



**CITY OF CALISTOGA
PLANNING AND BUILDING DEPARTMENT**

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MEMORANDUM

**TO: HONORABLE MAYOR AND CITY COUNCIL
CHAIRMAN MANFREDI AND MEMBERS OF THE PLANNING
COMMISSION**

FROM: CHARLENE GALLINA, PLANNING & BUILDING DIRECTOR

DATE: JUNE 25, 2008

**SUBJECT: PLANNING & BUILDING DEPARTMENT WORK PROGRAM &
PROJECT STATUS**

In response to the City Council's adoption of the Fiscal Year 2008/2009 annual goals on June 3, 2008, I have updated and attached for your review and discussion at the Joint Session the Planning & Building Department's summary of programs and projects. Included in this summary is a listing of current projects/programs, staff assignments, a status update and anticipated completion dates for each project or program. In addition, I have included a list of completed projects to date.

Staff looks forward to Council and Commission discussion on the Department's summary of programs and projects.