

City of Calistoga

Staff Report

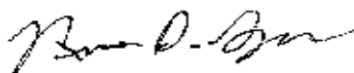
TO: Honorable Mayor and City Council

FROM: Kathy Flamson, City Clerk

DATE: June 2, 2015

SUBJECT: City Council Minutes

APPROVAL FOR FORWARDING:



Richard D. Spitler, City Manager

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2 **DISCUSSION:** Minutes of the May 14, 2015, Budget Study Session and the May 19,
3 2015 Closed Session and Regular City Meeting.
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5 **RECOMMENDATION:** Approve Minutes.
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7 **ATTACHMENTS:**
8 1. Draft Minutes of the aforementioned meetings.

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MINUTES

**CITY COUNCIL-SPECIAL MEETING
BUDGET STUDY SESSION
THURSDAY, MAY 14, 2015– 12:00 NOON
CALISTOGA FIRE STATION**

A) CALL TO ORDER

Mayor Canning called the Special Session to order at 12:10 P.M.
In attendance were the following: Councilmember James Barnes, Councilmember Kraus, Vice Mayor Dunsford and Mayor Chris Canning.

Not in attendance: Councilmember Irais Lopez-Ortega.

Also present were Public Works Director Michael Kirn, Administrative Services Director Gloria Leon, Planning & Building Director Lynn Goldberg, Police Chief Mitch Celaya, Fire Chief Steve Campbell, Recreation Services Manager Shannon Clegg, City Manager Richard Spitler and City Clerk Kathy Flamson.

B) SALUTE TO THE FLAG

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

Mayor Canning opened Oral Communication at 12:12 P.M.

Larry Kroman, 19 Rock Rose Lane, discussed a driveway pavement issue at a Lake Street property.

Mayor Canning closed Oral Communication.

D) ADOPTION OF MEETING AGENDA

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

E) GENERAL GOVERNMENT

1) Discussion regarding the FY 2015/16 Budget

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City Manager Spitler introduced the item. He noted the figures for the budget did not include Silver Rose or Calistoga Hills items.

Administrative Services Director Leon discussed the item and gave a PowerPoint presentation outlining the updated FY 14/15 actuals with adjustments to assumptions, the budget/cash flow situation for FY 14/15 year end projections and the budget summary review for FY 15/16 (General Fund and Enterprise).

Administrative Services Director Leon discussed each of the Department budgets, including Fire Department, Administration, Finance, Planning & Building, Recreation Division, Police Department and ending with Public Works.

Council and staff discussion ensued regarding Revenues and Expenditures.

2) Discussion regarding the next steps

City Manager Spitler discussed what the next steps are in the budget approval process. The Public Hearing for budget adoption will be held on June 9, 2015, 6:00 p.m. The Budget Adoption is tentatively scheduled for the City Council Meeting of Tuesday, June 16, 2015.

It was decided that the Special Budget Study Session scheduled for Tuesday, May 21, 2015 starting at 1:00 P.M. at the Calistoga Fire Station be cancelled.

F) ADJOURNMENT

Mayor Canning adjourned the meeting at 3:42 P.M. to the next scheduled regular City Council meeting, on Thursday, May 19, 2015, Calistoga Community Center, 1307 Washington Street, 7:00 p.m.

Respectfully submitted:

Prepared by: Kathy Flamson, City Clerk

Approved by: Chris Canning, Mayor

1 **MINUTES**

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3 **CITY COUNCIL REGULAR MEETING**

4 **TUESDAY, MAY 19, 2015 – 7:00 P.M.**

5 **CALISTOGA COMMUNITY CENTER**

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7 **A) CALL TO ORDER- ROLL CALL**

8 **Mayor Canning called the Regular Session to order at 7:04 P.M.**

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

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13 **Also present were the following:** Public Works Director Mike Kirn,
14 Planning and Building Director Lynn Goldberg, Senior Planner Erik
15 Lundquist, Senior Engineer Derek Rayner, Water Conservation Program
16 Manager Anais Hall, City Manager Richard Spitler and City Clerk Kathy
17 Flamson.

18

19 **B) SALUTE TO THE FLAG**

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21 **C) REPORT FROM CLOSED SESSION**

22 **Mayor Canning stated there was no reportable action from the Closed**
23 **Session regarding** a conference with Legal Counsel (City Attorney Michelle
24 Kenyon) and City Manager Richard Spitler pursuant to GC §54957.6 involving
25 existing litigation.

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

29 **Mayor Canning** opened Oral Communication.

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31 Having no one come forward, **Mayor Canning** closed Oral Communication.

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33 **E) ADOPTION OF MEETING AGENDA**

34 **It was MOVED** by Councilmember Kraus and **SECONDED** by
35 Councilmember Lopez-Ortega to approve the Council Meeting Agenda.
36 **The Motion was carried by the following vote:**

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38 **AYES:** Councilmembers Kraus, Lopez-Ortega and
39 Barnes, Vice Mayor Dunsford and Mayor Canning

40 **NOES:** None

41 **ABSTAIN:** None

42 **ABSENT:** None

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F) COUNCIL REQUESTS AND IDEAS FOR DISCUSSION

Mayor Canning reminded everyone of the Mayor's Forum being held Wednesday, May 20, 2015, at the Calistoga Community Center. The topic of the Forum is Water Conservation with a presentation done by the Napa Valley UC Master Gardeners.

