

# City of Calistoga

## Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Kathy Flamson, City Clerk  
**DATE:** January 17, 2017  
**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 January 3, 2017 Regular City Council Meeting and the  
3 January 10, 2017 Closed Session and Special City Council Meetings.  
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5 **RECOMMENDATION:** Approve Minutes.  
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7 **ATTACHMENTS:**  
8 1. Draft Minutes of the aforementioned meetings.

MINUTES

**CITY COUNCIL – REGULAR MEETING  
TUESDAY, JANUARY 3, 2017 - 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 Irais Lopez-Ortega, Councilmember Gary Kraus and Mayor Chris Canning.

Absent: Vice Mayor Michael Dunsford

Also in attendance: Police Chief Mitch Celaya, Senior Planner Erik Lundquist, 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.

Having no one come forward, **Mayor Canning** closed oral communication.

**D) ADOPTION OF MEETING AGENDA**

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

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

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Vice Mayor Dunsford

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

- **Councilmember Lopez-Ortega** thanked the Park and Recreation Department staff and all of the volunteers for the very successful annual Community Holiday Dinner. She wished everyone 'Feliz Año Nuevo.'
- **Councilmember Kraus** mentioned the need for people to make their opinions known regarding the cannabis issue.
- **Mayor Canning** thanked the Recreation Department staff and the 61 volunteers who served 170 meals at the annual Community Holiday

42 Dinner. He also thanked the sponsors who contributed both money and  
43 products to the event. He noted the next Community Forum will be on  
44 Wednesday, January 18, 2017, at 6 PM at the Community Center. The  
45 topic will be cannabis issues. He urged people to make their opinions  
46 known regarding this issue.

47 **F) Mayor Canning CITY MANAGER'S REPORT**

- 48 • **City Manager Feik – Nothing noted**

49 **G) PROCLAMATIONS/PRESENTATION/AWARDS**

50 1) Police Officer of the Year was not able to attend.

51

52 2) Police Dispatcher of the Year was not able to attend.

53

- 54 • **The Oath of Office was taken by Police Officer Lester Dale Hoskins.**  
55 **Officer Hoskins** thanked his family and friends for attending. He stated  
56 he had wanted to be a Police Officer since he was a boy and particularly  
57 wanted to work for the City of Calistoga.

58

59 **Councilmember Kraus** abstained from **Item No. 3**, as he did not attend  
60 the meeting.

61

62 **H) CONSENT CALENDAR**

63 3) **Approval of Minutes of the December 6, 2016 regular City Council**  
64 **meeting.**

65

66 4) **Adoption of Resolution No. 2017-001 approving policies, procedures**  
67 **and forms for compliance with the 1990 American's With Disabilities**  
68 **Act and appointing the City Manager as the primary ADA**  
69 **Coordinator.**

70

71 5) **Adoption of Ordinance No. 728 pertaining to Zoning Code**  
72 **amendments and processing fees related to Administrative Use and**  
73 **Temporary Use Permits. (ZOA 2016-2)**

74

75 6) **Adoption of Resolution No. 2017-002 approving the 2017**  
76 **Parade/Event Schedule List and authorizing Public Works to apply**  
77 **for Encroachment Permits from Caltrans.**

78

79 7) **Continuance to a Special City Council Meeting on January 10, 2017,**  
80 **of Resolutions of Necessity to acquire property by eminent domain,**  
81 **for temporary construction and public access easements required to**  
82 **build the Berry Street Replacement Bridge Project at 1328 Berry**  
83 **Street (APN 011-222-001) and 1341 Berry Street (APN 011-171-010) in**  
84 **the City of Calistoga**

85

86           8)    **Continuance to a Special City Council Meeting on January 10, 2017,**  
87           **of a resolution authorizing the purchase of a pedestrian/bicycle**  
88           **bridge for temporary use during the construction of the Berry Street**  
89           **Bridge Replacement Project, authorizing a budget adjustment,**  
90           **adopting findings contained in Caltrans Form 12-F, and authorizing**  
91           **the City Manager to execute a purchase order to buy the**  
92           **pedestrian/bicycle bridge.**

93  
94           **It was MOVED by Councilmember Barnes by and SECONDED by**  
95           **Councilmember Lopez-Ortega to approve Item No. 3 of the Consent**  
96           **Calendar. The Motion carried by the following vote:**

97  
98                   **AYES:           Councilmembers Barnes and Lopez-Ortega and**  
99                   **Mayor Canning**

100                   **NOES:           None**

101                   **ABSTAIN:       Kraus**

102                   **ABSENT:        Vice Mayor Dunsford**

103  
104           **It was MOVED by Councilmember Barnes and SECONDED by**  
105           **Councilmember Kraus to approve Items No. 4, 5, 6, 7 and 8 of the**  
106           **Consent Calendar. The Motion carried by the following vote:**

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108                   **AYES:           Councilmembers Barnes, Kraus and Lopez-Ortega**  
109                   **and Mayor Canning**

110                   **NOES:           None**

111                   **ABSTAIN:       None**

112                   **ABSENT:        Vice Mayor Dunsford**

113  
114    **I) PUBLIC HEARING**

115           **3)    Adoption of Resolution No. 2017-003 with a Determination of Public**  
116           **Convenience or Necessity regarding W. H. Smith Wines. (PCN 2016-**  
117           **1).**

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119           **Senior Planner Lundquist** presented the item.

