

City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Kathy Flamson, City Clerk
DATE: August 1, 2017
SUBJECT: City Council Minutes

APPROVAL FOR FORWARDING:



Dylan Feik, City Manager

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2 **DISCUSSION:** Minutes of the July 18, 2017, Regular City Council Meeting
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4 **RECOMMENDATION:** Approve Minutes.
5
6 **ATTACHMENTS:**
7 1. Draft Minutes of the aforementioned meeting.

MINUTES

**CITY COUNCIL – REGULAR MEETING
TUESDAY, JULY 18, 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, Vice Mayor Michael Dunsford and Mayor Chris Canning.

Absent: Councilmember Irais Lopez-Ortega

Also in attendance: Planning/Building Director Lynn Goldberg, Public Works Director Mike Kirn, 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 Kraus by and **SECONDED** by Vice Mayor Dunsford to approve the Council Meeting agenda. The Motion carried by the following vote:

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

E) COUNCIL REQUESTS AND IDEAS FOR DISCUSSION

- **Councilmember Barnes** inquired about the fence on **Washington Street** by **Logvy Field**. **Public Works Director Kirn** stated the fence will remain up due to safety issues. He suggested it could be replaced if needed.
- **Mayor Canning** noted community volunteer **Frank Leake** passed away on **July 16**. **Dr. Leake** was a very involved member of the community. The meeting will be adjourned in his memory. **Mayor Canning** has received feedback regarding to the **Lincoln Avenue** bridge pedestrian

42 walkway. Public Works Director Kirn announced the installation of
43 pedestrian advanced warning signs to mitigate pedestrian issues on
44 Lincoln Avenue. Cal Trans will be installing a temporary 4-way stop at
45 the corner of Cedar Street and Lincoln Avenue. This will be periodically
46 evaluated to make sure it is effective. Mayor Canning requested better
47 signage at the Berry Street and Cedar Street intersection to let drivers
48 know there is a detour due to the Berry Street Bridge project. Lastly,
49 Mayor Canning asked that the trash cans on Lincoln Avenue and
50 Pioneer Park be monitored and cleaned more often.

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

- 52 • City Manager Feik: Nothing to report at this time.

53 **G) PRESENTATION**

54 1) A presentation regarding the Napa County Mosquito Abatement District
55 was done by Napa County Mosquito Abatement District Board President
56 Shelby Valentine, who introduced Manager Wes Maffei. He noted Napa
57 County has free mosquito fish for Calistoga citizens with fountains. He
58 noted the mosquitos carrying the Zika virus have been found in
59 Southern California, but haven't been found in the northern counties. He
60 suggested the public can go to Napamosquito.org for more information.

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62 2) A presentation was done by UpValley Family Center Executive Director
63 Jenny Ocón regarding the many programs and services being offered,
64 including services provided by Napa County and State of California.
65 Back to School Night event will take place on August 25 at 5 P.M.

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67 3) A presentation was done by Napa Housing Authority Housing
68 Rehabilitation Program Supervisor Sheral Brekke regarding Community
69 Development Block Grants (CDBG). She discussed assistance available
70 30-year loans through City of Napa Housing Authority. She announced
71 the new Emergency Repair Program Grants for low income households.
72 She also introduced Housing Rehabilitation Specialist Antonio Mejia.

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74 Mayor Canning requested Item No. H7 be pulled from the Consent
75 Calendar.

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77 **H) CONSENT CALENDAR**

78 4) Approval of Minutes of the June 20, 2017 regular City Council meeting.

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80 5) A Periodic Report on growth management system and water/wastewater
81 availability was accepted.

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83 6) Adoption of Resolution No. 2017-073 authorizing Fiscal Year 2017-2018
84 Community Enrichment Grant Awards.

