

City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Kathy Flamson, City Clerk
DATE: January 19, 2016
SUBJECT: City Council Minutes

APPROVAL FOR FORWARDING:



Michael T. Kirn, Interim City Manager

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2 **DISCUSSION:** Minutes of the January 5, 2016 Closed Session and Regular City
3 Council Meetings, January 7 and 8, 2016 Closed Session Meetings.
4
5 **RECOMMENDATION:** Approve Minutes.
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7 **ATTACHMENTS:**
8 1. Draft Minutes of the aforementioned meetings.

MINUTES**CITY COUNCIL – CLOSED SESSION
TUESDAY, JANUARY 5, 2016 - 7:40 P.M.
CALISTOGA COMMUNITY CENTER****A) CALL TO ORDER**

Mayor Canning called the Closed Session to order at 7:40 p.m.

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

Also present was Interim City Manager Mike Kirn.

B) ORAL COMMUNICATIONS**C) ADJOURN TO CLOSED SESSION ON THE FOLLOWING MATTERS:**

- 1) Conference with Real Property Negotiators: pursuant to GC §54956.8
Property: APNs: 022-010-015, 022-100-016, 022-100-017
Agency Negotiator: Michael Kirn, Acting City Manager
Negotiating Parties: Philip Sales and Annette Richards, Napa Valley Wine Trail Coalition
Under Negotiation: Price and Terms

D) CONVENE TO OPEN SESSION IN THE COMMUNITY CENTER

Mayor Canning announced that staff was given direction to proceed with this matter.

E) ADJOURNMENT

Mayor Canning adjourned the Closed Session at 7:55 p.m. to the Closed Session meeting of the Calistoga City Council, on Thursday, January 7, 2016 Calistoga Administration Conference Room, 1232 Washington Street, 9:00 a.m.

Respectfully submitted:

Prepared by: Kathy Flamson, City Clerk

Approved by: Chris Canning, Mayor

1 **MINUTES**

2 **CITY COUNCIL – REGULAR MEETING**
3 **TUESDAY, JANUARY 5, 2016 - 6:00 P.M.**
4 **CALISTOGA COMMUNITY CENTER**

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6 **A) CALL TO ORDER – ROLL CALL**

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8 **Mayor Canning called the Regular Session to order at 6:03 p.m.**

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

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13 Also present was Acting City Manager Michael Kirn, Planning & Building
14 Manager Lynn Goldberg, Police Chief Mitch Celaya, Administrative Services
15 Director Gloria Leon and City Clerk Kathy Flamson.

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17 **B) SALUTE TO THE FLAG**

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

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21 **Mayor Canning** opened oral communication.

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23 Having no one come forward, **Mayor Canning** closed oral communication.

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25 **D) ADOPTION OF MEETING AGENDA**

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27 It was **MOVED** by **Councilmember Barnes** and **SECONDED** by **Vice**
28 **Mayor Dunsford** to approve the Council Meeting Agenda. The Motion was
29 by the following vote:

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31 **AYES:** **Councilmember Barnes, Vice Mayor Dunsford,**
32 **Councilmembers Kraus and Lopez-Ortega, Vice**
33 **Mayor Dunsford and Mayor Canning**
34 **NOES:** **None**
35 **ABSTAIN:** **None**
36 **ABSENT:** **None**

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

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40 **Councilmember Barnes** reminded citizens that even though it's raining, we
41 are still in a drought.

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43 **Councilmember Kraus** inquired about the reservoir status.

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Mayor Canning stated the next Community Forum will be held on January 20th at 6 pm. The topic is downtown A-frame signage. He also noted Calistoga was named number 7 of the top 20 best small towns to visit in the United States for 2015 by Smithsonian Magazine. He also noted the meeting will be adjourned in the memory of Gary Anthony Lopez.

F) CITY MANAGER REPORT

- The December 25th Annual Christmas luncheon was held at the Tubbs Pavilion and was a great success. Over 125 people attended. He thanked the volunteers and the local restaurants who donated food to the event.
- On December 8th, Kimball Reservoir had 65 acre feet of water in it. As of this morning, water was spilling over. Flash boards will be put up after March 2.

G) PROCLAMATIONS/PRESENTATION/AWARDS

- 1) **Mayor Canning** read a proclamation honoring the City of Calistoga for its 130th Anniversary.

