

# MINUTES

## CALISTOGA CITY COUNCIL REGULAR MEETING

Tuesday, March 5, 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 6:00 p.m.

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

Also, in attendance: Public Works Director Michael Kirn, Administrative Services Director Gloria Leon, Deputy Public Works Director Derek Rayner, 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) 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

**Mayor Canning** announced the removal of Item No. 3 (Presentation by Napa County District 4 Supervisor, Alfredo Pedroza on the activities of the Metropolitan Transportation Commission), as it was scheduled by staff prematurely and will be heard at the next regular meeting of the City Council on March 19, 2019.

It was **MOVED** by **Vice Mayor Dunsford** and **SECONDED** by **Councilmember Kraus** to approve the Council meeting with the removal of Item No. 3.

The motion carried by the following vote:

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

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

**Councilmember Lopez-Ortega** thanked the community for supporting the annual Soroptimist International of Calistoga crab fest and auction, held on Saturday, March 2, 2019. The event raised substantial funds for scholarships to support local programs which help empower young women in the community.

**Councilmember Lopez-Ortega** also reported on her attendance at the WELL (Water Education for Latino Leaders) Academy Session No. 3 and reminded everyone of the annual conference being held in Long Beach, California, on March 28-29, 2019.

**Councilmember Williams** requested to review the non-residential water rate category for Laundromats at a future meeting or study session.

**Mayor Canning** recommended **Councilmember Williams** speak with City staff to obtain an analysis of the category, prior to agendaing the item.

**Councilmember Kraus** congratulated the Soroptimist International of Calistoga on their successful fundraising event, raising over \$136,000, and Public Works staff for their quick efforts to perform emergency repairs at the Palisades Lift Station.

**Councilmember Kraus** also reminded the public of the real time rain gauge located at the Berry Street Bridge. Additional information can be found on the Napa Valley Regional and Stream Monitoring System website.

**Vice Mayor Dunsford** congratulated the Soroptimist Club.

**Mayor Canning** congratulated the Soroptimist Club on a great job hosting the event and for always doing great work in the community.

**Mayor Canning** reported concerns of coding access issues for the public restrooms located at Pioneer Park and near the Fire Station, during downtown business hours.

**Mayor Canning** reported on the trash enclosure being built behind the Fire Station and reminded the public that the enclosure is being built per the required California Code Standards.

**Mayor Canning** requested a status update of the Pioneer Park Pedestrian Bridge at their next meeting.

**Vice Mayor Dunsford** also inquired about the public walkway being planned for the Pioneer Park Pedestrian Bridge.

**City Manager Feik** provided information on the Pioneer Park Pedestrian Bridge project and advised that staff will return with an update for the AT&T pathway project at a future meeting.

**Mayor Canning** reminded everyone that many of the City's recreation classes are now offered free of charge to all City residents and he continues to receive complements on the quality of program instruction.

**Mayor Canning** also thanked Public Works staff for their quick efforts to perform emergency repairs at the Palisades Lift Station.

#### **F) CITY MANAGER'S REPORT**

Nothing to report.

#### **G) PROCLAMATIONS/PRESENTATIONS/AWARDS**

1. Presentation of a check for Pioneer Park from Friends of Pioneer Park.

Bob Fiddaman with the Friends of Pioneer Park presented a check to the City Council in the amount of \$32,736.66 for future improvements at Pioneer Park.

**Mayor Canning** thanked the Friends of Pioneer Park for their efforts and a successful project.

**Councilmember Williams** also thanked the Friends of Pioneer Park.

2. Proclamation declaring March as American Red Cross Month.

**Mayor Canning** read a proclamation proclaiming March as American Red Cross month.

Annie Schaefer and Martin Seger thanked the Council and accepted the proclamation.

3. Presentation by Napa County District 4 Supervisor, Alfredo Pedroza on the activities of the Metropolitan Transportation Commission.

This item was pulled from the agenda as it is scheduled to be on the next regular City Council meeting of March 19, 2019.

4. Recognition of the Berry Street and Fireman's Park Renovation, Small Community Project of the Year.

**Public Works Director Kirn** recognized **Deputy Public Works Director Rayner** and **Administrative Services Technician Louise Harrison** for their successful efforts towards the Berry Street Bridge and Fireman's Park Renovation project.

**Deputy Public Works Director Rayner** informed Council the project was considered under the Small Community Project category and awarded this year's winner by the American Public Works Association of Northern California.

5. Presentation on the Water Fund mid-year report.

**City Manager Feik** provided an informational report update to the Council on the Water Fund budget.

Council and staff discussion ensued.

**Public Works Director Kirn** addressed inquiries related to measurements of water.

**Mayor Canning** opened the public comment period.

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

#### H) CONSENT CALENDAR

**Councilmember Kraus** requested to pull Item No. 7 (Awarding a construction contract to Telstar Instruments in the amount of \$713,371 for the Palisades Sewer Lift Station Project and authorizing the City Manager to execute the contract) from the Consent Calendar for discussion.

