

TOWN OF YOUNTVILLE
MINUTES OF REGULAR COUNCIL MEETING
August 1, 2006

1. CALL TO ORDER – 5:30 P.M.

Vice Mayor Saucerman called the regular Town Council meeting to order at 5:30 p.m.

2. CLOSED SESSION

Pursuant to Government Code Section 54956.9: Conference with Legal Counsel-Potential Litigation, one case.

3. CONVENE REGULAR COUNCIL MEETING – 6:00 P.M.

The Council convened to the regular meeting at 6:05 p.m.

4. PLEDGE OF ALLEGIANCE

Michelle Price, Town Clerk, led the pledge of allegiance.

5. ROLL CALL

Council Member Bill Dutton
Council Member John Dunbar
Council Member Steven R. Rosa
Vice Mayor Cynthia Saucerman

Kevin Plett, Town Manager
Amy Lyman, Town Attorney
Michelle Price, Town Clerk
Bob Tiernan, Planning Director
Kenneth Leary, Community Services Director
Myke Praul, Public Works Director/Town Engineer
Richard Stranzl, Finance Director
Paul Klassen, Assistant Town Engineer
Lieutenant Erik Erickson, Sheriff's Dept Napa County
Barry Biermann, CDF Fire Captain

6. REPORT OF CLOSED SESSION

Town Manager Plett reported Council met in Closed Session at 5:30 p.m. and Council authorized the Town Manager to execute an Indemnification Agreement with the County of Napa regarding the Community Pool.

7. ADOPTION OF THE AGENDA

ACTION: It was M/S (Dutton/Rosa) to adopt the agenda. Vote 4-0

8. Public Comment on Matters Not Listed on the Agenda (FIVE MINUTE LIMITATION PER SPEAKER)

Russell Brown expressed concern regarding speeding on Yountville Cross Road and submitted a petition signed by surrounding neighbors requesting the following:

- Return speed limit on Yountville Cross Road to 25 mph between Yount and Stags View; and
- Town to budget funds for additional Law Enforcement in the above-mentioned section and violators be fined accordingly.

Town Manager Kevin Plett responded that he would be happy to respond to Mr. Brown in writing and stated the speed limit has been surveyed by an independent consultant and as a result the speed limit will not be reduced. Town Manager Plett advised that the Town could reduce the speed limit, but would not be able to issue tickets pursuant to the State Highway Code - Fair Rate of Speeds which are the average or normal speed of the roadway.

Town Manager Plett commented on Mr. Brown's request to add additional officers in the area and stated the Town has a new overtime budget with the new fiscal year and this is an option. Town Manager Plett and Sergeant Berg have already discussed the possibility of adding motorcycle patrol in that area. Town staff will work with Mr. Brown to find a solution that will help to slow down the traffic in the area and report back to Council.

Troy Knox, the new Yountville Elementary School Principal, Teacher and student parent, introduced himself and announced school starts on August 21, 2006. Mr. Knox commented he looks forward to a long and prosperous relationship with the Council and Town of Yountville.

9. APPROVAL OF CONSENT CALENDAR

Council Member Dunbar requested Item #9-3 be pulled for discussion.

ACTION: It was M/S (Dunbar/Dutton) to adopt Consent Calendar Items 1, 2, 4, 5 and 6. Vote 4-0

ACTION: It was M/S (Dutton/Rosa) to adopt Consent Calendar Item 3. Vote 4-0

1. Approval of Warrants —

- Accounts payable check numbers \$198,688.19
- Total payroll and benefits \$ 75,958.95
- Total payments for period \$274,647.14

Recommendation: Receive and File.

2. Approval of Minutes: July 18, 2006.

Recommendation: Approve.

3. Final Reading Ordinance Number 368-06 Approving Amendment Number One to the Development Agreement Approved by Ordinance Number 337-04 and Effective April 15, 2004 (Bardessono Planned Development Mixed Use Project).

Recommendation: Adopt Ordinance

4. **Resolution Number 2498-06** Approving the Classification and Job Description, Salary Range, and Authorizing the Town Manager to fill the Position of Accounting Technician.

Recommendation: Adopt Resolution.

5. **Resolution Number 2499-06** Approving Employee Tuition & Education Expense Reimbursement Policy.

Recommendation: Adopt Resolution.

6. **Resolution Number 2500-06** Approving Budget Adjustment Number 2006-06, Final Budget Adjustments for Fiscal Year 2005-06.

Recommendation: Adopt Resolution.

