

# City of Calistoga

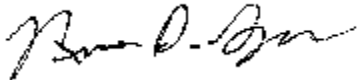
## Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Amanda Davis, Deputy City Clerk  
**DATE:** February 7, 2012  
**SUBJECT:** City Council Minutes

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APPROVAL FOR FORWARDING:



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Richard Spitler, City Manager

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**DISCUSSION:** Minutes of the January 17, 2012 regular City Council meeting.

**RECOMMENDATION:** Approve Minutes.

**ATTACHMENTS:** Aforementioned Minutes.

1 **MINUTES**

2 **CITY COUNCIL CLOSED SESSION**  
3 **TUESDAY, JANUARY 17th, 2012– 6:00 P.M.**  
4 **CALISTOGA COMMUNITY CENTER**

5  
6 **A) ORAL COMMUNICATIONS**

7 No public comment.

8 **B) CALL TO ORDER**

9 **Mayor Gingles called the Regular Session to order at 6:00 p.m.**

10 In attendance were the following: Councilmember Chris Canning,  
11 Councilmember Gary Kraus, Councilmember Karen Slusser, Vice Mayor  
12 Michael Dunsford, and Mayor Jack Gingles.

13  
14 Also present was City Manager Richard Spitler.

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16 **C) ADJOURN TO CLOSED SESSION ON THE FOLLOWING MATTERS:**

- 17 1. Conference with Legal Counsel, Existing Litigation pursuant to Government  
18 Code  
19 Section 54956.9(a)

20  
21 Name of Case: Rancho de Calistoga, a California General Partnership v.  
22 City of Calistoga; Case No. 26-57311 and Case No. C11-05015

- 23  
24 2. Conference with Legal Counsel – Existing Litigation pursuant to  
25 Government Code Section 54956.9 (a)

26  
27 Name of Case: Page Construction Company v. City of Calistoga; Arbitration  
28 Case No. A-003-2011

29  
30 **D) CONVENE TO OPEN SESSION IN THE COMMUNITY CENTER**

31 **Mayor Gingles** announced that there was no reportable action out of  
32 tonight's Closed Session.

33 **E) ADJOURNMENT**

34 **Mayor Gingles adjourned the Closed Session at 7:00 p.m.** to the regular  
35 meeting of the Calistoga City Council, on Tuesday, January 17, 2012  
36 Calistoga Community Center, 1307 Washington Street, 7:00 p.m.  
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38 **Respectfully submitted:**

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42 **Prepared by: Amanda Davis, Deputy City Clerk**

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**Approved by: Jack Gingles, Mayor**

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**MINUTES**

**CITY COUNCIL – REGULAR MEETING  
TUESDAY, JANUARY 17, 2012 - 7:00 P.M.  
CALISTOGA COMMUNITY CENTER**

**A) CALL TO ORDER**

**Mayor Gingles called the Regular Session to order at 7:00 p.m.**

In attendance were the following: Councilmember Chris Canning, Councilmember Gary Kraus, Councilmember Karen Slusser, Vice Mayor Michael Dunsford, and Mayor Jack Gingles.

Also present were Public Works Director/City Engineer Dan Takasugi, City Manager Richard Spitler, and Deputy City Clerk Amanda Davis.

**B) SALUTE TO THE FLAG**

**C) ACTION OUT OF CLOSED SESSION**

**Mayor Gingles** announced that there was no action out of Closed Session held this evening.

**D) ORAL COMMUNICATION ON CONSENT ITEMS OR NON-AGENDA ITEM**

**Albert Farha, 74 Holly Drive**, spoke in regards to the adjoining property that is located on the backside of his fence. He stated that this property belongs to the Indian Spring's resort. He voiced his complaints and concerns with the overgrown bamboo that exists and noted that this is an ongoing issue that needs to be addressed immediately and continuously.

**Dieter Deiss, 3000 Palisades Road**, spoke regarding the intersection at Silverado Trail and Lincoln Avenue. He spoke about the use of the Oat Hill Mine trail and the voluminous amount of cars that are parked in that area for use of the trail. He is concerned with how this congestion affects our gateway to Calistoga and feels that pedestrian safety should be improved at this intersection. He said that he heard the Caltrans funding for a roundabout has been terminated.

**E) ADOPTION OF MEETING AGENDA**

It was **MOVED** by **Councilmember Kraus** and **SECONDED** by **Councilmember Canning** to approve the Council Meeting Agenda. The Motion was carried unanimously.

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90 **F) COUNCIL REQUESTS AND IDEAS FOR DISCUSSION**

91 **Vice Mayor Dunsford**, asked that the City Manager include in his weekly  
92 memos the month-to-month information from the Police and Fire Department  
93 reports so that they are able to compare the reports.

