



# CITY OF CRESCENT CITY

**AGENDA**  
**SPECIAL MEASURE S OVERSIGHT COMMITTEE MEETING**  
WASTEWATER TREATMENT FACILITY  
210 BATTERY STREET  
CRESCENT CITY, CA 95531

**MONDAY**

**OCTOBER 28, 2024**

**5:30 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@crecentcity.org](mailto:publiccomment@crecentcity.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. 223. 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](http://www.crescentcity.org)

## **OPEN SESSION**

**Call to order**  
**Roll call**  
**Pledge of Allegiance**

## **PUBLIC COMMENT PERIOD**

*Any member of the audience is invited to address the Measure S Oversight Committee on any matter that is within the jurisdiction of the Committee. Comments of public interest or on matters appearing on the agenda are accepted. Note, however, that the Committee is not able to undertake extended discussion or act on non-agendized items. All comments shall be directed toward the entire Committee. Any comments that are not at the microphone are out of order and will not be a part of the public record. After receiving recognition from the Chair, 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 Committee.*

## **CONSENT CALENDAR - NONE**

## **NEW BUSINESS**

### **1. Consider FY25 Measure S Budget Recommendation Amendments including:**

#### **Fred Endert Pool**

- Pool HVAC and Flooring Project Update
- Additional Work Recommendations during Pool Closure
- Project Contingency

#### **Crescent City Fire and Rescue**

- Wildland Fire Turnout Grant Matching funds

#### **Crescent City Police Department**

- Police Department Remodel / Addition Project Update
- FY25 Debt Service Payment Reallocation
- Estimated Future Debt Service Payments
- *Recommendation: Hear staff report*
- *Technical questions from the Committee*
- *Receive public comment*
- *Further Committee discussion*
- *Approve and adopt Resolution No. MS2024-04, A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE AMENDING THE RECOMMENDED EXPENDITURES OF MEASURE S FUNDS FOR FY 24/25*

### **2. FY25 Measure S Project / Capital Purchase Update Including:**

#### **Streets**

- Capital Project Update

#### **Crescent City Fire and Rescue**

- Self Contained Breathing Apparatus (SCBA)
- Fire Quick Response Vehicle

#### **Crescent City Police Department**

- FY25 Patrol Vehicle

## **MEASURE S OVERSIGHT COMMITTEE ITEMS**

- **City Manager Report**
  - **Current Commissioner Terms and Expected 2025-2026 Term Measure S Oversight Committee Application Period**

## **ADJOURNMENT**

Adjourn to the next meeting of the Measure S Oversight Committee, date to be determined, at the Wastewater Treatment Facility conference room, 210 Battery Street, Crescent City, CA.

## **POSTED:**

October 25, 2024

/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

**RESOLUTION NO. MS2024-04**

**A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE  
AMENDING THE RECOMMENDED EXPENDITURES OF MEASURE S FUNDS FOR  
FY 24/25**

**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; 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 met in 2021 to establish a 5-year plan for funding projects with Measure S funds; and

**WHEREAS**, the Measure S Oversight Committee made expenditure recommendations in FY 21/22, FY 22/23, FY23/24 and FY 24/25 based upon the 5-year plan as well as other needs and projects brought before the Committee; and

**WHEREAS**, the Measure S Oversight Committee has met throughout 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 3, 2024 to receive the FY22/23 financial statements and independent auditor's report prepared by the independent Measure S auditor (Badawi & Associates) and adopted Resolution No. MS2024-01, A Resolution of the Crescent City Measure S Oversight Committee approving a report on Measure S Funds for Fiscal Year 2022-2023; and

**WHEREAS**, on April 30, 2024, the Measure S Oversight Committee reviewed the five-year plan for Measure S revenues and funding needs / department requests for the FY 24/25 budget, and adopted Resolution No. MS2024-03 recommending the FY24/25 budget to the City Council; and

**WHEREAS**, the Measure S Oversight Committee met on October 28, 2024 to receive an update from the City Manager on FY24/25 expenditures and proposed amendments to the FY24/25 budget including the Pool capital improvements, Pool maintenance projects, Fire Turnout Grant matching funds, Police Department facility upgrades, and Street Improvement Projects; and

**WHEREAS**, the Measure S Oversight Committee finds the recommended 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.

