel and training costs to attend CSTI authorized training not to exceed Five Thousand Ninety Three Dollars (\$5,093.00).
3. Paragraph 3. b. iii) is amended to read as follows: iii) Requesting travel and training reimbursement for sending Crescent City Police Department Personnel to attend CSTI authorized training not to exceed Five Thousand Ninety Three Dollars (\$5,093.00).
4. Paragraph 6. a. is amended to read as follows: a. *Total Amount of Funds*. The total amount of Grant Subaward funds that may be transferred to the Participating Agency under this Second-Tier Subaward is Thirteen Thousand Four Hundred Eighty Six Dollars (\$13,486.00).

All other terms, covenants and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on

_____.

COUNTY OF DEL NORTE

CITY OF CRESCENT CITY

Joey Borges
Chair, Del Norte Board of Supervisors

Eric Wier
City Manager

ATTEST:

Clerk of the Board

RESOLUTION NO. 2026 -16

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING
THE FISCAL YEAR 2025-26 BUDGET OF THE CITY OF CRESCENT CITY**

WHEREAS, the budget for the fiscal year beginning July 1, 2025, as submitted by the City Manager, was reviewed by the City Council and a public hearing was held thereon the 16th day of June 2025; and

WHEREAS, the City Council adopted said budget and has the authority to amend said budget from time to time; and

WHEREAS, in January 2026, City staff were advised of various grant opportunities for local Cal OES funds; and

WHEREAS, the City Police Chief justified the need for training and equipment that met the criteria of the of various grants and submitted application for funding; and

WHEREAS, the “Body of 7” consisting of representatives of the City Police Department, Crescent City Fire and Rescue, Del Norte County Sheriff Office, and Office of Emergency Services, reviewed the grant applications and decided on which to approve for funding; and

WHEREAS, the Crescent City Police Department was awarded funding through the Homeland Security Grant Program in the amount of \$5,093 for training reimbursement; and

WHEREAS, fulfillment of this priority requires an amendment to the City’s Fiscal Year 2025-26 budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AS FOLLOWS:

1. That the Fiscal Year 2025-26 City of Crescent City Annual Budget is hereby amended and appropriated in the amounts identified below:

	Revenue Increase (Decrease)	Expenditure Increase (Decrease)
General Fund	\$5,093	\$5,093

APPROVED and ADOPTED and made effective the same day at a meeting of the City Council of the City of Crescent City held on the 2nd day of March 2026 by the following polled vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Isaiah Wright, Mayor

ATTEST:

Robin Altman, City Clerk



CITY COUNCIL AGENDA REPORT

TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

**BY: BRIDGET LACEY, GRANTS AND ECONOMIC DEVELOPMENT
MANAGER**

DATE: MARCH 2, 2026

**SUBJECT: PUBLIC HEARING FOR 2025 CDBG NOTICE OF FUNDING
AVAILABILITY**

RECOMMENDATION

- Open public hearing
 - Hear staff report
 - Receive presentation from applicants
 - Receive public comment
- Close public hearing
- Further Council discussion
- Direct staff to prepare an application for CDBG funding under the 2025 NOFA for the FRC Food Pantry in the amount of \$300,000,
- Approve and adopt Resolution No. 2026-17, A Resolution of the City Council of the City of Crescent City Approving an Application for Funding and the Execution of a Grant Agreement and any Amendments Thereto from the Funding Year of the State CDBG Program
- Approve and authorize the City Manager to sign the CDBG Statement of Assurances

BACKGROUND

The Community Development Block Grant (CDBG) program is a federally funded program through the Department of Housing and Urban Development (HUD). The principal objective of CDBG is the development of viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for persons of low- and moderate-income.

As a non-entitlement jurisdiction (cities with population less than 50,000 and counties with populations less than 200,000), Crescent City applies for CDBG program funding through the State Department of Housing and Community Development (HCD). HCD receives funding from the federal government and releases a Notice of Funding Availability (NOFA) to invite applications. The 2025 NOFA was released in September 2025, with

approximately \$27 million in funding to be awarded. This year there will be up to 25% set aside for applicants who have not been awarded CDBG funds in the last 5 NOFA cycles (2020-2024). Applicants submitting under the 2025 NOFA may apply for up to three activities and a maximum combined award amount of \$3.6 million in grant funds:

- 1 Project + 1 Program + 1 Public Service or Planning, **-OR-**
- 1 Project + 2 Public Service or Planning, **-OR-**
- 1 Program + 2 Public Service or Planning

All Projects and Programs are awarded on a first-come, first-served basis and must be shovel ready. They are referred to as "Over-the-Counter" or OTC. Public Service and Planning applications are awarded on a competitive basis. Additional requirements to be considered for the 2025 round of funding are as follows:

1. Jurisdictions can only apply for an activity if they have expended over 50% of previously awarded CDBG grant funds before an application for the same activity is submitted (*this now includes OTC Projects and Programs, as well as Public Service and Planning applications*).
2. Activities should primarily benefit lower income households.
3. Applicants must demonstrate capacity to complete the project within the grant term (33 months).
4. Planning and Technical Assistance grants require a 5% match.

On December 5, 2025, HCD announced that the CDBG team will be proposing some significant changes to the way funds will be distributed in the 2026 and 2027 NOFAs. See changes below:

2026 and 2027 CDBG Proposed Changes to Method of Distribution

Anticipated available funding:	\$27 million (per NOFA)
Eligible activities:	OTC Projects only (no Public Services, Planning, or Programs)
Guideline changes:	50% rule will apply to past OTC Projects
Max number of activities:	1
Max award amount:	\$5 million

ITEM ANALYSIS

The purpose of this public hearing is to solicit ideas from the general public, discuss staff recommendations and provide direction to City staff on potential programs to include in the City’s CDBG application(s). The City has an excellent track record of receiving CDBG awards and is currently operating the following CDBG funded activities:

- **Public Service** (2024 Award) – FRC Food Pantry – *Food Bank* - \$300,000
- **Economic Development** (2024 Award)– *Business Assistance* - \$1,500,000
- **Planning** (2022 Award)– Storm Drain Master Plan - \$250,000

- **OTC Project** (2023 Award)– F Street Storm Drain Improvements - \$1,065,485
- **OTC Project** (2023 Award)– Front Street Improvements - \$3,296,180

The City currently has an open contract in every category of eligible activities offered and the only activity that was 50% expended at the time the 2025 NOFA was released was the Planning category. Because of this, the only possible application the City could submit under the 2025 NOFA would be a Planning activity.

When HCD announced their plans for distribution on the 2026 and 2027 NOFAs, it became apparent that, while the Food Pantry was currently funded through April 2028, the inability to apply for funds in 2026 or 2027 would leave the Food Pantry with a funding gap of approximately 1.5 years, something that would significantly impair the service. Because of this, the Family Resource Center of the Redwoods and City staff made the decision to meet the 50% expenditure requirements by purchasing non-perishable food with the existing grant, so that a new application for funding could be submitted under the 2025 NOFA, helping to ensure the continuance of this greatly needed service in our community. The City is now eligible to submit an application under this NOFA for a Public Service activity.

The change in plans for distribution will also mean that the City will not be able to apply for additional funds for the Business Assistance Program until the 2028 NOFA is released. This has proven to be another very successful and desired CDBG activity. The City has expended approximately 40% of these grant funds to date, but City staff and the Program Operator (CDS) do not feel as though it would benefit the program or business owners to spend any faster than the current rate due to the complexity in underwriting and technical assistance required to ready businesses for these forgivable loans.

The only other category that the City could apply for under the 2025 NOFA would be Planning, however, City staff do not feel there is capacity to take on another planning activity at this time.

On November 13, 2025, the City held a "Call for Projects" public meeting to discuss possible applications under the 2025 NOFA or future NOFAs. A total of two community members attended with the focus being on future Economic Development and Housing projects. City staff also conducted a survey through social media to gather public input on which activities the public would like to see funded with future CDBG dollars which proved to be much more effective. A total of 36 community members responded and the results have been compiled in the attached document titled, "2025 CDBG Survey Results".

STAFF RECOMMENDATIONS

Based on the eligibility restrictions, capacity, and existing community needs, staff recommend submitting the following 2025 CDBG application:

1. **Competitive - Public Service** – FRC Food Pantry – Food Bank - \$300,000

This application will require a Subrecipient Agreement between The Family Resource Center and the City. FRC is scheduled to review the agreement at their March 10, 2026 Board meeting. In order for this service to continue being offered county-wide as it has been previously, the City and County are required to approve a Memorandum of Understanding. The County has scheduled the MOU to go before the Board at their March 10, 2026 meeting. City staff will bring both agreements back to Council at the March 16, 2026 Council meeting if Council decides to move forward with this application.

The Family Resource Center of the Redwoods operates the brick-and-mortar Pacific Pantry and Mobile Market programs. These programs aim to address food and nutrition insecurity by providing immediate access to fresh, healthy food for individuals and families who lack sufficient resources to meet their nutritional needs. The Mobile Market was created on a temporary basis during the COVID-19 pandemic to address the need for food distribution options that would support social distancing and reach the areas of the City that remain underserved including Smith River, Gasquet, and Klamath. The City saw a great need for this program as made evident by the increase in the number of new families served during that period. The Pacific Pantry regularly saw 6,000 individuals a year, but when the Mobile Market was added, the numbers increased by 2,000. The City would like to continue this program with the FRC to meet the needs of the community.

The anticipated timeline is as follows:

NOFA released	September 30, 2025
Public hearing: Council authorization to prepare application	March 2, 2026
Council approval of required agreements	March 16, 2026
Application deadline	April 3, 2026
Award announcements	September 2026
HCD Contract executed	October 2026

FISCAL ANALYSIS

If Council directs staff to apply for the recommended project, the staff time required to prepare the application will be reimbursed if awarded. There are no match requirements for this grant, but it does operate on a reimbursement basis. This means that there may be a 6-8 week lag in being reimbursed for funds expended on the activity.

STRATEGIC PLAN ASSESSMENT

This action supports the following Strategic Plan goals:

- Goal 1: Support quality services, community safety, and health to enhance the quality of life and experience of our residents and visitors
- Goal 1(A): Enhance collaboration with other agencies and the community to better aid the public

- Goal 1(E): Target economic development improvements that provide additional benefit by enhancing the quality of life for residents
- Goal 2(D): Collaborate with other jurisdictions and nonprofits to maximize regional effectiveness and amplify funding opportunities
- Goal 2(E): Create an environment that is conducive to attracting and retaining strong, sustainable businesses that reflect community needs and culture
- Goal 2(F)(9): Expand on the success of grant funding by maximizing utilization of opportunities with corresponding community needs

ATTACHMENTS

1. Resolution No. 2026-17 (authorizing CDBG application)
2. CDBG Statement of Assurances
3. 2025 CDBG Survey Results



Appendix C: Resolution Template of the Governing Body (Required)

Applicants are required to use the resolution form on the following page with no changes to content other than what is in the fillable fields.

When completing and preparing the Resolution, please refer to section V.D. of the 2025 NOFA.

Please note: On the next page, hidden text is used to provide instructions. Once a document is printed or converted to a pdf, the hidden text will be omitted.

To display hidden text:

1. Go to the Files Tab
2. Select Options from the bottom of the left-hand column
3. Click on the “Display” option
4. Check the “Hidden Text” box.
5. Make sure the “Print hidden text” box is not checked. This will ensure that when you convert to PDF or print the document, the instructional, hidden text is not displayed.

Note 1: The attesting officer cannot be the person identified in the Resolution as the authorized signer.

Note 2: Unless there is a city ordinance stating otherwise, the mayor must be the designated official in Section 5.

Resolution of the Governing Body

RESOLUTION NO. 2026-17

A RESOLUTION APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2025 FUNDING YEAR OF THE STATE CDBG PROGRAM

BE IT RESOLVED by the City Council of the **City** of Crescent City as follows:

SECTION 1:

The **Choose an item.** has reviewed and hereby approves the submission to the State of California of one or more application(s) in the aggregate amount, not to exceed, of **\$300,000** for the following CDBG activities, pursuant to the and 2025 CDBG NOFA:

List activities and amounts

Activity (e.g. Public Services, Infrastructure, etc.)	Dollar Amount Being Requested for the Activity
Public Service	\$ 300,000
	\$
	\$
	\$
	\$

SECTION 2:

The **City Council** hereby approves the use of Program Income in an amount not to exceed **\$300,000** for the CDBG activities described in Section 1.

SECTION 3:

The **City Council** acknowledges compliance with all state and federal public participation requirements in the development of its application(s).

SECTION 4:

The **City Council** hereby authorizes and directs the **City Manager** or designee*, to execute and deliver all applications and act on the **City's** behalf in all matters pertaining to all such applications.

SECTION 5:

If an application is approved, the **City Manager** or designee*, is authorized to enter into, execute and deliver the grant agreement (*i.e.*, Standard Agreement), any recordable or nonrecordable contract documents, and any and all subsequent amendments thereto with the State of California for the purposes of the grant.

SECTION 6:

If an application is approved, the **City Manager** or designee*, is authorized to sign and submit Funds Requests and all required reporting forms and other documentation as may be required by the State of California from time to time in connection with the grant.

PASSED AND ADOPTED at a regular meeting of the **City Council** of the **City of Crescent City** held on 3/2/2026 by the following vote:

AYES: Enter # of votes or names

ABSENT: Enter # absentees or names

NOES: Enter # of votes or names

ABSTAIN: Enter # of abstains or names

Isaiah Wright
City Council

STATE OF CALIFORNIA
City of Crescent City

I, **Robin Altman, City Clerk, City** Clerk of the **City of Crescent City**, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said **City Council** on this **2nd** day of **March, 2026** and that said resolution has not been amended, modified, repealed, or rescinded since its date of adoption and is in full force and effect as of the date hereof.

Robin Altman, **City** Clerk of the **City** of Crescent City, State of California

By: Robin Altman, City Clerk



Appendix D: 2025 CDBG Application Certifications and Statement of Assurances

Complete and fully execute the attached 2025 CDBG Application Certifications and Statement of Assurances. The executed statement must be uploaded as a threshold document in the application. The document **may not** be modified.

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DIVISION OF FINANCIAL ASSISTANCE**



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2025 CDBG Application Certifications and Statement of Assurances

The _____ hereby certifies the following:

1. Legal Authority:

It possesses the legal authority to apply for and execute the proposed activity(s) in the application.

2. Application Authorization:

Its governing body has duly adopted or passed as an official act or resolution, motion, or similar action authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the applicant's Authorized Signor or other designee to act in connection with the application and to provide such additional information as may be required.

3. Public Participation:

It has or will comply with all public participation requirements, which include, at a minimum, the following components:

- A. Provides for and encourages public participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blight areas and of areas in which CDBG funds are proposed to be used, and provides for participation of residents in low- and moderate-income neighborhoods as defined by the local jurisdiction – and
- B. Provides local residents with reasonable ADA compliant and timely access to local meetings, information, and records relating to the jurisdiction's proposed use of funds, as required by CDBG regulations, and relating to the actual use of funds under this title – and
- C. Provides for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the jurisdiction – and
- D. Provides for public meetings to obtain local resident views and to respond

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to proposals and questions at all stages of the community development program. These include at least the development of needs, the review of proposed activities, and review of program performance, which meetings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries and with accommodation for the handicapped. This shall include one public meeting during the program design, annual performance report preparation, and formal amendments. A public meeting shall be conducted prior to application submittal – and

- E. Solicits and provides for a timely written answer to written complaints and grievances, within 15 working days where practicable – and
- F. Identifies needs of limited-English speaking residents will be met in the case of public hearings where limited-English speaking residents can reasonably be expected to participate.

4. National Objective:

It has developed its CDBG Program so as to primarily benefit targeted income persons and households and each activity in the program meets one of the three National Objectives: benefit to low-and moderate-income persons, elimination of slums and blight, or meets an urgent community need (with prior Department approval) certified by the jurisdiction as such.

5. NEPA Environmental Review:

It consents to assume, and hereby assumes, the responsibilities for environmental review and decision-making in order to ensure timely compliance with NEPA by following the procedures for recipients of block grant funds as set forth in [24 CFR Part 58](#), titled "Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities." Also included in this requirement is compliance with [Executive Order 11988](#) relating to the evaluation of flood hazards, [Section 102\(a\) of the Flood Disaster Protection Act of 1973](#) (Public Law 93-234) regarding purchase of flood insurance, and the [National Historic Preservation Act of 1966](#) (54 USC 300101) and implementing regulations ([36 CFR §800.8](#)).

6. Audit/Performance Findings:

It certifies that the State Controller's Office (SCO) was in receipt of its complete Single Audit Package by the NOFA application due date or certifies that is exempt

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from the Single Audit requirements set forth in [2 CFR Part 200](#).

7. Growth Control:

It certifies that there is no plan, ordinance, or other measure in effect which directly limits, by number, the building permits that may be issued for residential construction or the buildable lots which may be developed for residential purposes; or if such a plan, ordinance, or measure is in effect, it will either be rescinded before receiving funds, or it need not be rescinded because it:

- A. Imposes a moratorium on residential construction, to protect health and safety, for a specified period of time which will end when health and safety is no longer jeopardized; or,
- B. Creates agricultural preserves under [Chapter 7 \(commencing with Section 51200\) of Part 2 of Division 1 of Title 5 of the Government Code](#); or,
- C. Was adopted pursuant to a specific requirement of a State or multi-State board, agency, department, or commission; or,
- D. The applicant has an adopted housing element which the Department has found to be in compliance, unless a final order has been used by a court in which the court determined that it is not in compliance with [Article 10.6 of Chapter 3 of Division 1 of Title 7 of the Government Code, commencing with section 65580](#).

8. Uniform Administrative Requirements:

It will comply with the regulations, policies, guidelines and requirements of [2 CFR Part 200](#) and [24 CFR Part 85](#) and the [CDBG Program Guidelines](#).

9. Nondiscrimination:

It shall comply with the following regarding nondiscrimination laws and practices as may be amended from time to time:

- A. Title VI of the Civil Rights Act of 1964 (Public Law 88-352).
- B. Title VIII of the Civil Rights Act of 1968 (Public Law 90-284) as amended; and will administer all programs and activities related to housing and community development in a manner affirmatively furthering fair housing.
- C. Section 109 of the Housing and Community Development Act of 1974, as

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amended.

- D. Section 3 of the Housing and Urban Development Act of 1968, as amended.
- E. Executive Order 11063, as amended by Executive Order 12259.
- F. Section 504 of the Rehabilitation Act of 1973 (Public Law 93-112), as amended, and implementing regulations.
- G. The Age Discrimination Act of 1975 (Public Law 94-135).

10. Anti-Displacement/Relocation:

It will comply with the Federal Relocation Act (42 U.S.C. 4601 et seq.).

11. Labor Standards:

It will comply with the following regarding labor standards as may be amended from time to time:

- A. [Section 110 of the Housing and Community Development Act of 1974](#), as amended.
- B. [Section 1720, et seq. of the California Labor Code](#) regarding public works labor standards.
- C. Davis-Bacon and Related Acts as amended ([40 U.S.C. §276\(a\)](#)) regarding the payment of prevailing wage rates.
- D. Contract Work Hours and Safety Standards Act ([40 U.S.C. §3702](#)) regarding overtime compensation.
- E. Anti-Kickback Act of 1934 ([41 U.S.C. §51-58](#)) prohibiting "kickbacks" of wages in federally assisted construction activities.

12. Architectural Barriers:

It will comply with the Architectural Barriers Act of 1968 ([42 U.S.C. §4151 et seq.](#)) and implementing regulations ([24 CFR Parts 40-41](#))

13. Conflict of Interest:

It will enforce standards for conflicts of interest which govern the performance of their officers, employees, or agents engaged in the award and administration, in

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whole or in part, of State CDBG grant funds ([24 CFR §570.611](#)).

14. Limitations on Political Activities:

It will comply with the Hatch Act ([5 U.S.C. §1501, et seq.](#)) regarding political activity of employees.

15. Lead-Based Paint:

It will comply with the Lead-Based Paint Regulations ([24 CFR Part 35](#)) which prohibit the use of lead-based paint on projects funded by the program.

16. Debarred Contractors:

It certifies that neither the applicant or its staff are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in federal assistance programs, in any proposal submitted in connection with the CDBG program, per the Excluded Party List System located at <https://www.sam.gov/SAM/>. In addition, the applicant will not award contracts to or otherwise engage the services of any contractor while that contractor (or its principals) is debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation from the covered transaction, in any proposal submitted in connection with the CDBG program under the provisions of [24 CFR Part 24](#).

17. Inspection of Grant Activities:

It will give HUD, the Comptroller General, the State Department of Housing and Community Development, or any of their authorized representatives access to and the right to examine all records, books, papers, or documents related to the grant.

18. Cost Recovery:

It will not attempt to recover any capital costs of public improvements assisted in whole or part with CDBG funds by assessing any amount against properties owned and occupied by persons of low- and moderate-income including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless:

A. CDBG funds received are used to pay the proportion of such fee or

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assessment that relates to the capital costs of public improvements that are financed from revenue sources other than CDBG funds; or

- B. For purposes of assisting any amount against properties owned and occupied by persons of low- and moderate-income who are not persons of very low income, that it lacks sufficient funds received from CDBG Program to comply with the requirements of this clause.

19. Procurement:

It will follow the federal procurement policies per [24 CFR §200.317 et seq.](#)

20. Right to Report:

It will comply with the requirements of the [Violence Against Women Act Reauthorization Act of 2022](#) for U.S. Department of Housing and Urban Development (HUD) recipients to support an individual's right to seek law enforcement or emergency assistance. This includes:

- A. Reporting on the existence of laws or policies they have adopted that impose penalties based on requests for law enforcement or emergency assistance or based on criminal activity that occurred at a covered property.
- B. Certify that they are in compliance or describe the steps they will take to comply within 180 days of the report to HUD.

21. Domestic Preference Requirements for Federal Financial Assistance:

It will comply with the Build America, Buy America Act included in the Infrastructure Investment and Jobs Act ([Pub. L. 117-58](#)) and implementing regulations ([2 CFR Part 184](#)).

