

Town of Yountville

6550 Yount Street
Yountville, CA 94599



Meeting Minutes – Final

Tuesday, April 16, 2024

10:30 AM

Town Hall Council Chambers

Town Council

Mayor Margie Mohler
Vice Mayor Hillery Bolt Trippe
Council Member Eric Knight
Council Member Robin McKee-Cant
Council Member Pam Reeves

1. CALL TO ORDER; CONVENE SPECIAL MEETING

2. ROLL CALL

Present: 5 Mayor Margie Mohler, Council Member Eric Knight, Vice Mayor Hillery Trippe, Council Member Robin McKeeCant, Council Member Pam Reeves

Absent: None

3. PLEDGE OF ALLEGIANCE

The pledge of allegiance was held.

4. ADOPTION OF AGENDA

5. CONSENT CALENDAR

None.

6. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA

Members of the public are entitled to speak for 5 minutes per speaker on matters of municipal concern not on the agenda, during consideration of that portion of the meeting agenda entitled "Public Comment" when the Mayor calls that item. However, the Mayor has the discretion to limit speaking time when it is reasonable under the circumstances, including when there are many items on the agenda or a high volume of members of the public who intend to speak. The Mayor also has the discretion to extend the time to speak. The Mayor shall limit or extend speaking time in a consistent manner that is not based on the content or viewpoint of the speech. The Council may; however, briefly respond to statements made or questions posed by the public, ask for clarification from staff, refer the matter to staff, request staff to report back on the matter, or request staff to place the matter on a future agenda.

Members of the public may also submit Public Comment on matters of municipal concern not on the agenda via email at PublicComment@yville.com.

Public comment: Alan Tenscher

7. BUDGET WORKSHOP

- A.** Town Council to review, discuss, and provide direction to staff regarding proposed Biennial Budget for Fiscal Years 2024/2025 and 2025/2026 - General Fund, Non-Capital Projects Related Special Revenue Funds, Tourism Improvement District Fund, Impact Fee Funds and Debt Service Funds.

Town Manager Raulston provided an introduction to the budget workshop and discussed how the material will be presented.

There will be an opportunity for Council to ask questions at the end of each departmental presentation or when clarification is required.

- B.** General Fund Summary Review

Town Manager Raulston and Administrative Services Director King provided an overview of the General Fund and proposed FY 24/25 and FY 25/26 expenditures and revenues.

The proposed Organizational Chart was presented.

C. Town Manager Department Review

Town Manager Raulston presented the proposed General Government – Town Manager Department budget.

D. Administrative Services Department Review

Administrative Services Director King presented the proposed budget.

E. Communications/Town Clerk Department Review

Acting Town Clerk Gaede presented the proposed budget.

F. Planning Department Review

Planning & Building Director Borba presented the proposed budget.

G. Public Works Department Review

Public Works Director Ferons presented the proposed budget.

H. Parks & Recreation Department Review

Parks & Recreation Director Holland presented the proposed budget.

Presentation Slides: [Budget Workshop 1 Presentation](#)

Public comment: Michael Borck

8. CLOSING COMMENTS

Town Manager Raulston thanked the staff for their work to produce the proposed biennial budget.

Additionally, he discussed the General Fund financial forecast and the need to be prudent for future planning purposed.

At the end of the workshop, he outlined the next steps and noted that staff will take back any feedback received during the meeting and evaluate how to integrate with the budget proposal.

Mayor Mohler emphasized the financial forecast slide and the importance of planning for the future.

Vice Mayor Trippe inquired about the impact to staffing in the proposed budget in relationship to FTEs and encouraged the Town to be cognizant of personnel costs.

Council Member Reeves noted the importance of business development. She would like this to be brought back with the CIP discussion.

Council Member McKee-Cant reiterated the value of business activation.

9. ADJOURNMENT

A motion was made by Council Member Reeves, seconded by Council Member McKee-Cant to Adjourn the meeting. The motion Carried by the following vote:

AYES: 5; Mayor Mohler, Vice Mayor Knight, Council Member Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0 **ABSTAIN:** 0

Adjourn to the Town Council Regular Meeting, Tuesday, April 2, 2024 at 3:00 p.m. being held in the Town Hall Council Chambers located at 6550 Yount Street..

/s/ Acting Town Clerk Hilary Gaede