G) PROCLAMATIONS/PRESENTATIONS

- 1) **Presentation by the City of Calistoga Water Conservation regarding a Water Conservation Video Contest done by Water Conservation Program Manager Anais Hall.** She shared the top award winner's videos from Calistoga Junior and Senior High School.
- 2) **Mayor Canning presented proclamation announcing May 18-24, 2105, as Public Works Week to Public Works Director Kirn, on behalf of the Public Works Department.**

H) CONSENT CALENDAR

- 3) **Approval of Minutes of the May 5, 2015, Closed Session and Regular City Council Meetings.**

It was **MOVED** by Councilmember Barnes and **SECONDED** by Councilmember Krause to approve Item No. 3 of the Consent Calendar. The motion was carried by the following vote:

AYES:	Councilmembers Barnes, Kraus and Lopez-Ortega, Vice Mayor Dunsford and Mayor Canning
NOES:	None
ABSTAIN:	None
ABSENT:	None

I) PUBLIC HEARING

- 4) **Adopt Resolution No. 2015-046 to re-designate the properties located at 1213 and 1303 Foothill Blvd., from Low Density Residential to Downtown Commercial General Plan Land Use designation and rezoning the properties from R-1-10 One-Family Residential to a Downtown Commercial Zoning District. Ordinance No. 711 was introduced with its first reading waived.**

Mayor Canning recused himself and left the dais.

Vice Mayor Dunsford presided over the meeting.

Senior Planner Lundquist presented the item.

Council discussion ensued.

91 **Vice Mayor Dunsford** opened the Public Hearing.

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93 **Property Owner Nick Kite** clarified the questions posed by the Council
94 discussion.

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96 **Vice Mayor Dunsford** closed the Public Hearing.

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98 Council discussion ensued with Mr. Kite.

99

100 It was **MOVED** by Councilmember Kraus and **SECONDED** by
101 Councilmember Barnes to adopt Resolution No. 2015-046 re-
102 designating the properties located at 1213 and 1303 Foothill Blvd.,
103 from Low Density Residential to Downtown Commercial General Plan
104 Land Use designation and rezoning the properties from R-1-10 One-
105 Family Residential to a Downtown Commercial Zoning District.
106 The motion was carried by the following vote:

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108 **AYES:** Councilmembers Kraus, Barnes and Lopez-Ortega
109 and Vice Mayor Dunsford

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NOES: None

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ABSTAIN: None

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ABSENT: Mayor Canning

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114 Ordinance No. 711 was introduced and the first reading was waived.
115 It was **MOVED** by Councilmember Kraus and **SECONDED** by
116 Councilmember Barnes to introduce Ordinance No. 711 and waiving
117 the first reading. The motion was carried by the following roll call
118 vote:

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120 **AYES:** Councilmembers Kraus, Barnes and Lopez-Ortega
121 and Vice Mayor Dunsford

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NOES: None

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ABSTAIN: None

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ABSENT: Mayor Canning

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126 **5) Introduction of an Ordinance amending the Downtown Commercial**
127 **and Community Commercial Zoning Districts to allow off-site**
128 **Automated Teller Machines (ATMs) and waive its first reading. The**
129 **proposed amendments are exempt from CEQA under section 15061**
130 **(b)(3). This item was continued from the April 21, 2015 regular**
131 **Calistoga City Council meeting.**

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133 **Mayor Canning** returned to the dais.

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135 **Senior Planner Lundquist** presented the item.

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137 Council discussion ensued.

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139 **Mayor Canning** opened the Public Hearing.

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Michael Quast, 1300 Washington Street, discussed the need for the ATM being visually prominent. He also suggested an ATM be put on public property.

Council discussion ensued.

Mayor Canning closed the Public Hearing.

Council discussion ensued.

Mayor Canning opened public comment.

Having none, **Mayor Canning** closed public comment.

Council discussion ensued.

There was no motion to introduce the Ordinance amending the Downtown Commercial and Community Commercial Zoning Districts to allow off-site Automated Teller Machines (ATMs). No further action was taken.

6) Adoption of Resolution No. 2015-047 creating a fee to be paid in-lieu of providing Inclusionary (Affordable) Housing. This item was continued from the April 21, 2015 regular Calistoga City Council meeting.

Planning Director Goldberg presented the item.

Mayor Canning opened the Public Hearing.

Having none, **Mayor Canning** closed the Public Hearing.

