

City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Kathy Flamson, City Clerk
DATE: August 2, 2016
SUBJECT: City Council Minutes

APPROVAL FOR FORWARDING:



Dylan Feik, City Manager

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2 **DISCUSSION:** Minutes of the July 19, 2016 Regular City Council Meeting.
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4 **RECOMMENDATION:** Approve Minutes.
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6 **ATTACHMENTS:**
7 1. Draft Minutes of the aforementioned meeting.

MINUTES**CITY COUNCIL – REGULAR MEETING
TUESDAY, JULY 19, 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 Public Works Director/City Engineer Mike Kirn, Police Chief Mitch Celaya, Fire Chief Steve Campbell, Planning and Building Director Lynn Goldberg, Administrative Services Director Gloria Leon, Senior Planner Erik Lundquist, Fire Fighter Eric Payne, Public Works Maintenance Superintendent John Montelli, City Manager Dylan Feik and City Clerk Kathy Flamson.

B) SALUTE TO THE FLAG AND MOMENT OF SILENCE FOR THOSE WHO WERE RECENTLY KILLED THROUGHOUT THE WORLD.**C) ORAL COMMUNICATION ON CONSENT ITEMS OR NON-AGENDA ITEMS**

Mayor Canning opened oral communication.

Joann Finney, 42 Brannan Street Apt. 4226, read a letter regarding traffic on Brannan Street. **Mayor Canning** asked that the completed report regarding the Brannan Street traffic study be presented to the City Council.

Richard Spitler, 1556 Centennial Circle, spoke of the good work being done by the Calistoga Police and Fire Departments, especially with regard to the incident on Tuesday, July 12, 2016.

Carmen McArthur, 1311 Spring Street Apt. 11, spoke of the Tuesday, July 12th incident regarding the Shelter In Place order.

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 as presented. The Motion was carried by the following vote:

42 **AYES:** **Councilmembers Kraus, Barnes and Lopez-**
43 **Ortega, Vice Mayor Dunsford and Mayor Canning**
44 **NOES:** **None**
45 **ABSTAIN:** **None**
46 **ABSENT:** **None**
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48 **E) COUNCIL REQUESTS AND IDEAS FOR DISCUSSION**

- 49 • **Councilmember Lopez-Ortega** thanked the Police and Fire Departments,
50 City Manager and Mayor for all they did to keep the citizens safe during the
51 July 12, 2016 incident. She also spoke of concerns about traffic on
52 Washington Street and Lincoln Avenue during day time hours caused by
53 large trucks traveling in the area.
- 54 • **Councilmember Barnes** noted the fantastic job the Fire and Police
55 Departments did during the July 12, 2016 incident. He asked for a formal
56 recognition for those involved. He would also like to find other ways to
57 make citizens more aware of issues. Councilmember Barnes is concerned
58 about the massive amounts of runners during the 5K event being held in
59 Calistoga on Saturday, July 23. He would like to have staff review the
60 permitting process to make sure the Calistoga citizens stay safe.
61 Councilmember Barnes also noted he would like to revisit the Granny Unit
62 topic to find a way to create more construction of work-force housing.
- 63 • **Councilmember Kraus** praised the Police Department for their handling of
64 the incident on July 12, 2016. He would like to do something to recognize
65 the Police and Fire Departments for their efforts during the incident.
- 66 • **Vice Mayor Dunsford** expressed his appreciation to the Calistoga Police
67 Department for all they did during the July 12, 2016 incident. He also has a
68 concern about the Pokémon Go craze as it might cause people to be less
69 attentive to their surroundings. Vice Mayor Dunsford noted a decrease in
70 the TOT revenue received in May 2016, and would like an analysis of TOT
71 report.
- 72 • **Mayor Canning** expressed his thanks to the Police and Fire Departments
73 for their work during the July 12, 2016 incident. He suggested putting
74 information about the Nixle alert system in the water bills so more people
75 will be aware of it. Mayor Canning also thanked Director Kirn for a \$50,000
76 grant Calistoga received for sidewalk repairs on the Logvy Field. He
77 announced Art Collins has announced his retirement from the Parking
78 Enforcement Officer.

