

*TOWN OF YOUNTVILLE
MINUTES OF REGULAR COUNCIL MEETING
February 19, 2008*

1. CALL TO ORDER – 6:00 P.M.

Mayor Saucerman called the meeting to order at 6:01 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 William “Bill” Dutton, Steven C. Rosa and Lewis G. Chilton

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; Jennifer Carvalho, Recreation Supervisor; and Lisa Tyler, Community Services Facility Supervisor

6. CLOSED SESSION REPORT - NONE

7. ADOPTION OF THE AGENDA

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

Ayes: Dunbar, Chilton, Rosa, Dutton and Saucerman

Noes: None

Absent: None

Abstain: None

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

None

9. APPROVAL OF CONSENT CALENDAR

Vice Mayor Dunbar requested Consent Calendar Item 9 A be pulled for discussion.

Councilmember Chilton requested Consent Calendar Item 9 C be pulled for discussion.

ACTION: A Motion by Councilmember Dutton; Seconded by Councilmember Rosa to approve Consent Calendar Items 9 B and D was unanimously approved.

Ayes: Dutton, Rosa, Chilton Dunbar and Saucerman
Noes: None
Absent: None
Abstain: None

Item 9 A – Held for Discussion

Vice Mayor Dunbar requested clarification on the increase to Warrants and Payroll.

Richard Stranzl, Finance Director, responded the increase is due to Sheriff and Calfire Costs, acquisition of network server, Finnell Road project and architectural fees related to the Community Center Project which is within budget.

ACTION: A Motion by Councilmember Rosa; Seconded by Vice Mayor Dunbar to approve Consent Calendar Item 9 A was unanimously approved.

Ayes: Rosa, Dunbar, Chilton, Dutton and Saucerman
Noes: None
Absent: None
Abstain: None

Item 9 C – Held for Discussion

Councilmember Chilton thanked Town Manager Rogers and Public Works Director Praul on the outreach and meetings conducted with neighbors regarding the Tot Lot Improvement Project at Toyon Terrace and indicated it was a perfect example of how government should work and interact with the community which resulted in substantive changes to the project.

ACTION: A Motion by Councilmember Chilton; Seconded by Councilmember Rosa to approve Consent Calendar Item 9 C was unanimously approved.

Ayes: Chilton, Rosa, Dutton, Dunbar and Saucerman

Noes: None

Absent: None

Abstain: None

A. *Approval of Warrants* —

- Accounts payable check numbers \$481,661.16
- Total payroll and benefits \$106,273.67
- Total payments for period \$587,934.83

Recommendation: Received and Filed.

B. *Monthly Financial Report* – January 2008

Recommendation: Received and Filed.

C. *Tot Lot Improvement Project (PK-14) (Toyon Terrace)*

- ***Adopt Resolution Number 2641-08*** Approving Construction Contract Number 2008-202 with Kevin O’Keefe Company in the amount of \$7,695;
- ***Adopt Resolution Number 2642-08*** Approving Construction Contract Number 2008-203 with Robertson Industries in the amount of \$29,925; and
- ***Adopt Resolution Number 2643-08*** Approving Construction Contract Number 2008-204 with Ameca General Engineering in the amount of \$12,000.

Recommendation: Adopted Resolutions.

D. *Approval of Minutes – September 4 and 18, 2007.*

Recommendation: Approved.

10. PRESENTATIONS

A. Community Services Program Annual Report

Kenneth Leary, Community Services Director, introduced staff and presented report.

Jennifer Carvalho, Recreation Supervisor, presented report on Recreation Division services.

Lisa Tyler, Community Facilities Supervisor, presented report on Community Facilities Division.

B. Napa Public Access Cable Television (Channel 27 and 28)

Steve Rogers, Town Manager, advised the presentation will include an overview of services provided by Channel 27 and 28 including programming and activities on the community bulletin board, technical expertise and support in regard to the Town's current equipment, potential strategic partnership with other regional Countywide governments to improve accessibility to local government activities which includes streaming video of Council meetings and introduced Dan Monez.

Dan Monez, Executive Director, Napa Public Access Cable Television, introduced NPACT Board Members and provided overview of Public Education Government (PEG) services provided via Channels 27 and 28.

11. COUNCIL MEETING ROOM AUDIO/EQUIPMENT UPGRADES

Recommendation: Received Staff Report and Provided Direction to Staff.

Michelle Price, Town Clerk, presented staff report.

