

TOWN OF YOUNTVILLE
MINUTES OF REGULAR COUNCIL MEETING
November 1, 2005

1. CALL TO ORDER

Mayor Carlson called the meeting to order at 5:30 pm

2. CLOSED SESSION

1. Conference with Legal Counsel, pursuant to Government Code Section 54956.9, Potential Litigation (2 cases)
-

3. RECONVENE REGULAR COUNCIL MEETING

Mayor Carlson reconvened the regular meeting at 6:03 p.m.

4. PLEDGE OF ALLEGIANCE

Napa County Supervisor Mark Luce led the Pledge of Allegiance

5. ROLL CALL

Council Members Present:

Council Member Bill Dutton
Council Member John F. Dunbar
Council Member Steven C. Rosa
Vice Mayor Cynthia Saucerman
Mayor Todd R. Carlson

Staff Members Present:

Kevin Plett, Town Manager
Diane Price, Town Attorney
Lisa Harper, Town Clerk
Bob Tiernan, Planning Director
Myke Praul, Public Works Director/Town Engineer
Paul Klassen, Assistant Town Engineer
Sgt. Tracey Stuart, Regional Sheriff

Council Members absent:

None

6. CLOSED SESSION REPORT

Town Manager Kevin Plett reported that no reportable action was taken.

7. ADOPTION OF AGENDA

ACTION: It was M/S/C (Saucerman/Dutton) to adopt the agenda. Vote: 5-0.

8. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA

Debbie Alter-Starr, submitted a letter of request for the Council to schedule a Town Hall meeting to include families and children, requested a community information kiosk system, and discussed how families were over-extended.

Chuck Aimsforth, noted the sudden increase in car break-ins, asked for an update from police, and questioned how citizens could get involved.

Sergeant Tracey Stuart, spoke on the recent break-ins of cars, said the majority were cars in driveways, nothing was stolen from cars that were locked, and said safety officials have been working hard on catching those responsible. She asked people to report suspicious behavior to dispatch at 253-4451 and noted neighborhoods could get involved by promoting a neighborhood watch program.

Billie Hewitt, asked whether or not light in driveways deterred burglars and Sergeant Stuart felt most burglars did not like noise or light and asked residents to lock their doors.

Kathy Aimsforth, spoke of her having reported a suspicious incident without a follow-up to her call. Sergeant Stuart said the call was responded to and she asked residents to request to be contacted for follow-up. Sergeant Stuart also reported an incident involving vandalism to the lights for the Festival of Lights and graffiti at the Hopper Creek Condominiums.

Town of Yountville
Minutes
November 1, 2005

9. APPROVAL OF CONSENT CALENDAR

1. *Approval of Warrants* —

- | | |
|--|--------------|
| • Accounts payable check numbers 027797 - 027862 | \$128,858.40 |
| • 10/25/05 total payroll and benefits | \$68,743.37 |
| • Total payments for period | \$197,601.77 |

2. *Approval of Minutes:* October 18, 2005

ACTION: It was M/S/C (Saucerman/Rosa) to approve Consent Calendar items 7.1 through 7.2. Vote: 5-0.

10. PRESENTATIONS

1. Introduction of Yountville's new Postmaster – Arthur Clay

USPS Manager Ed Kimble apologized for the time taken to replace the Postmaster, said the selection made would be good for the Town and introduced Arthur Clay.

Arthur Clay, said he was greeted by many visitors in the last couple of days, has an open door policy, acknowledged the Town had experienced some staffing issues and delivery complaints, looks forward to learning the history of the town and thanked the work of Andy Conley, interim Postmaster.

11. NAPA COUNTY TRANSPORTATION PLANNING AGENCY (NCTPA) DRAFT TRANSPORTATION SALES TAX MEASURE

1. Request from NCTPA for Council review of Draft Expenditure Plan & Ordinance
2. **Resolution 2418-05** Concurring with the formation of the Napa Valley Transportation Authority (NVTA) by the Napa County Board of Supervisors
3. Appointment of Town NVTA members and alternate

Town Manager Kevin Plett described NCTPA's work to date on the countywide sales tax measure, their extensive work with Napa valley cities, said Town staff has worked with the TAC and the CDS Task Force and was being asked to review the draft Expenditure Plan and ordinance, adopt a resolution concurring with the formation of the Napa Valley Transportation Authority (NVTA) by the Board of Supervisors, and appoint members to represent the Town.