79
80 **F) CITY MANAGER'S REPORT**
81

- 82 • **City Manager Feik** noted recognition for those involved with the July 12,
83 2016 incident will wait until the incident reports have been finalized. He
84 spoke of the Brannan Street traffic issue. He stated LAFCO review (MSR-
85 municipal services review) has been completed and their first draft of the
86 report will be out soon. He invited Chief Celaya to speak of the incident on
87

88 • **Chief Celaya** noted Officer Luis Paniagua is in good health but sustained
89 some injuries due to the incident. Criminal and internal investigations are
90 wrapping up. Chief Celaya's Summary: Tuesday, July 12 at 1:50 p.m., an
91 armed robbery occurred at the Chase Bank in Windsor. A guard was shot
92 several times and is still in the hospital. Local areas were notified.
93 Calistoga Police Officers monitored the roads where the suspect vehicle
94 might enter Calistoga. Officer Paniagua pulled into the Highland Church
95 parking lot at the corner of Petrified Forest Road and Foothill Blvd. He
96 spotted the suspect's vehicle coming into town and started to pursue it.
97 The vehicle turned left onto Foothill Blvd., right onto Mitzi Drive and right
98 onto Kathy Way. Officer Paniagua stopped on Mitzi Drive and waited the
99 car to come back, as there was no egress in the subdivision. Suspect
100 vehicle came back to Mitzi Drive from Dena Way and immediately engages
101 the officer with gunfire. Officer used his vehicle to end the threat. He
102 exited the vehicle and took one of the suspects into custody. The second
103 suspect fled the area. Officer Paniagua radioed for more assistance. From
104 there it was a man hunt for the 2nd suspect, who was found around 7:15
105 p.m. Chief Celaya thanked the Fire Department who helped the Officer.
106 He also noted that a social media app was just initiated by the Police
107 Department.
108

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

- 110 1) **Presentation of a Service Award to Fire Fighter Eric Payne for 5 years**
111 **of service to the City of Calistoga. Mr. Payne received the award.**
112
- 113 2) **Presentation of a Service Award to Public Works Maintenance**
114 **Superintendent John Montelli for 25 years of service to the City of**
115 **Calistoga. Mr. Montelli received the award.**
116
- 117 3) **Presentation by Napa Valley Transportation Authority (NVRTA)**
118 **regarding the Calistoga Shuttle. NVRTA Executive Director Kate Miller**
119 **presented this item. Council discussion ensued.**
120
- 121 4) **Presentation by Bay Area Legal Aid. Napa County Managing Attorney**
122 **Genevieve Richardson and Napa County Attorney Kristi Lesnewich**
123 **presented the item. Council discussion ensued.**
124
- 125 **Carmen McArthur** inquired about rent stabilization services.
126
- 127 5) **Presentation by UpValley Family Center. Program Director Indira**
128 **Lopez presented the item. Invited the community to their Back to**
129 **School Celebration on August 26 from 5:30-7:30 at the Calistoga**
130 **Elementary School Berry Street Field. Council discussion ensued.**
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- 132 6) **Presentation by Administration Department. City Clerk Flamson**
133 **presented the item.**

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H) CONSENT CALENDAR

- 7) **Approval of Minutes of June 21, 2016 Closed Session and Regular City Council Meeting.**
- 8) **Adoption of Resolution No. 2016-053 authorizing the execution of a Professional Services Agreement with Marin IT for Information Technology services not to exceed \$74,000 for Fiscal Year 2016-2017.**
- 9) **Adoption of Resolution No. 2016-054 approving a Funding Agreement with Bay Area Legal Aid for Fiscal Year 2016-2017 for \$35,000 to provide Legal Assistance to low income, Calistoga Immigrants and Seniors.**
- 10) **Adoption of Resolution No. 2016-055 authorizing the execution of a Professional Services Agreement with UpValley Family Support Services to residents of Calistoga.**
- 11) **Adoption of Resolution No. 2016-056 authorizing a two-year agreement with the Housing Authority of the City of Napa to provide affordable housing services to the City of Calistoga.**
- 12) **Adoption of Resolution No. 2016-057 accepting as complete the Grant Street Drainage Improvement Project constructed by Argonaut Constructors and authorizing the Public Works Director to file a Notice of Completion.**

Item No. 10 was removed from the Consent Calendar.