James Raymond, Napa Public Access Cable Television, gave assessment regarding audio and visual concerns expressed from the Town and did not evaluate the cameras as there was not an immediate concern.

Mr. Raymond provided technical clarification in the staff report indicating the Power Point would be fed to the television through the cable system (rather than directly to the television).

Steve Rogers, Town Manager, presented additional information and provided clarification in response to Council comments.

ACTION: A Motion by Vice Mayor Dunbar; seconded by Councilmember Dutton to approve Alternatives 1 and 2 and return to Council with appropriate budget adjustment and approval of ADA podium was unanimously approved.

Ayes: Dunbar, Dutton, Rosa, Chilton and Saucerman

Noes: None

Absent: None

Abstain: None

ACTION: Council consensus to pursue consideration of services with Napa Public Access Cable Television and Granicus with appropriate cost analysis.

12. TOWNWIDE FORESTATION PLAN REPORT

Recommendation: Accepted Report Prepared by Bill Pramuk, Town Arborist, and Provided Direction to Staff.

Myke Praul, Public Works Director, presented staff report.

Bill Pramuk, Town Arborist, presented overview of the Report.

No Public Comment

ACTION: Council Consensus to pursue the Townwide Forestation Plan and return to Council during budget session to provide more details, alternatives and recommendations.

13. FIRE HAZARD MAP

Introduction and First Reading of Ordinance Number 375-08 Adopting Fire Hazard Severity Zones and Designation of a Very-High Fire Hazard Severity Zone for the Yountville Local Responsibility Area.

Recommendation: Introduced Ordinance.

Bob Tiernan, Planning Director, presented staff report.

No Public Comment

ACTION: A Motion by Councilmember Chilton; seconded by Councilmember Rosa to Introduce Ordinance Number 375-08 Adopting Fire Hazard Severity Zones and Designation of a Very-High Fire Hazard Severity Zone for the Yountville Local Responsibility Area was unanimously approved.

Ayes: Chilton, Rosa, Dutton, Dunbar and Saucerman

Noes: None

Absent: None

Abstain: None

14. MID-YEAR BUDGET REVIEW AND AMENDMENTS

A. Consider Adoption of Resolution Number 2644-08 Approving Budget Adjustment Number 2007-08-A12 for Various Mid-Fiscal Year 2007-08 Budget Adjustments.

Recommendation: Adopted Resolution.

Richard Stranzl, Finance Director, presented staff report.

No Public Comment

ACTION: A Motion by Councilmember Dutton; seconded by Councilmember Chilton to Adopt Resolution Number 2644-08, Approving Budget Adjustment 2007-08-A12 For Various Mid-Fiscal Year 2007-08 Budget Adjustments was unanimously approved.

Ayes: Chilton, Rosa, Dutton, Dunbar and Saucerman

Noes: None

Absent: None

Abstain: None

B. Status Report on Capital Improvement Program.

Myke Praul, Public Works Director, presented staff report.

Recommendation: Received and Filed.

15. CONSIDER PROPOSED MODIFICATIONS TO THE BUS STOPS AND PARKING ON WASHINGTON STREET (AT YOUNT NEAR THE POINT)

Recommendation: Received Staff Report and Provided Direction to Staff.

Myke Praul, Public Works Director, presented staff report.

Public Comment

Don Henfling commented he would like to discuss crosswalks and turn lanes and will use California and Washington Street intersection which was redone when the Yountville Inn was redone and provided the following comments:

- Wants all crosswalks as short as possible and pedestrian friendly.
- Concurs with recommendation to eliminate right turn lane and narrow down crosswalk.
- Just south of Washington and Yount Streets and suggested narrowing Washington Street.
- Left Turn Lane South on Washington into Post Office – Questions the need for this turn lane.
- Would like to see the Town use small roundabouts as referenced in recent San Francisco Chronicle article.

Council Comments

Councilmember Chilton commented on the following:

- Wants to see northbound right turn lane on Washington Street eliminated and agrees with Mr. Henfling's comments in regard to the turn lane at Washington Street and California.
- Should move bus stop down.
- Parking – more parking the better.
- Biggest concern is to fix the point area by eliminating right turn lane.

- Whistle Stop Driveway Entrance – Slight problem, not that big of a deal but should investigate what the real costs are to improve area.
- Left turn Lane into Post Office – Revisit that issue.

