

# City of Calistoga

## Staff Report

**TO:** Honorable Mayor and City Council Members  
**FROM:** Mitchell Celaya – Chief of Police  
**DATE:** July 18, 2017  
**SUBJECT:** Consideration of a Resolution Authorizing a Professional Services Agreement (PSA) with UpValley Family Centers in an amount not to exceed \$25,000, for Juvenile Diversion Program and Drug/Alcohol Prevention Education Program Services.

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APPROVAL FOR FORWARDING:



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Dylan Feik, City Manager

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1 **ISSUE:** Consideration of a Resolution Authorizing a Professional Services  
2 Agreement with the UpValley Family Centers in an amount not to exceed  
3 \$25,000, to provide contracted Juvenile Diversion Program and Drug/Alcohol  
4 Prevention Education Program Services. The Professional Services Agreement  
5 includes the provision of services to both the City of Calistoga and City of St.  
6 Helena.

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8 **RECOMMENDATION:** Adopt Resolution.  
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10 **BACKGROUND / DISCUSSION:** In 1997, the City of Calistoga and the City of  
11 St. Helena partnered to contract Juvenile Diversion Services with the Boys &  
12 Girls Club of St. Helena and Calistoga. The Boys & Girls club hired a Juvenile  
13 Diversion Officer to coordinate the Juvenile Diversion program at an annual  
14 compensation of \$50,000, each city contributing \$25,000 annually. In April 2017,  
15 the Boys & Girls Club could no longer provide these services. Both the City of  
16 Calistoga and City of St. Helena found themselves without a Juvenile Diversion  
17 Officer to coordinate the Juvenile Diversion program. Both the Calistoga and St.  
18 Helena Police Departments determined they did not have the resources to

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19 manage the program internally due to staffing resource limitations and current  
20 legal mandates required by California Proposition 64, the Marijuana Legalization  
21 Initiative, requiring specific education, counseling, and community service of  
22 juveniles illegally possessing marijuana. The Calistoga and St. Helena police  
23 departments engaged in identifying potential vendors with the ability to provide  
24 Juvenile Diversion Services (see attached Scope of Work).

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26 The Napa County Juvenile Diversion Officer operating out of the Napa Police  
27 Department offered to assist but did not have the capacity to coordinate the  
28 Juvenile Diversion Program for either the City of Calistoga or the City of St.  
29 Helena. The Aldea Counseling Services located in the City of Napa showed  
30 interest but was limited in providing services within the City year-round beyond  
31 counseling. Cobert Safety & Professional Services a for-profit counseling  
32 services & education provider offered to assist but could not meet all services of  
33 the Scope of Work and was based in Sonoma County. The UpValley Family  
34 Centers provided a written proposal to coordinate the Juvenile Diversion  
35 Program for both the City of Calistoga and City of St. Helena (see attached  
36 UpValley Family Center Proposal). The UpValley Family Centers met all aspects  
37 of the Scope of Work and offered to provide the services for \$50,000 annually  
38 with additional funding only as authorized by the Professional Services  
39 Agreement.

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41 The UpValley Family Centers (UVFC) has offices in both the City of Calistoga  
42 and City of St. Helena. UVFC provides existing counseling and education  
43 services and programs in both communities and Unified School Districts. UVFC  
44 has existing partnerships with local and county service providers and has long  
45 been established in both communities. UVFC can provide “wrap around” services  
46 for both juveniles and their families. Overall, the UVFC has a good reputation in  
47 both communities and is well positioned to provide Juvenile Diversion Services  
48 (see attached UVFC proposal).

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50 **CONSISTENCY WITH CITY COUNCIL GOALS AND OBJECTIVES:** Offer  
51 excellent professional services to all customers.

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53 **FISCAL IMPACT:** The City of Calistoga’s compensation to the UpValley Family  
54 Centers per the Professional Services Agreement shall not exceed \$25,000 per  
55 fiscal year for the Juvenile Diversion Program and Drug/Alcohol Prevention  
56 Education Program services unless additional compensation is approved in  
57 accordance with section 2 of the Professional Services Agreement. The \$25,000  
58 has been included in the FY 17-18 Budget; \$12,500 under account no. 01-4116-  
59 4402, and \$12,500 under account no. 41-4659-4433.

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**ATTACHMENTS:**

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1. Draft Resolution

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2. Juvenile Diversion Program Scope of Work

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3. UpValley Family Centers Proposal to Coordinate the Diversion Program

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4. Professional Services Agreement

RESOLUTION NO. 2017-XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, AUTHORIZING THE PROFESSIONAL SERVICES AGREEMENT WITH THE UPVALLEY FAMILY CENTERS FOR A JUVENILE DIVERSION PROGRAM AND DRUG/ALCOHOL PREVENTION EDUCATION PROGRAM SERVICES.

Authorizing Agreement No. \_\_\_\_\_ (if applicable)

WHEREAS, City of Calistoga is in need of a Juvenile Diversion Program; and

WHEREAS, the UpValley Family Centers have been identified to be the best qualified to provide a Juvenile Diversion Program s and Drug/Alcohol Prevention Education Program services; and

WHEREAS, UpValley Family Centers have met all aspects of the Juvenile Diversion Program Scope of Work; and

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Calistoga hereby authorizes the Professional Services Agreement with the UpValley Family Centers to provide the City of Calistoga with a Juvenile Diversion Program and Drug/Alcohol Prevention Education Program services, for an amount no to exceed \$25,000. The \$25,000 has been included in the FY 17-18 Budget; \$12,500 under account no. 01-4116-4402, and \$12,500 under account no. 41-4659-4433.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this 18<sup>th</sup> day of July 2017, by the following vote:

- AYES:
NOES:
ABSTAIN:
ABSENT:

CHRIS CANNING, Mayor

ATTEST:

KATHY FLAMSON, City Clerk