

City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Kathy Flamson, City Clerk
DATE: June 20, 2017
SUBJECT: City Council Minutes

APPROVAL FOR FORWARDING:



Dylan Feik, City Manager

- 1
- 2 **DISCUSSION:** Minutes of the June 6, 2017, Regular City Council Meeting
- 3
- 4 **RECOMMENDATION:** Approve Minutes.
- 5
- 6 **ATTACHMENTS:**
- 7 1. Draft Minutes of the aforementioned meeting.

MINUTES

CITY COUNCIL – REGULAR MEETING

TUESDAY, JUNE 6, 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 Gary Kraus, Councilmember Irais Lopez-Ortega, Vice Mayor Michael Dunsford and Mayor Chris Canning.

Absent: None

Also in attendance: Fire Chief Steve Campbell, Planning/Building Director Lynn Goldberg, Administrative Services Director Gloria Leon, Public Works Director Mike Kirn, 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.

Kerri Abreu, discussed insurance issues for renting of the Community Center. She also discussed the need for bike helmets for children. **Mayor Canning** announced the **Fire Department** will hand out bike helmets to children in need. She also discussed the sprint car race coming to Calistoga on June 24.

Mayor Canning closed oral communication.

D) ADOPTION OF MEETING AGENDA

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

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

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E) COUNCIL REQUESTS AND IDEAS FOR DISCUSSION

- **Councilmember Lopez-Ortega** urged everyone to be sure to clean up after garage sales, including posted signs and items left on the curb.
- **Councilmember Barnes** thanked the community for the great support given to the American Legion over the Memorial Day weekend. The Poppy sales were great. He would like an update on the opening of the Monhoff Center and the release of funds for housing rehabilitation.
- **Councilmember Kraus** announced the passing of Darian Lopez, who was a vibrant, active member of the Calistoga community. He thanked Nancy Shadd, Marge Fechter and Rose Beck for their efforts to clean up Calistoga's downtown.
- **Mayor Canning** announced he will adjourn the meeting in memory of Darian Lopez. He requested City staff show support of the Paris Agreement for climate change. He also announced Concerts in the Park will be held on Thursdays, from June 15 through August 17. The Mayor also requested people pick up garage sale items and take down their signs.

F) CITY MANAGER'S REPORT

- **City Manager Feik reported: Nothing to report**

G) PROCLAMATIONS/PRESENTATION/AWARDS

- 1) **A proclamation declaring June LGBTQ Pride Month was presented by Mayor Canning to PFLAG Napa UpValley Support Group Facilitator Susan Napoliello. Also present were Matthew Taylor, Matt Boyadjieff and Elaine Nepsha.**

Councilmember Barnes asked Item No. 4 be pulled from the Consent Calendar due to the proximity of his home to the property. Councilmember Kraus asked Item Nos. 8 and 9 be pulled from the Consent Calendar due to the proximity of his home to the properties.

H) CONSENT CALENDAR

- 2) **Approval of Minutes of the May 16, 2017 Closed and regular City Council meetings and May 10, 2017 City Council Special Budget Study Session.**
- 3) **Approval of displaying the Rainbow Flag from June 15-20, 2017 and the Transgender Flag from June 20-26, 2017 on the City Ceremonial Flag Pole.**
- 4) **Adoption of Resolution No. 2017-046 awarding a Consultant Services Agreement in the amount of \$44,294.00, with Consolidated CM for construction management and inspection services on the Grant Street**

