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MINUTES

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CITY COUNCIL – SPECIAL MEETING

4

WATER & WASTEWATER STUDY SESSION

5

TUESDAY, JANUARY 22, 2013- 6:00 P.M.

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7

A) **CALL TO ORDER**

8 **Mayor Canning called the Special Session to order at 6:00 p.m.**

9 In attendance were the following: Councilmember Barnes, Councilmember
10 Gary Kraus, Vice Mayor Michael Dunsford, and Mayor Chris Canning.

11 Also present were Public Works Director/City Engineer Dan Takasugi,
12 Administrative Services Director Gloria Leon, and City Manager/Acting City
13 Clerk Richard Spitler.
14
15

16

B) **SALUTE TO THE FLAG**

17
18

C) **ORAL COMMUNICATION**

19
20 **Bill Dyer, 1501 Diamond Mountain Rd.,** discussed Calistoga's water shed
21 and water availability.
22

23 **Matt Hickerson, 3225 Lake County Hwy,** asked about monetary credits
24 being given during development and how it is distributed over the years.
25

26

D) **ADOPTION OF MEETING AGENDA**

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28 It was **MOVED** by Councilmember **Kraus** and **SECONDED** by Vice Mayor
29 **Dunsford** to approve the Council Meeting Agenda. The Motion carried
30 unanimously.
31

32

E) **GENERAL GOVERNMENT**

- 33
34 1) **Receive presentation and recommendation from staff and consultant**
35 **regarding the water and wastewater funds, their financial status and**
36 **options to address concerns.**
37

38 **Mayor Canning** introduced the item and stated that this is the first a a few
39 informational study sessions relative to water and wastewater rates and
40 potential impacts to those rates.
41

42 **City Manager Spitler** presented the item stating that this is a workshop and
43 staff will inform the Council of their perspective of what is going on with the
44 water and wastewater funds and will seek direction. He stated that no
45 decisions will be made this evening. He briefly discussed the water and
46 wastewater funds and the imbalance. He discussed the study session
47 objectives which include the overviews of 2010 water & wastewater rate
48 studies; role of development in utility operations, facilities and finances;

49 impact of operations and economy over last two years to financial health of
50 utility operations; options to correct and City Council direction. He introduced
51 David Spilman who was a past City of Calistoga Finance Director. Mr.
52 Spilman was hired as a Consultant to assist the City in reviewing the existing
53 water and wastewater rates, assist in the determination of financial
54 objectives and to provide recommendations on a possible update to the
55 water and wastewater rate studies.

56
57 **David Spilman, Consultant**, gave a PowerPoint Presentation outlining the
58 Water and Wastewater funds financial health and options to improve.

59
60 Council and staff discussion ensued.

61
62 **Public speaking to the item:** Shelby Valentine 2771 Foothill Blvd.; Matt
63 Hickerson, 3225 Lake County Hwy; Michael Quast; Norma Tofanelli, 1001
64 Dunaweel Lane; Patrick Porgans, Porgans and Associates; Aaron Harkin,
65 1019 Myrtle Street.

66
67 Council and staff discussion ensued.

68
69 Council asked that staff come back to the next scheduled Special Water &
70 Wastewater Study Session on February 6, 2013 with more specific
71 information on what the water & wastewater rates will be with the proposed
72 developments and without the proposed developments. Council also
73 requested staff provide a comparison of rates from similar communities.

74
75
76 **F) ADJOURNMENT**

77
78 **Mayor Canning** adjourned the meeting at 8:14 p.m. to the next scheduled
79 regular meeting of the Calistoga City Council, on Tuesday, February 5, 2013,
80 Calistoga Community Center, 1307 Washington Street, 7:00 p.m.

