

# City of Calistoga

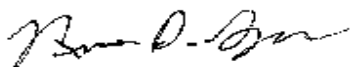
## Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Kathy Flamson, City Clerk  
**DATE:** September 15, 2015  
**SUBJECT:** City Council Minutes

---

---

APPROVAL FOR FORWARDING:



---

Richard D. Spitler, City Manager

- 
- 
- 1  
2 **DISCUSSION:** Minutes of the September 1, 2015 Regular City Meeting.  
3  
4 **RECOMMENDATION:** Approve Minutes.  
5  
6 **ATTACHMENTS:**  
7 1. Draft Minutes of the aforementioned meeting.

# MINUTES

## CITY COUNCIL REGULAR MEETING TUESDAY, SEPTEMBER 1, 2015 – 7:00 P.M. CALISTOGA COMMUNITY CENTER

### A) CALL TO ORDER- ROLL CALL

**Mayor Canning called the Regular Session to order at 7:00 P.M.**

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

Absent: Councilmember Irais Lopez-Ortega

**Also present were the following:** Public Works Director Mike Kirn, Building and Planning Director Lynn Goldberg, Administrative Services Director Gloria Leon, 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.

**Diane Barrett, 1567 Centennial Circle**, spoke of the proper spelling of Gerrard Street on street signs.

**Mayor Canning** closed Oral Communication.

### D) ADOPTION OF MEETING AGENDA

It was **MOVED** by Vice Mayor Dunsford and **SECONDED** by Councilmember Kraus to approve the Council Meeting Agenda as presented. The Motion was carried by the following vote:

<b>AYES:</b>	<b>Vice Mayor Dunsford, Councilmembers Kraus and Barnes and Mayor Canning</b>
<b>NOES:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Councilmember Lopez-Ortega</b>

### E) COUNCIL REQUESTS AND IDEAS FOR DISCUSSION

**Mayor Canning** reminded everyone Lincoln Avenue will be closed to all traffic between 2 -11 P.M. on September 13. He also acknowledged the passing of Kelly Brogan, who was a great volunteer in Calistoga.

### F) SERVICE AWARDS

1) **Mayor Canning** postponed the presentation of Service Award to Fire Fighter Jaime Orozco. Mr. Orozco was not present as he was fighting a

48 fire. Dispatcher Griselda Loza was to have received recognition for 10  
49 years of service to the City of Calistoga. Ms. Loza was unable to attend  
50 due to work obligations. The awards will be presented at a future date.

51 **G) PROCLAMATIONS/PRESENTATIONS**

52 **2) Mayor Canning** presented a Proclamation recognizing September 9,  
53 2015 as California Admissions Day. **Native Daughters of the Golden**  
54 **West Calistoga Parlor No. 145 President Barbara Maxfield** accepted  
55 the proclamation.

56  
57 **3) Mayor Canning** presented a Proclamation recognizing the Native  
58 Daughters of the Golden West Calistoga Parlor No. 145. **Native**  
59 **Daughters of the Golden West Calistoga Parlor No. 145 President**  
60 **Barbara Maxfield** accepted the proclamation. She thanked the City for its  
61 participation and displayed the Parlor's flag.

62  
63 **4) Mayor Canning** presented a Proclamation recognizing September as  
64 Childhood Cancer Awareness Month.

65  
66 **H) CONSENT CALENDAR**

67 **5) Approval of Minutes of August 18, 2015 Regular City Council**  
68 **Meetings.**

69  
70 **6) Adoption of Ordinance No. 714 amending Commercial Zoning**  
71 **Districts and Definitions Chapters of the Zoning Code (ZOA 2015-2).**  
72 **(Second Reading)**

73  
74 **7) Approval of displaying the flag of the Native Daughters of the Golden**  
75 **West on California Admission Day, September 9, 2015, on the City's**  
76 **Ceremonial Flag Pole.**

77  
78 It was **MOVED** by Councilmember Kraus and **SECONDED** by  
79 Councilmember Barnes to approve **Item Nos. 5, 6 and 7** of the  
80 **Consent Calendar.** The motion was carried by the following vote:

81  
82 **AYES:** Councilmembers Kraus and Barnes, Vice Mayor  
83 Dunsford and Mayor Canning

84 **NOES:** None

85 **ABSTAIN:** None

86 **ABSENT:** Councilmember Lopez-Ortega

87

88 **I) PUBLIC HEARING**

89 **8) Adoption of Resolution No. 2015-105 1) authorizing the City Manager**  
90 **to enter into a Professional Services Agreement with Online**  
91 **Solutions, LLC to provide an electronic tracking system; 2)**  
92 **assessing a fee on Building, Encroachment, Tree Removal, Banner,**  
93 **Burn and Tent Permits; certain land use entitlement applications;**  
94 **abandoned vehicle abatements, and occupancy inspections to**

95 partially defray the cost of the system; 3) approving a budget  
96 adjustment increasing appropriations in the Fiscal Year 2015/2016  
97 Computer System Budget, Account #15-4975-4823 by \$23,950  
98 derived from the Unobligated General Funds Reserve.

99  
100 **Planning and Building Director Goldberg** presented the item.

101  
102 Council and staff discussion ensued.

103  
104 **Mayor Canning** opened the public hearing.

105  
106 Having no one come forward, **Mayor Canning** closed the public hearing.

107  
108 Council and staff discussion ensued.

109  
110 It was **MOVED** by Vice Mayor Dunsford and **SECONDED** by  
111 Councilmember Kraus to adopt Resolution No. 2015-105 1)  
112 authorizing the City Manager to enter into a Professional Services  
113 Agreement with Online Solutions, LLC to provide an electronic  
114 tracking system; 2) assessing a fee on Building, Encroachment, Tree  
115 Removal, Banner, Burn and Tent Permits; certain land use  
116 entitlement applications; abandoned vehicle abatements, and  
117 occupancy inspections to partially defray the cost of the system; 3)  
118 approving a budget adjustment increasing appropriations in the  
119 Fiscal Year 2015/2016 Computer System Budget, Account #15-4975-  
120 4823 by \$23,950 derived from the Unobligated General Funds  
121 Reserve. The motion was carried by the following vote:

122  
123 **AYES:** Vice Mayor Dunsford, Councilmembers Kraus and  
124 Barnes and Mayor Canning  
125 **NOES:** None  
126 **ABSTAIN:** None  
127 **ABSENT:** Councilmember Lopez-Ortega

128  
129 **J) GENERAL GOVERNMENT**

130 **9) Discussion and direction considering potential limitations on**  
131 **downtown wine tasting facilities.**

132  
133 **Planning and Building Director Goldberg** presented the item.

134  
135 Council and staff discussion ensued.

136  
137 **Mayor Canning** opened public comment.

138  
139 **Carol Bush** spoke in favor of not overly representing one type of  
140 downtown business. She also represented **Rosie Dunsford** and **Diane**  
141 **Barrett.**

142  
143  
144  
145  
146  
147  
148  
149  
150  
151  
152  
153  
154  
155  
156  
157  
158  
159  
160  
161  
162  
163  
164  
165  
166  
167  
168  
169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179  
180  
181  
182  
183  
184  
185  
186  
187  
188  
189  
190

**Mayor Canning** closed public comment.

Council and staff discussion ensued.

**Carol Bush** spoke in favor of sharing the retail space with a wine tasting business, as is the Town of Yountville's model.

**Council directed the staff to follow the direction of the Town of Yountville's tasting room ordinance by having the tasting room share the retail space with a business that is devoted to a secondary use unrelated to the wine tasting business. Councilmember Barnes spoke against this option. This direction will be implemented by resolution, as opposed to an ordinance.**

- 10) **Discussion and direction regarding authorizing the City Manager to submit a non-binding letter of membership interest to Marin Clean Energy, an alternative electric energy supplier.**

**Planning and Building Director** introduced the item.

Council and staff discussion ensued.

**Mayor Canning** opened public comment.

Having no one come forward, **Mayor Canning** closed public comment.

Council and staff discussion ensued.