22. Excessive Force:

It will adopt and enforce policies:

- A. Prohibiting the use of excessive force by its law enforcement agencies against individuals engaged in non-violent civil rights demonstrations; and
- B. Enforcing applicable State and local law against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstration within its jurisdiction.

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23. Anti-Lobbying:

- A. It certifies and agrees that no federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer of employee of any agency, a Member of Congress in connection with the federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

24. Compliance with Laws:

The jurisdiction will comply with all applicable laws, rules, regulations, and guidelines governing the activities being applied for herein.

I hereby certify under penalty of perjury that all information contained in this Statement of Assurances (including all supporting documentation) is true, complete, and accurate. I understand and acknowledge that making false statements on this certification, including any documents submitted in support of it, is a crime under federal and California state laws, which may result in criminal prosecution and fines.

I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812.

Printed Name of Authorized Representative (*per the Resolution*)

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Signature

Title

Date

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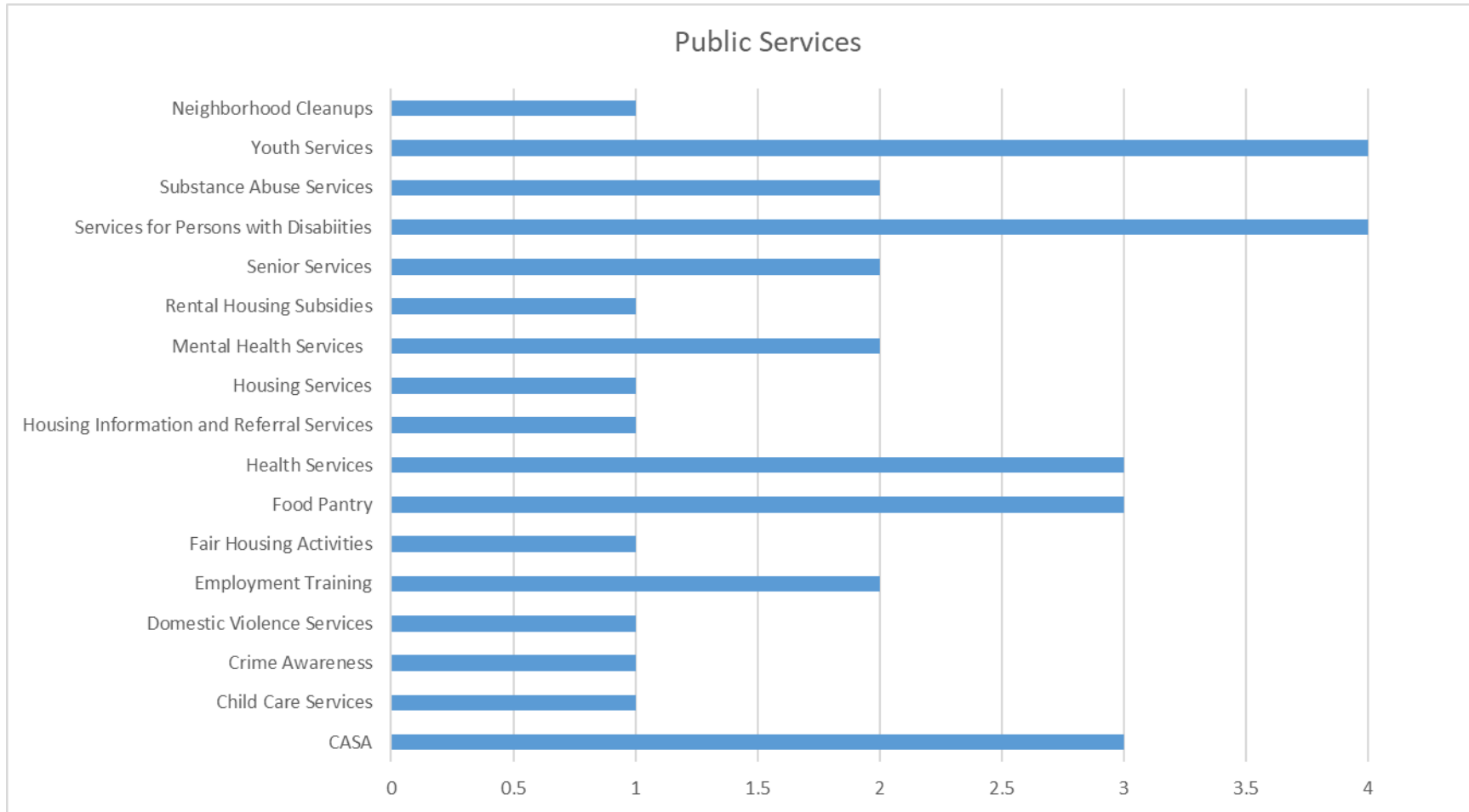
2025 CDBG Notice of Funding Availability

Call for Projects Survey

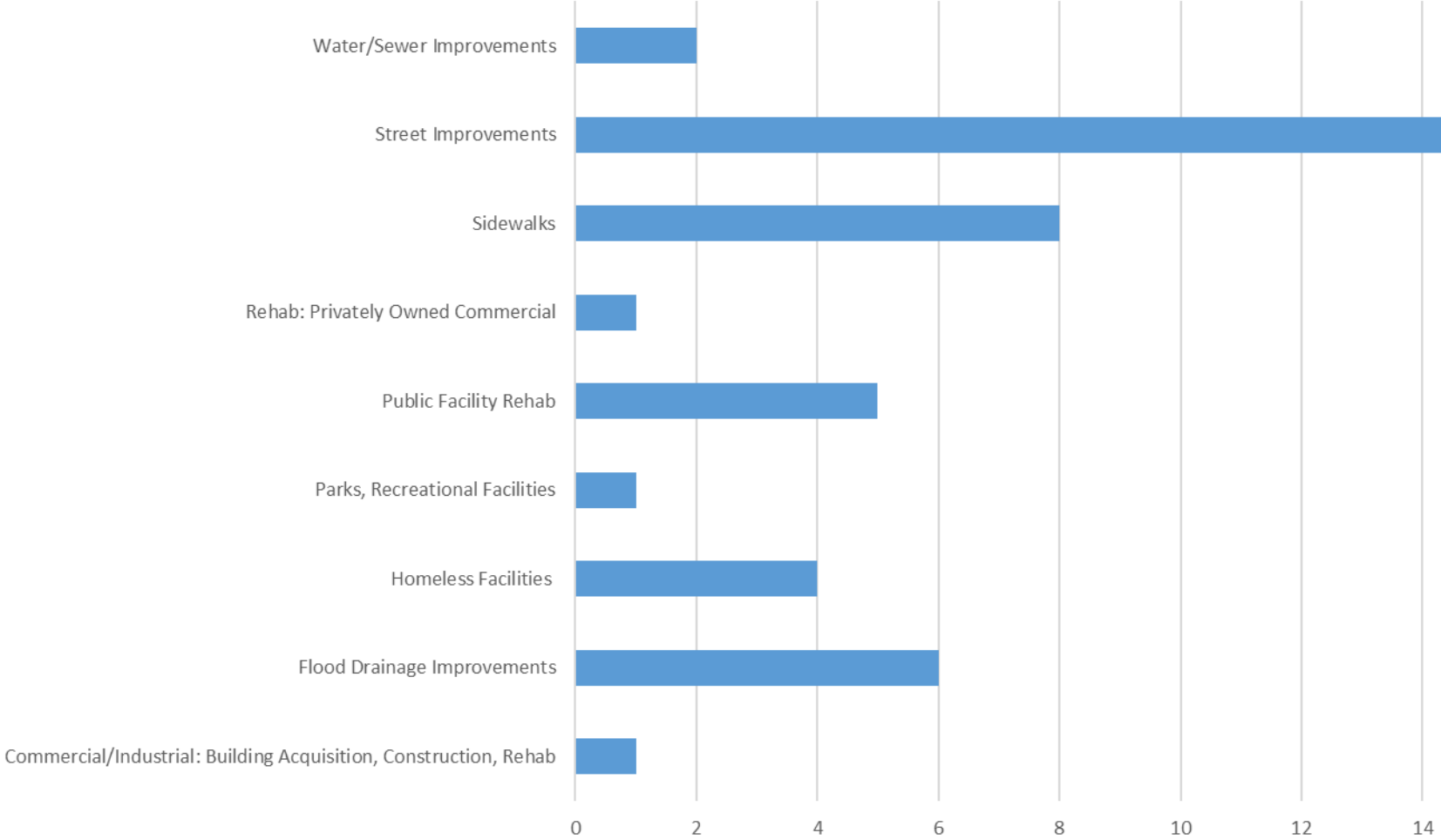
Date of FB Post: November 17, 2025

Questions asked: Which CDBG eligible Public Service, Infrastructure, Planning, Economic Development, or Housing activities are most needed for Crescent City residents?

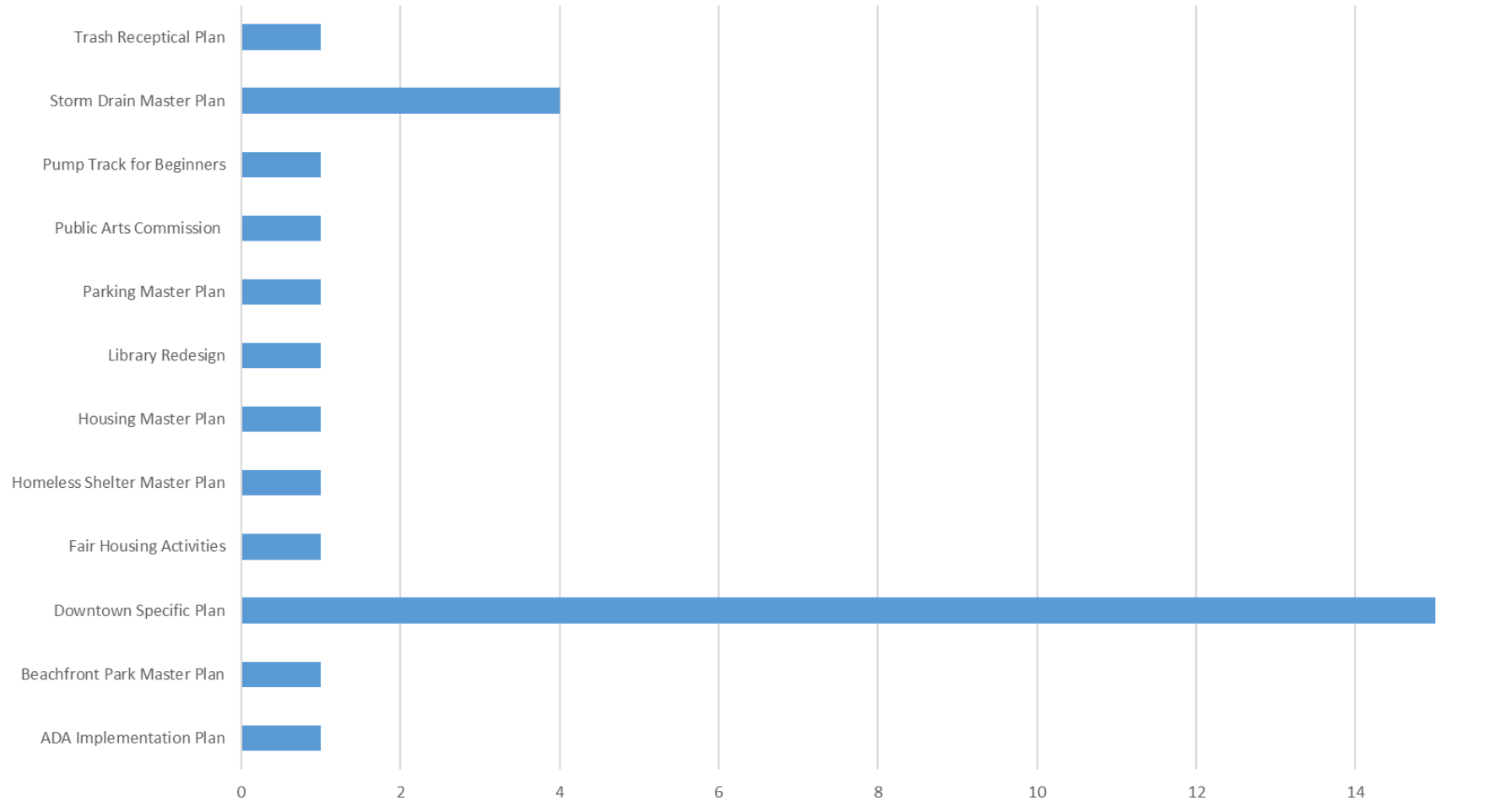
Total responses: 36



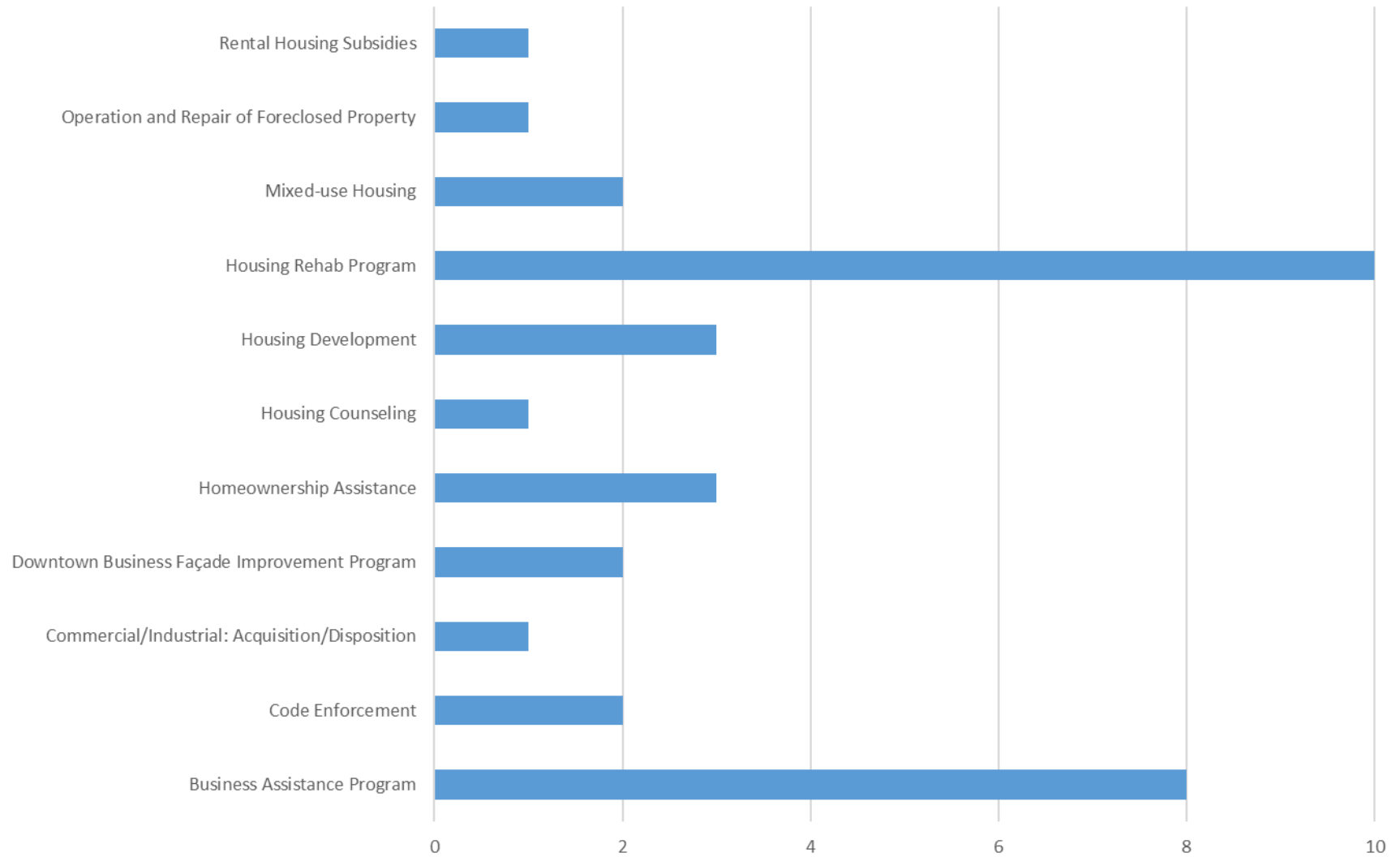
Infrastructure Projects



Planning Activities



Economic Development or Housing Activities



CITY COUNCIL AGENDA REPORT



TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

BY: DAVID YEAGER, PUBLIC WORKS DIRECTOR
BOB BROWN, CONTRACT COMMUNITY DEVELOPMENT DIRECTOR

DATE: MARCH 2, 2026

**SUBJECT: JACOBS 10% BASIS OF DESIGN REPORT FOR THE WWTP
ROTATING BIOLOGICAL CONTACTOR (RBC) CAPITAL UPGRADE,
MEMBRANE BIOREACTOR (MBR) REPLACEMENT AND
BIOSOLIDS/DIGESTER OPTIMIZATION PROJECT AND CEQA
DETERMINATION**

RECOMMENDATION

- Hear staff report
- Technical questions from the Council
- Receive public comment
- Further Council discussion
- Adopt the Jacobs Basis of Design Report / 10% Design for Crescent City RBC Capital Upgrade and Biosolids/Digester Optimization Project
- Find that the Project is categorically exempt from CEQA under Class 1 Existing Facilities (§ 15301), Class 2 Replacement or Reconstruction (§ 15302), Class 3 New Construction or Conversion of Small Structures (§ 15303), and Class 32 In-Fill Development Projects (§ 15332); and direct staff to file a Notice of Exemption

BACKGROUND

On October 6, 2025 the City Council adopted the Crescent City Wastewater Treatment Facility Final Project Report (September 2025) and authorized the City Manager to submit an application to amend its technical assistance planning grant from the State Water Resources Control Board (see attached 10/06/2025 staff report). The amendment provided funding to produce this 10% Basis of Design Report, which is required to submit an application for further funding.

On February 12, 2026, the Planning Commission approved a Coastal Development Permit consolidation request to the Coastal Commission for the project. Part of the action was a finding that the proposed Project is consistent with City planning documents and ordinances.

ITEM ANALYSIS

The City of Crescent City Wastewater Treatment Plant (WWTP) received Time Schedule Order R1-2025-0015, which was adopted June 6, 2025, to provide time schedules to comply with the new effluent limitations for enterococci and total coliform bacteria, established under National Pollutant Discharge Elimination System (NPDES) Permit Order Number (No.) R1-2023-0039 (Permit) adopted on December 12, 2023.

Historically, the WWTP demonstrated consistent compliance with bacterial indicator requirements. From 2020 to 2023, during the term of the previous NPDES Permit (Order No. R1-2017-0002), 19 exceedances were reported on bacterial indicators, an average of six violations per year. Following adoption of the new NPDES Permit (Order No. R1-2023-0039), effluent limitations became more stringent. In 2024 alone, the plant reported 29+ violations under the new standards, and from January 2024 through August 2025, a total of 76 chronic violations were recorded. In August 2025, the City was issued \$228,000 in Mandatory Minimum Penalties for violations occurring prior to adoption of the TSO.

Most violations occur during wet-weather events when influent flows exceed approximately 1.1 million gallons per day (MGD). Under those conditions, the aging Rotating Biological Contactor (RBC) trains must be brought online to supplement treatment capacity. Due to mechanical deterioration and reduced solids removal efficiency, the RBC process cannot reliably meet the new bacterial effluent limits. While the existing Membrane Bioreactor (MBR) system can meet permit limits during lower flow periods, it lacks redundancy and cannot independently treat peak wet-weather flows.

Regulatory Drivers and Compliance Timeline

The TSO provides interim relief by temporarily restoring 2017 effluent limits during high-flow conditions and establishes a compliance deadline of May 1, 2030 for the effluent to meet the new permit limits. The proposed project is necessary to achieve compliance within that timeframe and avoid future enforcement actions and penalties.

Existing Facility Condition and Need for Improvements

Site evaluations and condition assessments confirm that several major unit processes are beyond their useful life and require significant rehabilitation or replacement to maintain reliable operations and regulatory compliance. Many core facilities date from the 1950s through the 1970s.

The WWTP is currently permitted to treat:

- 1.86 MGD average dry weather flow, and
- 6.12 MGD average wet weather flow

Importantly, the proposed improvements do not increase the permitted treatment capacity of the facility. The project is designed to rehabilitate and optimize existing treatment processes to reliably treat flows already authorized under the NPDES permit. No expansion of service area or increase in discharge capacity is proposed.

Project Objectives

The proposed improvements are intended to:

- Restore reliable compliance with the new NPDES bacterial effluent limits
- Provide MBR redundancy to allow maintenance without compromising treatment
- Replace and upgrade the RBC system to restore full wet-weather capacity
- Improve solids handling reliability and operational flexibility
- Address aging infrastructure and extend facility service life
- Maintain treatment performance within existing permitted flow limits
- Improve resiliency for future regulatory requirements

These improvements protect public health, protect the marine receiving environment, and position the City to pursue up to \$50 million in potential State Revolving Fund grants and loans.

Summary of Proposed Improvements

Table 1-1 summarizes the proposed facility improvements included in the 10% Basis of Design Report (Jacobs, January 6, 2026).

Table 1-1. Facility Improvements Summary

Facility	Description of Work
Primary Clarifiers	Replace failing mechanical equipment. Resurface and recoat the basin interior walls and floors.
Grit Removal	Replace grit cyclone(s), grit classifier, and grit piping.
MBRs	Add redundant train.
RBCs	Demolish mechanical equipment and retrofit basin with a modular attached growth process.
Secondary Clarifiers	Demolish mechanical equipment and retrofit existing basins to contain the following facilities: <ul style="list-style-type: none"> ▪ Redundant MBR train ▪ Cloth filters to treat effluent from the attached growth process ▪ Storage and pumping facilities for waste activated and digested sludge
MBR Building	Add equipment to support new MBR facility.
GT	Replace entire mechanism and supporting mechanical equipment, recoat interior concrete, and add cover to facility.
Anaerobic Digesters	Replace floating covers with fixed covers and install associated gas collection and safety equipment and replace boiler.

