

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

1. CALL TO ORDER

Mayor Carlson called the meeting to order at 6:01.

2. PLEDGE OF ALLEGIANCE

Council Member Dutton led the Pledge of Allegiance.

3. ROLL CALL

Council Members Present:

Council Member Bill Dutton
Vice Mayor Cynthia Saucerman
Council Member John F. Dunbar
Council Member Eric E. Knight
Mayor Todd R. Carlson

Staff Members Present:

Kevin Plett, Town Administrator
Diane Price, Town Attorney
Joyce Houghton, Town Clerk
Bob Tiernan, Planning Director
Paul Klassen, Town Engineer
Myke Praul, CIP/PW Manager
Kenneth Leary, Community Services Director
Sgt. Tracey Stuart, Regional Sheriff
Dave Shew, Battalion Chief, CDF/Napa Fire
Ernie Loveless, Chief, Napa County Fire

4. CLOSED SESSION REPORT (from Meeting of January 18, 2005)

1. Pursuant to Government Code Section 54957.6: Conference with Labor Negotiator for unrepresented Employee: Town Administrator.
 2. Pursuant to Government Code Section 54956.9(c): Conference with Legal Counsel – Anticipated initiation of litigation — one case.
Kevin Plett, Town Administrator reported there was no reportable action.
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5. ADOPTION OF AGENDA

- **Motion** Vice Mayor Saucerman, second Council Member Dutton to adopt the Agenda as presented. Motion carried by unanimous vote.
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6. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA (five minute limitation per speaker)

No public comments made.

7. APPROVAL OF CONSENT CALENDAR

1. Approval of Warrants

—Accounts payable check numbers 26732 - 26784	\$167,769.86
—January 18, 2005 payroll and benefits	<u>\$62,073.14</u>
—Total payments for period	\$229,843.00

2. **Approval of the Minutes:** January 18, 2005

3. **Resolution Number 2322-05** Authorizing Filing a Notice of Completion and Accepting the Work by Frontier Contracting, Inc. for the Flood Barrier Project (CIP SD-11), for a Total Contract Amount of \$4,935,000.00
 4. **Adoption of Ordinance Number 353-05** Amending Sections I.C.3.a.3. & 4. of the Town of Yountville Design Ordinance to clarify measurements of setbacks from street frontages and add provisions to regulate the location of second units and accessory buildings on a parcel, respectively; and adding new subsections 9 & 10 to establish a minimum setback between structures and establish a limit on the number of accessory buildings permitted on a single parcel, respectively; and amend Section 1.5 of the Zoning Ordinance to modify definitions for “Setback”, “Yard”, and “Lot Line”
 5. **Annual Clean Up Day** and Town-wide Garage Sale — May 14 and May 21, 2005
 6. **Financial Report** — December 2004
 - **Motion** Council Member Knight, second Vice Mayor Saucerman to approve Consent items 7.1, 7.2, and 7.4 as presented. Motion carried.
- Ayes: Dutton, Saucerman, Dunbar, Knight, and Carlson
 Noes: None
 Absent: None
 Recused: None

Item 7.3 Resolution Number 2322-05

Council Member Dutton recused due to a potential conflict of interest resulting from his residence being within 500 feet of the project

- **Motion** Council Member Knight, second Vice Mayor Saucerman to approve Consent Item 7.3 as presented. Motion carried.
- Ayes: Saucerman, Dunbar, Knight, and Carlson
 Noes: None
 Absent: None
 Recused: Dutton

Item 7.5 Annual Cleanup Day

Mayor Carlson announced the dates for the yearly garage sale and cleanup were May 14 and May 21, respectively.

- **Motion** Vice Mayor Saucerman, second Council Member Dunbar to approve Consent Item 7.5 as presented. Motion carried.
- Ayes: Dunbar, Knight, Dutton, Saucerman, and Carlson
 Noes: None
 Absent: None
 Recused: None

8. PRESENTATIONS

1. Yountville Elementary School project update — Dr. John Glaser
Dr. Glaser indicated

- (1) Phase I construction was complete. The work consisted of expanding the office, establishing a computer room and teacher’s room, and modernizing the classrooms. The multipurpose room’s primary use was for the school with occasional use by other groups for special events.
- (2) The Board was in the process of planning for another bond campaign in or about 2006; monies to be used for a new high school in American Canyon.

- (3) Funds from the sale of school district property in Brown’s Valley were for use in purchasing property east of Vintage High to build another middle school.
- (4) Next year, winter break would be four days longer; he hoped cities would consider that when planning winter camps.

