

# City of Calistoga Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Kathy Flamson, City Clerk  
**DATE:** May 17, 2016  
**SUBJECT:** City Council Minutes

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APPROVAL FOR FORWARDING:



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Dylan Feik, City Manager

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

**MINUTES**

**CITY COUNCIL – REGULAR MEETING**

**TUESDAY, MAY 3, 2016 - 6:00 P.M.**

**CALISTOGA COMMUNITY CENTER**

**A) CALL TO ORDER – ROLL CALL**

**Mayor Canning called the Regular Session to order at 6:00 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 were Firefighter Pete Wheelan, Fire Prevention Officer and Engineer Jason Tamagni, City Manager Dylan Feik 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.

**Brian Fennen, 1725 Adele**, spoke of concerns about the lack of Recreation classes for children and low staffing.

**Mayor Canning** closed oral communication.

**D) ADOPTION OF MEETING AGENDA**

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

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

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

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

- Councilmember Lopez-Ortega invited the community to attend the Calistoga Education Foundation celebration on Saturday, April 7, 2016, from 6-10 pm. This event benefits the children of the Calistoga Unified School District. She also clarified that she recused herself

42 from the item regarding stop signs at Cedar and Silver Streets at the  
43 last City Council meeting and took no part in the decision regarding  
44 that item. She stated she feels the stop signs are needed.  
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- 46 • Councilmember Barnes asked that everyone who is eligible to  
47 register to vote. Voter registration forms are at the City Clerk's office.  
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- 49 • Mayor Canning noted positive feedback regarding the new pool  
50 programming. He also spoke of the letters to the editor in both  
51 Calistoga newspapers that were inaccurate regarding the stop sign  
52 issue.  
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54 **F) CITY MANAGER'S REPORT**  
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- 56 • City Manager Feik announced May 4<sup>th</sup> is International Firefighters'  
57 Day. A lunch will be served to all City employees at Fire Station on  
58 May 4.
- 59 • He also announced a budget workshop will be held on May 12. The  
60 public is invited to attend.

61 **G) PROCLAMATIONS/PRESENTATIONS/AWARDS/OATH OF OFFICE**

- 62 1) Presentation of a Proclamation Announcing May is Mental Health  
63 Awareness Month. UpValley Family Center Executive Director Jenny  
64 Ocon and Napa County Mental Health Board Chairperson Theresa  
65 Comstock accepted the proclamation. Ms. Ocon described the  
66 services UpValley Family Center offers for mental health issues.  
67 Board Chairperson Comstock described the Napa County Mental  
68 Health Board and what it offers to the community. She noted there is a  
69 need for housing.  
70
- 71 2) Presentation of a Proclamation Announcing May 4, 2016, is  
72 International Fire Fighters' Day. Firefighter Pete Wheelan accepted the  
73 proclamation. He announced on May 21, 2016, the Calistoga Fire  
74 Department is hosting an open house starting at 9 a.m.  
75
- 76 3) Presentation of a Proclamation Announcing May 1-7, 2016 is Municipal  
77 Clerks Week. City Clerk Flamson accepted the proclamation.  
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- 79 4) Presentation Regarding Visit Napa Valley and the Tourism Industry.  
80 Mayor Canning introduced Visit Napa Valley President and CEO Clay  
81 Gregory who made a presentation of what Visit Napa Valley does for  
82 the Napa Valley and Calistoga. Government Relations Manager Cass  
83 Walker was also in attendance. The information can be found at:  
84 [Visitnapavalley.com](http://Visitnapavalley.com), under the Research tab.  
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**H) CONSENT CALENDAR**

**5) Approval of Minutes of April 19, 2016 Regular City Council Meeting.**

It was **MOVED** by Councilmember Kraus and **SECONDED** by Councilmember Barnes to approve Item No. 5 of the Consent Calendar. The Motion was carried by the following vote:

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

**I) PUBLIC HEARING**

**6) Adoption of Resolution No. 2016-036 authorizing certain matters necessary to participate in the Statewide Community Infrastructure Program (SCIP).**

**City Manager Feik** introduced the item. He then invited **Manage Director James Hamill** from the California Statewide Communities Development Authority (CSCDA) who answered questions from Council.

Council and staff discussion ensued.

**Mayor Canning** opened the Public Hearing.

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

It was **MOVED** by Vice Mayor Dunsford and **SECONDED** by Councilmember Barnes to approve Resolution No. 2016-036 authorizing certain matters necessary to participate in the Statewide Community Infrastructure Program (SCIP). The Motion was carried by the following vote:

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

**J) GENERAL GOVERNMENT**

None

**K) ADJOURNMENT**

131                    **Mayor Canning** adjourned the meeting at 7:13 p.m. to the Closed Session of  
132                    the City Council held at 1307 Washington Street, on May 3, 2016.

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134                    **Respectfully submitted:**

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

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**Approved by: Chris Canning, Mayor**

**MINUTES**  
**CITY COUNCIL CLOSED SESSION**  
**TUESDAY, MAY 3, 2016 – 7:00 P.M.**  
**CALISTOGA COMMUNITY CENTER**

**A) CALL TO ORDER**

**Mayor Canning called the Closed Session to order at 7:14 P.M.** In attendance were the following: Councilmember Irais Lopez-Ortega, Councilmember James Barnes, Councilmember Gary Kraus, Vice Mayor Michael Dunsford, and Mayor Chris Canning.

Absent: None

Also present was City Manager Dylan Feik and City Clerk Kathy Flamson.

**B) ORAL COMMUNICATIONS**

None were received

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

- 1) Public Employee Performance Evaluation, GCS 54957, City Manager.

**D) REPORT OUT OF CLOSED SESSION**

**Mayor Canning** stated there was no reportable action on Items No. 1 from the Calistoga City Council Closed Session.

**E) CONVENE TO OPEN SESSION TO REPORT FROM CLOSED SESSION**

**F) ADJOURNMENT**

**Mayor Canning adjourned the Closed Session at 8:32 P.M.** to the next scheduled meeting of the Calistoga City Council, on Tuesday, May 19, 2016, Calistoga Community Center, 1307 Washington Street, 6:00 p.m.

**Respectfully submitted:**

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

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**Approved by: Chris Canning, Mayor**