



Town of Yountville

6550 Yount Street
Yountville, CA 94599

Staff Report

Agenda Item #: {{section.number}}D

Yountville Town Council Staff Report

DATE: October 1, 2024

TO: Mayor and Town Council

FROM: Hilary Gaede, Communications Director/ Town Clerk

PREPARED BY: Hilary Gaede, Communications Director/ Town Clerk

RECOMMENDATION

Adopt Resolution Number 24-4311 approving amendments to the Conflict of Interest Code for the Town of Yountville and Rescinding Resolution Number 22-4143.

DISCUSSION/BACKGROUND

The Political Reform Act requires Public officials of state and local government to disclose their personal financial interests on a Form 700 Statement of Economic Interest. Elected officials, judges, and high-ranking appointed officials generally have the most comprehensive disclosure requirements. (Gov. Code Section 87200.) For most other officials, including employees of state and local government agencies, it is up to the agencies that employ them to decide what their disclosure requirements are.

Each state and local agency must adopt a Conflict of Interest Code which designates individual positions that make or participate in the making of government decisions. A review of the Conflict of Interest Code is done on a biennial basis.

Individuals in designated positions are required to file the Fair Political Practices Commission Form 700 Statement of Economic Interests electronically disclosing financial interests they may have within the Town of Yountville.

The attached revised Conflict of Interest Code for the 2024 Biennial Update includes:

Addition of the following positions to Administration:

Administrative Services Director
Communications Director/ Town Clerk
Deputy Town Clerk/ Records Coordinator

Title update of the following positions to Planning and Public Works:

Management Analyst I/II

Other Changes to Town designated positions include the following:

Removal of the following positions in Administration:

Finance Director

Removal of the following positions in Planning:

Senior Management Analyst

ENVIRONMENTAL REVIEW

Exempt per California Environmental Act (CEQA) Guideline, Section 15061(b)(3)

FISCAL IMPACT

Is there a Fiscal Impact? No

Is it Currently Budgeted? No

Where is it Budgeted? N/A

Is it Mandatory or Discretionary? Mandatory

Is there a Staff Resource Impact? Nominal

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Exceptional Town Services and Staff:** The Town supports its talented staff who deliver high quality municipal programs and services while maintaining public infrastructure for the benefit of the community.

Briefly Explain Relationship to Strategic Plan Goal and Objective. Town staff continuously assesses departmental needs and proactively implements necessary changes to ensure the highest level of service is delivered across all Town departments.