2. Napa County Sheriff’s Department Quarterly Report — Sgt. Tracey Stuart
Sgt. Stuart reviewed the 4th Quarter Report.

3. Napa County/CDF Fire Department Quarterly Report — Chief Ernie Loveless
Dave Shew, Battalion Chief reviewed the 4th Quarter Report then indicated Napa County Fire Chief Byron Carniglia retired and Ernie Loveless assumed the office.
Chief Loveless recounted his 33-year background with the Napa County Fire Department.

9. PUBLIC HEARING — MUNICIPAL CODE AMENDMENT — SPEED LIMITS

Introduction and first reading of *Ordinance Number 355-05*

Paul Klassen, Town Engineer reviewed the Staff Report.

PUBLIC HEARING OPENED 6:50 pm.

Citizens speaking against the increase in speed:

John Huffman, Mesa Court indicated he was not in favor of the increase.

Chip Bouril, Yountville Cross Road encouraged Council to pursue other ways of slowing traffic.

Ernie Cabral, Mesa Court indicated vehicles ignore the “reduced speed” signs and didn’t slow down until they hit the rumble strip.

PUBLIC HEARING CLOSED 6:58 pm.

- **Motion** Mayor Carlson, second Council Member Knight to deny introduction of Ordinance 355-05. Motion failed.

Ayes: Knight and Carlson
 Noes: Dutton, Saucerman, and Dunbar
 Absent: None
 Abstain: None

- **Motion** Council Member Dunbar, second Council Member Dutton to introduce *Ordinance Number 355-05* Amending Chapter 10.08 Speed of the Yountville Municipal Code to increase the Prima Facie Speed Limit on Yountville Cross Road from the Town Limit to Yount Street from Twenty-Five Miles-Per Hour to Thirty-Five Miles-Per Hour and waive the reading. Motion carried.

Ayes: Saucerman, Dunbar, and Dutton
 Noes: Knight and Carlson
 Absent: None
 Abstain: None

**10. PUBLIC HEARING — MUNICIPAL CODE / ZONING ORDINANCE AMENDMENTS—
 PARKING LIMITS**

Introduction and first reading of *Ordinance Number 356-05*

Diane Price, Town Attorney reviewed the Staff Report.

PUBLIC HEARING OPENED 7:44 pm.

No public comments made.

PUBLIC HEARING CLOSED 7:44:05 pm.

Council Member Knight indicated he was opposed to including vehicles in the ordinance.

- **Motion** Vice Mayor Saucerman, second Council Member Dutton to introduce Ordinance Number 356-05 Amending Municipal Code Parking and Storage Regulations Related to Vehicles, Recreational Vehicles, Boats and other Conveyances and the Zoning Ordinance Related to Off-Street Parking and waive the reading. Motion carried.

Ayes: Dunbar, Dutton, Saucerman, and Carlson

Noes: Knight

Absent: None

Recused: None

RECESS 7:50 to 8:00 pm.

11. PRESENTATION OF TOWN-WIDE PARKING & TRANSPORTATION STUDY

Resolution Number 2323-05

Paul Klassen, Town Engineer reviewed the Staff Report.

Council comments and direction on Parking Study:

Council Member Knight:

- Opposed to diagonal parking; not appropriate for Humboldt, maybe some day across from French Laundry

Mayor Carlson:

- Opposed to any diagonal parking, other than around the park on Lincoln Avenue and Jackson Street.
- Eliminate striping and marking street parking with “T” other than to signify parallel parking in front of businesses.
- On Washington Street where the roadway is wider, construct pedestrian friendly walkways, landscaping, and bulb-outs to promote the atmosphere of the small town.

Council comments and direction on Pedestrian Plan:

Vice Mayor Saucerman:

- Something must happen at the Washington and Yount Streets intersection sooner rather than later; it is a dangerous intersection. Bulb-outs, crosswalks, marked crosswalks, or colored pavement are good suggestions.

Council Member Dunbar:

- Concerned for pedestrian crossings on Washington Street at the “Y,” and in the Pacific Blues, Bouchon Bakery areas.
- Fix the unbalanced stop signs on Yount Street at Humboldt and Finnell.
- Make it more pedestrian friendly to get from one end of Washington Street to the other end of Washington Street.

Council Member Knight:

- Thought Pedestrian Plan section weakest in Study
- Pedestrian and Traffic Calming should go side-by-side.

- Need to use more bulb-outs throughout town to calm traffic, increase pedestrian safety, and identify residential neighborhoods for visitors. Consider placing bulb-outs at every opportunity on Washington Street.
- Use bulb-outs at all four corners of Heather and Mulberry Streets
- Consider using bulb-outs in more places than recommended in this plan.

Council Member Dutton:

- Agree with comments regarding the “Y.”
- Agree 100% about the bulb-outs.
- Agree with changing the stop signs on Yount Street at Finnell and Humboldt.
- Use more red curbing on very dangerous driveway exits such as Ranch Market, Bistro Jeanty, and Post Office.

