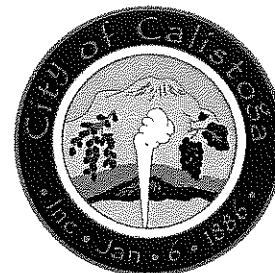


**City of Calistoga
COMMUNITY RESOURCES COMMISSION**



3

Chairperson: Karen Chang
Vice – Chair: Chris Henderson
Members: Sandra “Sue” Harper
Bev More
Indira Lopez
Eleno Nunez

**MINUTES
COMMUNITY RESOURCES COMMISSION
REGULAR MEETING
Monday, December 15, 2008**

1
2 **A) CALL TO ORDER**
3

4 The meeting was called to order by Chairperson Chang on December 15, 2008, at
5 5:35 p.m., at the Calistoga Community Center. Commissioners present included
6 Commissioners More, Harper, and Lopez, and Jonathan Mills, Interim Secretary to
7 the Community Resources Commission. Absent was Vice-Chair Henderson.
8
9

10 **B) PUBLIC COMMENT**
11

12 There was no public comment.
13

14 **C) ADOPTION OF MEETING AGENDA**
15

16 Chairperson Chang noted a typo on the Agenda and requested a change to Item
17 H, Adjournment. The next scheduled meeting date should read Wednesday,
18 January 21, 2008.
19

20 Commissioner Harper motioned to approve the Agenda with the change noted
21 above, Commissioner Lopez seconded and the motion carried.
22
23

24 **D) OATH OF OFFICE**
25

- 26 1) The Administrative Secretary will administer the Oath of Office to the newly
27 elected Commissioner, Eleno Nunez, who will then assume his seat.
28

29 Newly appointed Commissioner Nunez was not present. Oath will be
30 administered at the January 21, 2009 meeting.
31

32 **E) CONSENT CALENDAR**
33

34 The following items listed on the Consent Calendar are considered routine and
35 are approved by a single motion. The Chairperson or any member of the
36 Commission or of the public may request that any item listed under the Consent
Calendar be removed and action taken separately. In the event that an item is

37 removed from the Consent Calendar, it shall be considered in its numerical
38 order.

- 39
40 2) Minutes of the regular Community Resources Commission Meeting on
41 November 19, 2008. RECOMMENDED ACTION: Approve Minutes.

42
43 Chairperson Chang requested a motion to approve the minutes from the
44 November 19, 2008 meeting. Commissioner More moved to approve the
45 minutes and Commissioner Lopez seconded. The motion carried.

46
47 **F) GENERAL GOVERNMENT**

- 48 3) Climate Protection Action Plan Update, Erik Lundquist.

49
50 Jonathan Mills explained to the Commission that Erik Lundquist, Associate
51 Planner for the City, has been asked to take the lead for the City on green
52 initiatives and provide a brief update to the CRC on the Climate Action Plan
53 currently being conducted by the City.

54
55 Erik provided a presentation from the International Council for Local
56 Environmental Initiatives (ICLEI) and a description of their background. He
57 noted that with the adoption of Resolution 2007-122 and 2007-123, the
58 Mayor and City Council authorized the City to join efforts with the Napa
59 County Transportation and Planning Agency (NCTPA) to participate in the
60 Cities for Climate Protection Campaign.

61
62 He attended a workshop recently through NCTPA on Clear Air and Climate
63 Protection (CACP) Software. This is a software tool for local governments to
64 accurately calculate greenhouse gas emissions, track progress and support
65 global comparative analysis. With the passing of AB32, municipal jurisdictions
66 are required to reduce their greenhouse gas emissions to the 1990 level by
67 2020. He explained that the only effective way to track this is through PG&E
68 records, using 2005 as a base year and subtracting from there. He noted
69 that the Public Works staff have reviewed the City's municipal services and
70 have obtained kilowatt usage for electricity and natural gas consumption and
71 we are working on establishing the data. We have data from PG&E, Caltrans
72 and Upper Valley Disposal. He explained that energy consumption comes
73 mostly from residential and transportation, not only locally, but also regionally.
74 When looking at the community scale, they are also looking at small things
75 such as contractor equipment, lawn equipment, etc. We will need to
76 determine which processes work well with our community and make
77 reasonable actions such as solar alternatives, leaf blower bans, etc. The
78 Bicycle Transportation Plan also produces a framework, targets and
79 processes to establish realistic actions to achieve targets and monitor. He
80 noted that in this scope of work, inventory is the hardest information to
81 gather. We do have a good handle on resources and this program will allow
82 us to narrow down our focus and give us more detailed information on how
83 we can cut the most in the shortest amount of time. Creating plans and

84 policies should be fairly straight forward and we hope to present those for
85 CRC review as soon as the information is gathered, possibly by early 2009.

86
87 There was discussion about whether public hearings or information programs
88 would be held as community participation will be instrumental to the success
89 of this plan. Charlene Gallina felt that the CRC should hold public meetings
90 to seek community involvement. There was more discussion about possible
91 ways to get the community involved such as promoting the initiatives on Earth
92 Day in April, Rotary and Chamber of Commerce participation, asking the local
93 newspapers to attend meetings and write articles about what the City is doing
94 to meet State and Federal laws. Also, getting schools and churches involved
95 and possibly creating curriculum materials and activities for children. There
96 was discussion about the Rotary's program that helps make the members
97 more aware on an individual basis and the possibility of airing informational
98 programs on our public access channel. Chairperson Chang asked the
99 Commissioners to work on ideas to achieve community involvement.

100
101 There was discussion about traffic and street lights. Jonathan reported that
102 Public Works has changed all of the lights in the downtown area to more
103 energy efficient bulbs.

