

# City of Calistoga

## COMMUNITY RESOURCES COMMISSION



Chairperson: Karen Chang  
Vice – Chair: Eleno Nunez  
Members: Sandra “Sue” Harper  
Megan Hunt  
Indira Lopez  
Bev More  
Rita Squire

### MINUTES

Wednesday, August 19, 2009 – 5:30 P.M.  
Community Center, 1307 Washington Street

1  
2 **A) CALL TO ORDER**  
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4 The meeting was called to order by Chairperson Chang on July 15, 2009, at 5:31  
5 p.m., at the Calistoga Community Center. Commissioners present included  
6 Commissioners Harper, Lopez, More and Squire. Also present were Aquatics &  
7 Recreation Manager, Olivia Lemen, Planning & Building Director Charlene  
8 Gallina, Senior Planner Ken MacNab, Public Works Director Dan Takasugi, and  
9 Administrative Secretary Lorie Goldbeck.

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11 **B) PUBLIC COMMENT**  
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13 Dieter Deiss, 3000 Palisades Road, Calistoga, expressed that the Napa Valley  
14 Vine Trail Coalition is moving forward and that the Town of Yountville and City of  
15 St. Helena have asked the coalition for assistance with the routing of the Vine  
16 Trail so that it synched with Calistoga.

17  
18 Anne Scott, 4281 Scott Way, Calistoga, questioned the process at the joint  
19 meeting of the Planning Commission and the Community Resources  
20 Commission meeting. She commented that public comments were made but  
21 there was no answer to their questions. She questioned the process for getting  
22 written information to the Commission for review.

23  
24 Chairperson Chang noted that the draft Climate Action Plan document is a  
25 working document for discussion and that many of the comments made were  
26 added and generalized in the draft Climate Action Plan.

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28 **C) ADOPTION OF MEETING AGENDA**  
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30 Commissioner Harper moved to adopt the meeting agenda, Commissioner  
31 More seconded and the motion carried unanimously.

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33 **D) CONSENT CALENDAR**  
34

35 The following items listed on the Consent Calendar are considered routine and  
36 are approved by a single motion. The Chairperson or any member of the  
37 Commission or of the public may request that any item listed under the Consent

38 Calendar be removed and action taken separately. In the event that an item is  
39 removed from the Consent Calendar, it shall be considered in its numerical  
40 order.

41  
42 1) The Minutes of the regular Community Resources Commission Meeting on  
43 July 15, 2009 will be available at the September 16, 2009 meeting.

44  
45 No action was taken by the Commission on the Consent Calendar.  
46

47 **E) GENERAL GOVERNMENT**

48 2) Community Resources Commission Fiscal Year 2009/2010 Work Plan.

49 Aquatics & Recreation Manager Lemen reported the need to update the work  
50 plan for the Community Resources Commission for 2009/2010. She noted that  
51 the thought is to keep the work plan focused on the Climate Action Plan and  
52 green practices and initiatives. She also noted that this will tie in to the  
53 upcoming construction of the facility at Logvy Community Park. She reported  
54 that the closing date for the pool has been extended by the City Council to  
55 September 27<sup>th</sup>.

56 Commissioner Harper commented that there will be a need for discussion on  
57 the current Rent Stabilization Ordinance.

58 Planning & Building Director Gallina noted that staff will be moving forward on  
59 two sections of the Rent Stabilization Ordinance; Administrative Fees and  
60 Anniversary dates and that requests could be submitted to staff to consider  
61 additional revisions.

62 Chairperson Chang requested a motion to approve the 2009/2010 Work Plan.  
63 Commissioner Harper moved and Commissioner Lopez seconded. The motion  
64 carried unanimously.

65 3) Logvy Community Park Master Plan Revision.

66 Senior Planner Ken MacNab presented the proposed revisions to Logvy  
67 Community Park Master Plan for consideration by the City Council and  
68 Planning Commission. He noted that no formal action was necessary from the  
69 CRC.