H) CONSENT CALENDAR

- 2) **Approval of Minutes of December 15, 2015 Closed Session and Regular City Council Meetings.**
- 3) **Adoption of Resolution No. 2016-001 approving the 2016 Parade List and authorizing the Public Works Department to apply for Encroachment Permits from Cal Trans.**

It was **MOVED** by Councilmember Kraus and **SECONDED** by Vice Mayor Dunsford to approve **Item Nos. 2 and 3** of the Consent Calendar. The Motion was by the following vote:

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

I) PUBLIC HEARING

- 4) **Introduction of Ordinance No. 721 amending the Calistoga Municipal Code to prohibit the cultivation of marijuana in Calistoga and waive its first reading.**

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

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

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95 Having no one come forward, **Mayor Canning** closed the Public Hearing.

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97 Council and staff discussion ensued.

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99 It was **MOVED** Councilmember Lopez-Ortega by and **SECONDED** by
100 Councilmember Barnes to introduce Ordinance No. 721 to amend the
101 Calistoga Municipal Code to prohibit the cultivation of marijuana in
102 Calistoga and waive its first reading. Motion was carried by the
103 following roll call vote:

104
105 **AYES:** Councilmembers Lopez-Ortega, Barnes and
106 Kraus, Vice Mayor Dunsford and Mayor Canning
107 **NOES:** None
108 **ABSTAIN:** None
109 **ABSENT:** None
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111 **J) GENERAL GOVERNMENT**

- 112
113 5) Approval of Resolution No. 2016-002 approving the purchase of Waste
114 Water Treatment Plant equipment to remove THM's (Trihalomethanes)
115 from tertiary treatment recycled water discharged to the Napa River.

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117 **Acting City Manager/Public Works Director Kirn** presented the item.

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119 Council and staff discussion ensued.

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121 **Mayor Canning** opened public comment.

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123 Having on one come forward, **Mayor Canning** closed public comment.

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125 It was **MOVED** by Councilmember Kraus and **SECONDED** by Vice
126 Mayor Dunsford to approve adoption of Resolution No. 2016-002
127 approving the purchase of Waste Water Treatment Plant equipment to
128 remove THM's (Trihalomethanes) from tertiary treatment recycled
129 water discharged to the Napa River. The Motion was by the following
130 vote:

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132 **AYES:** Councilmember Kraus, Vice Mayor Dunsford,
133 Councilmembers Barnes and Lopez-Ortega and
134 **Mayor Canning**
135 **NOES:** None

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ABSTAIN: None
ABSENT: None

- 6) **Approval of Resolution No. 2016-003 approving an Employment Agreement between the City of Calistoga and Michael Kirn for Interim City Manager services.**

Mayor Canning presented the item.

Mayor Canning opened public comment.

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

It was **MOVED** by Councilmember Barnes and **SECONDED** by Councilmember Kraus to approve adoption of Resolution No. 2016-003 approving an Employment Agreement between the City of Calistoga and Michael Kirn for Interim City Manager services. The Motion was by the following vote:

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

- 7) **Approval of Resolution No. 2016-004 rescinding City Council Resolution 2015-039 and authorizing certain salary and labor benefits for the Unrepresented Employee Group. Approval of Resolution No. 2016-005 approving the City Manager to execute a three (3) year Memorandum of Understanding with the Calistoga Unrepresented Employee Group and a budget adjustment for Fiscal Year 2015-2016 from Operating Budget for an amount not to exceed \$74,357 from the Unappropriated General Fund Reserves and \$20,717 from the Unappropriated Enterprise Fund Reserves to the respective department budgets. Approval of Resolution No. 2016-006 approving classification descriptions within the Unrepresented Employee Group.**

Interim City Manager Kirn presented the item.

Council and staff discussion ensued. There was discussion regarding department head and mid-management compensation, severance packages, pay for performance vs bonuses, an additional compensation survey in 3 years and bi-lingual pay.

Mayor Canning opened public comment.

