

TOWN OF YOUNTVILLE
MINUTES OF REGULAR COUNCIL MEETING
April 15, 2008

1. CALL TO ORDER – 6:00 P.M.

Mayor Saucerman called the meeting to order at 6:00 p.m.

2. CLOSED SESSION - NONE

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

Mayor Saucerman convened the regular Council meeting at 6:00 p.m.

4. PLEDGE OF ALLEGIANCE

The pledge of allegiance was held.

5. ROLL CALL

Mayor and Town Councilmembers Present:

Mayor Cynthia L. Saucerman, Vice Mayor John F. Dunbar and Councilmembers Steven C. Rosa and Lewis G. Chilton

Councilmembers Excused: William “Bill” Dutton. Councilmember Chilton was excused for Agenda Items 1 through 9 and arrived during Item 10.

Town Staff Present:

Steve Rogers, Town Manager; Amy L. Valukevich, Town Attorney; Bob Tiernan, Planning/Building Director; Myke Praul, Public Works Director/Town Engineer; Michelle Price, Town Clerk; Richard Stranzl, Finance Director and Kenneth Leary, Community Services Director

6. CLOSED SESSION REPORT - NONE

7. ADOPTION OF THE AGENDA

ACTION: A Motion by Vice Mayor Dunbar; Seconded by Councilmember Rosa to adopt the agenda was approved.

Ayes: Dunbar, Rosa and Saucerman

Noes: None

Absent: Dutton, Chilton

Abstain: None

**8. Public Comment on Matters Not Listed on the Agenda
(Five-minute limitation per speaker)**

Wendy Ward, City of Napa Cultural Heritage Commissioner, announced the 33rd Annual California Preservation Conference April 23 through 26, 2008 being held in various locations throughout the County of Napa.

9. APPROVAL OF CONSENT CALENDAR

ACTION: A Motion by Councilmember Rosa; Seconded by Vice Mayor Dunbar to approve the Consent Calendar was approved.

Ayes: Rosa, Dunbar and Saucerman

Noes: None

Absent: Dutton, Chilton

Abstain: None

A. *Approval of Warrants*

- Accounts payable check numbers \$133,675.70
- Total payroll and benefits \$104,740.47
- Total payments for period \$238,416.17

Recommendation: Received and Filed.

B. *Monthly Financial and Quarterly Investment Report*

Recommendation: Received and Filed.

C. *Adopt Resolution Number 2658-08* Selecting Professional Services Team for Town Center Master Plan (Community Center) Project Financing.

Recommendation: Adopted Resolution.

D. *Adopt Resolution Number 2659-08* Awarding the Bid and Construction Contract to Acequia Cement for the Construction of the Curb Ramp Retrofits Project (SP-09) in the amount of \$16,800.

Recommendation: Adopted Resolution.

E. *Adopt Resolution Number 2660-08* Approving the Design and Authorizing Solicitation of Bids for the Slurry Seal and Pavement Repair Program (2008) (ST-14).

Recommendation: Adopted Resolution.

F. *Adopt Resolution Number 2661-08* Approving Amendment No. 6 to Agreement 1932 with the Napa County Flood Control and Water Conservation District Pertaining to the North Bay Aqueduct Contract.

Recommendation: Adopted Resolution.

G. *Approval of Affordable Housing Response Letter to the Notice of Intent to Sell 6710 Yount Street.*

Recommendation: Approved.

H. *Designate Vice Mayor John F. Dunbar as the Alternate Delegate to attend the Association of Bay Area Governments (ABAG) Annual Spring General Assembly Business Meeting.*

Recommendation: Approved.

I. *Approval of Minutes* – February 19 and March 18, 2008.

Recommendation: Approved.

10. PRESENTATIONS

A. CAL FIRE Public Safety Quarterly Report.

Mike Parkes, Battalion Chief, CAL FIRE, presented quarterly report and announced the Explorer Post is up and running and there are currently four cadets in the program. Battalion Chief Parkes introduced Dean McGrath, Yountville Explorer.

Dean McGrath, Yountville Explorer, commented the cadets recently returned from the 34th Annual Fire Academy in Palm Springs where they received training to become firefighters.

Councilmember Chilton arrived at 6:09 p.m. during the CAL FIRE presentation.

B. Sheriff Department Public Safety Quarterly Report.

Pete Berg, Sergeant, Napa County Sheriff Department, presented quarterly report and noted a significant increase in accidents on Highway 29 south of the overpass. Sergeant Berg commented that he along with Councilmember Rosa and Town Manager Rogers are working with Caltrans to resolve the issue.

11. PUBLIC HEARING – USE PERMIT AMENDMENT & DESIGN REVIEW — BURGUNDY HOUSE INN – 6711 WASHINGTON STREET (APN 036-440-001)

Consider Adoption of Resolution Number 2662-08 Approving Use Permit Amendment and Design Review related to food preparation, hours of operation, location of front hedge and location of the bathrooms.

