

MINUTES
CITY COUNCIL
TUESDAY, JUNE 1, 2010 – 6:30 P.M.
CALISTOGA COMMUNITY CENTER
CLOSED SESSION

1 **CALL TO ORDER**

2 **Mayor Gingles** called the Closed Session to order at 6:30 p.m. In
3 attendance were the following: Councilmember Gary Kraus, and
4 Councilmember Karen Slusser, Councilmember Placido Garcia, Vice Mayor
5 Michael Dunsford, and Mayor Gingles. Also present was City Manager
6 James McCann and Pubic Works Director/City Engineer Dan Takasugi,
7 Senior Civil Engineer Jim Smith, City Attorney Michelle Kenyon.

8 **ORAL COMMUNICATIONS**

9 No public comment.

10 **RECONVENE TO CLOSED SESSION IN THE ADMINISTRATIVE**
11 **CONFERENCE ROOM**

12 **CLOSED SESSION**

13 **CALL TO ORDER**

- 14 1. Conference with Legal Counsel, Existing Litigation pursuant to
15 Government Code Section 54956.9(a):
16 City of Calistoga v. Grant Reynolds, Napa County Superior Court Case
17 No. 26-46826.
18
19 2. Conference with Legal Counsel, Anticipated Litigation
20 Significant exposure to litigation pursuant to subdivision (b) Government
21 Code Section 54956.9: One potential case.
22

23 **ADJOURNMENT**

24 **Mayor Gingles** adjourned the Closed Session at 6:57 p.m. to the Regular
25 Meeting of the Calistoga City Council, Tuesday, June 1, 2010 Calistoga
26 Community Center, 1307 Washington Street, 7:00 p.m.
27 Respectfully submitted:
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30 _____
31 **Prepared by: Susan Sneddon, City Clerk**

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34 **Approved by: Jack Gingles, Mayor**

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MINUTES
CITY COUNCIL – REGULAR MEETING
TUESDAY, JUNE 1, 2010 - 7:00 P.M.
CALISTOGA COMMUNITY CENTER

CALL TO ORDER

Mayor Gingles called the Regular Session to order at 7:00 p.m.

In attendance were the following: Councilmember Placido Garcia, Councilmember Gary Kraus, Councilmember Karen Slusser, Vice Mayor Dunsford, and Mayor Jack Gingles.

Also present were Planning and Building Director Charlene Gallina, Administrative Services Director Bill Mushallo, Public Works Director/City Engineer Dan Takasugi, Fire Chief Steve Campbell, Police Chief Jonathan Mills, City Manager James McCann, and City Clerk Susan Sneddon.

ACTION OUT OF CLOSED SESSION

Mayor Gingles announced that there was no reportable action out of Closed Session.

ORAL COMMUNICATION

Peter Potrebic, City’s Bicycle Advisory Committee Members, presented Mayor Gingles with a medal for his involvement in the recent Annual April Fools Bicycle Challenge.

ADOPTION OF MEETING AGENDA

It was **MOVED** by **Vice Mayor Dunsford** and **SECONDED** by **Councilmember Kraus** to approve the City Council Meeting Agenda. The Motion was carried unanimously.

COUNCIL REQUESTS AND IDEAS FOR DISCUSSION

Councilmember Garcia requested that City staff investigate an apartment complex in the City that does not have hot water for the tenants. He suggested that the City initiated an inspection program for residential apartment complexes.

77 **Councilmember Slusser** asked if staff followed up with Council's request
78 from a previous Council meeting regarding directing staff to follow up with a
79 request to investigating an apartment complex in the City that does not have
80 hot water for the tenants.

81

82 **CONSENT CALENDAR**

83

84 **Councilmember Kraus** requested that **Items No. 3 and 4** be pulled from the
85 Consent Calendar as he will not be partaking in the discussion as he lives
86 within 500 feet of the two Silverado and Palisades Subdivision and it would be
87 a conflict of interest.