Mayor Carlson:

- Agree with previous comments regarding reconfiguration of Washington and Yount Streets intersection.
- Agree with elimination of unbalanced stop signs.
- Consider addition of or alternatives to sidewalks in Old Town.
- Agree with bulb-outs at every intersection on Washington.
- Utilize anything that promotes walking, beauty, and landscaping.

Traffic Circulation and Traffic Calming Plan

Council Member Dutton:

- Look at opening Heather between Toyon Terrace and Heritage Estates to allow traffic to get off Washington Street.

Council Member Dunbar:

- Eliminate left turn lanes northbound on Washington onto Madison and right turn lane on Mulberry onto Washington to add additional parking.
- Organize intersection at Washington/Madison for better access to the park.

Vice Mayor Saucerman:

- Look at other traffic calming measures for Yountville Cross Road, even possibly a stop sign at Madison.
- Keep edge-line striping current and visible year-round.
- The bridge on Finnell inherently slows traffic because it is narrow.
- Right turn arrows on Washington and California are a good idea.
- Disliked installing speed bumps on Mulberry Street or anywhere else in town; rumble strips effective as an “entering residential zone” reminder.
- Liked the “Share the Road” signs.
- Flashing light on speed limit signs a possibility on Yountville Cross Road.
- Agreed with painting curbs red, particularly on dangerous corners.

Council Member :

- Encouraged staff to think twice when considering striping on streets and limit striping to simple white hash marks; they are more residential.

Kevin Plett, Town Administrator indicated the double yellow lines were an enforcement mechanism.

Mayor Carlson:

- Liked the “Share the Road” sign suggestion.
- Suggested using alternative speed limits such as 23 mph instead of 25 mph.

- Consider transportation hubs to encourage people to park in lots and ride the shuttle.

Signage Plan

Council Member Dunbar:

- Liked wooden sandblasted signs with universal coloring.
- Consultant indicated the signs should be lighted since they did not meet standard sizes in terms of lettering for nighttime visibility. Some signs were two-sided so that from one direction they were on the wrong side of the road.
- Consider signage to identify location of gas station and fire station.

Council Member Dutton:

- Liked ability of putting a lot on one line with use of symbols.
- Did not like idea of putting huge signs on every corner at Washington and Madison.

Vice Mayor Saucerman:

- Town signs are unique to the character of this community; however, is important to be more consistent and effective with signage. The symbols will help.
- Consider tweaking or changing format for street signs; i.e. they are posts in the ground with the names painted vertically on the posts and street names are difficult to see.

Council Member Knight:

- Appreciated report’s recognition of Town’s desire for unobtrusive and limited number of signs.
- Encourage staff to look at speed limit signs with different numbers.
- **Motion** Council Member Knight, second Vice Mayor Saucerman to adopt Resolution Number 2323-05 Accepting the Traffic and Circulation Study prepared by W-Trans of Santa Rosa and Directing Staff to Prepare an Implementation Plan and Traffic Complaint Procedure including Council’s comments tonight and waive the reading. Motion carried.

Ayes: Knight, Dutton, Saucerman, Dunbar, and Carlson
 Noes: None
 Absent: None
 Recused: None

12. FLOOD BARRIER OPERATIONS & MAINTENANCE MANUAL

1. Resolution Number 2324-05

2. Resolution Number 2325-05

Council Member Dutton recused and left the Chambers due to a potential conflict of interest resulting from his residence being within 500 feet of the project.

Myke Praul, CIP/PW Manager reviewed the Staff Report.

- **Motion** Vice Mayor Saucerman, second Council Member Dunbar to adopt Resolution Number 2324-05 Approving the Operation & Maintenance Plan for the Flood Barrier Project and waive the reading. Motion carried.

Ayes: Knight, Saucerman, Dunbar, and Carlson
 Noes: None
 Absent: None
 Recused: Dutton

- **Motion** Vice Mayor Saucerman, second Council Member Knight to adopt Resolution Number 2325-05 Approving Filing the Letter of Map Revision for the Flood Barrier Project and waive the reading. Motion carried.

Ayes: Saucerman, Dunbar, Knight, and Carlson
 Noes: None
 Absent: None
 Recused: Dutton

Council Member Dutton returned to the dais.

13. SALE OF TOWN VEHICLE LICENSE FEE GAP RECEIVABLE

1. **Resolution Number 2326-05**
2. **Resolution Number 2327-05**

Richard Stranzl, Finance Director reviewed the Staff Report.

- **Motion** Council Member Knight, second Council Member Dunbar to adopt Resolution Number 2326-05 Approving, Authorizing, and Directing Execution of an Amended and Restated Joint Exercise of Powers Agreement Relating to the California Statewide Communities Development Authority and waive the reading. Motion carried.