HVAC	Install new HVAC equipment in the pump gallery (6 ACH). Replace or upgrade HVAC equipment in: <ul style="list-style-type: none"> ▪ Administration building (complete replacement) ▪ MBR building chemical room (replace corroded ductwork and fan with 316 SST) ▪ Digester building (replace fan only, 12 ACH) ▪ Dewatering building (replace fan and ductwork, 6 ACH)
SCADA and Electrical	Complete general improvements to support upgraded facilities.

ACH = air change(s) per hour
 GT = gravity thickener
 HVAC = heating, ventilation, and air conditioning
 RBC = rotating biological contactor
 SCADA = supervisory control and data acquisition
 SST = stainless steel

The improvements focus on rehabilitation, replacement, and optimization of existing facilities within the current WWTP footprint. Construction and operational activities will occur within the existing treatment plant site, with limited temporary staging areas as shown in the project presentation.

CEQA DETERMINATION

As part of the City Council’s adoption of the Jacobs Basis of Design Report / 10% Design for the RBC Capital Upgrade and Biosolids/Digester Optimization Project, staff evaluated the Project in accordance with the California Environmental Quality Act (CEQA).

The Project consists of rehabilitation, replacement, and optimization of existing wastewater treatment facilities within the current footprint of the City’s Wastewater Treatment Plant. The Project does not increase the permitted treatment capacity (1.86 MGD average dry weather flow and 6.12 MGD average wet weather flow), does not expand the service area, and does not introduce new discharge points.

Based on the Environmental Information in Support of CEQA Categorical Exemption (attached to this staff report) and the January 6, 2026 Basis of Design Report, staff has determined that the Project qualifies for one or more categorical exemptions under CEQA Guidelines Sections:

- 15301 – Existing Facilities
- 15302 – Replacement or Reconstruction
- 15303 – New Construction or Conversion of Small Structures
- 15332 – In-Fill Development Projects

Staff has also determined that none of the exceptions (to exemptions) under CEQA Guidelines Section 15300.2 apply.

Accordingly, staff recommends that the City Council determine that the Project is categorically exempt from CEQA and authorize filing of a Notice of Exemption.

FISCAL ANALYSIS

This action does not have a direct financial impact to the City but is necessary to meet the requirements to apply for grant funding to improve the WWTP to become compliant with current and future permit regulations. Non-compliance with permit regulation results in Mandatory Minimum Penalties (MMPs) and potentially ACLs that would result in fines and lawsuits that the City would need to pay for not complying with NCRWQCB water quality requirements.

This Report is a critical step toward completing the Clean Water State Revolving Fund (CWSRF) Construction Financial Assistance Application. The resolution delegating signature authority to the City Manager is required by the State Water Board in order to submit the financial package of the CWSRF application. Based on the 2025-26 CWSRF Intended Use Plan, the City could be eligible to receive up to \$50 million dollars in grant funding and qualify for low interest loans if the project exceeds the grant cap. The City is eligible because the 2025-26 IUP prioritizes communities who are requesting funding to improve wastewater facilities to address violations specifically for disadvantaged communities.

Future fiscal impacts will depend on grant and loan terms secured through the CWSRF Program.

STRATEGIC PLAN ASSESSMENT

This action supports the following Strategic Plan goals:

GOAL 1: Support quality services, community safety, and health to enhance the quality of life and experience of our residents and visitors.

D. Provide and maintain an efficient, adequate infrastructure to provide for both current and future community needs

ATTACHMENTS

1. Jacobs Basis of Design Report / 10% Design for Crescent City RBC Capital Upgrade and Biosolids/Digester Optimization Project: can be viewed at www.crescentcity.org under the March 2, 2026 meeting post.
2. Environmental Information in Support for CEQA Categorical Exemption for the City of Crescent City's Wastewater Treatment Facility Rehabilitation Project Based on the January 6, 2026 RBC Capital Upgrade and Biosolids/Digester Optimization Project Basis of Design Report / 10% Design.
3. October 6, 2025 Staff Report on the technical assistance planning grant Amendment No. 2

**Environmental Information In Support for CEQA
Categorical Exemption
For the
City of Crescent City's Wastewater Treatment Facility
Rehabilitation Project
Based on the
January 6, 2026 RBC Capital Upgrade and
Biosolids/Digester Optimization Project Basis of Design
Report / 10% Design**

The City intends to design, construct, and operate the WWTF in compliance with the North Coast Regional Water Quality Control Board (RWQCB) Order Number R1-2017-0002, Waste Discharge Requirements.

March 2026

The following supports information as part of the City of Crescent City's decision to accept the January 6, 2026, RBC Capital Upgrade and Biosolids/Digester Optimization Project Basis of Design Report / 10% Design. (Jacobs, 2026) and determine that the Project, as described therein qualifies for one or more CEQA categorical exemptions, in satisfaction of CEQA requirements.

The Project site has been the subject of a number of previous CEQA documents, Coastal Development Permits, design detail documents (including the above document), alternatives analysis, field analyses and additional reports that provide the description of the environmental baseline and supports this determination and that there are not applicable exceptions per CEQA 15300.2. Rather than repeat the volumes of information here, this supplemental information incorporates by reference the details and findings within those previous determinations and reports, as listed at the end of this determination. Copies of the reports are available at City Hall (377 J Street) during business hours.

This CEQA determination is being completed at this time because the City is taking steps that narrow the considered alternatives and committing to selecting a specific direction where additional funding and design activities will subsequently occur. CEQA Section 15004 suggests that CEQA review should occur as early as reasonably possible. CEQA Section 15352 *"Approval" means the decision by a public agency which commits the agency to a definite course of action.* The background reports referenced herein have been utilized in the proposed design of the Project. All construction will occur within the existing footprint of the Wastewater Treatment Facility (WWTF) and staging areas for construction activities have been identified adjacent to the WWTF, allowing for a sufficient amount of detail to make the necessary determination that the Project qualifies for one or more categorical exemptions.

CEQA Background

The City of Crescent City prepared a Draft Environmental Impact Report (EIR) in 2000 for the proposed Project. A Final EIR (SCH# 2000102115) was adopted and certified by the City Council on April 30, 2001. The City prepared a Draft Supplemental EIR in 2004 to address recommendations from a November 2003 Facilities Plan and a Spring 2004 Value Engineering process. Additionally, the preferred alternative changed from placement of the WWTF at a new location to rehabilitation and expansion of the current WWTF. The City Council approved the updated Project, certified the Final Supplemental EIR and adopted a Mitigation Monitoring Program on February 22, 2005. A Notice of Determination was filed with the Del Norte County Clerk and the Governor's Office of Planning and Research on February 28, 2005. (California Coastal Commission, 2007).

Those portions of the Coastal Zone that were in the State Coastal Commission's retained jurisdiction received CDPs (APPLIC# 1-05-003, approved May 13, 2005 and 1-07-002, approved May 11, 2007). Staff reports for both CDP approvals by the CA Coastal Commission contained additional findings that supported the approval that the Project was consistent with the California

Coastal Act, acting as a CEQA equivalent (Certified State Regulatory Program) process per CEQA Section 15251(c). Construction occurred between 2008 and 2011.

Furthermore, an Initial Study/ Mitigated Negative Declaration (MND) (SCH# 2025030222) and State Coastal Commission approval of CDP # Application 1-22-0509 occurred in 2025 for the Beachfront Park Improvement Project, located immediately east of the Project site. This includes additional environmental setting and assessment information relevant to the currently proposed WWTF Rehabilitation Project.

The City also subcontracted with SHN to conduct a biological investigation in and around the Project site (SHN, 2026b) and a cultural investigation (Roscoe and Associates, 2026b), that included informal tribal consultation.

Based on the substantial evidence contained within the above referenced documents and current updated Project information (Basis of Design Report January 2026), it has been determined that the project qualifies for one or more CEQA Categorical Exemptions: 15301, 15302, 15303 and/or 15332.

15301. EXISTING FACILITIES

Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The types of “existing facilities” itemized below are not intended to be all-inclusive of the types of projects which might fall within Class 1. The key consideration is whether the project involves negligible or no expansion of use. This exemption includes (b) Existing facilities of both investor and publicly owned utilities used to provide electric power, natural gas, sewerage, or other public utility services; and (d) Restoration or rehabilitation of deteriorated or damaged structures, facilities, or mechanical equipment to meet current standards of public health and safety....

15302. REPLACEMENT OR RECONSTRUCTION

Class 2 consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced, including but not limited to: c) Replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity.

15303. NEW CONSTRUCTION OR CONVERSION OF SMALL STRUCTURES

Class 3 consists of construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure. The numbers of structures described in this section are the maximum allowable on any legal parcel. Examples of this exemption include but are not limited to:

(d) Water main, sewage, electrical, gas, and other utility extensions, including street improvements of reasonable length to serve such construction.

15332. IN-FILL DEVELOPMENT PROJECTS

Class 32 consists of projects characterized as in-fill development meeting the conditions described in this section.

(a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations. The PF General Plan land use designation principally permits “wastewater treatment facilities,” as the intended uses “provides for facilities owned by City, County, State, or Federal agencies. The APE is located on lands designated as Visitor and Local Commercial and Open Space and only short-term construction staging and storage will occur on these areas, as has occurred in previous WWTF projects in a manner compatible with the use. The proposed Wastewater Treatment Facility improvements are located on a parcel within the Coastal Zone – General Commercial District (CZ-C2) Zone. Adjacent APE areas are also zoned CZ-CS and CZ-O and only short-term construction staging and storage will occur on these areas, as has occurred in previous WWTF projects in a manner compatible with the use.

(b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses. The Project Site is less than 5 acres. The WWTF is approximately 2 acres. The two APE areas total 0.7 acres.

(c) The project site has no value as habitat for endangered, rare or threatened species. A biological report (SHN 2026b) supports the conclusion that the project will not substantially and adversely affect habitat for endangered, rare or threatened species.

(d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality. Both operational and construction-related impacts have been considered in the BOD and past permits and environmental reviews and have been found not to result in any significant effects relating to traffic, noise, air quality, or water quality.

(e) The site can be adequately served by all required utilities and public services. All required utilities and public services currently serve the Project site.

Exceptions to Categorical Exemptions

None of the Exceptions to a Categorical Exemption (15300.2) applied and the above listed Categorical Exemptions were each individually found to be adequate for the Project Described herein.

Biological databases were queried and listed species were analyzed for potential occurrence at and near the site. Site surveys for potential listed species and coastal wetlands occurred in January 2025, and supported findings in past permits and environmental documents. A biological report (SHN 2026b) found that no coastal wetlands with habitat value were identified as being impacted

and supports the conclusion that the project will not substantially and adversely affect habitat for endangered, rare or threatened species.

A survey for Wolfs Evening Primrose occurred on August 18, 2025 finding no native specimens within the Area of Potential Effect (APE), but several non-flowering or hybridized specimens were in or adjacent to the APE outside of the Wastewater Treatment Facility (WWTF). The general project area where construction occurred in 2011 included an EIR adopting a Wolf's Evening Primrose mitigation plan requiring standard pre-construction surveys and fencing/avoidance of sensitive areas. Surveys by SHN biologists for the City of Crescent City have occurred annually during the last three years and protocols and avoidance measures, similar to what has occurred in the last three years, is a City standard requirement in bid documents and will be implemented prior to and during future construction activities.

After the WWTF Rehabilitation Project has been funded and in the year prior to construction, a pre-construction survey will occur, (similar to how the City has been completing these surveys annually in the Beachfront Park and the WWTF area (as well as future coastal trail and Battery Point Lighthouse parking lot reconfiguration)). Results of the above noted pre-construction survey will also be shared with the California Department of Fish and Wildlife to discuss the continued annual monitoring results by the City and consideration of an enhancement plan favoring retention of native specimens.

Since construction is likely not to occur within the next five years, and the City is using existing survey protocols, this is deemed adequate for CEQA purposes. Previous CEQA and CDP documents noted that this approach adequately addressed the concerns.

A cultural/historic records search and reconnaissance survey was completed in February 2025 (Roscoe and Associates, 2026b), indicating that no cultural/historical resources were found or expected to be determined of significance according to CEQA Section 15064.5. [Note that Roscoe and Associates, 2026b is a confidential report]. The majority of the Project area is built on fill. The City has its Inadvertent Discovery for Cultural Resources Protocols, (which is a City standard requirement in bid documents and will be implemented prior to and during future construction activities), which will be incorporated into the construction bid documents. These will include cultural monitoring during any extensive grading activities (currently not proposed), such as utility line replacement, etc. Standard City and State requirements/regulations were deemed adequate.

CEQA EXCEPTIONS TO CATEGORICAL EXEMPTIONS

The following responses support the finding that there are no exceptions that apply to the City's use of the proposed categorical exemptions.

15300.2. EXCEPTIONS

(a) Location. Classes 3, 4, 5, 6, and 11 are qualified by consideration of where the project is to be located – a project that is ordinarily insignificant in its impact on the environment may in a

particularly sensitive environment be significant. Therefore, these classes are considered to apply all instances, except where the project may impact on an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies.

The Project is not located within or significantly impacts a sensitive environment. Sensitive environments near to the Project location have been identified and addressed in Project reports and permits referenced herein.

(b) Cumulative Impact. All exemptions for these classes are inapplicable when the cumulative impact of successive projects of the same type in the same place, over time is significant.

The Project Description limits the proposed improvements to general repair and maintenance activities that are required by the North Coast Regional Water Quality Control Board (RWQCB) Order Number R1-2017-0002, Waste Discharge Requirements. Construction-related activities are short-term and temporary. Operational activities will be similar to what is currently occurring at the WWTF. The Project does not result in an increase in the discharge limits specified in the City's permit. The City intends to design, construct, and operate the WWTF in compliance with the North Coast Regional Water Quality Control Board (RWQCB) Order Number R1-2017-0002, Waste Discharge Requirements.

This is supported by information that has been identified and addressed in Project reports and permits referenced herein.

(c) Significant Effect. A categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances.

The Project Description limits the proposed improvements to general repair and maintenance activities. Construction-related activities are short-term and temporary. Operational activities will be similar to what is currently occurring at the WWTF and approved by previous permits and evaluation referenced herein. The City intends to design, construct, and operate the WWTF in compliance with the North Coast Regional Water Quality Control Board (RWQCB) Order Number R1-2017-0002, Waste Discharge Requirements.

This is supported by information that has been identified and addressed in Project reports and permits referenced herein.

(d) Scenic Highways. A categorical exemption shall not be used for a project which may result in damage to scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway. This does not apply to improvements which are required as mitigation by an adopted negative declaration or certified EIR.

The Project is located where it is not visible from any designated or qualifying Scenic Highway (such as US Highway 101). This is supported by information that has been identified and addressed in Project reports and permits referenced herein.

(e) Hazardous Waste Sites. A categorical exemption shall not be used for a project located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code.

The Project is not located in or near a hazardous waste site. This is supported by information that has been identified and addressed in Project reports and permits referenced herein.

(f) Historical Resources. A categorical exemption shall not be used for a project which may cause a substantial adverse change in the significance of a historical resource.

The City subcontracted with Roscoe and Associates who have determined that there are no qualifying historic structures within the WWTF and no identified cultural or tribal cultural resources (personal communication with Jamie Roscoe, January 28, 2026). Roscoe and Associates, 2026b indicated that no cultural/historical resources were found or expected to be determined of significance according to CEQA Section 15064.5. As noted above, informal consultation with local tribes occurred, which did not determine anything contrary to the findings in Roscoe and Associates, 2026b.

References

California Coastal Commission, 2005. Staff Report, Adopted Findings, and Commission Approval of City of Crescent City's Reconstruction of the Crescent City Wastewater Treatment Plant. APPLIC# 1-05-003, approved May 13, 2005

California Coastal Commission, 2007. Staff Report, Adopted Findings, and Commission Approval of City of Crescent City's Reconstruction of the Crescent City Wastewater Treatment Plant. APPLIC# 1-07-002, approved May 11, 2007.

California Coastal Commission, 2025 Staff Report, Adopted Findings, and Commission Approval of Application 1-22-0509 Beachfront Park. Approved September 2025

City of Crescent City. 2001 Final EIR (SCH# 2000102115) for City of Crescent City's Reconstruction of the Crescent City Wastewater Treatment Plant.

City of Crescent City. 2004. Supplemental EIR (SCH# 2000102115) for City of Crescent City's Reconstruction of the Crescent City Wastewater Treatment Plant. November 2003

City of Crescent City. 2011. Crescent City General Plan and Local Coastal Land Use Plan. Amended Feb. 2011.

City of Crescent City, 2025, Initial Study/ Mitigated Negative Declaration for Beachfront Park Improvements. March 2025. SCH Number 2025030222.

City of Crescent City, 2026. February 12, 2026 Staff Report to the Planning Commission on the Coastal Development Consolidation Request for the City's Wastewater Treatment Facility

Jacobs, 2026. January 6, 2026, RBC Capital Upgrade and Biosolids/Digester Optimization Project Basis of Design Report / 10% Design.

Roscoe and Associates, 2026a (personal communication with Jamie Roscoe, January 28, 2026)

Roscoe and Associates, 2026b Cultural resources Investigation Interim report for the Crescent City Wastewater Treatment Facility Improvements Project Del Norte County California (Confidential)

SHN Engineers & Geologists. 2023. Wolf's Evening-primrose Population Assessment of Beachfront Park prepared for the City of Crescent City. Survey dates: December 6, 2022, August 3, 2023.

SHN 2025. Wolf's Evening-primrose Population Assessment of Beachfront Park prepared for the City of Crescent City. Survey date: August 15, 2025.

SHN 2026 a. (personal communication with Gretchen O'Brien, Senior Biologist, January 28, 2026).

SHN 2026 b. Biological Resources Review and Surveys for the Crescent City Wastewater Facility, Crescent City, CA, February 6, 2026.

CITY COUNCIL AGENDA REPORT



TO: MAYOR ALTMAN AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

**BY: DAVID YEAGER, PUBLIC WORKS DIRECTOR
ANDREW LEIGHTON, ENGINEERING PROJECT MANAGER**

DATE: OCTOBER 6, 2025

**SUBJECT: TECHNICAL ASSISTANCE PLANNING GRANT AMENDMENT NO. 2
FOR THE DESIGN OF WWTP ROTATING BIOLOGICAL CONTACTOR
(RBC) CAPITAL UPGRADE, MEMBRANE BIOREACTOR (MBR)
REPLACEMENT AND BIOSOLIDS/DIGESTER OPTIMIZATION
PROJECT**

RECOMMENDATION

- Hear staff report
- Technical questions from the Council
- Receive public comment
- Further Council discussion
- Adopt the Crescent City Wastewater Treatment Facility Final Project Report (September 2025)
- Approve and adopt Resolution No. 2025-47, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AUTHORIZING THE CITY MANAGER TO EXECUTE AND SUBMIT A FINANCIAL ASSISTANCE APPLICATION TO THE STATE WATER RESOURCES CONTROL BOARD
- Approve and adopt Resolution No. 2025-48, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY REGARDING WWTP PROJECT EXPENDITURES TO BE REIMBURSED BY FUNDS PROVIDED BY THE STATE WATER RESOURCES CONTROL BOARD

BACKGROUND

The Crescent City Wastewater Treatment Plant (WWTP) serves a disadvantaged community (DAC) and has struggled to meet the financial commitments of the SRF loan for a major plant renovation which was completed in 2011. Although the City was successful in completing a Proposition 218 process to address revenue deficiency with rates, a ballot referendum (Measure Q) rejected the proposed rate increases in November 2016. An updated financial pro forma analysis completed in 2018 indicated the Sewer Fund would deplete all reserves and go negative by fiscal year 2023-24 if budgeted operating costs and revenue remained unchanged. Over the past years the City has worked closely with the State Water Board Division of Financial Assistance, and Regional

Water Quality Board to develop a strategic plan to address this shortfall. Key elements of the plan include the following:

- Revenue – Increase revenue through addition of new customers and reduction in facility variable and fixed operating costs using Prop 1 and other grant processes.
- Relief – Seek relief of debt principal. The City has tried this approach and was unsuccessful in obtaining debt relief.
- Restructure – Restructuring debt to increase the period or restructure how the SRF loan is amortized. Staff has worked with the SWRCB over the past several years on this element. Great strides have been accomplished including extending the loan period from 20 to 30 years, reducing the interest rate from 2.4% to 0%, and financially shaping the loan amortization. These actions will save this community more than 14 million dollars over the life of the loan.
- Rates – Continue to analyze rates to ensure an equitable rate structure and sustainable utility.
- Operations - Optimizing operations and stabilizing plant staffing by engaging Jacobs Engineering in 2019 as our WWTP operations team.
- Grant funding – the City has actively been seeking grant funding for capital improvements.

In 2019, the City signed a contract with Operations Management International, Inc. (Jacobs) to perform operations, maintenance and management for the City's wastewater treatment plant.

The California Regional Water Quality Control Board North Coast Region (NCRWQCB) Technical Assistance Grant was awarded to the City of Crescent City and presented to City Council for acceptance on May 17, 2021. The City Council approved Resolution No. 2021-29 authorizing the City Manager to execute the contract and approved Resolution No. 2021-30 adjusting the budget for the grant acceptance.

On June 2, 2021, the NCRWQCB fully executed and awarded a 100% forgivable loan to the City of Crescent City in the sum of \$393,405. The grant that the City obtained only covered Phase 1 of the project development to take the project through preliminary design.

On April 18, 2022, the City Council authorized the City Manager to execute Amendment 4 with Jacobs in the amount of \$370,002 for phase 1 of the design project to optimize the Rotating Biological Contactors (RBC) and Digesters. These projects would be designed with a goal to optimize operations, decrease major maintenance, and increase efficiencies.

