

MINUTES

CALISTOGA CITY COUNCIL REGULAR MEETING

Tuesday, December 21, 2021 - 6:00 P.M.
Virtual Meeting

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

Mayor Canning, called the regular session to order at 6:05 p.m. and called for a moment of silence in remembrance of Pearl Harbor.

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

Absent: None

2. REPORT FROM CLOSED SESSION

Council held a Closed Session at 5:00 PM today regarding Labor Negotiations and stated there was no reportable action taken.

3. ORAL COMMUNICATION ON CONSENT ITEMS OR NON-AGENDA ITEMS

Oral communication was not received. For oral communication and public comment content, for any item on the agenda, view the video of the meeting available on the City's YouTube channel at <https://www.youtube.com/user/CityofCalistoga> or visit the City's Website at:

<https://calistoga.civicweb.net/Portal/MeetingInformation.aspx?Org=Cal&Id=219>

4. ADOPTION OF MEETING AGENDA

Motion by Councilmember Kraus and seconded by Councilmember Williams and passed by the following roll call vote to adopt the meeting agenda as presented.

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

NOES: None

ABSTAIN: None

ABSENT: None

5. CITY MANAGER'S REPORT

Interim City Manager Brad Kilger provided updates on COVID-19 and public projects. Mr. Kilger introduced newly hired Planning and Building Director Jeff Mitchem.

6. PROCLAMATIONS/PRESENTATIONS/AWARDS

6.1 None

7. CONSENT CALENDAR

Item 7.2 was pulled for separate discussion/action. Public comment was not received. Motion by Councilmember Kraus, second by Vice Mayor Lopez-Ortega and passed by the following roll call vote, Council approved all remaining Consent calendar items:

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

7.1 Consider approving the Minutes of the December 7, 2021, Regular City Council Meeting as submitted.

Recommended Action: Approve minutes

~~7.2 Item Pulled from Consent by Councilmember Williams – Consideration of proposed amendments to Calistoga Municipal Code Title 17, Zoning, to prohibit new gas station land uses in all zoning districts and to provide uniform and comprehensive regulations and development standards for modifications, maintenance, operation, and discontinuation of fueling station/gas station uses and facilities in the City.~~

~~**Recommended Action:** Adopt Ordinance No. 755 as submitted~~

7.3 Consider adopting a Resolution accepting a Notice of Completion for the Pioneer Park Pedestrian Bridge and Fish Passage Enhancement Project.

Recommended Action: Adopt Resolution

7.4 Consider adopting a Resolution declaring certain property surplus and authorizing the disposal of said property.

Recommended Action: Adopt Resolution

7.5 Consider adopting a Resolution conditionally awarding a construction contract to Rock Solid, Inc. in the amount of \$129,000 for resurfacing the concrete on the Calistoga Community Pool deck and authorizing the City Manager to execute the contract.

Recommended Action: Adopt Resolution

MAYOR CANNING DIRECTED PULLED CONSENT CALENDAR ITEMS 6.3 & 6.6 TO BE CONSIDERED AT THIS POINT IN THE MEETING:

~~7.2 Item Pulled from Consent by Councilmember Williams – Consideration of proposed amendments to Calistoga Municipal Code Title 17, Zoning, to prohibit new gas station land uses in all zoning districts and to provide uniform and comprehensive regulations and development standards for modifications, maintenance, operation, and discontinuation of fueling station/gas station uses and facilities in the City.~~

~~**Recommended Action:** Adopt Ordinance No. 755 as submitted~~

Associate Planner Samantha Thomas presented the item.

Public comment was not received. Motion by Councilmember Williams, second by Councilmember Kraus and passed by the following roll call vote, **Council adopted Ordinance No. 755 Amending Calistoga Municipal Code Chapter 17.04 (Definitions); Chapter 17.21 (DC Downtown Commercial), Chapter 17.22 (CC Community Commercial), Chapter 17.36 (Off-Street Parking And Loading), Chapter 17.38 (General Provisions And Exceptions), and Chapter 17.44 (Non-Conforming Lots, Structures And Uses) To Prohibit New Gas Station Land Uses (ZOA 2021-1) And Incentivize Zero Emission Vehicle Charging Station Uses In The City Of Calistoga.**

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

NOES: None

ABSTAIN: None

ABSENT: None

8. GENERAL GOVERNMENT

8.1 Consider adopting a Resolution authorizing the City Manager to accept the proposal from SDI Presence LLC and enter into a Professional Services Agreement (PSA) to conduct an Information Technology & Business Systems Needs Assessment and Strategic Plan for an amount not to exceed \$64,435 and approving a budget adjustment in the same amount.

Recommended Action: Adopt Resolution

Interim City Manager Brad Kilger presented the item. Scott Sanders with SDI Presence LLC was on hand to answer questions. Council and staff discussion ensued.