81 **Respectfully submitted:**

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84 _____
85 **Prepared by: Amanda Davis, Deputy City Clerk**

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87 _____
88 **Approved by: Chris Canning, Mayor**

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3 **CITY COUNCIL – SPECIAL MEETING**
4 **WATER & WASTEWATER STUDY SESSION #2**
5 **WEDNESDAY, FEBRUARY 6, 2013 – 6:30 P.M.**
6 **CALISTOGA COMMUNITY CENTER**
7
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9 A) **CALL TO ORDER**

10
11 **Mayor Canning called the Special Session to order at 6:30 p.m.**

12 In attendance were the following: Councilmember James Barnes,
13 Councilmember Gary Kraus, Vice Mayor Michael Dunsford, and Mayor Chris
14 Canning.
15

16 Also present were Administrative Services Director Gloria Leon, and City
17 Manager/Acting City Clerk Richard Spitler.
18

19 B) **SALUTE TO THE FLAG**

20
21 C) **ORAL COMMUNICATION**

22
23 D) **ADOPTION OF MEETING AGENDA**

24
25 It was **MOVED** by Councilmember **Barnes** and **SECONDED** by
26 Councilmember **Kraus** to approve the Council Meeting Agenda. The Motion
27 carried unanimously.
28

29 E) **GENERAL GOVERNMENT**

- 30
31 1) **Receive presentation and recommendation from staff and consultant**
32 **regarding the water and wastewater funds, their financial status and**
33 **options to address concerns.**
34

35 **City Manager Spitler** presented and discussed the background of the item.
36 He stated that this is a continuation of discussions held at the previous study
37 session held on January 22, 2013. He stated that David Spilman is present as
38 the City's Consultant. He discussed the follow-up steps that were requested
39 by Council at the January 22, 2013 study session which include: adding in an
40 option that shows the effect of Enchanted Resorts Development; example of
41 options on average mobile home and multi-family buildings; and issues with
42 change of bi-monthly to monthly billing for single residential and multi-family.
43

44 **David Spilman, Consultant**, gave a PowerPoint Presentation discussing the
45 Water and Wastewater Enterprise Funds and the detailed financial
46 breakdown for each option.

47 Council and staff discussion ensued.

48

49 **Public speaking to the item:** Doug Cook, 109 Wappo Ave.; Matt Hickerson,
50 3225 Lake County Hwy; Norma Tofanelli; Aaron Harkin, 1019 Myrtle St.,
51 Representative for the Enchanted Resorts Project and Measure C.

52

53 Council and staff discussion ensued regarding the next steps to be taken.

54

55 **F) ADJOURNMENT**

56

57 **Mayor Canning** adjourned the meeting at 8:12 p.m. to the next scheduled
58 regular meeting of the Calistoga City Council, on Tuesday, February 19, 2013,
59 Calistoga Community Center, 1307 Washington Street, 7:00 p.m.

60 **Respectfully submitted:**

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63 _____
Prepared by: Amanda Davis, Deputy City Clerk

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66 _____
Approved by: Chris Canning, Mayor

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1 **MINUTES**

2 **CITY COUNCIL – REGULAR MEETING**
3 **TUESDAY, MAY 21, 2013 - 7:00 P.M.**
4 **CALISTOGA COMMUNITY CENTER**

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6 **A) CALL TO ORDER**

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

8 In attendance were the following: Councilmember Barnes, Councilmember Irais
9 Lopez-Ortega, Councilmember Gary Kraus, Vice Mayor Michael Dunsford, and
10 Mayor Chris Canning.

11
12 Also present were Planning & Building Director Lynn Goldberg, City Manager
13 Richard Spittler and Deputy City Clerk Amanda Davis.
14

15 **B) SALUTE TO THE FLAG**
16

17 **C) ORAL COMMUNICATION ON CONSENT ITEMS OR NON-AGENDA ITEMS**
18

19 **Mayor Canning** stated that he was invited to participate in the awards
20 ceremony for the St. Helena and Calistoga Boys & Girls Club Youths of the
21 Year. He asked one of the recipients, who is a resident of Calistoga, to attend
22 this meeting so that he could be acknowledged. Antonio Mendieta was
23 awarded Youth of the Year for Calistoga.
24

