



# CITY OF CRESCENT CITY

MAYOR RAY ALTMAN  
COUNCIL MEMBER DARAN DOOLEY  
COUNCIL MEMBER CANDACE TINKLER

MAYOR PRO TEM ISAIAH WRIGHT  
COUNCIL MEMBER JASON GREENOUGH

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

**MONDAY**

**OCTOBER 20, 2025**

**6:00 P.M.**

## OPEN SESSION

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

**Roll call** Council Members present: Council Member Jason Greenough, Council Member Candace Tinkler, and Mayor Ray Altman  
Council Members absent: Mayor Pro Tem Isaiah Wright and Council Member Daran Dooley  
Staff members present: City Manager Eric Wier, City Attorney Martha Rice, City Clerk/Administrative Analyst Robin Altman, Finance Director Linda Leaver, IT GIS Technician Taylor Patch, Housing Authority Executive Director Megan Miller, HR Manager Sara Barbour, Mechanic Justin Phelan, Recreation and Events Manager Kelly Feola, Fire Chief Kevin Carey, Public Works Director Dave Yeager and Police Chief Richard Griffin

**Pledge of Allegiance** led by Mayor Altman

## CEREMONIAL ITEMS

- **Introduction of New Employees: Lifeguards: Amelia Rinn and Ben Shrewsberry, Mechanic Justin Phelan and HR Manager Sara Barbour**

Public Works Director Yeager introduced Mechanic Justin Phelan and gave a brief background of Mr. Phelan's employment history. Recreation and Events Manager Feola introduced the two lifeguards Amelia Rinn and Ben Shrewsberry and stated that they are a great addition to the City team. City Manager Wier introduced HR Manager Barbour to the Council and that she previously worked for the City at the Housing Authority. He further stated that having an HR Manager in-house is preferred by employees. Ms. Barbour addressed the Council and outlined her goals and intentions with the HR Department.

## REPORTS AND PRESENTATIONS

- **Report from Border Coast Airport Authority Director Sean Rosenthal**

Airport Director Rosenthal gave a PowerPoint presentation on the latest projects for the Airport Authority including a new runway. Grant funds were also used to purchase a new firetruck; the firetruck is required to be manned for all of the flights. Another upcoming project is to replace the

beachfront fencing which is being damaged by the salt air. This project is also being funded by the FAA in part.

## **PUBLIC COMMENT PERIOD**

*The following residents addressed the Council:*

Roger Gitlin: spoke about his online publication “Eye on Del Norte” and he intends on doing a podcast in the future. He further spoke about starting a recall on two Harbor Commissioners which he has rescinded due to the expense of a special election. He will present the recall effort to the County Clerk’s Office in November when it is not as expensive for the Harbor.

Dan Schmidt: reported that the Triplicate will offer free employment ads for the City and County.

## **CONSENT CALENDAR**

### **1. Warrant Claims List**

- *Recommendation: Receive and file the warrant claims list for the period September 20, 2025 through October 3, 2025.*

### **2. Council Meeting Minutes**

- *Recommendation: Approve and adopt the October 6, 2025 meeting minutes of the City Council.*

### **3. Payroll Report**

- *Recommendation: Receive and file the biweekly payroll reports for the period ending October 4, 2025 paid October 10, 2025.*

### **4. Budget Amendment for Water Main Repair Within the Bertsch Ocean View Community Services District**

- *Recommendation: Approve and adopt Resolution No. 2025-47, 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*

Council Member Tinkler corrected a portion of the minutes in her reporting out and that it should read “Partnership for the Performing Arts”.

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

## **PUBLIC HEARING**

### **5. Alternative Procedures for Public Notice**

- *Recommendation: Open public hearing*
- *Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Close public hearing*
- *Further Council discussion*
- *Waive full reading, read by title only and adopt Ordinance No. 858, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY ADDING SECTION 1.04.080, PUBLIC NOTICE ALTERNATE PROCEDURE, TO CHAPTER 1.04,*

GENERAL PROVISIONS, OF TITLE 1, GENERAL PROVISIONS, OF THE CRESCENT CITY MUNICIPAL CODE

- Approve and adopt Resolution No. 2025-48, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY ESTABLISHING LOCATIONS FOR POSTING PUBLIC NOTICES

*Mayor Altman opened the public hearing at 6:33 p.m.*

City Attorney Rice went over the ordinance that came before the Council at the last Council meeting.