On December 12, 2023, the NCRWQCB issued Order No. R1-2023-0039 which lowered allowable limits related to enterococci and total coliform that apply to the discharge of treated wastewater from the facility.

On December 14, 2023, the City submitted the Final draft of the Project Report to the NCRWQCB outlining necessary facility improvements to meet previous Waste Discharge

Requirements (WDR) of the R1-2017-0002. These included rehabilitation of the primary clarifiers; replacement of the RBCs; adding digester feed storage tanks to stabilize flow; rehabilitation, upsizing and added redundancy to the digesters; and various other repairs to other buildings and equipment.

On April 8, 2024, the City Council adopted and approved Resolution No. 2024-22 and authorized the City Manager to sign Amendment No. 1 to Agreement SWRCB-D2001037. The agreement was fully executed on April 10, 2024, increasing the funding from \$393,405 to \$951,243 and extending the project timing for a work completion date of August 31, 2025. On the same date the City Council adopted and approved Resolution No. 2024-23, adjusting the budget for grant acceptance.

On September 16, 2024, the City Council authorized the City Manager to execute Amendment 7 with Jacobs in the amount of \$951,243 which nullified the previous Amendment 4, eliminated the MBR replacement which had already been completed with sewer funds, added the plantwide review of the secondary fluid and solids handling processes, developed a raw wastewater influent sampling plan, performed onsite structural, corrosion, and process/mechanical inspections, completion of 30% plans and specifications and a cost estimate, added various miscellaneous improvements to the equipment and buildings, and project management.

During calendar year 2024, the City's WWTP reported 29 violations of disinfection effluent limits indicating a consistent inability to comply with the enterococci and total coliform limits. The City has been able to demonstrate that during flows lower than 1 million gallons per day (MGD) we are able to meet our discharge limits by running all the wastewater through the Membrane Bio-Reactor (MBR) equipment. During times of high flow (>1 MGD), the facility has to divert excess flow through the RBCs which are not able to meet the new R1-2023-0039 levels.

On June 6, 2025, the NCRWQCB issued Time Schedule Order (TSO) No. R1-2025-0015 temporarily setting the enterococci and total coliform limits back to R1-2017-0002 levels during periods of wastewater flow exceeding 1.1 MGD. The TSO also sets May 1, 2030 as the date to achieve full compliance with final effluent limitations and waives Mandatory Minimum Penalties (MMP) for the period of the TSO and within the allowable discharge limitations.

On August 21, 2025, the City Manager submitted a second Amendment request to the Division of Financial Assistance (DFA) to increase the scope, cost and timing of the project due to the aforementioned difficulties meeting the WPA effluent levels. Amendment 2 will encompass improved secondary treatment giving the city WWTP the ability to meet R1-2023-0039 discharge limits with some resiliency against future limit reductions. Contingent upon NCRWQCB approval of the Amendment request, City staff will present a resolution for acceptance of Amendment 2 at a future meeting.

On August 26, 2025, the city received Administrative Civil Liability (ACL) Complaint No. R1-2025-0034 covering the period from January 1, 2024 to August 1, 2025 (the period from the execution of WPA R1-2023-0039 until TSO R1-2025-0015) citing 76 chronic

violations including chlorine and total residual effluent limitations including settleable solids, Ammonia, Nitrogen, enterococci, and total coliform for a MMP of \$228,000.

After a thorough review of the Draft Project Report (dated 12/14/2023), it became clear that the proposed project would not contain sufficient technology to meet the new R1-2023-0039 effluent levels, nor would it grant resiliency for the City against future effluent level reductions. Within the scope of NCRWQCB Amendment 1 and Jacobs Amendment 7, Jacobs has prepared a Final Project Report for City Council review prior to adoption at the regularly scheduled October 6, 2025 City Council meeting. The Final Project Report (2025) recommends a comprehensive package of improvements to restore compliance, address aging infrastructure, and provide operational resiliency. The recommended improvements are listed under section “Item Analysis”.

ITEM ANALYSIS

The City of Crescent City Wastewater Treatment Plant (WWTP) received a Time Schedule Order R1-2025-0015, which was adopted June 6, 2025, to provide time schedules to comply with the new effluent limitations for enterococci and total coliform bacteria, established under National Pollutant Discharge Elimination System (NPDES) Permit Order Number (No.) R1-2023-0039 (Permit) adopted on December 12, 2023.

Historically, the WWTP demonstrated consistent compliance with bacterial indicator requirements. From 2020 to 2023, during the term of Order No. R1-2017-0002, 19 exceedances were reported on bacterial indicators, an average of six violations per year. With the new NPDES Permit (Order No. R1-2023-0039), in 2024, the plant has already reported 41 bacterial violations, including: 21 enterococci, 18 total coliform, and 2 fecal coliform. Most of these occurred during wet weather flows when the aging rotating biological contactor (RBC) trains have to be brought online and solids removal efficiency is reduced.

Site visits were conducted to observe the condition of the City WWTP and collect and assess further information required to develop recommended improvements to comply with the new Permit requirements. In general, the major unit processes (primary clarifiers, rotating biological contactors, and digesters) are past their expected useful life and in need of major repair and rehabilitation, described as follows, to maintain continuous ongoing service in accordance with the City’s Permit:

- **Primary Clarifiers:** Originally installed in 1973. Recommended improvements included concrete repair and resurfacing, baffle addition, and replacement of wood-framed structures and clarifier mechanisms.
- **Replace RBCs with attached growth media process:** RBC system was originally installed in 1979, has exceeded its typical useful life expectancy of 20 years, and does not provide sufficient treatment to meet existing NPDES permit requirements. The RBCs will be replaced with an attached growth biological process within the RBC structure.
- **Retrofit Secondary Clarifiers:** All three secondary clarifiers will have existing drain valves replaced and converted to the following within each clarifier: (1) 1-million-gallon-

per-day membrane bioreactor (MBR) system, (2) cloth filtration system to treat flows after the attached growth media process; and (3) waste-activated sludge storage and digested sludge storage facility. The improvements are recommended within the existing basins because of space constraints and tsunami code requirements.

- **Gravity Thickener:** Rehabilitate the gravity thickener to extend the useful life of the thickener.
- **Anaerobic Digesters:** Originally installed in the 1950s and 1979. Several key features and pieces of equipment are failing or inadequate. For example, the floating covers of both digesters have severe corrosion, with the oldest digester cover having material failure where gas can freely escape. The boiler that provides heating for the digesters is at the end of its expected life and is difficult to maintain and keep operational. No redundant boiler is available. Because of these and other inadequacies, the solids retention time of the digestion system is low, resulting in poor performance and low solids reduction. Operations staff report that the digester has had severe foaming issues in the past, which is likely caused by overloading the single operating digester.¹ The selected project will include major upgrades to allow both digesters to be operated in parallel, each with fixed covers and redundant boiler capacity. These improvements will increase retention time and promote more stable digestion performance.
- **Heating, Ventilation, and Cooling Improvements:** MBR and dewatering buildings require improvements to the existing heating, ventilation, and air conditioning systems to continue to support the equipment housed in the buildings.

Table 1 presents the proposed milestones and timelines required for the project implementation. Section 5 describes conditions and limitations to this schedule. Figure 1 shows the proposed site plan and list of recommended improvements.

¹ Currently, the secondary digester allows gas to freely escape because of corrosion and is not functioning as a digester.

Table 1. Proposed Schedule

Project Milestones	Approximate Schedule/Timeline
Notice to Proceed (State Water Resources Control Board Division of Financial Assistance Funding Approval)	November 30, 2023
General Information Package	March 2026
Technical Package	March 2026
Environmental Package	March 2026
Financial Security Package	March 2026
Basis of Design Report and Cost Estimate	July 2025 to October 2025
Completed CWSRF Application Submitted	March 2026
DFA Funding Application Review Period and Funding Agreement Development	March 2026 to March 2028
Bidding and Award Design	March 2028 to May 2028
Full Detailed Design, Permitting, and Cost Estimates	June 2028 to June 2030
Bidding and Award Construction	July to September 2030
Construction (60 months estimated)	
Notice to Proceed	October 2030
Completion	October 2035

CWSRF = Clean Water State Revolving Fund

DFA = Division of Financial Assistance

Figure 1. Recommended Improvements



Recommended Improvements



- Digesters:**
- Selective demolition
 - Digester structural modifications (2 ft extension)
 - Gas conditioning system addition
 - HVAC improvements
 - Fixed cover and boiler improvements
 - Electrical, instrumentation, and controls improvements



- Primary Clarifiers:**
- Concrete restoration
 - Replaced wood walkways with metal walkways
 - Add baffle at RBC influent channel
 - Replace clarifier mechanism wear strips
 - Replace Building #1 and #2
 - Replace north side sludge pump gear box
 - Provide shelf spare mechanism drive
 - Replace T-valve buried primary influent valves
 - Renovate primary effluent flow structure, including motor operated valves and gates
 - Electrical, instrumentation, and controls improvements



- Dewatering Building:**
- Belt Filter Press HVAC
 - Potential replacement of Belt Filter Press



- MBR Building:**
- Additional MBR equipment in support the new MBR



- Secondary Treatment Part 1:**
- Remove and demolish existing covers and equipment
 - Concrete restoration
 - New handrailing
 - Blower and housing addition
 - Replace RBCs with attached growth biological process
 - Electrical, instrumentation, and controls improvements



- Secondary Treatment Part 2:**
- Retrofit one secondary clarifier basin to add one additional MBR train
 - Retrofit one secondary clarifier basin to add cloth filtration system
 - Retrofit one secondary clarifier basin to add WAS and digested sludge storage
 - Electrical, instrumentation, and controls improvements

FISCAL ANALYSIS

Adoption of the Final Project Report does not have any financial impact but is necessary to meet the requirements for grant funding to improve the WWTP to become compliant with current and future permit regulations. Non-compliance with permit regulation results in Mandatory Minimum Penalties (MMPs) and potentially ACLs that would result in fines and lawsuits that the City would need to pay for not complying with NCRWQCB water quality requirements.

The adoption of the Final Project Report is a critical step toward completing the Clean Water State Revolving Fund (CWSRF) Construction Financial Assistance Application. The resolution delegating signature authority to the City Manager is required by the State Water Board in order to submit the financial package of the CWSRF application. Based on the 2025-26 CWSRF Intended Use Plan, the City could be eligible to receive up to \$50 million dollars in grant funding and qualify for low interest loans if the project exceeds the grant cap. The City is eligible because the 2025-26 IUP prioritizes communities who are requesting funding to improve wastewater facilities to address violations specifically for disadvantaged communities.

Future fiscal impacts will depend on grant and loan terms secured through the CWSRF Program.

An opinion of probable construction cost was prepared for the selected project. This construction cost opinion is a Class 5 estimate as defined by the Association for the Advancement of Cost Engineering International. Table ES-1 summarizes the opinion of probable construction cost for the selected alternative, along with the estimated accuracy range.

Table ES-1. Opinion of Probable Construction Cost and Estimated Accuracy Range – Selected Alternative

Alternative	Low Range -20%	Opinion of Probable Construction Cost	High Range +50%
Selected Alternative	\$46,160,000	\$57,700,000	\$86,550,000

STRATEGIC PLAN ASSESSMENT

This action supports the following Strategic Plan goals:

GOAL 1: Support quality services, community safety, and health to enhance the quality of life and experience of our residents and visitors.

D. Provide and maintain an efficient, adequate infrastructure to provide for both current and future community needs

GOAL 2: Promote a thriving local economy

A. Evaluate and optimize additional revenue sources

GOAL 3: Obtain the highest levels of organizational excellence

B. Maintain responsible fiscal management and accountability

ATTACHMENTS

1. Crescent City Wastewater Treatment Plant Final Project Report (September 2025)
2. Resolution No. 2025-47 (Application and Agreement)
3. Resolution No. 2025-48 (Reimbursement)



CITY COUNCIL AGENDA REPORT

TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

**BY: BRIDGET LACEY, GRANTS AND ECONOMIC DEVELOPMENT
MANAGER**

DATE: MARCH 2, 2026

SUBJECT: CRANDALL ARAMBULA CONTRACT AMENDMENT NO. 3

RECOMMENDATION

- Hear staff report
- Technical questions from the Council
- Receive public comment
- Further Council discussion
- Approve and authorize the City Manager to sign Amendment No. 3 to the Professional Services Agreement with Crandall Arambula P.C.
- Approve and authorize the City Manager to execute a grant agreement and any amendments thereto for EDA funding in the amount of \$186,000 for Phase II of the Downtown Specific Plan.

BACKGROUND

On January 16, 2024, the City Council directed staff to prepare two applications for Economic Development Administration (EDA) funding. The first was for a Comprehensive Economic Development Strategy (CEDS) and the second was for a Downtown Specific Plan. On December 4, 2024, staff were notified that the City was receiving a conditional award in the amount of \$186,000 in EDA funds for the Downtown Specific Plan.

The City issued an RFP the Fall of 2024 to select a professional planning and design firm to create the Downtown Specific Plan. On December 4, 2024, a selection panel, consisting of City staff, downtown business stakeholders, and economic development professionals, unanimously selected Crandall Arambula P.C. and their team of economists, planners, and landscape architects to serve as the contractor for the Downtown Specific Plan.

On December 16, 2024, the City entered into a contract with Crandall Arambula. The contract was amended on March 17, 2025 because part of the agreed upon scope of

work was inadvertently omitted from the original contract. On June 16, 2025, the contract was amended again to allow the project to move forward with the City's grant match while we wait for the \$186,000 award from EDA, since it had been in a holding pattern since late January due to the changes in administration.

On January 21, 2026, City staff received notice from EDA that the Downtown Specific Plan project had been cleared for award and it has been given a projected grant performance start date of April 1, 2026.

ITEM ANALYSIS

After a review of the existing contract in preparation for the anticipated start date, an error in the compensation section was identified. The amount budgeted for Phase II of the Downtown Specific Plan should be the entire grant amount of \$186,000 and the Phase II portion of the Lighthouse Cove RV Park should be \$8,000 which is expected to be part of the of the FY27 RV Park budget. It is currently assumed that the grant covers both, the Downtown Plan (\$178,000) and RV Park (\$8,000) for \$186,000.

The proposed Amendment No. 3 will correct this error, ensuring that the grant amount pays for only the activities it was originally intended for and the additional work for the RV Park remain in the appropriate budget.

FISCAL ANALYSIS

This amendment to the existing contract does not have a fiscal impact on the City. Upon receipt of a fully executed contract from EDA in April, City staff will return to Council with a budget resolution to create a new fund and budget for the grant award. Staff will also present the \$8,000 budget for the RV Park portion of Phase II at the FY27 budget workshop.

STRATEGIC PLAN ANALYSIS

This action supports the following Strategic Plan goals:

- GOAL 1: SUPPORT QUALITY SERVICES, COMMUNITY SAFETY, AND HEALTH TO ENHANCE THE QUALITY OF LIFE AND EXPERIENCE OF OUR RESIDENTS AND VISITORS
 - E: Target economic development improvements that provide additional benefit by enhancing the quality of life for residents
- GOAL 2: PROMOTE A THRIVING LOCAL ECONOMY
 - D: Collaborate with other jurisdictions and non-profits to maximize regional effectiveness and amplify funding opportunities
 - E: Create an environment that is conducive to attracting and retaining strong, sustainable businesses that reflect community needs and culture
 - F: Expand on the success of grant funding by maximizing utilization of opportunities with corresponding community needs

ATTACHMENTS

1. Amendment No. 3 to Professional Services Agreement with Crandall Arambula

**AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES AGREEMENT
WITH CRANDALL ARAMBULA, PC**

This Amendment No. 3 to the Professional Services Agreement for the development of a downtown specific plan dated December 16, 2024 and amended March 17, 2025 and again on June 16, 2025 is hereby entered into by and between the City of Crescent City (“CITY”) and Crandall Arambula, PC (“CONSULTANT”) for the purposes of amending the scope of work and compensation.

NOW, THEREFORE, CITY and CONSULTANT agree to amend the Agreement as follows:

- 1.0 COMPENSATION. The not-to-exceed amount for compensation set forth in paragraph 3(a) is amended to the not-to-exceed amount of \$328,000. Exhibit C to the professional services agreement is hereby replaced with the Exhibit C attached hereto and incorporated herein by this reference.
- 2.0 OTHER TERMS. All other terms and conditions of the professional services agreement dated December 16, 2024, as amended remain unchanged by this Amendment No. 3.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 3 to the professional services agreement this 2nd day of March 2026.

CITY OF CRESCENT CITY

CRANDALL ARAMBULA, PC

By: Eric Wier, City Manager

By: Don Arambula, Principal

APPROVED AS TO FORM:

Martha D. Rice, City Attorney

COMPENSATION

<p>The Crandall Arambula Consultant team shall complete all Specific Plan and RV Park planning and design services in two phases. Phase 1 shall be completed within four months of receiving a Notice to Proceed, and Phase 2 will be initiated once funding is secured.</p>							
PHASE	TASK 1.0	TASK 2.0	TASK 3.0	TASK 4.0	TASK 5.0	TASK 6.0	TOTAL
PHASE 1 - DOWNTOWN SPECIFIC PLAN	\$6,000	\$42,000	\$15,000	\$45,000	\$2,000	\$2,000	\$112,000
PHASE 1 - LIGHTHOUSE COVE RV PARK	\$0	\$10,000	\$0	\$12,000	\$0	\$0	\$22,000
						<i>PHASE 1 SUBTOTAL</i>	<i>\$134,000</i>
PHASE 2 - DOWNTOWN SPECIFIC PLAN	\$8,000	\$0	\$41,000	\$77,000	\$40,000	\$12,000	\$186,000
PHASE 2 - LIGHTHOUSE COVE RV PARK	\$0	\$0	\$0	\$6,000	\$2,000	\$0	\$8,000
						<i>PHASE 2 SUBTOTAL</i>	<i>\$194,000</i>
TOTAL							\$328,000



CITY COUNCIL AGENDA REPORT

TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

BY: LINDA LEAVER, FINANCE DIRECTOR

DATE: MARCH 2, 2026

SUBJECT: MEASURE S OVERSIGHT COMMITTEE ANNUAL REPORT FOR FISCAL YEAR 2024-2025

RECOMMENDATION

- Receive report from Measure S Oversight Committee
- Technical questions from the Council
- Receive public comment
- Further Council discussion
- Receive and file Crescent City Measure S Oversight Committee Fiscal Year 2024-2025 Annual Report

BACKGROUND

Part of the Measure S Oversight Committee's responsibilities are to review and publicly report on the annual expenditure of Measure S revenues. Attached is the FY 2024-2025 Financial Statements and Independent Auditor's Reports (Prepared by Badawi & Associates) as well as summary of the Measure S budgeted and actual revenues and expenditures by department and category. The City's Measure S financial statements are provided to give an accurate financial snapshot at a specific point in time (June 30, 2025). The City Council engages a Certified Public Accountant (CPA) to independently audit these statements to provide users of financial reports with assurance concerning their reliability and that the statements are fairly presented.

The independent auditor tests and reviews the City's records and policies, interviews City staff, and confirms certain details with outside parties (including banks, the State, the County, the City's insurance provider, legal firms, local businesses, and others) in order to provide an opinion on whether the financial statements present fairly, in all material respects, the financial position of the City. Audit work begins after the fiscal year ends (June 30) and continues through several phases taking approximately six months. The Fiscal Year 2024-2025 Measure S audit was completed December 30, 2025.

As a general overview the Measure S fund had a beginning balance of \$1,063,093 as of July 1, 2024. In FY 24-25 total Measure S revenues were budgeted at \$2,694,835. This is comprised of two components: \$2,300,000 was budgeted for Measure S sales tax revenue and \$394,835 was expected to be additional revenue from the Crescent Fire Protection District for Crescent City Fire and Rescue expenses that have a cost share allocation with the District. Actual revenue was \$2,297,334 from Measure S Sales Tax and \$226,416 additional revenue from the Fire District for a total revenue amount of \$2,523,750.

Measure S expenditures were lower than budgeted. The final approved budget was \$3,351,677 of which the City spent \$3,162,381 for a variance of \$189,359 under budget. Most of this variance was expected and primarily consisted of several small variances in each for the expenditure categories due to volunteer stipends, timing of expenditures, and other line items. All of the unspent budget remains in Measure S fund balance to be allocated for future Measure S related needs.

With the FY 2024-2025 results, the fund balance as of June 30, 2025 is \$424,525. Please see the Supplementary Information (found on page 11 of the audit report) for a more detailed budgeted to actual report from the various Measure S funded departments of the Fred Endert Pool (Human Services and Recreation), Fire (Public Safety – Fire), Police (Public Safety – Police), Streets (Public Works), and Financial Oversight (Other).

Total Measure S expenditures in FY 2024-2025 by department included:

Department	Expenditures
Fire (total expenditures, not including reimbursements from Fire District)	\$1,171,787
Police	\$463,223
Streets	\$942,481
Pool	\$578,595
Financial	\$6,232
Total	\$3,162,318

ANALYSIS

On February 10, 2026 the Measure S Oversight Committee held a public meeting at the Wastewater Treatment Plant. City staff presented the audit report as well as the approved budget and actual FY 2024-2025 revenues and expenditures. After discussion the Oversight Committee unanimously approved Resolution No. MS2026-01 approving the Committee’s annual report. This report confirms the revenues received, the total expenditures, the balance of Measure S funds as of June 30, 2025, and what departments/projects were funded with Measure S revenues during FY 2024-2025.

The Measure S Oversight Committee maintains and regularly updates a five-year spending plan for Measure S funds to ensure that all Measure S revenues are spent on the intended priorities of public safety (police and fire), streets, and the swimming pool,

with a small amount set aside for ensuring financial oversight of the funds.

FISCAL ANALYSIS

The City received \$2,523,750 in Measure S revenues (Measure S sales tax plus reimbursements) during FY 2024-2025. These revenues plus the beginning fund balance of \$1,063,093 meant that a total of \$3,586,843 was available. Of this amount, \$3,162,318 was spent on fire, police, streets, swimming pool, and financial oversight. The Measure S ending fund balance as of June 30, 2025 was \$424,525.

