

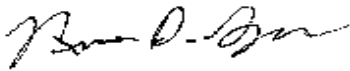
# City of Calistoga

## Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Michael Kirn, Public Works Director/City Engineer  
**DATE:** January 20, 2015  
**SUBJECT:** **Consideration of a Resolution Approving the 2015 Parade/Event List and Authorizing the Public Works Department to Apply for Encroachment Permits from Caltrans**

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APPROVAL FOR FORWARDING:




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Richard D. Spitler, City Manager

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2 **ISSUE:** Consideration of a Resolution approving the 2015 Parade/Event list and  
3 authorizing the Public Works Department to apply for encroachment permits from  
4 Caltrans.  
5  
6 **RECOMMENDATION:** Adopt Resolution.  
7  
8 **BACKGROUND/DISCUSSION:** Every year a variety of local organizations apply to the  
9 City of Calistoga to hold parades/processions/events along Lincoln Avenue. Lincoln  
10 Avenue is State right-of-way (Hwy. 29) and encroachment permits are therefore  
11 required from the California Department of Transportation (Caltrans) for special events  
12 thereon. The City's Public Works Department typically has applied to the State for  
13 encroachment permits on behalf of the applicants. Attached is a list of the applicants  
14 planning parades/processions/events in 2015.  
15  
16 **CONSISTENCY WITH CITY COUNCIL GOALS AND OBJECTIVES:** This request is  
17 consistent with Goal 1: Maintain and enhance the economic vitality of the community  
18 and the financial stability of the City; Objective 2: Promote the qualities of Calistoga that  
19 are attractive to residents and visitors.  
20  
21 **FISCAL IMPACT:** None. All Caltrans conditions of approval are the responsibility of  
22 the event sponsor. Any expenditure of City staff time is invoiced back to the event  
23 sponsor as a condition of the special event or encroachment permit.  
24  
25 **ATTACHMENTS**  
26 1. Resolution  
27 2. Parade List

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, APPROVING THE ANNUAL PARADE/EVENT LIST AND AUTHORIZING THE PUBLIC WORKS DEPARTMENT TO APPLY FOR ENCROACHMENT PERMITS FROM CALTRANS**

**WHEREAS**, the City Council of the City of Calistoga has received requests for the following annual parades/events to be held during the year 2015:

- Napa County Fair 4<sup>th</sup> of July Parade.....July 4
  - Calistoga High School Annual Homecoming Parade.....October 16\*
  - Calistoga Lions Club Annual Halloween Parade.....October 31
  - Chamber of Commerce Harvest Table Event.....September 13
  - Chamber of Commerce Holiday Tractor Parade.....December 5
  - Our Lady of Perpetual Help Church Procession.....December 12
- \*Date subject to change.*

**WHEREAS**, the Public Works Department has typically taken the lead on applying for encroachment permits from Caltrans for these community sponsored events; and

**WHEREAS**, Caltrans requires a Resolution from the City Council approving the parades/events and the applications for the encroachment permits.

**NOW, THEREFORE BE IT RESOLVED** that the City Council of the City of Calistoga hereby approves the above-mentioned parade/event list; and

**BE IT FURTHER RESOLVED** that the Public Works Department is authorized to apply to Caltrans for the required encroachment permits.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Calistoga at a regular meeting held this **20<sup>th</sup> day of January, 2015**, by the following vote:

- AYES:**
- NOES:**
- ABSTAIN:**
- ABSENT:**

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**CHRIS CANNING, Mayor**

**ATTEST:**

\_\_\_\_\_  
**KATHY FLAMSON, City Clerk**