

**TOWN OF YOUNTVILLE
MINUTES OF REGULAR COUNCIL MEETING
JANUARY 18, 2005**

1. **CALL TO ORDER**
Vice Mayor Saucerman called the meeting to order at 6:00 p.m.

2. **PLEDGE OF ALLEGIANCE**
Vice Mayor Saucerman led the Pledge of Allegiance.

3. **ROLL CALL**

COUNCIL MEMBERS PRESENT

Council Member Dutton
Vice Mayor Saucerman
Council Member Dunbar
Council Member Knight

COUNCIL MEMBERS ABSENT

Mayor Carlson

STAFF MEMBERS PRESENT

Kevin Plett, Town Administrator
Diane Price, Town Attorney
K. Joyce Houghton, Deputy Clerk
Bob Tiernan, Planning Director
Kenneth Leary, Community Services Director
Sgt. Tracey Stuart, Napa County Sheriff

4. **RECESS TO YOUNTVILLE HOUSING AUTHORITY — SEE SEPARATE AGENDA**

RECONVENED TO REGULAR COUNCIL MEETING AT 6:05 PM

5. **CLOSED SESSION REPORT FROM JANUARY 4, 2005:**

1. Conference with Real Property Negotiator — 6500 Yount Street
2. Conference with Legal Counsel: Significant exposure to litigation pursuant to subdivision (b)
3. Employee matters: Unrepresented employee: Town Administrator
Kevin Plett, Town Administrator reported there was no reportable action.

6. **ADOPTION OF AGENDA**

- **Motion** Council member Knight, second Council Member Dunbar to adopt the agenda as presented. Motion carried.

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

7. **PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA (FIVE MINUTE LIMITATION PER SPEAKER)**
No public comments made.

8. **APPROVAL OF CONSENT CALENDAR**

1. Approval of Warrants
 - Accounts payable check numbers 26682 - 26730 \$156,792.63
 - January 4, 2005 payroll and benefits \$62,389.00
 - Total payments for period \$219,181.63
2. Approval of the Minutes: January 4, 2005

3. **Resolution Number 2318-05** Approving Professional Services **Agreement Number 2005-115** with Richard C. Slade & Associates, LLC for the Design of the Municipal Well not to Exceed \$30,000
4. **Resolution Number 2319-05** Approving Professional Services Agreement Number 2005-116 with Coastland Civil Engineering, Inc. for the Design of a Water Transmission Main from the Municipal Well to the Point of Connection with the Washington Street Water Main not to Exceed \$30,000
5. **Resolution Number 2320-05** Authorizing Soliciting Bids for the 2004-05 Tree, Sidewalk, Curb and Gutter Replacement Project (SP-12).
6. **Resolution Number 2321-05** Amending Agreement for the Sale of Rector Water with the State of California, Department of Veteran’s Affairs Relating to Billing Practices
7. Adoption of **Ordinance Number 351-05** Amending Chapter 2.08 of the Yountville Municipal Code Changing the Form of Town Government from Town Administrator to Town Manager.
8. Adoption of **Ordinance Number 352-05** Amending Zoning Ordinance Section 6.3.d.3(f) — Signs — To Include Site Design Modification Proposals for Commercial Projects that include Exterior Display of Merchandise Items as established in Town Council Policy Resolution Number 2164-03

- **Motion** Council Member Dutton, second Council Member Dunbar to approve Consent Items with an amendment to the January 4, 2005 Minutes correcting the spelling of Barbara Truit to Barbara Trood, and waive the readings. Motion carried.

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

9. PRESENTATIONS

Proclamation for retiring Post Master Ron Elizondo.
Vice Mayor Saucerman presented the Proclamation to Ron Elizondo.
Mr. Elizondo thanked the Council.

10. PUBLIC HEARING — DESIGN ORDINANCE AND ZONING ORDINANCE AMENDMENTS

Introduction and first reading of **Ordinance Number 353-05**
Bob Tiernan, Planning Director reviewed the Staff Report.

PUBLIC HEARING OPENED 6:24 PM

No public Comments made.

PUBLIC HEARING CLOSED 6:24:05 PM

- **Motion** Council Member Dunbar; second Council Member Knight to introduce 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,” and waive the reading. Motion carried.

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

11. DISCUSSION

Council discussion: Relief to South-East Asia tsunami and earthquake victims.

Diane Price, Town Attorney reviewed the Staff Report recommending Council not donate public funds toward tsunami relief.

Council Member Dunbar encouraged private citizens to continue in their support and donations.

12. FUTURE AGENDA ITEMS

February 1, 2005

1. Presentation of Town wide Parking & Transportation Study
2. Presentation of Draft Groundwater Management Plan
3. Introduction of Ordinance pertaining to recreational vehicles and street parking limits.
4. Discussion of Farmers Market and possible authorization for proposals
5. Discussion regarding moving March 15 Council Meeting to March 22.

February 15, 2005

1. Introduction of Ordinance increasing Commercial Water Rates
2. Mid-year Budget Review and Adjustment
3. Award of Bid for 2005 Tree & Sidewalk Projects
4. Town Website Presentation
5. Annual Clean-up Day and Town-wide Garage Sale

Kevin Plett, Town Administrator reviewed the tentative agendas for February 1 and 15, 2005.

13. COUNCIL REPORTS AND COMMENTS

1. Rebuilding Together with Christmas in April Napa Valley\

Kevin Plett, Town Administrator announced applications were available for Rebuilding Together, formerly Christmas In April.

Council Member Dutton indicated Rebuilding Together now kept applications on file so there was no longer a cutoff date.

Council Member Dutton reported on Lincoln Theater grand opening.

Council Member Dunbar commended all those involved with the Barrel Room special event to raise funds for tsunami victims; commented on the efficiency of Yountville Post Office; and gave a reminder that the Napa Valley Food Bank was distributing food on Thursday between 4:30 and 5:30 behind the Community Hall.

Council Member Knight reported the next meeting of Napa County Transportation Planning Agency (NCTPA) was tomorrow at 2:00 pm at their office in Napa.

Vice Mayor Saucerman indicated that, at the meeting on Thursday, the Napa County League of Governments (NCLOG) appointed St. Helena Mayor, Ken Slavens, as the new 2005 Chair.

14. STAFF REPORTS

1. Status report on Town Anniversary Party

Kevin Plett, Town Administrator, and Kenneth Leary, Community Services Director reported on the festivities planned for the event.

2. Status Report on Yountville Cross Road Traffic Speed

Kevin Plett, Town Administrator reported participant comments from the public meeting regarding Yountville Cross Road traffic speed held on Monday, January 10, would be included in the final report. A resurvey of the Cross Road concluded the 35 mph was appropriate and would allow radar enforcement.

3. Status Report on Flood Barrier Project
Kevin Plett, Town Administrator reported the contractor was finishing up and cleaning up. The contractor was assembling the flashboards and training staff on their use.
4. Kevin Plett, Town Administrator reported all full-time staff members were taking the 16-hour CERT (Community Emergency Response Team) training.
5. Kevin Plett, Town Administrator reported the NCLOG Sales Tax Subcommittee would meet at 6:00 pm on January 27.

Meeting recessed to closed session at 6:46 pm.

15. 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
2. Pursuant to Government Code Section 54956.9(c):
Conference with Legal Counsel – Anticipated initiation of litigation
One case.

16. ADJOURNMENT

Vice Mayor Saucerman adjourned the meeting at 9:30 pm.

ATTEST

TEST:

K. Joyce Houghton, CMC, Town Clerk

Approved by Town Council on

February 1, 2005

As presented []

As amended []