

# City of Calistoga

## Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Susan Sneddon, City Clerk  
**DATE:** October 21, 2008  
**SUBJECT:** City Council Minutes

---

APPROVAL FOR FORWARDING:

  
James C. McCann, City Manager

- 
- 1 **DISCUSSION:** The minutes of the October 7, 2008 regular City Council meeting.  
2  
3 **RECOMMENDATION:** Approve Minutes.  
4  
5 **ATTACHMENTS:** Aforementioned Minutes.

**MINUTES**  
**CITY COUNCIL – REGULAR MEETING**  
**TUESDAY, OCTOBER 7, 2008 - 7:00 P.M.**  
**CALISTOGA COMMUNITY CENTER**

1 **CALL TO ORDER**

2  
3 **Mayor Gingles called the Regular Session to order at 7:00 p.m.**

4  
5 In attendance were the following: Councilmember Placido Garcia,  
6 Councilmember Gary Kraus, Councilmember Karen Slusser, Vice Mayor  
7 Michael Dunsford and Mayor Jack Gingles.

8  
9 Also present were, City Manager James McCann, Administrative Services  
10 Director David Spilman, Public Works Director/City Engineer Dan Takasugi,  
11 Police Chief Jonathan Mills, Administrative Secretary Lorie Goldbeck and City  
12 Clerk Susan Sneddon.

13  
14 **ACTION OUT OF CLOSED SESSION**

15  
16 **Mayor Gingles** announced that there was no Closed Session held this  
17 evening.

18  
19 **ORAL COMMUNICATION**

20  
21 None provided.

22  
23 **ADOPTION OF MEETING AGENDA**

24  
25 It was **MOVED** by Councilmember Kraus and **SECONDED** by  
26 Councilmember Placido to approve the Council Meeting Agenda. The  
27 Motion was carried unanimously.

28  
29 **PROCLAMATIONS**

30 **1. Proclamation for “Lights On After School Day” (October 16, 2008).**

31  
32 **Trudy Bouligny, Calistoga Community Learning Center (CCLC)**  
33 **Coordinator**, introduced Courtney Johnson (Americorps) volunteer for the  
34 CCLC and Jessica Hetherington, CCLC Think Tank Afterschool Program Site  
35 Supervisor.  
36

37           **Mayor Gingles** thanked Ms. Boulogny, Ms. Johnson and Ms. Hetherington  
38           for her contribution to the Calistoga Community Learning Center and read  
39           the proclamation.

40

## 41           **CERTIFICATE OF APPRECIATION**

### 42           **2. Presentation of Certificates of Appreciation to Kris Breiner and Brannon** 43           **Campbell for their service to Calistoga as Firefighters (5 years).**

44

45           **Councilmember Gingles** complimented Kris Breiner and Brannon Campbell  
46           on their excellence service to the City during the past 5 years. He presented  
47           the certificate of appreciation to Kris Breiner and to Fire Chief Campbell in  
48           Brannon Campbell's absence.

49

## 50           **CONSENT CALENDAR**

51

52           **Mayor Gingles** stated that **Item No. 6** will be continued at the October 21, 2008  
53           City Council meeting.

54

55           **3. Accounts payable for the period ending Thursday, October 2, 2008 (total**  
56           **amount of (\$851,265.89))**

57           **4. Minutes of the September 16, 2008 regular City Council meeting.**

58           **5. Adoption of Ordinance No. 653 authorizing a Zoning Ordinance Text**  
59           **Amendment, initiated by the City of Calistoga, Chapter 17.22.040**  
60           **Downtown Commercial (DC) District – Allowed, Conditionally Permitted**  
61           **and Prohibited Uses of the Calistoga Municipal Code, to change review**  
62           **procedures for occupancy of an existing commercial space by a**  
63           **restaurant, bakery, cafe, or similar use, with or without outdoor dining,**  
64           **from a conditionally permitted use under Section 17.22.040(B) to a**  
65           **permitted use under Section 17.22.040(A), subject to administrative**  
66           **review with public notice.**

67           **6. Consideration of a Resolution accepting as complete the public**  
68           **improvements completed as part of the Brogan Subdivision located on**  
69           **Michael Way and Money Lane. (To be tabled for future action).**

70           **7. Adoption of Resolution No. 2008-085 rescinding Resolution No. 2006-**  
71           **059 and updating the City of Calistoga's Conflict of Interest Code.**

72

73           It was **MOVED** by Vice Mayor Dunsford and **SECONDED** by Councilmember  
74           Slusser to approve **Items No. 3, 4, 5 & 7** on the Consent Agenda. The  
75           Motion was carried by the following vote:

76           **AYES: Vice Mayor Dunsford, Councilmembers Slusser, Garcia, Kraus,**  
77           **and Mayor Gingles**

78           **NOES: None**

79           **ABSENT/ABSTAIN: None**

80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110  
111  
112  
113  
114  
115  
116  
117  
118  
119  
120  
121  
122  
123  
124

## GENERAL GOVERNMENT

8. **Consideration of a Resolution authorizing a budget adjustment and awarding a contract in the amount of \$71,175 to Harold Smith & Son, Inc. for construction of the Busk Nuisance Abatement Project, and authorizing the City Manager to execute the agreement.**

**Public Works Director/City Engineer Dan Takasugi** introduced this item and provided a brief history. He stated that a budget adjustment increase of \$79,000 is needed to bring the project budget to a total of \$279,000.