- 86 7) Adoption of Resolution No. 2017-074 reclassifying the Senior Planner
87 position to a Senior Planner/Assistant to the City Manager position,
88 adopting a Salary Range for the position, and approving a Fiscal Year
89 2017-2018 Operating Budget Adjustment from the Unappropriated
90 General Fund Reserves in the amount of \$7,815.00.
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- 92 8) Adoption of Resolution No. 2017-075 authorizing a Professional
93 Services Agreement (PSA) with UpValley Family Centers for the
94 Juvenile Diversion Program.
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- 96 9) Adoption of Resolution No. 2017-076 confirming the Mayor's
97 appointment of Dieter Deiss to the Napa county Active Transportation
98 Advisory Committee.
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- 100 10) Adoption of Resolution No. 2017-077 approving Amendment No. 10 to
101 the Professional Services Agreement (PSA) with Larry Walker
102 Associates for services related to the City's Wastewater and Water
103 Treatment Plant Operating permits.
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- 105 11) Adoption of Resolution No. 2017-078 awarding a contract to
106 Kennedy/Jenks Consultants for Phase II Design and Construction
107 Management Services for the Feige Water Tank and designating the City
108 Manager or Public Works Director as agents for the City and authorizing
109 them to execute and file the necessary contract documents with FEMA
110 and Cal OES and issue any professional service amendments within
111 authorized amounts.
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- 113 12) Adoption of Resolution No. 2017-079 approving a Utility Billing
114 Adjustment Policy and rescinding City Council Minute action dated April
115 4, 1995.
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- 117 13) Adoption of Resolution No. 2017-080 declaring certain property Surplus,
118 and authorizing the City Manager to dispose of said property.
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120 It was MOVED by Councilmember Barnes and SECONDED by Vice
121 Mayor Dunsford to approve Item Nos. 4, 5, 6, 8, 9, 10, 11, 12 & 13 of the
122 Consent Calendar. The Motion carried by the following vote:
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124 AYES: Councilmember Barnes, Vice Mayor Dunsford,
125 Councilmembers Kraus and Mayor Canning
126 NOES: None
127 ABSTAIN: None
128 ABSENT: Councilmember Lopez-Ortega
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130 Mayor Canning noted his support for Item No.H 7.
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Council and staff discussion ensued.

It was **MOVED** by Mayor Canning and **SECONDED** by Vice Mayor Dunsford to adopt Resolution No. 2017-074 reclassifying the Senior Planner position to a Senior Planner/Assistant to the City Manager position, adopting a Salary Range for the position, and approving a Fiscal Year 2017-2018 Operating Budget Adjustment from the Unappropriated General Fund Reserves in the amount of \$7,815.00. The Motion was carried by the following vote:

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

Councilmember Kraus recused himself from Items No. 114 and 115 due to the proximity of his home to the assessment districts.

I) PUBLIC HEARING

14) Adoption of Resolution No. 2017-081 authorizing the levying and collection of assessments for the Palisades Subdivision Landscape Maintenance District for Fiscal Year 2017-2018.

Public Works Director Kirn presented the item.

Mayor Canning opened the Public Hearing at 6:53 P.M.

Having no one come forward, Mayor Canning closed the Public Hearing.

It was **MOVED** by Councilmember Barnes and **SECONDED** by Vice Mayor Dunsford to adopt Resolution No. 2017-081 authorizing the levying and collection of assessments for the Palisades Subdivision Landscape Maintenance District for Fiscal Year 2017-2018. The Motion carried by the following vote:

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

15) Adoption of Resolution No. 2017-082 authorizing the levying and collection of assessments for the Silverado Place Subdivision Landscape Maintenance District for Fiscal Year 2017-2018.

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Public Works Director Kirn presented the item.

Mayor Canning opened the Public Hearing at 6:55 P.M.

Having no one come forward, **Mayor Canning** closed the Public Hearing.

Council and staff discussion ensued.

It was **MOVED** by Councilmember Barnes and **SECONDED** by Councilmember Barnes to adopt Resolution No. 2017-082 authorizing the levying and collection of assessments for the Silverado Place Landscape Maintenance District for the Fiscal Year 2017-2018. The Motion carried by the following vote:

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

Councilmember Kraus returned to the dais.

16) Adoption of Resolution No. 2017-083 adopting an amended and revised Standardized Use Table for the Resource Management System to reduce water and wastewater connection fees for multi-family residential units.

City Manager Feik presented the item.

Mayor Canning opened the Public Hearing at 6:59 P.M.

Having no one come forward, **Mayor Canning** closed the Public Hearing.

It was **MOVED** by Councilmember Kraus and **SECONDED** by Councilmember Barnes to adopt Resolution No. 2017-083 adopting an amended and revised Standardized Use Table for the Resource Management System to reduce water and wastewater connection fees for multi-family residential units. The Motion carried by the following vote:

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

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J) GENERAL GOVERNMENT

17) Option to Purchase affordable housing unit at 2108 Table Rock Drive.

Planning and Building Director Goldberg presented the item.

Council and staff discussion ensued.

It was the direction of the City Council not to exercise the City's option to purchase the affordable housing unit at 2108 Table Rock Drive.

18) A presentation from the Design Team on updates to the Calistoga Community Center was made.

Public Works Director Kirn introduced Tom Stimpert and Pat Merchant who presented the item.

Council and staff discussion ensued.

Mayor Canning opened public comment.

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

The City Council accepted the report as presented and proposed to review the long-term plan for the Community Center and surrounding area as it relates to the Urban Design Plan and report back to the City Council on August 15, 2017.

K) ADJOURNMENT

Mayor Canning adjourned the meeting in memory of Dr. Frank Leake at 7:56 P.M. to a regular meeting of the City Council held at 1307 Washington Street, on August 1, 2017, at 6:00 P.M.

Respectfully submitted:

Prepared by: Kathy Flamson, City Clerk

Approved by: Chris Canning, Mayor