Public comment was received. Motion by Councilmember Kraus, second by Vice Mayor Lopez-Ortega and passed by the following roll call vote, **Council Adopted Resolution 2021-093 Authorizing the City Manager to Execute a Professional Services Agreement with SDI Presence, LLC in an amount not to exceed \$64,435 for an Information Technology & Business Needs Assessment and Strategic Plan and Approving a Budget Adjustment In The Same Amount.**

AYES: Councilmembers Kraus, Gift, Vice Mayor Lopez-Ortega, and Mayor Canning

NOES: Councilmember Williams

ABSTAIN: None

ABSENT: None

8.2 Consider adopting a Resolution that:

1. Authorizes the City Manager to execute a purchase order with Performance Modular for the purchase and installation of a refurbished modular office building for the Calistoga Parks and Recreation Department in the amount of \$156,330.

OR

2. Authorizes the City Manager to execute a purchase order with Performance Modular for the purchase and installation of a new modular office building for the Calistoga Parks and Recreation Department in the amount of \$231,569.

Recommended Action: The City Council review, discuss and adopt Resolution

Park and Recreation Director Rachel Melick presented the item. Council and staff discussion ensued.

Public comment was not received. Motion by Councilmember Williams, second by Mayor Canning to select option one purchasing a refurbished modular office building, and failed by the following roll call vote:

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

Public comment was not received. Motion by Councilmember Kraus; second by Vice Mayor Lopez-Ortega and passed by the following roll call vote, **Council Adopted Resolution 2021-094 Conditionally Awarding a Purchase Agreement to Performance Modular in an amount not to exceed \$231,569 for the purchase of a Modular Building to serve as the Office for Parks and Recreation Staff and Authorizing the City Manager to execute the agreement.**

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

8.3 Consider adopting a Resolution Confirming the Mayor's Appointment to the Napa County Mosquito Abatement District Board of Trustees

Recommended Action: Adopt Resolution

City Clerk Marni Rittburg presented the item.

Public comment was received. Motion by Mayor Canning, second by Councilmember Kraus and passed by the following roll call vote, **Council Adopted Resolution 2021-095 Confirming the Mayor's Appointment of Ann Shelby Valentine to the Napa County Mosquito Abatement District Board Of Trustees.**

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

8.4 Consider adopting a Resolution Confirming the Mayor's Appointment to the Planning Commission and Active Transportation Advisory Committee.

Recommended Action: Adopt Resolution

City Clerk Marni Rittburg presented the item.

Public comment was received. Motion by Mayor Canning, second by Councilmember Kraus and passed by the following roll call vote, **Council Adopted Resolution 2021-096 Confirming the Mayor's Appointments to the Planning Commission and the Active Transportation Advisory Committee as follows:**

Planning Commission expiring December 31, 2023:

Douglas Allan (Incumbent)
Timothy Wilkes (Incumbent)
Richard Kaiser

Planning Commission expiring December 31, 2022:

Michael Vaughn

Active Transportation Advisory Committee expiring December 31, 2023:

David Hagberg (Incumbent)
Spiro Makras (Incumbent)
Erika Pusey (Incumbent)

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

NOES: None

ABSTAIN: None

ABSENT: None

8.5 City Council Discussion Item: City public communication channels to be inclusive of Spanish speaking community members. - Councilmember Gift.

Councilmember Lisa Gift presented the item. Council and staff discussion ensued.

Public comment was received.

Councilmember Gift will provide a memorandum outlining her recommendations. Council discussed that this project would most likely be a 2-year project.

9. COUNCIL REQUESTS AND IDEAS FOR DISCUSSION

Councilmember Gift applauded Up Valley Family Center and everything they do in our community. Councilmember Gift stated there are only 10 days left in the year to give through Napa Valley Give Guide at candogiveguide.org.

Councilmember Kraus wished everyone a very Merry Christmas and a Happy New Year. Councilmember Kraus stated he met Jeff Mitchem and thinks he is a great fit for Calistoga in the Planning and Building Director position.

Councilmember Williams inquired about Pandemic relief and whether the City could use the funds to waive the Business License Fee. Councilmember Williams requested a status of delinquent water accounts. Councilmember Williams requested a Special Council Meeting regarding the Fairgrounds.

Vice Mayor Lopez-Ortega inquired regarding the Leaf Blower Ban Ordinance and how landscapers should apply for assistance.

Mayor Canning thanked staff, volunteers, and the Chamber for the Holiday events. Mayor Canning encouraged the community to stay safe and get your COVID-19 Booster. Mayor Canning stated we will poll the City Council for a Special Meeting during the week of January 10, 2022.

G.) ADJOURNMENT

Mayor Canning adjourned the meeting at 8:12 p.m.

Respectfully Submitted

Prepared by:


Marni Rittburg, City Clerk

Approved by:


Chris Canning, Mayor

Approved: 2.1.2022