Recommendation: Adopted Resolution.

Bob Tiernan, Planning Director, presented staff report.

Michael Polenske, Applicant, presented information and clarification in regard to the requested changes.

Douglas Thornley, Architect, discussed mechanical unit on the roof and appropriate screening with final concurrence from Town Staff.

Public Hearing - No Public Comment

Council Comments

Councilmember Rosa commented on the following:

- No problem with kitchen or bathrooms.
- No problem with stove in the kitchen.
- Hours of Operation – Does not have a problem with hours until dark and midnight or 1:00 a.m. for special events.
- Hedge Height - Thinks it should stay the way it is shown in original plan.

Councilmember Chilton commented on the following:

- Agrees with Councilmember Rosa in regard to the hours and it should be 8:00 p.m. or dark and prefers using “dark”.
- No problem with kitchen or bathroom changes.
- Hedge Height – Thinks it should stay the way it is.

Vice Mayor Dunbar commented on the following:

- Fine with relocation of restrooms and appreciates the continued care of the historic structure.
- Hedge Height – Does not support moving the hedge forward.
- Kitchen – Not in favor of the hot prep capability and basically agrees with ZDRB Member Denton which was recommending cold prep rather than hot. If the stove element is allowed, then it is creating the potential for misuse and code enforcement problems.
- Hours – Can agree with comments made earlier of 8:00 p.m. or dark and was going to stay with original approval of until dark. However, does not agree with hours until midnight or 1:00 a.m. as conditions of approval. Could request those hours as part of a special event application. Concerned about enforcement and negative impact to the neighbors.

Mayor Saucerman commented on the following:

- Agrees with comments from Councilmembers Chilton and Rosa.
- No problem with hot prep and stove in kitchen.
- No problem with moving the restrooms outside to preserve the integrity of the building.
- Hedge Height – Does not meet the criteria for an exception and would like hedge to remain where it is at 4 ½’ as a screening mechanism for the art work and to protect the public right-of-way.
- Hours – Indoor hours as conditioned are adequate until 10:00 p.m. For outdoor event hours for normal use and special events would allow until 10:00 p.m., but if there is a consensus from Council to change hours to until 8:00 pm or dark, she would be fine with that.

Steve Rogers, Town Manager, recommended Council identify the changes to the specific Conditions of Approval, as shown below:

- Hedge Height - Council Consensus that the hedge remain in its current location at 4 ½'.
- Bathrooms – Council Consensus to change bathroom design as shown in staff report.
- Condition of Approval Number 8 – Use Permit Outdoor Hours of Operation shall be from 9:00 a.m. to 8:00 p.m. or dark, whichever is later, seven days per week.
- Condition of Approval Number 7 – Use Permit Indoor Hours of Operation shall remain as shown in the resolution.
- Kitchen - Mayor Saucerman and Councilmembers Chilton and Rosa agree with request for changes.

Vice Mayor Dunbar does not agree with addition of mechanical equipment and does not support kitchen as proposed in the staff report.

ACTION: A Motion by Councilmember Chilton; Seconded by Councilmember Rosa to Adopt Resolution Number 2662-08 Approving Use Permit Amendment and Design Review related to food preparation, hours of operation, location of front hedge, and location of the bathrooms, located at 6711 Washington Street, was approved as amended above.

Ayes: Chilton, Rosa and Saucerman

Noes: Dunbar

Absent: Dutton

Abstain: None

Councilmember Chilton commented the Town should better define in an ordinance special events and as a Council discuss future policy in regard to wine tasting rooms.

12. PUBLIC HEARING - TOWN STREET LIGHTING STANDARDS

Consider Adoption of Resolution Number 2663-08 Approving Street Lighting Standards.

Recommendation: Referred back to Staff and ZDRB for review.

Myke Praul, Public Works Director, presented staff report and requested Council determine the type of finish, fixture and whether or not the fixture should allow for banners.

Council Comments

Councilmember Rosa clarified with staff the color and light fixture styles used in the Community Center project and commented on the following:

- Would like to see yoke style along the street with banner arms because the arms are removable.
- Agrees with ZDRB comments to replace the commercial corridor first.

Councilmember Chilton commented on the following:

- Likes the light that has been installed (only because he likes the other lights so little)
- As far as creating a Lighting Standard, he does not feel the light fits in with Town.
- Architects for Town Center project created lighting plan (without showing associated costs) which is an improvement to what we have currently, but thinks it is going a little too modern.
- Surprised ZDRB has not asked to look at other options.
- Would like to look at options, colors, cost and get public comments

Town Manager Rogers suggested a structure be set up using ZDRB to look at 5 or 6 light fixture options and taking public comment. Staff could put together a range of products and price points.

