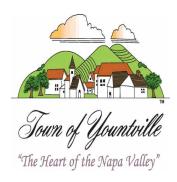
Town of Yountville

6550 Yount Street Yountville, CA 94599



Meeting Agenda - Final

Tuesday, May 15, 2018 6:00 PM

Town Hall Council Chambers

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 REGULAR MEETING 6:00 P.M.
- 2. ROLL CALL
- 3. PLEDGE OF ALLEGIANCE
- 4. ADOPTION OF AGENDA

5. PROCLAMATIONS AND RECOGNITIONS

- **A.** <u>18-1604</u> Proclamation declaring May 20 to 26, 2018 as National Public Works Week.
- **B.** <u>18-1650</u> Proclamation recognizing May as Building and Safety Month.
- **C.** <u>18-1635</u> Recognition of Sharon Stensass and the Yountville Sun celebrating its 20th Anniversary.

6. 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.

7. CONSENT CALENDAR

A. <u>18-1703</u> Receive and file Monthly Financial Report for March 2018.

Attachments: Monthly Financial Report

B. 18-1707 Second Reading and Adoption of Ordinance Number 18-471

Amending Chapter 8.05 of Title 8 of the Yountville Municipal Code

Regarding Administrative Enforcement.

Attachments: Ordinance

C. 18-1668 Adopt Resolution Number 18-3485 Approving Updates to Job

Descriptions for Management Analyst I/II, Water Systems Maintenance Worker I/II and Associate/Assistant Planner and Approval of new Job Description and Salary Schedule for Financial Analyst/Accountant.

Attachments: Resolution

Draft Management Analyst I-II Job Description

Management Analyst I-II Job Description with Track Changes

Draft Assistant/Associate Planner Job Description

Assistant Associate Planner Job Description with Track Changes

Draft Water System Maintenance Worker I-II Job Description

Water System Maintenance Worker I-II Job Description with Track Changes

Draft Financial Analyst/Accountant

D. <u>18-1667</u> Adopt Resolution Number 18-3486 Approving Memorandum of

Understanding (MOU) with Yountville Employees' Association (YEA) and YEA Mid-Management Professional Unit for the Period July 1,

2018 to June 30, 2021.

<u>Attachments:</u> Resolution

Mid Mgmt MOU 2018 DRAFT

YEA MOU

E. 18-1666 Adopt Resolution Number 18-3487 Awarding the Bid for the Sanitary

Sewer Sliplining Project - Lines "A" and "F" (WW-2018 and

WW-3018), Approving a Construction Contract with Miksis Services, Inc. for \$130,600; and Authorizing the Town Manager to execute the Construction Contract, Change Orders and Amendments up to the

budget amount.

Attachments: Resolution

Bid Package

Sewer Collection System

F. 18-1554 Approve minutes of the meetings held February 20, March 6, May 1,

and May 8, 2018.

Attachments: February 20, 2018 Regular Meeting Minutes

March 6, 2018 Special Meeting Minutes

March 6, 2018 Regular Meeting Minutes

May 1, 2018 Special Meeting Minutes

May 1, 2018 Regular Meeting Minutes

May 8, 2018 Special Meeting Minutes

8. PRESENTATIONS - NONE

9. PUBLIC HEARINGS - NONE

10. ADMINISTRATIVE / REGULAR ITEMS

A. 18-1641 GANN LIMIT OVERVIEW

Discussion and direction regarding Increase of Appropriation Limit (Gann Limit) to be considered at the November 6, 2018 General

Municipal Election.

<u>Attachments:</u> Gann Limit Projections and Recommendations

B. 18-1702 MEASURE "A" MAINTENANCE FUNDING AGREEMENT

Consider Adoption of Resolution Number 18-3488 Approving

Amendment 1 to the Napa County Flood Protection and Watershed Improvement Authority Joint Powers Agreement (JPA) Regarding the Use and Equitable Distribution of Flood Protection Sales Tax Revenues

- Measure "A" Maintenance Funding Agreement.

Attachments: Resolution

JPA Agreement Amendment 1

Exhibit A - Close out Process for the Flood Authority

Exhibit B - Summary of Projects

C. 18-1723 EMAIL ADDRESSES FOR MEMBERS OF TOWN BOARDS AND

COMMISSIONS

Consider Adoption of Resolution Number 18-3489 Adopting the "Town of Yountville California Public Records Act Response Procedures and Electronic Document Retention Policy" and Authorizing @yville.com Email Addresses for Members of Town Boards and Commissions and

Other Authorized Persons.

Attachments: Resolution

CPRA Response Procedures and E-Document Policy

D. 18-1709 CANNABIS QUESTIONNAIRE RESULTS

Yountville Cannabis Community Questionnaire Results.

Attachments: Cannabis Community Questionnaire Results

E. 18-1714 COUNTYWIDE WORKING GROUP TO EVALUATE 1% TOT BALLOT

MEASURE FOR WORKFORCE HOUSING

Discussion and consideration of Request by Visit Napa Valley (VNV) for the Town to appoint the Mayor and one Council Member to a

Countywide Working Group to evaluate the feasibility of and potentially

draft a Measure for the November Ballot that would increase the Transient Occupancy (Hotel) Tax by 1% to raise funds for workforce

housing and related programs.

Attachments: TOT Proposal

TOT Overview PowerPoint Presentation

Draft TOT Ordinance dated May 15, 2018

F. 18-1715 COUNCIL EMERGENCY PREPAREDNESS AD HOC COMMITTEE

Consider establishment of an Emergency Preparedness Ad Hoc Committee and appoint two Council Members to the Ad Hoc

Committee.

11. STAFF INFORMATIONAL REPORTS

12. COUNCIL MEETING REPORTS, COMMENTS AND AGENDA ITEM REQUESTS

- A. Napa County Flood Control & Water Conservation District (Dunbar/Dorenbecher)
- B. Napa Valley Transportation Authority (NVTA) (Dunbar, Dorman, Mohler, Durham)
- C. Upper Valley Waste Management Authority (Mohler/Dorman)
- D. CALAFCO Meeting (Mohler)
- E. Reports and Announcements

13. ADJOURNMENT

Adjourn to the Town Council Special Meeting to Conduct Budget Workshop Tuesday, May 22, 2018 at 1:30 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