



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
FLYNN CENTER BOARD CHAMBERS
981 H STREET
CRESCENT CITY, CA 95531

MONDAY

OCTOBER 6, 2025

6:00 P.M.

CLOSED SESSION

Call to order Mayor Altman called the closed session to order at 5:02 p.m.

Roll call Council Members present: Council Member Jason Greenough, Council Member Candace Tinkler, and Mayor Ray Altman
Council Members absent: Council Member Daran Dooley, Mayor Pro Tem Isaiah Wright
Staff members present: City Manager Eric Wier, City Attorney Martha Rice, Finance Director Linda Leaver and City Clerk/Administrative Analyst Robin Altman

- **Conference with Legal Counsel** – Crescent City v. Garland Donaldson (DNSC Case NO. CVCV-25-1065); Crescent City v. Vonnie Von Barga (DNSC Case No. CVCV-24-1011)
- **Conference with Labor Negotiator (Gov. Code § 54957.6):** Agency Representative: Eric Wier, Employee Association: Crescent City Employees Association, Crescent City Management Employees Association, Clerical Employees of Crescent City, Crescent City Police Officers Association, Crescent City Career Firefighters Association, and All Unrepresented Employees

Closed session adjourned at 5:58 p.m.

OPEN SESSION

Call to order Mayor Altman called the open session to order at 6:04 p.m.

Roll call Council Members present: Council Member Daran Dooley, Council Member Jason Greenough, Council Member Candace Tinkler, Mayor Pro Tem Isaiah Wright, and Mayor Ray Altman
Staff members present: City Manager Eric Wier, City Attorney Martha Rice, City Clerk/Administrative Analyst Robin Altman, Finance Director Linda Leaver, Public Works Director Dave Yeager, Grants Administrator Manager Bridget Lacey (via Zoom), IT Administrator Fritz Ludemann, Fire Chief Kevin Carey and Police Chief Richard Griffin

Pledge of Allegiance led by Mayor Altman

REPORT OUT OF CLOSED SESSION

City Attorney Rice reported no actions were taken on closed session items.

CEREMONIAL ITEMS

- **Indigenous Peoples Day Proclamation**

Mayor Altman read the proclamation aloud and presented it to Chairman Phillip Williams of the Yurok Tribe.

- **Fire Prevention Week Proclamation**

Council Member Greenough read the proclamation aloud and Fire Chief Carey explained an upcoming event; Captain Reno reported details of the event to the Council and public.

- **Domestic Violence Awareness Month Proclamation**

Council Member Tinkler read the proclamation aloud and Amy Carlson of the Harrington House spoke about domestic violence.

- **Bully Prevention Month Proclamation**

Mayor Altman read the proclamation aloud. The proclamation will be mailed to Gordon Clay of Zero Attempts.

REPORTS AND PRESENTATIONS - None

PUBLIC COMMENT PERIOD

The following residents addressed the Council:

Susan Roberts: acknowledged the moment of silence at last Council meeting; she would like to have a moment of silence for the children killed at the school shooting that happened that same day. She asked to use the rest of her time on the clock to have a moment of silence for the children that died in the school shooting.

CONSENT CALENDAR

1. Warrant Claims List

- *Recommendation: Receive and file the warrant claims list for the period September 6, 2025 through September 19, 2025.*

2. Council Meeting Minutes

- *Recommendation: Approve and adopt the September 15, 2025 meeting minutes of the City Council and the September 29, 2025 meeting minutes of the special closed session.*

3. Payroll Report

- *Recommendation: Receive and file the biweekly payroll reports for the period ending September 20, 2025 paid September 26, 2025.*

4. Budget-to-Actual Summary as of August 31, 2025

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

5. Meadowbrook Preliminary Engineering Report Contract Award and Budget Amendment Resolution

- *Recommendation: Approve and adopt Resolution No. 2025-45, 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*

6. Amendment No. 9 to Agreement for Operations, Maintenance, and Management Services for Wastewater Treatment Plant with Operations Management International, Inc. (Jacobs)

- *Recommendation: Approve Amendment No. 9 to Agreement for Operations, Maintenance, and Management Services for Wastewater Treatment Plant with Operations Management International, Inc. (Jacobs)*

7. Voting Delegate Designation for the League of California Cities 2025 Annual Conference

- *Recommendation: Appoint Council Member Greenough to represent the City at the 2025 League of California Cities Annual Conference*

On a motion by Council Member Greenough, seconded by Council Member Tinkler, and carried unanimously on a 3-0 polled vote, with Council Member Dooley and Mayor Pro Tem Wright absent, the City Council of the City of Crescent City adopted the consent calendar consisting of items 1-7 as presented.