*The following resident addressed the Council:*

Dan Schmidt: stated that the Triplicate is up and running as a newspaper of general circulation. Stated that this ordinance does not follow the laws, feels that there is no need for an ordinance like this one.

Council Member Tinkler stated that she feels it is important to have a backup plan. Council Member Greenough asks if this ordinance complies with state law in the event we don't have a newspaper of general circulation to post notices; City Attorney Rice stated that yes, it does comply with state law, these alternatives would not be used if there is still a newspaper of general circulation.

*Mayor Altman closed the public hearing at 6:39 p.m.*

*On a motion by Council Member Greenough, seconded by Council Member Tinkler, and carried on a 3-0 polled vote, with Council Member Dooley and Mayor Pro Tem Wright being absent, the City Council of the City of Crescent City waived full reading, read by title only, and adopted Ordinance No. 858, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY ADDING SECTION 1.04.080, PUBLIC NOTICE ALTERNATE PROCEDURE, TO CHAPTER 1.04, GENERAL PROVISIONS, OF TITLE 1, GENERAL PROVISIONS, OF THE CRESCENT CITY MUNICIPAL CODE and approved and adopted Resolution No. 2025-48, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY ESTABLISHING LOCATIONS FOR POSTING PUBLIC NOTICES.*

**ADJOURN TO THE CRESCENT CITY HOUSING AUTHORITY BOARD OF DIRECTORS**

*(Minutes will be in the next meeting agenda of the CCHA)*

*Chairman Altman called the meeting to order at 6:40 p.m.*

**RECONVENE THE CITY COUNCIL MEETING**

*Mayor Altman reconvened the City Council meeting at 6:53 p.m.*

**CONTINUING BUSINESS - None**

**NEW BUSINESS**

**11. Nomination for Crescent City to be on the 2026-2028 GSRMA Board of Directors**

- Recommendation: Hear staff report
- Technical questions from the Council
- Receive public comment
- Further Council discussion
- Consider and possibly take action on submitting a nomination for the City of Crescent City to have a seat on the GSRMA Board

City Manager Wier reported to the Council that this is an opportunity for the City to be on the GSRMA Board. He gave some history on the matter and that in the past, Mayor Pro Tem Wright represented the City on the Board for two years. Council Member Greenough asked what was the benefit to serve on the Board; City Manager Wier stated it gives you an insight to the insurance coverage and additionally, there is \$5,000 in professional development if you are selected to be on the Board. Mayor Altman stated that another incentive was that you can attend remotely.

*There were no comments from the public.*

*On a motion by Council Member Greenough, seconded by Council Member Tinkler, and carried on a 3-0 polled vote with Council Member Dooley and Mayor Pro Tem Wright being absent, the City Council of the City of Crescent City directed staff to submit the City of Crescent City nomination to have a seat on the GSRMA Board.*

### **CITY COUNCIL ITEMS**

➤ **Reports, Concerns, Referrals, Council travel and training reports –**

Council Member Greenough: attended the Stone Setting Ceremony as a part of the Tolowa Cultural Trail.

Council Member Tinkler: stated that she helped the Border Coast Airport Authority staff with the trouble of the recent government shut down by reaching out to legislators.

Mayor Altman: attended the Stone Setting Ceremony where there were great presentations.

➤ **Legislative Matters – None**

➤ **City Manager Report and City Council Directives –** Recreation and Events Manager Feola reported on the following events: had the first ever Pump Track event where several children participated in, mostly under 8 years old. The Annual Halloween Carnival will be held in the Cultural Center if it rains; the event will be from 2pm – 5pm, followed by a rec swim followed by a Spooky Swim at 5:30. She further reported that the Swim Team had a meet with Brookings and that the Downtown Light Parade will be held on December 5th.

City Manager Wier gave details about the storm event that was specific to the downtown area. The rainfall was 3" in 2 hours which is a significant 500-year event. The storm drains are not designed to handle that amount of rain in that short amount of time.

City Manager Wier thanked Tolowa Dee-ni Nation, Elk Valley Rancheria and the Tolowa Nation for all of the work they had put into the Tolowa Cultural Trail project.

Further, he gave a report about the fire hydrant that was run over and how Public Works were able to stop the flow of water promptly.

### **ADJOURNMENT**

There being no further business to come before the Council, Mayor Altman adjourned the meeting at 7:12 p.m. to the regular meeting of the City Council of the City of Crescent City on Monday, November 3, 2025 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