It was MOVED by Vice Mayor Dunsford and SECONDED by Councilmember Kraus to approve Items No. 7, 8, 9, 11 and 12 of the Consent Calendar. The Motion was carried by the following vote:

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

It was MOVED by Vice Mayor Dunsford and SECONDED by Councilmember Kraus to approve Item No. 10 of the Consent Calendar. The Motion was carried by the following vote:

AYES: Vice Mayor Dunsford, Councilmembers Kraus and Barnes and Mayor Canning
NOES: None

180 **ABSTAIN: Councilmember Lopez-Ortega**
181 **ABSENT: None**

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183 **Councilmember Kraus stated he had a conflict of interest with Items I-**
184 **No. 13 and 14 due to the location of his residence. He recused himself**
185 **and left the dais.**

186
187 **I) PUBLIC HEARING**

188 **13) Adoption of Resolution No. 2016-058 authorizing the levying and**
189 **collection of assessments for the Palisades Landscape Maintenance**
190 **District for Fiscal Year 2016-2017.**

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

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

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

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198 **It was MOVED by Councilmember Barnes and SECONDED by**
199 **Councilmember Lopez-Ortega for the adoption of Resolution No. 2016-**
200 **058 authorizing the levying and collection of assessments for the**
201 **Palisades Landscape Maintenance District for Fiscal Year 2016-2017.**
202 **The Motion was carried by the following vote:**

203
204 **AYES: Councilmembers Barnes and Lopez-Ortega, Vice**
205 **Mayor Dunsford and Mayor Canning**
206 **NOES: None**
207 **ABSTAIN: None**
208 **ABSENT: Councilmember Kraus**

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210 **14) Adoption of Resolution No. 2016-059 authorizing the levying and**
211 **collection of assessments for the Silverado Place Landscape**
212 **Maintenance District for Fiscal Year 2016-2017.**

213
214 **Public Works Director Kirn presented the item.**

215
216 **Mayor Canning opened the Public Hearing.**

217
218 **Having no one come forward, Mayor Canning closed Public Hearing.**

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220 **It was MOVED by Councilmember Barnes and SECONDED by**
221 **Councilmember Lopez-Ortega for the adoption of Resolution No. 2016-**
222 **059 authorizing the levying and collection of assessments for the**
223 **Silverado Place Landscape Maintenance District for Fiscal Year 2016-**
224 **2017. The Motion was carried by the following vote:**

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

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232 **Councilmember Kraus returned to the dais.**

- 233
234 **15) Adoption of Resolution No. 2016-060 adopting fees to recover**
235 **Planning Department costs of processing Land Use-Related**
236 **Applications.**

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238 **Planning and Building Director Goldberg presented the item.**

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240 **Council and staff discussion ensued.**

241
242 **Mayor Canning opened the Public Hearing.**

243
244 **Having no one come forward, Mayor Canning closed Public Hearing.**

245
246 **Discussion ensued.**

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248 **It was MOVED by Councilmember Kraus and SECONDED by**
249 **Councilmember Barnes for the adoption of Resolution No. 2016-060**
250 **adopting fees to recover Planning Department costs of processing**
251 **Land Use-Related Applications. The Motion was carried by the**
252 **following vote:**

253
254 **AYES:** **Councilmembers Kraus, Barnes and Lopez-**
255 **Ortega, Vice Mayor Dunsford, and Mayor Canning**
256 **NOES:** **None**
257 **ABSTAIN:** **None**
258 **ABSENT:** **None**

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260 **16) Adoption of Resolution No. 2016-061 authorizing submittal of an**
261 **application to the California State Department of Housing and**
262 **Community Development for 2016 Community Block Grant Funding.**

