



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

MONDAY

MARCH 2, 2026

6:00 P.M.

CLOSED SESSION

Call to order Mayor Wright called the closed session to order at 5:00 p.m.

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

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

There were no comments from the public on closed session.

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 Jason Greenough, Council Member Steve Shamblin, Mayor Pro Tem Candace Tinkler, and Mayor Isaiah Wright
Staff members present: City Manager Eric Wier, City Attorney Martha Rice, City Clerk/Administrative Analyst Robin Altman, Economic Development and Grants Manager Bridget Lacey (via Zoom), Recreation Director and Events Coordinator Kelly Feola, Public Works Director Dave Yeager, IT/GIS Technician Taylor Patch, Police Sergeant Yeng Lo, SHN Contract Planner Bob Brown and Finance Director Linda Leaver

Pledge of Allegiance led by Mayor Wright

REPORT OUT OF CLOSED SESSION

Mayor Wright stated there was no action to report.

CEREMONIAL ITEMS - None

REPORTS AND PRESENTATIONS - None

PUBLIC COMMENT PERIOD

The following residents addressed the Council:

Shawna Hyatt: spoke about her position on the Planning Commission and that she had to recuse herself from a project too close to her house; however she was not allowed to give public comment and was then apologized to. She asked for Planning Commission meetings to be placed on YouTube.

Sam Strait: spoke about not allowing off-site advertising to pull people into the downtown area. He stated that all of the multi-family housing is taking away from the character of our community from rural to urban.

Roger Gitlin: would like to see the Planning Commission meetings placed on YouTube. He would like to know the direction of the City with the explosion of multi-family housing.

Jody Mangum: agrees with the comments about the multi-housing boom and questions if a traffic study has been done. She spoke on the WWTP and the violations associated with it. She believes there should be a moratorium on sewer hookups. She said the effluent that comes from the Plant causes demonic acid.

CONSENT CALENDAR

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*

Mayor Wright asked for items 8 & 9 to be pulled for discussion, the Council was in consensus to pull the items.

Item 8:

Jill Munger of Elk Valley Artisans addressed the Council regarding the restoration of a mural on the old Red's Theater building.

There were no comments from the public.

On a motion by Council Member Greenough, seconded by Council Member Altman, and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City adopted item 8 on the consent calendar as presented.

Item 9:

Mr. Martinez stated he was honored to be thought of for the position and is looking forward to being a part of the team.

There were no comments from the public.

Sam Strait: stated that there are several items on the consent calendar that should have been on New Business. He would like to see more discussion on what decisions are being made instead of being adopted by way of the consent calendar.

On a motion by Council Member Greenough, seconded by Council Member Altman, and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City adopted the consent calendar consisting of items 1-7, 9-10 as presented.

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*

Mayor Wright opened the public hearing at 6:21 p.m.

City Manager Wier reported to the Council what the process is for the CDBG Notice of Funding Availability and what is required to apply for the next round. Economic Development and Grants Manager Lacey went over the projects that can be applied for in the future, but reiterated that the only two activities that the City currently qualifies for on the 2025 NOFA is Public Service or Planning. She stated that the City's current outreach efforts will also help determine what the community would like to see for future projects when there are more options for applications. The Family Resource Center was the only proposal received for a Public Service activity and City staff has determined that there is not currently the staff capacity to do another Planning activity on this NOFA.

Marina MacNeil, Food Bank Director for the Family Resource Center (FRC) stated how the funding would be used for the Food Bank and how many people they serve. Council Member Shamblin asked if the amount of people they serve are repeated visits, Director MacNeil stated that they are reporting the single visits instead of multiple. Council Member Greenough asked what other funding FRC receives; Director MacNeil stated both State and Federal funding. Council Member Greenough asked how much of the CDBG funds were left; Director MacNeil stated just under 50%. Council Member Greenough asked how much longer the funds left over will last; Director MacNeil stated a year. Manager Lacey stated that it's unknown when the NOFA will be released or when the funds would be distributed and that it is anticipated that there will be a six-month gap. Council Member Shamblin asked what Federal fund gives to them; Director MacNeil stated the Federal Department of Health and Human Services.

Sam Strait: stated that the number of people being served shows how many people are in need in our community.

Mayor Wright closed the public hearing at 6:34 p.m.

On a motion by Council Member Altman, seconded by Mayor Pro Tem Tinkler, and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City directed staff to prepare an application for CDBG funding under the 2025 NOFA for the FRC Food Pantry in the amount of \$300,000, approved and adopted 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

HERE TO FROM THE FUNDING YEAR OF THE STATE CDBG PROGRAM, and approved and authorized 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 or Conversion of Small Structures (§ 15303), and Class 32 In-Fill Development Projects (§ 15332); and direct staff to file a Notice of Exemption*

City Manager Wier reported to the Council that the WWTP is a vital component for our infrastructure. He explained the Basis of Design Report in detail as well as the details of the RBC Capital Upgrade and Biosolids/Digester Optimization Project. By doing this, it supports our community by having potential access to \$50 million in grants to construct the improvements. City Manager Wier outlined the operations of the existing Treatment Plant. He further stated that Jacobs has a very strong team that is doing a great job managing the Plant. He explained that the new NPDES Permit has tighter limits on coliform and bacteria. With the new permit, we did not have violations, however, if we were under the old permit, there wouldn't be as many due to the recent changes in regulations. He explained that the violations were not due to new connections causing failure, they have to do with the high flows during wet weather events. Mayor Wright asked how the construction will affect the operations of the WWTP; City Manager Wier stated it will be timed right to do one at a time and other options that can be done to keep the Plant totally operational. Mayor Pro Tem Tinkler expressed the importance of this project and that one of the first things new Council Members do is tour the WWTP. She emphasized that it is not the connections that cause the violations. Even during tourist season and the number of people coming through town, this is not causing any stress on the Plant, it is the wet weather events. Plant Manager Austin Nova stated that more solids are created during tourist season, however, staff always plans ahead of time on managing it. Council Member Greenough asked about the Coastal Commission portion of this project and hopes it will be paid for by them. Will there be pushback from the Coastal Commission? City Manager Wier stated they have a job to do as well, however due to the project design being in line with what the Coastal Commission requires, it'll make it agreeable to them. Planner Brown explained the CEQA process and the categorical exemption.