There were no comments from the public on the consent calendar.

PUBLIC HEARING - None

CONTINUING BUSINESS - None

NEW BUSINESS

8. Technical Assistance Planning Grant Amendment No. 2 for the Design of WWTP Rotating Biological Contractor (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 WWTF 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*

City Manager Wier reported that Plant Manager Austin Nova and Jessica Diaz from Jacobs are present to answer any questions from the Council regarding this project. City Manager Wier gave a detailed report on the project and that the infrastructure is now 50 years old. The new MBR is up to date and will keep us up to code. The City received an Administrative Civil Liability complaint citing 76 chronic violations which resulted in \$228,000 in fines. The Final Project Report (2025) recommends a comprehensive package of improvements to restore compliance, address aging infrastructure, and provide operational resiliency. Presently, we only have one MBR and have to run it at high capacity, not having redundancy needs to be fixed. City Manager Wier went over details of the overall project with various necessary improvements to the infrastructure. There is presently funding available in the amount of \$50million in grants through the State Revolving Fund. He further outlined the cost and funding of the project. Council Member Greenough is thankful the State had a solution for the City to mitigate the problems that created the violations. Mayor Altman asked for clarification on the funding to get as close as possible to be shovel ready and file for more funding; City Manager Wier stated that the State has currently given us \$951,243 to get through the design plans.

There were no comments from the public.

On a motion by Council Member Greenough, seconded by Council Member Tinkler, and carried unanimously on a 3-0 polled vote, with Council Member Dooley and Mayor Pro Tem Wright absent, the City Council of the City of Crescent City adopted the Crescent City WWTF Final Project Report (September 2025), approved and adopted 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, approved and adopted 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.

9. Measure S Street Improvements Fall 2025 Project Contract Award

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Approve Plans and Specifications for the "MEASURE S STREET IMPROVEMENTS Fall 2025"*
- *Approve and authorize the City Manager to sign a construction contract with ST Rhoades Construction Inc. for the Measure S Street Improvements Fall 2025 Project.*
- *Approve and Authorize the City Manager to sign Contract Change Order #1 for additional paving repairs on 8th Street.*
- *Authorize the City Manager to approve and sign future change orders in an aggregate amount not to exceed \$50,000*
- *Find that the project is categorically exempt per CEQA guidelines Class 1 § 15301(a) – Existing Facilities and Class 3 § 15303 – New Construction*

Director Yeager reported to the Council that Measure S funds will pay for the proposed street improvement project throughout the City. He detailed the streets that have already been rehabilitated. The proposed project area is 6th St from A St to H St. and ST Rhodes Construction had the lowest bid for \$349,801.00. Council Member Greenough asked if we would lose quality by having the bid \$150k lower than others; Director Yeager stated that quality will not be lost. Director Yeager went over the expense of the project with added contingency and contract change order will be \$552,216.

There were no comments from the public.

On a motion by Council Member Tinkler, seconded by Council Member Greenough, and carried unanimously on a 3-0 polled vote, with Council Member Dooley and Mayor Pro Tem Wright absent, the City Council of the City of Crescent City approved Plans and Specifications for the "MEASURE S STREET IMPROVEMENTS Fall 2025, approved and authorized the City Manager to sign a construction contract with ST Rhoades Construction Inc. for the Measure S Street Improvements Fall 2025 Project, approved and authorized the City Manager to sign Contract Change Order #1 for additional paving repairs on 8th Street, authorized the City Manager to approve and sign future change orders in an aggregate amount not to exceed \$50,000 and found that the project is categorically exempt per CEQA guidelines Class 1 § 15301(a) – Existing Facilities and Class 3 § 15303 – New Construction.

10. Fred Endert Pool Roof Replacement Project Notice of Completion

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Authorize the City Manager to sign and file a Notice of Completion for the Crescent City Fred Endert Pool Roof Replacement Project (Contract #2025-1087)*

Director Yeager reported to the Council that the pool roof project has been completed by Red Sky Roofing. \$72,638 will be returned to the Measure S fund.

There were no comments from the public.