263
264 **Planning and Building Director Goldberg presented the item.**

265
266 **Council and staff discussion ensued.**

267
268 **Mayor Canning opened the Public Hearing.**

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270 **Having no one come forward, Mayor Canning closed Public Hearing.**
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272 It was **MOVED** by Councilmember Barnes and **SECONDED** by
273 Councilmember Lopez-Ortega for the adoption of Resolution No. 2016-
274 061 authorizing submittal of an application to the California State
275 Department of Housing and Community Development for 2016
276 Community Block Grant Funding. The Motion was carried by the
277 following vote:

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279 **AYES:** Councilmembers Barnes, Lopez-Ortega and
280 Kraus, Vice Mayor Dunsford and Mayor Canning
281 **NOES:** None
282 **ABSTAIN:** None
283 **ABSENT:** None
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- 285 17) Introduction of Ordinance No. 722 amending Chapter 3.32.020 of the
286 Calistoga Municipal Code regarding Public Works bid requirements
287 and waiving its first reading.
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289 City Manager Feik presented the item.

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291 Mayor Canning opened the Public Hearing.

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293 Having no one come forward, Mayor Canning closed Public Hearing.
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295 It was **MOVED** by Councilmember Kraus and **SECONDED** by
296 Councilmember Barnes to introduce Ordinance No. 722 amending
297 Chapter 3.32.020 for the Calistoga Municipal Code regarding Public
298 Works bid requirements and wave its first reading. The Motion was
299 carried by the following roll call vote:

300
301 **AYES:** Councilmembers Kraus, Barnes and Lopez-
302 Ortega, Vice Mayor Dunsford and Mayor Canning
303 **NOES:** None
304 **ABSTAIN:** None
305 **ABSENT:** None
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307 **J) GENERAL GOVERNMENT**

- 308 18) Presentation of a periodic report on Growth Management and
309 Water/Wastewater availability.
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311 Planning and Building Director Goldberg presented the report.
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313 Council and staff discussion ensued.
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315 Mayor Canning opened public comment.
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317 Having no one come forward, Mayor Canning closed public comment.

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Council and staff discussion ensued.

It was the consensus of the Calistoga City Council to accept the report. The City Council requested staff bring back a resolution with modifications to the growth allocation number, including market rate housing and work force housing.

- 19) Adoption of Resolution No. 2016-062 declaring a Stage I Water Emergency and rescinding Resolution 2015-072 declaring a Stage II Water Emergency.

Water Conservation Specialist Anais Hall presented the item.

Mayor Canning opened public comments.

Having no one come forward, Mayor Canning closed public comments.

Council and staff discussion ensued.

It was **MOVED** by Councilmember Lopez-Ortega and **SECONDED** by Councilmember Barnes to adopt Resolution No. 2016-062 declaring a Stage I Water Emergency and rescinding Resolution 2015-072 declaring a Stage II Water Emergency. The Motion was carried by the following vote:

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

- 20) Adoption of Resolution No. 2016-063 designating the City of Calistoga Voting Delegate and Alternate for the League of California Cities Annual Conference held on October 5-7, 2016 in Long Beach.

Mayor Canning presented the item.

There was no Council discussion.

Mayor Canning opened public comments.

Having no one come forward, Mayor Canning closed public comments.

It was **MOVED** by Vice Mayor Dunsford and **SECONDED** by Councilmember Barnes to adopt Resolution No. 2016-063 designating

364 **the City of Calistoga Voting Delegate as Mayor Canning and Alternate**
365 **as Councilmember Lopez-Ortega for the League of California Cities**
366 **Annual Conference held on October 5-7, 2016 in Long Beach. The**
367 **Motion was carried by the following vote:**
368

- 369 **AYES: Vice Mayor Dunsford Councilmembers Barnes,**
370 **Kraus, Barnes and Lopez-Ortega, and Mayor**
371 **Canning**
372 **NOES: None**
373 **ABSTAIN: None**
374 **ABSENT: None**
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376 **K) ADJOURNMENT**

377 **Mayor Canning** adjourned the meeting at 8:20 p.m. to the next regular
378 meeting of the City Council held at 1307 Washington Street, on August 2,
379 2016.
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381 **Respectfully submitted:**
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384 _____
385 **Prepared by: Kathy Flamson, City Clerk**
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387 _____
388 **Approved by: Chris Canning, Mayor**