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

Yountville Town Council Staff Report

DATE: December 5, 2023

TO: Mayor and Town Council

FROM: Eddy Gomez, Town Clerk

PREPARED BY: Eddy Gomez, Town Clerk

RECOMMENDATION
Second Reading and Adoption of Ordinance Number 23-525, an Ordinance of the Town Council of the Town of Yountville, Reclassifying the Finance Director/Treasurer position to Administrative Services Director and updating the Yountville Municipal Code to reflect the reclassification.

DISCUSSION/BACKGROUND
At the November 21, 2023 Town Council meeting, the Council introduced and held a first reading of this Ordinance. This is the second reading and, if adopted, the Ordinance will take effect in 30 days. The Ordinance adds section 2.28.050 to the Town's Municipal Code, which would clarify that all references in the code to "Finance Director/Treasurer," "Finance Director," and/or "Treasurer" also mean "Administrative Services Director." Section 2.28.050 would also clarify that the Administrative Services Director exercises all powers and duties of the Finance Director/Treasurer.

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?   N/A

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. **Visionary Leadership:** The Town's leadership maintains an open-minded, forward-thinking decision-making process. We value engagement and participation from all members of the community as we work together to create policies and plan for the future.

Briefly Explain Relationship to Strategic Plan Goal and Objective. By updating the Yountville Municipal Code, the quality of life of Yountville residents and businesses will be maintained.