88

89 **1. Accounts payable for the period ending Friday, May 28, 2010**
90 **(\$1,388,107.96).**

91

92 **2. Minutes of the April 20, 2010 regular City Council meeting.**

93

94 **3. Adoption of Resolution No. 2010-040 accepting the Engineer's**
95 **Report for the Palisades Landscape Maintenance Assessment**
96 **District, declaring the intention of the City Council to levy and Collect**
97 **Assessments and Setting the Date for the Public Hearing.**

98

99 **4. Adoption of Resolution No. 2010-041 accepting the Engineer's**
100 **Report for the Silverado Place Landscape Maintenance Assessment**
101 **District, declaring the intention of the City Council to levy and collect**
102 **assessments and setting the date for the Public Hearing.**

103

104 **5. Adoption of Resolution No. 2010-042 calling and giving notice of the**
105 **holding of a General Municipal Election to be held November 2, 2010,**
106 **and requesting the Board of Supervisors to permit the County Clerk**
107 **and County Elections Department to render certain services.**

108

109 **It was MOVED by Mayor Gingles and SECONDED by Vice Mayor**
110 **Dunsford to approve Items No. 1, 2 and 5. The Motion was carried by**
111 **the following vote:**

112 **AYES: Mayor Gingles, Vice Mayor Dunsford, Councilmembers**
113 **Kraus, Slusser and Garcia**

114

115 **NOES: None**

116

117 **It was MOVED by Mayor Gingles and SECONDED by Vice Mayor**
118 **Dunsford to approve Items No. 3 and 4. The Motion was carried by**
119 **the following vote:**

120 **AYES: Mayor Gingles, Vice Mayor Dunsford, Councilmembers**
121 **Slusser and Garcia**

122 **NOES: None**
123 **ABSTAIN: Councilmember Kraus**
124 **ABSENT: None**

125

126 **GENERAL GOVERNMENT**

127

128 **6. Consideration of a Resolution authorizing the Mayor to execute an**
129 **employment agreement with William Norton regarding Interim City**
130 **Manager services.**

131

132 **Mayor Gingles** introduced William Norton, the new Interim City Manager.

133

134 **City Manager McCann** stated that on May 10, 2010 two candidates were
135 interviewed in a City Council Closed Session for the position of Interim City
136 Manager. He provided a brief history regarding William Norton who was
137 selected by the Council as Interim City Manager.

138

139 **It was MOVED by Mayor Gingles and SECONDED by Councilmember**
140 **Slusser to adopt Resolution No 2010-043 authorizing the Mayor to**
141 **execute an employment agreement with William Norton regarding**
142 **Interim City Manager services. The Motion was carried unanimously by**
143 **the following vote:**

144 **AYES: Mayor Gingles, Councilmembers Slusser, Garcia, Kraus,**
145 **and Vice Mayor Dunsford**

146 **NOES: None**

147 **ABSTAIN: Councilmember Kraus**

148 **ABSENT: None**

149

150 **7. Consideration of a Resolution adopting the Fiscal Year 2010/2011**
151 **Budget.**

152

153 **City Manager McCann** introduced this item. He reviewed goals during the
154 deficit reduction process and the City's revenue projections for Fiscal Year
155 2010/2011. He stated that he has met with the employee labor groups to
156 obtain wage and benefit concessions in order to retain service and staffing
157 levels.

158

159 **Ric Pielstick, Calistoga Chamber of Commerce Chairman,**
160 complimented City Manager McCann for his tenure with the City. He stated
161 that the Chamber's Visitor Center is the "engine" that drives revenue to
162 Calistoga and that destination marketing is the key to survival and
163 expanding business in Calistoga.

164

165 **Mike Costanzo, Calistoga Bicycle Advisory Committee Chairman,** stated
166 the need for bicycle safety in the community and recommended that staff time

167 be allocated in the Fiscal Year 2010/2011 budget to address compliance
168 issues in order to qualify for future funding projects to promote bicycling in the
169 community.

