

RESOLUTION NO. 3642-20

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WINDSOR
APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH
MINTIER HARNISH, LP, TO UPDATE THE TOWN OF WINDSOR ZONING
ORDINANCE AND AUTHORIZING THE TOWN MANAGER TO EXECUTE SAID
AGREEMENT ON BEHALF OF THE TOWN**

WHEREAS, in the 2019-20 Budget Act, Governor Gavin Newsom allocated \$250 million for all regions, cities and counties to do their part by prioritizing planning activities that accelerate housing production to meet identified needs of every community; and

WHEREAS, with this allocation, the California Department of Housing and Community Development (HCD) established the Local Early Action Planning Grant Program (LEAP) with \$119 million for cities and counties; and

WHEREAS, LEAP provides one-time grant funding to cities and counties to update their planning documents and implement process improvements that will facilitate the acceleration of housing production and help local governments prepare for their sixth cycle Regional Housing Needs Allocation (RHNA); and

WHEREAS, the State of California, Department of Housing and Community Development (HCD) issued a Notice of Funding Availability (NOFA) and Application on January 27, 2020 in the amount of \$119,040,000 for assistance to all California Jurisdictions; and

WHEREAS, on June 17, 2020 the Town Council adopted a resolution authorizing the application for, and receipt of, LEAP Grant Program Funds to support an update to the Town's Zoning Ordinance focusing on incorporating recent State housing laws and easing regulations to promote housing development within the Town, and authorized the Town Manager to execute an agreement with the State for the grant funding; and

WHEREAS, on June 30, 2020 the Town submitted an application to HCD for the LEAP program; and

WHEREAS, on October 16, 2020 the Town received a letter from HCD awarding the Town of Windsor a conditional commitment of \$150,000 to update the Town of Windsor Zoning Ordinance; and

WHEREAS, Mintier Harnish, LP, a local consulting firm out of Sacramento that specializes in planning, development, land use and environmental issues, recently completed the Town's 2040 General Plan, is currently working with the Town on development of multi-family residential objective design standards and is very familiar with the community and the Town's various planning documents, which will allow for efficiencies in the development of the Town's residential objective design and development standards; and

WHEREAS, Mintier Harnish, LP, submitted a Work Plan and Cost Estimate t to assist the Town with the update to the Zoning Ordinance; and

WHEREAS, this action is not subject to environmental review at this time, future actions related to the update of the Town of Windsor Zoning Ordinance may be subject to environmental review, at which time the appropriate environmental documents, prepared in accordance with the requirements of the California Environmental Quality Act (CEQA), will be presented to the Council for consideration prior to any action being taken.

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Windsor does hereby approve a professional services agreement with Mintier Harnish, LP, in an amount not to exceed \$149,840 to provide professional consulting services related to updating the Town of Windsor Zoning Ordinance, and authorizes the Town Manager to execute the agreement on behalf of the Town, substantially in the form attached hereto, with such revisions as are approved by the Town Attorney and which do not materially increase the Town’s obligations thereunder.

PASSED, APPROVED AND ADOPTED this 16th day of December 2020, by the following vote:

AYES:	COUNCILMEMBERS FUDGE, LEMUS, VICE MAYOR SALMON AND MAYOR FOPPOLI
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE


DOMINIC FOPPOLI, MAYOR

ATTEST:



MARIA DE LA O, TOWN CLERK