

City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Kathy Flamson, City Clerk
DATE: November 15, 2016
SUBJECT: City Council Minutes

APPROVAL FOR FORWARDING:



Dylan Feik, City Manager

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2 **DISCUSSION:** Minutes of the November 1, 2016 Closed Session and Regular City
3 Council Meetings.
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5 **RECOMMENDATION:** Approve Minutes.
6
7 **ATTACHMENTS:**
8 1. Draft Minutes of the aforementioned meetings.

MINUTES**CITY COUNCIL CLOSED SESSION
TUESDAY, NOVEMBER 1, 2016 – 5:00 P.M.
CALISTOGA COMMUNITY CENTER****A) CALL TO ORDER**

Mayor Canning called the Closed Session to order at 5:00 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 Attorney Michelle Kenyon, Special Counsel Paul Simmons, City Manager Dylan Feik and Public Works Director Michael Kirn.

B) ORAL COMMUNICATIONS

None were received

C) ADJOURN TO CLOSED SESSION ON THE FOLLOWING MATTERS:

- 1) CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to Gov. Code Section 54956.9(2) [one case]

D) REPORT OUT OF CLOSED SESSION

Mayor Canning stated there was no reportable action on Item 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 5:55 P.M. to the next scheduled meeting of the Calistoga City Council, on Tuesday, November 1, 2016, Calistoga Community Center, 1307 Washington Street, 6:00 p.m.

Respectfully submitted:

Prepared by: Kathy Flamson, City Clerk

Approved by: Chris Canning, Mayor

1 **MINUTES**

2 **CITY COUNCIL – REGULAR MEETING**
3 **TUESDAY, NOVEMBER 1, 2016 - 6:00 P.M.**

4 **CALISTOGA COMMUNITY CENTER**
5

6 **A) CALL TO ORDER – ROLL CALL**

7 **Mayor Canning called the Regular Session to order at 6:00 p.m.**

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

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12 Also in attendance were: Public Works Director Mike Kirn, Senior Planner Erik
13 Lundquist, City Manager Dylan Feik and City Clerk Kathy Flamson.
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15 **B) SALUTE TO THE FLAG**

16 **C) REPORT FROM CLOSED SESSION**

- 17 • **Mayor Canning** reported there was no reportable action on the Closed
18 Session item.

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

20 **Mayor Canning** opened oral communication.

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22 **Executive Director of Boys and Girls Clubs of Calistoga and St. Helena Jay**
23 **Templeton** provided an update of various construction projects. Mr. Templeton
24 thanked Council and staff for the support shown to youth activities in Calistoga.
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26 **Mayor Canning** closed oral communication.
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28 **E) ADOPTION OF MEETING AGENDA**

29 It was **MOVED** by **Councilmember Barnes** and **SECONDED** by
30 **Councilmember Kraus** to approve the Council Meeting Agenda. The Motion
31 was carried by the following vote:
32

33 **AYES:** **Councilmembers Barnes, Kraus and Lopez-**
34 **Ortega, Vice Mayor Dunsford and Mayor Canning**
35 **NOES:** **None**
36 **ABSTAIN:** **None**
37 **ABSENT:** **None**
38

39 **F) COUNCIL REQUESTS AND IDEAS FOR DISCUSSION**

- 40 • **Councilmember Barnes** asked everyone to vote in the upcoming
41 election. He also reminded the audience of the Calistoga American

42 Legion Post 231 program at Logvy Park on 11/11/16 at 11 a.m. for
43 Veterans Day. He also noted Veteran Mr. Rob Burt recently passed
44 away on. He asked the meeting be adjourned in his memory.

- 45 • Mayor Canning requested everyone vote on Tuesday, November 8,
46 2016.

47 **G) CITY MANAGER'S REPORT**

- 48 • City Manager Feik received a letter from residents along Lerner
49 Drive. He will address the issues with the Council and the property
50 owners.
- 51 • City Manager Feik noted concrete would be soon poured at the
52 Calistoga Boys and Girls Club. He asked everyone to be aware of
53 the concrete trucks coming through town.
- 54 • City Manager Feik announced that the City of Calistoga received
55 Community Development Block Grants for \$600,000 for rehabilitating
56 single-family residential homes. This money can be used for mobile
57 homes and single-family residences. There is an income
58 requirement associated with the grants.