6. **Approval of Minutes** of the February 19, 2019, special closed session City Council meeting and the February 19, 2019, regular City Council meeting.

It was **MOVED** by **Vice Mayor Dunsford** and **SECONDED** by **Councilmember Kraus** to approve Consent Calendar Item No. 6.

The motion carried by the following vote:

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

**NOES:** **None**

**ABSTAIN:** **None**

**ABSENT:** **None**

7. **Adoption of Resolution No. 2019-014** awarding a construction contract to Telstar Instruments in the amount of \$713,371 for the Palisades Sewer Lift Station Project and authorizing the City Manager to execute the contract.

**Deputy Director of Public Works Rayner** reported on the item.

**Councilmember Kraus** inquired about the project and the correlation between future work to be awarded and the recent incident at the lift station.

**Mayor Canning** opened the public comment period.

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

It was **MOVED** by **Vice Mayor Dunsford** and **SECONDED** by **Councilmember Kraus** to **Adopt Resolution No. 2019-014** awarding a construction contract to Telstar Instruments in the amount of \$713,371 for the Palisades Sewer Lift Station Project and authorizing the City Manager to execute the contract.

The motion was carried by the following vote:

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

**NOES: None**

**ABSTAIN: None**

**ABSENT: None**

#### **I) PUBLIC HEARING**

None.

#### **J) GENERAL GOVERNMENT**

8. Resolutions approving a three-year term for salary and labor benefits for unrepresented employees and approving a budget adjustment in the amount of \$60,735.

**City Manager Feik** 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.

It was **MOVED** by **Vice Mayor Dunsford** and **SECONDED** by **Councilmember Lopez-Ortega** to **Rescind Resolution No. 2018-004** and **Adopt Resolution No. 2019-015**, authorizing certain salary and labor benefits for unrepresented employees; and **Adopt Resolution No. 2019-016**, approving budget adjustments to the Fiscal Year 2018-19 operating budget in the amount of \$60,735.

The motion was carried by the following vote:

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

**NOES: None**

**ABSTAIN: None**

**ABSENT: None**

9. Options for possible relinquishment to City of non-motorized Caltrans Highway 29, right-of-way (Lincoln Avenue Sidewalks).

**City Manager Feik** reported on the item.

Council and staff discussion ensued.

**Mayor Canning** opened the public comment period.

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

By consensus, Council was in support of exploring ownership options and responsibilities, after obtaining additional information to discuss at a future meeting.

10. Resolution confirming the Mayor's Appointment to the Napa County Library Commission.

**City Clerk Camacho-Werby** reported on the item.

**Mayor Canning** stated why he was in support of appointing applicant Stephanie Allan to the Napa County Library Commission.

**Mayor Canning** opened the public comment period.

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

It was **MOVED** by **Mayor Canning** and **SECONDED** by **Councilmember Kraus** to **Adopt Resolution No. 2019-017**, by the Mayor's appointment, of Stephanie Allan, as the City of Calistoga representative to serve on the Napa County Library Commission.

The motion was carried by the following vote:

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

**NOES: None**

**ABSTAIN: None**

**ABSENT: None**

11. Resolution Rescinding Resolution 91-13 Agenda and Conduct of Meetings of the City Council, to increase Council meeting agenda publication from four (4) days to seven (7) days prior to a regularly scheduled meeting.

**City Clerk Camacho-Werby** reported on the item.

Council and staff discussion ensued.

**Councilmember Kraus** requested that all areas referencing "City Administrator" should reflect the title change to "City Manager."

**Councilmember Kraus** also identified that Section 5 *Rules of Order* within the resolution needed to be updated to reflect Rosenberg's Rules of Order, as adopted by the Council.

**Councilmember Lopez-Ortega** inquired when the City would have Council meeting agendas translated and available in Spanish to provide the Spanish speaking community the topics being brought forward for Council discussion.

**City Manager Feik** clarified and confirmed the Council's direction to have staff explore options to begin translating the agendas and provide supporting documents on an as needed basis.

**Mayor Canning** opened the public comment period.

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

With the recommendation to revise all references from City Administrator to City Manager and revise Section 5 *Rules of Order* to reflect Rosenberg's Rules of Order, it was **MOVED** by **Councilmember Kraus** and **SECONDED** by **Councilmember Lopez-Ortega** to **Rescind Resolution No. 91-13** and **Adopt Resolution No. 2019-018** revising Council policy regarding agenda and conduct of meetings of the City Council.

The motion was carried by the following vote:

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

**NOES:** **None**

**ABSTAIN:** **None**

**ABSENT:** **None**

**K) ADJOURNMENT**

**Mayor Canning** adjourned the meeting at 7:35 p.m. to the next regular meeting of the City of Calistoga City Council, on Tuesday, March 19, 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:

03/19/2019