

TOWN OF YOUNTVILLE
MINUTES OF COUNCIL BUDGET WORK SESSION
June 6, 2007

1. CALL TO ORDER; ROLL CALL – 9:00 A.M.

Mayor Saucerman called the Town Council Budget Work Session to order at 9:00 a.m.

Mayor and Town Councilmembers Present:

Mayor Cynthia L. Saucerman, Vice Mayor John F. Dunbar and Councilmembers William “Bill” Dutton, Steven C. Rosa and Lewis G. Chilton

Town Staff Present:

Bob Tiernan, Interim Town Manager/Planning Director; Amy Valukevich, Town Attorney; Michelle Price, Town Clerk; Myke Praul, Public Works Director/Town Engineer; Richard Stranzl, Finance Director; Barney LaRue, Public Works Supervisor; and Don Moore, Wastewater Treatment Plant Supervisor

2. Public Comment on Matters Not Listed on the Agenda (FIVE MINUTE LIMITATION PER SPEAKER)

None

BUDGET WORK SESSION

3. INTRODUCTION & OVERVIEW OF PROPOSED 2007/2008 TOWN BUDGET DOCUMENT (FINANCE DIRECTOR)

Richard Stranzl, Finance Director, presented Introduction and Overview of Proposed 2007/2008 Town Budget and reviewed Budget Charts and Graphs distributed at the meeting.

4. OPERATING DEPARTMENTS	PAGES	
A. <u>General Fund Overview</u>	15	Finance Director
B. <u>General Fund Revenues Line Items</u>	16-17	Finance Director
C. <u>General Fund Expenditure Overview</u>	19	Finance Director

D. General Government

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| 1. Town Council | 22-23 | Finance Director |
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Mayor Saucerman requested the Volunteer Appreciation Dinner be reinstated.

Following Council discussion, the amount recommended for inclusion in the budget is 5,000.00.

Finance Director Stranzl commented the amount would be added to the Town Council Budget in Category 229 – Other Expenses and would be labeled Community Recognition.

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| 2. Non-Departmental | 24-25 | Finance Director |
| 3. Community Promotions | 26-27 | Finance Director |
| 4. Administration | 28-29 | Finance Director |
| 5. Finance | 30-31 | Finance Director |

General Fund Department 4102 (Finance) Category 229 – Other Expenses in the amount of \$5,800.00 will be removed, as it is reflected under the Town Manager Budget.

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| 6. Town Attorney | 32-33 | Town Attorney |
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Coombs and Dunlap will be recommending a contract amendment to reflect a 3% increase to provide legal services to the Town and an additional \$3,000 will be added to the budget.

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| 7. Town Clerk | 34-35 | Town Clerk |
| 8. Retirement Benefit Reserve | 36-37 | Finance Director |
| 9. Liability Insurance Reserve | 38-39 | Finance Director |

E. Planning Department

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| 1. Planning & Building | 42-43 | Interim Town Manager |
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Bob Tiernan, Interim Town Manager/Planning Director, reported on staffing levels and advised he will be recommending the Assistant Planner be promoted to first step of Associate Planner.

F. Public Safety

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| 1. Sheriff | 46-47 | Finance Director |
| 2. Fire | 48-49 | |

4. OPERATING DEPARTMENTS (CONTINUED) PAGES

G. <u>Community Services</u>		Community Services Director
1. Community Services	62-63	
2. CSD Day Camp Programs	64-65	
3. CSD Pool & Aquatic Programs	66-67	
4. CSD Community Hall	68-69	
5. CSD After School Program	70-71	
6. Youth Subsidy Program Fund	128-129	

Suggestions were made in regard to potentially advertising the Community Services Department monthly schedule in the Yountville Sun and advertising at the Chamber.

5. REVIEW AND RECOMMEND FUNDING

A. Non-profit Grant Applications

Michelle Price, Town Clerk, presented staff report.

Town Council reviewed the Non-profit Grant Applications and following discussion recommended the dollar amounts below be granted with final grant approval to be made at the time the Final Budget for 2007/2008 is adopted at the June 19, 2007 Council meeting.

APPLICANT	AMOUNT REQUESTED	AMOUNT RECOMMENDED FOR FUNDING
COPE Family Center	2,500.00	1,000.00
Friends of the Yountville Library	1,000.00	1,000.00
Hospice and Adult Day Services of Napa Valley	5,000.00	5,000.00
Legal Aid of Napa Valley	2,500.00	0
McCormick Sanctuary, dba Acorn Soupe	4,000.00	1,000.00
Napa Emergency Women's Services (NEWS)	3,500.00	1,000.00
Napa Valley Museum	10,000.00	2,500.00
Napa Valley Symphony	5,000.00	1,500.00
United Way HELPLINK (unable to attend)	5,000.00	0
Volunteer Center of Napa Valley-1	2,500.00	0
Volunteer Center of Napa Valley-2	2,500.00	0
Yountville Baseball	16,000.00	1,000
Yountville Elementary School	3,580.00	3,600
Total Funding Requests FY 07-08	\$63,080.00	
Total Funding Recommended for Approval		17,600.00

Town Council recommended Troy Knox, Yountville Elementary School Principal, return at a future date to provide a demonstration of the Multi-Media Projector.

B. Yountville Chamber of Commerce Supplemental Budget Funding

Mayor Saucerman recused herself from this item as the Chamber of Commerce is her employer and left Council Chambers.

Following discussion, Council recommended the Supplemental Budget Funding request be included in the Final Budget for 2007/2008.

6. SUMMARY AND FOLLOW-UP ISSUES

Mayor Saucerman returned to Council Chambers to Chair the remainder of the meeting.

None

7. ADJOURNMENT

Adjourned to next Regular Town Council meeting June 19, 2007.

ATTEST:

/s/ Michelle Price

Approved by Town Council:

August 7, 2007