

MINUTES

CALISTOGA CITY COUNCIL SPECIAL MEETING

Tuesday, April 14, 2020 - 3:00 PM
Calistoga Community Center
1307 Washington Street, Calistoga, CA 94515

A. CALL TO ORDER – ROLL CALL – SALUTE TO THE FLAG

Mayor Canning called the special meeting to order at 3:00 p.m.

Present: Councilmembers Gary Kraus, Irais Lopez-Ortega, and Donald Williams; Vice Mayor Michael Dunsford and Mayor Chris Canning

Absent: None

B. PUBLIC COMMENT

None.

C. CONSENT CALENDAR

1. Adopted Resolution 2020-021 approving Senate Bill 1 Street Improvement Project List for implementation in Fiscal Year 2020-21 and authorize staff to submit the same to the California Transportation Commission (CTC)
2. Adopted Resolution 2020-022 rescinding Resolution No. 2019-045 and authorizing the Mayor to execute a three-year agreement with Cal Fire for fire dispatch services in the amount of \$120,029
3. Adopted Resolution 2020-023 adopting the 2019 San Francisco Bay Area Integrated Regional Water Management (IRWM) Plan Update
4. **Pulled from Consent by Mayor Canning** – Consideration of a resolution establishing a Shut Off Policy for the City of Calistoga Water Department
Recommended Action: Adopt Resolution

It was MOVED by Vice Mayor Dunsford and SECONDED by Councilmember Williams to approve the Consent Calendar.

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

D. GENERAL GOVERNMENT

4. Pulled from Consent by Mayor Canning – Consideration of a resolution establishing a Shut Off Policy for the City of Calistoga Water Department
Recommended Action: Adopt Resolution

Mayor Canning asked staff to clarify how this policy would affect other legislative action taken with regard to COVID-19.

City Manager Kirn presented the staff report and cited the last “whereas” of the resolution which reads: “the recommended new policy and procedures are not intended to circumvent or bypass any emergency declaration for utility shut-offs issued by the Governor of the State of California related to the COVID-19 pandemic

It was MOVED by Mayor Canning and SECONDED by Councilmember Kraus to approve Resolution 2020-024 approving a Shut Off Policy for municipal utility services provided by the City of Calistoga.

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

5. Consideration of a resolution continuing a Proclamation of a Local Emergency related to COVID19 (Novel Coronavirus “COVID-19”) until further notice
Recommended Action: Adopt resolution

City Manager Michael Kirn presented the staff report and cited specific action taken by each department (Attachment 1 - PowerPoint).

Mayor Canning praised the actions, resources and services provided by the County, City staff, non-profit organizations, and local businesses. Mayor Canning requested staff pay mind to Oat Hill Mine Trail signage to ensure safety for outdoor recreation. Mayor Canning asked the public to maintain civility and respect for one another.

Mayor Canning opened the public comment period.

City Clerk Kendall Rose Granucci read into the record public comments received via email from Jenni Norris (Attachment 2) and Lana Richardson (Attachment 3).

Mayor Canning acknowledged the public comments and closed the public comment period.

Councilmember Williams asked the Mayor to report back to Council any action or discussion of the County administrators with regard to face coverings.

It was MOVED by Councilmember Williams and SECONDED by Vice Mayor Dunsford to adopt Resolution No. 2020-025 declaring a continued State of the Existence of a Local Emergency in response to the threat to public health posed by COVID-19 and adopting rules and regulations thereto.

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

6. Consideration of a resolution approving an emergency funding request from Up Valley Family Center and approving a budget adjustment in the amount of \$200,000
Recommended Action: Adopt resolution

City Manager Michael Kirn presented the staff report.

Mayor Canning confirmed with City Manager Kirn that the Up Valley Family Center had exhausted all other opportunities for funding and was requesting relief from the City as a last resort option.

Councilmember Williams noted his conversation with Up Valley Family Center staff regarding the vetting of recipients and means for distribution of resources and he expressed support in recognition of the immediate response to a critical need.

Councilmembers Kraus and Lopez-Ortega and Vice Mayor Dunsford agreed with previous comments and voiced support.

Mayor Canning agreed with comments made and gave support to the previous actions of the Up Valley Family Center, acknowledging the fiscal responsibility demonstrated over the years. Mayor Canning asked that Up Valley Family Center exhaust all conversations with real estate owners before disbursing funds for rental assistance.

Councilmember Williams asked for clarification if the funds are specifically for Calistoga residents, to which City Manager Kirn confirmed, the funds would be disbursed to those within the Calistoga city limits.

Mayor Canning opened the public comment period.

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

It was MOVED by Councilmember Williams and SECONDED by Councilmember Lopez-Ortega to adopt Resolution No. 2020-026 authorizing an emergency relief funding request from Up Valley Family Center in the amount of \$200,000 for local community support and approving a budget adjustment.

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. Consideration of dates for City Council Study Sessions for goal setting and Fiscal Year 2020-21
Budget review

Recommended Action: Set dates for City Council Study Sessions

City Manager Michael Kirn presented the staff report. He asked Council to confirm the proposed schedule and to decide whether to hold the regular meetings at 3:00 p.m. or 6:00 p.m.

Councilmembers expressed unanimous support for the proposed dates for budget review.

Councilmember Kraus expressed concern regarding public participation at 3:00 p.m. versus 6:00 p.m. but acknowledged that due to shelter at home order most of the public is home and available and Councilmember Williams acknowledged some members of the public who may not be able to attend at the regular 6:00 p.m. time may be available to participate at the earlier afternoon hour.

Councilmembers expressed unanimous support for the City Council Regular Meeting time to be changed to 3:00 p.m. through end of May.

Councilmember Williams asked for overview of the budget process, to which City Manager Kirn replied with explanation that the budget is drafted based on previous year budgets then provided to Council for review.

E. ADJOURNMENT

Mayor Canning adjourned the meeting, at 4:12 p.m.

Respectfully Submitted

Prepared by:


Kendall Rose Granucci, City Clerk

Approved by:


Chris Canning, Mayor

Approved: April 21, 2020