



Town of Yountville

6550 Yount Street
Yountville, CA 94599

Staff Report

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

Yountville Town Council Staff Report

DATE: December 17, 2024

TO: Mayor and Town Council

FROM: Hilary Gaede, Communications Director/ Town Clerk

PREPARED BY: Hilary Gaede, Communications Director/ Town Clerk

RECOMMENDATION

Conduct Council discussion on appointment of a Council Member to serve as Vice Mayor. Appoint a Council Member to serve as Vice Mayor.

DISCUSSION/BACKGROUND

As a result of the June 2023 adoption of the Town Council Handbook, Ordinance 23-520 amended the Town's Municipal Code Chapters 2.04.040 and 2.04.050 which provide the method of selecting the Vice Mayor and describe the duties to be performed by the Vice-Mayor in the absence of the Mayor.

The office of Vice Mayor shall be an appointed office. Vice Mayor appointment shall be determined by seniority through a rotation that allows every elected Council Member the opportunity to serve as Vice Mayor during a four-year term. Seniority is established by the number of consecutive years the Council Member served on the Town Council. In the event two or more Council Members have equal seniority, then the Council Member with the most votes in their last regular general election shall have the opportunity to serve as Vice Mayor.

Council Members may choose to not assume the appointment and pass the position to the person of next highest seniority. Once a Council Member has served as Vice Mayor they are moved to the back of the rotation until others on the Council have the opportunity to serve. The Vice Mayor shall serve a one-year term. The Vice Mayor shall have all the powers and duties of the Mayor should the Mayor be absent or unable to perform any of those duties for any reason.

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. Identification of who will serve as Vice Mayor is important to ongoing and continued efficient operations of the Town.

ATTACHMENTS

1. 2. 3.