

City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Kathy Flamson, City Clerk
DATE: November 1, 2016
SUBJECT: City Council Minutes

APPROVAL FOR FORWARDING:



Dylan Feik, City Manager

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2 **DISCUSSION:** Minutes of the October 18, 2016 Regular City Council Meetings.
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4 **RECOMMENDATION:** Approve Minutes.
5
6 **ATTACHMENTS:**
7 1. Draft Minutes of the aforementioned meeting.

MINUTES

**CITY COUNCIL – REGULAR MEETING
TUESDAY, OCTOBER 18, 2016 - 6:00 P.M.**

CALISTOGA COMMUNITY CENTER

A) CALL TO ORDER – ROLL CALL

Vice Mayor Dunsford 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 and Vice Mayor Michael Dunsford

Absent: Mayor Chris Canning.

Also present were: Planning and Building Director Lynn Goldberg, Public Works Director Mike Kirn, Senior Planner Erik Lundquist, Administration Services Director Gloria Leon, City Manager Dylan Feik and City Clerk Kathy Flamson.

B) SALUTE TO THE FLAG

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

Vice Mayor Dunsford opened oral communication.

Alicia Surber Wong, 1805 Fairway discussed concerns regarding current regulations banning marijuana cultivation within the City of Calistoga.

Vice Mayor Dunsford closed oral communication.

D) ADOPTION OF MEETING AGENDA

It was **MOVED** by **Councilmember Barnes** and **SECONDED** by **Councilmember Lopez-Ortega** to approve the Council Meeting Agenda. The Motion was carried by the following vote:

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

NOES: None

ABSTAIN: None

ABSENT: Mayor Canning

E) COUNCIL REQUESTS AND IDEAS FOR DISCUSSION

- **Councilmember Lopez-Ortega** commented on an email she received regarding the speed limit at Rancho de Calistoga. It stated the current speed limit of 25 miles per hour is too fast. She also discussed depression in the elderly that can occur this time of year due to isolation. She urged people to reach out to those affected by isolation and depression.

- 43 • **Councilmember Barnes** noted that on November 11, at 11 A.M., the American
44 Legion is hosting their annual Veteran's Day Memorial Program at Logvy Park.
45 He also noted there are 6 days left to register to vote.

46 **F) CITY MANAGER'S REPORT**

- 47 • **City Manager Feik** announced he conducted interviews for the vacant
48 Recreation Manager position on Friday, October 11, along with
49 **Councilmember Barnes**.
- 50 • **City Manager Feik** noted that in a future City Council meeting the City
51 Council and staff will be discussing Proposition 64 (Recreational Marijuana
52 Legalization) and its effect on the community.

53 **G) PROCLAMATIONS/PRESENTATION/AWARDS**

- 54 1) **Presentation of a Service Award to Administration Services Director**
55 **Gloria Leon for 5 years of service to the City of Calistoga. Ms. Leon**
56 **thanked the Council and staff for their help and support during her**
57 **tenure.**
- 58
- 59 2) **Presentation of the Planning and Building Department was done by**
60 **Planning and Building Director Goldberg.**

61
62 Council and staff discussion ensued.

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64 **H) CONSENT CALENDAR**

- 65 3) **Approval of Minutes of the September 20, 2016 and October 4, 2016**
66 **regular City Council meetings.**
- 67
- 68 4) **Approval of Resolution No. 2016-081 declaring certain property**
69 **surplus, and authorizing the City Manager to dispose of said**
70 **property.**

71
72 It was **MOVED** by Councilmember Kraus and **SECONDED** by
73 Councilmember Barnes to approve **Items No. 3 and 4** of the Consent
74 Calendar. The Motion was carried by the following vote:

75
76 **AYES: Councilmember Kraus, Barnes and Lopez-Ortega**
77 **and Vice Mayor Dunsford**

78 **NOES: None**

79 **ABSTAIN: None**

80 **ABSENT: Mayor Canning**

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82 **I) PUBLIC HEARING**

- 83 5) **Update of the County of Napa Local Agency Formation**
84 **Commission's (LAFCO) Municipal Service Review and Sphere of**
85 **Influence for the City of Calistoga.**

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Planning and Building Director Goldberg presented the item.

Council and staff discussion ensued.

Vice Mayor Dunsford opened the Public Hearing at 6:37 P.M.

LAFCO Executive Officer Brendon Freeman addressed the City Council. He also noted the report includes recommendations and nothing is mandatory.

Vice Mayor Dunsford closed the Public Hearing at 6:39 P.M.

The City Council recommended leaving the boundaries as they are.

