

# City of Calistoga

## Staff Report

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**TO:** Honorable Mayor and City Council  
**FROM:** Dylan Feik, City Manager  
**DATE:** June 19, 2018  
**SUBJECT:** Consideration of a Resolution authorizing a Professional Services Agreement with the Boys & Girls Club of St. Helena & Calistoga for the operation of a Calistoga Teen Center in the amount of \$40,000.

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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 Boys & Girls Club of St. Helena & Calistoga for the operation of a  
3 Calistoga Teen Center in the amount of \$40,000 at the Monhoff Center.  
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5 **RECOMMENDATION:** Adopt Resolution.  
6

7 **BACKGROUND/DISCUSSION:**

8 In 1998, the City of Calistoga established a teen center program as a program offered  
9 by the Recreation Division. The purpose for the program was to provide a structured,  
10 safe and supervised place for teens to “hang out” during after school hours.  
11 Recreation staff provided staffing for the program which was conducted after school  
12 from 3:30 pm until 9:00 pm. Activities consisted of playing billiards, video games,  
13 sports activities and other similar type events. This program was instrumental in  
14 keeping many of our at-risk youth occupied with activities and thus, keeping them out  
15 of trouble.  
16

17 In 2004, the City partnered with the Boys & Girls Club of St. Helena and Calistoga  
18 (B&GC) to offer the program to youth whereby the service provider would become the  
19 B&GC. The Boys & Girls Clubs of St. Helena and Calistoga primarily serve children  
20 and families in the upper Napa Valley and have expanded and enhanced their program  
21 offerings in Calistoga. On Saturday, October 7, 2017, the new Boys & Girls Clubhouse  
22 facility was opened to the community in front of a large crowd. The new facility  
23 provides space for learning, arts, sports, technology and endless uses which will  
24 benefit kids and families for decades to come. In addition, the City recently completed

25 a remodel of the Monhoff Center where Teen Center programs and activities are  
26 provided.

27

28 A Professional Services Agreement was developed in 2004 and over the years, the  
29 City has provided \$30,000 per year to the B&GC for offering the Teen Center programs  
30 to our community. Due to increased programs and services, the City has drafted a  
31 new agreement which specifies the scope of work to be performed, estimated  
32 outcomes which can be achieved, and provides an additional \$10,000 to the B&GC for  
33 their program costs. The total amount of this contract is \$40,000 annually and can be  
34 renewed each year by the city manager (following Council budget appropriation).

35

36 The City's partnership with the Boys & Girls Club remains a mutually beneficial  
37 arrangement that meets the needs of youth and working parents to create a positive  
38 place for Calistoga youngsters to learn and play. The partnership addresses three of  
39 the City Council goals, 1) Consolidate services where appropriate 2) Enhance  
40 recreation opportunities 3) Expand youth services and recreation opportunities. Our  
41 Recreation Division staff would continue to concentrate on providing recreational and  
42 sports programs to our youth and have the added opportunity to collaborate with the  
43 Boys & Girls Club staff on many new projects and programs.

44

45 **FISCAL IMPACT:** \$40,000.00 from account number 01-4107-4487. This amount is  
46 included in the Fiscal Year 2018-19 Budget.

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48 **ATTACHMENTS:**

- 49 1. Draft Resolution
- 50 2. Professional Services Agreement
- 51 3. Scope of Work Document

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**RESOLUTION 2018-XXX**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH THE BOYS & GIRLS CLUB OF ST. HELENA AND CALISTOGA FOR THE OPERATION OF A CALISTOGA TEEN CENTER IN THE AMOUNT OF \$40,000**

**Authorizing Agreement No. XXX**

**WHEREAS**, an after school youth development program that provides diversified activities and programs relating to character, leadership, education and career development, health and life skills, for Calistoga students in grades 7-12 would be beneficial to the youth of our community; and

**WHEREAS**, the Boys & Girls Club of St. Helena and Calistoga has provided these services at the Calistoga Teen Center located in the Monhoff Center since 2004; and

**WHEREAS**, a partnership with the Boys & Girls Club of St. Helena and Calistoga would be a mutually beneficial arrangement that would meet the needs of working parents and create a positive place for Calistoga youngsters to learn and play; and

**WHEREAS**, the stated goals of the City Council are to partnership/consolidate services where appropriate, enhance recreation opportunities and expand youth services and recreation opportunities; and

**WHEREAS**, the amount of \$40,000 is included in the Fiscal Year 2018-2019 Budget in account number 01-4107-4487.

**NOW, THEREFORE BE IT RESOLVED** that the City Council of the City of Calistoga does hereby approve a Professional Services Agreement with the Boys & Girls Club of St. Helena and Calistoga for the operation of the Calistoga Teen Center. A copy of said Agreement is attached hereto.

**BE IT FURTHER RESOLVED** that the City Manager is hereby authorized to execute the Agreement in substantially the same form as that attached.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Calistoga at a regular meeting held this **19<sup>th</sup> day of June, 2018**, by the following vote:

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

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**CHRIS CANNING, Mayor**

**ATTEST:**

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**KATHY FLAMSON, City Clerk**