

# City of Calistoga

## Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Kathy Flamson, City Clerk  
**DATE:** September 6, 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 August 16, 2016 Regular City Council Meeting and  
3 August 24, 2016 Special Meeting.  
4  
5 **RECOMMENDATION:** Approve Minutes.  
6  
7 **ATTACHMENTS:**  
8 1. Draft Minutes of the aforementioned meetings.

**MINUTES****CITY COUNCIL – REGULAR MEETING  
TUESDAY, AUGUST 16, 2016 - 6:00 P.M.****CALISTOGA COMMUNITY CENTER****A) CALL TO ORDER – ROLL CALL**

**Mayor Canning called the Regular Session to order at 6:01 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 Fire Chief Steve Campbell, Planning/Building Director Lynn Goldberg, Police Sergeant Tim Martin, 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.

**Miriam Vega, 1203 Spring Street**, spoke of having to move out of the Calistoga Family Apartments due to a dispute.

**Gloria Estela Mora Medina, 1719 Washington Street, No. 9** (Jessica Lopez translated) spoke of needing help due to a dispute with the Calistoga Family Apartment management.

**Luis Aguilar, 1719 Washington Street, No. 6**, (Jessica Lopez translated) spoke of needing help due to a dispute with the Calistoga Family Apartment management.

**UpValley Family Centers Program Director Indira Lopez** informed the Council of the UpValley Family Center's work with the residents of the Calistoga Family Apartments and Bay Area Legal Services.

**Jose Espinosa, 1719 Washington Apt. 30**, discussed several issues regarding the Calistoga Family Apartment management.

**Claudia Bravo, 1719 Washington Apt. 42**, (Jessica Lopez translated) spoke of needing help due to a dispute with the Calistoga Family Apartment management.

42 **Jesus Rodriguez, 1719 Washington Apt. 3**, (Jessica Lopez translated) spoke  
43 of needing help due to a dispute with the Calistoga Family Apartment  
44 management.

45  
46 **Councilmember Lopez-Ortega** addressed the audience, as did **City Manager**  
47 **Feik**.

48  
49 **UpValley Family Centers Program Director Indira Lopez** stated California  
50 Rural Legal Assistance will be meeting with local citizens. Bay Area Legal  
51 Assistance will also be meeting with citizens on Monday, August 22. She asked  
52 for the City's support with helping these citizens. She mentioned the income is  
53 seasonal for most of the occupants of the Calistoga Family Apartments. She is  
54 concerned the occupant's annual income is being incorrectly calculated by  
55 taking the amount of one month and multiplying out for the year. Many months  
56 during the year have little or no income due to the seasonal nature of their  
57 occupation.

58  
59 **Councilmember Lopez-Ortega** noted she was informed last week by a few  
60 members of the Calistoga Family Apartments of the issues with management.

61  
62 **Councilmember Barnes** thanked those in the audience for letting the City  
63 Council know if this issue.

64  
65 **Bob Fiddaman, Napa**, mentioned Napa Valley Fair Housing might be contacted  
66 to help with this issue. He also spoke as a representative of Napa County Fair  
67 Association and discussed the results of the Association's report asking to  
68 modify its governance by forming a Joint Powers Agreement (JPA) with the City  
69 of Calistoga and the County of Napa. He requested City staff look into such a  
70 JPA. Mayor Canning asked for Council consensus of creating a JPA. It was  
71 accepted by the Council to look into a JPA.

72  
73 **Mayor Canning** closed oral communication.

74  
75 **Mayor Canning recessed the meeting at 6:34 p.m.**

76  
77 **Mayor Canning called the meeting back to order at 6:41 p.m. All City**  
78 **Councilmembers were present.**

79  
80 **D) ADOPTION OF MEETING AGENDA**

81 It was **MOVED** by **Mayor Canning** and **SECONDED** by **Councilmember**  
82 **Barnes** to approve the Council Meeting Agenda as presented with one  
83 change: switching the LAFCO and MyCalifornia presentations. The Motion  
84 was carried by the following vote:

85  
86 **AYES: Mayor Canning, Councilmembers Barnes, Kraus**  
87 **and Lopez-Ortega and Vice Mayor Dunsford**

88                           **NOES:       None**  
89                           **ABSTAIN:  None**  
90                           **ABSENT:   None**