10. **PRESENTATIONS**

➤ **Sheriff Department Public Safety Quarterly Report.**

Lieutenant Erik Erickson with the Napa County Sheriff's Department presented report on behalf of Sergeant Pete Berg who is on vacation. Lieutenant Erickson highlighted Community Activities and noted the 4th of July fireworks went off without a hitch. Under the Major Events category thefts at the Villagio Inn and Vintage 1870 were noted. Also noted as unusual was a large fight that occurred at Compadres' Cinco de Mayo event. Town Officials, the Sheriff's Department and Compadres' staff have met to work on ideas to manage the event next year. Under Traffic Enforcement and Collisions, deputies have been working radar in the areas of Solano Avenue in front of the fire house and golf course, Highway 29 from California Drive to Madison Street and Washington Street through town.

➤ **Fire Department Public Safety Quarterly Report.**

Captain Barry Bierman reviewed the report for April thru June of 2006 and stated the statistics are consistent with the average of the Yountville Fire House. The station received 173 calls. Of those calls 59 were from within the Town. Fifty one (51) of the calls were medical aid and no major events occurred. The Uniform Fire Code (UFC) Inspection Program is an ongoing process and is being received well by business owners and most are in compliance.

Captain Bierman announced the birthday party in the square which is an annual fundraising event for the Yountville Elementary PTA. During this quarter a birthday party was held for approximately 12 children at the fire house.

11. **PUBLIC HEARING – PARCEL MAP APPLICATION–1957 YOUNTVILLE CROSS ROAD (APN 036-041-020)**

Resolution Number 2489-06 Approving a parcel map for Winiarski property located at 1957 Yountville Cross Road; (APN 036-041-020) to subdivide an existing ±14,250 square foot parcel into three parcels consisting of a ±5,089 square foot parcel, a ±5,124 square foot parcel and a ±4,039 square foot parcel.

Recommendation: Adopt Resolution.

Bob Tiernan, Planning Director, presented staff report and noted this item is a Public Hearing continued from the July 5, 2006 Council meeting.

At the Town Council Meeting held July 5, 2006, concern was expressed regarding the size of the lots. Council provided direction to staff to return with a reallocation of the space. There was also concern expressed by the Mesa Court residents regarding lot sizes for Mesa Court.

Lot 3 fronting Mesa Court was increased by 461 feet and is now a 4,500 square foot lot; the corner lot is a 4,747 square foot lot; and the inboard lot that fronts on Yountville Cross Road is a 5,000 square foot lot. In addition, there are currently two structures on the property that are required to be removed prior to recording the Parcel Map.

Council Questions/Comments

- It was questioned and confirmed there is adequate off-street parking that will not conflict with the bike path.
- It was questioned and confirmed fencing is allowable at the property line and the house is required to be set back 20' from the property line.

Public Hearing Continuation

Jon Web, Applicant representative, does not have any additional concerns. Based on the Council's request at the July 5, 2006 meeting, the parcel sizes have been readjusted.

Fracessa Brown would like to know where the entrances will be for the two parcels facing Mesa Court?

Bob Tiernan, Planning Director, stated the houses have not been laid out yet and plans will have to be submitted to site the houses, driveways and parking. The parcels could be sold and developed at different times and each will be reviewed by staff at the time of submittal.

Public Hearing Closed

Council Comments

Council Member Rosa disclosed that Mr. Winiarski called to let him know that the lots had been reconfigured. Council Member Rosa was initially concerned about the smaller lot; but now the lots are more of the same size and have met all of the criteria in the Town Code, he does not have a problem with it now.

It was questioned and confirmed that regardless of when the lots are designed and developed, they would be going through zoning and design review approval and staff and ZDRB would be aware of concerns raised by residents on Mesa.

It was M/S (Dunbar/Dutton) to adopt Resolution Number 2489-06 approving a Parcel Map for Winiarski property located at 1957 Yountville Cross Road; (APN 036-041-020) to subdivide an existing ±14,250 square foot parcel into three parcels. Vote 4-0

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12. **PRESENTATION OF THE YOUNTVILLE/VETERANS HOME JOINT WASTEWATER TREATMENT PLANT TITLE 22 UPGRADES AND IMPROVEMENTS PROJECT (WW-27)**
1. Acceptance of Report.
 2. **Resolution Number 2501-06** Approving Budget Adjustment Number 2007-01 for Project Design of Wastewater Treatment Plant Title 22 Project.
 3. **Resolution Number 2502-06** Approving Agreement Number 2006-171 with Whitley Burchett & Associates for the Final Design, Bid, and Construction Oversight Services for the Wastewater Treatment Plant Title 22 Upgrades and Improvements Project (WW-27) in the amount of \$99,000.
- Recommendation: Accept Report and Adopt Resolutions.