Mr. Plett noted staff recommends approval of the action and noted the formation authority would return to the Council as a final document with a resolution of support to place it on the ballot.

Mike Zdon, NCTPA Director, thanked Mayor Carlson for chairing the committee that worked toward developing elements of the Authority, said they held several public outreach meetings, and gave the power point presentation.

Council members had comments relating to feedback and support from valley cities, progress on work to date, responses to stakeholder key questions, housing and growth management concerns relating to congestion, whether or not Measure J should be continued, the desire to continue to protect agriculture and overall support of the expenditure plan and formation of the Authority.

Public Comments:

Ron Tadde, Napa County Farm Bureau, submitted a letter and urged the Council to further improve the plan by supporting a Growth Management Element to the plan to protect the county's agricultural resources. He said a key component of a growth management policy was a provision asking each of the cities to enact a voter approved Sphere of Influence line, which would ensure compact, city-centered growth throughout the county and protect the county's agricultural lands. He spoke of other strategies to consider which included adoption or maintenance of a development mitigation program, the provision for each jurisdiction to demonstrate progress in providing housing opportunities, and the adoption of a local transportation systems management ordinance to promote carpools, vanpools and other sustainable transportation approaches.

Mark Luce, Napa County Supervisor, endorsed the plan, ordinance, authority and continuation of Measure J and agreed with concerns regarding growth management. He attended ABAG's

**Town of Yountville
Minutes
November 1, 2005**

General Assembly, felt growth was out of control based on ABAG's housing allocations, and said cities had no ability to challenge. He asked everyone to work together to convince legislators that the valley was agriculturally rich and growth was an issue. He felt cities needed to find ways to implement affordable housing without such restriction and create equity bases for those purchasing affordable units.

Deborah Blodgett, Napa Valley Grape Growers Association, was encouraged by the support for the creation of the Authority, felt improvements were needed to the transportation systems to bring workers to and from the valley safely, noted similar concerns regarding the RUL, Sphere of Influence and Measure J, but felt combining it with a sales tax measure would be a "kiss of death". She urged the Council to go forward with the authority and eventually the expenditure plan.

Council members supported adoption of the resolution forming the Authority, supported preservation of agriculture, transportation improvements, and recommended continuation of community outreach.

ACTION: It was M/S/C (Dutton/Saucerman) to adopt Resolution Number 2418-05 Concurring with the Formation of the Napa Valley Transportation Authority by the Napa County Board of Supervisors, and waive the reading. Vote: 5-0.

ACTION: It was M/S/C (Saucerman/Carlson) to appoint Council members Rosa and Dutton as Napa Valley Transportation Authority members and Council member Dunbar to serve as an alternate. Vote: 5-0.

12. TRAFFIC AND CIRCULATION STUDY AND STUDY IMPLEMENTATION PLAN

Resolution Number 2419-05 Approving the Yountville Traffic and Circulation Study, Study Implementation Plan and Public Inquiry Procedure

Assistant Town Engineer Paul Klassen gave the staff report, stating W-Trans was hired to study potential traffic calming, parking and pedestrian enhancements throughout Yountville. The study was heard in February with 42 specific items relating to the various issues, changes were made to the original study and staff was directed to develop an implementation plan. He said the Council did not favor diagonal parking on streets in general, so Recommendation P7 was struck from the report. Since the adoption of the report in the spring, the Town went through several items of accomplishment which were included in Exhibit B. At the Council budget session the pedestrian path was a priority, which was included in the implementation plan but was not included in the W-Trans plan.

Mr. Klassen described the three-tiered priority system – High Priority (short term), Medium Range and Long Range. He noted several recommendations of the W-Trans Study involved anticipated development projects and because staff was unaware of when these would be built, they were shown as long-term projects. He noted the Council also recommended a public inquiry process be developed which was attached to the staff report, and the process was similar to using a citizen complaint form. He felt some actions could result in policy decisions which would be brought to the Council by staff, and Mr. Klassen then reviewed with Council each of the medium priority project items as described on page three of the plan.

