



# Town of Yountville

6550 Yount Street  
Yountville, CA 94599

## Staff Report

**Agenda Item #:** {{section.number}}C

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## Yountville Town Council Staff Report

**DATE:** September 17, 2024

**TO:** Mayor and Town Council

**FROM:** Hilary Gaede, Communications Director/ Town Clerk

**PREPARED BY:** Hilary Gaede, Communications Director/ Town Clerk

### **RECOMMENDATION**

Appoint three (3) individuals to the Affordable and Workforce Housing Oversight Committee with a term of office to commence October 1, 2024 and expire on October 2, 2026.

### **DISCUSSION/BACKGROUND**

During the November 2018 election, Yountville voters approved Measure S “An Ordinance of the People of the Town of Yountville Increasing the Transient Occupancy Tax by One Percent to Fund Programs and Services Related to Workforce and Affordable Housing”.

The Committee’s annual duties include:

- Review revenue receipts and expenditure funds.
- Review status of the programs and services, including the portion of programs and services funded with a combination of Measure S Funds and funds from other sources or accounts.
- Prepare a report and make a presentation to the Town Council regarding Measure S Funds and the revenue receipts and expenditures and status of the programs and services.

Measure S Funds can only be used for programs and services related to affordable and workforce housing. The proceeds may be spent locally within Yountville, and/or with specific appropriation by the Yountville Town Council they could be used to support an eligible regional affordable or workforce housing program or related services within Napa County. The measure does not bind the Town Council to use the proceeds for a specific housing project, development initiative or services, but allows for the Town Council to make the determination as to how best to appropriate Measure S Funds consistent with the restrictions on their use.

The Measure S Oversight Committee is a Town Council-appointed resident and business representative committee comprised of five (5) local residents and business community members and is comprised as follows:

- Three (3) Yountville Community Residents
- One (1) Yountville Lodging Business Representative
- One (1) Yountville Non-designated Business Representative

### **Recruitment**

The Town opened the recruitment for three (3) upcoming vacancies on August 9, 2024. Upon the close of the recruitment period, the Town has received three applications for the vacancy from incumbent members Michael Minnillo, Sandra Fagan, and Elisabeth Bertolucci. The Town Council Handbook, Chapter II, Section Boards, Commissions, and Committee appointments state that “In the event the number of applicants equals the number

of vacancies, the Town Council may waive the interviews and make the appointments based on the applicant's qualifications. This allows the Town Council to promptly fill available positions while ensuring all selected candidates meet the qualifications for their respective roles.”

### **ENVIRONMENTAL REVIEW**

Exempt per California Environmental Act (CEQA) Guideline, Section 15061(b)(3)

### **FISCAL IMPACT**

Is there a Fiscal Impact? No

Is it Currently Budgeted? N/A

Where is it Budgeted? N/A

Is it Mandatory or Discretionary? Mandatory

Is there a Staff Resource Impact? Nominal

### **STRATEGIC PLAN GOAL**

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Engaged Residents:** The Town embraces our residents' commitment to community as seen through volunteerism, civic engagement, and public participation that enhances the quality of life in Yountville. **Visionary Leadership:** The Town's leadership maintains an open-minded, forward-thinking decision-making process. We value engagement and participation from all members of the community as we work together to create policies and plan for the future.

Briefly Explain Relationship to Strategic Plan Goal and Objective. The approval of Measure S and the formation of the committee align with the Town's strategic goals of "Engaged Residents" and "Visionary Leadership" by encouraging public participation and utilizing community talent. This initiative reflects the Town's commitment to collaborative, forward-thinking decision-making that involves residents in shaping Yountville's future.