25 Antonio spoke briefly about his history in Calistoga and his history with being
26 involved with the Boys & Girls Club.
27

28 **Danny Alvarez**, introduced himself as the newly hired Recreation Sports
29 Coordinator. He expressed his excitement in being involved in the community
30 with the Recreation Department and looks forward to being a part of Calistoga.
31

32 **D) ADOPTION OF MEETING AGENDA**

33 It was **MOVED** by Councilmember **Kraus** and **SECONDED** by Councilmember
34 **Barnes** to approve the Council Meeting Agenda. The Motion was carried
35 unanimously.
36

37 **E) COUNCIL REQUESTS AND IDEAS FOR DISCUSSION**

38 **Councilmember Kraus** discussed the tragedy in Oklahoma and requested that
39 the meeting be adjourned in memory of the citizens of Moore, Oklahoma.
40

41 **Councilmember Lopez-Ortega**, stated that the English Learner Advisory
42 Committee (ELAC) held a meeting on May 16th at the Calistoga Elementary
43 School. She stated that 50 parents attended along with two police officers who

44 were available to answer any questions. She said that more meetings will be
45 held in the future and feels that this is a good opportunity for the Spanish
46 speaking community to learn how Government operates.
47

48 **Councilmember Barnes**, reminded the community of the two Memorial Day
49 Events taking place on Monday, May 27th in Calistoga.
50

51 **Mayor Canning** , thanked the Public Works Department for the directional sign
52 that was placed at Lincoln Avenue and Silverado Trail. He said that last week's
53 community forum on public safety went well. He reminded the community of the
54 Fire Department's open house taking place Saturday, May 25th.
55

56 **F) CONSENT CALENDAR**

57 1) **Minutes of the March 5, 2013 and May 7, 2013 regular City Council**
58 **meetings.**

59
60 2) **Adoption of Resolution No. 203-038 authorizing the execution of**
61 **Amendment No. 1 to the Joint Powers Agreement with Napa County**
62 **for the use of Medical Cache Trailers**

63
64 3) **Adoption of Resolution No. 203-039 rejecting the Claim of Alfonso**
65 **Torres for an undetermined amount.**

66
67 4) **Adoption of Resolution No. 203-040 confirming Mayor's appointment**
68 **of a voting delegate and an alternate voting delegate to vote at the**
69 **California League of Cities Annual Business Meeting to be held**
70 **September 18-20, 2013 in Sacramento, California.**

71
72 5) **Adoption of Resolution No. 203-041 authorizing the City Manager to**
73 **enter into a Property Tax Administration Settlement and Release**
74 **Agreement with the County of Napa.**

75
76 **It was MOVED by Councilmember Kraus and SECONDED by**
77 **Councilmember Barnes to approve Item Nos. 1, 2, 3, 4, and 5 on the**
78 **Consent Calendar. The Motion was carried unanimously.**
79

80 **G) PUBLIC HEARING**

81 None.
82

83 **H) GENERAL GOVERNMENT**

84
85 6) **Preparation of Municipal Code amendment to limit parking in**
86 **required residential front yards.**

87
88 **Planning & Building Director Goldberg** presented the item. She stated
89 that concern has been expressed about the practice of parking and storing
90 vehicles in the front yards of residences, outside the driveway or other
91 paved area. Staff is asking if Council would like staff to initiate this
92 Ordinance.

93
94 Council and staff discussion ensued.

95
96 Consensus of the Council is to have staff review existing legislation from
97 other communities on this and bring the information back to the Planning
98 Commission for review and discussion at a future date.

99
100 **I) ADJOURNMENT**

101 Mayor Canning adjourned the meeting at 7:24 p.m. in memory of the citizens of
102 Moore, Oklahoma to the next scheduled special meeting of the Calistoga City
103 Council, on Thursday, May 23, 2013, Calistoga Community Center, 1307
104 Washington Street, 1:00 p.m.