It was **MOVED** by Mayor Gingles and **SECONDED** by Councilmember Kraus to adopt **Resolution No. 2008-086** authorizing a budget adjustment and awarding a contract in the amount of \$71,175 to Harold Smith & Son, Inc. for construction of the Busk Nuisance Abatement Project, and authorizing the City Manager to execute the agreement (**Authorizing Agreement No. 0320**). The Motion was carried unanimously as follows:

**AYES: Mayor Gingles, Councilmembers Kraus, Garcia, Slusser and Vice Mayor Dunsford**

**NOES: None**

**ABSTAIN/ABSENT: None**

9. **Consideration of a Resolution regarding the Fiscal Year 2008/2010 Special Funds Budget.**

**City Manager McCann** introduced this item and provided a brief history. He stated that this is the last of a series of budget actions for the Fiscal Year 2008/2010 Budget (the Fiscal Year 2008/2010 Operating and Capital Improvement Budgets for the General Fund adopted at the September 2, 2008 Council meeting; Water and Wastewater Enterprise Budgets adopted at the September 16, 2008 Council meeting). He stated that the Special Revenue Fund Budget includes separate funds earmarked for various specific purposes such as asset forfeiture, debt service, block grant programs, quality of life fees, affordable housing, and equipment replacement costs.

**Mayor Gingles** asked if this budget includes the \$1,000,000 grant from the United States Department of Agriculture Rural Development or improvements to the City's water system (**Administrative Services Director Spilman** stated the USDA grant was included in the Wastewater Enterprise Budget approved by City Council on September 2, 2008)

**Councilmember Kraus** asked if any of the equipment expenditures for the Police Department are covered by grants or the Felgenhauer Trust.

125  
126  
127  
128  
129  
130  
131  
132  
133  
134  
135  
136  
137  
138  
139  
140  
141  
142  
143  
144  
145  
146  
147  
148  
149  
150  
151  
152  
153  
154  
155  
156  
157  
158  
159  
160  
161  
162  
163  
164  
165  
166  
167  
168

**Chief Mills** responded that 50% of the cost for police body armor is covered by grants, and he is looking into the police utility trailer being covered by the Felgenhauer Trust.

**Councilmember Kraus** asked how many years of use can be expected from the City's current street sweeper and if the funding available for a replacement street sweeper is adequate to obtain a durable quality machine.

**Public Works Director/City Engineer Takasugi** stated that the current street sweeper was purchased eight years ago and has been a very well used and reliable piece of equipment. He noted that next year the City's street sweeper will not be in compliance with emission regulations and the replacement street sweeper is needed.

It was **MOVED** by Vice Mayor Dunsford and **SECONDED** by Councilmember Garica to adopt the **Resolution No. 2008-087** approving the Fiscal Year 2008/2010 Special Funds Budget with the amendment of a \$10,000 contribution for Farmworker Housing in Account 39-4615 (Low Income Housing Program) . The Motion was carried unanimously as follows:

**AYES: Vice Mayor Dunsford, Councilmembers Garcia, Kraus, Slusser and Mayor Gingles**

**NOES: None**

**ABSTAIN/ABSENT: None**

**CITY MANAGER REPORTS**

- The State budget has been adopted and the City will receive \$100,000 in COPS (State of California Citizen's Option for Public Safety) grant funds.
- Provided an update on the City's Transient Occupancy Tax audit and stated that the City expects to see a modest annual increase in TOT between \$5,000 and \$10,000 per year.
- Applicants are being sought for openings on various Napa County board/committee(s).

**COUNCIL REQUESTS AND IDEAS FOR DISCUSSION**

**Councilmember Garcia** stated that the northbound VINE bus route does not have a stop on Highway 29 between Dunaweal and Lincoln Avenue (Downtown); he suggested that staff contact Napa County Transportation and Planning Agency (NCTPA) to see if a bus stop can be set up to allow riders that live between Dunaweal and Downtown to disembark closer to their residences. (**City Manager McCann** stated that staff will contact NCTPA about this matter).

169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179  
180  
181  
182  
183  
184  
185  
186  
187  
188  
189  
190  
191  
192  
193  
194  
195  
196  
197  
198  
199  
200  
201  
202  
203  
204  
205  
206

**Councilmember Kraus** stated that he attended at “block party” on View Road; he suggested that citizens consider having “block parties” to help promote a sense of community. He stated that he was contacted by two individuals with vehicle handicap stickers that received parking citations where handicap signs were posted; one citation was received in the handicap parking space behind City Hall (**Chief Mills** stated that he will follow up with these citations; **City Manager McCann** stated staff has ordered signage to allow public parking behind City Hall during non-business hours).

**Councilmember Slusser** stated that there will be a Hazardous Waste Collection Day at the Napa County Fairgrounds on Saturday, October 25th (9 a.m. to 3 p.m.

**Mayor Gingles** stated that October 3rd was the annual celebration of California Arts Day which took place in cities and towns across the state. He stated that the 11th Annual Family Violence Prevention Vigil will be held on October 16<sup>th</sup>, 6:00 p.m., at Veterans Park in Napa. He stated that Max Quast (owner of Roman Spa) recently passed and he will adjourn tonight’s meeting in his memory.

**CITY COUNCIL ADJOURNMENT**

**Mayor Gingles** adjourned the meeting at 7:56 p.m. in honor of Max Quast; the next scheduled regular meeting to the Calistoga City Council, on Tuesday October 7, 2008, Calistoga Community Center, 1307 Washington Street, 7:00 p.m.

**Respectfully submitted:**

---

**Prepared by: Susan Sneddon, City Clerk**

---

**Approved by: Jack Gingles, Mayor**