104
105 The CRC thanked Erik for his presentation and for working with ICLEI and
106 NCTPA. Jonathan noted that he is working on finding out if Steve Kokotas
107 from NCTPA is available to attend the next meeting to keep the CRC
108 involved and updated on progress.

109
110 4) Rent Stabilization Ordinance discussion, Erik Lundquist.

111
112 Erik Lundquist gave a presentation on the City's Rent Stabilization Ordinance
113 (RSO) that was adopted in 2007 establishing the current version of the Rent
114 Stabilization Ordinance. Mr. Lundquist stated the purpose of the RSO is, in
115 part, intended to; 1) prevent excessive and unreasonable mobile home park
116 space rent increases, 2) rectify the disparity of bargaining power that exists
117 between mobile home park homeowners and mobile home park owners, 3)
118 provide mobile home park owners with a rate of annual space rent increase
119 that reflects the impact of inflation and/or increases in their expenses, and
120 4) provide a process for insuring mobile home park owners a fair, just, and
121 reasonable rate of return on their parks in cases where the annual space
122 rent increase provided by this chapter proves insufficient.

123
124 The RSO outlines a process by which the Mobile Home Park Owner may
125 increase space rents. Each year, on the anniversary date of the Park, a
126 permissible rent increase is allowed provided the rent increase is the lesser
127 of either 6% of the base rent or 100% of the CPI. Otherwise, the Park
128 Owner may not increase rents within a twelve month period unless
129 otherwise determined by an arbitrator or as provided for elsewhere in the
130 RSO.

131
132 Rent increases occur if park owners can show that net income is being
133 affected and can request 100-300% of the CPI. This would trigger a meeting
134 to present their case to affected owners and would go to mediation. If the
135 issue is not resolved by mediation, it then goes to arbitration. If the requested
136 increase amount is over 300% of the CPI it would go directly to arbitration.
137 Arbitration is a court-like hearing where a judge hears testimony from both
138 sides, which are recorded and documented, and is required to make a
139 decision within 15 days. In addition, park owners must supply records and
140 show net operating income, expenses and must be able to define costs. The
141 costs for arbitration are paid by fees collected by the park owner and home
142 owner. The Ordinance allows for \$20 per space per year to administer the
143 RSO. While arbitration is not anticipated often, the costs can be high and
144 would be shared by homeowners and park owners, which creates an
145 incentive to work out the issues instead of going to arbitration.
146

147 Mr. Lundquist further explained vacancy control and the rules on when rent
148 can be increased, which is only through lawful vacancy, i.e., eviction or
149 criminal charges. Otherwise it is not a lawful vacancy. If a mobile home is
150 physically moved, the park owner can raise the rent but noted that it is very
151 costly to move the units and does not happen often. He said that in some
152 cases, park owners will pass through to the home owners costs associated
153 with capital improvements
154

155 Commissioner More asked how long term leases are affected. Erik said that
156 Chateau Calistoga is in the process of reviewing the 5 and 10 year lease
157 agreements. Commissioner Harper pointed out that most mobile home
158 residents are low income and could become homeless if rents are increased.
159

160 **F) CRC SECRETARY UPDATES**

- 161 • Community Pool Project
- 162 • Logvy Recreation Facilities

163 Jonathan Mills reported that we have received the grant from the Vintners
164 Association through the Calistoga Community Pool Project for lifeguard
165 training and are moving forward with recruiting efforts. The program allows
166 for hiring 15 primarily bilingual students who will attend a six week swimming
167 class in Calistoga and will then go to Santa Rosa to take the lifeguard
168 certification course. The six week course is designed to assess the student's
169 swimming levels and physical ability as the lifeguard certification course is
170 very challenging. Julio Ambriz will assist with the instruction. The majority of
171 the fees involved in the lifeguard certification will be paid by the grant. All
172 participants in the program will sign a student lifeguard training agreement
173 and agree to work for the City for at least one season. Chairperson Chang
174 questioned the completion date and schedule. Jonathan reported that the
175 target date for the opening of the pool is Mother's Day weekend.
176

177 Commissioner More reported that there has not been an update on the Logvy
178 Recreation facilities for 2 to 3 months. No regular meetings have been held.
179 She believes that Pam Kinzie is finalizing the plans for the building but does
180 not think they have been submitted yet.

181
182

G) COMMISSIONERS OPEN DISCUSSION

183 Chairperson Chang asked the Commissioners for ideas on how to reach out
184 to the community for a green Calistoga. She spoke to the Commission about
185 possible ways to promote this initiative during Earth Day celebrations in April.
186 She discussed the possibility of showing movies or presentations for
187 educational purposes and getting the Rotary involved to do a presentation.

188

189 There was discussion about getting the local schools and teachers more
190 involved and finding out what practices they currently use. Commissioner
191 Lopez will check with the Principal, but believes they only recycle paper. She
192 will report on what they are doing and find out who is in charge of the
193 recycling policies at the school level.

194

195 Chairperson Chang asked the Commission to come up with ideas and that
196 this matter is placed on the agenda for the January meeting.

197

198 There was a question about the term dates for the CRC. It is noted on the
199 roster that at expiration, subsequent terms shall be for 2 years. Staff will
200 confirm this and report at the January meeting.

201

202

H) ADJOURNMENT

203 The meeting of the Community Resources Commission was adjourned at 6:56
204 p.m. to the next scheduled meeting of the Commission on Wednesday, January
205 21, 2008, at the Calistoga Community Center, 1307 Washington Street, at 5:30
206 p.m.

207

208

209

210

211

Jonathan Mills, Police Chief
Interim Secretary, Community Resources Commission

212

213

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217

Approved by: Karen Chang, Chairperson

218

219

220

221