

# Town of Yountville

6550 Yount Street  
Yountville, CA 94599



*Town of Yountville*

*"The Heart of the Napa Valley"*

## Meeting Minutes – Final

**Thursday, March 21, 2024**

**6:00 PM**

**Town Hall Council Chambers**

### **Parks & Recreation Advisory Commission**

*Alan Tenscher, Vice Chair*

*Vincent Courtney, Commissioner*

*David Damico, Commissioner*

*Myrna David, Commissioner*

*Loreen Ruegg, Commissioner*

*Vacant, High School Commissioner*

**1. CALL TO ORDER**

**2. ROLL CALL**

**Present:** 4 Chair Alan Tenscher, Vice Chair Vincent Courtney, Commissioner Loreen Ruegg, Commissioner Myrna David

**Absent:** 1 Commissioner David Damico

**3. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was held.

**4. ADOPTION OF AGENDA**

A motion was made by Vice Chair Courtney, seconded by Commissioner David to Adopt the Agenda. The motion carried by the following vote:

**AYES:** 4; Chair Tenscher, Vice Chair Courtney, Commissioner Ruegg, Commissioner David

**NOES:** 0

**ABSTAIN:** 0

**5. APPROVAL OF MINUTES**

**A** Approval of Minutes from January 18, 2024 Meeting

This item will be brought back as a quorum was not present to vote.

**6. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA**

Public comment: Patty Walsh

**7. ADMINISTRATIVE / REGULAR ITEMS**

**A** Appoint Chair and Vice Chair for a 2 Year Term

Commissioner David nominated Alan Tenscher for the position of Commission Chair. Chair Tenscher nominated Vincent Courtney for the position of Vice Chair.

A motion was made by Commissioner David, seconded by Commissioner Ruegg to Approve appointments to Chair and Vice Chair. The motion carried by the following vote:

**AYES:** 4; Chair Tenscher, Vice Chair Courtney, Commissioner Ruegg, Commissioner David

**NOES:** 0

**ABSTAIN:** 0

**B.** Yountville Elementary School Site Update – Town Manager Brad Raulston

Town Manager Raulston provided an update regarding a the proposed school site acquisition. He noted the upcoming open house to be held Tuesday, March 26<sup>th</sup> from 3-6 PM. He discussed the property phases: initial, interim, and idea. The Town is currently in the due diligence process and anticipates closing the sale mid-April if no unforeseen issues arise. He discussed the purchase price as well as other details related to the acquisition.

**C.** Review and Approval of the Washington Street Parking Lot Beautification Project

Deputy Public Works Director Ramirez provided the staff report and visual diagrams demonstrating the proposed project. This configuration illustrated the dog run, parking, and future location for the sand bag station during the winter months.

Commissioner David inquired about what the implementation timeline would be if Town Council were to approve the project. Deputy Public Works Director Ramirez stated that the project would tentatively kickoff July 1.

Chair Tenscher remarked about several features he found to be desirable. He asked if there is a plan to include bench seating in the dog run.

Public Comment: Michael Borck

A motion was made by Commissioner David, seconded by Commissioner Ruegg to Approve the project as presented to be recommended to Town Council. The motion carried by the following vote:

**AYES:** 4; Chair Tenscher, Vice Chair Courtney, Commissioner Ruegg, Commissioner David

**NOES:** 0

**ABSTAIN:** 0

**D. Off Leash Dog Hours in Parks - Pilot Program for Review and Feedback**

Parks & Recreation Director presented the staff report and provided information about the proposed program. Vice Chair Courtney and Commissioner David recused themselves from participating in this item due to a conflict of interest. Vice Chair Courtney and Commissioner David stated on the record that they both have an interest in real property within 500 feet of the subject properties. Both Members left the room for the duration of the discussion.

**Public Comment:** Michael Borck, John Dorenbech, Jim McDonald, Dan Zirbomia, Victoria Boscarino, Julie Worthington, Karen Thurling (**spelling**), Patty Walsch, Chris Corderro

**Electronic Public Comment:** Patty Dwyer, James McDonald, James King

After the public comment period, Commissioners discussed the item and provided direction to staff. The item will be brought back at the May 16 meeting due to lack of quorum.

**E. Review and approve the Shade Structure at North Park Project**

Deputy Public Works Director Ramirez presented the staff report and provided visual diagrams and aerial photos illustrating markups for potential shade structures.

Commissioners asked questions about shade structure quality, integrity of materials and whether or not they will be removed during the winter season. Chair Tenscher requested to receive swatches to see the options in person.

Commissioner David commented that she likes the Latte color and a dark powder-coated material for posts.

Commissioner Ruegg also liked the Latte color.

Vice Chair Courtney likes a color-blocking approach but is open to the suggested colors.

Chair Tenscher pointed out that the light poles are a dark green in the park and that would match well.

A motion was made by Commissioner David, seconded by Vice Chair Courtney to Approve and

recommend the suggested shapes and areas as proposed and recommend shade color Latte and powdercoat light pole color in Forest Green. The motion carried by the following vote:

**AYES:** 4; Chair Tenscher, Vice Chair Courtney, Commissioner Ruegg, Commissioner David  
**NOES:** 0  
**ABSTAIN:** 0

## 8. STAFF INFORMATIONAL REPORTS

### A. Review plan updates for the Vineyard Park Enhancement Project

Deputy Public Works Director Ramirez presented the update.

### B. Public Works Department General Update.

Deputy Public Works Director Ramirez presented the update.

### C. Parks & Recreation Department General Update.

Parks & Recreation Director Holland presented the update.

Vice Chair Courtney acknowledged Director Hollands leadership and effective communications and outreach.

## 9. COMMISSIONER COMMENTS / REPORTS

## 10. {{section.name}}

A motion was made by Commissioner Ruegg, seconded by Commissioner David to Adjourn the meeting The motion carried by the following roll call vote:

**AYES:** 4; Chair Tenscher, Vice Chair Courtney, Commissioner Ruegg, Commissioner David  
**NOES:** 0  
**ABSTAIN:** 0

Adjourn to the Parks and Recreation Commission Special Meeting Thursday, May 16, 2024 at 6 PM being held in Town Council Chambers located at 6550 Yount Street, Yountville, CA 94599.

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Samantha Holland, Parks and Recreation Director