Public Comments:

Pam Jessup, felt diagonal parking was not generally supported and questioned their references in P3, P7, P12 and other areas of the report. She questioned the loss of parking spaces, said people were parking in front of their business in the early mornings to launch balloons and also when they dine at Gordon's and PJ's. She felt additional parking would be needed once D'Ambrosio opened, questioned who would enforce parking regulations, asked the Town to accommodate them with parking signage and asked the Council not to make any decisions until more public comment was received.

Mayor Carlson said the Town was not providing direction regarding diagonal parking but would be bringing it back for discussion. Town Manager Kevin Plett noted staff's recommendation was to approve the plan if there were no concerns, said businesses have their own parking standards

**Town of Yountville
Minutes
November 1, 2005**

which were enforced by their respective operators. Council members had no concerns regarding H 1 through H4.

Council members commented that H5 should be left as a high priority item, were opposed to additional areas of diagonal parking on Washington Street and questioned right-of-way issues involving H6. Mr. Klassen noted public input was needed regarding H5 and H6 and noted there were impacts with the property owners. Council voiced concerns with H7 and noted delivery trucks park over existing railroad ties, voiced concerns about the stop signs at Mount, and staff noted H8 would be discussed on the current agenda and H9 would be addressed later in the fiscal year and included in next year's budget.

Regarding Medium Range items proposed for FY 2007 – 2008, Vice Mayor Saucerman, Mayor Carlson and Council member Dunbar recommended moving M1 up to High Priority, and felt it was important that people were made aware of signage directing drivers to the public parking lot behind Community Hall. They also suggested that interim signage be installed.

Council and staff discussed the need for striping parking tees and their need for on-going maintenance, discussed the demolition of the laundry building which would open up additional parking and a suggestion to request employees of Hurley's park at the site.

COUNCIL CONSENSUS: Move M1 and M2 up to priority level and postpone performance of the projects for six months.

Mr. Klassen noted M3 would help to reduce speeds in the area and M4 dealt with traffic calming.

Regarding Long Range items proposed for FY 2009 – 2011, Council questioned L1, the use of 6 foot walkways. Vice Mayor Saucerman felt L2 should be done as well as L7, and supported town-wide parking policies.

Town Manager Plett recommended L7 be set as medium range, noted the next CIP kick-off would occur in April, and issues reviewed would focus on Old Town, striping streets, signage, timed parking, loading zones, and working with commercial businesses about utilizing lots better.

Vice Mayor Saucerman felt L7 summarized all of the issues Council had been discussing over the last 4-5 years and felt feedback was needed from the public. Town Manager Plett agreed it needed to start, and said staff could start planning for a workshop in the spring and felt its movement to medium range would be more appropriate.

Council consensus was to move L7 to medium range but not have it actually completed in the next year and that it be brought up at the goal setting session.

COUNCIL CONSENSUS: Requested L4 read the "left" side of Washington Street, not the east side and move up L7 to medium range, that L7 be brought up at the goal setting session and not have the work actually completed.

ACTION: It was M/S/C (Dunbar/Dutton) to adopt Resolution Number 2419-05 Approving the Yountville Traffic and Circulation Study, Study Implementation Plan and Public Inquiry Procedure, as modified. Vote: 5-0.

BREAK

The Council took a break at 8:20 p.m. and reconvened the regular meeting at 8:33 p.m. All Council members were noted present.

13. WASHINGTON/YOUNT STREET INTERSECTION PROJECT

Resolution Number 2420-05 authorizing the Solicitation of Bids for the Construction of the Reconfiguration of the Washington/Yount Street Intersection

Town Engineer Myke Praul gave the staff report, stating in October Coastland Engineering completed the draft design of the intersection, and at that time Council had issues regarding cost and design details. The design was therefore modified and a colorized drawing was distributed to

**Town of Yountville
Minutes
November 1, 2005**

the Council. He said the sidewalk going north on Yount has been rolled down to the edge of pavement, the walkways were colorized and stamped and the path was shown in its ultimate configuration. There was a right arrow for the turn off Washington and onto Yount and then a stop legend on Yount coming onto Washington.

