

Town of Yountville

6550 Yount Street
Yountville, CA 94599



Town of Yountville

"The Heart of the Napa Valley"

Meeting Minutes – Final

Tuesday, January 16, 2024

3:00 PM

Town Hall Council Chambers

Town Council

Mayor Margie Mohler

Vice Mayor Eric Knight

Council Member Hillery Bolt Trippe

Council Member Robin McKee-Cant

Council Member Pam Reeves

1. CALL TO ORDER; CONVENE REGULAR MEETING - 3:00 P.M.

2. ROLL CALL

Present: 5 Mayor Margie Mohler, Vice Mayor Eric Knight, Council Member Hillery Trippe, Council Member Robin McKee-Cant, Council Member Pam Reeves

Absent: None

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was held.

4. ADOPTION OF AGENDA

A motion was made by Vice Mayor Knight, seconded by Council Member McKee-Cant to Adopt the Agenda. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Vice Mayor Knight, Council Member Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

5. COUNCIL MEMBER ANNOUNCEMENTS

Vice Mayor Knight acknowledged Parks and Recreation Director Samantha Holland and her department for their work on the winter – springs recreation guide.

Mayor Mohler noted the upcoming annual Kiwani's Crab Feed on Saturday, January 27 is sold out.

6. PROCLAMATIONS AND RECOGNITIONS

None.

7. NON-AGENDA PUBLIC COMMENT

None received.

8. CONSENT CALENDAR

A. Receive and File November 2023 Monthly Financial Report

B. Receive and File December 2023 Monthly Financial Report

C. Waive Second Reading and Adopt Ordinance Number 23-526 Amending the Town of Yountville's Zoning Map, Repeal and Replace Sections 17.08.010 and 17.184.040 of Title 17 of the Yountville Municipal Code to Incorporate the Updated Zoning Map by Reference and Clarify the Town Council's Authority to Act on Proposed Zoning Map Amendments, and Find the Amendments Exempt from the California Environmental Quality Act (CEQA).

D. Approve Minutes of the regular meetings held on November 21, 2023 and December 5, 2023 and special meeting held on December 5, 2023 (Study Session).

- E. Appoint two (2) individuals to the Parks and Recreation Advisory Commission with a term of office to commence immediately and expire on January 20, 2026.
- F. Appoint one (1) individual to the Napa County Library Commission with a term of office to commence February 1, 2024 and expire on January 30, 2027.
- G. Continue the Emergency Declaration for the Town of Yountville Recycled Water Transmission Main Repair pursuant to Yountville Municipal Code 3.32.390
- H. Adopt Resolution 24-4244 authorizing the submittal of application(s) for all United States Department of Agriculture (USDA) programs for which Town is eligible and Authorizing Town Manager, to sign the necessary Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, and /or Fund Transfer Agreements and any subsequent amendments for the allocation and reimbursement of grant funds on behalf of the Town.
- I. Adopt Resolution Number 24-4245; Authorizing the Procurement of a F-150 Lightning Electric Vehicle in a Not to Exceed Amount of \$80,000 with Capital Fund 50 Identified in the Current Capital Improvement Plan (Project CP-0028 and CP-0029) and Authorizing the Town Manager to Execute the Contract up to that Amount.

Two applicants were appointed to the Parks and Recreation Advisory Commission: Alan Tenscher and Myrna David.

One applicant, Myrna David, was appointed to the Napa County Library Commission.

A motion was made by Vice Mayor Knight, seconded by Council Member Reeves to approve the Consent Calendar items. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Vice Mayor Knight, Council Member Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

9. GUEST PRESENTATIONS

None.

10. PUBLIC HEARINGS

- A. Consider Adoption of Resolution Number 24-4246 Approving a Commercial Use Permit for R+D Kitchen To Provide 'To-Go' Food Services at 6795 Washington Street, Building D; Approve a Master Development Plan Amendment to the Existing R+D Kitchen Master Development Plan to Incorporate Building D; and Find the Commercial Use Permit and Master Development Plan Amendment Exempt from the California Environmental Quality Act.

Associate Planner Diane Levine presented the staff report and a slide presentation.

Applicant Brian Biel, Hillstone Restaurant Group Executive, thanked Council for considering the request and provided comment.

Electronic public comment was received from the following prior to the deadline:

Mark and Michelle Eagle, Patty and Tom Walsh, Ted and Jennifer Edwards, W. York Wong, Anton Van de Plas, James Dugan, Geoffrey Lake, Charlie and Jill Canellakis, Chrisanne Beebe, and Kyle Goleno.