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121           Council and staff discussion ensued.

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123           **Mayor Canning** opened the Public Hearing at 6:19 p.m.

124  
125           Having no one come forward, **Mayor Canning** closed the Public Hearing  
126           at 6:19 p.m.

127  
128           **Mayor Canning** abstained from voting due to the proximity of his place of  
129           business

130

131 It was **MOVED** by Councilmember Kraus and **SECONDED** by  
132 Councilmember Barnes to adopt **Resolution No. 2017-003** with a  
133 **Determination of Public Convenience or Necessity** regarding W. H.  
134 Smith Wines (PCN 2016-1). The Motion carried by the following vote:

135  
136 **AYES:** Councilmembers Barnes, Lopez Ortega and Kraus  
137 **NOES:** None  
138 **ABSTAIN:** Mayor Canning  
139 **ABSENT:** Vice Mayor Dunsford  
140

141 **J) GENERAL GOVERNMENT**

142 **None**

143  
144 **K) ADJOURNMENT**

145 **Mayor Canning** adjourned the meeting at 6:20 p.m. to a Special meeting of the  
146 City Council held at 1307 Washington Street, on January 10, 2017, at 6 p.m.

147  
148 **Respectfully submitted:**  
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151 \_\_\_\_\_  
152 **Prepared by: Kathy Flamson, City Clerk**

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154 \_\_\_\_\_  
**Approved by: Chris Canning, Mayor**

1 **MINUTES**

2 **CITY COUNCIL – CLOSED SESSION**  
3 **TUESDAY, JANUARY 10, 2017 - 5:00 P.M.**  
4 **CALISTOGA COMMUNITY CENTER**

5  
6 **A) CALL TO ORDER**

7  
8 **Mayor Canning called the Closed Session to order at 5:01 p.m.**

9 In attendance were the following: Councilmember James Barnes,  
10 Councilmember Gary Kraus, Vice Mayor Michael Dunsford, and Mayor  
11 Chris Canning.

12  
13 Absent: Councilmember Lopez-Ortega.

14  
15 Also present was City Manager Dylan Feik and City Attorney Benjamin  
16 Stock.

17  
18 **B) ORAL COMMUNICATIONS**

19  
20 **C) ADJOURN TO CLOSED SESSION ON THE FOLLOWING MATTERS:**

- 21  
22 1) CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION:  
23 Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section  
24 54956.9: (2 potential cases).

25  
26 **D) CONVENE TO SPECIAL OPEN SESSION IN THE COMMUNITY CENTER**

27  
28 **E) ADJOURNMENT**

29  
30 **Mayor Canning adjourned the Closed Session at 5:49 p.m.** to the Special  
31 meeting of the Calistoga City Council, on Tuesday, January 10, 2017 Calistoga  
32 Community Center, 1307 Washington Street, at 6:00 p.m.

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34 **Respectfully submitted:**

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

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39  
40 **Approved by: Chris Canning, Mayor**

1 **MINUTES**

2 **CITY COUNCIL – SPECIAL MEETING**  
3 **TUESDAY, JANUARY 10, 2017 - 6:00 P.M.**  
4 **CALISTOGA COMMUNITY CENTER**

5  
6 **A) CALL TO ORDER – ROLL CALL**

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

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

10  
11 Absent: Councilmember Irais Lopez-Ortega

12  
13 Also in attendance: Public Works Director Mike Kirn, Deputy Public Works  
14 Director Derek Rayner, City Attorney Benjamin Stock, City Manager Dylan Feik  
15 and City Clerk Kathy Flamson.

16  
17 **Due to a power outage, the meeting was continued to January 17, 2017 at 6**  
18 **P.M.**

19  
20 **B) ADJOURNMENT**

21 **Mayor Canning** adjourned the meeting at 6:00 p.m. to a regular meeting of the  
22 City Council held at 1307 Washington Street, on January 17, 2017, at 6 p.m.

23  
24 **Respectfully submitted:**

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26 \_\_\_\_\_  
27 **Prepared by: Kathy Flamson, City Clerk**

28  
29 \_\_\_\_\_  
30 **Approved by: Chris Canning, Mayor**