94

95 **Mayor Gingles** gave his condolences to Dorothy Roadman, a past City  
96 employee who recently lost her husband John Roberts.

97

98 **G) PRESENTATION**

99 **1) Quarterly report presentation by the Calistoga Family Center.**

100 Victoria Lee introduced and presented the item. She stated the the Calistoga  
101 Family Center (CFC) is given \$10,000 per year from the city for outreach  
102 purposes. She provided a quarterly report (October-December 2011) to the  
103 Council which outlined the program objectives and their accomplishments. She  
104 stated that one area of outreach that has increased tremendously is to the senior  
105 community. She stated that the CFC is interested in forming a City subcommittee  
106 on senior needs and would like to develop a needs assessment which will then  
107 lead to a strategic plan.

108

109 **2) Presentation by Olivia Lemen, Recreation Manager, on the mid-year status**  
110 **of the Recreation Service Division.**

111

112 Recreation Manager Lemen presented the item. She gave a review of the first six  
113 (6) months after the restructuring of the Recreation Services Division. She stated  
114 that with the reorganization of the department two full-time recreation positions  
115 were eliminated in June 2011 and two new part-time positions were created. One  
116 Recreation Coordinator oversees the adult and senior activities, and the other  
117 Recreation Coordinator oversees youth and teen programs. She stated that they  
118 are currently working on finalizing the Spring Recreation Guide and it should be  
119 released at the end of March. She discussed several new classes and activities  
120 that will be offered in the upcoming months.

121

122 **H) CONSENT CALENDAR**

123 **3) Minutes of the December 6, 2011 regular City Council meeting.]**

124

125 **4) Consideration of an Ordinance, initiated by the City of Calistoga amending**  
126 **Chapter 3.32 (Public Works Bids) and Chapter 3.34 (Purchasing**  
127 **Requirements).**

128

129 **5) Consideration of a Resolution authorizing the acceptance of a donation in**  
130 **the amount of \$100 from Chateau Montelena Winery.**

131

132 **6) Consideration of a Resolution authorizing the acceptance of a donation of**  
133 **materials and equipment with a value of \$8,895.88 from the Rudolph and**

134 **Maria Felgenhauer Trust.**

135

136 **7) Consideration of a Resolution authorizing the acceptance of donations to**  
137 **the Holiday Dinner in the amount of \$1,945.**

138

139 **8) Consideration of a Resolution approving the 2012 Parade List and**  
140 **authorizing the Public Works Department to apply for Encroachment Permits**  
141 **from Caltrans.**

142

143 **9) Consideration of a Resolution Ratifying Vallarta Market Landscape**  
144 **Maintenance Agreement.**

145

146 **Councilmember Canning** requested that Item No 8. be pulled for clarification.

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148 It was **MOVED** by Councilmember Dunsford and **SECONDED** by  
149 Councilmember Slusser to approve Items No.3, 4, 5, 6, 7 and 9 on the Consent  
150 Calendar. **The Motion was carried unanimously.**

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152 **Councilmember Canning** requested clarification regarding fees for  
153 encroachment permits for the City, and the recouping of costs for events outside  
154 of the normal City events. He asked whether the City recoups costs for Police  
155 Department and Public Works Department services from the event organizers.

156

157 **Public Works Director Takasugi** stated that the City does not have to pay fees  
158 for encroachment permits. He stated that staff does track and attempts to recoup  
159 the costs for events in the City. He stated that in the past staff has not been  
160 recouping costs from the Napa County Fairgrounds for the annual 4<sup>th</sup> of July  
161 event; however, they will be attempting to do that in the future.

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163 It was **MOVED** by Councilmember Canning and **SECONDED** by Councilmember  
164 Dunsford to approve Item No. 8 on the Consent Calendar. **The Motion was**  
165 **carried unanimously.**

166

167 **I) PUBLIC HEARING**

168 None.

169

170 **J) GENERAL GOVERNMENT**

171 **10) Update regarding the criminal justice administration fees adopted pursuant**  
172 **to Resolution No. 2011-006 at the January 18, 2011 Council meeting.**

173

174 **Police Chief Mills** presented the item. He stated that the criminal justice  
175 administration fee allows the City to recover costs associated with booking and  
176 processing an arrested and subsequently convicted person. The Police  
177 Department has been imposing this Criminal Justice Fee since February, 2011.  
178 Since February, 2011, there have been 72 bookings for which we have received  
179 the fee for arrested persons.