- 6) **Adoption of Resolution No. 2016-082 vacation of the Public Right-of-Way within Rancho de Calistoga Mobile Home Park located at 2412 Foothill Boulevard. The Right-of-Way is currently located under the existing Park Manager's Unit.**

Senior Planner Lundquist presented the item.

Council and staff discussion ensued.

Vice Mayor Dunsford opened the Public Hearing at 6:44 P.M.

Having no one come forward, **Vice Mayor Dunsford** closed the Public Hearing at 6:44 P.M.

It was MOVED by Councilmember Kraus and SECONDED by Councilmember Barnes to adopt Resolution No. 2016-082 vacating the Public Right-of-Way within Rancho de Calistoga Mobile Home Park located at 2412 Foothill Boulevard and directing staff to cause a certified copy of Resolution No. 2016-082 to be recorded in the office of the Napa County Recorder. The Motion was carried by the following vote:

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

- 7) **Adoption of Resolution No. 2016-083 adopting the 2016 Napa Countywide Pedestrian Plan, which will serve as a guide to the**

131 development of a comprehensive pedestrian system throughout the
132 City of Calistoga and the County of Napa.

133
134 Senior Planner Lundquist presented the item.

135
136 Vice Mayor Dunsford opened the Public Hearing at 6:50 P.M.

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138 Having no one come forward, Vice Mayor Dunsford closed the Public
139 Hearing 6:50 P.M.

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141 It was **MOVED** by Councilmember Barnes and **SECONDED** by
142 Councilmember Kraus to adopt Resolution No. 20106-083 adopting
143 the 2016 Napa Countywide Pedestrian Plan. The Motion was carried
144 by the following vote:

145
146 **AYES:** Councilmember Barnes, Kraus and Lopez-Ortega
147 and Vice Mayor Dunsford
148 **NOES:** None
149 **ABSTAIN:** None
150 **ABSENT:** Mayor Canning

151
152 8) Introduction of Ordinance No. 724 amending Chapter 12.24 entitled
153 “Park Rules and Regulations” by adding new sections to the
154 Calistoga Municipal Code Chapters 12.24.040 Tobacco Use in City
155 Parks and 12.24.041 Tobacco Use in City Parks – Enforcement and
156 waiving its first reading.

157
158 City Manager Feik presented the item.

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160 Council and staff discussion ensued. It was the consensus of the Council
161 to include parking lots attached to parks, as well.

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163 Vice Mayor Dunsford opened the Public Hearing at 6:55 P.M.

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165 Having no one come forward, Vice Mayor Dunsford closed the Public
166 Hearing at 6:55 P.M.

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168 Council and staff discussion ensued.

169
170 It was **MOVED** by Councilmember Kraus and **SECONDED** by
171 Councilmember Barnes to adopt Ordinance No. 724 amending
172 Chapter 12.24 entitled “Park Rules and Regulations” by adding new
173 sections to the Calistoga Municipal Code Chapters 12.24.040
174 Tobacco Use in City Parks and 12.24.041 Tobacco Use in City Parks
175 – Enforcement, including adding ‘parking lots and parking spaces

176 attached to a park' to the ordinance and waiving the first reading.
177 The Motion was carried by the following roll call vote:
178

179 **AYES:** **Councilmember Kraus, Barnes and Lopez-Ortega**
180 **and Vice Mayor Dunsford**
181 **NOES:** **None**
182 **ABSTAIN:** **None**
183 **ABSENT:** **Mayor Canning**
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185 9) Introduction of Ordinance No. 725 amending Title 1 of the Calistoga
186 Municipal Code and adding a new section entitled "Administrative
187 Citations" and waiving its first reading.
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189 City Manager Feik presented the item.

190 Council and staff discussion ensued.

191 Vice Mayor Dunsford opened the Public Hearing at 7:18 P.M.

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193 Dennis McNay, Foothill Blvd., asked if this process would make it easier
194 for someone to get a violation and if the fees for citations are already set.
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196 Council and staff discussion ensued.
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198 Vice Mayor Dunsford closed the Public Hearing at 7:25 P.M.
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200 It was **MOVED** by Councilmember Kraus and **SECONDED** by
201 Councilmember Lopez-Ortega to adopt Ordinance No. 725 amending
202 Title 1 of the Calistoga Municipal Code and adding a new section
203 entitled "Administrative Citations" and waiving its first reading. The
204 Motion was carried by the following roll call vote:
205

206 **AYES:** **Councilmember Kraus, Lopez-Ortega and Barnes**
207 **and Vice Mayor Dunsford**
208 **NOES:** **None**
209 **ABSTAIN:** **None**
210 **ABSENT:** **Mayor Canning**
211

212
213 10) Introduction of Ordinance No. 723 changing the Calistoga Municipal
214 Code Title 2 Chapter 2.04 Council Section 2.04.010 Meetings –
215 Regular to enhance the meeting locations.
216

217 City Clerk Flamson presented the item.
218

219 Council and staff discussion ensued.
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222 **Vice Mayor Dunsford** opened the Public Hearing 7:30 P.M.

