

Town of Yountville

6550 Yount Street
Yountville, CA 94599



Meeting Minutes – Final

Tuesday, June 18, 2024

3:00 PM

Town Hall Council Chambers

Town Council

Mayor Margie Mohler
Vice Mayor Hillery Bolt Trippe
Council Member Eric Knight
Council Member Robin McKee-Cant
Council Member Pam Reeves

1. CALL TO ORDER; CONVENE REGULAR MEETING - 3:00 P.M.

2. ROLL CALL

Present: 5 Mayor Margie Mohler, Council Member Eric Knight, Vice Mayor Hillery Trippe, Council Member Robin McKee-Cant, Council Member Pam Reeves

Absent: None

3. PLEDGE OF ALLEGIANCE

The pledge of allegiance was held.

4. ADOPTION OF AGENDA

A motion was made by Council Member McKee-Cant, seconded by Council Member Reeves to Adopt the Agenda. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Council Member Knight, Vice Mayor Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

5. COUNCIL MEMBER ANNOUNCEMENTS

Mayor Mohler announced that Congressman Thompson is hosting a Town Hall meeting about veterans benefits immediately following the council meeting this evening.

6. PROCLAMATIONS AND RECOGNITIONS

A. Proclamation – Recognizing July 2024 as Parks and Recreation Month

Mayor Mohler presented Parks and Recreation Director Samantha Holland with a proclamation recognizing July as Parks and Recreation month.

B. New Employee Introduction – Nyah McWilliams

Parks and Recreation Director Holland introduced Nyah McWilliams who is the new Recreation Coordinator.

7. NON-AGENDA PUBLIC COMMENT

None received.

8. CONSENT CALENDAR

A. Approve Minutes of the Regular Meeting held June 4, 2024.

B. Approve request to cancel the Town Council meeting scheduled for July 2, 2024.

C. Receive and File May 2024 Monthly Financial Report

D. Continue the Emergency Declaration for the Town of Yountville Recycled Water Transmission Main Repair pursuant to Yountville Municipal Code 3.32.390

- E. Adopt Resolution Number 24-4276 approving a two-year agreement between the Housing Authority of City of Napa and the Town of Yountville for affordable housing services covering Fiscal Years 2024-2025 and 2025-2026
- F. Adopt Resolution Number 24-4277 consenting to dogs being off leash at and establishing regulations for the Yountville Commons Interim Off-Leash Dog Park
- G. Adopt Resolution Number 24-4278 approving Professional Service Agreement with BPR Consulting Group to provide contracted building official services, plan review/check, building inspection, and optional code enforcement, technology consulting/ geographic information system services, and IT support in an amount not to exceed \$135,000 per fiscal year. This Professional Service Agreement with BPR Consulting Group is for two fiscal years: FY 24/25 and FY 25/26 for the total of \$270,000 for both fiscal years.
- H. Adopt Resolution Number 24-4279 approving Professional Service Agreement with PlaceWorks to perform planning consulting services for the Town of Yountville. Services will include on-call planning support for general planning related development and land use project review, environmental determinations, conformance with Federal, State and local regulations, particularly California Environmental Quality Action (CEQA), and general compliance with regulations. Contract in an amount not to exceed \$40,000 per fiscal year, totaling \$80,000 for Fiscal Years 24/25 and 25/26.
- I. Adopt Resolution Number 24-4280 approving Professional Service Agreement with Metropolitan Planning Group (M-Group) to provide on-call planning support services for development and environmental review projects under the Town's cost recovery agreement. M Group is to provide contracted development project materials review services, environmental technical studies, staff reports, attendance at meetings, historic resource preservation, research and recommendations, present at public meetings, and advanced planning and special projects in an amount not to exceed \$40,000 per fiscal year. This Professional Service Agreement with M Group is for two fiscal years: FY 24/25 and FY 25/26 for the total \$80,000.
- J. Adopt Resolution Number 24-4281 approving Amendment No.1 to Professional Services Agreement with Pound Management Inc. for Project Management Services Specific to the Yountville Commons Site; Increasing the Scope, Cost and Schedule; and Authorizing the Town Manager to Execute Amendment No. 1.
- K. Adopt Resolution Number 24-4282 approving Amendment No.1 to Professional Services Agreement for Design Professionals with Kelly+Morgan Architects for Project Management Services Specific to the Yountville Commons Site; Increasing the Scope, Cost and Schedule; and Authorizing the Town Manager to Execute Amendment No. 1.
- L. Adopt Resolution Number 24-4283 approving an Agreement with the State of California, Department of Veteran's Affairs for the Purchase of Potable Water from Rector Reservoir and Water Treatment Plant and Authorizing the Town Manager to Execute the Agreement.