STRATEGIC PLAN ANALYSIS

This action supports the following Strategic Plan Goals and Policies:

GOAL 1: Support quality services, community safety, and health to enhance the quality of life and experience of our residents and visitors

- C. Empower and utilize Police, Fire, and Public Works departments to make Crescent City one of the safest cities in the United States
- D. Provide and maintain efficient, adequate infrastructure to provide for both current and future community needs

GOAL 2: Promote a thriving local economy

- A. Evaluate and optimize additional revenue sources

GOAL 3: Obtain the highest levels of organizational excellence

- A. Develop a results based organization which utilizes community involvement, innovation, transparency, and leadership
- B. Maintain responsible fiscal management and accountability
- E. Recruit and retain highly qualified employees by:
 - Maintaining a balanced budget while executing strong fiscal management, optimized staffing levels, and through maximizing services with available resources
 - Defining strategies to reconstruct or improve all outdated City facilities (including the Police Department) for enhanced safety, accessibility, and efficiency

ATTACHMENTS

1. Measure S Audit Report Fiscal Year 2024-2025
2. Resolution No. MS 2026-01, approving the Measure S Annual Report
3. Summary of Measure S budget and actual expenditures by department for FY 2024-2025

City of Crescent City

Measure S Sales Tax

Crescent City, California

*Financial Statements and
Independent Auditor's Reports*

For the year ended June 30, 2025

City of Crescent City
Measure S Sales Tax
Financial Statements
For the year ended June 30, 2025

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of the City Council
of the City of Crescent City
Crescent City, California

Opinion

We have audited the accompanying financial statements of the Measure S Sales Tax (Measure S Sales Tax) of the City of Crescent City (City), as of and for the year ended June 30, 2025, and the related notes to the financial statements as listed in the table of contents.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Measure S Sales Tax of the City as of June 30, 2025 and the changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the Measure S Sales Tax and do not purport to, and do not, present fairly the financial position of the City as of June 30, 2025, and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Measure S Sales Tax of the City. The budgetary comparison schedule is presented for purposes of additional analysis and is not a required part of the financial statements.

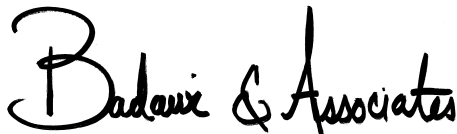
The budgetary comparison schedule is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements

To the Honorable Mayor and Members of the City Council
of the City of Crescent City
Crescent City, California
Page 3

and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgetary comparison schedule is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 29, 2025 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Badawi & Associates". The signature is written in a cursive, flowing style.

Badawi & Associates, CPAs
Emeryville, California
December 30, 2025

City of Crescent City
Measure S Sales Tax
Balance Sheet
June 30, 2025

ASSETS

Cash and investments	\$ 135,397
Taxes receivable	298,366
Accounts receivable	228,777
Total assets	\$ 662,540

**LIABILITIES, DEFERRED INFLOWS OF RESOURCES,
AND FUND BALANCES**

Liabilities:

Accounts payable	\$ 23,037
Accrued salaries and benefits	64,174
Total liabilities	87,211

Deferred inflows of resources:

Unavailable revenues	150,804
Total deferred inflows of resources	150,804

Fund balance:

Assigned	424,525
Total fund balance	424,525

Total liabilities, deferred inflows of resources, and fund balance	\$ 662,540
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See accompanying Notes to Financial Statements.

City of Crescent City
Measure S Sales Tax
Statement of Revenues, Expenditures and Changes in Fund Balance
For the year ended June 30, 2025

REVENUES:

Measure S sales tax	\$ 2,297,334
Charges for services	226,416
Total revenues	<u>2,523,750</u>

EXPENDITURES:

Human services and recreation	578,595
Public Safety - Fire	1,171,787
Public Safety - Police	463,223
Public Works	942,481
Other	6,232
Total expenditures	<u>3,162,318</u>

Net change in fund balance (638,568)

FUND BALANCE:

Beginning of year	<u>1,063,093</u>
End of year	<u>\$ 424,525</u>

See accompanying Notes to Financial Statements.

City of Crescent City
Measure S Sales Tax
Notes to Financial Statements
For the year ended June 30, 2025

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

All transactions of the Measure S sales tax (Measure S) are reported in the General Fund (Fund) of the City of Crescent City, California (City). A separate set of accounts have been established by the City, to account for revenues earned and expenditures incurred according to Measure S. The accompanying financial statements are for the Measure S sales tax only and are not intended to fairly present the financial position of the City.

B. Basis of Accounting and Measurement Focus

The accompanying financial statements are prepared on the modified accrual basis of accounting. Revenues are generally recorded when measurable and available (60 days), and expenditures are recorded when the related liabilities are incurred.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus, wherein only current assets and current liabilities generally are included on the balance sheet. Operating statements of governmental funds present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

C. Fund Accounting

The operations of the Measure S sales tax are accounted for as part of the General Fund. Funds are separate accounting entities with a set of self-balancing accounts which comprise their assets, liabilities, fund equity, revenues, and expenditures.

D. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

E. Revenues and Receivables

During the course of normal operations, the General fund carries a receivable balance for Measure S sales tax. Revenues are recorded when received in cash, except revenues subject to accrual (generally 60 days after year-end) are recognized when due.

City of Crescent City
Measure S Sales Tax
Notes to Financial Statements
For the year ended June 30, 2025

2. CASH AND INVESTMENTS

Measure S monies are pooled with the City's cash, cash equivalents, and investments. The City pools cash resources from all funds to facilitate the management of cash. Cash and cash equivalents are considered amounts on hand, in demand deposits, and short-term investments with a maturity date within three months of the date acquired by the City and are presented as "Cash and Investments". The City invests in one external investment pool, the State of California Local Agency Investment Fund (LAIF).

All pooled cash and investments held by the City are considered cash and cash equivalents because LAIF is used essentially as demand deposits from the standpoint of the City. Information about the City's Cash and Investments is disclosed in the City's Basic Financial Statement.

Measure S cash and investments was \$135,397 as of June 30, 2025.

3. MEASURE S SALES TAX

The City placed Measure S (a 1% local tax measure) on the ballot for the November 3, 2020 general election. This transactions and use tax (generally referred to as a sales tax) is intended to support and maintain essential services including the City's police and fire departments, street maintenance and repair, and the operations of the municipal swimming pool. Measure S is a general tax, which requires voter approval of at least 50% +1. The voters of Crescent City approved the measure with 64.57% voting yes.

One of the requirements included with the Measure S ordinance is a citizens' oversight committee. The committee is made up of five voting members (City residents) and two non-voting members (City staff). The committee is charged with reviewing and reporting to the public on the revenues and expenditures of Measure S funds. The committee is also charged with making recommendations on the expenditure of Measure S funds to the City Council. All Measure S oversight committee meetings are open to the public. For the fiscal year ended June 30, 2025, the oversight committee recommended Measure S be spent on public pool operations and projects, additional firefighters and police, specific equipment for the fire and police departments, street repairs, and financial oversight.

4. RECEIVABLES

The taxes receivables represent the Measure S sales tax revenues for the fiscal year remitted after June 30, 2025.

Accounts receivables represent charges for services for work performed for other entities.

SUPPLEMENTARY INFORMATION

City of Crescent City
Supplementary Information
Measure S Sales Tax
For the year ended June 30, 2025

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES:				
Measure S sales tax	\$ 2,300,000	\$ 2,300,000	\$ 2,297,334	\$ (2,666)
Charges for services	390,840	394,835	226,416	(168,419)
Total revenues	2,690,840	2,694,835	2,523,750	(171,085)
EXPENDITURES:				
Human services and recreation	375,000	602,752	578,595	24,157
Public Safety - Fire	1,208,301	1,215,769	1,171,787	43,982
Public Safety - Police	424,221	525,165	463,223	61,942
Public Works	895,000	1,000,000	942,481	57,519
Other	7,991	7,991	6,232	1,759
Total expenditures	2,910,513	3,351,677	3,162,318	189,359
REVENUES OVER EXPENDITURES	(219,673)	(656,842)	(638,568)	18,274
Net change in fund balance	\$ (219,673)	\$ (656,842)	(638,568)	\$ 18,274
FUND BALANCE:				
Beginning of year			1,063,093	
End of year			\$ 424,525	

City of Crescent City
Measure S Sales Tax
Supplementary Information
For the year ended June 30, 2025

1. BUDGETS AND BUDGETARY ACCOUNTING

The City Council has the responsibility for adoption of the City's budget. Budgets are adopted for governmental and proprietary funds. From the effective date of the budget, the amounts stated as proposed expenditures become appropriations to the various City departments. The City Council may amend the budget by resolution during each fiscal year. The City Manager is authorized to transfer funds from one major expenditure category to another within the same department and fund. Any revisions that alter the total expenditures for any fund must be approved by the City Council.

All appropriations lapse at the end of the fiscal year to the extent that they have not been expended.

Budgetary comparison is provided in the accompanying financial statements for the Measure S sales tax, which is budgeted within the City's General Fund.

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of the City Council
of the City of Crescent City
Crescent City, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the Measure S Sales Tax as of and for the year ended June 30, 2025, and the related notes to the financial statements, and have issued our report thereon dated December 30, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of City's internal control. Accordingly, we do not express an opinion on the effectiveness of City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

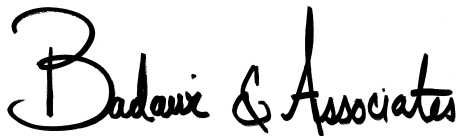
To the Honorable Mayor and Members of the City Council
of the City of Crescent City
Crescent City, California
Page 2

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Measure S Sales Tax financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that is required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Badawi & Associates". The signature is written in a cursive, flowing style.

Badawi & Associates, CPAs
Emeryville, California
December 30, 2025

RESOLUTION NO. MS2026-01

**A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE
APPROVING A REPORT ON MEASURE S FUNDS FOR FISCAL YEAR 2024-2025**

WHEREAS, the voters of the City of Crescent City passed Measure S in November 2020 imposing a 1.0% transactions and use tax ("sales tax") within the City limits; and

WHEREAS, Measure S requires the City to have an oversight committee made up of two-non-voting staff members and five voting city residents, appointed by the Mayor and confirmed by the City Council; and

WHEREAS, Measure S also requires that the oversight committee report publicly on an annual basis regarding the expenditure of Measure S revenues; and

WHEREAS, the City's independent auditor, Badawi & Associates, has completed an audit of Measure S funds for FY 2024-2025; and

WHEREAS, the auditor's report has been provided to the Measure S Oversight Committee; and

WHEREAS, City staff have also provided the Measure S Oversight Committee with detailed information on the revenues and expenditures of Measure S funds for FY 2024-2025; and

WHEREAS, the Measure S Oversight Committee has met in a duly noticed public meeting and considered the information presented thereat.

NOW, THEREFORE, BE IT RESOLVED by the Crescent City Measure S Oversight Committee that the attached Measure S Committee Report for FY 2024-2025 is hereby approved.

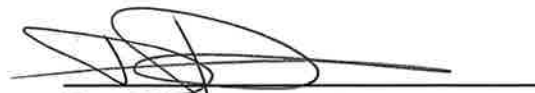
APPROVED and ADOPTED and made effective the same day by the Crescent City Measure S Oversight Committee at a meeting thereof held on this 10th day of February 2026 by the following polled vote:

AYES: Committee Members Estlund, Holloway, Hyatt, Perry, and Chairman Reno

NOES: None

ABSENT: None

ABSTAIN: None



Dana Reno, Chairman

ATTEST:



Robin Altman, City Clerk

Crescent City Measure S Oversight Committee

Fiscal Year 2024-2025

Annual Report

Voting Committee Members:

- Ernest Perry (26-27)
- Dana Reno (26-27)
- Shawna Hyatt (26-27)
- Deborah Holloway (25-26)
- PJ Estlund (25-26)

Non-Voting Committee Members:

- Eric Wier, City Manager
- Linda Leaver, Finance Director

Dear City Council and Residents of Crescent City:

The Crescent City Measure S Oversight Committee makes this report pursuant to Crescent City Municipal Code 3.30.140.

1. PERIOD COVERED

This report covers Fiscal Year 2024-2025 (July 1, 2024 through June 30, 2025).

2. MEASURE S REVENUES

During FY 2024-2025, the City received \$2,297,334 in Measure S tax revenue. The approved budget included a tax revenue estimate of \$2,300,000. Some additional revenue is received as reimbursement from the Fire District when Measure S funds are spent on items that are shared with the District. When the District reimburses the City for its share of those items, the reimbursement revenue is returned to the Measure S balance.

	Original Budget	Final Budget	Actual	Variance
Measure S sales tax	2,300,000	2,300,000	2,297,334	(2,666)
Charges for service (Fire District reimbursement)	390,840	394,835	226,416	(168,419)
Total revenues	2,690,840	2,694,835	2,523,750	(171,085)

3. MEASURE S EXPENDITURES

Measure S funds are intended to fund public safety (Police and Fire), streets, the swimming pool, and financial oversight of the Measure S funds. The committee met several times to develop recommendations for the FY 2024-2025 budget:

- April 3, 2024 (discussion of FY 2024-2025 budget)
- April 13, 2024 (recommendation for FY 2024-2025 budget – Resolution No. MS2024-03)

- October 28, 2024 (update recommendations for FY 2024-2025 budget – Resolution No. MS2024-04)

The committee maintains a multi-year spending plan for Measure S funds, which is updated each time the committee reviews the budget and makes recommendations.

All recommendations of the Measure S committee were approved by the City Council and incorporated into the City budget, with some slight variations due to updated cost calculations (such as benefits).

Final Measure S budgeted expenditures for FY 2024-2025 were \$3,351,677 and the total actual expenditures were \$3,162,318.

	Original Budget	Final Budget	Actual	Variance
Fire (total expense before reimbursement)	1,208,301	1,215,769	1,171,787	(24,157)
Police	424,221	525,165	463,223	(61,942)
Streets	895,000	1,000,000	942,481	(57,519)
Pool	375,000	602,752	578,595	(24,157)
Finance	7,991	7,991	6,232	(1,759)
Total expenses	2,910,513	3,351,677	3,162,318	(189,359)

Expenditures in FY 2024-2025 included:

- Fire Department
 - Volunteer stipends and station overnight staffing program
 - (3) full-time Captain positions
 - Training and volunteer recruitment / retention
 - Radios
 - Turnouts
 - Self-contained breathing apparatus (SCBA)
 - Transfers to vehicle / equipment replacement fund for quick response vehicle, Chief's command vehicle, future apparatus purchase, future SCBA purchase, and future turnouts purchase
- Police Department
 - (2) additional officers / recruits
 - Differential pay for detective position
 - Dash cameras
 - Cell phone analyzer
 - Medical supplies
 - K9 supplies
 - Transfers to capital and vehicle replacement funds for PD facility improvements and vehicle purchase
- Street Department
 - Pot hole, crack seal, and minor repairs
 - Sidewalk repairs
 - Striping
 - Street lights

- Transfers to capital improvement fund for HSIP grant match and street preservation projects
- Swimming Pool Department
 - Operational costs (staffing, utilities, online reservation system, etc.)
 - Equipment, parts, and repairs
 - Transfers to capital improvement fund for HVAC, locker room, and pool deck projects
- Finance Department
 - Measure S independent financial audit
 - Sales tax consultant (business audits and revenue projections)

Some of the Measure S expenditures are transfers to capital improvement funds for long-term projects. The transfer is an expenditure in the Measure S fund (and therefore no longer part of the ending Measure S fund balance), although the specific project or purchase may not be completed in the same year. The ongoing funds are tracked to ensure they are spent on Measure S priorities. In FY 2024-2025, a total of \$1,311,404 of the capital improvement and vehicle replacement funds were spent on the following:

- Police department facility improvements
- Street preservation project
- Front Street
- Pool HVAC, locker room, and pool deck projects
- Fire quick response vehicle
- Police vehicle

The remaining funds in the capital improvement and vehicle / equipment replacement funds total \$1,783,736 and include:

- Fire Vehicle and Equipment Replacements: annual funding set aside for future replacement of fire apparatus, vehicles, SCBA, and other large equipment purchases; balance at June 30, 2025 of \$549,108
- Police Vehicle Replacements: funding set aside for replacement of police vehicles; balance at June 30, 2025 of \$3,750
- Capital improvements
 - Front Street: balance at June 30, 2025 of \$280
 - Street preservation project: balance at June 30, 2025 of \$1,107,808
 - Pool HVAC: balance at June 30, 2025 of \$1,106
 - Pool flooring (locker room): balance at June 30, 2025 of \$4,697
 - Fire Hall improvements: balance at June 30, 2025 of \$34,439
 - Police facility improvements: balance at June 30, 2025 of \$57,580

4. MEASURE S FUNDS REMAINING

The ending fund balance of Measure S (held within the General Fund as Assigned Measure S Fund Balance) at June 30, 2025 is \$424,525. The Committee regularly updates the Measure S spending plan, and all of the projected funds are currently allocated to fund priorities within the police, fire, streets, swimming pool, and financial oversight departments.

5. AUDIT REPORT

The Measure S revenues, expenditures, and fund balance have been audited by an independent auditing firm (Badawi & Associates) for the year ended June 30, 2025. The auditor's report is available on the City's website.

Respectfully,

A handwritten signature in black ink, appearing to be a stylized set of initials or a name, positioned above a horizontal line.

_____, Chairperson
Measure S Oversight Committee

Measure S Expenditures FY 24-25

	FY 24-25 Budgeted Expenditure	FY 24-25 Budgeted Reimb	FY 24-25 Budgeted Net	FY 24-25 Actual Expenditure	FY 24-25 Actual Reimb	FY 24-25 Actual Net
Fire						
Volunteer stipends, station overnight staffing program	117,964	82,170	35,794	93,926	65,426	28,500
Full-time Captain positions	422,305	224,390	197,915	413,151	221,036	192,115
Training and volunteer recruitment / retention	15,000	8,025	6,975	12,336	6,600	5,736
Equipment						
SCBA and turnouts	270,000	37,450	232,550	264,644	34,755	229,890
Radios	10,000	5,350	4,650	7,740	4,141	3,599
Small tools and equipment	30,000	16,050	13,950	29,715	15,898	13,818
Command training system	15,000	8,025	6,975	14,775	7,905	6,870
Transfer to apparatus and vehicle replacement fund	278,000	-	278,000	278,000	-	278,000
Transfer to replacement fund (turnouts)	25,000	13,375	11,625	25,000	13,375	11,625
Transfer to replacement fund (SCBA)	32,500	-	32,500	32,500	-	32,500
Adjust for timing / received for prior year			-		8,086	(8,086)
Adjust for timing / received next year			-		(150,804)	150,804
	<u>1,215,769</u>	<u>394,835</u>	<u>820,934</u>	<u>1,171,787</u>	<u>226,416</u>	<u>945,371</u>

Measure S Expenditures FY 24-25

	FY 24-25 Budgeted Expenditure	FY 24-25 Budgeted Reimb	FY 24-25 Budgeted Net	FY 24-25 Actual Expenditure	FY 24-25 Actual Reimb	FY 24-25 Actual Net
Police						
Police officers / recruits	232,031		232,031	221,596		221,596
Detective assignment	4,770		4,770	5,614		5,614
K9 support	16,000		16,000	12,415		12,415
Body cameras and tasers	47,250		47,250	-		-
Dash cameras	36,614		36,614	30,996		30,996
Equipment						
Cell phone analyzer	3,500		3,500	7,730		7,730
Medical supplies	5,000		5,000	4,996		4,996
Trailer for UTV	10,000		10,000	9,876		9,876
Transfer to vehicle replacement fund	80,000		80,000	80,000		80,000
Transfer to CIP fund for facility improvements	90,000		90,000	90,000		90,000
	<u>525,165</u>	-	<u>525,165</u>	<u>463,223</u>	-	<u>463,223</u>

Measure S Expenditures FY 24-25

	FY 24-25 Budgeted Expenditure	FY 24-25 Budgeted Reimb	FY 24-25 Budgeted Net	FY 24-25 Actual Expenditure	FY 24-25 Actual Reimb	FY 24-25 Actual Net
Streets						
Pot hole, crack seal, minor repairs	280,000		280,000	292,492		292,492
Sidewalk repairs	75,000		75,000	14,979		14,979
Striping	50,000		50,000	52,182		52,182
Street lights	45,000		45,000	32,828		32,828
Transfer to CIP fund for large street project	600,000		600,000	600,000		600,000
Transfer to CIP fund for Front Street	(75,000)		(75,000)	(75,000)		(75,000)
Transfer to CIP fund for HSIP grant match	25,000		25,000	25,000		25,000
	<u>1,000,000</u>	-	<u>1,000,000</u>	<u>942,481</u>	-	<u>942,481</u>

Measure S Expenditures FY 24-25

	FY 24-25 Budgeted Expenditure	FY 24-25 Budgeted Reimb	FY 24-25 Budgeted Net	FY 24-25 Actual Expenditure	FY 24-25 Actual Reimb	FY 24-25 Actual Net
Pool						
Operations (personnel, utilities, etc.)	326,752		326,752	314,543		314,543
Parts, supplies, equipment, repairs	136,000		136,000	114,052		114,052
Transfer to CIP fund for HVAC / dehumidification project	140,000		140,000	150,000		150,000
	602,752	-	602,752	578,595	-	578,595

Measure S Expenditures FY 24-25

	FY 24-25 Budgeted Expenditure	FY 24-25 Budgeted Reimb	FY 24-25 Budgeted Net	FY 24-25 Actual Expenditure	FY 24-25 Actual Reimb	FY 24-25 Actual Net
Finance						
Sales tax consultant (auditing and projections)	5,000		5,000	3,241		3,241
Independent annual audit	2,991		2,991	2,991		2,991
	7,991	-	7,991	6,232	-	6,232
Total expenditures	3,351,677	394,835	2,956,842	3,162,318	226,416	2,935,902



CITY COUNCIL AGENDA REPORT

TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

BY: KELLY FEOLA, RECREATION AND EVENTS COORDINATOR

DATE: MARCH 2, 2026

SUBJECT: FRED ENDERT MUNICIPAL POOL SCOREBOARD AND TIMING SYSTEM

RECOMMENDATION

- Hear staff report
- Technical questions from the Council
- Receive public comment
- Further Council discussion
- Approve and authorize the City Manager to execute the Agreement for Use of a Scoreboard System at the Fred Endert Municipal Pool with the Crescent City Swim Club and authorize the expenditure of Measure S funds for the installation costs as recommended by the Measure S Oversight Committee

BACKGROUND

The Crescent City Swim Club Board of Directors received approximately \$65,000 from the Del Norte Healthcare District and Dr. Kevin Caldwell with the understanding that the swim club would work with the City of Crescent City to purchase and install a new digital scoreboard and timing accessories at the Fred Endert Pool. The swim club did a lot of research and came to the conclusion that a Colorado Timing System (CTS) 6 mm digital scoreboard is what they would like to purchase. City staff took their information under advisement and continued to complete our own due diligence. After several months of searching for other companies and systems plus interviews, field trips and more, we are in agreement and recommend that the Swim Club follow through with the purchase from CTS.