Myke Praul, Public Works Director/Town Engineer introduced the staff report.

Kevin O'Toole, Project Manager, Whitley Burchett & Associates presented the Title 22 Upgrades and Improvements Project – Draft Detailed Design Report dated July 2006.

Council Questions/Comments

- Since the project is multi-phased, concerns were expressed regarding project cost escalation which should be revisited each year.
- A cost analysis was requested in terms of what is required and not required to achieve zero discharge level for the project dealing with the user base and the ability to keep some areas on hold, if possible.

Closed Public Comment Period – No Public Comment

It was M/S (Rosa/Dutton) to adopt Resolution Number 2501-06 approving Budget Adjustment Number 2007-01 for Project Design of Wastewater Treatment Plant Title 22 Project. Vote 4-0

It was M/S (Rosa/Dutton) to adopt Resolution Number 2502-06 approving Agreement Number 2006-171 with Whitley Burchett & Associates for the Final Design, Bid, and Construction Oversight Services for the Wastewater Treatment Plant Title 22 Upgrades and Improvements Project (WW-27) in the amount of \$99,000. Vote 4-0

13. YOUNT STREET PATHWAY PROJECT

Resolution Number 2503-06 Approving the Design and Authorizing the Solicitation of Construction Bids for the Yount Street Pathway Project (ST-13).

Recommendation: Adopt Resolution.

Paul Klassen, Assistant Town Engineer, introduced the staff report.

Town Staff met with neighbors in the area and concerns were expressed regarding parking north of Mount Street, maintaining shrubbery and not wanting the path to look too urban.

The plans have been modified and the proposed sidewalk was moved back from the center of the street by about a foot and a half and the width reduced where possible from 5 feet to 4 feet to allow for parking in these areas in front of properties north of Mount Street. Staff is proposing adding a bid alternate to add a colored concrete iron oxide wash to the sidewalk for an added cost of approximately \$4,000-\$5,000.

Mr. Klassen, also reported a letter was received from Ron Bone, who lives near the corner of Mount and Yount, raising questions about drainage. Staff advised drainage concerns will be accommodated in the final plans.

Council Questions/Comments

- It was questioned and confirmed that sidewalk will be ADA compliant.
- It was questioned and confirmed that the sidewalk would remain at Street level south of Mount.
- It was questioned and confirmed that the intersection at Yount and Mount the stop sign will remain and a crosswalk added on the east side of Mount and the crosswalk on Yount will remain where it currently exists.
- It was questioned and confirmed that a crosswalk could be added across Yount Street on the north side as part of this project.

- It was questioned and confirmed that the change in color of the sidewalk to something other than stark white is appropriate.
- It was questioned and confirmed that a minor amount of regrading of the shoulder will be done from Mount south to extend the storm drain.

Public Comment

Chris Blum, 6690 Yount Street thanked Mr. Klassen for listening to neighbors concerns about the project and incorporating some of the changes in the draft proposal. Mr. Blum stated he would like enhancements to the visibility of the crosswalk and softening the coloring of the sidewalk to look like old town – possibly a sand dust or light grain.

Closed Public Comment Period

Council Comments

- Consensus by Council that the sidewalk concrete color be changed from stark white to a subtle hue.
- Striping to be included at the intersection from east to west on Yount.
- Concern was expressed about the placement and visibility of the stop sign and striping on the roadway indicating “stop ahead”.
- It was questioned and confirmed about the project impacting the beginning of school and staff advised the project will be completed some time in October provided the contractor does not run into any unknown problems.
- It was recommended that thermal plastic striping be used for the crosswalks.

It was M/S (Dutton/Dunbar) to adopt Resolution Number 2503-06 approving the Design and Authorizing the Solicitation of Construction Bids for the Yount Street Pathway Project (ST-13), as amended to include striping.

14. REPORT ON COMMUNITY SERVICES DEPARTMENT PROGRAMS AND ACTIVITIES FOR WINTER 05 AND SPRING 06

Kenneth Leary, Community Services Director, provided staff report.

Community Services Director Leary provided an overview of the programs and activities conducted during Winter 05 and Spring 06. The Department conducted 16 programs including the Adult Chorus, After School Program, Annual Egg Hunt, Club Yountville, Spring Extravaganza, Families Together Program, Little Stars Art Workshop, Mother of the Year, Breakfast with the Bunny, Opening Day Pancake Breakfast, Red & White Fun Club, Youth Spring and Winter Camp, TEAM, Tree Lighting Ceremonies, Youth Recreation Subsidy Program, and Leisure Classes, and a description of each is

provided in the staff report which also includes enrollment and attendance figures by month.