182 Having no one come forward, **Mayor Canning** closed public comment.
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184 It was **MOVED** by Mayor Canning and **SECONDED** by Councilmember
185 **Barnes** to approve adoption of *Resolution No. 2016-004* rescinding
186 **City Council Resolution 2015-039** and authorizing certain salary and
187 **labor benefits for the Unrepresented Employee Group.** The Motion
188 **was by the following roll call vote:**
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190 **AYES: Mayor Canning, Councilmembers Barnes and**
191 **Lopez-Ortega**
192 **NOES: Councilmember Kraus and Vice Mayor Dunsford**
193 **ABSTAIN: None**
194 **ABSENT: None**
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196 It was **MOVED** by Mayor Canning and **SECONDED** by Councilmember
197 **Barnes** to approve adoption of *Resolution No. 2016-005* approving the
198 **City Manager to execute a three (3) year Memorandum of**
199 **Understanding with the Calistoga Unrepresented Employee Group and**
200 **a budget adjustment for Fiscal Year 2015-2016 from Operating Budget**
201 **for an amount not to exceed \$74,357 from the Unappropriated General**
202 **Fund Reserves and \$20,717 from the Unappropriated Enterprise Fund**
203 **Reserves to the respective department budgets.** The Motion was by
204 **the following roll call vote:**
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206 **AYES: Mayor Canning, Councilmembers Barnes and**
207 **Lopez-Ortega**
208 **NOES: Councilmember Kraus and Vice Mayor Dunsford**
209 **ABSTAIN: None**
210 **ABSENT: None**
211

212 It was **MOVED** by Mayor Canning and **SECONDED** by Councilmember
213 **Barnes** to approve adoption of *Resolution No. 2016-006* approving
214 **classification descriptions within the Unrepresented Employee Group.**
215 **The Motion was by the following roll call vote:**
216

217 **AYES: Mayor Canning, Councilmembers Barnes and**
218 **Lopez-Ortega**
219 **NOES: Councilmember Kraus and Vice Mayor Dunsford**
220 **ABSTAIN: None**
221 **ABSENT: None**
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223 **K) ADJOURNMENT**

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225 **Councilmember Lopez-Ortega** adjourned the meeting in memory of Gary
226 **Anthony Lopez** at 7:38 p.m. to the special Closed Session meeting of the

227 Calistoga City Council, on Tuesday, January 5, 2016, Calistoga Community
228 Center, 1307 Washington Street, 7:40 p.m.

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230 **Respectfully submitted:**

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Prepared by: Kathy Flamson, City Clerk

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Approved by: Chris Canning, Mayor

1 **MINUTES**

2 **CITY COUNCIL – CLOSED SESSION**
3 **TUESDAY, JANUARY 7, 2016 - 9:00 A.M.**
4 **CALISTOGA COMMUNITY CENTER**

5
6 **A) CALL TO ORDER**

7
8 **Mayor Canning called the Closed Session to order at 9:03 a.m.**

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

12
13 Also present was Bobbi Peckham, Recruiter.

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15 **B) ORAL COMMUNICATIONS**

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

18
19 Personnel Matters (Bobbi Peckham, Recruiter) pursuant to GC §54957(b).
20 Public Employment Appointment: City Manager

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22 **D) ADJOURNMENT FOR LUNCH AT 12:05 P.M.**

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24 **E) RECONVENE TO CLOSED SESSION 1:00 P.M.**

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26 **F) ADJOURNMENT**

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28 **Mayor Canning adjourned the Closed Session at 4:05 p.m.** to the closed
29 session meeting of the Calistoga City Council, on Friday, January 8, 2016 at
30 Calistoga City Hall, 1232 Washington Street, 9:00 a.m.

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32 **Respectfully submitted:**

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Prepared by: Kathy Flamson, City Clerk

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Approved by: Chris Canning, Mayor

1 **MINUTES**

2 **CITY COUNCIL – CLOSED SESSION**
3 **TUESDAY, JANUARY 8, 2016 - 9:00 A.M.**
4 **CALISTOGA COMMUNITY CENTER**

5
6 **A) CALL TO ORDER**

7
8 **Mayor Canning called the Closed Session to order at 9:00 a.m.**

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

12
13 Also present was Bobbi Peckham, Recruiter.

14
15 **B) ORAL COMMUNICATIONS**

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

18
19 Personnel Matters (Bobbi Peckham, Recruiter) pursuant to GC §54957(b).
20 Public Employment Appointment: City Manager

21
22 **D) CONVENE TO OPEN SESSION IN THE COMMUNITY CENTER**

23
24 **Mayor Canning** announced there was no reportable action on Item No. 1
25 from the Calistoga City Council Closed Session.

26
27 **E) ADJOURNMENT**

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29 **Mayor Canning adjourned the Closed Session at 1:50 p.m.** to the
30 regular session meeting of the Calistoga City Council, on Tuesday, January
31 19, 2016 at Calistoga Community Center, 1307 Washington Street, 6:00
32 p.m.

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34 **Respectfully submitted:**

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Prepared by: Kathy Flamson, City Clerk

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Approved by: Chris Canning, Mayor