ITEM ANALYSIS

This new system will be installed at the pool near the ADA bathroom. It will be used for locally ran professional swim meets to include a possible new Del Norte High Swim Team in the future. In addition, it is our plan to use it for advertising, event sponsorships and movie nights.

The City's responsibility will include accepting the scoreboard from the CCSC, installing the equipment and maintaining it.

The City's Recreation Director and the Swim Club will work together on a mutually beneficial plan to sell advertising and sponsorships. A portion of those dollars raised will be set aside for maintenance and future replacement costs.

An agreement with the Crescent City Swim Club regarding the purchase, use and maintenance of the system for Council consideration is attached. This agreement has been reviewed and approved by the Crescent City Swim Club.

FISCAL IMPACT

The installation costs are estimated to run approximately \$17,000. The Measure S Oversight Committee recommended using Measure S funds for this expense. This will be reallocated from previous Measure S funds budgeted for the pool roof replacement project which came in under budget. There will be no overall increase to the budget for this item.

An advertising plan will be set to cover future maintenance and replacement costs.

STRATEGIC PLAN ANALYSIS

This action is supported by the following Strategic Plan Goals:

- GOAL 1: SUPPORT QUALITY SERVICES, COMMUNITY SAFETY, AND HEALTH TO ENHANCE THE QUALITY OF LIFE AND EXPERIENCE OF OUR RESIDENTS AND VISITORS
 - A. Enhance collaboration with other agencies and the community to better aid the public.
- GOAL 2: PROMOTE A THRIVING LOCAL ECONOMY
 - B. Support community organizations that provide measurable services to the community.
 - D. Collaborate with other jurisdictions and non-profits to maximize regional effectiveness and amplify funding opportunities.

ATTACHMENTS

1. Scoreboard Use Agreement with CCSC

AGREEMENT FOR USE OF A SCOREBOARD SYSTEM AT THE FRED ENDERT MUNICIPAL SWIMMING POOL

This use agreement (“Agreement”) is entered into by and between the City of Crescent City, a California municipal corporation (“City”) and the Crescent City Swim Club, a California nonprofit organization (“Swim Club”) for the purpose of establishing the roles and responsibilities of the parties in relation to the purchase, ownership, maintenance and use of a digital scoreboard and timing system (“Scoreboard System”) to be installed and utilized at the City’s Fred Endert Municipal Swimming Pool (“Pool”) located at 1000 Play Street.

RECITALS

WHEREAS, the Swim Club provides competitive recreational opportunities for youth; and

WHEREAS, the Swim Club holds practices and competitive swim meets at the Pool, which is owned and operated by the City of Crescent City; and

WHEREAS, the Swim Club has received a \$51,000 grant from the Del Norte Healthcare District and an additional \$15,000 from Dr. Kevin Caldwell to purchase a digital scoreboard and timing system to be installed at the Pool; and

WHEREAS, the installation of the Scoreboard System will also be of benefit to the City as the Scoreboard can be used for several purposes other than swim meets, e.g., advertisements, announcements, movie nights, etc.

AGREEMENT

Therefore, in consideration of valuable consideration, the receipt of which is hereby acknowledged, the parties agree as follows:

- 1. PURCHASE.** The Swim Club will purchase the Scoreboard System with a combination of the grant funds and its own funds. The system to be purchased is attached hereto as Exhibit A, which is incorporated herein by this reference. Any changes to the specific components of the system to be purchased must be approved by the City Manager in writing.
- 2. TRANSFER.** Upon receipt of the Scoreboard System, the Swim Club shall deliver the Scoreboard System, including all of its component parts, along with proof of purchase and warranty information to the City. The Swim Club shall also deliver a document evidencing transfer ownership of the Scoreboard System to the City. The City shall maintain insurance coverage for the Scoreboard System for the duration of this Agreement.
- 3. INSTALLATION.** The City shall install the Scoreboard System at the Pool in the location mutually agreed to by the parties. The City will pay for the costs of installation, including all construction and design related costs.
- 4. TRAINING.** Both parties will be allowed and are authorized to receive training offered by the retailer and/or manufacturer regarding the use and maintenance of the Scoreboard System.

5. **USE RIGHTS.** The Swim Club will have the exclusive right to use the Scoreboard System during swim practices and swim meets. The Swim Club shall not remove any the Scoreboard System, or any component thereof, from the Pool.
6. **MAINTENANCE AND REPAIR.** The City will be solely responsible for the maintenance and repair of the Scoreboard System during the term of this Agreement. The City shall keep the Scoreboard System in good operating condition. Swim Club shall notify the Aquatics Supervisor as soon as practicable of any operating issues or need for repair of the Scoreboard System.
7. **TERM AND TERMINATION.** This Agreement will be for a term of ten (10) years, The Agreement will terminate on the 10-year anniversary of its execution.
8. **OPTION.** Should the Pool close for a period of twelve (12) months or longer during the term of this Agreement, then the City shall transfer ownership of the Scoreboard System back to the Swim Club upon the demand of the Swim Club. The City will be responsible for the removal of the Scoreboard System from the Pool.
9. **NOTICES.** Any notices or other communications to be given to either party under this Agreement must be in writing, delivered to the addresses set forth below, and will be effective, as follows:
 - (a) by personal delivery, effective upon receipt by the addressee;
 - (b) by facsimile, effective upon receipt by the addressee, so long as a copy is provided by certified U.S. mail, return receipt requested, postmarked the same day as the facsimile;
 - (c) by certified U.S. mail, return receipt requested, effective 72 hours after deposit in the mail.

IF TO CITY:
 City of Crescent City
 Attn: City Manager
 377 J Street
 Crescent City, CA 95531

IF TO SWIM CLUB:
 Crescent City Swim Club
 Attn: Club President
 ADDRESS
 Crescent City, CA 95531

10. GENERAL PROVISIONS.

- a. **No Implied Waiver.** Waiver by either party of any default, breach, or condition precedent may not be construed as a waiver of any other default, breach, or condition precedent or any other right under this Agreement. The failure of either party at any time to require performance by the other party of any provision hereof will not affect in any way the right to require such performance at a later time.
- b. **Governing Law and Venue.** This Agreement must be administered and interpreted under California law as written by both parties. Any litigation arising from this Agreement must be brought in the Superior Court of California, in and for Del Norte County, or the United States District Court for the Northern District of California, as applicable.
- c. **Attorneys' Fees.** If either party commences any legal action against the other party arising out of this Agreement or the performance thereof, the prevailing party in such action will be entitled to recover its reasonable litigation

expenses, including court costs, expert witness fees, discovery expenses, and attorneys' fees.

- d. No Assignment.** This Agreement and any amendments hereto are not assignable by CONSULTANT either voluntarily or by operation of law without the prior written consent of CITY. Any attempt to assign this Agreement will be legally void.
- e. Integration.** This Agreement constitutes the entire agreement of the parties and supersedes and prior negotiations, agreements, understandings, representations or statements.
- f. Authorization to Execute.** The signatories to this Agreement hereby represent and warrant that they have been duly authorized to legally bind and execute this Agreement on behalf of their respective parties.
- g. Electronic Signatures.** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. Counterparts may be delivered via facsimile, electronic mail (including pdf or any electronic signature complying with California's Uniform Electronic Transactions Act Cal. Civ. Code 1633.1, et seq.) or other transmission methods, and any counterpart so delivered shall be deemed to have been duly delivered and valid and effective for all purposes.

Executed and effective this 2nd day of March 2026.

CITY OF CRESCENT CITY

CRESCENT CITY SWIM CLUB

By: Eric Wier, City Manager

By: Kristen Jansen, Club President

APPROVED AS TO FORM:

Martha D. Rice, City Attorney

EXHIBIT A

DESCRIPTION OF SCOREBOARD SYSTEM TO BE PURCHASED

BRAND: Colorado Time Systems (CTS)

COMPONENTS:

1. GEN7 TIMING SYTEM:
 - a. 1 GEN7 Sports Timer with legacy connections (Model: GEN7-TMR-L)
2. SIX-LANE TOUCHPAD SYSTEM:
 - a. 1 six-lane touchpad accessories for the CTS timing system (Model: TP-SYS-6)
3. CABLE HARNESS:
 - a. 1 secondary six-lane cable harness (Model: CH41-6-3)
4. TIMING ACCESSORIES:
 - a. 12 additional push buttons for lane timing (Model: PB-6)
5. TOUCHPADS:
 - a. 7 Aquagrip gutterhung touchpads (78" x 22") US PATENT 5,702,799 (Model: TP-78G)
6. TOUCHPAD ACCESSORIES
 - a. 1 touchpad caddy for gutterhung touchpads (Model: CAD-TP/P)
 - b. 6 special size touchpad brackets (Model: 4000-0040)
7. START SYSTEM & ACCESSORIES
 - a. 1 Championship Elite Start System, with wired microphone (Model: SSE)
 - b. 1 portable tripod (Model: TR-3)
 - c. 1 25-ft jumper calbe (Model: R-SJ25)
 - d. 1 40-watt speaker with 125 ft of cable (Model: R-SP-125)
8. FULL COLOR VIDEO DISPLAY
 - a. 1 Full Color Video Capable Scoreboard (Model: ILD-5.9MM 504WX336H) with Video Controller and Display Link Software



CITY COUNCIL AGENDA REPORT

TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

**BY: BRIDGET LACEY, GRANTS AND ECONOMIC DEVELOPMENT
MANAGER**

DATE: MARCH 2, 2026

SUBJECT: PROHOUSING INCENTIVE PROGRAM APPLICATION

RECOMMENDATION

- Hear staff report
- Technical questions from the Council
- Receive public comment
- Further Council discussion
- Approve and adopt Resolution No. 2026-18, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AUTHORIZING SUBMISSION OF AN APPLICATION FOR PROHOUSING INCENTIVE PROGRAM FUNDS

BACKGROUND

The primary goals of the California Department of Housing and Community Development (HCD) are to increase the availability of housing statewide and help end homelessness. With the 2019-2020 Budget Act, HCD was able to provide a spectrum of support, incentives, and accountability measures to meet California's housing goals, including the establishment of the Prohousing Designation Program. The Prohousing Designation Program provides incentives to cities and counties in the form of additional points or other preference in the scoring of competitive housing, community development, and infrastructure programs.

On December 18, 2023, City Council authorized staff to submit an application for the Prohousing Designation Program and on March 1, 2024, the City was designated a Prohousing Jurisdiction under the Prohousing Designation Program. With this designation, the City was able to apply for and receive \$650,000 in grant funding under the Prohousing Incentive Program in 2024.

On January 1, 2025, City staff released a Request for Proposals (RFP) to solicit housing developers who could construct an affordable housing project that meets the grant

PROHOUSING INCENTIVE PROGRAM APPLICATION
MARCH 2, 2026

requirements of the PIP. Staff unfortunately did not receive any proposals by the deadline, so a "Call for Projects" workshop was held to assess the needs of potential applicants and provide the additional time and guidance that might be necessary for any developer interested in applying. On October 2, 2025, City staff released another RFP for this project and received a total of four proposals. On December 1, 2025, a contract was awarded to Community System Solutions (CSS) for the development of the Redwood Downtown, a 36-unit affordable housing project, funded in part by the City's PIP award of \$650,000.

On September 30, 2025, HCD released a Notice of Funding Availability (NOFA) for the fourth round of the Prohousing Incentive Program (PIP). There will be approximately \$8 million available in funding for planning and implementation activities related to housing and community development. The PIP Program was designed to alleviate California's housing crisis by making additional community development resources available to local governments with Prohousing Designation. The PIP Program rewards local governments with Prohousing Designation with additional funding to accelerate affordable housing production and preservation through a competitive application process.

ITEM ANALYSIS

HCD is currently accepting applications until March 31, 2026 from qualified applicants for this round of the Prohousing Incentive Program. Successful applicants must meet the following threshold requirements:

- Must be a City or County
- Must have a compliant housing element and annual progress reports
- Must have a Prohousing Designation
- Must complete the PIP application
- Must be compliant with state and federal housing laws
- Must have a Resolution authorizing submittal of the application

With an official Prohousing Designation, the City will meet all threshold requirements and be qualified to apply for a total of \$650,000 in grant funding.

Grant funds may be used for any of the following activities:

1. The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low, very low, low, and moderate-income households, including necessary operating subsidies.
2. Affordable rental and ownership housing that meets the needs of a growing workforce earning up to 120 percent of the area median income, or 150 percent of area median income in high-cost areas.
3. Matching portions of funds placed into local or regional housing trust funds.

PROHOUSING INCENTIVE PROGRAM APPLICATION
MARCH 2, 2026

4. Matching portions of funds available through the Low and Moderate Income Housing Asset Fund pursuant to subdivision (d) of Section 34176 of the Health and Safety Code.
5. Capitalized reserves for services connected to the creation of new permanent supportive housing, including, but not limited to developments funded through the Veterans Housing and Homelessness Prevention Bond Act of 2014.
6. Assisting persons who are experiencing or at risk of homelessness, including providing rapid rehousing, rental assistance, navigation centers, emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.
7. Accessibility modifications.
8. Efforts to acquire and rehabilitate foreclosed or vacant homes.
9. Homeownership opportunities, including, but not limited to, downpayment assistance.
10. Fiscal incentives or matching funds to local agencies that approve new housing for extremely low, very low, low, and moderate-income households.

City staff see the development of the Redwood Downtown as a catalyst project for the Downtown Specific Plan, providing a timely opportunity to bring to fruition some of the proposed building and architectural standards that we expect to see become the new identity for downtown. Additional PIP funds will ensure that this project moves forward with the vision that our community has for its downtown by funding the necessary design elements that have been presented as part of the Downtown Specific Plan by the City's urban planners at Crandall Arambula. Since these standards are not currently required for new construction, this project would allow the City to provide a visual representation of what we expect the future standards to look like, while ensuring more affordable housing for the downtown corridor.

Staff recommend using this round of PIP grant funds, if awarded, to amend the existing loan agreement with CSS for the Redwood Downtown project to increase their loan by the award amount (\$650,000) and the number of required affordable units from four to eight with the same terms (ten-year deferred loan at 0% interest, with the option of forgiveness after 10 years if affordable housing requirements are met).

At this time, City staff are asking for City Council to authorize an application for up to \$650,000 in PIP funding and to adopt the attached Resolution. The resolution authorizes the City Manager to sign and execute any further contracts or documents during the grant performance period and states that the City will comply with all grant requirements.

GRANT APPLICATION TIMELINE

Application due	March 31, 2026
Award announcements	June 2026
Expenditure deadline	July 2028

FISCAL ANALYSIS

There are no matching funds required for this grant. Grant payments will be made on a reimbursement basis; however, the burden of project costs will fall on the developer, rather than the City. The City will act as a pass-through agency and will only be impacted by the reimbursement of staff time involved in administering the grant.

STRATEGIC PLAN ASSESSMENT

This action supports the following Strategic Plan goals:

- Goal 1: Support quality services, community safety, and health to enhance the quality of life and experience of our residents and visitors
- Goal 1(E): Target economic development improvements that provide additional benefit by enhancing the quality of life for residents
- Goal 2(E): Create an environment that is conducive to attracting and retaining strong, sustainable businesses that reflect community needs and culture
- Goal 2(F)(9): Expand on the success of grant funding by maximizing utilization of opportunities with corresponding community needs

ATTACHMENTS

1. Resolution No. 2026-18 (authorizing PIP application)

RESOLUTION NO. 2026-18

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY
AUTHORIZING SUBMISSION OF AN APPLICATION FOR PROHOUSING INCENTIVE
PROGRAM FUNDS**

WHEREAS, pursuant to Health and Safety Code § 50470 et seq., the California Department of Housing and Community Development (“Department”) is authorized to issue Guidelines as part of an incentive program (hereinafter referred to by the Department as the Prohousing Incentive Program or “PIP”); and

WHEREAS, the City Council of the City of Crescent City desires to submit a PIP grant application package (“Application”), on the forms provided by the Department, for approval of grant funding for eligible activities toward planning and implementation activities related to housing and community development as a result of meeting eligibility criteria including but not limited to Prohousing Designation; and

WHEREAS, the Department has issued Guidelines and Application on September 30, 2025 in the amount of \$8 million for PIP.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CRESCENT CITY (“APPLICANT”) RESOLVES AS FOLLOWS:

SECTION 1. The City Manager is hereby authorized and directed to submit an Application to the Department in response to the NOFA, and to apply for the PIP grant funds in a total amount not to exceed \$650,000.

SECTION 2. In connection with the PIP grant, if the Application is approved by the Department, the City Manager of the City of Crescent City is authorized and directed to enter into, execute, and deliver on behalf of the Applicant, a State of California Standard Agreement for an amount not to exceed \$650,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PIP grant, the Applicant’s obligations related thereto, and all amendments thereto.

SECTION 3. The Applicant shall be subject to the terms and conditions as specified in the Guidelines and the Standard Agreement provided by the Department after approval. The Application and all accompanying documents are incorporated in full as part of the Standard Agreement. All activities funded, information provided, and timelines represented in the Application will be enforceable through the fully executed Standard Agreement. Pursuant to the Guidelines and in conjunction with the terms of the Standard Agreement, the Applicant hereby agrees to use the funds for eligible uses and allowable expenditures in the manner presented and specifically identified in the approved Application.

APPROVED and ADOPTED and made effective the same day at a meeting of the City Council of the City of Crescent City held on the 2nd day of March 2026 by the following polled vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Isaiah Wright, Mayor

ATTEST:

Robin Altman, City Clerk

CITY COUNCIL AGENDA REPORT



TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL

FROM: ERIC WIER, CITY MANAGER

BY: LINDA LEAVER, DIRECTOR OF FINANCE

DATE: MARCH 2, 2026

SUBJECT: FISCAL YEAR 2025-26 MID-YEAR BUDGET UPDATE

RECOMMENDATION

- Hear staff report
- Technical questions from the Council
- Receive public comment
- Further Council discussion
- Approve and adopt Resolution No. 2026-19, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING THE FISCAL YEAR 2025-26 BUDGET OF THE CITY OF CRESCENT CITY

BACKGROUND

The City Council adopted the Fiscal Year 2025-26 budget at a public hearing on June 16, 2025 by way of Resolution No. 2025-24 and has the authority to amend the adopted budget by resolution when necessary. Staff monitors the City's budget throughout the year and provides regular reports to the Council comparing budgeted amounts to actual results. After the mid-point of the fiscal year (December 31), staff reviews actual revenues and expenditures during the first half of the fiscal year and makes recommendations for the remainder of the year. This analysis includes budget amendments that have been approved by the Council up to this point as well as new information gathered from staff, outside consultants, and other sources.

When the FY 2025-26 budget was adopted, the recommendations were based on estimates of what the FY 2024-25 ending fund balances were projected to be, using the information available at that time. After the FY 2024-25 actual results were calculated and audited, staff presented the FY 2024-25 results and fund balances to the Council on February 2, 2026 along with the independent auditor's report.

For the mid-year budget review, staff has updated the actual beginning fund balances (from the FY 2024-25 audited results), year-to-date revenues and expenditures (July through December, 2025), staffing vacancies, and City projects and priorities for the Council's consideration.

ITEM ANALYSIS

Wages and Benefits

- Wages and benefits have been evaluated across all funds and adjustments have been made to account for vacancies, benefit costs, and other changes year-to-date plus projections for the second half of the fiscal year. The recommended budget reduction (total across all funds) is approximately (\$269,000) or -2.4% of the wages and benefits budget.

Significant changes other than the adjustments for wages and benefits are described below. A more detailed listing of changes by fund is attached to this report.

General Fund

- Revenues
 - Sales Tax and Measure S – based on updated projections from the City's sales tax consultant HdL, both revenues are projected to decrease from this year's original budget. Sales tax would decrease (\$80,000) and Measure S would decrease (\$20,000), which will put the budgeted totals at approximately equal to last year's actual totals.
 - Transient Occupancy Tax – at this time, the first two quarters of TOT have been collected. Based on these two quarters, the budget recommendation is to decrease (\$27,312), which will place this year's budget slightly higher than last year's actual total.
 - Other taxes (primarily property tax in-lieu), franchise fees, and interest are projected to increase based on year-to-date actual results, for an increase of \$139,567.
 - Grant revenues are recommended to increase by approximately \$360,000 due to the timing issues discussed in the FY 2024-25 report. These are revenues that were anticipated in FY 2024-25 but were not received in time to be counted in last year's revenues, so will be counted in the current year.
 - Other minor changes, both negative and positive.
 - Total revenue budget increase is \$440,466.
- Expenditures
 - Other than wages and benefits, expenditure changes are mostly minor. There would be increases in contract services: approximately \$20,000 for background investigations, code enforcement legal services increase of \$15,000, and contract planning services increase of \$10,000.
 - Netted with the reduction in wages and benefits, the total change in budgeted expenditures would be a decrease of (\$88,391).

