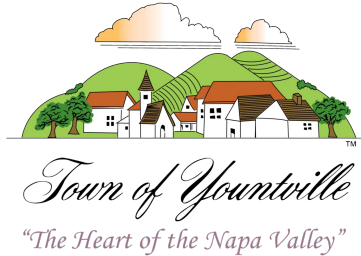


Town of Yountville

6550 Yount Street
Yountville, CA 94599



Meeting Minutes – Final

Tuesday, November 21, 2023

3:00 PM

Town Hall Council Chambers

Town Council

Mayor Margie Mohler

Vice Mayor Eric Knight

Council Member Hillery Bolt Trippe

Council Member Robin McKee-Cant

Council Member Pam Reeves

The Town of Yountville is committed to complying with the Americans with Disabilities Act (ADA) and other similar federal and state laws in all respects. If, as an attendee or participant in this meeting, or in meetings on a regular basis, you will need special assistance beyond what is provided, the Town will provide reasonable accommodations for you. Individuals who need auxiliary aids or services for effective communication or participation in programs and services of the Town of Yountville are invited to make their needs and preferences known by contacting the Town Clerk at (707) 944-8851 at least 72 hours prior to the meeting. This notice is available in accessible alternate formats from the ADA Coordinator.

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

2. ROLL CALL

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

NOES: 0

ABSTAIN: 0

5. COUNCIL MEMBER ANNOUNCEMENTS

Council Member McKee-Cant expressed her gratitude to Whitney Diver McEvoy, Laticia Sahs and Bob Hurley for organizing the Celebrity Chefs Luncheon at the Veterans Home in honor of Veterans Day. She also thanked the Yountville Parks and Recreation team and Yountville Chamber of Commerce staff for their work on the Town and Tree Lighting held Sunday, November 19. Council Member McKee-Cant noted the upcoming Yountville Community Foundation Thanksgiving meal is set to prepare 137 dinners with 80 of those being sit down and 57 to be delivered. The dinner is being prepared entirely by volunteers and with the generosity of donations.

Mayor Mohler provided a reminder about the Wreaths Across America Ceremonies. Two ceremonies will be held: George C. Yount Cemetery at 9 AM and Yountville Veterans Home Cemetery at 11 AM. Mayor Mohler expressed her appreciation for the Town and Tree Lighting and all who came together to make it a special night.

6. PROCLAMATIONS AND RECOGNITIONS - NONE

None.

7. NON-AGENDA PUBLIC COMMENT

A PC Donald Wetherell

8. CONSENT CALENDAR

A. Adopt Resolution Number 23-4237 Approving a Professional Services Agreement with PM Design Group, Inc. for the Certified Access Specialist review of the Town's currently adopted ADA Self-Evaluation and Transition Plan for a contract amount of \$73,000 and authorizing the Town Manager to execute the agreement.

B. Adopt Resolution Number 23-XXXX approving revised part-time salary schedule implementing

increased minimum wage requirement effective January 1, 2024.

- C. Appoint two (2) individuals to the Affordable and Workforce Housing Oversight Committee in the Lodging and Lodging or Business Categories with a term of office to commence immediately and expire on October 1, 2025.
- D. Continue the Emergency Declaration for the Town of Yountville Recycled Water Transmission Main Repair pursuant to Yountville Municipal Code 3.32.390
- E. Receive and file October 2023 Monthly Financial Report

A motion was made by Council Member Reeves, seconded by Vice Mayor Knight to approve the Consent Calendar items. The motion carried by the following vote:

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

NOES: 0

ABSTAIN: 0

Council Member Knight recognized the appointment of Robert Stout and Alain Negueloua to the Affordable and Workforce Housing Oversight Committee and thanked them for the volunteer service.

9. GUEST PRESENTATIONS - NONE

None.

10. PUBLIC HEARINGS - NONE

None.

11. ADMINISTRATIVE / REGULAR ITEMS

- A. Consider adoption of Resolution Number 23-4239 Approving reclassification of the Finance Director/Treasurer position to Administrative Services Director including new job description and new employment agreement; ratify the appointment of Celia King to the position; and introduce and waive the first reading of Ordinance Number 23-525 Reclassifying the Finance Director/Treasurer position to Administrative Services Director and updating the Yountville Municipal Code to reflect the reclassification.

Town Manager Brad Raulston presented the staff report and Assistant Town Attorney Anderson provided salary and benefit information from the employment agreement.

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

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

NOES: 0

ABSTAIN: 0

A motion was made by Vice Mayor Knight, seconded by Council Member Reeves to Introduce and Waive the First Reading of the Ordinance. The motion carried by the following vote:

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

NOES: 0

ABSTAIN: 0

B. Parks and Recreation Master Plan (Formal Title Coming Soon)

Town Manager Brad Raulston introduced the item and thanked Parks and Recreation Director Samantha Holland for her work on the Master Plan. Director Holland presented the staff report and presentation.

Public Comment was received from Parks and Recreation Advisory Commission Chair Carol Shirmang.

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

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

NOES: 0

ABSTAIN: 0

C. Consider Approving Argument in Favor of Measure U (Increase of Appropriations (Gann) Limit) for the March 5, 2024 Special Municipal Election.

Town Manager Brad Raulston provided the staff report. After Council discussion, direction was provided to separate the last sentence of the paragraph between the information on voting "No" and the information on voting "Yes".

A motion was made by Vice Mayor Knight, seconded by Council Member Reeves to Approve the arguments in favor of Measure U with the request to separate the line between sections.. The motion carried by the following vote:

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

NOES: 0

ABSTAIN: 0

D. Consider and Discuss Approving the Proposed Town Council Meeting Calendar for Calendar Year 2024, Approving Closing Town Offices for Winter Break Holidays in 2023 and 2024, and Approving Request to Cancel the Town Council Regular Meetings scheduled for December 19, 2023 and January 2, 2024.

Town Manager Brad Raulston presented the staff report. Mayor Mohler made the recommendation to approve the Town Office holiday closure and allow staff time off without the use of accruals during the week of December 25 – December 29, 2023 as a holiday thank you gesture. This item will be brought back at the December 5, 2023 meeting.

The Town Council Meeting Calendar was approved.

12. STAFF PRESENTATIONS AND INFORMATIONAL REPORTS

Town Manager Brad Raulston reported the resignation of Town Clerk Eddy Gomez. His final day will be December 8, 2023.

13. COUNCIL EXTERNAL MEETING REPORTS

Mayor Mohler and Council Member McKee-Cant attended the NVTa meeting. Items discussed included the ballot measure to potentially extend Measure T and the purchase of additional electric buses as well as clean natural gas buses.

14. ADJOURNMENT

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

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

NOES: 0

ABSTAIN: 0

Adjourn to the Town Council Special Meeting Tuesday, December 5, 2023 at 1:00 p.m., being held in Town Council Chambers located at 6550 Yount St.

/s/ Hilary Gaede, Deputy Town Clerk