**NOW, THEREFORE, BE IT RESOLVED**, by the Crescent City Measure S Oversight Committee that the amended FY 24/25 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 28<sup>th</sup> day of October 2024, by the following polled vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Ernest Perry, Chair

ATTEST:

\_\_\_\_\_  
Robin Altman, City Clerk

# Measure S Oversight Committee

Fiscal Year 2024/2025  
Expenditure Recommendations  
Resolution No. MS 2024-04  
Exhibit A

## Fire Department (\$827,461)

	Current Budget	Recommended Budget	Comments
	FY 2024-25	FY 2024-25	FY 2024-25
<b>Costs shared with Fire District</b>			
Volunteer stipends	88,220	88,220	
Station staffing	29,812	29,812	
Full-time Captain positions (3)	419,769	419,769	
Deputy Chief			
Training	15,000	15,000	
Command Department Training System	15,000	15,000	
Volunteer recruitment and retention	5,000	5,000	
Equipment and tools	30,000	30,000	
Rope rescue equipment	10,000	10,000	
SCBA (\$15-17k each)			
Radios (handheld)			
Radios (apparatus)	10,000	10,000	
Turnouts and helmets (\$250,000 total)	50,000	70,000	Amended for Additional Cal Fire Grant Match
Transfer to Veh/Equip Fund (future turnouts)	25,000	25,000	
Regional training center (\$1,000,000 total)			
<b>City-only costs</b>			
Transfer to apparatus replacement fund	98,000	98,000	
Transfer to CIP Fund (facility improvements)			
SCBA compressor (City station)			
Skid-mounted pump			
Transfer to Veh/Equip Fund (quick response vehicle)	90,000	90,000	
Transfer to Veh/Equip Fund (Chief command vehicle)	90,000	90,000	
SCBA for City	200,000	200,000	
Transfer to Veh/Equip Fund (future SCBA)	32,500	32,500	
<b>Total Fire Expenditures</b>	<b>1,208,301</b>	<b>1,228,301</b>	
Fire District Reimbursement	390,840	400,840	Amended for Fire District match of Cal Fire Grant
<b>Net Fire Expenditures</b>	<b>817,461</b>	<b>827,461</b>	

Measure S Oversight Committee  
 Resolution No. MS 2024-04, Exhibit A

**Police Department (\$514,221)**

	FY 2024/25		
	Budget	Recommended Budget	Comments
	FY 2024-25	FY 2024-25	FY 2024-25
2 additional officers	221,127	221,127	
3rd additional officer (Funded by DOJ grant until FY25/26)			
Academy (recruits)			
Lieutenant assignment			
Detective assignment	4,730	4,730	
Body cameras and tasers	47,250	47,250	
Dash cameras (initial cost)			
Dash cameras (annual cost)	36,614	36,614	
Cell phone analyzer annual cost (partial)	3,500	3,500	
Medical supplies	5,000	5,000	
Enclosed trailer for UTV	10,000	10,000	
K9 Kostya (ongoing costs - vet, food, training)	8,000	8,000	
K9 Murtaugh (ongoing costs - vet, food, training)	8,000	8,000	
Transfer to vehicle replacement fund	80,000	80,000	
Transfer to CIP fund (facility improvements)		90,000	
Transfer to debt service fund (facility improvements)	90,000		No debt pymt this year
Total Police Expenditures	514,221	514,221	

**Street Improvements (\$1,068,374)**

	Budget	Projected	Comments
	FY 2024-25	FY 2024-25	FY 2024-25
	Pot hole, crack seal, minor repairs	348,374	348,374
Sidewalk repair or install	75,000	75,000	
Striping	50,000	50,000	
Street lights	45,000	45,000	
Grant match for HSIP sidewalk project (transfer to CIP)	25,000	25,000	
Street preservation project (transfer to CIP fund)	600,000	525,000	\$75,000 of SB1 Funds to Fund previously allocated contingency for Front Street CIP Project
Total Street Expenditures	1,143,374	1,068,374	

Measure S Oversight Committee  
 Resolution No. MS 2024-04, Exhibit A

**Fred Endert Swimming Pool (\$551,000)**

	Budget	Recommended Budget	Comments
	FY 2024-25	FY 2024-25	FY 2024-25
Operations (staffing, utilities, supplies, etc.)	325,000	325,000	
Equipment, parts, repairs	30,000	86,000	Additional Maintenance / repair projects during pool closure
Transfer to CIP Fund (HVAC / dehumidification project)	20,000	140,000	Additional Contingency for CIP
<b>Total Pool Expenditures</b>	<b>375,000</b>	<b>551,000</b>	
<i>Included in equipment, parts, repair budget above</i>			
Industrial floor cleaner	3,000		
VGB Main Pool Drain Grates	1,200		
Pool & Spa filters	1,200		
Chemical Sensor Probes, Gel, and Membranes	1,000		
Lane Line Tensioners	1,500		

**Finance Department (\$7,991)**

	Roll Over	Recommended	Total Budget
	FY 2023-24	FY 2024-25	FY 2024-25
Independent audit		2,991	2,991
Sales tax consultant (projections & business audits)		5,000	5,000
<b>Total Expenditures</b>	<b>-</b>	<b>7,991</b>	<b>7,991</b>

**Total Recommended FY24/25 Measure S Expenditures \$2,969,047\***

\*Including 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 year.