

Town of Yountville

6550 Yount Street
Yountville, CA 94599



Town of Yountville

"The Heart of the Napa Valley"

Meeting Agenda - Final

Tuesday, June 6, 2017

6:00 PM

Special Meeting at 3:30 PM

**Town Hall Council Chambers located at 6550 Yount Street,
Yountville**

Town Council

***Mayor John Dunbar
Vice Mayor Marita Dorenbecher
Council Member Margie Mohler
Council Member Jeffrey Durham
Council Member Kerri Dorman***

1. CALL TO ORDER; CONVENE SPECIAL MEETING - 3:30 P.M.**2. ENVISION YOUNTVILLE GENERAL PLAN TOWN ADVISORY GROUP**

- A. [17-1261](#) Discussion regarding appointments to the Envision Yountville General Plan Town Advisory Group.

3. BOARD / COMMITTEE / COMMISSION APPLICANT INTERVIEWS

- A. [17-1260](#) Yountville Community Foundation Applicant Interviews

4. CALL TO ORDER; CONVENE REGULAR MEETING - 6:00 P.M.**5. ROLL CALL****6. PLEDGE OF ALLEGIANCE****7. ADOPTION OF AGENDA****8. PROCLAMATIONS AND RECOGNITIONS**

- A. [17-1255](#) Recognition of the Town, Finance Director and Finance Department for receiving the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the Town's Comprehensive Annual Financial Report (CAFR) for 2015-2016.

Attachments: [Certificate of Achievement](#)
[GFOA Notification Letter and News Release](#)

- B. [17-1252](#) Recognition of Carol Rasmussen, Recreation Coordinator, for her years of service to the Town.

9. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA

Individuals will be limited to a five-minute presentation. No action will be taken by the Council as a result of any item presented at this time.

10. CONSENT CALENDAR

- A. [17-1219](#) Receive and file Monthly Financial Reports for February 2017 and March 2017.

Attachments: [Monthly Financial Report - February 28, 2017](#)
[Monthly Financial Report - March 31, 2017](#)

- B. [17-1242](#) Receive and file Monthly Financial Report for April 2017.

Attachments: [Monthly Financial Report - April 30, 2017](#)

- C. [17-1220](#) Receive and file Quarterly Investment Report for March 2017

Attachments: [Quarterly Investment Report - March 31, 2017](#)

- D. [17-1247](#) Adopt Resolution Number 17-3407 Authorizing the release of a Request for Proposal (RFP) to solicit bids for a Trusted Electronic Content Management/Records Management Solution for the Town's electronic and hard copy records.

Attachments: [Resolution](#)
[Request for Proposal](#)
[Request for Proposal Exhibit A](#)
[April 18, 2017 Staff Report](#)

- E. [17-1251](#) Adopt Resolution Number 17-3408 Approving the Plan for the Washington Street Drainage at Pedroni Street Project (DF-0005), Awarding a Contract to Trainor Commercial Construction, Inc. for \$50,403 and Authorizing the Town Manager to execute the Construction Contract, Change Orders and Amendments up to the Budget amount.

Attachments: [Resolution](#)
[Plan](#)

- F. [17-1244](#) Adopt Resolution Number 17-3409 Awarding the Bid for the Yountville Community Center Trash Enclosure Project (CF-0005); Approving a Construction Contract with Fieldstone Construction for \$107,990; and Authorizing the Town Manager to work with the contractor and design team to value engineer the project to reduce the bid amount to conform to the budgeted amount.

Attachments: [Resolution](#)

- G. [17-1168](#) Approve minutes of the meeting held May 2, 2017.

Attachments: [May 2, 2017 Minutes](#)

11. PRESENTATIONS

- A. [17-1222](#) Presentation of Yountville Chamber of Commerce Annual Report.

12. PUBLIC HEARINGS

- A. [17-1235](#) FRENCH CORNER NAPA, 6764 WASHINGTON STREET (APN 036-033-015)
Consider Adoption of Resolution Number 17-3410 Approving a Use Permit request to locate a mobile food vending truck (French Corner Napa) on private property (Panchas) located at 6764 Washington Street.

Attachments: [Resolution](#)
[Applicant Narrative](#)

- B. [17-1239](#) MUNICIPAL CODE AMENDMENT
Introduce and Waive the Reading of Ordinance Number 17-462 Amending Yountville Municipal Code Title 18; Chapter 18.36, Section 18.36.020.B.4 Building Height for a second residential unit above a detached garage.