Two new programs added are the Adult Chorus and Mother of the Year Contest. Grand Prize for Mother of the Year was a gift certificate to Redd's Restaurant in the amount of \$200. Staff thanked Redd's Restaurant for their generous donation.

Community Services Director Leary recognized Carol Rasmussen the new coordinator for the After School Program who is doing a fantastic job. Ms. Rasmussen has a background in Recreation.

Council Member Rosa commented the volleyball court gets a lot of use--anywhere from 4 to 12 people--and wanted to know if maintenance needed to be increased in terms of a new net or an increase in sand. Staff responded a new net is on order and will check on the sand.

Council Member Rosa also reported that he has received comments from parents about the good job Ms. Rasmussen is doing with the After School Program.

Council Member Dunbar reminded residents the Community Services Department coordinates the Town Garage Sale and Clean-up which is another one of the special services provided here in the Town.

Council Member Dunbar expressed an interest in the Families Together Program and how the program is going since it has been incorporated in to the Community Services Department. Staff responded the Department receives a lot of requests for the sporting events and the Nut Cracker event at the Veterans Home.

Council Member Dutton expressed an interest in the number of different families attending the Families Together Program. Staff responded that the Department does keep a list of families attending. Staff commented there are a variety of families attending and riding the bus to events gives the families an opportunity to meet each other.

Vice-Mayor Saucerman inquired if the Department has received requests for more adult leisure activities. Staff responded he spoke with the ladies in the adult courses and they expressed an interest in having more men attend the programs. They also discussed additional programs such as adult exercise and arts and crafts. The challenge the Department faces is locating instructors for new programs.

Community Services Director Leary thanked staff for their fantastic work.

15. STATUS REPORT AND COUNCIL DIRECTION ON THE YOUNTVILLE COMMUNITY SWIMMING POOL BUDGET

Myke Praul, Public Works Director, presented staff report.

Public Works Director Praul reported the main pool and concession stand will open this weekend; however, due to permitting issues it is unclear when the children's pool will open.

Public Works Director Praul provided a supplemental memo and spreadsheet of budget costs to date and highlighted the following numbers:

Actual construction costs to date:	\$ 765,910.11
Actual soft costs to date:	\$ 119,274.41
Subtotal:	\$ 885,184.52
Encumbered contracts:	\$ 271,385.33
Total Estimated Project Cost:	\$1,156,569.85
Approved Budget:	\$1,130,000.00
Amount over budget:	\$ 26,569.85
Estimated additional off-season work:	\$ 23,000.00
Amount Needed to Complete Project	\$ 49,569.85

Director Praul responded to comments written in the Yountville Sun about the Community Pool Project and strongly disagreed. Praul acknowledged the public works staff for their accomplishments and talent. He also indicated that other projects around the Town were not significantly behind as stated in the Sun.

Public Comment Period – No Public Comment

Council Comments

Consensus by Council for the following:

- Recognition of the Public Works Staff for their hard work and dedication to the Community Pool Project.
- Priority to clean up the pool site and make it safe and operational as soon as possible.
- Hold off on landscaping until the off-season.
- Defer budget adjustment until the fall.

It was suggested that a Community Pool before and after picture be displayed at the pool site.

It was also suggested that residents of the Town receive free admission to the Community Pool.

16. APPROPRIATIONS LIMIT

Resolution Number 2504-06 Establishing an Appropriation Limit for Fiscal Year 2006-07 and the selection of current Fiscal Year Adjustment Factors.

Recommendation: Adopt Resolution.

Richard Stranzl, Finance Director, presented Staff Report.

It was M/S (Dutton/Dunbar) to adopt Resolution Number 2504-06 establishing an Appropriation Limit for Fiscal Year 2006-07 and the selection of current Fiscal Year Adjustment Factors. Vote 4-0

17. APPOINTING LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE VOTING DELEGATE AND ALTERNATE

Recommendation: Appoint voting delegate and alternate.

Kevin Plett, Town Manager, presented staff report.

It was M/S (Rosa/Dutton) to appoint Council Member Dunbar as the Voting Delegate and Town Manager Plett as the Voting Alternate.