Total revenues in the General Fund are projected to increase \$440,466, and total expenses will decrease (\$88,391).

General Fund Reserve

- The Council adopted a General Fund reserve policy in 2022 (Resolution No. 2022-47) to require 25% operating reserves, not including grant-funded and capital expenditures, and including an assumption of 5% budget-to-actual savings.

- The total budgeted expenditures including the recommended mid-year changes would be \$12,631,607. Of this total, \$1,405,968 is for grant-funded and one-time capital projects, which are not included in the calculation of the reserve requirement. The operating budget for calculating the reserve is \$11,225,639 which means a 25% reserve requirement of \$2,806,410.

Total budgeted expenditures	12,631,607
Less grant and capital expenses	(1,405,968)
Expenditures for calculating reserve	11,225,639
Required reserve (25%)	2,806,410

- Based on the recommended mid-year budget, the budgeted ending (6/30/26) General Fund balance would be \$2,892,681 (if all revenues and expenditures come in exactly as budgeted this fiscal year). Per the General Fund Reserve Policy, we assume a conservative 5% budget-to-actual savings on operational expenses, which means a projected ending fund balance of \$3,453,963. (Actual expenses have been more than 5% under budget most years, but using a conservative assumption is best practice.)
- Some of the General Fund balance is Measure S funds, which are set aside for Measure S approved activities. The budgeted Measure S balance at the end of the current fiscal year is \$279,733. This amount is set aside for future Measure S activities.
- Of the projected fund balance for the end of the current fiscal year (6/30/26), less the required reserve and the Measure S set-aside funds, the remaining unallocated amount is \$367,820. The actual reserve amount will depend on actual results of this year’s revenues and expenditures.

Total General Fund (including Measure S)	
Budgeted ending fund balance after midyear updates	2,892,681
Plus 5% estimated budget-to-actual (operating expenses only)	561,282
Estimated ending fund balance	3,453,963
25% required reserve	(2,806,410)
Measure S budgeted balance	(279,733)
Unallocated reserve	367,820

Housing Authority Fund

- Housing Authority Fund revenues and expenses are proposed to increase due to increases in HAP (Housing Assistance Payments) and the transition of EHV (Emergency Housing Voucher) recipients to the main housing program, with EHV funding ending. There are also some minor increases in admin costs.
- Revenues would increase by \$175,365 and expenses would increase by \$179,529.
- The budgeted fund balance at the end of this fiscal year would be \$411,329.

RV Park Fund

- There is no proposed change to RV Park Fund revenues, and expenses are projected to increase very slightly by \$457.
- Working capital budgeted for June 30, 2026, if these recommendations are approved and revenues and expenses come in exactly as budgeted, would be \$648,516. A minimum reserve of 25% of operating expenses would be \$166,870. (The additional reserves will be needed to cover cash flow for the grant-funded construction project for the restrooms, apartment, and modular cabins.)

Sewer Fund

- Revenues are recommended to increase \$134,747 due to sewer connection fees and interest.
- Expenses are recommended to increase by a total of \$22,941. This is a combination of reduction due to staffing vacancies offset by some increases, the largest of which is approximately \$20,000 to repair the generator at the treatment plant.
- Working capital budgeted for June 30, 2026, if these recommendations are approved and revenues and expenses come in as budgeted, would be \$2,007,792. This includes assuming the current CIP budget is fully spent this year. A minimum reserve of 25% of operating expenses would be \$1,401,040. Working capital is likely to remain higher than the budgeted \$2 million this year, because the CIP projects will not all be completed this year. However, as CIP projects are completed, working capital will continue to decrease.
- The City has been working on a rate study which is expected to be brought to the Council for consideration at the March 16 meeting.

Water Fund

- Revenues are recommended to increase \$88,349 due to connection fees and interest.
- Operating expenses are recommended to increase \$4,236.
- Working capital budgeted for June 30, 2026, if these recommendations are approved and revenues and expenses come in as budgeted, would be \$2,557,163. A minimum reserve of 25% of operating expenses would be \$834,013. Working capital is likely to remain higher than the budgeted \$2.5 million this year, because the CIP projects will not all be completed this year. However, as CIP projects are completed, working capital will continue to decrease.
- The City has been working on a rate study which is expected to be brought to the Council for consideration at the March 16 meeting.

Other Funds

- Internal Services Funds (ISF) provide services to other City funds, which reimburse the ISF for their share of the total costs. Recommended changes are included in the table below and the attachments.
- The Gas Tax Fund and RMRA Fund budgets are recommended to change slightly due to updated projections of gas tax revenues.
- The General CIP Fund is recommended to include a budgeted expense increase of \$24,155. This is for the Front Street Gateway project, which was budgeted and transferred last year and should have been rolled over to this year for completion. The Measure S Oversight Committee also recommended allocating unspent Measure S funds for the roof replacement (which came in under budget) for the audio system and LED screen. This reallocation will not require any additional budget.
- The Fire Vehicle and Equipment Replacement Fund is recommended to increase expenses by \$45,000. This is aligned with the recent Measure S Oversight Committee recommendation to spend Measure S funds on a ladder truck repair and the purchase of cargo boxes for the Fire Chief vehicle.

FISCAL ANALYSIS

Staff is recommending the following budget amendments:

Fund	Revenue Increase (Decrease)	Expense Increase (Decrease)
General Fund	440,466	(88,391)
Housing Authority Fund	175,365	179,529
RV Park Fund	-	457
Sewer Fund	134,747	22,941
Water Fund	88,349	4,236
IT Fund	3,753	(5,080)
Building Fund	2,397	(2,603)
Equipment Fund	(7,317)	(10,693)
Gas Tax Fund	2,762	2,762
RMRA Fund	1,541	262
General CIP Fund	-	24,155
Fire Veh / Equip Fund	-	45,000

STRATEGIC PLAN ASSESSMENT

This action supports the Strategic Plan Goal 3(B) to maintain responsible fiscal management and accountability.

ATTACHMENTS

1. Resolution No. 2026-19 (budget amendment)
2. Summary of recommended changes by fund
3. Measure S Resolution No. MS 2026-02

RESOLUTION NO. 2026-19

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY
AMENDING THE FISCAL YEAR 2025-26 BUDGET OF THE CITY OF CRESCENT CITY**

WHEREAS, the budget for the fiscal year beginning July 1, 2025, as submitted by the City Manager, was reviewed by the City Council and a public hearing was held thereon the 16th day of June 2025; and

WHEREAS, the City Council adopted said budget by way of Resolution No. 2025-24 and has the authority to amend said budget from time to time; and

WHEREAS, City staff has completed the mid-year review of revenues and expenses in the City's various funds and has made several recommendations for updates.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AS FOLLOWS:

That the Fiscal Year 2025-26 City of Crescent City Annual Budget is hereby amended and appropriated in the amounts identified below:

Fund	Revenue Increase (Decrease)	Expense Increase (Decrease)
General Fund	440,466	(88,391)
Housing Authority Fund	175,365	179,529
RV Park Fund	-	457
Sewer Fund	134,747	22,941
Water Fund	88,349	4,236
IT Fund	3,753	(5,080)
Building Fund	2,397	(2,603)
Equipment Fund	(7,317)	(10,693)
Gas Tax Fund	2,762	2,762
RMRA Fund	1,541	262
General CIP Fund	-	24,155
Fire Veh / Equip Fund	-	45,000

APPROVED and ADOPTED and made effective the same day at a meeting of the City Council of the City of Crescent City held on the 2nd day of March 2026, by the following polled vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

Isaiah Wright, Mayor

ATTEST:

Robin Altman, City Clerk

FY 25-26 Mid-Year Budget
General Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
000 Non Departmental							
Sales Tax	2,300,000	(80,000)	2,220,000			-	Update from HdL (about equal to last year actual)
Measure S	2,350,000	(20,000)	2,330,000			-	Update from HdL (about equal to last year actual) Based on year-to-date, slightly higher than last year actual
TOT	2,107,312	(27,312)	2,080,000			-	
Other Taxes	986,651	59,649	1,046,300			-	
Interest	150,000	30,000	180,000			-	
Business License	50,000	5,000	55,000			-	
Franchise Fees	200,000	39,500	239,500			-	
Other Revenues	55,867	5,418	61,285			-	
Other Expenses			-	204,332	5,799	210,131	
Total	8,199,830	12,255	8,212,085	204,332	5,799	210,131	
110 City Council							
Wages and Benefits			-	26,696	(2,780)	23,916	
Utilities			-	1,710	-	1,710	
Parts and Supplies			-	592	-	592	
Travel, Training, Dues			-	3,560	-	3,560	
Internal Service Charges			-	1,813	(48)	1,765	
Total	-	-	-	34,371	(2,828)	31,543	
111 City Manager							
Grant Revenue	92,377	-	92,377			-	
Wages and Benefits			-	90,340	(62)	90,278	
Utilities			-	820	-	820	
Parts and Supplies			-	1,675	-	1,675	
Contract Services			-	64,377	-	64,377	
Travel, Training, Dues			-	3,318	-	3,318	
Transfers Out			-	15,000	-	15,000	
Internal Service Charges			-	9,580	265	9,845	
Total	92,377	-	92,377	185,110	203	185,313	

FY 25-26 Mid-Year Budget
General Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
112	Community Support, Grants, Economic Development						
	Grant Revenue	76,000	-	76,000			
	Other Revenue	-	-	-			
	Transfers in	64,000	-	64,000			
	Wages and Benefits			-	177,285	(10,536)	166,749
	Utilities			-	9,460	-	9,460
	Parts and Supplies			-	34,920	1,625	36,545
	Contract Services			-	254,169	-	254,169
	Travel, Training, Dues			-	3,635	(1,625)	2,010
	Contributions			-	103,000	-	103,000
	Internal Service Charges			-	11,675	122	11,797
	Total	140,000	-	140,000	594,144	(10,414)	583,730
113	City Clerk						
	Grant Revenue			-			-
	Wages and Benefits			-	47,315	(374)	46,941
	Utilities			-	744	-	744
	Parts and Supplies			-	566	-	566
	Contract Services			-	4,885	105	4,990
	Travel, Training, Dues			-	88	-	88
	Internal Service Charges			-	3,127	110	3,237
	Total	-	-	-	56,725	(159)	56,566
114	Human Resources						
	Other Revenue	1,000	(1,000)	-			-
	Transfers in	23,786	9	23,795			-
	Wages and Benefits			-	83,832	(3,137)	80,695
	Utilities			-	1,701	-	1,701
	Parts and Supplies			-	2,312	(282)	2,030
	Contract Services			-	32,008	282	32,290
	Travel, Training, Dues			-	5,801	-	5,801
	Internal Service Charges			-	6,217	(208)	6,009
	Total	24,786	(991)	23,795	131,871	(3,345)	128,526

FY 25-26 Mid-Year Budget
General Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
120	Finance						
			-			-	
			-	287,679	10	287,689	
			-	4,577	-	4,577	
			-	19,070	-	19,070	
			-	73,268	-	73,268	
			-	4,667	-	4,667	
			-	18,989	755	19,744	
	-	-	-	408,250	765	409,015	
130	City Attorney						
			-	89,368	(251)	89,117	
			-	895	-	895	
			-	1,375	-	1,375	
			-	11,500	-	11,500	
			-	4,288	-	4,288	
			-	5,454	436	5,890	
	-	-	-	112,880	185	113,065	
230	Fire						
	1,092,892	322,140	1,415,032			-	\$260k from prior year
	20,732	-	20,732			-	
	19,348	-	19,348			-	
			-	1,373,721	28,206	1,401,927	final payout, interim, overtime
			-	22,191	-	22,191	
			-	312,330	-	312,330	
			-	63,647	-	63,647	
			-	73,913	-	73,913	
			-	20,000	-	20,000	
			-	240,948	-	240,948	
			-	134,335	3,122	137,457	
	1,132,972	322,140	1,455,112	2,241,085	31,328	2,272,413	

FY 25-26 Mid-Year Budget
General Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
240 Police							
Grant revenue	175,015	100,000	275,015			-	from prior year
Other revenue	118,748	4,253	123,001			-	
Wages and Benefits			-	2,763,777	(31,344)	2,732,433	vacancies
Utilities			-	32,740	-	32,740	
Parts and Supplies			-	220,545	-	220,545	
Contract Services			-	486,581	19,950	506,531	backgrounds
Travel, Training, Dues			-	80,400	-	80,400	
Transfers Out			-	132,000	-	132,000	
Internal Service Charges			-	203,037	8,859	211,896	
Total	293,763	104,253	398,016	3,919,080	(2,535)	3,916,545	
250 Code Enforcement							
Abatement Revenues	100,000	-	100,000			-	
Grant Revenue			-			-	
Wages and Benefits			-	53,018	(114)	52,904	
Utilities			-	3,270	-	3,270	
Parts and Supplies			-	998	-	998	
Contract Services			-	116,940	15,100	132,040	legal services
Travel, Training, Dues			-	300	-	300	
Internal Service Charges			-	3,345	208	3,553	
Total	100,000	-	100,000	177,871	15,194	193,065	
251 Building Inspection							
Building Permits	70,000	-	70,000			-	
Other Revenues	23,050	-	23,050			-	
Wages and Benefits			-	144,850	(43,539)	101,311	vacant position
Utilities			-	1,391	-	1,391	
Parts and Supplies			-	1,600	-	1,600	
Contract Services			-	58,000	(3,000)	55,000	
Travel, Training, Dues			-	15,050	(5,400)	9,650	
Transfers Out			-	-	-	-	
Internal Service Charges			-	9,549	(1,083)	8,466	
Total	93,050	-	93,050	230,440	(53,022)	177,418	

FY 25-26 Mid-Year Budget
General Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
313 Planning							
Other Revenues	11,100	-	11,100			-	
Wages and Benefits			-	75,861	(313)	75,548	
Utilities			-	900	-	900	
Parts and Supplies			-	1,400	-	1,400	
Contract Services			-	190,300	10,000	200,300	contract planning
Travel, Training, Dues			-	6,500	-	6,500	
Contributions			-	49,678	-	49,678	
Other			-	1,500	-	1,500	
Internal Service Charges			-	4,765	303	5,068	
Total	11,100	-	11,100	330,904	9,990	340,894	
350 Public Works Admin							
Wages and Benefits			-	143,924	(2,549)	141,375	
Utilities			-	6,375	-	6,375	
Parts and Supplies			-	3,850	-	3,850	
Contract Services			-	4,377	-	4,377	
Travel, Training, Dues			-	3,400	-	3,400	
Internal Service Charges			-	9,258	404	9,662	
Total	-	-	-	171,184	(2,145)	169,039	
364 Streets							
Transfers In	197,685	2,809	200,494			-	
Other Revenues	11,000	-	11,000			-	
Wages and Benefits			-	337,503	(46,102)	291,401	vacancy and benefits
Utilities			-	81,310	-	81,310	
Parts and Supplies			-	136,380	-	136,380	
Contract Services			-	452,452	-	452,452	
Travel, Training, Dues			-	11,500	-	11,500	
Transfers Out			-	649,150	-	649,150	
Other			-	2,751	-	2,751	
Internal Service Charges			-	92,946	(2,043)	90,903	
Total	208,685	2,809	211,494	1,763,992	(48,145)	1,715,847	

FY 25-26 Mid-Year Budget
General Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
470 Parks							
Other Revenues	5,000	-	5,000			-	
Wages and Benefits			-	350,056	(14,894)	335,162	vacancy and benefits
Utilities			-	39,479	9,000	48,479	
Parts and Supplies			-	127,132	(4,500)	122,632	
Contract Services			-	72,176	(8,200)	63,976	
Travel, Training, Dues			-	3,125	2,000	5,125	
Transfers Out			-	38,100	-	38,100	
Internal Service Charges			-	76,764	(399)	76,365	
Total	5,000	-	5,000	706,832	(16,993)	689,839	
471 Cultural Center							
Grant Revenue	10,000	-	10,000			-	
Other Revenues	6,200	-	6,200			-	
Wages and Benefits			-	64,574	(4,993)	59,581	
Utilities			-	30,884	-	30,884	
Parts and Supplies			-	15,675	250	15,925	
Contract Services			-	80,024	(7,810)	72,214	
Travel, Training, Dues			-	250	(250)	-	
Transfers Out			-	-	-	-	
Internal Service Charges			-	4,187	36	4,223	
Total	16,200	-	16,200	195,594	(12,767)	182,827	
480 Swimming Pool							
Revenues	226,305	-	226,305			-	
Wages and Benefits			-	689,659	(6,903)	682,756	
Utilities			-	149,143	(3,000)	146,143	
Parts and Supplies			-	50,646	9,500	60,146	
Contract Services			-	37,937	-	37,937	
Travel, Training, Dues			-	5,650	-	5,650	
Transfers Out			-	275,000	-	275,000	
Other			-	350	-	350	
Internal Service Charges			-	46,948	901	47,849	
Total	226,305	-	226,305	1,255,333	498	1,255,831	
Total	10,544,068	440,466	10,984,534	12,719,998	(88,391)	12,631,607	

FY 25-26 Mid-Year Budget
General Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
Net				(2,175,930)		(1,647,073)	
Total all departments							
Revenue	10,544,068	440,466	10,984,534				
Wages and Benefits				6,799,458	(139,675)	6,659,783	
Utilities				387,590	6,000	393,590	
Parts and Supplies				931,066	6,593	937,659	
Contract Services				2,002,641	26,427	2,029,068	
Travel, Training, Dues				225,445	(5,275)	220,170	
Contributions				172,678	-	172,678	
Transfers Out				1,350,198	-	1,350,198	
Other				208,933	5,799	214,732	
Internal Service Charges				641,989	11,740	653,729	
Total	10,544,068	440,466	10,984,534	12,719,998	(88,391)	12,631,607	

Fund Balance 6/30/25	4,539,754
FY 25-26 Mid-Year Update	
Revenues	10,984,534
Expenditures	(12,631,607)
FY 25-26 Budgeted Fund Balance	2,892,681
FY 25-26 Projected Fund Balance with 5% Budget-to-Actual	3,453,963
Less 25% Operational Reserve	(2,806,410)
Less Budgeted Measure S Balance	(279,733)
Unallocated Projected	367,820

FY 25-26 Mid-Year Budget
Housing Authority Fund

		Revenues			Expenditures			Notes
		Current	Proposed	Updated	Current	Proposed	Updated	
		Budget	Changes	Budget	Budget	Changes	Budget	
000	Non Departmental			-			-	
	Admin Revenue	632,063	-	632,063			-	
	HAP Revenue	4,013,520	175,365	4,188,885			-	
	Other Revenue	24,000	-	24,000			-	
	Total	4,669,583	175,365	4,844,948	-	-	-	
111	City Manager							
	Wages and Benefits			-	5,914	-	5,914	
	Total	-	-	-	5,914	-	5,914	
114	Human Resources							
	Wages and Benefits			-	6,004	(416)	5,588	
	Utilities			-	130	-	130	
	Parts and Supplies			-	177	(22)	155	
	Contract Services			-	1,071	22	1,093	
	Travel, Training, Dues			-	444	-	444	
	Total	-	-	-	7,826	(416)	7,410	
120	Finance							
	Wages and Benefits			-	9,841	120	9,961	
	Utilities			-	212	-	212	
	Parts and Supplies			-	315	-	315	
	Contract Services			-	1,685	-	1,685	
	Total	-	-	-	12,053	120	12,173	
130	City Attorney							
	Wages and Benefits			-	2,679	-	2,679	
	Total	-	-	-	2,679	-	2,679	

FY 25-26 Mid-Year Budget
Housing Authority Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
490 Housing							
Wages and Benefits			-	554,799	478	555,277	
Utilities			-	10,736	2,416	13,152	
Parts and Supplies			-	22,900	250	23,150	
Contract Services			-	47,050	200	47,250	
Travel, Training, Dues			-	12,977	-	12,977	
HAP Expenditures			-	4,013,520	175,368	4,188,888	
Internal Service Charges			-	31,880	1,113	32,993	
Total	-	-	-	4,693,862	179,825	4,873,687	
Total	4,669,583	175,365	4,844,948	4,722,334	179,529	4,901,863	
Net				(52,751)		(56,915)	
Fund Balance 6/30/25			468,244				
FY 25-26 Mid-Year Update							
Revenues			4,844,948				
Expenditures			(4,901,863)				
FY 25-26 Budgeted Fund Balance			411,329				

FY 25-26 Mid-Year Budget
RV Park Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
000 Non Departmental							
Rental Revenue	603,286	-	603,286			-	
Grant Revenue	835,000	-	835,000				
Other Revenue	24,500	-	24,500			-	
Total	1,462,786	-	1,462,786	-	-	-	
100 RV Park							
Wages and Benefits			-	175,009	(1,630)	173,379	
Utilities			-	136,904	150	137,054	
Parts and Supplies			-	37,575	-	37,575	
Contract Services			-	118,705	-	118,705	
Travel, Training, Dues			-	3,805	-	3,805	
Other			-	1,200	-	1,200	
Grant CIP			-	826,457	-	826,457	
Internal Service Charges			-	84,960	2,902	87,862	
Transfers Out			-	-	-	-	
Total	-	-	-	1,384,615	1,422	1,386,037	
110 City Council							
Wages and Benefits			-	3,339	(346)	2,993	
Utilities			-	214	-	214	
Parts and Supplies			-	74	-	74	
Travel, Training, Dues			-	445	-	445	
Total	-	-	-	4,072	(346)	3,726	
111 City Manager							
Wages and Benefits			-	14,565	-	14,565	
Total	-	-	-	14,565	-	14,565	
113 City Clerk							
Wages and Benefits			-	5,901	(38)	5,863	
Utilities			-	93	-	93	
Parts and Supplies			-	71	-	71	
Contract Services			-	611	13	624	
Travel, Training, Dues			-	11	-	11	
Total	-	-	-	6,687	(25)	6,662	