Attachments: [Ordinance](#)
[April 4, 2017 Staff Report](#)

13. ADMINISTRATIVE / REGULAR ITEMS

- A. [17-1211](#) 2017 STRATEGIC PLAN FRAMEWORK
Consider Adoption of Resolution Number 17-3411 Approving the 2017 Town Council Strategic Plan Framework.

Attachments: [Resolution](#)
[Strategic Planning Framework](#)
[Strategic Planning Process Report - May 2017](#)

- B. [17-1197](#) MUNICIPAL CODE AMENDMENT
Second Reading and Adoption of Ordinance Number 17-460 Adding Chapter 8.08 to Title 8 of the Yountville Municipal Code Regarding the Rental Registration Program.

Attachments: [Rental Registration Ordinance](#)
[Rental Registration Ordinance \(Red Line\)](#)
[Rental Registration FAQ](#)
[Draft Rental Registration Form](#)
[April 4, 2017 Staff Report](#)
[April 18, 2017 Staff Report](#)
[Pallas Email Dated 5-27-17](#)

- C. [17-1221](#) YOUNTVILLE CHAMBER OF COMMERCE
Consider Adoption of Resolution Number 17-3412 Approving a Professional Services Agreement between the Town of Yountville and the Yountville Chamber of Commerce for the Provision of Marketing and Promotional Services and Operation of the Visitor Information Center from July 1, 2017 through June 30, 2020.

Attachments: [Resolution](#)
 [Agreement](#)

- D. [17-1250](#) LEGISLATION SUPPORT LETTER FOR ACA 4
(AGUIAR-CURRY)
Discussion and possible action authorizing the Mayor to sign a letter in support of ACA 4 which would lower voter approval threshold for local ballot initiatives to 55% for affordable housing and infrastructure.

Attachments: [Sample Letter of Support](#)

- E. [17-1258](#) ENVISION YOUNTVILLE TOWN ADVISORY GROUP
APPOINTMENTS
Consider Adoption of Resolution Number 17-3413 formally establishing the Envision Yountville Town Advisory Group and Appointing Its Members.

Attachments: [Resolution](#)
 [Applications Redacted](#)

- F. [17-1166](#) TOWN OF YOUNTVILLE COMMUNITY FOUNDATION
APPOINTMENTS
Discussion and possible action to appoint five to nine individuals to serve staggered two- and three-year terms of office on the Yountville Community Foundation with the terms of office to commence August 1, 2017 and confirm the Yountville Arts Commission representative.

Attachments: [Eric Knight Redacted](#)
 [Shannon McDermott Redacted](#)
 [Pamela Zeidell Redacted](#)
 [Billie Hewitt Redacted](#)
 [Dotti Ramos Redacted](#)
 [Notice of Vacancy](#)

- G. [17-1249](#) DISCUSS ESTABLISHING COUNCIL AD-HOC COMMITTEE
Discussion and possible action regarding establishing a Council Ad-Hoc Committee to discuss and develop an outline of a community process to solicit and evaluate resident based community projects and appoint members to the Ad-Hoc Committee if established.

14. STAFF INFORMATIONAL REPORTS

- A. [17-1163](#) Informational Update of Rentals and Usage of the Yountville Community Center.

Attachments: [Yountville Community Center Report 2017](#)
[Marketing Materials: Community Center Pocket Folder](#)
[Marketing Materials: Trifold For Community Center](#)

15. COUNCIL MEETING REPORTS, COMMENTS AND AGENDA ITEM REQUESTS

- A. Napa County Flood Control & Water Conservation District (Dunbar/Dorenbecher)
- B. Reports and Announcements

16. CLOSED SESSION

- A. [17-1248](#) CONFERENCE WITH LEGAL COUNSEL; INITIATION OF LITIGATION (Gov. Code, § 54956.9(d)(4))

Number of Potential Cases: 1

- B. [17-1254](#) PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Pursuant to Government Code Section 54957.6)

Title: Town Manager

17. ADJOURNMENT

Adjourn to the Town Council Regular Meeting Tuesday, June 20, 2017 at 6:00 p.m. being held in Town Council Chambers located at 6550 Yount Street, Yountville.

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/ Michelle Dahme

Michelle Dahme, Town Clerk