**The City Council directed the City Manager to submit a non-binding letter of membership interest to Marin Clean Energy.**

- 11) **Accepting a report regarding the third annual Napa River and Calistoga Community Clean-Up event being held on September 19, 2015.**

**Public Works Director Kirn** presented the item.

**The City Council accepted the report.**

- 12) **Adoption of Resolution No. 2015-106 authorizing 2015/2016 Community Enrichment Grant Awards.**

**City Manager Spitler** presented the item.

Council discussion ensued.

**Mayor Canning** opened public comment.

191 Having no one come forward, **Mayor Canning** closed public comment.

192  
193 Council and staff discussion ensued.

194  
195 It was **MOVED** by Vice Mayor Dunsford and **SECONDED** by  
196 Councilmember Barnes to adopt Resolution No. 2015-106  
197 authorizing 2015/2016 Community Enrichment Grant Awards. The  
198 motion was carried by the following vote:

199  
200 **AYES:** Vice Mayor Dunsford, Councilmember Barnes and  
201 Kraus and Mayor Canning  
202 **NOES:** None  
203 **ABSTAIN:** None  
204 **ABSENT:** Councilmember Lopez-Ortega

205  
206 **13) Discussion and direction regarding changing the starting time for**  
207 **Regular City Council Meetings to 6 P.M.**

208  
209 **City Manager Spitler** presented the item.

210  
211 Council discussion ensued.

212  
213 **Mayor Canning** opened public comment.

214  
215 Having no one come forward, **Mayor Canning** closed public comment.

216  
217 **Council directed staff to begin the process to change the time of the**  
218 **regular City Council meetings from 7 to 6 P.M.**

219  
220 **14) Adoption of Resolution No. 2015-107 providing direction to the City's**  
221 **Voting Delegate to the 2015 League of California Cities Annual**  
222 **Business Conference, regarding the proposed League Policy**  
223 **Resolutions.**

224  
225 **City Manager Spitler** presented the item.

226  
227 Council and staff discussion ensued.

228  
229 It was **MOVED** by Councilmember Barnes and **SECONDED** by  
230 Councilmember Kraus to adopt Resolution No. 2015-107 providing  
231 direction to the City's Voting Delegate to the 2015 League of  
232 California Cities Annual Business Conference, regarding the  
233 proposed League Policy Resolutions. The motion was carried by the  
234 following vote:

235  
236 **AYES:** Councilmembers Barnes and Kraus, Vice Mayor  
237 Dunsford and Mayor Canning  
238 **NOES:** None  
239 **ABSTAIN:** None

240  
241  
242  
243  
244  
245  
246  
247  
248  
249  
250  
251  
252  
253  
254  
255  
256  
257  
258  
259  
260  
261  
262  
263  
264  
265  
266  
267  
268  
269  
270  
271  
272  
273  
274  
275  
276  
277

**ABSENT: Councilmember Lopez-Ortega**

- 15) Adoption of Resolution No. 2015-108 authorizing the City Manager to enter into a Professional Services Agreement with the firm of Peckham & McKenny to conduct the recruitment for a City Manager in the amount not to exceed \$25,000 and to approve a budget adjustment in the amount of \$30,000.**

**City Manager Spitler presented the item.**

**Council discussion ensued.**

**It was MOVED by Councilmember Barnes and SECONDED by Councilmember Kraus to adopt Resolution No. 2015-108 authorizing the City Manager to enter into a Professional Services Agreement with the firm of Peckham & McKenny to conduct the recruitment for a City Manager in the amount not to exceed \$25,000 and to approve a budget adjustment in the amount of \$30,000. The motion was carried by the following vote:**

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

**K) ADJOURNMENT**

**At 8:35 P.M., Mayor Canning adjourned the meeting to the next regular City Council meeting at 7:00 P.M. on Tuesday, September 15, 2015, at the Calistoga Community Center, 1307 Washington Street, Calistoga.**

**Respectfully submitted:**

---

**Prepared by: Kathy Flamson, City Clerk**

---

**Approved by: Chris Canning, Mayor**