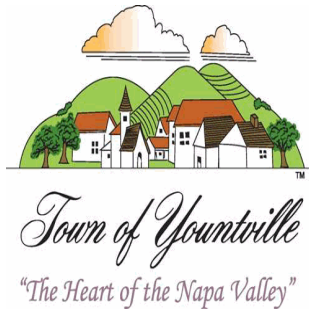


# Town of Yountville

6550 Yount Street  
Yountville, CA 94599



## Meeting Minutes - Draft

**Tuesday, September 17, 2019**

**6:00 PM**

**Town Hall Council Chambers**

## **Town Council**

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

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

Mayor Dunbar called the meeting to order at 6:03 p.m.

**2. ROLL CALL**

**Present:** 4 - Mayor John Dunbar, Council Member Margie Mohler, Council Member Marita Dorenbecher, and Council Member Jeffrey Durham

**Excused:** 1 - Vice Mayor Kerri Dorman

**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 Durham, to Adopt the Agenda. The motion carried by the following vote:**

**Aye:** 4 - Mayor Dunbar, Council Member Mohler, Council Member Dorenbecher, and Council Member Durham

**Excused:** 1 - Vice Mayor Dorman

**5. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA - NONE**

Debbie Alter-Star shared a copy with Town Council the Latinx Heritage calendar of events for the next three months. Alter-Star also shared her support for the idea to create a Sister City relationship with Todos Santos, Baja California Sur.

Former Mayor Cindy Saucerman renewed her request to have the Town of Yountville enter into an agreement with the Town of Todos Santos, Baja California Sur to foster programs for both cities related to arts, wine, and other similarities both towns have.

Town Manager Steven Rogers informed Council that establishing a Sister City relationship does not preclude the Council from establishing another one in the future. Town Manager Rogers suggested, if interested, create a Sister City Committee be established by the Council to explore coordination of what the interactions between the two towns would be.

**6. CONSENT CALENDAR**

- A.** Adopt Resolution Number 19-3574 Awarding the bid for the Relocation of the Pressure Regulator Station on Yountville Cross Road at Finnell Road project (WA-0007) to D&D Pipelines of San Anselmo for \$196,800 and authorizing the Town Manager to execute a construction contract, change orders and amendments up to the budgeted amount of \$300,000 combining WA-0007 and WA-3020.

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

**This Resolution was adopted.**

- B.** Adopt Resolution Number 19-3575 Approving Professional Service Agreement with Pavement Engineering Inc. to prepare Plans, Specifications and Engineering and Project Management for the 2020 Street Rehabilitation Project in a not to exceed amount of \$95,875 and authorizing a Budget Adjustment of \$24,000 from Fund 20 Fund Balance.

**Attachments:** [Proposal](#)  
[Resolution](#)

**This Resolution was adopted.**

- C.** Adopt Resolution Number 19-3576 Approving Professional Services Contract with Caltest Analytical for Laboratory Testing Services for Fiscal Years 2019/20 through 2021/22 in a not to exceed amount of \$50,000 per fiscal year

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

**This Resolution was adopted.**

- D.** Adopt Resolution Number 19-3577 approving an amendment to Contract 2016-482 with RSA+Sonoma increasing the FY18/19 contract amount to \$48,965 for engineering services performed in FY18/19

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

**This Resolution was adopted.**

- E.** Consider Adoption of Resolution Number 19-3578 Approving an Amendment to Construction Services Agreement (CSA) 2018-597 with A-Plus Tree Services, Inc. for On-Call Urban Forest Management Services to the Town to increase the FY2019-20 contract in an amount not to exceed \$100,000

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

**This Resolution was adopted.**

- F.** Adopt Resolution Number 19-3579 authorizing the Town Manager to reject the bid from FBD Vanguard Construction of \$296,946 for the Hopper Creek Path Reconstruction Project from the Hopper Creek Condos to Yount Street (CP-0014).