Council Member Knight commented on Item L regarding the potable water purchase agreement with the State of California, Department of Veteran's Affairs and requested background from Public Works Director John Ferons. Director Ferons provided historical context about the agreement and details about the newly formed Joint Powers Authority between Napa Valley agencies related to water.
- M. Adopt Resolution Number 24-4284 authorizing the Procurement of a Replacement Dump Truck via the Town's Cooperative Purchasing Ordinance in the amount not to exceed \$165,000 with Capital Fund 82 identified in the FY 2024/2025 Capital Improvement Plan and authorizing the Town Manager to execute the contract up to that amount.
- N. Adopt Resolution Number 24-4285 approving Professional Service Agreement with Tony Wayne

Wolcott, Consulting Arborist, for work as the Town of Yountville's On-Call Arborist to complete review and revise the Yountville Municipal Code ("YMC") for Trees: YMC 17.128, YMC 12.16, and YMC 17.236.010 and additional tasks and work, as related and required. These tasks include not limited to: presentation development and presenting, Municipal code drafting and recommendations, and meeting with staff, the public, elected bodies, and all stakeholders in the revisions. This Professional Service Agreement with Tony Wayne Wolcott, Consulting Arborist, is for the amount not to exceed \$20,000 for Fiscal Year 24/25.

Council Member Reeves commented on Item N – PSA for Tony Wayne Wolcott, stating she anticipates this agreement will be brought back for continuation in future fiscal years.

- O.** Adopt Resolution Number 24-4286 approving the closure of Washington Street for the 30th Anniversary of The French Laundry Special Event (EVNT-24-5) on Saturday, July 6, 2024 from 12:01 AM on July 6, 2024 to 6:00 AM on July 7, 2024.

Council Member Reeves requested Item O be removed from the Consent Calendar for additional discussion.

Council Member Eric Knight recused himself from participating in Item O due to a conflict of interest. Council Member Knight stated on the record that he has an interest in real property within 500 feet of the subject property. Council Member Knight left the room for the duration of the discussion after the vote for Items A-N concluded.

Michael Minnillo, The French Laundry General Manager, provided additional information regarding traffic mitigation, amplified sounds and other clarifying details for the proposed special event.

A motion was made by Council Member Knight, seconded by Council Member Reeves to approve the Consent Calendar Items A-N The motion carried by the following roll call vote:

AYES: 5; Mayor Mohler, Council Member Knight, Vice Mayor Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

RECUSED: 0

A motion was made by Council Member McKee-Cant, seconded by Council Member Reeves to Approve Consent Item O The motion carried by the following roll call vote:

AYES: 4; Mayor Mohler, Vice Mayor Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

RECUSED: 1 Council Member Knight

9. GUEST PRESENTATIONS

- A.** Yountville Chamber of Commerce Annual Update

Whitney Diver McEvoy, Yountville Chamber of Commerce President and CEO, provided the annual update.

Public comment: none.

10. PUBLIC HEARINGS

- A.** Adopt Resolution Number 24-4287 approving a Use Permit and Master Development Plan Amendment for the Yountville Mad Fritz at Jessup Cellars ("Mad Fritz") to operate out of the existing

Jessup Cellar's cottage and outdoor patio located at 6720 Washington Street (APN 036-033-013), find the proposed use of a tap room to be compatible with and appropriate for the Old Town Commercial Zone, and find the project exempt from the California Environmental Quality Act.

A motion was made by Council Member Knight, seconded by Council Member Reeves to Adopt the Resolution. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Council Member Knight, Vice Mayor Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

Associate Planner Diane Levine provided a presentation and staff report.

Tony McClug, Good Life Wine Collective President, provided additional information about the item.

Public comment: none.

11. ADMINISTRATIVE / REGULAR ITEMS

- A.** Adopt Resolution Number 24-4288, Approving the Small Projects Grant Fund Program "Imagine Yountville" of the Yountville Community Foundation Funded By The Town.

A motion was made by Council Member Knight, seconded by Council Member Reeves to Adopt the Resolution. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Council Member Knight, Vice Mayor Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

Parks and Recreation Director Samantha Holland presented the staff report. Majel Arnold, Yountville Community Foundation Board Member, provided a report for the program.

12. STAFF PRESENTATIONS AND INFORMATIONAL REPORTS

- A.** Receive Online Budget Demonstration

Financial Analyst Kyle Batista provided a presentation on how to access the online budget for fiscal years 24/25 and 25/26.

Public comment: none.

13. COUNCIL EXTERNAL MEETING REPORTS

Mayor Mohler attended several Cal-LAFCO meetings where modernization was discussed. She also attended Flood Control and Water Conversation District meeting where the budget was approved, including funding for the flood wall. She attended the City Selection Committee where a resolution was passed regarding member appointment absences – if there are 3 or more unexcused absences, the appointment may be brought back for reconsideration.

14. ADJOURNMENT

A motion was made by Council Member McKee-Cant, seconded by Council Member Reeves to Adjourn the meeting. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Council Member Knight, Vice Mayor Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

Adjourn to the Town Council Regular Meeting July 16, 2024 at 3:00 p.m. being held in the Town Hall Council Chambers located at 6550 Yount Street.

/s/ Hilary Gaede, Communications Director/ Town Clerk