

# City of Calistoga Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Kathy Flamson, City Clerk  
**DATE:** March 21, 2017  
**SUBJECT:** City Council Minutes

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APPROVAL FOR FORWARDING:



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Michael T. Kirn, Acting City Manager

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2 **DISCUSSION:** Minutes of the March 7, 2017, Regular City Council Meeting and March  
3 14, 2017 Goal Setting Study Session.  
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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, MARCH 7, 2017 - 6:00 P.M.**

**CALISTOGA COMMUNITY CENTER**

**A) CALL TO ORDER – ROLL CALL**

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

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

Also in attendance: Fire Chief Steve Campbell, Public Works Director Mike Kirn, Administrative 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**

**Mayor Canning** opened oral communication.

**Friends of Pioneer Park President Bob Fiddaman** reported on the progress of the next phase of the Pioneer Park renovation.

**Karen Lynn Ingalls** reported on the progress of the Heart Art project that will be appearing in Calistoga.

**Mayor Canning** closed oral communication.

**D) ADOPTION OF MEETING AGENDA**

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

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

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

- **Councilmember Lopez-Ortega** announced she had just attended the Napa County Gang and Youth Violence Commission meeting. She urged citizens to contact her or Chief Celaya if they see any gang activities in

43 Calistoga. She also inquired about what Calistoga will be doing regarding  
44 immigration issues and fears.

45 • **Councilmember Barnes** reminded everyone of Napa County District  
46 Attorney Allison Haley's presentation at the last City Council meeting  
47 regarding Napa County's stance on immigration.

48 • **Councilmember Kraus** reminded everyone that Calistoga was the first  
49 city to recognize Matrícula cards. The City of Calistoga also subsidizes  
50 programs at the UpValley Family Center, including Bay Area Legal Aid,  
51 which assists immigrants and the elderly living in Calistoga.

52 • **Mayor Canning** noted on March 14, 2017, the Board of Supervisors,  
53 along with all of the Mayors in Napa County, would sign a proclamation  
54 regarding immigration and safe community status. He also reminded  
55 everyone that the UpValley Family Center on Cedar Street offers  
56 information to help with immigration issues.

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

- 58 • **City Manager Feik**

59 **G) PROCLAMATIONS/PRESENTATION/AWARDS**

60 1) **Presentation of a Service Awards to Accounting Assistant Claudia**  
61 **Aceves for 5 years of service to the City of Calistoga and Public**  
62 **Works Plant Operator II David Ladrigan for 30 years of service to the**  
63 **City of Calistoga.**

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65 2) **Presentation of the HeartSafe Community Award by Napa County**  
66 **was made by Napa County Health and Human Services Emergency**  
67 **Medical Services Specialist Shaun Vincent.**

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69 3) **Proclamation recognizing March 2017 as American Red Cross Month**  
70 **was read by Mayor Canning.**

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72 **H) CONSENT CALENDAR**

73 4) **Approval of Minutes of the February 21, 2017 regular City Council**  
74 **meeting.**

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76 5) **Adoption of Ordinance No. 729 regarding Accessory Dwelling Units**  
77 **(Second Reading).**

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79 6) **Report received on the status of Calistoga General Plan and**  
80 **progress during 2016.**

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82 **It was MOVED by Councilmember Kraus and SECONDED by Vice**  
83 **Mayor Dunsford to approve Items No. 4, 5 and 6 of the Consent**  
84 **Calendar. The Motion carried by the following vote:**

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86                   **AYES:**       **Councilmember Kraus, Vice Mayor Dunsford,**  
87   **Councilmembers Barnes and Lopez-Ortega and**  
88   **Mayor Canning**  
89                   **NOES:**       **None**  
90                   **ABSTAIN:** **None**  
91                   **ABSENT:** **None**

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93       **I) PUBLIC HEARING**

94                   **None**

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96       **J) GENERAL GOVERNMENT**

- 97               **7) Adoption of Resolution No. 2017-020 accepting a donation from Cal**  
98               **Mart in the amount of \$650.**

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100               **Public Works Director Kirn presented the item.**

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102               Council and staff discussion ensued.

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104               **Mayor Canning** opened the public comments.

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

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109               **It was MOVED by Councilmember Barnes and SECONDED by**  
110               **Councilmember Kraus to adopt Resolution No. 2017-020 accepting a**  
111               **donation from Cal Mart in the amount of \$650. The Motion carried by**  
112               **the following vote:**

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114                   **AYES:**       **Councilmembers Barnes, Kraus, and Lopez-**  
115   **Ortega, Vice Mayor Dunsford and Mayor Canning**  
116                   **NOES:**       **None**  
117                   **ABSTAIN:** **None**  
118                   **ABSENT:** **None**

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120               **8) Adoption of Resolution No. 2017-021 awarding a construction**  
121               **contract to Argonaut Constructors in the amount of \$563,705.00 for**  
122               **the Washington Street Construction–Lincoln to Gerard Project and**  
123               **authorizing the City Manager to execute the contract.**

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125               **Public Works Director Kirn presented the item.**

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127               Council and staff discussion ensued.

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129               **Mayor Canning** opened public comments.

