



# Town of Yountville

6550 Yount Street  
Yountville, CA 94599

## Staff Report

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

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## Yountville Town Council Staff Report

**DATE:** April 2, 2024

**TO:** Mayor and Town Council

**FROM:** Hilary Gaede, Acting Town Clerk

**PREPARED BY:** Hilary Gaede, Acting Town Clerk

### **RECOMMENDATION**

Appoint one (1) individual to the Affordable and Workforce Housing Oversight Committee to fill an unexpired term of office to commence immediately and expire on October 1, 2025.

### **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**

This recruitment has been ongoing due to one unexpired term vacancy being in the Resident category.

As of March 19, 2024, the Town has received one applications for the vacancy. The applications received are from:

- Michael Minnillo

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.

Briefly Explain Relationship to Strategic Plan Goal and Objective. The voters approved Measure S in November 2018 and the Town Council has implemented the Committee. The Town Council recognizes a vast reservoir of talent that exists among the Yountville community and encourages citizen participation to help govern the Town.