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

**This Resolution was adopted.**

- G.** Adopt Resolution Number 19-3580 Authorizing the filing of a Notice of Completion and Accepting the work for the Sanitary Sewer Slip Lining Project (WW-2019/WW-3019) performed by Miksis Services, Inc. for a total amount of \$149,640.

**Attachments:** [Notice of Completion](#)  
[Resolution](#)

**This Resolution was adopted.**

- H.** Receive and file Monthly Financial Report for June 2019.

**Attachments:** [Monthly Financial Report](#)

**This Informational Report was received.**

- I.** Approve minutes of the special and regular meetings held May 7, 9, 21, and 23, 2019.

**Attachments:** [May 7, 2019 Minutes](#)  
[May 9, 2019 Special Meeting Minutes](#)  
[May 21, 2019 Minutes](#)  
[May 23, 2019 Special Meeting Minutes](#)  
[May 23, 2019 Supplemental Special Meeting Minutes](#)

**The Minutes were approved.**

Approval of the Consent Agenda

**A motion was made by Council Member Mohler, seconded by Council Member Durham to approve the Consent Calendar items. The motion carried by the following vote:**

**Aye:** 4 - Mayor Dunbar, Council Member Mohler, Council Member Dorenbecher, and Council Member Durham

**Excused:** 1 - Vice Mayor Dorman

## **7. PRESENTATIONS**

- A.** Sheriff Public Safety Quarterly Report.

**Attachments:** [Quarterly Report](#)  
[Presentation](#)

Napa County Sheriff Sergeant John Hallman gave the presentation.

- B.** Presentation by Linsey Gallagher, new Chief Executive Officer, for Visit Napa Valley to provide update.

Attachments: [Report](#)  
[Presentation](#)

Linsey Gallagher, Visit Napa Valley Chief Executive Officer and Catherine Heywood, Vice President for Community and Industry Relations, provided the fiscal year report for Visit Napa Valley.

## 8. PUBLIC HEARINGS

- A.** Consider Adoption of Resolution Number 19-3581 Approving a Use Permit Amendment for the exterior display of merchandise of four (4) sculptures associated with Aerena Galleries & Gardens at Washington Square located at 6795 Washington Street (APN 036-032-014-000).

Attachments: [Narrative](#)  
[Site Plan](#)  
[Photos](#)  
[Letter](#)  
[Resolution](#)

Daniel Gordon, Planning Manager, presented staff report.

Public Hearing Held

Rena Charles, Director of Gallery Sales for Aerena Galleries & Gardens, spoke in support of the resolution. Charles also confirmed the business desire to partner with the Yountville Arts Commission to choose the street business sculpture display.

Public Comment Held

Mayor John Dunbar advised of email correspondence received by Council from Kimberly Cook and James McDonald, and available with the agenda item.

Council Member Jeffrey Durham proposed it would be highly beneficial for Aerena Galleries & Gardens to partner with Yountville Arts Commission street display.

Mayor Dunbar stated to support this item he requires Aerena Galleries & Garden to partner with Yountville Arts Commission for the benefit of the public.

Council Member Mohler proposed adding the following language to the resolution:

Page three, section G - The sculpture facing Washington Street shall be made a formal part of the Town's Art Walk program, subject to the Arts Commission jurisdiction, and property participation agreement and artist participation agreement no later than on the effective date of this resolution.

Page three, section E - The three interior sculptures adjacent to the business shall feature signage that distinguishes them from the Yountville Art Walk to avoid confusion.

Following Town Council discussion, Council took the following action:

**A motion was made by Council Member Mohler, seconded by Major Dunbar to Adopt the Resolution, modifying the resolution to add the following language: "The sculpture facing Washington Street shall be made a formal part of the Town's Art Walk program, subject to the Arts Commission jurisdiction, and property participation agreement and artist participation agreement no later than on the effective date of this resolution" and "The three interior sculptures adjacent to the business shall feature signage that distinguishes them from the Yountville Art Walk to avoid confusion." The motion carried by the following vote:**

**Aye:** 4 - Mayor Dunbar, Council Member Mohler, Council Member Dorenbecher, and Council Member Durham

**Excused:** 1 - Vice Mayor Dorman

## 9. ADMINISTRATIVE / REGULAR ITEMS

- A.** Introduce and waive the first reading of Ordinance Number 19-487 Amending Title 13 of the Yountville Municipal Code, and adopt Resolution 19-3582 regarding the Town Water Discontinuation for Nonpayment Policy, to comply with SB998 mandates.