105 **Respectfully submitted:**

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108 _____
Prepared by: Amanda Davis, Deputy City Clerk

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110 _____
Approved by: Chris Canning, Mayor

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2 **MINUTES**

3 **CITY COUNCIL-SPECIAL MEETING**
4 **BUDGET STUDY SESSION**
5 **THURSDAY, MAY 23, 2013– 1:00 P.M.**
6 **CALISTOGA COMMUNITY CENTER**

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9 **A) CALL TO ORDER**

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11 **Mayor Canning called the Special Session to order at 1:13 p.m.**

12 In attendance were the following: Councilmember James Barnes,
13 Councilmember Irais Lopez-Ortega, Vice Mayor Michael Dunsford, and Mayor
14 Chris Canning. (Councilmember Kraus arrived at 1:38 p.m.)

15
16 Also present were Acting Public Works Director Derek Rayner, Administrative
17 Services Director Gloria Leon, Planning & Building Director Lynn Goldberg,
18 Police Chief Mitch Celaya, Fire Chief Steve Campbell, Recreation Services
19 Manager Olivia Lemen, City Manager Richard Spitler, and Deputy City Clerk
20 Amanda Davis.
21

22 **B) SALUTE TO THE FLAG**

23 **C) ORAL COMMUNICATION ON CONSENT ITEMS OR NON-AGENDA ITEMS**

24 None.
25

26 **D) ADOPTION OF MEETING AGENDA**

27
28 It was **MOVED** by Vice Mayor **Dunsford** and **SECONDED** by Councilmember
29 **Lopez-Ortega** to approve the Council Meeting Agenda. The Motion was
30 carried unanimously.
31

32 **E) GENERAL GOVERNMENT**

33
34 **1) Discussion regarding the FY 2013/14 Budget**

35 **City Manager Spitler** introduced the item.
36

37 **Administrative Services Director Leon** discussed the item and gave a
38 PowerPoint presentation outlining the updated FY 12/13 actuals with
39 adjustments to assumptions, the budget/cash flow situation for FY 12/13 year
40 end projections and the budget summary review for FY 13/14 (General Fund
41 and Enterprise).
42

43 Council and staff discussion ensued regarding: general fund balance without
44 subsidizing the Water and Wastewater Enterprise budgets, debt payoff and
45 anticipated payments from proposed developments including Silver Rose,
46 Indian Springs and Enchanted Resorts.
47

48 **Administrative Services Director Leon** discussed each of the Department

49 budgets beginning with Fire Department, and following with Administration,
50 Finance, Planning & Building, Recreation Division, Police Department and
51 ending with Public Works.

52
53 **Mayor Canning** called for a ten minute recess at 3:02 p.m.

54
55 **Mayor Canning** reconvened the meeting at 3:18 p.m.

56
57 **Public speaking to the item:** Victoria Li, Calistoga Family Center.

58 **City Manager Spitler** discussed development impact fees for FY 12/13, FY
59 13/14 and FY 14/15. The development impact fees will come from the following
60 projects: Indian Springs, Brian Arden Winery, Calistoga Apartments, Silver
61 Rose, and Enchanted Resorts.

62 Council discussion ensued on development impact fees.

63 **2) Discuss next steps**

64
65 **City Manager Spitler** discussed what the next steps are in the budget approval
66 process. The Public Hearing for budget adoption will be held on June 11, 2013,
67 6:00 p.m.

68
69 It was decided that the Special Budget Study Session scheduled for Tuesday,
70 May 28th, 2013 be canceled.

71
72 **F) ADJOURNMENT**

73
74 **Mayor Canning** adjourned the meeting at 5:13 p.m. to the next scheduled
75 regular City Council meeting, on Tuesday, June 4, 2013, Calistoga Community
76 Center, 1307 Washington Street, 7:00 p.m.

77 **Respectfully submitted:**

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80 _____
81 **Prepared by: Amanda Davis, Deputy City Clerk**

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83 _____
84 **Approved by: Chris Canning, Mayor**

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86