



Town of Yountville

6550 Yount Street
Yountville, CA 94599

Staff Report

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

Yountville Town Council Staff Report

DATE: January 7, 2025

TO: Mayor and Town Council

FROM: Hilary Gaede, Communications Director/ Town Clerk

PREPARED BY: Hilary Gaede, Communications Director/ Town Clerk

RECOMMENDATION

Discussion and possible action regarding appointment of Town Council members to various Boards, Committees, Ad Hoc, and Standing Committees and disbanding Ad Hoc Committees no longer needed and establishing Standing Committees.

DISCUSSION/BACKGROUND

The Mayor and Council Members serve on various countywide and regional committees representing the interests of the Town. Staff is providing a brief overview of all the countywide boards, committees, and commissions the Council serves in as well as currently active Ad Hoc and Standing Committees created by the Council. The Council Roster is included as an attachment showing the current assignments. The roster also includes meeting dates, times and locations for all the different countywide boards. The Mayor, in some instances, may be automatically designated pursuant to by-laws, Joint Powers Agreement or other guiding documents and in those instances will be reflected as (Automatic) in the attached Roster.

Council committee assignments are reviewed on an annual basis. Any Council Member desiring to serve on a certain committee (or who desires not to be considered), should inform the Council in an open session. This is an opportunity for Council Members to share their interests with Council and the public. Appointments are subject to approval by a majority of the Council.

The currently active countywide boards, committees and commissions are the following:

- **Napa County City Selection Committee. (Mayoral Automatic Appointment)**
- **Napa County Flood Control and Water Conservation District Board (Mayoral Automatic Appointment and Council Appoints Alternate)** - The Napa County Flood Control and Water Conservation District (District) is the local sponsor for the Napa River Flood Management Plan and administers water supply contracts, watershed management and stormwater management programs throughout Napa County. The District's mission is the conservation and management of flood and storm waters to protect life and property; the maintenance of the County watershed using the highest level of environmentally sound practices; and to provide coordinated planning for water supply needs for the community.
- **Napa Valley Transportation Authority (NVTa) (Mayoral Automatic Appointment, Council Appoints Second Member and an Alternate)** - The Napa Valley Transportation Authority (NVTa) is a Congestion Management Agency formed in 1998 as a joint effort by the Cities of American Canyon, Calistoga, Napa, and St. Helena; the Town of Yountville, and the County of Napa. NVTa serves as the countywide transportation planning agency. The agency's goals, duties, and composition make it easier for local governments to tackle the increasingly complex problem of traffic congestion.

- **Napa County League of Governments (NCLOG) (All Council)** - [Community Development Strategy](#).
- **NCLOG Water Resources Planning Committee - (Currently inactive)** - Upper Valley Waste Management Agency (Council Appoints Representative and Alternate) - The Upper Valley Waste Management Agency (UVA) was formed for the purpose of providing coordination of economical, regional waste management services, and meeting the requirements of the California Integrated Waste Management Act - namely to reduce the amount of "waste" currently being placed in landfills and instead keep valuable materials and resources within the economic cycle.
- **Watershed Information and Conservation Council (WICC) (Council Appoints Representative and Alternate)** - <https://www.napawatersheds.org/>.
- **Climate Action Committee (Council Appoints two (2) Representatives)** - Climate Action Committee meets regarding the countywide commitment to address climate change and in 2020 formed the Napa County Climate Action Committee (CAC). The CAC consists of two elected officials from each of the six jurisdictions. The CAC is administered and staffed by Napa County.
- **Napa Valley Tourism & Improvement District (NVTID) (Council Appoints Representative)** - The Council also selects a representative for the Yountville Tourism Business Improvement District (TBID) Local Governing Committee. This Governing Committee oversees the expenditure of the Town of Yountville's locally designated NVTID funds in accordance with the requirements of Resolution No. 2010-72, the NVTID Management District Plan ("Management Plan"), and the Property and Business Improvement District Act of 1994 ("94 Law").

In addition, Council Members are involved in CalCities, ABAG, and LAFCO on a rotational appointment basis by the City/Town/County.

- **Local Agency Formation Commission of Napa County (LAFCO) (Appointment by LAFCO)** - Legislation authorizes LAFCOs with regulatory and planning powers to coordinate the timely formation and development of local governmental agencies and their municipal services. Notable regulatory duties include approving or disapproving proposals involving (a) city incorporations or disincorporations, (b) special district formations, consolidations, and dissolutions, (c) city and special district annexations and detachments, and (d) city and special district outside service extensions. LAFCOs inform their regulatory duties through a series of planning activities, which includes establishing and updating spheres of influence for all local governmental agencies.
- **Cal Cities** - <https://www.calcities.org/open-to-all-but-appointed-by-different-bodies>
- **Cal Cities – North Bay Division** - [North Bay Division | Cal Cities](#)
- **Cal Cities – North Bay Division Policy Committees** - [Policy Areas and Committees | CalCities](#)
- **Association of Bay Area Governments General Assembly (ABAG) (Council Appoints Representative)** - ABAG's General Assembly, which meets at least once a year as part of the GA Conference, determines policy and adopts the annual budget and work program.
- **MCE Clean Energy (Council could appoint a Council Member or they can defer to the Napa County appointment)** - MCE's mission is to confront the climate crisis by eliminating fossil fuel greenhouse gas emissions, producing renewable energy, and creating equitable community benefits.

Ad Hoc and Standing Committees:

Ad Hoc committees serve as advisory committees comprised of two (2) Town Council Members for the purpose of producing a report within a specific time period. The members submit their recommendations to the Town Council for further consideration.

The currently active Ad Hoc Committees are:

- **Single-use Plastics Ad Hoc Committee**

The Town Council Handbook describes a Standing Committee, as follows:

Under the Brown Act, “standing committees of a legislative body, irrespective of their composition, which have a continuing subject matter jurisdiction, or a meeting schedule fixed by charter, ordinance, resolution, or formal action of a legislative body” are subject to all open meeting requirements.

Standing Committees shall be established and consist of two Council Members appointed by the Council. Membership shall only be modified by Council action. Standing Committees shall select a Chair to conduct meetings.

The currently active Standing Committees are:

- **Emergency Preparedness Standing Committee**

Staff is requesting the Town Council consider the following:

- Review the Council’s current countywide and regional appointments.
- Review current Ad Hoc/Standing Committee assignments and determine whether any of the Ad Hoc Committees need to be disbanded or transitioned to a Standing Committee.

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? 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. Serving on various Boards and Commissions reinforces the Council's visionary leadership in sustaining efficient town governance through active partnerships and collaboration with fellow local elected officials.

ATTACHMENTS

1. 2024 Council Appointments Roster