**Attachments:** [Ordinance](#)  
[Resolution](#)  
[Policy](#)

Celia King, Finance Manager, presented staff report.

Public Comment - None

Following Town Council discussion, Council took the following action:

**A motion was made by Council Member Mohler, seconded by Council Member Dorenbecher, that this agenda item be adopted. The motion carried by the following vote:**

**Aye:** 4 - Mayor Dunbar, Council Member Mohler, Council Member Dorenbecher, and Council Member Durham

**Excused:** 1 - Vice Mayor Dorman

- B.** Introduce and waive the first reading of Ordinance number 19-488 Adding Chapter 1.26 of Title 1 of the Yountville Municipal Code Regarding Collection of Unpaid Accounts Receivable

**Attachments:** [Ordinance](#)

Preya Nixon, Management Analyst, presented staff report.

Public Comment - None

Following Town Council discussion, Council took the following action:

**A motion was made by Council Member Dorenbecher, seconded by Council Member Durham, that this agenda item be adopted. The motion carried by the following vote:**

**Aye:** 4 - Mayor Dunbar, Council Member Mohler, Council Member Dorenbecher, and Council Member Durham

**Excused:** 1 - Vice Mayor Dorman

## **10. STAFF INFORMATIONAL REPORTS - NONE**

Town Manager Steve Rogers commented on the ongoing microsurfacing project in Town.

Mayor John Dunbar reminded on behalf of Samantha Holland, Parks and Recreation Director, about Yountville Days Parade and Festival will be taking place on October 5, 2019 starting at 11:00 a.m.

## **11. COUNCIL MEETING REPORTS, COMMENTS AND AGENDA ITEM REQUESTS**

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

No report.

- B. Upper Valley Waste Management Authority (Mohler/Dorman)

The committee will meet in October.

- C. League of California Cities Update (Dunbar, Mohler, Dorenbecher)

Mayor John Dunbar recognized Council Member Marita Dorenbecher who will become the North Bay Division president in one month. Mayor Dunbar stated he will be taking over as the president of the League of the California Cities.

- D. Reports and Announcements

Council Member Jeffrey Durham informed Council that the Parking Ad Hoc committee had a strong first meeting and to be excited with the participation of Yountville Chamber of Commerce and numerous businesses throughout the community. Their next meeting will be in November.

Mayor Dunbar informed that the Cannabis Standing Committee will be meeting with staff soon.

Mayor Dunbar wanted to acknowledge Vice Mayor Dorman left early to attend the Napa Unified School District 7-11 Committee which is considering closing two small schools, Yountville Elementary School and Mount George and that it was important for Vice Mayor Dorman to be there. They are expected to vote on action on the recommendation that will go to the Board of Trustees on November 24, 2019. Mayor Dunbar suggested for anyone is interested in advocating for Yountville Elementary School to reach the Board of Trustees.

Town Manager Steve Rogers asked Council if they were interested in staff bringing the Sister City discussion as an item to the next Town Council meeting. The Council agreed.

## **12. CLOSED SESSION**

- A.**                    **CLOSED SESSION**  
Conference with Legal Counsel; Initiation of Litigation (Gov. Code, § 54956.9, subd. (d)(4).)  
Number of Potential Cases: 2

The Town Council returned from closed session at 7:58 p.m. Mayor Dunbar stated there was no reportable action. The meeting was then adjourned by consensus of the Council at 7:59 p.m.

## **13. ADJOURNMENT**

Adjourned to the Town Council Special Meeting Tuesday, October 1, 2019 at 4:00 p.m. being held in Town Council Chambers located at 6550 Yount Street, Yountville.

ATTEST:

Eddy Gomez  
Management Fellow

Date Approved: October 1, 2019