Additional electronic public comment was received after the deadline from Karin McIver and Lauren Scott.

In-person public comment was received from Whitney Diver-McEvoy, President and CEO of the Yountville Chamber of Commerce and Alan Tenscher.

A motion was made by Council Member Reeves, seconded by Council Member McKee-Cant to Adopt the Resolution. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Vice Mayor Knight, Council Member Trippe, Council Member McKee-Cant, Council Member Reeves
NOES: 0
ABSTAIN: 0

11. ADMINISTRATIVE / REGULAR ITEMS

- A.** Introduce and waive the first reading of Ordinance Number 24-527 authorizing a salary adjustment for Mayor and Town Council members to be effective upon commencement of new council member terms following certification of the November 2024 election and amending Municipal Code section 2.04.090 to authorize annual salary adjustments up to 10% equal to inflation.

Town Attorney Gary Bell presented the staff report.

A motion was made by Council Member McKee-Cant, seconded by Vice Mayor Knight to Introduce and Waive the First Reading of the Ordinance. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Vice Mayor Knight, Council Member Trippe, Council Member McKee-Cant, Council Member Reeves
NOES: 0
ABSTAIN: 0

- B.** Consider adoption of Resolution Number 24-4247 approving mid-year budget adjustments for Fiscal Year 2023/2024.

A motion was made by Council Member Reeves, seconded by Council Member McKee-Cant to Adopt the Resolution. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Vice Mayor Knight, Council Member Trippe, Council Member McKee-Cant, Council Member Reeves
NOES: 0
ABSTAIN: 0

Financial Analyst Kyle Batista presented the staff report.

- C.** Discussion and possible action regarding appointment of Town Council members to various Boards, Committees, Ad Hoc and Standing Committees and disbanding Ad Hoc Committees no longer needed and establishing Standing Committees.

Acting Town Clerk Gaede presented the staff report. Council discussed the current assignments and made several changes. An updated roster will be sent to council members.

The following assignment changes were made:

Napa County Flood Control and Water Conservation District Board:

- Council Member McKee-Cant – first alternate

Napa Valley Transportation Authority:

- Council Member McKee-Cant – voting member
- Vice Mayor Knight – second alternate

Association of Bay Area Government Assembly:

- Vice Mayor Knight – delegate
- Council Member Trippe – alternate

The Napa Valley Unified School District 2x2 Ad Hoc Committee and the Housing Standing Committee were disbanded.

Council provided direction for staff to research whether Napa County Youth Opportunities Commission is still active. Additionally, Council requested more information on MCE Community Choice Energy and Metropolitan Transportation Commission (MTC) representation.

A motion was made by Mayor Mohler, seconded by Council Member McKee-Cant to approve committee assignments. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Vice Mayor Knight, Council Member Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

- D.** Discussion and potential direction to staff regarding construction activities that exceed the scope of permit approval during construction. Building permit transparency, accountability, and education.

Planning and Building Director Irene Borba presented the staff report.

- E.** Conduct Council discussion and consideration of Council Member appointment to serve as Vice Mayor.

Acting Town Clerk Hilary Gaede presented the staff report.

Council Members expressed their gratitude for Vice Mayor Knight's service and leadership while in the role of vice mayor.

A motion was made by Mayor Mohler, seconded by Council Member McKee-Cant to appoint Council Member Hillery Trippe to serve as Vice Mayor. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Vice Mayor Knight, Council Member Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

12. STAFF PRESENTATIONS AND INFORMATIONAL REPORTS

Town Manager Brad Raulston reminded Council and the public of the upcoming Town Council Goal-Setting Workshop on January 30. He provided an update on the community member questionnaire and the planning process.

13. COUNCIL EXTERNAL MEETING REPORTS

Mayor Mohler reported on the LAFCO Legislative Committee meetings and LAFCO Board meeting. She also reported on the Napa County Flood Control and Water Conservation District Board meeting where flood control and flood walls were discussed.

Vice Mayor Knight noted that a portion of the Soscol Junction roadwork has been opened and is now in use.

14. ADJOURNMENT

A motion was made by Council Member Reeves, seconded by Council Member Trippe to Adjourn the meeting The motion carried by the following vote:

AYES: 5; Mayor Mohler, Vice Mayor Knight, Council Member Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

Adjourn to the Town Council Goal Setting Retreat, Tuesday, January 30, 2024 at 10:00 a.m. being held in Heritage Room at the Town of Yountville Community Center located at 6516 Washington

St

DocuSigned by:

Hilary Gaede

9DD9F7286DD1430...

/s/ Hilary Gaede, Acting Town Clerk

Date Approved: February 6, 2024