FY 25-26 Mid-Year Budget
RV Park Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
114 Human Resources							
Wages and Benefits			-	2,848	(207)	2,641	
Utilities			-	63	-	63	
Parts and Supplies			-	85	(10)	75	
Contract Services			-	515	10	525	
Travel, Training, Dues			-	213	-	213	
Total	-	-	-	3,724	(207)	3,517	
120 Finance							
Wages and Benefits			-	38,431	(387)	38,044	
Utilities			-	388	-	388	
Parts and Supplies			-	315	-	315	
Contract Services			-	27,935	-	27,935	
Total	-	-	-	67,069	(387)	66,682	
130 City Attorney							
Wages and Benefits			-	13,204	-	13,204	
Total	-	-	-	13,204	-	13,204	
Total	1,462,786	-	1,462,786	1,493,936	457	1,494,393	
Net				(31,150)		(31,607)	
Working Capital 6/30/25			680,123				
FY 25-26 Mid-Year Update							
Revenues			1,462,786				
Expenses			(1,494,393)				
FY 25-26 Budgeted Working Capital			648,516				

FY 25-26 Mid-Year Budget
Sewer Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
000 Non Departmental							
Sewer Service Revenue	4,578,264	-	4,578,264			-	
Connection Fee Revenue	200,000	100,000	300,000			-	
Grant Revenue	384,860	-	384,860			-	
Interest	100,000	13,900	113,900			-	
Transfers In	194,074	-	194,074			-	
Other Revenue	27,800	4,500	32,300			-	
Debt Service			-	1,697,663	-	1,697,663	
Transfers Out			-	91,000	-	91,000	
Total	5,484,998	118,400	5,603,398	1,788,663	-	1,788,663	
110 City Council							
Wages and Benefits			-	27,271	(2,780)	24,491	
Utilities			-	1,710	-	1,710	
Parts and Supplies			-	592	-	592	
Travel, Training, Dues			-	3,560	-	3,560	
Internal Service Charges			-	10,227	(147)	10,080	
Total	-	-	-	43,360	(2,927)	40,433	
111 City Manager							
Wages and Benefits			-	99,003	(62)	98,941	
Utilities			-	820	-	820	
Parts and Supplies			-	1,674	-	1,674	
Contract Services			-	1,000	-	1,000	
Travel, Training, Dues			-	3,318	-	3,318	
Internal Service Charges			-	35,100	1,969	37,069	
Total	-	-	-	140,915	1,907	142,822	
112 Grants, Economic Development							
Transfers in			-			-	
Wages and Benefits			-	49,179	(104)	49,075	
Utilities			-	135	-	135	
Parts and Supplies			-	185	-	185	
Contract Services			-	425	-	425	
Travel, Training, Dues			-	875	-	875	
Internal Service Charges			-	17,925	913	18,838	
Total	-	-	-	68,724	809	69,533	

FY 25-26 Mid-Year Budget
Sewer Fund

		Revenues			Expenditures			Notes
		Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
113	City Clerk							
	Wages and Benefits			-	53,374	(308)	53,066	
	Utilities			-	745	-	745	
	Parts and Supplies			-	566	-	566	
	Contract Services			-	4,885	105	4,990	
	Travel, Training, Dues			-	88	-	88	
	Internal Service Charges			-	19,534	917	20,451	
	Total	-	-	-	79,192	714	79,906	
114	Human Resources							
	Wages and Benefits			-	14,527	(917)	13,610	
	Utilities			-	280	-	280	
	Parts and Supplies			-	381	(46)	335	
	Contract Services			-	2,307	46	2,353	
	Travel, Training, Dues			-	956	-	956	
	Internal Service Charges			-	5,922	(194)	5,728	
	Total	-	-	-	24,373	(1,111)	23,262	
120	Finance							
	Wages and Benefits			-	286,703	(3,493)	283,210	
	Utilities			-	4,761	-	4,761	
	Parts and Supplies			-	27,125	-	27,125	
	Contract Services			-	65,936	-	65,936	
	Travel, Training, Dues			-	4,552	-	4,552	
	Other			-	1,000	-	1,000	
	Internal Service Charges			-	104,523	4,763	109,286	
	Total	-	-	-	494,600	1,270	495,870	
130	City Attorney							
	Wages and Benefits			-	51,951	(127)	51,824	
	Utilities			-	455	-	455	
	Parts and Supplies			-	685	-	685	
	Contract Services			-	6,000	-	6,000	
	Travel, Training, Dues			-	2,144	-	2,144	
	Internal Service Charges			-	17,730	1,528	19,258	
	Total	-	-	-	78,965	1,401	80,366	

FY 25-26 Mid-Year Budget
Sewer Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
351 Lab							
Lab Service Revenue	134,400	-	134,400			-	
Wages and Benefits			-	267,870	3,819	271,689	
Utilities			-	22,500	(215)	22,285	
Parts and Supplies			-	77,356	(653)	76,703	
Contract Services			-	32,277	(2,856)	29,421	
Travel, Training, Dues			-	3,916	(137)	3,779	
Other			-	18,560	(477)	18,083	
Internal Service Charges			-	97,855	5,704	103,559	
Total	134,400	-	134,400	520,334	5,185	525,519	
352 WWTP Operations							
Wages and Benefits			-	92,481	2,559	95,040	
Utilities			-	13,700	-	13,700	
Parts and Supplies			-	240,850	-	240,850	
Contract Services			-	2,598,974	6,787	2,605,761	
Travel, Training, Dues			-	3,000	-	3,000	
Other			-	47,685	-	47,685	
Internal Service Charges			-	41,407	2,466	43,873	
Total	-	-	-	3,038,097	11,812	3,049,909	
353 City Collection System							
Wages and Benefits			-	239,106	(5,546)	233,560	
Utilities			-	12,445	1,500	13,945	
Parts and Supplies			-	48,210	(7,000)	41,210	
Contract Services			-	80,333	-	80,333	
Travel, Training, Dues			-	12,550	-	12,550	
Other			-	5,000	-	5,000	
Internal Service Charges			-	160,113	2,491	162,604	
Total	-	-	-	557,757	(8,555)	549,202	

FY 25-26 Mid-Year Budget
Sewer Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
356 County CSA							
CSA Revenue	269,177	16,347	285,524			-	
Wages and Benefits			-	108,337	13,187	121,524	
Parts and Supplies			-	62,200	-	62,200	
Contract Services			-	53,600	-	53,600	
Other			-	450	579	1,029	
Internal Service Charges			-	49,213	168	49,381	
Total	269,177	16,347	285,524	273,800	13,934	287,734	
357 Major Maintenance							
Wages and Benefits			-	161,280	(22,132)	139,148	
Utilities			-	985	200	1,185	
Parts and Supplies			-	540	(200)	340	
Contract Services			-	62,700	21,200	83,900	generator repair
Travel, Training, Dues			-	1,000	-	1,000	
Internal Service Charges			-	57,538	(566)	56,972	
Total	-	-	-	284,043	(1,498)	282,545	
Subtotal Sewer Fund	5,888,575	134,747	6,023,322	7,392,823	22,941	7,415,764	

FY 25-26 Mid-Year Budget
Sewer Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
Sewer CIP Fund							
Interest	50,000	-	50,000			-	
Transfers In	75,000	-	75,000			-	
CIP Expenses			-			-	
RBC Gear Box			-	62,000	-	62,000	
Boiler			-	228,000	-	228,000	
Influent Gate			-	35,000	-	35,000	
Primary Influent Valves			-	120,000	-	120,000	
Influent Screens			-	200,000	-	200,000	
Sewer Mains			-	225,000	-	225,000	
Transfers Out			-	194,074	-	194,074	
Total	125,000	-	125,000	1,064,074	-	1,064,074	
Total Sewer & Sewer CIP	6,013,575	134,747	6,148,322	8,456,897	22,941	8,479,838	
Net				(2,443,322)		(2,331,516)	
Working Capital 6/30/25			4,339,308				
FY 25-26 Mid-Year Update							
Revenues			6,148,322				
Expenses			(8,479,838)				
FY 25-26 Budgeted Working Capital			2,007,792				

FY 25-26 Mid-Year Budget
Water Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
000 Non Departmental							
Water Service Revenue	2,682,897	-	2,682,897			-	
Connection Fee Revenue	75,000	35,000	110,000			-	
Equipment Revenue	20,000	25,000	45,000			-	
Fire Service Revenue	13,000	-	13,000			-	
Grant Revenue	-	-	-			-	
Interest Revenue	67,500	23,244	90,744			-	
Rent Revenue	24,648	-	24,648			-	
Other Revenue	27,195	5,105	32,300			-	
Transfers In	210,200	-	210,200			-	
Transfers Out			-	412,150	-	412,150	
Total	3,120,440	88,349	3,208,789	412,150	-	412,150	
110 City Council							
Wages and Benefits			-	26,831	(2,780)	24,051	
Utilities			-	1,710	-	1,710	
Parts and Supplies			-	592	-	592	
Travel, Training, Dues			-	3,560	-	3,560	
Internal Service Charges			-	10,041	(88)	9,953	
Total	-	-	-	42,734	(2,868)	39,866	
111 City Manager							
Wages and Benefits			-	98,770	(68)	98,702	
Utilities			-	820	-	820	
Parts and Supplies			-	1,674	-	1,674	
Contract Services			-	1,000	-	1,000	
Travel, Training, Dues			-	3,318	-	3,318	
Internal Service Charges			-	34,739	2,680	37,419	
Total	-	-	-	140,321	2,612	142,933	

FY 25-26 Mid-Year Budget
Water Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
112	Grants, Economic Development						
			-			-	
			-	45,265	(996)	44,269	
			-	135	-	135	
			-	185	-	185	
			-	425	-	425	
			-	875	-	875	
			-	16,090	962	17,052	
	-	-	-	62,975	(34)	62,941	
113	City Clerk						
			-	48,479	(308)	48,171	
			-	745	-	745	
			-	566	-	566	
			-	4,885	105	4,990	
			-	88	-	88	
			-	17,662	976	18,638	
	-	-	-	72,425	773	73,198	
114	Human Resources						
			-	15,347	(1,080)	14,267	
			-	328	-	328	
			-	445	(54)	391	
			-	2,699	54	2,753	
			-	1,118	-	1,118	
			-	6,298	(213)	6,085	
	-	-	-	26,235	(1,293)	24,942	
120	Finance						
			-	261,230	(3,593)	257,637	
			-	6,127	-	6,127	
			-	29,035	-	29,035	
			-	78,439	-	78,439	
			-	4,552	-	4,552	
			-	94,772	5,070	99,842	
	-	-	-	474,155	1,477	475,632	

FY 25-26 Mid-Year Budget
Water Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
130 City Attorney							
Wages and Benefits			-	47,398	(127)	47,271	
Utilities			-	455	-	455	
Parts and Supplies			-	685	-	685	
Contract Services			-	1,000	-	1,000	
Travel, Training, Dues			-	2,144	-	2,144	
Internal Service Charges			-	15,990	1,587	17,577	
Total	-	-	-	67,672	1,460	69,132	
371 Operations							
Wages and Benefits			-	917,052	(59,689)	857,363	
Utilities			-	291,730	47,600	339,330	mostly electricity
Parts and Supplies			-	247,090	2,800	249,890	
Contract Services			-	348,250	12,200	360,450	
Travel, Training, Dues			-	10,100	-	10,100	
Other			-	22,900	-	22,900	
Internal Service Charges			-	454,984	7,259	462,243	
Total	-	-	-	2,292,106	10,170	2,302,276	
372 CSD							
Reimbursement	71,630	-	71,630			-	
Admin Revenue	3,300	-	3,300			-	
Wages and Benefits			-	33,732	(7,383)	26,349	
Parts and Supplies			-	15,000	-	15,000	
Contract Services			-	95,861	-	95,861	
Other			-	600	-	600	
Internal Service Charges			-	12,237	(678)	11,559	
Total	74,930	-	74,930	157,430	(8,061)	149,369	
Subtotal Water Fund	3,195,370	88,349	3,283,719	3,748,203	4,236	3,752,439	

FY 25-26 Mid-Year Budget

Water Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
Water CIP Fund							
Interest	50,000	-	50,000			-	
Grant Revenue	695,122	-	695,122			-	
Transfers In	400,000	-	400,000			-	
CIP Expenses			-			-	
Surge Protection			-	814,743	-	814,743	
AMR System			-	606,844	-	606,844	
Water Mains			-	195,107	-	195,107	
Ground Source Well			-	648,107	-	648,107	
Transfers Out			-	210,200	-	210,200	
Total	1,145,122	-	1,145,122	2,475,001	-	2,475,001	
Total Water & Water CIP	4,340,492	88,349	4,428,841	6,223,204	4,236	6,227,440	
Net				(1,882,712)		(1,798,599)	
Working Capital 6/30/25			4,355,762				
FY 25-26 Mid-Year Update							
Revenues			4,428,841				
Expenses			(6,227,440)				
FY 25-26 Budgeted Working Capital			2,557,163				

FY 25-26 Mid-Year Budget

IT Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
IT Fund							
Transfers In - RMAP	34,000	-	34,000			-	
Internal Services Billed	547,152	3,753	550,905			-	
Wages and Benefits			-	364,844	(20,349)	344,495	reduced budget for retirement / cross training
Utilities			-	15,615	-	15,615	
Parts and Supplies			-	30,290	10,000	40,290	increased cost for server replacements
Contract Services			-	182,561	5,269	187,830	
Travel, Training, Dues			-	9,175	-	9,175	
Other			-	6,500	-	6,500	
Total	581,152	3,753	584,905	608,985	(5,080)	603,905	

FY 25-26 Mid-Year Budget

Building Maint Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
Building Maint Fund							
Internal Services Billed	219,240	2,397	221,637			-	
Transfers In	15,000	-	15,000			-	
Wages and Benefits			-	153,963	(3,883)	150,080	
Utilities			-	9,777	-	9,777	
Parts and Supplies			-	27,200	-	27,200	
Contract Services			-	48,300	1,280	49,580	
Total	234,240	2,397	236,637	239,240	(2,603)	236,637	

FY 25-26 Mid-Year Budget
 Equipment Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
Equipment Fund							
Internal Services Billed	409,984	(7,317)	402,667			-	
Other Revenue	12,000	-	12,000			-	
Transfers In	115,400	-	115,400			-	
Wages and Benefits			-	231,766	(10,693)	221,073	
Utilities			-	23,480	-	23,480	
Parts and Supplies			-	151,750	-	151,750	
Contract Services			-	7,164	-	7,164	
Travel, Training, Dues			-	11,200	-	11,200	
Capital Purchases			-	75,400	-	75,400	
Total	537,384	(7,317)	530,067	500,760	(10,693)	490,067	

FY 25-26 Mid-Year Budget

Gas Tax Fund		Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget		
115	Gas Tax Revenue	189,913	2,762	192,675				
	Transfers Out				172,685	2,809	175,494	
	Other				17,228	(47)	17,181	
	Total	189,913	2,762	192,675	189,913	2,762	192,675	

RMRA Fund		Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget		
117	RMRA Revenue	176,626	1,541	178,167				
	Street Projects				295,000	-	295,000	
	Other				30,026	262	30,288	
	Total	176,626	1,541	178,167	325,026	262	325,288	

FY 25-26 Mid-Year Budget
 General CIP Fund

	Revenues			Expenditures			Notes
	Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
Transfers In	952,000		952,000				
Grant Revenue	8,965,390	-	8,965,390				
CIP Expenses							
City Hall				140,295	-	140,295	
Fire Station Improvements				111,708	-	111,708	
PD Facility Improvements				58,228	-	58,228	
HSIP				249,688	-	249,688	
Measure S Streets				1,707,808	-	1,707,808	
Front Street				43,909	24,155	68,064	roll over for gateway
BFP				8,552,872	-	8,552,872	
Pool Roof				275,000	(40,000)	235,000	Measure S funds
Pool Audio and LED Screen				-	40,000	40,000	Measure S funds
Transfers Out				64,000	-	64,000	
Total	9,917,390	-	9,917,390	11,203,508	24,155	11,227,663	

FY 25-26 Mid-Year Budget
 Fire Veh/Equip Fund

		Revenues			Expenditures			Notes
		Current Budget	Proposed Changes	Updated Budget	Current Budget	Proposed Changes	Updated Budget	
930	Transfers In	155,500	-	155,500			-	Measure S recommendation (ladder truck repair, cargo boxes)
	Vehicles / Equipment			-	102,107	45,000	147,107	
	Total	155,500	-	155,500	102,107	45,000	147,107	

RESOLUTION NO. MS2026-02

**A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE
AMENDING THE RECOMMENDED EXPENDITURES OF MEASURE S FUNDS FOR
FY 2025-2026**

WHEREAS, on November 2, 2020, the voters of the City of Crescent City approved Measure S, an ordinance imposing a local 1.0% Transactions and Use Tax (commonly referred to as a sales tax); and

WHEREAS, Measure S requires a citizens' oversight committee to review and report on Measure S revenues and expenditures; and

WHEREAS, the Measure S Oversight Committee has established and periodically updates a five-year spending plan for Measure S funds; and

WHEREAS, the Measure S Oversight Committee has made recommendations to the City Council based upon the five-year plan as well as other needs and projects brought before the Committee; and

WHEREAS, the Measure S Oversight Committee has met multiple times each fiscal year to receive revenue and expenditure updates as well as to hear requests for additional or different expenditures and has amended its recommendations from time to time; and

WHEREAS, the Measure S Oversight Committee met on April 17, 2025 adopted Resolution No. MS2025-02 recommending fiscal year 2025-2026 expenditures to be an appropriate use of Measure S funds, which are intended to support the City's Fire Department, Police Department, streets, and swimming pool; and

WHEREAS, On February 10, 2026 the Measure S Oversight Committee considered a request from staff to amend the recommended FY 2025/2026 expenditures to utilize previously allocated capital improvement funds for the repair of the City Fire Ladder Truck, additional equipment to the Fire Chief Command Vehicle, Pool Audio Equipment, and Pool LED Screen; and

NOW, THEREFORE, BE IT RESOLVED, by the Crescent City Measure S Oversight Committee that the FY 2025-2026 Expenditure Recommendations for Measure S funds as set forth on Exhibit A, attached hereto, are hereby adopted.

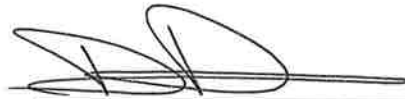
PASSED AND ADOPTED and made effective the same day by the Crescent City Measure S Oversight Committee on this 10th day of February 2026, by the following polled vote:

AYES: Committee Estlund, Holloway, Hyatt, Perry, and Chairman Reno

NOES: None

ABSTAIN: None

ABSENT: None



Dana Reno, Chairman

ATTEST:



Robin Altman, City Clerk

Measure S Oversight Committee

Fiscal Year 2025-2026
Expenditure Recommendations
Resolution No. MS 2026-02
Exhibit A
(Amended 2.10.26)

Fire Department (\$645,022 net)

Costs shared with Fire District	
Volunteer stipends	75,000
* Station staffing	32,073
* Full-time Captain positions (3)	503,909
Training	15,000
Command Department Training System	3,125
First Due operating system	17,500
Volunteer recruitment and retention	5,000
Equipment and tools	10,000
Thermal imagers	20,000
Turnouts and helmets	50,000
Transfer to Veh/Equip Fund (future turnouts)	25,000
City-only costs	
* Transfer to apparatus replacement fund	98,000
Transfer to CIP Fund (exhaust system for City fire station)	50,000
Transfer to CIP Fund (window repair, heat pump)	25,000
Skid-mounted pump	45,000
UTV equipment	5,000
Combi tool	20,000
Lucas device	20,000
SCBA for City	15,000
Transfer to Veh/Equip Fund (future SCBA)	32,500
Total Fire Expenditures	1,067,107
Fire District Reimbursement (Estimated)	422,085
Net Fire Expenditures	645,022

* Amended 2.10.26 to recommend utilizing \$45,000 of the \$98,000 apparatus replacement fund to repair the Ladder Truck ladder swivel (\$37,500) and add a Cargo

Measure S Oversight Committee
Resolution No. MS 2026-02, Exhibit A

Command cabinets (\$7,500) to the City's Fire Chief vehicle as well as projected wage and volunteer increases in the Fire Department.

Police Department (\$652,493)

3 additional officers	387,682
Detective assignment	5,247
Body cameras and tasers	63,250
Dash cameras (annual cost)	40,814
Cell phone analyzer annual cost (partial)	6,000
Medical supplies	1,500
K9 Kostya (ongoing costs - vet, food, training)	8,000
K9 Murtaugh (ongoing costs - vet, food, training)	8,000
Transfer to debt service fund (facility improvements)	132,000
Total Police Expenditures	652,493

* Amended 2.10.26 for increased wages.

Street Maintenance / Improvements (\$935,000)

Pot hole, crack seal, minor repairs	100,000
Sidewalk repair or install	100,000
Striping	50,000
Street lights	45,000
Street preservation project (transfer to CIP fund)	600,000
Transfer to CIP fund for future equipment (backhoe)	40,000
Total Street Expenditures	935,000

Fred Endert Swimming Pool (\$455,000)

Operations (staffing, utilities, supplies, etc.)	345,000
Equipment, parts, repairs	10,000
Transfer to CIP Fund (roof)	100,000 *
Total Pool Expenditures	455,000

* Amended 2.10.26 to recommend utilizing \$40,000 of the \$100,000 to replace the Pool Audio System (\$20,000) and in partnership with the Crescent City Swim Club add an LED Screen (\$20,000).

Measure S Oversight Committee
Resolution No. MS 2026-02, Exhibit A

Financial Oversight (\$8,166)

Independent audit	3,166
Sales tax consultant (projections & business audits)	5,000
Total Finance Expenditures	8,166

Total Recommended FY 2025-2026 Measure S Expenditures \$2,695,681*

*Net with Crescent Fire Protection District Reimbursement

The Committee recognizes that actual expenditures may vary from the recommended amounts, due to staffing (timing of new hires, actual cost of benefits, experience level of new hires, etc.), actual costs of purchases, and timing of projects. Recommended projects may be carried forward to the next fiscal year if not completed in this fiscal year.