91  
92   **E) COUNCIL REQUESTS AND IDEAS FOR DISCUSSION**

- 93       •   **Councilmember Lopez-Ortega** noted she met with the residence of the  
94           Calistoga Family Apartments. She also attended the Napa County Gang  
95           and Youth Violence Commission with Chief Celaya. She noted Calistoga  
96           has few gang problems.
- 97
- 98       •   **Councilmember Barnes** invited everyone to attend the American Legion  
99           Barbeque held on August 28 from 4-7 pm. All proceeds will stay in the  
100          community for local veterans. He noted an update on the Granny unit  
101          issue will be included on the September 16<sup>th</sup> City Council agenda.
- 102
- 103       •   **Councilmember Kraus** discussed the Lake County (Clayton) fire.
- 104
- 105       •   **Vice Mayor Dunsford** requested an explanation of the decline of income  
106          as noted in the most recent TOT report.
- 107
- 108       •   **Mayor Canning** thanked Public Works, Police and Fire Departments for all  
109          they did at the Music in the Park at Pioneer Park. He also thanked the  
110          people who participated in the Boys and Girls Clubs of St. Helena and  
111          Calistoga fundraiser. They raised over \$500,000.
- 112

113   **F) CITY MANAGER'S REPORT**

- 114
- 115       •   **City Manager Feik** spoke to Mr. Hardt of the Corporation for Better  
116          Housing about the issues at the Calistoga Family Apartments. A  
117          meeting to Wednesday, August 17 with Mayor Canning,  
118          Councilmember Lopez-Ortega, Mr. Hardt, Corporation for Better  
119          Housing District Manager and City Manager Feik.
- 120       •   **Recreation Department** schedule for the pool was discussed.
- 121       •   **A Special meeting** will be held on August 24<sup>th</sup> at 4:30 p.m. to discuss  
122          the possibility of cancelling the General Municipal Election due to  
123          Insufficient Nominees.
- 124

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

- 126    1)   **EMT/Agency Liaison David Svoboda** presented My Safe California by  
127          California Fire Prevention Organization. Chief Campbell noted the  
128          Calistoga Fire Department is working closely with this project. Mr.  
129          Svoboda stated on September 30 and October 1, there will be a door-  
130          to-door smoke alarm canvassing project at Chateau Calistoga Mobil  
131          Home Park.
- 132

133 2) LAFCO overview and Municipal Service Review(MSR)/Sphere of  
134 Influence (SOI) Update was presented by LAFCO Executive Officer  
135 Brendon Freeman. Local Area Formation Commission is an  
136 independent agency with planning regulatory responsibilities.  
137

138  
139 H) CONSENT CALENDAR

140 3) Approval of Minutes of the August 2, 2016 Regular City Council  
141 Meeting.  
142

143 4) Adoption of Resolution No. 2016-066 approving a Site Remediation  
144 and Reimbursement Agreement for Calistoga Hills Resort LLC.  
145

146 5) Adoption of Resolution No. 2016-067 approving the replacement of a  
147 Patrol Utility Vehicle for the Police Department for an amount not to  
148 exceed \$40,000.  
149

150 6) Adoption of Resolution No. 2016-068 appointing a Marin Clean Energy  
151 (MCE) Board of Directors Representative.  
152

153 It was MOVED by Councilmember Barnes and SECONDED by  
154 Councilmember Kraus to approve Items No. 3, 4, 5 and 6 of the  
155 Consent Calendar. The Motion was carried by the following vote:  
156

- 157 AYES: Councilmembers Barnes, Kraus and Lopez-
- 158 Ortega, Vice Mayor Dunsford and Mayor Canning
- 159 NOES: None
- 160 ABSTAIN: None
- 161 ABSENT: None
- 162

163 I) PUBLIC HEARING

164 None  
165

166 J) GENERAL GOVERNMENT

167 7) Accepting a report on the Climate Action Plan implementation.  
168

169 Planning/Building Director Goldberg presented the item.  
170

171 Council and staff discussion ensued.  
172

173 Mayor Canning opened public comments.  
174

175 Having no one come forward, Mayor Canning closed public comments.  
176

177 Councilmember Lopez-Ortega recused herself from Item Nos. 8 & 9  
178 due to her position on the UpValley Family Centers and Rianda House  
179 Boards of Directors. She left the dais.

- 180  
181 8) Adoption of Resolution No. 2016-069 authorizing the 2016/2017  
182 Community Enrichment Grant Award to the UpValley Family Center.

183  
184 City Manager Feik presented the item.

185  
186 Council and staff discussion ensued.

187  
188 Mayor Canning opened public comments.

189  
190 Having no one come forward, Mayor Canning closed public comments.

191  
192 It was MOVED by Vice Mayor Dunsford and SECONDED by  
193 Councilmember Kraus to adopt Resolution No. 2016-069 authorizing  
194 the 2016-2017 Community Enrichment Grant Award to the UpValley  
195 Family Center. The Motion was carried by the following vote:

196  
197 AYES: Vice Mayor Dunsford, Councilmembers Kraus and  
198 Barnes and Mayor Canning

199 NOES: None

200 ABSTAIN: None

201 ABSENT: Councilmember Lopez-Ortega  
202  
203

- 204 9) Adoption of Resolution No. 2016-070 authorizing the 2016/2017  
205 Community Enrichment Grant Awards.