223
224 **Dennis McNay, Foothill Blvd.** asked if the meetings need to be televised.
225 **City Clerk Flamson** noted that televising meetings is not a requirement
226 but a service the City provides for the public.

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228 **Vice Mayor Dunsford** closed the Public Hearing at 7:31 P.M.

229
230 It was **MOVED** by Councilmember Kraus and **SECONDED** by
231 Councilmember Lopez-Ortega to adopt **Ordinance No. 723** changing
232 the Calistoga Municipal Code Title 2 Chapter 2.04 Council Section
233 **2.04.010 Meetings – Regular** to enhance the meeting locations. The
234 Motion was carried by the following roll call vote:

235
236 **AYES:** Councilmember Kraus, Lopez-Ortega and Barnes
237 and Vice Mayor Dunsford
238 **NOES:** None
239 **ABSTAIN:** None
240 **ABSENT:** Mayor Canning

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242 **J) GENERAL GOVERNMENT**

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244 **11) Presentation of the update on the Active Transportation Plan**
245 **Implementation.**

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247 **Senior Planner Lindquist** presented the item.

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249 Council and staff discussion ensued.

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251 **Vice Mayor Dunsford** opened public comments.

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253 Having no one come forward, **Vice Mayor Dunsford** closed public
254 comments.

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256 **City Council** accepted the report.

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258 **12) Adoption Resolution No. 2016-084 accepting a donation of funds**
259 **from Karen Eisenmen for a memorial bench and approving a budget**
260 **adjustment.**

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262 **Public Works Director Kirn** presented the item. Mrs. Eisenman donated
263 \$2,2044 for a memorial bench.

264
265 It was **MOVED** by Councilmember Barnes and **SECONDED** by
266 Councilmember Kraus to adopt **Resolution No. 20106-084** accepting
267 a donation of funds from Karen Eisenmen for a memorial bench and

268 approving a budget adjustment. The Motion was carried by the
269 following vote:

270
271 AYES: Councilmember Barnes, Kraus and Lopez-Ortega
272 and Vice Mayor Dunsford
273 NOES: None
274 ABSTAIN: None
275 ABSENT: Mayor Canning
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- 277 13) Adoption of Resolution No. 2016-085 authorizing the water exchange
278 with Santa Clara Valley Water District for a portion of the City's 2016
279 State Water Project Water Allocation via the Napa County Flood
280 Control and Water Conservation District.

281
282 Public Works Director Kirn presented the item.

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284 Council and Staff discussion ensued.

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286 Vice Mayor Dunsford opened public comments.

287
288 Having no one come forward, Vice Mayor Dunsford closed public
289 comments.

290
291 It was MOVED by Councilmember Barnes and SECONDED by
292 Councilmember Kraus to adopt Resolution No. 20106-085 authorizing
293 the water exchange with Santa Clara Valley Water District for a
294 portion of the City's 2016 State Water Project Water Allocation via
295 the Napa County Flood Control and Water Conservation District. The
296 Motion was carried by the following vote:

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298 AYES: Councilmember Barnes, Kraus and Lopez-Ortega
299 and Vice Mayor Dunsford
300 NOES: None
301 ABSTAIN: None
302 ABSENT: Mayor Canning
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- 304 14) Adoption of Resolution No. 2016-086 approving a reorganization of
305 the Water and Wastewater Division and adding one new full time
306 equivalent position to Operator I/II, Public Works Department.

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308 Public Works Director Kirn presented the item.

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310 Council and staff discussion ensued.

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312 Vice Mayor Dunsford opened public comments.

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Having no one come forward, **Vice Mayor Dunsford** closed public comments.

It was MOVED by Councilmember Lopez-Ortega and SECONDED by Councilmember Barnes to adopt Resolution No. 20106-086 approving the reorganization of the Water and Wastewater Division and adding one new full time equivalent position to Operator I/II, Public Works Department. The Motion was carried by the following vote:

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

K) ADJOURNMENT

Vice Mayor Dunsford adjourned the meeting at 7:58 p.m. to the next regular meeting of the City Council held at 1307 Washington Street, on November 1, 2016.

Respectfully submitted:

Prepared by: Kathy Flamson, City Clerk

Approved by: Michael Dunsford, Vice Mayor