18. DISCUSSION OF MOVING THE SEPTEMBER 19, 2006 COUNCIL MEETING

Kevin Plett, Town Manager, presented staff report and stated Council Member Dutton will not be in attendance at the September 19, 2006 Council Meeting and also commented he has an opportunity to attend a Risk Management Conference during that time. Town Manager Plett stated there may be land issue items coming before the Council and suggested moving the Council Meeting to September 25th or 26th depending on Council availability in order to have a full Council.

It was M/S (Dunbar/Dutton) to move the September 19th Council Meeting to September 26th. Vote 4-0.

19. STAFF REPORTS

1. NCLOG Meeting Reminder for August 2, 2006.

Town Manager Plett stated the meeting will take place at the Vineyard Terrace Inn at 6:00 p.m.

2. Town Hall Meeting.

Town Manager Plett reported the Town Hall Meeting will be held at the Veterans Home on August 15th in the Main Dining Room from 7:30 p.m. to 8:30 p.m. and this meeting is the second in a series the Town Council will be holding. The meeting will be posted on Channel 28.

3. Other staff reports –

- Press Release released today from Napa County regarding the West Nile Virus. A bird found in the western hills of Napa County has been confirmed (Dry Creek and Mount Veeder area). County and Mosquito Abatement are asking people to manage their water and protect themselves and if there are any problems to report them to the Town or Mosquito Abatement.

20. FUTURE AGENDA ITEMS

September 5, 2006:

1. Presentation of Water/Sewer Study
2. Preliminary MDP - Ghirardi Place
3. Density Bonus Ordinance

Town Manager Plett added the Contract and Final Design Comments on the Community Center Project to the September 5, 2006 Agenda

21. COUNCIL REPORTS AND COMMENTS

Report of Council Member Meeting Attendance:

1. League Conference - Monterey (Dunbar)

Council Member Dunbar reported the two issues of continued importance are the Telecommunications Bill and Proposition 90. Council Member Dunbar reported he also attended courses on ethics training, campaign behavior and gift receipts.

Council Member Dunbar expressed concern about the construction area for the baseball concession stand and would like to have screening or a safety barrier installed.

Town Manager Plett responded that the Town does not have control over school property but would forward the request to Jason Janes and/or Don Evans.

Council Member Dutton attended the Farmworker Housing Oversight Committee Meeting and reported the Calistoga Ranch opened on July 7, 2006. The Committee will hold their August meeting at the 60-bed facility. He also reported Mondavi is in the midst of their renovation and the Committee hopes to have their October meeting at the Mondavi site.

Council Member Dutton mentioned the on-going problem of bicycles going through stop signs and not obeying the rules of the road. He would like to see more enforcement before someone gets seriously injured.

2. Flood Control District (Saucerman)

Vice-Mayor Saucerman reported the District Engineer discussed the impacts of restructuring the sequencing of flood projects as related to Napa Creek. The District also adopted a resolution regarding the TAC Committee's recommendation that no additional removable flood walls be considered. FEMA and OES presented a DVD of December 31, 2005 flood which was very impressive and well done and has helped Napa County gain funding to make needed repairs.

3. Other Reports and Comments

Council Member Rosa reported on the following:

- He recently attended the Watershed Information Center meeting where Fish & Game gave a presentation regarding the salt pond project and how they are trying to integrate that back into the flood plain and make a natural salt marsh wildlife area which will take years.

Regional Water Quality Control Board provided a presentation regarding the Total Maximum Daily Load (TMDL) Study.

- He recently attended the Napa County Transportation and Planning Agency (NCTPA) meeting where City of American Canyon Council Member Leon Garcia was appointed Chairman and City of Napa Council Member Jim Krider was appointed Vice-Chairman. A discussion also took place about the status of the NVTA since Measure H did not pass and it was suggested that NVTA go dormant due to no funds; however, the group should have a meeting once a year to keep it active. Discussion also took place regarding the expanded membership for the NVTA because one additional member had been added from each entity.

Town Manager Plett stated that John Ponte was appointed Interim Executive Director.

Vice Mayor Saucerman reported that the Napa County City Selection Committee met and appointed the Association of Bay Area Governments (ABAG) representative. City of American Canyon Mayor Cecil Shaver was appointed as the Member and City of Napa Mayor Jill Techel was appointed as the Alternate. Representation goes with individual not the seat.

Recommendation: Receive and file.

22. ADJOURNMENT

Next regular Council Meeting – September 26, 2006

The Council adjourned at approximately 9:45 p.m. to the Special Meeting scheduled September 26, 2006.

ATTEST:

/s/ Michelle Price, Town Clerk

Approved by Town Council:

September 5, 2006