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181

182 **11) Consideration of a Resolution authorizing a budget appropriation and a**  
183 **request to execute a funding agreement with Calistoga Affordable Housing,**  
184 **Inc. (CAH) in the amount of \$10,000 to support CAH's 2012 "Rebuilding**  
185 **Calistoga Program".**  
186

187 **City Manager Spitler** introduced the item. He gave a brief background on  
188 Calistoga Affordable Housing (CAH) noting that CAH has been running the  
189 successful Rebuilding Calistoga Program for the past two (2) years. He stated  
190 that CAH has requested \$20,000 in funding for 2012. He stated that the program  
191 typically runs for half the year, but that CAH now wishes to run the program year-  
192 round. He stated that because of the City's financial situation, he is  
193 recommending that only \$10,000 be released for FY 2011/2012. He also stated  
194 that the rest of the requested funds could be used in the next fiscal year and will  
195 be included for consideration in the upcoming FY 2012/2013 budget. He is  
196 recommending that City Council adopt the resolution.  
197

198 **Larry Kroman, 19 Rockrose Lane, President of Calistoga Affordable**  
199 **Housing**, spoke regarding the item. He recognized the numerous people in the  
200 audience who came to show their appreciation to Council for the support they  
201 have received through this program. He gave a brief summary of the 2011  
202 Rebuilding Calistoga and Calistoga Affordable Housing and also discussed what  
203 is planned for 2012. He stated that CAH has already received \$85,000 from other  
204 grant sources.  
205

206 The Councilmembers commemorated Larry and CAH for the work that has been  
207 accomplished in the City for various people involved in the Rebuilding Calistoga  
208 program.  
209

210 It was **MOVED** by Vice Mayor Dunsford and **SECONDED** by Councilmember  
211 Slusser to adopt Resolution No. 2012-006 authorizing a budget appropriation and  
212 a request to execute a funding agreement with Calistoga Affordable Housing Inc.  
213 (CHA) in the amount of \$10,000 to support CAH's 2012 "Rebuilding Calistoga  
214 Program". **The Motion was carried unanimously by the following vote:**  
215

216 **AYES: Vice Mayor Dunsford, Councilmembers Slusser, Canning,**  
217 **Kraus, and Mayor Gingles**

218 **NOES: None**

219 **ABSTAIN/ABSENT: None**  
220  
221

222 **12) Consideration of a Resolution Approving Amendment No. 10 to the**  
223 **Funding Agreement with Napa County Flood Protection and Watershed**  
224 **Improvement Authority**  
225

226 **Public Works Director Takasugi** presented the item. He discussed the  
227 background of the Measure A Funding Agreement. He stated that this  
228 Amendment No. 10 to the funding agreement is an administrative amendment  
229 and noted that it will shift the funding expenditure allocation from three (3) fiscal  
230 years to four (4) fiscal years. He stated that the Measure A project was for

231 Kimball Dam improvements, and the cost of the project was not changed, but it  
232 will allow the City to seek another \$448,000 in Measure A reimbursements for  
233 past expenditures. He stated that Napa County has already approved this  
234 amendment contingent on Calistoga City Council's approval.  
235

236 It was **MOVED** by Councilmember Slusser and **SECONDED** by Vice Mayor  
237 Dunsford to adopt Resolution No. 2012-007 approving Amendment No. 10 to the  
238 Funding Agreement with Napa County Flood Protection and Watershed  
239 Improvement Authority. **The Motion was carried unanimously by the**  
240 **following vote:**

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242 **AYES: Councilmember Slusser, Vice Mayor Dunsford,**  
243 **Councilmembers Canning and Kraus, and Mayor Gingles**  
244 **NOES: None**  
245 **ABSTAIN/ABSENT: None**  
246

247 **Mayor Gingles** requested that City Manager Spitler direct staff to send a letter to  
248 Mr. Merchant regarding the overgrown bamboo located at Indian Springs Resort  
249 that is affecting their adjoining neighbor's property. He also stated that he will  
250 follow-up with Public Works Director Takasugi regarding the intersection at  
251 Silverado Trail and Lincoln Avenue and the issues at hand.  
252

#### 253 **K) ADJOURNMENT**

254 **Mayor Gingles** adjourned the meeting at **8:10 p.m.** to the next scheduled special  
255 meeting of the Calistoga City Council, on Tuesday, January 24, 2011, Calistoga  
256 Community Center, 1307 Washington Street, 7:00 p.m.  
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258 **Respectfully submitted:**

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261 **Prepared by: Amanda Davis, Deputy City Clerk**

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264 **Approved by: Jack Gingles, Mayor**  
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