170
171 **Mayor Gingles** stated that a communication (**Communication A**) was
172 received from Calistoga Realty Co., Inc. regarding the City's General Fund
173 Budget deficit reduction options.

174
175 **Associate Planner Lundquist, Calistoga Public Employee Association**
176 **President**, stated that staff has made several concessions over the past six
177 months to help address the City's budget shortfall. He stated that the
178 proposed recommendations regarding Fiscal Year 2010/2011 Budget are "not
179 tactful"; there should have been a higher level of communication between
180 Administration and the City staff. He stated concerns regarding employees in
181 the finance department receiving out-of-class pay.

182
183 **City Manager McCann** provided a brief update regarding the City Manager
184 and City Clerk's proposed budgets for Fiscal Year 2010/2011. He stated that
185 reductions to the proposed City's Economic Vitality would impact the
186 Chamber's marketing and promotional funding, and other economic
187 development contract funding.

188
189 **Pubic Works Director/City Engineer Takasugi** stated reviewed reduction
190 options for the Public Works.

191
192 **Councilmember Kraus** stated that deferring roof repairs at City Hall and the
193 Community Center may end up costing the City more money in the long run.
194 He asked if the City can defer the needed accessibility improvements in light
195 of the City's ADA lawsuit settlement.

196
197 **Pubic Works Director/City Engineer Takasugi** stated that delaying the
198 accessibility improvements does increase the City's exposure; the City could
199 mitigate the improvements through capital projects through the fulfillment of
200 the City's ADA transition plan.

201
202 **City Manager McCann** stated that the ADA settlement required the City
203 allocate funds to certain improvements which have been completed.

204
205 **Police Chief Mills** reviewed options to reduce the Police Department Fiscal
206 Year 2010/2011 budget.

207
208 **Councilmember Kraus** requested the reasoning behind suspending parking
209 enforcement staff and increasing parking citation fees.

210

211 **Vice Mayor Dunsford** suggested parking enforcement on weekends during
212 the winter and retaining enforcement during the week for the spring/summer
213 season to increase revenue.

214
215 **Councilmember Kraus** stated his concerns regarding the proposed
216 suspension of funds to the Juvenile Diversion Program. He suggested having
217 reduced livescan fees for residents.

218
219 **Fire Chief Campbell** reviewed options to reduce the Fire Department Fiscal
220 Year 2010/2011 budget such as implementation of 24-hour staffing and
221 eliminating holiday overtime pay.

222
223 **Planning and Building Director Gallina** reviewed options to reduce the
224 Planning and Building Department's options for Fiscal Year 2010/2011;
225 suspension of Planning Commissioners stipends and training/meeting budget;
226 reduce contract services; reduce Bicycle Advisory Committee budget;
227 contract for the Building Official services and leave the position vacant;
228 eliminate the full time Administrative Secretary position; reduce Building
229 Standards Advisory and Appeals Board Design Review Panel budgets.

230
231 **Councilmember Kraus** stated that the City can benefit from long-range
232 strategic planning; review fees for various services provided by the Planning
233 and Building Department. He stated that eliminating the full time secretarial
234 position to part time may result in increased cost by having other higher pay
235 level staff do the secretarial tasks.

236
237 **Aquatic and Recreation Manager Lemen** reviewed cost saving measures
238 that the Community Resources Department that have already been realized.
239 She stated that it has been proposed to reduce the Teen Center contract by
240 one third and suspend the snack bar at pool.

241
242 **Councilmember Kraus** stated concerns regarding the proposed reductions
243 of recreational services. He stated that the City should pursue more strategic
244 planning for recreational services.

245
246 **Mayor Gingles** stated that the community pool is a "loosing proposition" and
247 asked how the City should address the issue regarding pool expenditures.

248
249 **Aquatic and Recreation Manager Lemen** stated that expenditures for the
250 pool can be re-evaluated; one option is to close part of the days and/or
251 shorten the pool season. She reviewed the cost of staffing for the pool.

