

Town of Yountville

6550 Yount Street
Yountville, CA 94599



Meeting Minutes – Final

Tuesday, January 5, 2021

3:00 PM

Town Hall Council Chambers

Town Council

Mayor John Dunbar
Vice Mayor Kerri Dorman
Council Member Margie Mohler
Council Member Marita Dorenbecher
Council Member Eric Knight

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1. CALL TO ORDER; CONVENE REGULAR MEETING - 6:00 P.M.

Mayor Dunbar called the meeting to order at 3:00 p.m.

2. ROLL CALL

Present: 5 Mayor John F. Dunbar, Vice Mayor Kerri Dorman, Council Member Margie Mohler, Council Member Marita Dorenbecher, Council Member Eric Knight

Absent: None

3. PLEDGE OF ALLEGIANCE

The pledge of allegiance was held.

4. ADOPTION OF AGENDA

A motion was made by Council Member Dorenbecher, seconded by Council Member Mohler to Adopt the Agenda. The motion carried by the following roll call vote:

AYES: 5; Vice Mayor Dorman, Council Member Mohler, Council Member Dorenbecher, Mayor Dunbar, Council Member Knight

NOES: 0

ABSTAIN: 0

5. PROCLAMATIONS AND RECOGNITIONS

None

6. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA

None

7. CONSENT CALENDAR

- A.** Adopt Resolution Number 21-4025 Approving the Transfer of Unclaimed Moneys from their Respective Fund(s) to the General Fund.
- B.** Adopt Resolution Number 21-4026 Certifying FY 2019-2020 Maintenance of Effort (MOE) Amount of 223,206 as required by Measure T Ordinance and Agreement (Napa Countywide Road Maintenance Act).
- C.** Adopt Resolution Number 21-4027 Approving an amendment to Professional Services Agreement 2019-630 with Greg LeDoux & Associates increasing the agreement amount for architectural services for WW-0011 the Joint Treatment Plant Office Modernization Project.
- D.** Adopt Resolution Number 21-4028 Approving an amendment to Professional Services Agreement 2020-686 with Consolidated CM increasing the amount for construction inspection services for WA-0016 the Washington Park Emergency Waterline Repair Project.
- E.** Approve minutes of the meetings held May 21, May 19, May 13, March 3, February 4, and January 7, 2020.

A motion was made by Council Member Mohler, seconded by Vice Mayor Dorman to approve the Consent Calendar items. The motion carried by the following roll call vote:

AYES: 5; Vice Mayor Dorman, Council Member Mohler, Council Member Dorenbecher, Mayor Dunbar, Council Member Knight

NOES: 0

ABSTAIN: 0

Mayor Dunbar abstained from voting on the minutes of the meeting held February 4, 2020 under Agenda Item 7.D.

Council Member Knight abstained from voting on Agenda Item 7.D.

8. PRESENTATIONS

None

9. PUBLIC HEARINGS

- A. USE PERMIT AMENDMENT REQUEST – DEMEINE ESTATES** Discussion and possible direction regarding Application for Use Permit Amendment by Demeine Estates to increase employee count from four (4) to thirteen (13) for the property located at 2080 Humboldt Street.

Sandra Liston, Planning & Building Director, presented staff report.

Public Hearing Opened

Cynthia Gates, Applicant, gave presentation.

The Town Clerk read in to the record public comments submitted by the following: Roberta Voris, Kay Lanfranconi and Cynthia Kapjian, and Pam Reeves.

Public Hearing Closed

Following Town Council discussion, Council unanimously agreed that they could not make the Findings necessary to approve the Applicant's request to amend their Use Permit.

The Mayor reopened the Public Hearing and the Town Council unanimously continued to the Town Council Special Meeting February 2, 2021 at 3:00 p.m.

A motion was made by Council Member Dorenbecher, seconded by Vice Mayor Dorman to The Mayor reopened the Public Hearing and the Town Council unanimously continued to the Town Council Special Meeting February 2, 2021 at 3:00 p.m.

. The motion by the following roll call vote:

AYES: 5; Vice Mayor Dorman, Council Member Mohler, Council Member Dorenbecher, Mayor Dunbar, Council Member Knight

NOES: 0

ABSTAIN: 0

10. ADMINISTRATIVE / REGULAR ITEMS

- A. ANNUAL REVIEW OF TOWN COUNCIL APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES, COMMISSIONS AND AD HOC SUBCOMMITTEES** Discussion and possible action regarding appointment of Town Council Members to various Boards, Committees, Commissions, and Ad Hoc Subcommittees, disbanding Ad Hoc Subcommittees no longer needed, and

establishing Standing Committees.

Michelle Dahme, Town Clerk, presented staff report.

Public Comment – None

Following Town Council discussion, Council recommended the changes below.

Napa Valley Transportation Authority (NVTa)

Council Member Knight was appointed as First Alternate and Council Member Dorenbecher was appointed as Second Alternate.

Watershed Information and Conservation Council (WICC)

Council Member Knight was appointed as Alternate.

