

Town of Yountville

6550 Yount Street
Yountville, CA 94599



Meeting Minutes – Final

Tuesday, October 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

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.

Mayor Dunbar called the meeting to order at approximately 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 Approve the Consent Calendar items. The motion carried by the following roll call vote:

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

NOES: 0

ABSTAIN: 0

5. PROCLAMATIONS AND RECOGNITIONS

A. Recognition of Sandra Liston, Planning & Building Director, on her upcoming retirement.

Mayor Dunbar presented Proclamation.

Sandra Liston, Planning and Building Director, thanked Mayor Dunbar and the Town Council for the proclamation and thanked Town Manager Rogers and staff for all their support throughout her tenure.

B. NEWS (Napa Emergency Women's Services) recognizing the month of October as Domestic Violence Awareness Month.

Mayor Dunbar presented Proclamation.

6. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA

None.

7. CONSENT CALENDAR

A. Approve request to cancel the Town Council meeting scheduled for October 19, 2021.

B. Adopt Resolution Number 21-4077 Approving Employment Agreement for Kirsty Shelton, Planning & Building Director.

C. Adopt Resolution Number 21-4078 Approving Budget Adjustments in the amounts of \$14,400 for Emergency Washington Park Waterline Repair (WA-0016) and \$30,433 for Hopper Creek Pedestrian Bridge Path Project (PK-0003) in Fiscal Year 2021/2022.

- D.** Adopt Resolution Number 21-4079 Authorizing a Maintenance Agreement with CAPPSTONE INC. to perform custodial services for the Town of Yountville facilities not to exceed \$60,000 annually and authorizing the Town Manager to execute the contract up to that amount.
- E.** Adopt Resolution number 21-4080 Approving Revised Part-time Salary Schedule Implementing Increased Minimum Wage Requirement Effective January 1, 2022.
- F.** Adopt Resolution Number 21-4081 Authorizing Remote Teleconferencing Meetings of the Town Council Pursuant to Government Code section 54953(e).

A motion was made by Council Member Mohler, seconded by Council Member Dorenbecher to Approve the Consent Calendar items. The motion carried by the following roll call vote:

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

NOES: 0

ABSTAIN: 0

8. PRESENTATIONS - NONE

9. PUBLIC HEARINGS

- A.** Introduce and Waive First Reading of Ordinance Number 21-502 Amending the Yountville Municipal Code to Amend the Zoning Map to Designate the Properties Located at 6468 Washington Street (APN 910-011-507) and 6424 Washington Street (APN 910-011-474) with the Senior Mobile Home Park Overlay (-S).

Sandra Liston, Planning and Building Director, presented staff report and introduced consultant Robert Brown.

Public Hearing Held.

Public Comment Held.

The following individual submitted electronic public comment: Jack Forcellani.

Town Council discussed and took the following action:

A motion was made by Council Member Mohler, seconded by Council Member Dorenbecher to Introduce and Waive the First Reading of the Ordinance. The motion carried by the following roll call vote:

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

NOES: 0

ABSTAIN: 0

10. ADMINISTRATIVE / REGULAR ITEMS

- A.** Second Reading and Adoption of Ordinance 21-501 Amending Titles 6 (Animals), 12 (Streets, Sidewalks, Public Places and Parks), 15 (Buildings and Construction), 16 (Subdivisions), and 17 (Zoning), and Repealing Title 18 (Design Standards) of the Yountville Municipal Code

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

Public Comment – None.

Town Council discussed and took the following action:

A motion was made by Vice Mayor Dorman, seconded by Council Member Dorenbecher to Adopt the Ordinance.. The motion carried by the following roll call vote:

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

NOES: 0

ABSTAIN: 0

- B.** Discussion and possible direction by the Town Council regarding adoption of a Town Council policy requiring proof of vaccination at the Yountville Community Center and/or other Town facilities.