It was MOVED by Councilmember Kraus and SECONDED by Councilmember Lopez-Ortega to adopt Resolution No. 2015-047 creating a fee to be paid in-lieu of providing Inclusionary (Affordable) Housing. The motion was carried by the following vote:

AYES: Councilmembers Kraus, Lopez-Ortega and Barnes, Vice Mayor Dunsford and Mayor Canning
NOES: None
ABSTAIN: None
ABSENT: None

J) GENERAL GOVERNMENT

7) Presentation was made of the Master Gardener Drought Tolerant Demonstration Garden for the front Police Department Lawn.

188 **Water Conservation Program Manager Hall** introduced **Napa Valley UC**
189 **Master (NVUCM) Gardener Glen Smith**. **Mr. Smith** explained the
190 purpose of the Demonstration Garden is to develop a community resource
191 for water-wise landscaping. He then introduced **NVUCM Demonstration**
192 **Gardens Director Yvonne Rasmussen, NVUCM President David**
193 **Leyland, NVUCM Past President Penny Proto** and **NVUCM Chairman**
194 **Noble Hamilton**, who is owner of Noble Landscaping in San Francisco
195 and Napa. **Shelby Valentine** was present from the Calistoga Garden
196 Club.

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198 **Ms. Rasmussen** presented the Master Gardener's purpose and mission.
199 She spoke of the demonstration garden.

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201 **Shelby Valentine** spoke of the **Calistoga Garden Club**.

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203 **Landscape Designer Noble Hamilton** spoke of the benefits of the
204 demonstration garden.

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206 Council discussion ensued.

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208 **Mayor Canning** opened public comment.

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210 **Mayor Canning** closed public comment.

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212 **It was the consensus of the Council to accept the presentation.**

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214 **8) Presentation was made regarding Marin Clean Energy to provide**
215 **residents with the option of an alternative electric energy supplier.**

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217 **Planning and Building Director Goldberg** presented the item. She
218 introduced **Marin Clean Energy's Representative Allison Kirk**.

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220 **Representative Kirk** gave an overview presentation of Marin Clean
221 Energy. **Representative Kirk** can be reached at (415) 464-6044 or
222 akirk@mceCleanEnergy.org The website is www.mceCleanEnergy.org

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224 Council discussion ensued.

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226 **Mayor Canning** opened public comment.

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228 **Michael Quast, 1300 Washington Street**, inquired about other sources
229 of energy and demand charges.

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231 **Ms. Kirk** responded to Mr. Quast's questions.

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233 **Mayor Canning** closed public comment.

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236 **It was the consensus of the Council to accept the presentation and**
237 **directed staff to pursue this energy option and report back to the**
238 **Council.**

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240 **K) ADJOURNMENT**

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242 **Mayor Canning adjourned the meeting at 8:55 P.M. to the next**
243 **scheduled regular meeting of the Calistoga City Council on Tuesday,**
244 **June 2, 2015, at 7:00 P.M. at the Calistoga Community Center, 1307**
245 **Washington Street, Calistoga.**

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247 **Respectfully submitted:**

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250 _____
251 **Prepared by: Kathy Flamson, City Clerk**

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 Approved by: Chris Canning, Mayor

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2 **MINUTES**
3 **CITY COUNCIL CLOSED SESSION**
4 **TUESDAY, MAY 19, 2015 – 6:00 P.M.**
5 **CALISTOGA COMMUNITY CENTER**
6

7 **A) CALL TO ORDER**
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9 **Mayor Canning called the Closed Session to order at 6:00 P.M.** In attendance were
10 the following: Councilmember James Barnes, Councilmember Gary Kraus,
11 Councilmember Irais Lopez-Ortega, Vice Mayor Michael Dunsford and Mayor Chris
12 Canning.
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14 Also present was City Manager Richard Spitler and City Attorney Michelle Kenyon.
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16 **B) ORAL COMMUNICATIONS**
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18 **C) ADJOURN TO CLOSED SESSION ON THE FOLLOWING MATTERS:**

- 19 1) Conference with Legal Counsel – Existing Litigation
20 Gov. Code § 54956.9(d)(1)
21 Name of Case: Reynolds v. City of Calistoga
22 Case Nos.: A134190, A135501
23
- 24 2) Conference with Legal Counsel – Existing Litigation
25 Gov. Code § 54956.9(d)(1)
26 Name of Case: O’Gorman v. City of Calistoga
27 Case No.: 34-2014-00164846
28

29 **D) REPORT OUT OF CLOSED SESSION**

30 **Mayor Canning** stated there was no reportable action from the City of Calistoga City
31 Council Closed Session.
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33 **E) CONVENE TO OPEN SESSION TO REPORT FROM CLOSED SESSION**
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35 **F) ADJOURNMENT**

36 **Mayor Canning adjourned the Closed Session at 6:56 P.M.** to the next scheduled
37 meeting of the Calistoga City Council, on Tuesday, May 19, 2015, Calistoga
38 Community Center, 1307 Washington Street, 7:00 p.m.
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40 **Respectfully submitted:**
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43 **Prepared by: Kathy Flamson, City Clerk**
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46 **Approved by: Chris Canning, Mayor**