

# City of Calistoga

## Staff Report

**TO:** Honorable Mayor and City Council Members  
**FROM:** James C. McCann, City Manager  
**DATE:** June 3, 2008  
**SUBJECT:** City Council 2008/2009 Priority Projects

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**APPROVAL FOR FORWARDING:**

*James C. McCann (Signed by S. Sheldon)*  
James C. McCann, City Manager

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1 **ISSUE:** Consideration of a Resolution adopting the City Council's priority projects for  
2 Fiscal Year 2008/2009.

3 **RECOMMENDATION:** Adopt Resolution.

4 **DISCUSSION:** The City Council initiated a goal setting process for the coming Fiscal  
5 Year at the May 6<sup>th</sup> meeting and directed that two Special Council Meetings be  
6 scheduled to allow focused discussion of existing projects staff demands, emerging  
7 issues and trends and the identification of priority projects for the near term.

8 The Council held its first Special Meeting on May 27<sup>th</sup> at which time they received  
9 presentations from each of the City Department Heads regarding existing assignments  
10 and perspective of immediate needs, short term projects, and staffing and resource  
11 demands. The second Special Meeting occurred on May 28<sup>th</sup> wherein the Council  
12 reviewed the Goals adopted in May of 2007 and identified priority projects for the coming  
13 Fiscal Year. The Council departed from the past practice of identifying short term and  
14 long term goals noting that the upcoming strategic planning effort will yield that product.  
15 The Council rather determined to identify the key, or priority, projects for Fiscal Year  
16 2008/2009 which it wishes to focus staff energy and resources upon.

17 The May 28<sup>th</sup> Special Meeting was attended by approximately 15 members of the public,  
18 many of whom offered encouragement and input to the Council. Much interest in  
19 developing green policies, further improving infrastructure, improving communication,  
20 and enhancing economic vibrancy were noted.

21 I have attached the priority project summary with amendment as directed by Council for  
22 your information. I appreciate the Council's focused deliberation and dedication to this  
23 process and believe that the Resolution will aid in clearly articulating the Council's  
24 priorities.

25 **ATTACHMENTS:**

- 26 1. Draft Resolution  
27 2. Priority Project List FY 08/09

**RESOLUTION NO. 2008-057**

**RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF CALISTOGA,  
COUNTY OF NAPA, STATE OF CALIFORNIA, ADOPTING PRIORITY  
PROJECTS FOR FISCAL YEAR 2008/2009**

**WHEREAS**, the City Council recognizes the many needs and interests with the community and wishes to address these in a proactive and efficient manner and finds it necessary to articulate goals and priorities; and

**WHEREAS**, the City Council wishes to focus its' energy and staffs' attention on immediate; and

**WHEREAS**, the City Council has met in a Special Goal Setting Retreat on May 27 and 28, 2008 for the purpose of discussing the status of ongoing projects, areas of interest and need, and to identify priority projects; and

**WHEREAS**, the City Council has directed staff to initiate a strategic planning effort during the fall 2008 to develop long-term goals and priorities.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Calistoga hereby adopts the short-term and long-term goals as reflected on Exhibit A attached hereto.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Calistoga at its regular meeting held this 3<sup>rd</sup> day of June 2008 by the following vote:

**AYES:** Mayor Gingles, Vice Mayor Dunsford, Councilmembers Garcia, Kraus and Slusser

**NOES:** None

**ABSENT /ABSTAIN:** None

**ATTEST:**

  
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**SUSAN SNEDDON, City Clerk**

  
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**JACK GINGLES, Mayor**

## Attachment A

### City of Calistoga City Council Annual Goals Fiscal Year 2008/2009

#### Priority Projects:

##### **City Council:**

- Maintain focus on existing key assignments and priorities. Evaluate available time and resource demands before committing to or assigning new tasks. Evaluate and adjust staffing levels as necessary to reflect increased demands.
- Design and complete a City Council Strategic Planning process. Revisit the City's Mission Statement. Develop a Master Staffing Plan. (Jan 2009)
- Explore and adopt "green" environmental polices and initiatives. (Dec 2008)
- Support efforts toward a successful Transportation Improvement Sales Tax Ballot Measure. (Nov 2008)
- Diligently monitor local and state wide economic trends. Monitor City revenue production and expenditures. Take prompt action as necessary to adjust expenditures as economic conditions warrant.

##### **Community:**

- Complete construction of the Community Pool. (Oct 2008)
- Complete the Community Pool Aquatics Programming and Operating Plan. (Oct 2008)
- Complete construction plans for the Community Recreation Facilities at Logvy Community Park, identify funding sources, and develop a schedule for renovation of Monhoff Recreation Center and the Logvy Park facilities. (Sept 2008)  
Commence construction of Phase 1 at Logvy Park. (Mar 2009)
- Replace the Pioneer Park gazebo with a structure suitable for community activities. (May 2009)

##### **Infrastructure:**

- Complete and approve plans and specifications for the 1.5 million gallon water storage tank at Mt. Washington, secure funding and seek construction bids (Jan 2009) and commence construction. (Apr 2009)
- Complete design and commence construction of the renovation of the Fire Station. (Nov 2008)
- Adopt updated water and waste water user rates with the most reasonable adjustments possible. (Dec 2008)
- Coordinate efforts to prepare a Cooperative Agreement with Caltrans for the roundabout at the Highway 29/Silverado Trail intersection. Secure project funding. (Jan 2009)

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- Complete design of improvements to the Kimball Water Treatment Plant facilities (Jul 2008); commence construction. (Oct 2008)
- Conclude efforts regarding an alternate site for the Pope Street (NBA) water pump station; secure funding and initiate construction efforts. (Nov 2009)
- Initiate efforts toward the improvement of the intersections at Lincoln Avenue/Foothill Boulevard and Petrified Forest road/Foothill Boulevard. (Jan 2009)

### **Planning:**

- Develop and implement a work plan to address General Plan and Municipal Code conflicts, inconsistencies and needed policy direction. (Work Plan: Oct 2008; Amendments completed: June 2009)
- Complete and adopt the Urban Design Plan. (Oct 2008) Develop and adopt necessary policies and implementing regulations. Explore and initiate options for public/private funding of Urban Design Plan recommendations. Identify and prioritize catalyst public improvements outlined in the Urban Design Plan. (Balance: June 2009)
- Manage and advance key private development and renovation proposals.
- Develop and adopt a comprehensive Affordable Housing Strategy and associated policies and regulations. (Jan 2009)
- Emphasize and practice prompt, fair and certain Code Enforcement.
- Evaluate and revise as necessary development impact fees. (Mar 2009)