



Town of Yountville

6550 Yount Street
Yountville, CA 94599

Staff Report

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

Yountville Town Council Staff Report

DATE: December 7, 2021

TO: Mayor and Town Council

FROM: Eddy Gomez, Management Analyst

PREPARED BY: Eddy Gomez, Management Analyst

SUBJECT:

Consider appointment of one (1) individual to serve on the Yountville Arts Commission with the terms of office to commence January 1, 2022 and expire July 21, 2024.

DISCUSSION/BACKGROUND

At the December 4, 2013 Town Council meeting, Council adopted Resolution Number 3081-12 initially establishing the Yountville Arts Commission and adopting by-laws for the Commission.

At the April 3, 2018 Town Council meeting, Council adopted Resolution Number 18-3476 approving the ratification of the Yountville Arts Commission Bylaws to increase the size of the Commission from five (5) to seven (7) members.

The seven (7) member Commission shall consist of four (4) members who must be residents and up to three (3) members who are involved with a business or non-profit organization that is involved with arts and cultural activities in Yountville.

The mission of the Yountville Arts Commission (Commission) is to provide vision, leadership, inspiration and support to artists and their art in Yountville. The Commission will serve in an advisory capacity to the Town Council and staff in matters pertaining to the cultural arts but not limited to the development of visual, performing and literary arts and other matters as may be referred to the Commission by the Town Council or Town Manager.

The Commission has a unique characteristic in which it serves and functions as a formal policy and action taking body as well as a "working committee". As a working committee, members function and work as an extension of town staff to develop and implement cultural art related events and programming. These additional programs and events help to supplement the quality of life and activities of the Town which would not otherwise be provided due to staffing constraints. The operating structure of this Commission has been established in its by-laws and is designed to incorporate both the formalized nature of a public policy body and the volunteer nature working to implement programming and events.

The Commission with staff support will engage in the active management and work necessary to execute and implement the following:

- a) The Yountville Public Art Walk Program;
- b) The Gallery at the Community Center Program and other art show related programs;
- c) The Yountville Literary Programs;
- d) The Public Art Fund and general fund budget associated with Cultural Arts;
- e) Fundraising to support Commission activities through private or public donations, gifts and grants for the cultural arts in conjunction with approved Town policies and procedures;
- f) Coordinating and hosting receptions and other events in support of Commission programming;
- g) Marketing and public relations efforts in support of Commission programming and events; and
- h) Perform such duties in support of cultural arts services as may be assigned by the Town Council.

Recruitment

A Notice of Vacancy was posted on October 14, 2021, in the Town designated posting locations including the Town's website under the Board and Commission page to fill one (1) position due to resignation of Commissioner Kimberly Cook at the end of December 2021.

At the close of the application filing period November 15, 2021, the Town received three (3) applications for one (1) position. Applications were received from Carole Arcellana, Geoffrey Leigh, and Susan Cozzi. Carole Arcellana withdrew her application when contacted to be interviewed.

Town Council conducted Applicant interviews during a Special Zoom meeting held December 1, 2021 at 2:00 p.m. and staff is requesting Council appoint one (1) individual to the Commission with the terms of office to commence January 1, 2022 and expire July 20, 2022. Staff also requests Council to waive Town Council Protocols and appoint the individual to complete the unexpired term from Commissioner Cook and remain appointed into the next term commencing July 21, 2022 and expiring July 20, 2024.

Town Council Protocols state that Council makes appointments by interview and ballot process with a motion to confirm appointments. Should Council decide not to appoint from the current applicants, staff would re-advertise to fill the vacancy.

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? Discretionary

Is there a Staff Resource Impact? Nominal

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? Indirectly

If yes, Identify Strategic Goal and Objective. **Engaged Residents:** The Town embraces our residents' commitment to community as seen through volunteerism, civic engagement, and public participation that enhances the quality of life in Yountville.

Briefly Explain Relationship to Strategic Plan Goal and Objective. The Town Council involves the community in governance of the Town by utilizing community volunteers on local and countywide boards and commissions.

RECOMMENDATION

Receive staff report and direct questions to staff.

Receive public comment.

Conduct Council discussion on proposed appointment.

Consider appointment of one (1) individual to serve on the Yountville Arts Commission with the terms of office to commence January 1, 2022 and expire July 21, 2024.