Ayes: Dunbar, Knight, Dutton, Saucerman, and Carlson
 Noes: None
 Absent: None
 Recused: None

- **Motion** Council Member Dutton, second Vice Mayor Saucerman to adopt Resolution Number 2327-05 Resolution Approving the Form of and Authorizing the Execution and Delivery of a Purchase and Sale Agreement and Related Documents with respect to the Sale of the Seller's Vehicle License Fee Receivable from the State; and Directing and Authorizing Certain Other Actions in Connection Therewith and waive the reading. Motion carried.

Ayes: Knight, Dutton, Saucerman, Dunbar, and Carlson
 Noes: None
 Absent: None
 Recused: None

14. DISCUSSION OF FARMERS MARKET AND POSSIBLE AUTHORIZATION FOR PROPOSALS

Kevin Plett, Town Administrator reported the Chamber of Commerce was not interested in running a farmers market and Health Department rules would not allow Compadres to run it. The cost for the running it would include salary for the market manager and waiver of the booth rental fees. One inquiry was received from Joan Taramosso who runs the Chef's Market in Napa; staff never heard back from her.

- **Council consensus** direct staff to seek proposal and bring back for Council consideration.

15. DISCUSSION REGARDING MOVING MARCH 15 COUNCIL MEETING TO MARCH 22

Kevin Plett, Town Administrator reviewed the Staff Report.

- **Motion** Council Member Dutton, second Vice Mayor Saucerman to move the March 15, 2005 Council meeting to March 22, 2005. Motion carried.

Ayes: Dutton, Saucerman, Dunbar, Knight, and Carlson
Noes: None
Absent: None
Recused: None

16. FUTURE AGENDA ITEMS

February 15, 2005

1. Mid-year Budget Review
2. Introduction of Ordinance increasing non-residential and industrial water rates
3. Presentation by Chamber of Commerce on Town Marketing
4. Town Website presentation

March 1, 2005

1. Award of Tree, Sidewalk, Curb, and Gutter contract

Kevin Plett, Town Administrator reviewed the future agenda items for Council consideration adding a Planning items update to the February 15 meeting.

17. COUNCIL REPORTS AND COMMENTS

Council requested staff schedule a tour of the floodwall at the pump station.

Council Member Knight:

- Suggested sending a letter of thanks to the State legislature and to Nancy Weiss for their part in the floodwall.

Council Member Dunbar:

- Suggested “A Taste of Yountville” was a good time to present the new CDF ladder truck.
- Indicated the CERT training was very informative and something residents might be interested in also.

Council Member Dutton:

- Indicated only about fourteen of the eighteen CERT class attendees could get to Yountville in an emergency; the others lived out of town.
- Commented that the floodwall cost was about 1.16% over bid, which was very good.

Vice Mayor Saucerman:

- Indicated she was impressed with the pump station and it would be nice to get a formal tour for the public once all requirements were met for OSHA.
- She attended the Upper Valley Agency meeting. With only three members in attendance, they approved the annual audit, reviewed the annual programs, newsletter, and the feasibility of offering tours. Hazardous Waste Disposal Days were scheduled for May 14 on White Hall Lane, St. Helena, and November 5 in Calistoga, at the Fair Grounds.

Mayor Carlson:

- Asked about candidate forums; Town Administrator Plett indicated they were private functions usually arranged by the Chamber of Commerce, mobile home parks, and/or Veterans Home.

- Indicated he attended the NCLOG Sales Tax Advisory Committee meeting last week and was selected as chair.
- Thanked members of the public for input on the Traffic Study.
- **Motion** Council Member Dutton, second Council Member Dunbar to continue the meeting beyond 10:00 pm. Motion carried by unanimous vote.

18. STAFF REPORTS

1. Napa County General Plan Update Workshop—February 10, 2005
Kevin Plett, Town Administrator reported the Workshop was 6:00 pm on February 10, 2005 at the Yountville Community Hall.
2. Town Anniversary Party update
Kevin Plett, Town Administrator:
 - Kickoff for the celebration was 5:30 pm, February 4, at the Veterans Home with a showing of the movie “This Earth Is Mine.”
 - The celebration continued at 9:00 am on February 5, at the Community Hall; planned events included a walking tour.

RECESSED TO CLOSED SESSION AT 10:08 PM

19. CLOSED SESSION

1. Pursuant to Government Code Section 54957.6:
Conference with Labor Negotiator:
Agency negotiator: Eric Knight and John Dunbar
Unrepresented Employee: Town Administrator

20. ADJOURNMENT

- **Motion** Vice Mayor Saucerman, second Council Member Dutton to adjourn the meeting. Motion carried by unanimous vote.
Meeting adjourned at 10:30 pm