Regarding significant changes, staff videoed the storm drain system through the center of the intersection. The previous, more detailed plans showed a new storm drain coming through the middle; however, staff found it would not be required to do that nor to replace the drain running on the west side of Washington, only the portion to the north.

Mr. Praul said another issue was the conflict between the water and sewer line which needed relocation. Rather than carry it to a more logical point of offset, they would only do the project to the extent of the new paving, so the water line work would be deferred to a later date.

He said the transition into the post office parking lot was originally designed to be configured as what was proposed to the community center. The community center design moved to the south which would eliminate the handicap parking spaces. Staff also realized that the elevation difference between the crown and road could not be brought down as low which was the other part of the design change without going into the concrete highway, which was expensive. The design was modified to leave it alone except where pipelines and crosswalks were. So, there will be a temporary transition onto the driveway approach into the parking lot until the final configuration of the design was done.

Another change was replacement of the pavers with stamped asphalt. He said the revised cost estimate showed a deficit of \$115,000 and he discussed the budget, bid and construction costs.

Staff recommends Council review the budget, receive public comment and authorize staff to solicit bids with a start date after the first of the year.

Council members questioned the \$400,000 original budget, the existence of a small deficit if utilizing water/sewer funds, the design of the crown meeting the curbside, the possibility of problems relating to flooding, paver materials, and the increasing cost of materials and how they affect bids and savings as a result of in-house inspections.

There were no public comments, and Council indicated unanimous support for adoption of the resolution authorizing the solicitation of bids for the project.

ACTION: It was M/S/C (Saucerman/Dunbar) to adopt Resolution Number 2420-05 authorizing the Solicitation of Bids for the Construction of the Reconfiguration of the Washington/Yount Street Intersection. Vote: 5-0.

14. COMMUNITY SWIMMING POOL PROJECT

Discussion of and Direction on the Bid Results for the Yountville Community Swimming Pool Improvement Project

Public Works Director/Town Engineer Myke Praul said Council approved the final design of the project at the August 9th Council meeting, further authorized the solicitation of construction bids, which was completed and issued to all interested bidders. The package included the original plans and specification and three addendums including several added and changed plan sheets. Four bids were received, and the low bid came in at \$1.478 Million from Tri Con Construction. The revised project cost estimate is \$975,000 over the original budget and \$756,000 over the estimate presented at the August meeting.

Mr. Praul said staff identified five options: 1) Accept the bid and increase the budget; 2) Reject all bids and abandon the project; 3) Reject all bids and re-design the project for re-bid; 4) Accept the bid and conduct a “value architectural and engineering” process to reduce estimated costs; or 5) By a 4/5th vote of the Council, the project can be built by force account

Mr. Praul discussed staff’s recommendation as Option 4; to investigate the “value architectural and engineering” process, with the understanding that the original budget approved for the project would have to be increased by some amount or many features of the design would have

**Town of Yountville
Minutes
November 1, 2005**

to be eliminated. Should the process not yield the desired results, staff will further investigate Option #5 and return with a recommendation for the Council at the next meeting. Staff also believed that some other funding options may be available that could bolster the approved budget which could include additional grants, solicitation of donations for specific project features, individual donations from community members, fundraising events, all of which would take additional time and require community and staff efforts to pursue.

Mr. Praul felt the project could be built for \$1.2 to \$1.4 million, but more than that would eliminate design features, such as the parking lot, the trellising, the wading pool and landscaping.

Council member comments included providing an estimate on bigger ticket items, the need for additional community feedback and approval by the State, concerns about the budget increase for the project, whether or not to simply build the project to meet ADA and health standards, the need to move forward, alternative plans, capping the project at \$1,044,000 and the turn-around to re-bid the project.

Public comments:

Sharon Stensaas, Yountville Sun, questioned the reasons relating to the increased costs of a public pool.

Mayor Carlson noted letters of support were received from Eric Knight and the Alexander family which were incorporated into the record.

Council considered all five options, discussed fiscal responsibilities, pool design features and additional costs.

COUNCIL CONSENSUS: Council supported Option 4 and directed staff to return to Council with information to include costs for basic design and added upgrades.

