



# Town of Yountville

6550 Yount Street  
Yountville, CA 94599

## Staff Report

**Agenda Item #:** 8J

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### Yountville Town Council Staff Report

**DATE:** April 1, 2025  
**TO:** Mayor and Town Council  
**FROM:** Brad Raulston, Town Manager  
**PREPARED BY:** Brad Raulston, Town Manager  
Ashley Ray, Human Resources Analyst

#### **RECOMMENDATION:**

Adopt Resolution Number 25-4347 approving First Amendments to the Employment Agreements of Administrative Services Director Celia King, Communications Director/Town Clerk Hilary Gaede, Public Works Director John Ferons, and approving the Amended and restated Employment Agreement of Parks and Recreation Director Samantha Holland.

#### **DISCUSSION/BACKGROUND**

Administrative Services Director Celia King, Communications Director/Town Clerk Hilary Gaede, Public Works Director John Ferons, and Parks and Recreation Director Samantha Holland have all previously been appointed to serve in their positions, which appointment has been ratified by the Town Council under Yountville Municipal Code section 2.08.030(A).

These positions are “at-will” and subject to other requirements outlined in the employment agreement, the Town’s Personnel Rules and Policies, and the Yountville Municipal Code. In addition to ratifying the Town Manager’s appointment, Employment Agreements, including their Amendments, are subject to Town Council approval.

The Town Manager proposes the attached Amendments to the above Employment Agreements to bring all Director benefits in-line with each other and provide similar benefits to all Directors. All the Agreements can be amended by entering into a “First Amendment” of the Employment Agreement to edit one section of the Agreement—except the Parks and Recreation Director Agreement, which must be updated in its entirety to bring it into conformity with the other Director Employment Agreements.

The attached Resolution ratifies First Amendments to the Employment Agreements of Administrative Services Director Celia King, Communications Director/Town Clerk Hilary Gaede, Public Works Director John Ferons, and approves the Amended and restated Employment Agreement of Parks and Recreation Director Samantha Holland-Wagner.

#### **ENVIRONMENTAL REVIEW**

Not Applicable.

#### **FISCAL IMPACT**

Is there a Fiscal Impact? Yes

Is it Currently Budgeted? Yes

Where is it Budgeted? General Fund

Is it Mandatory or Discretionary? Mandatory

Is there a Staff Resource Impact? Yes

### **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.

### **ATTACHMENTS**

1. Resolution No 25-4347
2. First Amendment to C. King Employment Agreement
3. First Amendment to H. Gaede Employment Agreement
4. First Amendment to J. Ferons Employment Agreement
5. Employment Agreement S Holland