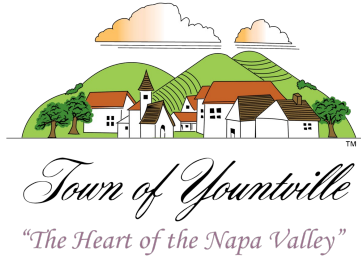


# Town of Yountville

6550 Yount Street  
Yountville, CA 94599



## Meeting Minutes – Final

**Tuesday, December 7, 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 Knight to Adopt the Agenda. 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.** Proclamation Honoring Michelle Dahme, Town Clerk/Records Manager, on her upcoming retirement.

Mayor Dunbar presented the proclamation.

- B.** Certificate of Appreciation in recognition of Steve Browning, Public Works Utilities Operator, on his upcoming retirement.

Mayor Dunbar presented the Certificate of Appreciation.

- C.** Certificate of Appreciation presented to Kimberly Cook for her service on the Yountville Arts Commission.

Mayor Dunbar presented the Certificate of Appreciation.

- D.** Proclamation Honoring Kerri Dorman, Vice Mayor, for her service as Council Member to the Town of Yountville.

Mayor Dunbar presented the Proclamation.

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

None.

**7. CONSENT CALENDAR**

- A.** Approve request to cancel the January 4, 2022, Town Council Meeting.

- B. Adopt Resolution Number 21-4089 Authorizing Continued Remote Teleconference Meetings of the Town Council Pursuant to Government Code Section 54953(e).
- C. Second Reading and Adoption of Ordinance Number 21-504 Amending Sections 8.05.120 and 8.05.130 of Chapter 8.05 of Title 8 of the Yountville Municipal Code Regarding Administrative Fines and Penalties.
- D. Adopt Resolution Number 21-4090 Approving the Transfer of Unclaimed Moneys from their Respective Fund(s) to the General Fund.
- E. Adopt Resolution Number 21-4091 Approving a Budget Adjustment in the Amount of \$3,566 to General Fund Non-Departmental Dues and Subscriptions Account 01-1010-4720 for Additional Climate Action Committee Fees.
- F. Adopt Resolution Number 21-4092 Approving Budget Adjustment of \$23,480 to the Capital Projects budget 50-6000-5400 for the Washington Street South, Street Rehabilitation project, MT-3022 to accommodate a weather-related change order of \$23,480.
- G. Adopt Resolution Number 21-4093 Authorizing the filing of a Notice of Completion and accepting the work for the Yountville Community Park Restroom Project (PK-0024) performed by Schaefer Engineering Inc. for a total of \$43,850.00.
- H. Approve minutes of the regular meeting held November 16, 2021.

A motion was made by Council Member Mohler, seconded by Council Member Knight 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

- A. Presentation of the Annual Comprehensive Financial Report (ACFR) for Fiscal Year Ended June 30, 2021 by Sheldon Chavan, CPA Town Auditor. (Formerly CAFR – Comprehensive Annual Financial Report)

Celia King, Finance Director, introduced the presentation and introduced Sheldon Chavan, Sheldon Chavan LLP Founder, to provide the presentation.

## 9. PUBLIC HEARINGS

- A. MEASURE T (NAPA COUNTYWIDE ROAD MAINTENANCE ACT)  
Consider Adoption of Resolution Number 21-4094 Authorizing the Measure T (Napa Countywide Road Maintenance Act of 2012) updated 5-Year Plan and Certification of the Maintenance of Effort.

Rosalba Ramirez, Deputy Public Works Director, presented staff report.

Public Hearing held.

Public Comment – None

Town Council discussed and took the following action:

A motion was made by Vice Mayor Dorman, seconded by Council Member Mohler to Adopt the

Resolution. 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. VEHICLES MILES TRAVELED REQUIRED BY CEQA**

Consider Approval of Resolution Number 21-4095 Adopting the Vehicle Miles Traveled (VMT) Recommendations for Yountville Detailed in the TJKM Technical Memorandum, which includes Thresholds of Significance, Screening Criteria, and Mitigation Measures for Transportation Related Environmental Impacts as Required by the California Environmental Quality Act (CEQA) Guidelines Implementing SB 743.