206  
207 City Manager Feik presented the item.

208  
209 Council and staff discussion ensued.

210  
211 Mayor Canning opened public comments.

212  
213 Boys and Girls Clubs of St. Helena and Calistoga Unit Director Greg  
214 Bouillerce thanked the Council for their generosity.

215  
216 Mayor Canning closed public comments.

217  
218 It was MOVED by Vice Mayor Dunsford and SECONDED by  
219 Councilmember Barnes to adopt Resolution No. 2016-070 authorizing  
220 the 2016-2017 Community Enrichment Grant Awards. The Motion was  
221 carried by the following vote:  
222



1 MINUTES

2  
3 CITY COUNCIL SPECIAL MEETING  
4 WEDNESDAY, AUGUST 24, 2016 – 4:30 P.M.  
5 CALISTOGA COMMUNITY CENTER  
6

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

8 **Mayor Canning called the Special Meeting to order at 4:30 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.

12  
13 **Also present were the following:** City Manager Dylan Feik and City Clerk  
14 Kathy Flamson.  
15

16 **B) ORAL COMMUNICATION ON CONSENT ITEMS OR NON-AGENDA**  
17 **ITEMS**

18 **Mayor Canning** opened Oral Communication.

19  
20 Having no one come forward, **Mayor Canning** closed Oral Communication.  
21

22 **C) ADOPTION OF MEETING AGENDA**

23 **It was MOVED by Councilmember Barnes and SECONDED by**  
24 **Councilmember Kraus to approve the Council Meeting Agenda as**  
25 **presented. The Motion was carried by the following vote:**  
26

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

29 **NOES: None**

30 **ABSTAIN: None**

31 **ABSENT: None**  
32

33 **D) GENERAL GOVERNMENT**

- 34 **1) Adopting of two (2) resolutions making appointments to elected**  
35 **positions of Mayor and Councilmembers pursuant to § 10229 of the**  
36 **Election Code of the State of California, and cancelling the election**  
37 **scheduled to be held on Tuesday, November 8, 2016.**  
38

39 **City Clerk Flamson** presented the item.

40  
41 Council and staff discussion ensued.  
42

43 **Mayor Canning** opened public comment.  
44

45 Not having anyone come forward, **Mayor Canning** closed public  
46 comment.  
47



48 Mayor Canning recused himself due to a conflict of interest and left  
49 the dais.

50 It was **MOVED** by Vice Mayor Dunsford and **SECONDED** by  
51 Councilmember Barnes to adopt Resolution No. 2016-071 providing  
52 for the appointment of Chris Canning to the office of Mayor of the  
53 City of Calistoga that was to be elected on Tuesday, November 8,  
54 2016 and cancelling said election. The motion was carried by the  
55 following vote:

56  
57 **AYES:** Vice Mayor Dunsford, Councilmembers Barnes  
58 and Lopez-Ortega  
59 **NOES:** Councilmember Kraus  
60 **ABSTAIN:** None  
61 **ABSENT:** Mayor Canning  
62

63 Mayor Canning returned to the dais.

64  
65 Vice Mayor Dunsford and Councilmember Lopez-Ortega recused  
66 themselves due to a conflict of interest and left the dais.  
67

68 Adopting Resolution No. 2016-072 providing for the appointment to  
69 the offices of the City of Calistoga that were to be elected on  
70 Tuesday, November 8, 2016.  
71

72 It was **MOVED** by Councilmember Barnes and **SECONDED** by Mayor  
73 Canning Resolution No. 2016-072 providing for the appointment to  
74 the offices Councilmember of the City of Calistoga that were to be  
75 elected on Tuesday, November 8, 2016 and cancelling said election.  
76 The motion was carried by the following roll call vote:  
77

78 **AYES:** Councilmembers Barnes and Kraus and Mayor  
79 Canning  
80 **NOES:** None  
81 **ABSTAIN:** None  
82 **ABSENT:** Vice Mayor Dunsford and Lopez-Ortega  
83

84 Vice Mayor Dunsford and Councilmember Lopez-Ortega returned to  
85 the dais.  
86

87 **E) ADJOURNMENT**

88 At 4:55 P.M., Mayor Canning adjourned the meeting to the next  
89 regular City Council meeting at 6:00 P.M. on Tuesday, September 6,  
90 2016, at the Calistoga Community Center, 1307 Washington Street,  
91 Calistoga, California.  
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99  
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**Respectfully submitted:**

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

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**Approved by: Chris Canning, Mayor**