Vice Mayor Dunbar commented on the following:

- Agrees with Director Praul's comments about concrete pier foundation with a bolt pattern that is adaptable to whatever light fixture is selected.
- Agrees with Councilmember Chilton's comments noting the light looks sleek and maybe contemporary.
- Supports the light shown, but okay with comparing with other options.
- Define north end of Washington Street and where it stops (i.e. up to Madison, past Napa Valley Lodge, past the cemetery or at the Town limits).
- Likes idea of using two lighting styles (i.e. arm and yoke styles) with arm style in a parking lot or courtyard and the yoke along the street frontage.
- Would like uniform color throughout Town.

Mayor Saucerman commented on the following:

- Concurs completely with Councilmember Chilton's comments and would like to see other lighting options.

Town Manager Rogers suggested using the Town parks at each end of Washington Street be used as the anchors for the new street lighting standards.

Public Hearing Held – No Comments

Staff has direction based on above comments.

13. TOWN COUNCIL GUIDING PRINCIPLES AND VISION STATEMENT AND GOALS AND OBJECTIVES FOR FISCAL YEAR 2008-10.

A. *Consider Adoption of Resolution Number 2664-08* Amending Town Council Guiding Principles and Vision Statement.

Recommendation: Referred to Council Subcommittee for review.

B. *Consider Adoption of Resolution Number 2665-08* Approving Town Council Goals and Objectives for Fiscal Year 2008-10.

Recommendation: Adopted Resolution.

Steve Rogers, Town Manager, presented staff report.

ACTION: A Motion by Vice Mayor Dunbar; Seconded by Councilmember Rosa to Adopt Resolution Number 2665-08 Approving Town Council Goals and Objectives for Fiscal Year 2008-10 was unanimously approved.

Ayes: Dunbar, Rosa, Chilton and Saucerman

Noes: None

Absent: Dutton

Abstain: None

Council established a Council subcommittee consisting of Vice Mayor Dunbar and Councilmember Dutton to review and bring back modifications to the Guiding Principles and Vision Statement for consideration by the full Council.

14. COUNCIL REPORTS AND COMMENTS

Report of Council Member Meeting Attendance:

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

Mayor Saucerman provided an overview of the District agenda items and commented the contingency that went to Washington, D.C. received favorable support for continued funding for the Flood Control project. There was also a report indicating the County is entering into a dry year and City of Napa and American Canyon will be the most impacted.

B. Napa County Mosquito Abatement District (Rosa)

Councilmember Rosa reported the District placed an ad in all newspapers advising people where to call if people are experiencing mosquito or yellow jacket problems. The District received a call from Yountville regarding mosquito problem at the Bocce Ball courts and responded.

C. Napa County League of Governments (NCLOG)

Vice Mayor Dunbar reported NCLOG met at Compadres Rio Grille in Napa and John Tuteur, Assessor-Recorder-County Clerk, County of Napa, was the keynote speaker. Mr. Tuteur gave presentation regarding the economy and impacts to property taxes and home sales Countywide and noted Napa County as a whole is much healthier than the Bay Area in terms of homes in declining value status.

D. Other Reports and Comments

Vice Mayor Dunbar reported the Napa Valley Housing Authority (NVHA) is moving forward with the transition of the farmworker housing and will have one final meeting in May.

Mayor Saucerman commented on the following:

- Received letter from Superior Court Judge Diane Price (former Town Attorney) seeking individuals to serve on the Napa County Grand Jury from July 1, 2008 to June 30, 2009.
- 33rd Annual California Preservation Conference – Balance Complexity – being held throughout Napa County April 23-26, 2008.
- Napa Valley Community Housing (NVCH) is hosting a golf tournament Wednesday, May 14, 2008 benefitting affordable housing.

Recommendation: Received and Filed.

15. STAFF INFORMATIONAL REPORTS

A. Community Service Department Monthly Program Update

Kenneth Leary, Community Services Director, presented overview of upcoming programs.

Michelle Price, Town Clerk, commented on the following:

- Currently recruiting for Zoning & Design Review Board (ZDRB) and the Application filing period closes April 17, 2008 with interviews to be held by Council May 6, 2008.
- Currently recruiting for Yountville Representative for the Napa County Transportation & Planning Agency Bicycle Advisory Committee and the Application filing period closes May 5, 2008.
- Non-profit Grant Funding Cycle is open and the filing period closes May 2, 2008 with presentations to Council scheduled for June 3, 2008 and grant award tentatively scheduled for the June 17, 2008 Council Meeting.

16. FUTURE AGENDA ITEMS

- A. Presentation Regarding Sewer Plant Modernization
B. Consider Appointment to the Zoning & Design Review Board (ZDRB)
C. Town Center Master Plan (Community Center) Project – Consideration of Construction Management Contracts

17. ADJOURNMENT

Adjourned to the next Regular Town Council Meeting, Tuesday, May 6, 2008.

ATTEST:

/s/Michelle Price, Town Clerk

Approved by Town Council:

May 6, 2008