59 **H) PROCLAMATIONS/PRESENTATION/AWARDS**

- 60 1) Presentation of a Proclamation Honoring Veterans Day by Mayor
61 Canning. The Proclamation was accepted by Councilmember
62 Barnes. Mayor Canning noted the Calistoga Chamber of Commerce
63 to ask all of its members to allow employees who are Veterans a paid
64 day off for Veterans Day.
- 65 2) Presentation of a Service Award to Police Dispatcher Molly Harden
66 for 15 years of service to the City of Calistoga was postponed until
67 the November 15, 2016 regular City Council meeting.
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70 **I) CONSENT CALENDAR**

- 71 3) Approval of Minutes of the October 18, 2016 regular City Council
72 meetings.
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- 74 4) Approval of Resolution No. 2016-087 adopting the 2017 City Council
75 meeting schedule.
76
- 77 5) Adoption of Ordinance No. 723 changing the Calistoga Municipal
78 Code Title 2 Chapter 2.04 Council Section 2.040.010 Meetings –
79 Regular to Enhance the Meeting Locations. (Second Reading)
80
- 81 6) Adoption of Ordinance No. 724 amending Chapter 12.24 titled “Park
82 Rules and Regulations” by adding new sections to the Calistoga
83 Municipal Code Chapters 12.24.040 Tobacco Use in City Parks and

84 **12.24.041 Tobacco Use in City Parks – Enforcement, also adding**
85 **Parking Lots and Parking Spaces attached Public Parks. (Second**
86 **Reading)**
87

- 88 7) **Adoption of Ordinance No. 725 amending Title 1 of the Calistoga**
89 **Municipal Code and adding a new section titled “Administrative**
90 **Citations.” (Second Reading)**
91

92 **It was MOVED by Councilmember Kraus and SECONDED by Vice**
93 **Mayor Dunsford to approve Items No. 3, 4, 5, 6 and 7 of the Consent**
94 **Calendar. The Motion was carried by the following vote:**
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96 **AYES: Councilmember Kraus, Vice Mayor Dunsford,**
97 **Councilmembers Barnes and Lopez-Ortega and**
98 **Mayor Canning**

99 **NOES: None**

100 **ABSTAIN: None**

101 **ABSENT: None**
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103 **J) PUBLIC HEARING**

- 104 8) **Introduction of Ordinance No. 726 amending zoning ordinance text to**
105 **delete the requirement for a Primary Agricultural Use in order to**
106 **expand a winery on the property located at 333 Silverado Trail, within**
107 **the Planned Development District PD 2002-2 and waiving the first**
108 **reading. (ZOA 2016-1)**
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110 **Senior Planner Lundquist presented the item.**
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112 **Council and staff discussion ensued.**
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114 **Mayor Canning opened the Public Hearing at 6:29 P.M.**
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116 **Donna Oldford, St. Helena, discussed the issue of compliance of the**
117 **project. She noted the vines were removed because of their quality,**
118 **variety and the water they demanded was too great to continue to grow**
119 **them.**
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121 **Mark Aubert, 333 Silverado Trail, explained how the winery is able to**
122 **increase production and not increase staff. He answered questions of the**
123 **Council.**
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125 **Council discussion ensued with Mr. Aubert.**
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127 **Mayor Canning closed the Public Hearing at 6:39 P.M.**
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129 **Council and staff discussion ensued.**

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It was **MOVED** by Councilmember Kraus and **SECONDED** by Vice Mayor Dunsford to adopt Ordinance No. 726 amending zoning ordinance text to delete the requirement for a Primary Agricultural Use in order to expand a winery on the property located at 333 Silverado Trail, within the Planned Development District PD 2002-2 (ZOA 2016-1) and waiving the first reading. The Motion was carried by the following roll call vote:

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

K) GENERAL GOVERNMENT

- 9) **Adoption of Resolution No. 2016-088 accepting a donation from the Mildred C. Hagstrom Trust for the Pioneer Cemetery and approving a budget adjustment.**

Public Works Director Kirn presented the item.

Council and staff discussion ensued. **Councilmember Barnes** noted the American Legion has approved the two uses of the funds.

Mayor Canning opened public comments.

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

It was **MOVED** by Councilmember Barnes and **SECONDED** by Vice Mayor Dunsford to adopt Resolution No. 20106-088 accepting a donation from the Mildred C. Hagstrom Trust for the Pioneer Cemetery and approving a budget adjustment. The Motion was carried by the following vote:

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

- 10) **Authorizing the City Manager to enter into a Memorandum of Understanding with the University of California Extension – Napa Valley Master Gardeners for maintenance of the drought tolerant Demonstration Garden at the Police Station.**

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Public Works Director Kirn presented the item.

Council and staff discussion ensued.

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 Lopez-Ortega** to authorize the **City Manager** to enter into a **Memorandum of Understanding** with the **University of California Extension – Napa Valley Master Gardeners** for maintenance of the drought tolerant **Demonstration Garden** at the **Police Station**. The Motion was carried by the following vote:

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

L) ADJOURNMENT

Mayor Canning adjourned the meeting at 6:48 p.m. to the next regular meeting of the City Council held at 1307 Washington Street, on November 1, 2016. The meeting was adjourned in memory of Rob Burt.

Respectfully submitted:

Prepared by: Kathy Flamson, City Clerk

Approved by: Chris Canning, Mayor