



Town of Yountville

6550 Yount Street
Yountville, CA 94599

Staff Report

Agenda Item #: {{section.number}}H

Yountville Town Council Staff Report

DATE: June 18, 2024

TO: Mayor and Town Council

FROM: Irene Borba, Planning & Building Director

PREPARED BY: Irene Borba, Planning & Building Director

RECOMMENDATION

Adopt Resolution Number 24-4279 Approving Professional Service Agreement with PlaceWorks to perform planning consulting services for the Town of Yountville. Services will include on-call planning support for general planning related development and land use project review, environmental determinations, conformance with Federal, State and local regulations, particularly California Environmental Quality Action (CEQA), and general compliance with regulations. Contract in an amount not to exceed \$40,000 per fiscal year, totaling \$80,000 for Fiscal Years 24/25 and 25/26.

DISCUSSION/BACKGROUND

In November 2021, the Town of Yountville entered into a Consulting Agreement with PlaceWorks to perform consulting services for the Regional Housing Needs Allocation 6 (RHNA 6) 5th Cycle Housing Element after Request for Proposals was issued.

The Town of Yountville contracts with outside companies for specialty planning services and has determined that it requires professional services from PlaceWorks for on-call planning services.

Staff recommends adoption of the resolution to continue these important services within the Town.

ENVIRONMENTAL REVIEW

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

FISCAL IMPACT

Is there a Fiscal Impact? Yes

Is it Currently Budgeted? Yes

Where is it Budgeted? Planning & Building Department.

Is it Mandatory or Discretionary? Discretionary

Is there a Staff Resource Impact? Nominal

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Exceptional Town Services and Staff:** The Town supports its talented staff who deliver high quality municipal programs and services while maintaining public infrastructure for the benefit of the community.

Briefly Explain Relationship to Strategic Plan Goal and Objective. Given Yountville's lean staffing, consultant services are necessary to deliver high quality services to the community.