Roger Gitlin: asked how many hookups there are currently and is there an ability to grow.

Jody Mangum: spoke about when she ran for City Council and when the WWTP expansion and sewer rate increase occurred. She asked about the storm drain item on consent and if CDBG funds would be used to cover the pipes. She stated she doesn't believe the lab is generating any money like the City said it would.

Council Member Shamblin asked for the connections and flows to be gone over again; City Manager Wier stated that we can have an influx of people come into town, and the WWTP will not have a problem handling the flows. It's the wet weather flows that create the problem with this permit. He reiterated that even if not another person hooks up to the sewer system, this problem will still exist because of wet weather events. If more people hook up to the sewer, which

the capacity is there, there are more people to spread the costs around for the expenses of the WWTP. He further explained that at a future Council meeting, sewer rates will be discussed and reminded everyone that rates haven't been raised in 10 years, and costs have significantly increased.

On a motion by Mayor Pro Tem Tinkler, seconded by Council Member Shamblin, and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City adopted the Jacobs Basis of Design Report / 10% Design for Crescent City RBC Capital Upgrade and Biosolids/Digester Optimization Project and found 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 directed 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*

City Manager Wier stated that EDA has announced that they will give the City funding in the amount of \$186k for the Downtown Specific Plan. This particular item is for the next phase of this project.

There were no comments from the public.

On a motion by Council Member Greenough, seconded by Mayor Pro Tem Tinkler, and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City approved and authorized the City Manager to sign Amendment No. 3 to the Professional Services Agreement with Crandall Arambula, P.C., and approved and authorized 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*

City Manager Wier gave an overview of the Measure S Oversight Committee Annual Report for Fiscal Year 2024-2025. Measure S Oversight Committee Chairman Dana Reno stated that City staff always gives very good information to the Committee to show how the funds are being used. The Committee takes a deep dive into the funding to make sure they are fulfilling the true spirit of the Measure S Oversight Committee. There are a lot of positive things in the future. Mayor Pro Tem Tinkler appreciates some funding for future needs such as the SCBA and apparatuses; is there a timeline beyond Measure S? City Manager Wier stated the funds are being set aside for

that intention. Chairman Reno explained the reasoning behind the Committee asking to have funds set aside for future purchases. Council Member Greenough stated that this is about transparency and holding the City Council accountable.

Sam Strait: asked if it costs the City \$600k to operate the pool.

Mayor Wright explained that there have been major projects for the pool including dehumidification, new boilers, new pool deck flooring, locker room improvements as well as a new roof. City Manager Wier explained that community pools are very expensive to run. Finance Director Leaver stated in general, Measure S contributes \$300-\$350k towards just operations of the pool, total operations are \$700-900k and revenues are roughly \$200k.

On a motion by Council Member Greenough, seconded by Mayor Pro Tem Tinkler, and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City received and filed 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*

Regarding the Pool, City Manager Wier stated that the City has great partnerships such as with the Healthcare District. Recreation Director and Events Coordinator Feola gave a history on this item and the Crescent City Swim Team. They approached the Del Norte Healthcare District for assistance in funding a Scoreboard and Timing System. This item will also be used for advertising and sponsorship to generate revenue for maintenance and future replacement costs. Council Member Shamblin asked if the sign will have off-site advertising; Director Feola stated that there will be sponsorships that will allow for some of revenue to be shared with the Swim Team.

There were no comments from the public.

On a motion by Mayor Pro Tem Tinkler, seconded by Council Member Greenough, and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City approved and authorized 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 authorized 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*

City Manager Wier explained that since the City has been designated as a Prohousing Community which makes us eligible for this funding.

There were no comments from the public.

On a motion by Council Member Altman, seconded by Mayor Pro Tem Tinkler, and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City approved and adopted 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*

Finance Director Leaver gave a detailed presentation on the Mid-Year Budget Update for this current fiscal year. Council Member Shamblin asked about the 25% kept in reserve as it seems high; Director Leaver explained that having a 25% reserve is only 90 days for operations, therefore having this cushion is vital.

There were no comments from the public.

On a motion by Council Member Greenough, seconded by Council Member Shamblin, and carried unanimously on a 5-0 polled vote, the City Council of the City of Crescent City 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 –**
Mayor Pro Tem Tinkler: attended the LAFCO 101 two-hour training, attended the Building Bridges event put on by DNUSD on Saturday. The Chamber is currently working on the upcoming Economic Summit and she's involved with the Tolowa Cultural Trail project.
Council Member Altman: asked for a future agenda item to have Planning Commission meetings on YouTube. *City Manager Wier stated that the internet connection at the WWTP meeting is a little unstable and is why it has not been done. The Council was in consensus to place this item on a future agenda to have Planning Commission meetings on YouTube.*
- **Legislative Matters – None**
- **City Manager Report and City Council Directives –** City Manager Wier reported future items that will be before the Council in the future such as RV Park bathrooms and Cultural Center construction. The grand opening for the Tolowa Cultural Trail is planned for April.

ADJOURNMENT

There being no further business to come before the Council, Mayor Wright adjourned the meeting at 8:19 p.m. 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.

ATTEST:



Robin Altman, City Clerk/Administrative Analyst