70 Public Works Director Dan Takasugi reported that this has been a long process  
71 and that many changes have been made to the Plan. He noted that interest  
72 has been shown for soccer and baseball fields which involved a shift in parking  
73 accessibility and availability. He also reported that Monhoff was a poor fit for  
74 the new Art Center and with the move of the Art and Teen Center to Logvy,  
75 additional flexible space has been included which can host many community  
76 events. He also reported that the Art and Teen Center are in the final design  
77 stages. Staff is waiting for the Master Plan approval for use permits, final  
78 design and bid process. He reported that this will go before the Planning  
79 Commission in September with more detail on the environmental review for a  
80 approval and recommendation to City Council.

81 Senior Planner MacNab reported that during this process, the Community  
82 Resources Commission will have another opportunity to review the final design.

83 There was discussion about the Oak trees, noise mitigation, traffic, the new  
84 gymnasium, outdoor lighting, softball fields and Bocce Ball courts.

85 Senior Planner MacNab outlined the areas of concern from the CRC to be  
86 displacement of the softball field and the redundancy of a new gymnasium if  
87 the school moves forward with building a new one. He asked if the CRC was in  
88 support of the Master Plan revision with these concerns being considered.

89 There was Commission consensus and agreement for support of the revisions  
90 to the Master Plan.

91 4) Support of the Calistoga Greenway Proposal.

92 The Commission reviewed and discussed the memo of support on the  
93 Greenway proposal. There was discussion about showing more enthusiasm on  
94 the Commission's support and request for the City Council to pursue this matter  
95 in the very near future.

96 Chairperson Chang noted that the walkways are part of the framework for the  
97 Climate Action Plan as it contributes to the reduction of Calistoga's carbon  
98 footprint.

99 Planning & Building Director Gallina noted that once submitted to City Council,  
100 it would be up to them to direct staff to work on the project which would require  
101 a formalized proposal and a public hearing process.

102 Aquatics & Recreation Manager Lemen stated that she would revise the memo  
103 to show more enthusiasm prior to submission to the City Council.

104 Chairperson Chang requested a motion to approve with the recommended  
105 revisions. Commissioner Squire moved and Commissioner More seconded.  
106 The motion carried unanimously.

107 5) Activity Guide and Email Collection Campaign.

108 Aquatics & Recreation Manager Lemen reported that in an effort to reduce  
109 costs and paper, the City would like to produce, in-house, a smaller/greener  
110 version of the Fall Activity Guide. She noted that we will hold an email  
111 campaign to collect address so the guide can be broken down and emailed  
112 instead of mass produced. She noted she will manage email distribution lists  
113 and that we are also working on the ability for people to go on the City's  
114 website and register for e-notification for special interest activities and events.

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## 116 **G) GENERAL UPDATES**

- 117 • Update on City Council's action on the Climate Action Plan at their August 18,  
118 2009 meeting.

119  
120 Aquatics & Recreation Manager Lemen reported that the City Council showed  
121 its support of the greenhouse gas reduction targets and approved the

122 resolution supporting the actions described in the Climate Action Plan  
123 framework.

124  
125 Planning & Building Director Gallina noted that the next step is for the CRC to  
126 identify items that can be easily and immediately implemented. She noted  
127 that a plan exclusive to Calistoga will be drafted by the October CRC meeting.

128  
129 There was discussion and consensus from the Commission that each  
130 member will review the Draft Climate Action Plan and submit their top 10 list  
131 to staff to consolidate and work with the Commission's sub-committee to  
132 determine best ways to implement the programs.

- 133  
134 • Letter of resignation received from Vice-Chair Eleno Nunez.

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136 Aquatic & Recreation Manager Lemen reported that Vice-Chair Nunez has  
137 moved away for College and that staff will advertise for the student  
138 commissioner opening.

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140 **G) COMMISSIONERS OPEN DISCUSSION**

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142 Chairperson Chang requested that any items involving the Climate Action  
143 Plan or green initiatives be placed first on future agendas.

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145 **H) ADJOURNMENT**

146 Chairperson Chang requested a motion to adjourn. Commissioner Harper  
147 moved and Commissioner Squire seconded.

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149 The meeting was adjourned at 7:19 p.m. to the next scheduled regular meeting  
150 of the Calistoga Community Resources Commission, on Wednesday, September  
151 16, 2009, Calistoga Community Center, 1307 Washington Street, 5:30 p.m.

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**Respectfully submitted: Lorie Goldbeck**  
157 **Administrative Secretary**

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**Approved: Chairperson Karen Chang**  
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