Diane Levine, Assistant Planner, presented staff report and introduced Arthur Chen and Colin Burgett, Consultants with TJKM, to provided the presentation.

Public Hearing held.

Public Comment – None

Town Council discussed and took the following action:

A motion was made by Council Member Mohler, seconded by Council Member Dorenbecher to Adopt the Resolution. 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. PROPOSED COMMUNITY ECONOMIC DEVELOPMENT COMMITTEE**

Consideration and possible action requested by Vice-Mayor Dorman regarding formation of a Community Economic Development Committee by Town Council.

Steven Rogers, Town Manager, presented staff report.

Vice Mayor Dorman provided further information on the proposed Committee.

Public Comment Held.

The following individual provided live verbal public comment: Whitney Diver-McEvoy.

Town Council discussed, took no formal action, and agreed to continue the conversation at a future Town Council meeting.

**B. YOUNTVILLE ARTS COMMISSION APPOINTMENT**

Consider appointment of one (1) individual to serve on the Yountville Arts Commission with the terms of office to commence January 1, 2022 and expire July 21, 2024.

Eddy Gomez, Deputy Town Clerk, presented the staff report.

Public Comment – None.

Town Council discussed and took the following action:

A motion was made by Council Member Mohler, seconded by Council Member Knight to Appoint Geoffrey Leigh to the Yountville Arts 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

**C. NAPA COUNTY MOSQUITO ABATEMENT DISTRICT APPOINTMENT**

Consider appointment of one (1) individual to represent the Town of Yountville on the Napa County Mosquito Abatement District Board of Trustees with the term of office to commence January 1, 2022 and expire December 31, 2023.

Eddy Gomez, Deputy 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 Christopher Ray as Yountville Representative to the Napa County Mosquito Abatement District.. 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 November 2021.**

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

**B. Monthly Financial Report for October 2021.**

Celia King, Finance Director, presented 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)**

Mayor Dunbar informed the Council of a potential water conservation mandate from the State.

**B. Napa Valley Transportation Authority (NVTa) (Dunbar, Dorman, Mohler, Knight)**

Mayor Dunbar shared participating the Calistoga Parade with the NVTa Board of Directors float.

**C. LAFCO of Napa County (Mohler)**

Council Member Mohler provided a report on the public hearing held by LAFCO on Monday December 6, 2022.

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

Mayor Dunbar informed he will be attending the planning retreat.

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

No reports.

**F. Reports and Announcements**

Mayor Dunbar shared that the Napa County Board of Supervisors met to discuss redistricting in the County. No action was taken.

Mayor Dunbar also thanked Vice Mayor Dorman for her service to the Town.

Council Member Dorenbecher, Knight and Mohler also thank Vice Mayor Dorenbecher for all her work and leadership.

**13. CLOSED SESSION**

**A. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code, § 54957.6.)**

Name of Town Negotiator to Attend Closed Session: Steven R. Rogers, Town Manager  
Employee Organization: Yountville Employee's Association (YEA); Yountville Employee's Mid-Management & Professional Unit (MMP)

No reportable action was taken.

**B. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code, § 54956.8.)**

Property Address: 6554 Yount Street, Yountville, CA 94599  
Town Negotiator: Steven R. Rogers, Town Manager  
Negotiating Party: Napa Valley Unified School District  
Under Negotiation: Price and Terms of Payment

No reportable action was taken.

**14. ADJOURNMENT**

Adjourn to the Town Council Regular Meeting Tuesday, January 18, 2022 at 3:00 p.m. being held by remote Teleconference.

I certify that a copy of this Town Council Agenda was posted at a location freely-accessible to the public at Yountville Town Hall, 6550 Yount Street within the Town of Yountville, the Friday before the meeting.

/s/ Eddy Gomez

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Eddy Gomez, Deputy Town Clerk