Countywide Climate Action Committee

Council Member Knight was appointed Alternate for both positions.

Association of Bay Area Governments (ABAG)

Vice Mayor Dorman was appointed as the Delegate and Council Member Dorenbecher was appointed as the Alternate.

Ad Hoc Committees

The Parking Ad Hoc Committee was renamed to the Townwide Parking Policy Review Ad Hoc Committee and Vice Mayor Dorman and Council Member Knight were appointed.

The following Ad Hoc Committees were disbanded: WiFi/Hotspot Ad Hoc Committee and the Yountville Elementary School Commemorative Art Ad Hoc Committee.

Standing Committees

Small Projects (Happiness) Standing Committee

Council Member Dorenbecher was appointed to the Standing Committee and the Committee was put on hold due to loss of revenue related to COVID-19. It was requested that the intent of the Standing Committee be defined and that a Mission Statement be brought back to Council for consideration.

11. STAFF INFORMATIONAL REPORTS

A. Monthly Financial Reports for November 2020

Celia King, Finance Director, presented staff report.

B. Update on OpenGov Software Implementation

Kyle Batista, Financial Analyst, presented staff report.

C. Capital Improvement Project Update on WA-0016, Washington Park Emergency Waterline Repair Project and MT-3021, Washington Park Street Rehabilitation Project

John Ferons, Deputy Public Works Director, presented staff report.

D. Update on the 2020 Legislative Year

Gary Bell, Town Attorney, presented staff report.

12. COUNCIL MEETING REPORTS, COMMENTS AND AGENDA ITEM REQUESTS

Agendas and Minutes related to Council Members meeting attendance are maintained separately by the various meeting bodies.

A. Napa County Flood Control & Water Conservation District (Dunbar/Dorman)

Mayor Dunbar reported on District meeting and commented the District gave fond farewell to long-time City of Napa Mayor Jill Techel and stated the Flood Control project is part of her legacy.

B. League of California Cities Update (Dunbar/Dorman/Mohler/Dorenbecher)

Mayor Dunbar provided cursory review of League update as follows:

- Held League Leaders Forums in early December
- League Board meeting in December and adopted 2021 Strategic Priorities
 - Funding for local COVID-19 Public Health Response and Economic Recovery
 - Funding for Housing and Homelessness
 - Improved State and local planning to strengthen community disaster preparedness, resiliency and recovery (includes climate change), and protect and modernize critical infrastructure which includes broadband deployment and public transit.

C. Council Ad Hoc and Standing Committee Reports (All Council)

Mayor Dunbar reported on the following:

He and Council Member Dorenbecher met in early December with the Napa Countywide Climate Action Committee to discuss and formalize a structure and the potential for a Memorandum of Understanding (MOU) which will be discussed at the Committee's upcoming meeting on January 22, 2021. A draft MOU proposal will be brought to the Council for discussion and feedback.

On January 11, 2021, the first Countywide Standing Committee (Napa Economic Recovery Work Group – title may change) meeting will be held. The group consists of all of the Mayors and the Chair of the Board of Supervisors and will be focusing on economic recovery strategies and information sharing to help with the economic impacts due to COVID-19 and the severe wildfire season.

Participated in numerous phone calls with restaurateurs, wine tasting room operators and other retailers and some times with the Chamber of Commerce to discuss the status of the Bay Area Stay at Home Order/Lockdown and how to best prepare for reopening.

Shared updates on the vaccine distribution status in Napa County and stated it has begun at the Veterans Home based on update from Napa County Public Health Officer. The Federal Pharmacy Partnership Program is using pharmacy personnel to administer the vaccines directly to the residents in the high-risk, critical care skilled nursing areas like the Veterans Home.

D. Reports and Announcements

Mayor Dunbar reported that Congressman Thompson held a Small Business Administration

Webinar today regarding the economic impacts from the Coronavirus and over 500 people attended.

Mayor Dunbar suggested a future agenda item for consideration by the Council related to mobile food truck vendors. The Mayor wanted to first recognize the hardships the Town's brick and mortar restaurants have experienced and wanted to emphasize he is not looking to add additional competition as the restaurants are looking to come back on line.

Mayor Dunbar further commented that he has heard from residents who have expressed appreciation for the one mobile vendor operating at Yountville Community Park and suggested perhaps one be located at the south end of Town at Veterans Memorial Park which is something the Town may want to look at as part of the economic reopening as an example of providing easy, low-cost mobile food.

Vice Mayor Dorman reported she also attended Congressman Thompson's Small Business Administration webinar and provided the following website [SBA.Gov/disaster](https://www.sba.gov/disaster) for those who may be interested and stated there was a lot of good information provided.

13. CLOSED SESSION

14. ADJOURNMENT

Adjourn to the Town Council Special Meeting Tuesday, January 19, 2021 at 6:00 p.m. being held by remote Teleconference.

ATTEST:

Michelle Dahme, CMC Town Clerk

Date Approved: