# LABOR COMPLIANCE PROGRAM ANNUAL REPORT

*Format for Awarding Body that enforces its own Labor Compliance Program for some but not all projects*

Report for the reporting period July 1, 2015-June 30, 2016

<table>
<thead>
<tr>
<th>1. Name of Labor Compliance Program (LCP):</th>
<th>City of Calistoga Labor Compliance Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. LCP I.D. Number (assigned by DIR)</td>
<td>2015.00280</td>
</tr>
<tr>
<td>3. Date of Initial Approval:</td>
<td>4/9/15</td>
</tr>
</tbody>
</table>
| 4. Contact person (include name, title, address, telephone, fax, and e-mail, if available): | Mr. Mike Kim  
1232 Washington Street  
Calistoga, CA 94515 |
| 5. Did LCP perform any LC § 1771.5 enforcement activities during the 12 months in the reporting period? | Please check one:  
☑ Yes  If Yes, proceed to item 6 on the next page  
☐ No  If No, complete the information below, sign the form and submit to DIR, Office of the Director, Attn: LCP Special Assistant,  
1515 Clay Street 17th Floor, Oakland, CA 95742 |

What suggestions do you have for the Department of Industrial Relations to better assist you with your program in the coming year? (attach additional sheets if necessary) Create consistency in the field of Labor Compliance by providing seminars and training.

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**SUBMITTED BY:**

Michael Kirn  
Dir. of Public Works

Signature  
Name and Title  
Date
6. LC § 1771.5 enforcement activities (provide all information requested, attaching as many sheets as necessary).

A. List projects handled by LCP within the past 12 months.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Bid Advertisement Date</th>
<th>Prime Contractor</th>
<th>Contract Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recycled Water Storage Pond</td>
<td>3/13/15</td>
<td>Maggiora &amp; Ghilloti Inc.</td>
<td>$1,094,094.00</td>
</tr>
</tbody>
</table>

B. Summary of all wages and penalties assessed and/or recovered.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Affected Contractor (who directly employed the worker)</th>
<th>Amount Assessed</th>
<th>Amount Recovered</th>
<th>Approval of Forfeiture Requested from Labor Commissioner?</th>
<th>Description of Violation</th>
</tr>
</thead>
<tbody>
<tr>
<td>None to Report</td>
<td></td>
<td></td>
<td></td>
<td>Yes  No</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td>Yes  No</td>
<td></td>
</tr>
</tbody>
</table>

C. For any amount identified in item B for which approval of forfeiture not requested from the Labor Commissioner, please explain below.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Amount Assessed</th>
<th>Amount Recovered</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>None to Report</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

D. For any amount identified in item B for which approval of forfeiture was requested from the Labor Commissioner, please provide the following:

<table>
<thead>
<tr>
<th>Project</th>
<th>Amount Assessed</th>
<th>Amount Recovered</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### E. Identify cases that are or were the subject of LC § 1742 proceedings.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Contractor</th>
<th>Nature of Violation</th>
<th>ODL Case #</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>None to Report</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### F. Did you refer any contractor to the Labor Commissioner for debarment per LC § 1777.1?

Please check one:  
- □ Yes  
- ✔ No  

If yes, identify affected contractor(s) or subcontractor(s) and date(s) of referral:

### G. Did you refer any apprenticeship violation to the Division of Apprenticeship Standards (DAS)? NO

Please check one:  
- □ Yes  
- ✔ No  

If yes, identify affected contractor(s) or subcontractor(s) and date(s) of referral:
July 18, 2016

Department of Industrial Relations
Office of the Director
Attn: LCP Special Assistant
1515 Clay Street, 17th Floor
Oakland, CA 94612

RE: Annual Labor Compliance Report – FY 15/16

Enclosed please find the Annual Labor Compliance Report for July 1, 2015 through June 30, 2016, pursuant to CA Code of Regulations 16431.

The City of Calistoga has contracted with a LCP Administrator (North Valley Labor Compliance Services) for projects funded by Proposition 84.

Please be advised that the FPPC Form 700 disclosure statement has been filed for each employee with decision-making authority. Each employee with decision-making authority has completed the Ethics Orientation.

Sincerely,

Michael Kirn
Public Works Director

Enclosures
1. Labor Compliance Program Annual Report
2. Ethics Training for State Officials (Certificate of Completion)

Cc: Dylan Feik, City Manager
Carolyn Lay, North Valley Labor Compliance Services
Derek Rayner, Deputy Public Works Director
Public Service Ethics Education
Online Proof of Participation Certificate

Date of Completion: Feb 10, 2016
Training Time*: 2 hr. 7 min.

This course is an overview course on all public service ethics issues necessary to satisfy the requirements of Article 2.4 of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code, including the following:

- Laws relating to personal financial gain by public servants, including, but not limited to, laws prohibiting bribery and conflict-of-interest laws.
- Laws relating to claiming perquisites ("perks") of office, including, but not limited to, gift and travel restrictions, prohibitions against the use of public resources for personal or political purposes, prohibitions against gifts of public funds, mass mailing restrictions, and prohibitions against acceptance of free or discounted transportation by transportation companies.
- Government transparency laws, including, but not limited to, financial interest disclosure requirements and open government laws.
- Laws relating to fair processes, including, but not limited to, common law bias prohibitions, due process requirements, incompatible offices, competitive bidding requirements for public contracts, and disqualification from participating in decisions affecting family members; and
- General ethical principles relating to public service.

The Fair Political Practices Commission and Attorney General have reviewed this course for course sufficiency and accuracy.

By signing below, I certify that I fully reviewed the content of the entire online AB 1234 course approved by the Attorney General and Fair Political Practices Commission and am entitled to claim two hours of public service ethics law and principles credit.

Carolyn Lay
Participant Signature

Carolyn Lay
Participant Name

City of Calistoga
Agency Name

NOTE TO PARTICIPANT: Please provide a copy of this proof of participation to the custodian for such records at your agency. In addition, we recommend you make a copy of this proof of participation for your own records to retain for at least five years. To preserve the integrity of the online certification process; these certificates are only available upon completing the online session. * To satisfy AB 1234 requirements, this certificate must reflect that the public official spent two hours or more reviewing the materials presented in the online course. If the certificate reflects less than two hours, the participant should have on file additional certificates demonstrating that the official has satisfied the entire two hour requirement.