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Yountville Town Council Staff Report

DATE: October 1, 2019

TO: Mayor and Town Council

FROM: Michelle Dahme, Town Clerk; Eddy Gomez, Management Fellow

TITLE

Consider appointment of five (5) individuals, serving staggered terms of office, to the Affordable and Workforce Housing Oversight Committee established by voter approved Measure S.

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*

Upon establishment of the Committee, terms will be staggered as follows: three (3) seats for a two-year term and two (2) seats for a one-year term.

All terms after initial establishment of the Committee shall be for (2) years. Resident Committee members must have a primary address within the Yountville Town limits. An * indicates a seat which may be filled by a

non-Yountville resident whose primary employment is with a Yountville business. If a lodging business representative is not available or suitable for appointment, that Committee position may be filled by a non-designated business representative.

Recruitment

A Notice of Vacancy was posted on August 19, 2019 in the Town designated posting locations including the Town's website under the Board and Commission page to fill five (5) positions on the newly established committee.

At the close of the application filing period September 18, 2019 at 5:00 p.m., the Town received seven (7) applications for five (5) positions. Applications were received from Patricia Bardesono, Richard Board, Whitney Diver-McEvoy, Eric Knight, Terry Moylan, James Shupe, and Hillery Trippe).

Town Council conducted Applicant interviews earlier this afternoon and staff is requesting Council appoint five (5) individuals to the Committee with three (3) seats serving for a two-year term and two (2) seats serving for a one-year term.

Town Council Protocols state that Council makes appointments by interview and ballot process with a motion to confirm appointments. Should Council decide not to appoint from the current applicants, staff would re-advertise to fill the vacancy.

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 Town Council recognizes there is a vast and largely untapped reservoir of talent that exists among the Yountville community and encourages citizen participation to help with governing the Town,

ALTERNATIVES

Appoint five (5) Applicants to the Committee.

Appoint at least three (3) Applicants to have a quorum of the Committee to enable scheduling of its first organizational meeting.

Do not appoint some or all of the applicants and request the Town Clerk to continue recruitment.

RECOMMENDATION

Receive staff report and direct questions to staff.
Receive public comment.
Conduct Council discussion on proposed appointments.
Consider appointment of five (5) individuals, serving staggered terms of office, to the Affordable and Workforce Housing Oversight Committee established by voter approved Measure S.