



Town of Yountville

6550 Yount Street
Yountville, CA 94599

Staff Report

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

Yountville Town Council Staff Report

DATE: December 17, 2024

TO: Mayor and Town Council

FROM: Brad Raulston, Town Manager

PREPARED BY: Samantha Holland, Parks & Recreation Director

RECOMMENDATION

Adopt Resolution Number 24-4331 approving the application to name the Yountville Commons Hall/Multi-Use Room located at 6554 Yount Street, the Don and Sally Schmitt Hall.

DISCUSSION/BACKGROUND

The Town of Yountville has an established Naming, Dedication, and Memorial Policy to guide a systematic and consistent approach for the official naming of parks and recreation areas, facilities, and other Town-owned facilities and to provide a systematic approach for the acceptance of dedications and memorials for placement in public parks, recreation areas and open space.

The criteria for naming of Town owned facilities is as follows:

Naming Policy Criteria:

The policy of the Town of Yountville is to name parks, recreation areas and facilities, and other Town facilities through an adopted process utilizing established criteria emphasizing community values and character, local history, geography, environmental, and/or civics and service that is unique to the Town of Yountville community.

Under ordinary circumstances, the naming of a park, recreational areas and facilities and other Town facilities should be considered permanent. Any proposal to change an established name shall be subject to the procedures set for in this policy.

1. The final recommendation for a name shall be consistent with the following criteria:
 - a. Geographic location (identification with a specific place, neighborhood, street, significant areas, etc.)
 - b. Natural geographic features
 - c. An individual (living or deceased) who has given outstanding civic service to the Town of Yountville, or who has donated substantial funds or property to the Town for parks and recreation facilities. Parks and facilities shall not ordinarily be named for a living person, unless that person has made an exceptional contribution of land, money or civic service.
 - d. A civic group or corporation whose mission statement is compatible with Town goals and objectives that have made a significant contribution of land, money or civic service to the Town of Yountville.
2. When possible, the process to name parks, recreation areas and facilities should begin within 12 months after the Town has acquired title to the land and/or formally accepted the dedication or completion of the improvements (e.g., Van de Leur Park, Yountville Community Center & Library, etc.).

3. Conditions of property donation as agreed upon by the donor and the Town shall be honored regarding the naming of the parks, recreation areas and facilities subject to these adopted policies.
4. Names that are similar to existing parks, properties or facilities in the Town system (or other systems in the Napa County area) should not be considered in order to minimize confusion.
5. The Town reserves the right to change the name to maintain consistency with these policies.
6. Town shall develop and maintain a submittal form for naming nomination and memorial/dedication requests.
7. The Town Council, in its sole discretion, makes the final determination as to the naming of any Town parks, recreation areas and facilities and other Town facilities.

Requests can be initiated by a Council Members, Commissioners, staff or by a member of the public or a community group. For this particular application, Town Manager Brad Raulston has initiated the request to name the Yountville Commons Hall/Multi Use Room located at 6554 Yount St. in honor of Don and Sally Schmitt.

As outlined in the application, the request meets the criteria for naming under criteria C (an individual who has given outstanding civic service to the Town of Yountville).

If approved, the Town would be responsible for the expense of establishing signage for the facility as already budgeted for in the Capital Improvement Plan budget for the interim uses of the facility.

ENVIRONMENTAL REVIEW

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

FISCAL IMPACT

Is there a Fiscal Impact? Yes

Is it Currently Budgeted? Yes

Where is it Budgeted?

Is it Mandatory or Discretionary? Discretionary

Is there a Staff Resource Impact? Nominal

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. Shared Community

Briefly Explain Relationship to Strategic Plan Goal and Objective. By recognizing those who have contributed to the rich history of the Town, we show the value of civic service has contributed to making Yountville a wonderful place to live, work and visit.

ATTACHMENTS

1. Resolution Number 24-4331
2. Naming and Dedication Application
3. Signage Mockup