83 Phase II Drainage Improvements Project and authorizing the City
84 Manager to execute the agreement.

- 85
86 5) Adoption of Resolution No. 2017-047 authorizing the City Manager to
87 execute an amendment to the Professional Services Agreement with
88 mark Thomas & Company to provide construction management and
89 inspection services for the Berry Street Bridge Replacement Project up
90 to an amount not to exceed \$330,000.00, and authorize the City Manager
91 to execute future amendments for the PSA for construction
92 management and inspection services up to the amount not to exceed
93 any revised E-76 obligations of funds by CalTRANS.
94
95 6) Adoption of Resolution No. 2017-048 accepting a quotation with Marin
96 IT, Inc., to provide replacement of all Microtek Firewall and switches
97 from the entire city of Calistoga computer network in an amount not to
98 exceed \$44,029.00.
99
100 7) Adoption of Resolution No. 2017-049 confirming the Mayor's
101 appointment of a voting delegate (Mayor Canning) and an alternate
102 voting delegate (Councilmember Lopez-Ortega) at the California League
103 of Cities Annual Business Meeting to be held September 13-15, 2017, in
104 Sacramento, California.
105
106 8) Adoption of Resolution No. 2017-050 directing the City Engineer to
107 prepare and file a report for Palisades Subdivision Landscape
108 Maintenance District in accordance with Article 4 of Chapter 1 of the
109 California Streets and Highways Code.
110
111 9) Adoption of Resolution No. 2017-051 directing the City Engineer to
112 prepare and file a report for Silverado Place Subdivision Landscape
113 Maintenance District in accordance with Article 4 of Chapter 1 of the
114 California Streets and Highways Code.
115

116 It was MOVED by Mayor Canning and SECONDED by Vice Mayor
117 Dunsford to approve Item Nos. 2, 3, 5, 6 & 7 of the Consent Calendar.
118 The Motion carried by the following vote:
119

120 AYES: Mayor Canning, Vice Mayor Dunsford,
121 Councilmembers Kraus, Barnes and Lopez-Ortega
122 NOES: None
123 ABSTAIN: None
124 ABSENT: None
125

126 It was MOVED by Mayor Canning and SECONDED by Vice Mayor
127 Dunsford to approve Item No. 4 of the Consent Calendar.
128

129 **AYES:** **Mayor Canning, Vice Mayor Dunsford,**
130 **Councilmembers Kraus and Lopez-Ortega**
131 **NOES:** **None**
132 **ABSTAIN:** **Councilmember Barnes**
133 **ABSENT:** **None**
134

135 **It was MOVED by Mayor Canning and SECONDED by Councilmember**
136 **Barnes to approve Item Nos. 8 & 9 of the Consent Calendar. The**
137 **Motion was carried by the following vote:**
138

139 **AYES:** **Mayor Canning Councilmembers Barnes and**
140 **Lopez-Ortega and Vice Mayor Dunsford**
141 **NOES:** **None**
142 **ABSTAIN:** **Councilmember Kraus**
143 **ABSENT:** **None**
144

145
146 **I) PUBLIC HEARING**

147 **10) Adoption of Resolution No. 2017-052 adopting \$12,000 Affordable**
148 **Housing Development Impact Fees on small residential owner projects.**
149

150 **Planning/Building Director Goldberg presented the item.**

151
152 **Council and staff discussion ensued.**
153

154 **Mayor Canning opened the Public Hearing at 6:39 P.M.**
155

156 **Having no one come forward, Mayor Canning closed the Public Hearing at**
157 **6:39 P.M.**
158

159 **Council and staff discussion ensued.**
160

161 **It was MOVED as amended by Councilmember Kraus and SECONDED**
162 **by Councilmember Barnes to adopt Resolution No. 2017-052 adopting**
163 **\$12,000 Affordable Housing Development Impact Fees on small**
164 **residential owner projects with the exclusion of housing projects of**
165 **1300 square feet or less of living area.**
166

167 **The Motion carried by the following vote:**
168

169 **AYES:** **Councilmembers Kraus, Barnes and Lopez-**
170 **Ortega, Vice Mayor Dunsford and Mayor Canning**
171 **NOES:** **None**
172 **ABSTAIN:** **None**
173 **ABSENT:** **None**
174

175 **11) Public Hearing on the Draft Budget of the City of Calistoga for Fiscal**
176 **Year 2017/2018.**
177

178 **Administrative Services Director Leon** presented the item. She gave an
179 overview of the budget as prepared and discussed the updated FY 2016/2017
180 actuals with adjustments to assumptions. She also discussed the FY
181 2017/2018 proposed budget including the General Fund; Water Enterprise
182 Fund, Wastewater Enterprise Fund, Special Revenue Funds and Equipment
183 Replacement Fund. **City Manager Feik** also addressed the Council regarding
184 sales tax items.
185