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**Dick Kuykendall**, Champagne South, spoke as a member of the Calistoga chapter of the Native Sons of the Golden West in favor of preserving Calistoga's history and keeping the railroad tracks.

**Tom Higgins**, Third Street, spoke in favor of keeping the railroad tracks.

**Karen Lynn Ingalls**, Ivy Lane, spoke in favor of keeping the railroad tracks.

**Sean O'Neill**, Filmore Street, spoke as the president of the Calistoga chapter of the Native Sons of the Golden West in favor of reinstalling the tracks at a future time in another location on Washington Street.

**Mayor Canning** closed public comments.

Council and staff discussion ensued.

**Mayor Canning** reopened public comments.

**Tom Higgins** responded to Council questions.

**Mayor Canning** closed public comments.

Council and staff discussion ensued.

It was **MOVED** by Councilmember Kraus and **SECONDED** by Vice Mayor Dunsford adopt **Resolution No. 2017-021** to award a construction contract to Argonaut Constructors in the amount of \$563,705.00 for the Washington Street Construction–Lincoln to Gerard Project and authorizing the City Manager to execute the contract without the addition of the Bid Alternate proposal of \$80,000 to re-install the railroad tracks. The Motion carried by the following vote:

<b>AYES:</b>	<b>Councilmember Kraus, Vice Mayor Dunsford, Councilmembers Lopez-Ortega and Barnes and Mayor Canning</b>
<b>NOES:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>

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**K) ADJOURNMENT**

**Mayor Canning** adjourned the meeting at 7:13 p.m. to the regular meeting of the City Council held at 1307 Washington Street, on March 21, 2017, at 6 p.m.

**Respectfully submitted:**

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

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**Approved by: Chris Canning, Mayor**

1 **MINUTES**

2 **SPECIAL MEETING**  
3 **CALISTOGA CITY COUNCIL**  
4 **GOAL SETTING UPDATE**  
5 **STUDY SESSION**

6 **TUESDAY, MARCH 14, 2017– 9:00 A.M.**

7 **CALISTOGA FIRE DEPARTMENT**

8 **A. CALL TO ORDER**  
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10 **Mayor Canning** called the Special Session to order at 9:11 a.m.

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

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15 Also present were Public Works Director Michael Kirn, Administrative  
16 Services Director Gloria Leon, Police Chief Mitch Celaya, Fire Chief  
17 Steve Campbell, Planning and Building Director Lynn Goldberg,  
18 Recreation Manager Rachel Melick, Deputy Public Works Director  
19 Derek Rayner, Senior Planner Erik Lundquist, Deputy City Clerk  
20 Melissa Velasquez, and City Manager Dylan Feik.

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22 **B. ORAL COMMUNICATIONS**  
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24 **Mayor Canning** opened public comment.

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26 With no public comment, **Mayor Canning** closed public comment.

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28 **C. ADOPTION OF MEETING AGENDA**  
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30 It was **MOVED** by **Councilmember Barnes** and **SECONDED** by  
31 **Councilmember Kraus** to approve the Special Council Meeting  
32 Agenda. The Motion was carried by the following vote:

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

**1) Introduction and study session expectations.**

**City Manager Feik** discussed the purpose of the scheduled study sessions and reviewed the agenda of the session. The group took part in a team exercise.

Council and staff discussion ensued.

**2) Overview of accomplishments during Fiscal Year 2016/2017 on Council goals, objectives and key priority projects.**

**City Manager Feik** presented an overview of the FY 2016/2017 City Council goals and objectives and accomplishments to date.

Council and staff discussion ensued.

**3) Administrative Services Director Gloria Leon** gave an oral report on the status of the City finances relative to preparation of the Fiscal Year 2017/2018 budget.

Council and staff discussion ensued.

**4) Review of Departments' current activities, opportunities and challenges; and ideas for projects and programs for Fiscal Year 2017/2018.**

**City Manager Feik** discussed ideas for Priority Projects for the FY 2017/2018 Budget for Council's consideration.

Council and staff discussion ensued.

**5) Council discussion, deliberations and direction regarding possible Fiscal Year 2017/2018 Council goals, objectives, and key priority projects.**

**City Manager Feik** reviewed the FY 2016/2017 adopted goals and went through them individually to add, eliminate or change the goals for FY 2017/2018. The final document will then be brought forth for adoption at Council's regularly scheduled Meeting on April 18, 2017.



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Council and staff discussion ensued regarding a review of the Fiscal Year 2016/2017 Council goals, and setting Council goals for Fiscal Year 2017/2018.

The Council gave direction on possible Fiscal Year 2017/2018 goals, objectives and priority projects.

#### **6) Public Comment.**

**Mayor Canning** opened public comment.

With no public comment, **Mayor Canning** closed public comment.

#### **E. CITY COUNCIL ADJOURNMENT**

**Mayor Canning** adjourned the meeting at 2:02 p.m. to the next scheduled regular meeting of the Calistoga City Council on Tuesday, March 21, 2017, Calistoga Community Center, 1307 Washington Street, 6:00 p.m.

**Respectfully submitted:**

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**Prepared by: Melissa Velasquez, Deputy City Clerk**

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**Approved by: Chris Canning, Mayor**