

MINUTES

CALISTOGA CITY COUNCIL REGULAR MEETING

TUESDAY, FEBRUARY 19, 2019 – 6:00 P.M.

CALISTOGA COMMUNITY CENTER
1307 Washington Street, Calistoga, CA 94515

A) CALL TO ORDER – ROLL CALL

Mayor Canning called the Regular Session to order at 6:03 p.m.

In attendance were the following: Councilmember Gary Kraus, Councilmember Irais Lopez-Ortega, Councilmember Donald Williams and Mayor Chris Canning.

Absent: Vice Mayor Michael Dunsford.

Also, in attendance: Public Works Director Michael Kirn, Administrative Services Director Gloria Leon, City Manager Dylan Feik, and City Clerk Irene Camacho-Werby.

B) SALUTE TO THE FLAG

Mayor Canning led in the Salute to the Flag.

C) REPORT FROM CLOSED SESSION

Nothing to report.

D) ORAL COMMUNICATION ON CONSENT ITEMS OR NON-AGENDA ITEMS

Mayor Canning opened Oral Communication.

Having no one come forward, **Mayor Canning** closed Oral Communication.

E) ADOPTION OF MEETING AGENDA

It was **MOVED** by **Councilmember Kraus** and **SECONDED** by **Councilmember Lopez-Ortega** to approve the Council meeting.

The Motion carried by the following vote:

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

F) COUNCIL REQUESTS AND IDEAS FOR DISCUSSION

Councilmember Lopez-Ortega invited the Council and interested parties to attend the WELL (Water Education for Latino Leaders) annual conference on March 28-29, 2019, in Long Beach, California.

G) CITY MANAGER'S REPORT

City Manager Feik, announced the ceremony and ribbon cutting of the of the re-dedication of the Napa River Bridge, hosted by Caltrans and invited interested members of the community to attend. The event will take place at Vermeil Wines 1255 Lincoln Avenue, on Wednesday, February 27, 2019, at 10 a.m.

City Manager Feik, also announced that on Wednesday, February 20, 2019, he and Councilmember Lopez-Ortega will be touring the Dunaweal Wastewater Treatment Plant and the Feige Water Tank site to view the improvements that have been developing and thanked Public Works staff for their work on the projects.

H) PROCLAMATIONS/PRESENTATIONS/AWARDS

1) Presentation by Administration

City Clerk Camacho-Werby gave a presentation on the Administration Department.

I) CONSENT CALENDAR

2) Approval of Minutes from the February 5, 2019, regular Calistoga City Council Meeting and the minutes of the February 5, 2019, Special Closed Session Council Meeting.

3) Adoption of Resolution No. 2019-012 Revising the Automatic Adjustment Date for Development Impact Fees and Nonresidential Development Housing Linkage Fees to January 1st.

It was **MOVED** by **Councilmember Kraus** and **SECONDED** by **Councilmember Lopez-Ortega** to approve Item Nos. 2 and 3 of the Consent Calendar.

The motion was carried by the following vote:

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

J) PUBLIC HEARING

None.

K) GENERAL GOVERNMENT

- 4) Adoption of Resolution Rescinding Resolution No. 2016-004 and Approving Resolutions Adopting Certain Salary and Labor Benefits for a Three-Year Term between the City of Calistoga and the Unrepresented Employee Group, Approving a Budget Adjustment not to exceed \$47,535 from the Unappropriated General Fund Reserves and \$13,200 from the Enterprise Funds, Authorizing the Mayor to Execute the Resolutions and Authorizing the City Manager to Execute Agreements with the Unrepresented Employee Group.

City Manager Feik reported on the item.

Council and staff discussion ensued.

Councilmember Williams stated he would require additional time to review the information presented in the staff report.

Mayor Canning proposed that the item be continued to the next regular meeting of March 5, 2019. By present Council consensus the item was continued to the next regular meeting.

- 5) **Receive a Mid-Year Financial Update** Regarding the Fiscal Year 2018-2019 Budget and Adopt Budget Adjustments.

Administrative Services Director Leon reported on the item.

Council and staff discussion ensued.

Mayor Canning opened the public comment period.

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

Mayor Canning requested staff report back to the Council at their March 5, 2019, regular meeting containing line item financial information for the mid-year report on the City's Water Fund Sources and Uses of Fiscal Year 2018-19.

By present Council consensus, the direction to staff was approved as requested.

It was **MOVED** by **Councilmember Kraus** and **SECONDED** by **Councilmember Williams** to **Adopt Resolution No. 2019-013** Approving the Fiscal Year 2018-2019 budget adjustments

The motion was carried by the following vote:

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

6) Consideration of Discussion of the Napa County Draft Water Quality and Tree Protection Ordinance.

City Manager Feik reported on the item.

Council and staff discussion ensued.

Councilmember Williams proposed a recommendation of an increase to the municipal water supply reservoir setback from 200 feet to 500 feet, for inclusion in the Napa County draft Water Quality and Tree Protection Ordinance.

Councilmember Kraus was in support of the recommendation.

Mayor Canning opened the public comment period.

Dennis McNay, Calistoga resident, requested clarification on the draft ordinance being presented and its enforcement.

Mr. McNay also asked for the definition of a wetland.

City Manager Feik provided the requested definition.

There being no further comments, **Mayor Canning** closed the public comment period.

By consensus, the present Council was in support to provide a recommendation to the Napa County Board of Supervisors draft water quality and tree protection ordinance to increase the proposed municipal water supply reservoir setback from 200 feet to 500 feet.

7) Consideration of Discussion by Request of Councilmember Williams Regarding Council Agenda Formatting, Organization and Publication

City Clerk Camacho-Werby presented on the item.

Council and staff discussion ensued.

Councilmember Williams suggested using standard language mechanics and not capitalize all the wording used to describe the subject item of discussion.

Present Council approved the modification to remove the use of capitalization of each word describing a subject item, while supporting style content that is most beneficial to document reader software.

Councilmember Williams proposed increasing the City Council meeting agenda publication from four days to seven days, prior to the next regular scheduled meeting.

Mayor Canning countered the proposal with an exception to publish six days prior to a regular meeting when the seventh day falls after a City observed holiday.

Present Council was in support of both recommendations and directed staff to return with a resolution rescinding Resolution No. 91-13, updating the preparation of agenda policy to reflect a seven-day agenda publication.

Councilmember Williams proposed to omit the language of "Recommended Action" on the agenda.

After Council discussion, it was determined that **Councilmember Williams** will discuss formatting options for the recommended action further with staff.

Mayor Canning opened the public comment period.

Dennis McNay, Calistoga resident, suggested the recommended action could state, "Council vote on resolution."

There being no further comments, **Mayor Canning** closed the public comment period.

L) ADJOURNMENT

Mayor Canning adjourned the meeting at 8:00 p.m. to the next regular meeting of the Calistoga City Council on March 5, 2019, held at 6:00 p.m., at the Calistoga Community Center, 1307 Washington Street.

Respectfully submitted:



Prepared by: Irene Camacho-Werby, City Clerk



Approved by: Chris Canning, Mayor

Approved: 03/05/2019