186 Council and staff discussion ensued.
187

188 **Mayor Canning** opened the Public Hearing at 7:21 p.m.
189

190 Having no one come forward, **Mayor Canning** closed the Public Hearing at
191 7:22 p.m.
192

193 It was the consensus of the City Council to accept the Fiscal Year 2017/2018
194 Budget as presented.
195

196 **Councilmember Barnes** recused himself from **Item No. 12** due to the
197 proximity of his home to 2016 Grant Street and left the dais.
198

199 **12) Adoption of Resolution No. 2017-053 for a Waiver from Undergrounding**
200 **Existing Overhead Utilities within the Merchant-Luk parcel map**
201 **pursuant to Calistoga Municipal Code §16.02.080 (B). The property is**
202 **located at 2016 Grant Street.**
203

204 **Public Works Director Kirn** presented the item.
205

206 **Mayor Canning** opened the Public Hearing at 7:29 P.M.
207

208 Having no one come forward, **Mayor Canning** closed the Public Hearing at
209 7:29 P.M.
210

211 Council and staff discussion ensued.
212

213 It was **MOVED** by **Vice Mayor Dunsford** and **SECONDED** by
214 **Councilmember Lopez-Ortega** to adopt **Resolution No. 2017-053** for a
215 **Waiver from Undergrounding Existing Overhead Utilities within the**
216 **Merchant-Luk parcel map pursuant to Calistoga Municipal Code**
217 **§16.02.080 (B). The Motion carried by the following vote:**
218

219 **AYES: Vice Mayor Dunsford, Councilmembers Lopez-**
220 **Ortega and Kraus and Mayor Canning**

221 **NOES: None**
222 **ABSTAIN: None**
223 **ABSENT: Councilmember Barnes**

224
225 **Councilmember Barnes** returned to the dais.

226
227 **J) GENERAL GOVERNMENT**

- 228 **13) Adoption of Resolution No. 2017-054 restricting parking on Gerard**
229 **Street to three hours between the hours of 8 AM and 6 PM seven days a**
230 **week, pursuant to Calistoga Municipal Code §10.36.080.**

231
232 **Public Works Director Kirn** presented the item.

233
234 Council and staff discussion ensued.

235
236 **Mayor Canning** opened public comment.

237
238 **Calistoga Spa Representative Diane Barrett** discussed the parking issue in
239 front of Calistoga Spa. She requested the 10 parking spaces located directly
240 in front of the Calistoga Spa on Gerard Street remain unrestricted.

241
242 **Wellspring Physical Therapy Representative Brian Webb** requested 2
243 parking spaces for clients who have difficulty walking.

244
245 **Mayor Canning** closed public comment.

246
247 **It was MOVED by Councilmember Barnes and SECONDED by Vice**
248 **Mayor Dunsford to adopt Resolution No. 2017-054 restricting parking on**
249 **Gerard Street to three hours between the hours of 8 AM and 6 PM seven**
250 **days a week, pursuant to Calistoga Municipal Code §10.36.080,**
251 **excluding the 10 parking spaces directly in front of the Calistoga Spa on**
252 **Gerard Street. The Motion carried by the following vote:**

253
254 **AYES: Councilmember Barnes, Vice Mayor Dunsford,**
255 **Councilmembers Kraus and Lopez-Ortega and**
256 **Mayor Canning**

257 **NOES: None**

258 **ABSTAIN: None**

259 **ABSENT: None**

- 260
261
262 **14) Review of Inspection Program Changes and of adopting fees to Recover**
263 **Calistoga Fire Department costs of conducting Annual Fire and Life**
264 **Safety Inspections.**

265
266 **Fire Chief Campbell** presented the item.

267
268 This item was continued from the May 16, 2017, City Council meeting.

269
270 Council and staff discussion ensued.

271
272 The staff was directed to move forward with the fee program, letting the Fire
273 Department organize the process for structure inspection, including the fee
274 schedule. It was also suggested a fee for weed abatement be included in the
275 fee program.

276
277 **K) ADJOURNMENT**

278 **Mayor Canning** adjourned the meeting at 8:15 PM in memory of Darian Lopez to
279 a regular meeting of the City Council held at 1307 Washington Street, on June 20,
280 2017, at 6:00 P.M.

281
282 **Respectfully submitted:**

283
284
285 _____
286 **Prepared by: Kathy Flamson, City Clerk**

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288 _____
Approved by: Chris Canning, Mayor