252
253 **Councilmember Garcia** suggested that administration meet with staff to
254 discuss ways to find a solution regarding the budget deficit and consider
255 combining City services.

256

257 **Councilmember Kraus** thanked the department heads for their suggestions
258 to reduce the City's budget. He suggested communicating with City staff and
259 pursue continued negotiations with the labor groups.

260
261 **Vice Mayor Dunsford** stated that the City should be run like a business; he
262 complimented the department heads with coming up with suggestions to
263 address the budget shortfall. He stated that he would like to see the
264 community pool remain open.

265
266 **Councilmember Slusser** stated she would like to avoid staff layoffs and
267 suggested that each employee forfeit a certain amount of their pay to help
268 offset the shortfall.

269
270 **Interim City Manager Norton** stated that all cities are experiencing budget
271 issues and he plans to present some of his thoughts in the near future.

272
273 **8. Discussion regarding Fire Department staffing changes (24 hours).**

274
275 **Fire Chief Campbell** reviewed the firefighters proposed modified work
276 schedule from five (5) eleven hour shifts to two (2) twenty-four hour shifts. He
277 stated that the proposed schedule will provide a higher level of service while
278 at the same time reduction in the department budget.

279
280 **Councilmember Kraus** stated that he supports Fire Chief Campbell's
281 recommendations, however wants to be assured that the Professional
282 Firefighters Association's Memorandum of Understanding (MOU) is secure.

283
284 **City Manager McCann** stated that the negotiations with the Professional
285 Firefighters Association are being concluded and a side letter is being drafted
286 and will go with the current MOU. He thanked Fire Chief Campbell and staff
287 for the positive effort toward this next step.

288
289 **9. Update regarding anticipated uses for Measure A Flood Control and**
290 **Water Supply Reliability Revenues.**

291
292 **City Manager McCann** introduced this item and stated that the City has
293 utilized Measure A funds primarily in the past 1½ years for projects such as
294 localized drainage improvements in the Grant Street/Mora Avenue/Oak Street
295 area, drainage facilities serving the Chateau Mobile Home Park and
296 surrounding properties; and improvements made recently by the Solage Spa
297 and Resort project, along with other miscellaneous drainage improvements
298 throughout town. He stated that the water supply reliability improvements
299 including dredging and maintenance of Kimball Reservoir, replacement of our
300 transmission line from Kimball Reservoir, construction of the Mt. Washington
301 water storage tank, etc.

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303 **CITY MANAGER REPORTS**

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City Manager McCann provided the following updates:

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307

- The water and wastewater systems rate structure adjustment hearing will occur later this summer.

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309

- The City and the Chamber of Commerce are exploring improvements to the dumpsters in the parking lot behind the City's fire station.

310

311

- Public Works Director/City Engineer Takasugi is working on outdoor dining in conjunction with the Chamber of Commerce and Caltrans.

312

313

- The 2010 General Plan Annual Report and Work Program for implementation of General Plan policy direction will be presented to the June 15, 2010 Council meeting.

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Each Councilmember thanked City Manager McCann for his past 10 years of service to the City.

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City Manager McCann thanked the Council for the opportunity to work for the City. He stated that it has been a great learning opportunity and there have been many challenging projects. He complimented the tremendous City staff and he thanked Mr. Norton for his mentoring in the past.

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CITY COUNCIL ADJOURNMENT

326

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Mayor Gingles adjourned the meeting at 10:18 p.m. to the next scheduled special meeting of the Calistoga City Council, on Tuesday, June 8, 2010 at 6:30 p.m. and then to the regular meeting of the Calistoga City Council on Tuesday, June 15, 2010, Calistoga Community Center, 1307 Washington Street, 7:00 p.m.

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Respectfully submitted:

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Prepared by: Susan Sneddon, City Clerk

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Approved by: Jack Gingles, Mayor