Councilmember Rosa commented on the following:

- Eliminate right turn lane from Washington Street to Yount Street.
- Left Turn Lane into Post Office – Evaluate if necessary.
- Moving Bus Stops – Should be reevaluated around Town.
- Whistle Stop Driveway Entrance – Good idea to align with intersection.

Councilmember Dutton commented on the following:

- Eliminate right turn lane from Washington Street to Yount Street.
- Whistle Stop Driveway Entrance – Agrees it should line up with intersection.
- Adding parking places in front of Whistle Stop with the moving of the bus stop is good.
- Left Turn Lane into Post Office – Doesn't think it will be needed.

Vice Mayor Dunbar commented on the following:

- Whistle Stop Driveway – Agrees with lining up the driveway with the intersection.
- Left Turn Lane into Post Office – Not necessary.
- Handicapped Parking Eastside – Located near red jagged cut into east side north of Post Office Drive and South of the Point.
- Striping – Complete striping when weather allows.
- Right Turn Lane from Washington Street to Yount Street – Can agree to remove if no impact on buses and delivery trucks making the right hand turn.
- Bus Stop – Supports moving from Whistle Stop up to in front of Vintage.

Mayor Saucerman commented on the following:

- Supports Vice Mayors Dunbar's comments.
- Right hand turn lane from Washington Street to Yount Street can be removed.
- Bus Stop – Agrees with moving the bus stop.
- Whistle Stop Driveway – Agrees with lining up the driveway with the intersection.
- Supports striping and parking and gaining additional parking spaces.

16. COUNCIL REPORTS AND COMMENTS

Report of Council Member Meeting Attendance:

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

Mayor Saucerman reported the District did not meet.

B. Napa Valley Housing Authority (Dunbar/Rosa)

Vice Mayor Dunbar reported the Authority did not meet.

C. Napa County Mosquito Abatement District (Rosa)

Councilmember Rosa reported the District has started heavy spraying for mosquitoes; discussed mid-year budget review and the District is on track; and received report regarding Ad Valorem Property Tax and received \$90,000 less due to down turn in property taxes.

D. Other Reports and Comments

Mayor Saucerman congratulated the Chilton's on the acquisition of their new business in Town.

Councilmember Dutton reported on the following:

- Attended the recent Allied Council meeting and Tom Montague was elected Chair and Ed Olsen was elected Vice Chair and is also being appointed by the Governor to the Cal Vet Board.
- Complimented Planning Staff for their thoroughness in review of illegal vacation rentals in Town.
- Acknowledged Public Works Department for adding asphalt painted street signage "Bikes Must Stop".

Vice Mayor Dunbar reported that he and Town Manager Rogers met with Congressman Mike Thompson in his Napa office and updated him on upcoming projects in Town projects and any potential funding opportunities that may come up.

Recommendation: Received and Filed.

17. STAFF INFORMATIONAL REPORTS

A. Draft Response to Napa County Request for Comments for Calness Vintners Lot Line Adjustment.

Bob Tiernan, Planning Director, presented staff report.

Mayor Saucerman commented Planning Director Tiernan's letter addressed all the concerns she had and stated the letter was well written.

Councilmember Chilton commented that Planning Director Tiernan addressed all concerns in the letter and would like an additional comment added noting appreciation that the Town, as one of the many land owners, was notified and would like that all land owners be notified in the future.

Mayor Saucerman concurred with Councilmember Chilton's comments and also indicated this was a surprise and thought since 1926 the property would be protected as agricultural.

Councilmember Rosa thanked Planning Director Tiernan for writing the letter noting the deficiencies and stated the protection of agriculture is paramount in Napa. Councilmember Rosa also acknowledged that in 1926 the Town was here, but was not incorporated until 1965 and agrees the County should be more proactive in notifying people.

ACTION: Council consensus to support sending the letter as written adding comment from Councilmember Chilton above.

B. FOCUS Grant Eligibility

Bob Tiernan, Planning Director, presented staff report and determined the Town would not qualify for funding based on the eligibility requirements.

18. FUTURE AGENDA ITEMS

- A. Award Bid for the Yount Street Sewer Replacement Project
- B. Townwide Beautification
- C. Comprehensive Annual Financial Report (CAFR) for 2006/2007

19. ADJOURNMENT

Adjourned to the Next Regular Town Council Meeting Tuesday, March 4, 2008 at 6:00 p.m.

ATTEST:

/s/ Michelle Price, Town Clerk

Approved by Town Council:

April 15, 2008