On a motion by Council Member Greenough, seconded by Council Member Tinkler, and carried unanimously on a 3-0 polled vote, with Council Member Dooley and Mayor Pro Tem Wright absent, the City Council of the City of Crescent City authorized the City Manager to sign and file a Notice of Completion for the Crescent City Fred Endert Pool Roof Replacement Project (Contract #2025-1087).

11. US Economic Development Administration (EDA) Grant Acceptance to Update the 2019-2024 Del Norte County Comprehensive Economic Development Strategy (CEDS)

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Approve and authorize the City Manager to execute a grant agreement and any amendments thereto for EDA funding in the amount of \$76,000 to update the 2019-2024 Del Norte County CEDS*
- *Approve and adopt Resolution No. 2025-46, 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 Manager Wier reported to the Council that if the Council approves the award, the City will receive a total of \$76,000 in grant funding for the countywide CEDS to implement this multi-agency project. The grant requires a 30% match, or \$34,350, which can be in the form of in-kind services, over the next year and a half, split among the participating agencies. The City has agreed to contribute \$15,000 in staff time; the County has agreed to contribute \$12,083.20 in staff time and \$1,050 in facility rental fees; and the Crescent City Harbor District has agreed to contribute \$6,217 in staff time. EDA grant funding operates on a reimbursement basis, so the City will need to expend the funds first and then request reimbursement for the grant funds.

There were no comments from the public.

On a motion by Council Member Tinkler, seconded by Council Member Greenough, and carried unanimously on a 3-0 polled vote, with Council Member Dooley and Mayor Pro Tem Wright absent, the City Council of the City of Crescent City approved and authorized the City Manager to execute a grant agreement and any amendments thereto for EDA funding in the amount of \$76,000 to update the 2019-2024 Del Norte County CEDS, approved and adopted Resolution No. 2025-46, 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.

12. Alternative Procedures for Public Notice

- *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. 858, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY ADDING SECTION 1.04.080, PUBLIC NOTICE ALTERNATIVE PROCEDURE, TO CHAPTER 1.04, GENERAL PROVISIONS, OF TITLE 1, GENERAL PROVISIONS, OF THE CRESCENT CITY MUNICIPAL CODE*

City Attorney Rice reported to the Council that as a local agency, we are required to post various notices. A month ago, we learned our local newspaper was out of business. State law provides for alternative procedures such as posting in three different places. The Triplicate was purchased recently and is available for publications. In the event we lose our local paper, this ordinance will allow us to have an alternative posting as outlined by State law. We would post at three different locations: City Hall, the library, and the County; to also include posting on our website. This ordinance doesn't require it to be posted to the website, but City staff will be doing that anyway.

There were no comments from the public.

On a motion by Council Member Greenough, seconded by Council Member Tinkler, and carried unanimously on a 3-0 polled vote, with Council Member Dooley and Mayor Pro Tem Wright absent, the City Council of the City of Crescent City waived full reading, read by title only and introduced Ordinance No. 858, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY ADDING SECTION 1.04.080, PUBLIC NOTICE ALTERNATIVE PROCEDURE, TO CHAPTER 1.04, GENERAL PROVISIONS, OF TITLE 1, GENERAL PROVISIONS, OF THE CRESCENT CITY MUNICIPAL CODE.

CITY COUNCIL ITEMS

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

Council Member Tinkler: volunteered Friday for the SeaCruise event; volunteers for the Tolowa Cultural Trail project; looking forward to the October 13th Setting the Stones event; attended the BCRAA meeting. One runway has already been redone. Would like the Airport Director could give a PowerPoint presentation to the Council. Local high school students will be painting small replicas of the boat Kamome and will be in various places around town. Volunteers for the Partnership of the Performing Arts.

➤ Legislative Matters – None

➤ **City Manager Report and City Council Directives** – City Manager Wier reported that City staff have been working very hard on multiple projects. Setting of the Stones will be October 13th at 5:30p.m. open to the public. Pump Track event will be 11am-2pm with registration at 9am this Saturday, October 11th. Fire event is that same Saturday in the Home Depot parking lot. The pool Carnival will be < > following up with a "Spooky Swim". The Council

was in consensus to have the Airport Director to give a presentation to the Council on the improvements.

ADJOURNMENT

There being no further business to come before the City Council, Mayor Altman adjourned the meeting at 7:49 p.m. to the regular meeting of the City Council of the City of Crescent City on Monday, October 20, 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