Steve Rogers, Town Manager, presented staff report and introduced Dr. Karen Relucio, Napa County Deputy Director of Health & Human Services.

Dr. Karen Relucio provided a presentation on the Covid-19 Update.

Public Comment Held.

The following individuals provided live verbal public comment: Francine Nidal, Sherry Sauron, and Anthony Pilate.

The following individuals submitted electronic public comment: Carol Fink, Cynthia Kee, Karla Reyff, Matthew Raymond Hooper and Rob Peterson.

Town Council discussed and took the following action:

A motion was made by Vice Mayor Dorman, seconded by Council Member Dorenbecher to not impose a proof of vaccination requirement in Town public facilities at this time. The motion carried by the following roll call vote:

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

NOES: 0

ABSTAIN: 0

- C.** YOUNTVILLE COMMUNITY FOUNDATION Consider appointment of one (1) Resident and one (1) Yountville Chamber of Commerce representative to the Yountville Community Foundation with the term of office to commence August 1, 2021 and expire August 1, 2023.

Eddy Gomez, Town Clerk, presented staff report.

Public Comment – None.

Town Council discussed and took the following action:

A motion was made by Council Member Dorenbecher, seconded by Council Member Knight to Appoint Sandy Fagan and Jessica Penman to the Yountville Community Foundation.. The motion carried by the following roll call vote:

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

NOES: 0

ABSTAIN: 0

- D.** NVT - CITIZEN ADVISORY COMMISSION - YOUNTVILLE REPRESENTATIVE
Consider appointment of one (1) individual to represent the Town of Yountville on the Napa Valley

Transportation Authority (NVTa) Citizen Advisory Commission serving a two year term of office commencing October 20, 2021 upon confirmation by the NVTa Board.

Eddy Gomez, Town Clerk, presented staff report.

Public Comment – None.

Town Council discussed and took the following action:

A motion was made by Vice Mayor Dorman, seconded by Council Member Dorenbecher to Appoint Scott Owens as Yountville Representative to the NVTa Citizen Advisory Commission. The motion carried by the following roll call vote:

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

NOES: 0

ABSTAIN: 0

11. STAFF INFORMATIONAL REPORTS

A. Water Conservation Update for September 2021

John Ferons, Public Works Director, presented the information report.

B. Staff Informational Report Regarding Fiscal Year 2020/2021 Water Purchase Costs.

Celia King, Finance Director, provided the informational 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)

No report.

B. LAFCO of Napa County (Mohler)

Council Member Mohler shared information from the meeting regarding the approval of the sphere of influence updates.

C. Climate Action Committee (Dunbar/Dorenbecher)

Mayor Dunbar informed the Climate Action Committee special meeting was canceled and the regular meeting will be held October 22, 2021.

D. Cal Cities Update (Dunbar/Dorman/Mohler/Dorenbecher)

Mayor Dunbar shared information from the meeting regarding multiple legislations that were discussed by the CalCities membership.

Mayor Dunbar also informed he has been appointed by the Napa County Mayors to the Executive Committee of the North Bay Division.

Council Member Knight attended the first day of the CalCities conference in Sacramento.

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

No reports.

F. Reports and Announcements

Mayor Dunbar recognized the Parks & Recreation Director Holland and the staff for the 43rd Yountville Days Parade and shared information about the October 12, 2022 flu and Covid-19 vaccination clinic.

Vice Mayor Dorman presented a near-term agenda item to discuss the creation of a Community Economic Development Committee. Town Council requested Vice Mayor Dorman to work with Town Manager Rogers to add it to a future agenda for consideration.

Mayor Dunbar thanked Planning & Building Director Sandra Liston for all her contributions to the Town.

13. CLOSED SESSION - NONE

14. ADJOURNMENT

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

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

NOES: 0

ABSTAIN: 0

Adjourned to the Town Council Regular Meeting Tuesday, November 2, 2021 at 3:00 p.m., being held by remote Teleconference.

Eddy Gomez, Deputy Town Clerk