



CITY OF CRESCENT CITY

MAYOR RAY ALTMAN
COUNCIL MEMBER JASON GREENOUGH

MAYOR PRO TEM ISAIAH WRIGHT
COUNCIL MEMBER CANDACE TINKLER

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

NOVEMBER 3, 2025

6:00 P.M.

OPEN SESSION

Call to order Mayor Altman called the meeting to order at 6:01 p.m.

Roll call Council Members present: 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, IT/GIS Technician Taylor Patch, Recreation and Events Coordinator Kelly Feola, and Police Chief Richard Griffin

Pledge of Allegiance led by Mayor Altman

CEREMONIAL ITEMS

- **Veterans Day Proclamation**

Council Member Greenough read the proclamation aloud and Recreation and Events Coordinator Feola will present it to VFW Commander David Cooper at the Vet Cafe on Saturday.

- **Adoption Day Proclamation**

Mayor Pro Tem Wright read the proclamation aloud and gave his background with adoption.

REPORTS AND PRESENTATIONS - None

PUBLIC COMMENT PERIOD

The following residents addressed the Council:

Sam Strait: spoke about Eye on Del Norte and advised the Council to follow its news articles. He further stated that the Border Coast Regional Airport Authority is close to insolvency and recommended the City remove itself from the JPA.

Meaghan McGlasson: from the Library District and introduced the new Library Director Beth Quetschke.

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 20, 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-to-actual Summary as of September 30, 2025

- *Recommendation: Receive and file the budget-to-actual summary of the City's major operating funds for Fiscal Year 2025-26 as of September 30, 2025*

5. Quarterly Cash and Investments Report as of September 30, 2025

- *Recommendation: Receive and file the quarterly cash and investments report as of September 30, 2025*

6. Amendment 1 to Task Order 1 for Plan Review Services

- *Recommendation: Approve and authorize the City Manager to sign Task Order 1 Amendment 1 to the Professional Services Agreement with BPR Consulting Group LLC for Plan Review Support Services*

7. CCPD Officer Wellness and Mental Health Grant Budget Amendment

- *Recommendation: Approve and adopt Resolution No. 2025-49, 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*

There were no comments from the public.

On a motion by Mayor Pro Tem Wright, seconded by Council Member Council Member Greenough, and carried on a 4-0 polled vote, the City Council of the City of Crescent City adopted the consent calendar consisting of items 1-7 as presented.

PUBLIC HEARING - None

CONTINUING BUSINESS - None

NEW BUSINESS

8. Lower Elk Creek Wetland Enhancement

- *Recommendation: Hear staff report / presentation from Smith River Alliance*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Approve a letter to Smith River Alliance from the City Council endorsing the Lower Elk Creek Wetland Enhancement project*

Grant Werschull with Smith River Alliance gave a PowerPoint Presentation on the Lower Elk Creek Wetland Enhancement project. Council Member Tinkler spoke in support of this project and referenced the Sacramento River Trail that has a lot of pedestrian activity from hiking, to biking, to dog walking which was a huge economic boom for Redding. Council Member Greenough asked what the Land Use plan was for this area; Mr. Werschull stated the project area is owned by the California Department of Fish and Wildlife. Council Member Greenough asked what the funding source would be for the project; both the California Dept of Fish & Wildlife, the National Dept of Fish & Wildlife as well as NOAA will provide funding for this project. Council Member Greenough asked what recreation opportunities will be available at this location; Mr. Werschull stated fishing, hiking, birdwatching, dog walking, etc.

Sam Strait stated there are other recreational opportunities within the County at no additional expense. He is concerned with the expense of the project.

After the motion was made and seconded, Council Member Greenough wanted to reopen Council discussion after Mr. Strait's comment; Mayor Altman reopened Council discussion. Council Member Greenough asked about the safety measures of this project; Mr. Werschull explained that if this project was not completed, the damage threat of flooding and tsunami would be worse. Mayor Altman asked for clarification for the public that this is not only for recreation, but it is a flood resiliency plan; City Manager Wier answered in the affirmative. Council Member Greenough asked Chief Griffin if this project would cause any trouble for CCPD to enforce; Chief Griffin said that the majority of this project is CHP jurisdiction as it's owned by the State; does not have a problem with the project regarding law enforcement.

On a motion by Council Member Wright, seconded by Council Member Tinkler, and carried on a 4-0 polled vote, the City Council of the City of Crescent City approved a letter to Smith River Alliance from the City Council endorsing the Lower Elk Creek Wetland Enhancement project.

9. Accessory Dwelling Units Regulations Update

- *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. 859, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING CHAPTER 17.35, ACCESSORY DWELLING UNITS, OF TITLE 17, ZONING, OF THE CRESCENT CITY MUNICIPAL CODE*

City Attorney Rice went over the changes recommended by the Planning Commission to this ordinance for it to be in compliance with State law. Mayor Altman asked if these units would be subject to conditional use approvals; Council Member Tinkler stated her concern with parking and that would mean more vehicles parked on the street. She further asked about these being used as short-term rentals; City Attorney Rice stated that the Council had approved this so more housing can be added, and short-term rentals did not fall into that category. SHN Planner Lawton reported that the State waived parking for the benefit of housing as they'd rather have a parking problem rather than a housing problem. Council Member Greenough asked if there would be any consequences to not being in compliance; Planner Lawton said there are no harsh penalties but the State is moving in the direction of levying fines for not being in compliance. In addition, the City was contacted by the HCD Policy Enforcement Branch requesting that the City update the ordinance to comply with changes in State law. This ordinance will need to be enacted by the end of the year for compliance. City Manager Wier stated this is also connected to our Prohousing Designation.

There were no comments from the public.

On a motion by Council Member Wright, seconded by Council Member Greenough, and carried on a 4-0 polled vote, the City Council of the City of Crescent City waived full reading, read by title only and introduced Ordinance No. 859, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CRESCENT CITY AMENDING CHAPTER 17.35, ACCESSORY DWELLING UNITS, OF TITLE 17, ZONING, OF THE CRESCENT CITY MUNICIPAL CODE.

10. Council Member Vacancy

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Council has the following options:*
 - *Motion to fill the vacant City Council position by appointment and give direction as necessary and appropriate; OR*
 - *Motion to fill the vacancy by a special election to be held with the general municipal election in November 2026; OR*
 - *Motion to fill the vacancy by a special stand-alone election in Spring 2026*

City Attorney Rice went over the process to fill the vacant position on the City Council left by the resignation of Daran Dooley. The Council discussed the option of appointment as it was the best for the City.

Sam Strait: stated that the appointment process concerns him since the Council always votes in consensus. Feels the Council should wait until November 2026 for the people to choose who gets selected instead of the Council.

Council Member Tinkler is concerned with only having four on the Council as the potential for not having a quorum during flu season and having to cancel meetings. Appointing a Council Member is more of an efficient process. Mayor Altman stated it is important to fully represent the residents of the City with a full Council.

On a motion by Council Member Greenough, seconded by Council Member Tinkler, and carried on a 4-0 polled vote, the City Council of the City of Crescent City decided to fill the vacant City Council position by appointment and directed staff to post the vacancy.

11. Selection of Mayor and Mayor Pro Tempore

- *Recommendation: Hear staff report*
- *Technical questions from the Council*
- *Receive public comment*
- *Further Council discussion*
- *Select a Mayor and Mayor Pro Tempore to serve for the next year*

City Clerk Altman reported to the Council the selection procedure.

There were no comments from the public.

Mayor Altman nominated Mayor Pro Tem Wright as Mayor for 2026; seconded by Council Member Greenough; Mayor Pro Tem Wright accepted the nomination.

Carried unanimously.

Mayor Altman nominated Council Member Tinkler as Mayor Pro Tem; seconded by Mayor Pro Tem Wright. Council Member Tinkler accepted the nomination.

Carried unanimously.

CITY COUNCIL ITEMS

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

Council Member Greenough: asked for a discussion regarding the federal government shutdown on the next agenda and would like the Council to reach out to our Senators. He is concerned about our grant funding, SNAP benefits and federal workers going without pay. City Manager Wier stated that grants are impacted with some funding sources. *The Council was in consensus to bring this item back to the Council for discussion with Council Member Tinkler dissenting.*

➤ **Legislative Matters – None**

➤ **City Manager Report and City Council Directives –** City Manager Wier gave the following report:

- City Manager Wier commended Mayor Altman for his service as Mayor this year.
- December 5th is the Christmas Light Parade at 6:30 p.m.
- 26 students assisted with the cleanup of Elk Creek on October 28th.
- The storm that is headed in will be at its peak this Tuesday with 50mph gusts overnight. It will go on through Wednesday and through Friday with over 5 inches of rain in a week.

ADJOURNMENT

There being no further business to come before the Council, Mayor Altman adjourned the meeting at 7:25 p.m. to the regular meeting of the City Council of the City of Crescent City on Monday, November 17, 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