

## MINUTES

### CITY COUNCIL-SPECIAL MEETING BUDGET STUDY SESSION THURSDAY, MAY 10, 2018– 12:00 P.M. CALISTOGA FIRE STATION

#### A) CALL TO ORDER

**Mayor Canning called the Special Session to order at 12:17 P.M.**

In attendance were the following: Councilmember Gary Kraus, Councilmember Irais Lopez-Ortega, Councilmember James Barnes, Vice Mayor Michael Dunsford and Mayor Chris Canning.

Also present were Public Works Director Michael Kirn, Administrative Services Director Gloria Leon, Planning & Building Director Lynn Goldberg, Police Chief Mitch Celaya, Fire Chief Steve Campbell, Recreation Services Manager Rachel Melick, Senior Planner Kevin Thompson, Administrative Services Technician Louise Harrison, City Manager Dylan Feik and City Clerk Kathy Flamson.

#### B) SALUTE TO THE FLAG

#### C) ORAL COMMUNICATION ON CONSENT ITEMS OR NON-AGENDA ITEMS

**Mayor Canning** opened Oral Communication at 12:19 P.M.

Having no one come forward, **Mayor Canning** closed Oral Communication.

It was decided to start with Item E-2 while waiting for the attendance of some of the staff due to an emergency.

#### D) ADOPTION OF MEETING AGENDA

It was **MOVED** by Vice Mayor Dunsford and **SECONDED** by Councilmember Lopez-Ortega to approve the Council Meeting Agenda. The Motion was carried by the following vote:

<b>AYES:</b>	<b>Vice Mayor Dunsford, Councilmembers Lopez-Ortega, Kraus and Barnes and Mayor Canning</b>
<b>NOES:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>

## E) GENERAL GOVERNMENT

- 1) Adoption of Resolution No. 2018-042 authorizing a Public Works contract with Heavenly Greens in the amount of \$115,814 for installation of artificial lawn at Pioneer Park, authorizing a Budget Adjustment in the amount of \$115,814, and authorizing the City Manager to execute the contract. This item was tabled from the May 1, 2018 Regular City Council Meeting.

At 3:13 P.M. **City Manager Feik** presented the item.

Council and staff discussion ensued.

It was the **MOVED** by Councilmember Kraus and **SECONDED** by Councilmember Barnes to adopt Resolution No. 2018-042 authorizing a Public Works contract with Heavenly Greens in the amount of \$115,814 for installation of artificial lawn at Pioneer Park, authorizing a Budget Adjustment in the amount of \$115,814, and authorizing the City Manager to execute the contract. This item was tabled from the May 1, 2018 Regular City Council Meeting. The Motion was passed by the following vote:

<b>AYES:</b>	<b>Councilmembers Kraus, Lopez-Ortega and Barnes, Vice Mayor Dunsford and Mayor Canning</b>
<b>NOES:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>

- 2) Discussion regarding the FY 2018/19 Budget

At 12:20 P.M. **City Manager Feik** presented the item and gave a PowerPoint presentation outlining the updated FY 17/18 actuals with adjustments to assumptions, the budget/cash flow situation for FY 17/18 year-end projections and the budget summary review for FY 17/18 (General and Enterprise Funds).

Council and staff discussion ensued.

**City Manager Feik** discussed each Department budget, including City Council and City Clerk, Fire Department, Administration, Finance, Planning & Building, Recreation Division, Police Department and Public Works.

Council and staff discussion ensued regarding Revenues and Expenditures.

**Discussion regarding the next steps**

**City Manager Feik** discussed the next steps in the budget approval process. The Public Hearing for budget adoption will be held on June 5, 2018, at 6:00 p.m. The Budget Adoption is tentatively scheduled for the City Council Meeting of Tuesday, June 19, 2018.

It was decided the Special Budget Study Session scheduled for Thursday, May 17, 2018, starting at 12:00 noon at the Calistoga Fire Station be cancelled.

The Council took a short break at 3:00 P.M. and resumed at 3:13 P.M. to discuss Item E-1.

The Council took a short break at 3:30 P.M. and resumed at 4:06 P.M. for a short presentation by Adelante and the UpValley Family Center regarding recreational ideas.

**F) ADJOURNMENT**

**Mayor Canning** adjourned the meeting at 5:02 P.M. to the next scheduled regular City Council meeting, on Tuesday, May 15, 2018, Calistoga Community Center, 1307 Washington Street, 6:00 P.M.

**Respectfully submitted:**



Prepared by: **Kathy Flamson, City Clerk**



Approved by: **Chris Canning, Mayor**

Approved: June 5, 2018