15. VOLUNTEER AND EMPLOYEE APPRECIATION EVENT

Discussion of the Annual Volunteer and Employee Appreciation Event

Town Manager Kevin Plett noted last year's event was combined with the Town's 40th Anniversary; however, staff typically planned for between 60-100 attendees, with a budget of \$2,500.

Council members questioned whether the event should be held solely for volunteers, discussed the budget and type of event, whether staff should or should not be invited, and possibly scaling down the event, securing donations or holding the event every other year.

COUNCIL CONSENSUS: Council to set aside a half hour prior to the next Council meeting to discuss event details and provide staff with direction.

16. WATER/SEWER RATE STUDY WORKSHOP

Set Date for Water/Sewer Rate Study Public Workshop

ACTION: It was consensus to hold the Water/Sewer Rate Study Public Workshop on November 29, 2005 from 6:00-8:00 p.m. Vote: 5-0.

17. FUTURE AGENDA ITEMS

November 15, 2005

1. Density Bonus Ordinance
2. Resolution approving an easement and agreement with Miller-Disney
3. Discussion of Establishing a Dog Park in Yountville

Town Manager Plett reported on future agenda items.

**Town of Yountville
Minutes
November 1, 2005**

18. COUNCIL REPORTS AND COMMENTS

Dutton:

- Commended staff on Halloween Haunted House event;
- Reminder of upcoming Veterans Week and Veteran Home activities planned

Dunbar:

- Reminded everyone about November 8, 2005 election;
- Attended ABAG General Assembly and reported on affordable housing statistics

Saucerman:

- Chamber of Commerce sponsored Luncheon on November 9, 2005 at Veterans Home;
- Participated in a refueling mission at Travis AFB for Mayor Carlson and was familiarized with Reservists' obligations;
- Discussed affordable housing criteria statistics for Yountville and noted new mandates were pushed to 2009 for a new housing element

Rosa:

- Received letter from County regarding his appointment to the Farmworker Oversight Committee

Carlson:

- Appreciated Debbie Alter-Starr's suggestion for a Town Hall meeting;
- Reminded all to vote and noted early voting was available;
- Reminded dog owners of their responsibilities of picking up after them, especially in the Hopper Creek area;
- Asked staff to check the overgrown shrubbery at Rossi property;
- Reminded people to get flu vaccine

Extend Meeting

ACTION: It was M/S/C (Dutton/Saucerman) to extend the meeting at 10:00 p.m. Vote: 5-0.

19. STAFF REPORTS

1. Announcement of Presentation of the Napa County 2050 Water Study for November 15, 2005
2. Discuss moving the November 15, 2005 Council meeting

Town Manager Kevin Plett formally announced the presentation of the Napa County 2050 Water Study to be held on November 15, 2005. He noted there would be a special NCLOG meeting on December 5 or 7, 2005 and noted the presentation would be videotaped and available for those unable to attend.

Town Manager Kevin Plett noted his and the Mayor's absences for the November 15 Council meeting and suggested moving the meeting to either November 21 or 22, 2005.

COUNCIL CONSENSUS: Adjourn the Council meeting of November 1, 2005 to November 21, 2005.

Town Manager Kevin Plett reported:

- The Municipal Well Project has been delayed due to the unavailability of pipe as a result of Katrina, and would most likely start after the Thanksgiving holiday;
- Contract was awarded for the demolition of the laundry building to Northern Abatement Company, Inc. for a total price of \$13,890;
- Sidewalk reconstruction work was being done in front of Redd Restaurant and Yountville Inn; both of which would be partially funded by the property owners;

**Town of Yountville
Minutes
November 1, 2005**

- Napa County Animal Shelter would hold an Open House on November 9, Staff Appreciation Day on November 10, and low cost vaccination clinic on November 12 from 10:00 a.m. to 12:00 noon.

Public Works Director Myke Praul reported:

- He was asked by the Farm Bureau to sit on a panel on November 3 to speak on recycled water usage.

20. ADJOURNMENT

Next regular Council Meeting November 21, 2005

ACTION: It was M/S/C (Saucerman/Rosa) to adjourn the meeting at 10:10 p.m. to the next regular Council meeting on November 21, 2005. Vote: 5-0.

ATTEST:

Lisa Harper, CMC, Town Clerk

Approved by Town Council:

Date