

Town of Yountville

6550 Yount Street
Yountville, CA 94599



Town of Yountville

"The Heart of the Napa Valley"

Regular Meeting Minutes – Final

Tuesday, April 1, 2025

3:00 PM

Town Hall Council Chambers

Town Council

Mayor Margie Mohler

Vice Mayor Robin McKee

Council Member Eric Knight

Council Member Hillery Trippe

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, Council Member Hillery Trippe, Vice Mayor Robin McKee, 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 Vice Mayor McKee, seconded by Council Member Reeves to adopt the agenda. The motion carried by the following vote:

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

NOES: 0

ABSTAIN: 0

5. COUNCIL MEMBER ANNOUNCEMENTS

Mayor Mohler announced upcoming events including the following: Shred It Day – April 18th from 12:00-3:00pm, Annual Town-wide Garage Sale, Town-wide Clean Up Day. Lastly, she invited members of the public to attend the Earth Day flag raising taking place in front of Town Hall following the meeting adjournment.

Council Member Reeves invited the public to attend Picnic with a Veteran on April 16th from 11:00am – 1:00pm.

6. PROCLAMATIONS AND RECOGNITIONS

A. Sexual Assault Awareness Month Proclamation.

Mayor Mohler presented the Proclamation to Kassy McKee, Crisis Intervention Services Program Manager.

B. New Employee Introductions – Eryn Ebach, Principal Planner; and Greg Stettler, Utilities Operator.

Planning and Building Director Hecock introduced Principal Planner Eryn Ebach, and Public Works Director Ferons introduced Utilities Operator Greg Stettler.

7. NON-AGENDA PUBLIC COMMENT

Mayor Mohler opened public comment.
Roberta Kapcsandy
Mayor Mohler closed public comment.

8. CONSENT CALENDAR

- A. Approve the minutes of the regular meeting held March 4, 2025.
- B. Approve request to cancel the Town Council meeting scheduled for April 15, 2025.
- C. Receive Statement on Valuing, Supporting, and Protecting Marginalized Communities.
- D. Adopt Resolution Number 25-4345 approving the display of the Earth Day Flag on the Town's ceremonial flagpole pursuant to the Town's flag policy for the month of April annually recognizing the Town's commitment to Earth Day which occurs April 22nd of each year.
- E. Receive and file February 2025 Monthly Financial Report.
- F. Continue the emergency declaration for the Town of Yountville Recycled Water Transmission Main Repair pursuant to Yountville Municipal Code 3.32.390.
- G. Receive and file Annual Administrative Update of the Master Fee Schedule
- H. Receive and file this report recognizing that staff submitted the Annual Progress Report to HCD and OPR in keeping with the April 1, 2025 deadline.
- I. Adopt Resolution Number 25-4346, approving an update of the Parks and Recreation Advisory Commission Bylaws Article VI, Section A changing the meeting start time to 4:00 PM and Section E updating the adjournment times to coincide with the new start time.
- J. Adopt Resolution Number 25-4347 approving First Amendments to the Employment Agreements of Administrative Services Director Celia King, Communications Director/Town Clerk Hilary Gaede, Public Works Director John Ferons, and approving the Amended and restated Employment Agreement of Parks and Recreation Director Samantha Holland.

Town Attorney Bell addressed the Town Council for a brief report on item 8J.

Mayor Mohler opened public comment on the Consent Calendar, receiving none, Mohler Mohler closed public comment on the Consent Calendar.

Vice Mayor McKee pulled item 8C from the Consent Calendar for discussion.

A motion was made by Mayor Mohler, seconded by Council Member Knight to approve the Consent Calendar Items 8A, 8B and 8D-8J. The motion carried by the following vote:

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

NOES: 0

ABSTAIN: 0

Vice Mayor McKee addressed the Town Council regarding Item 8C. It was the consensus of the Town Council for each Member to sign the statement via DocuSign and direction was given to display the executed statement on the Town website.

A motion was made by Vice Mayor McKee, seconded by Council Member Knight to approve Consent Calendar Item 8C. The motion by the following vote:

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

NOES: 0

ABSTAIN: 0

9. GUEST PRESENTATIONS

None.

10. PUBLIC HEARINGS

None.

11. ADMINISTRATIVE / REGULAR ITEMS

None.

12. STAFF PRESENTATIONS AND INFORMATIONAL REPORTS

- A.** Receive the presentation and report on completion of broadband related Engineering and Feasibility Study.

Information Systems Administrator Bernard presented the staff report. CBG Communications Consultants Thomas Robinson and Dick Nielsen presented the report.

Mayor Mohler opened public comment, receiving none, Mayor Mohler closed public comment.

13. COUNCIL EXTERNAL MEETING REPORTS

Mayor Mohler reported updates from attending the following recent meetings:

- Napa County Flood Control and Water Conservation District (3/18, 3/25).
- North Bay Watershed Agency (Mayor Mohler is now appointed to the Board).
- LAFCO (4/7).
- NVRTA (3/19).

Council Member Knight reported an update from the Cal Cities Environmental Quality Committee meeting.

Parks and Recreation Director Holland provided an update on upcoming Town events and noted that summer Recreation Guides will come to mailboxes by the end of this week.

Administrative Services Director King noted staff is preparing for the upcoming regular Town Council meeting of May 20th for the mid-cycle budget adjustments review.

Planning and Building Director Hecock noted that the regular Zoning and Design Review Board (ZDRB) meeting scheduled for April 8th will be adjourned due to lack of business.

Public Works Director Ferons provided updates to construction and projects around town.

Communications Director/Town Clerk Gaede noted preparations are underway for Community Cookouts and the Second Annual Yountville Night Out. She also highlighted Board and Commission recruitment timelines for upcoming ZDRB and Yountville Arts Commission vacancies.

Town Manager Raulston noted that the Town Council will hold a special Goal Setting workshop on April 29th.

14. ADJOURNMENT

A motion was made by Vice Mayor McKee, seconded by Council Member Reeves to adjourn the meeting. The motion carried by the following roll call vote:

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

NOES: 0

ABSTAIN: 0

RECUSED: 0

Adjourn to the Town Council special meeting, Tuesday, April 29, 2025 at 12:00 p.m. being held in Town Council Chambers located at 6550 Yount Street.

/s/ Hilary Gaede, Communications Director/Town Clerk

Date Approved: May 6, 2025