



Town of Yountville

6550 Yount Street
Yountville, CA 94599

Staff Report

Agenda Item #: 8I

Yountville Town Council Staff Report

DATE: April 1, 2025

TO: Mayor and Town Council

FROM: Samantha Holland, Parks & Recreation Director

PREPARED BY: Samantha Holland, Parks & Recreation Director

RECOMMENDATION

Adopt Resolution Number 25-4346, approving an update of the Parks and Recreation Advisory Commission Bylaws Article VI, Section A changing the meeting start time to 4:00 PM and Section E updating the adjournment times to coincide with the new start time.

DISCUSSION/BACKGROUND

Before you this evening is consideration of adopting Resolution Number 25-4346, approving an update of the Parks and Recreation Advisory Commission Bylaws Article VI, Section A changing the meeting start time to 4:00 PM and Section E updating the adjournment times to coincide with the new start time.

The Parks and Recreation Advisory Commission voted unanimously to change their regular meeting start times from 6:00 PM to 4:00 PM at the March 20, 2025, meeting. The Commission discussed that when the body was created in 2008, the meeting time was set in coordination with the standard start times of most official town public meetings. In recent years, many Boards and Commissions as well as the Town Council have updated the start time of their meetings to encourage more participation from our residents who tend to participate when meetings are held earlier, the need to avoid conflicts with other town activities, as well as allow for less staff impacts outside of business hours.

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? No

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? No

If yes, Identify Strategic Goal and Objective. N/A

Briefly Explain Relationship to Strategic Plan Goal and Objective. N/A

ATTACHMENTS

1. Resolution No 25-4346
2. Parks and Recreation Advisory Commission Bylaws - Redline Updated Version