



Staff Reports

File #: 34-2022, **Version:** 1

To: Honorable Mayor and Members of City Council

From: Tiffany Carranza, City Clerk

Prepared By: Paulette Cooper, Office Assistant II

TITLE:

Napa Valley Transportation Authority (NVTA) Active Transportation Advisory Committee (ATAC) Membership

RECOMMENDED ACTION:

Direct the City Clerk to transmit a letter to the Napa Valley Transportation Authority (NVTA) Board of Directors recommending the nomination of incumbent, Frances Knapczyk to serve a three-year term ending July 31, 2024; and new applicant Jonathan C. Schellin, to serve the unexpired remaining term, plus an additional three-year term ending July 31, 2025, as City of Napa representatives to the NVTA Active Transportation Advisory Committee (ATAC).

DISCUSSION:

COMPOSITION AND PURPOSE OF THE COMMISSION:

The Active Transportation Advisory Committee (ATAC) is an Advisory Committee to the Napa Valley Transportation Authority (NVTA), to promote and encourage safe bicycling and walking to further Napa's goal of becoming a bicycle- and pedestrian-friendly city. Nominations to the Committee are forwarded by member jurisdictions to the NVTA Board of Directors for final action and appointment.

The NVTA Active Transportation Advisory Committee (ATAC) consists of eleven members. Four members representing the City of Napa (4); two from the County of Napa (2); two from the City of American Canyon (2); one from the each from the Town of Yountville, City of St. Helena, and City of Calistoga (3). The Committee meets every other month on the 4th Monday at 5:30 p.m., currently via Zoom.

NUMBER AND TIMING OF VACANCIES INCLUDING SPECIAL QUALIFICATIONS:

There is one vacancy to be filled due to the term expiration of Frances Knapczyk, effective December 31, 2021 and one vacancy to be filled due to the resignation of Grant Dinsdale, effective August 24, 2021.

RECRUITMENT PROCESS:

The City Clerk accepted applications for the Committee from September 13, 2021 through January 28, 2022. Recruitment announcements were published on the City's website, posted at various locations at City Hall, Human Resources, and the Community Services building, and sent to the Napa County Library, Napa Valley College, Napa Chamber of Commerce, Napa Valley Unified School

District, Napa County Board of Supervisors, Napa County Administration, Napa County Hispanic Chamber of Commerce, Napa Valley Community Housing, Puertas Abiertas Community Resource Center, and Leadership Napa Valley.

APPLICATIONS RECEIVED:

Two applications were received: Frances Knapczyk and Jonathan C. Schellin. Copies of the applications have been provided as Attachment 1 for reference.

Incumbent, Frances Knapczyk, is applying for her third term. Jonathan C. Schellin is a new applicant.

NOMINATION COMMITTEE RECOMMENDATIONS:

Councilmember Narvaez and Councilmember Painter, serving as the Council-appointed Nomination Committee, reviewed the applications that were submitted.

The Nomination Committee recommends the nomination of incumbent, Frances Knapczyk, for three-year term ending July 31, 2024 and new applicant Jonathan C. Schellin, to serve the unexpired remaining term, plus an additional three-year term ending July 31, 2025.

Pursuant to Section 4.7.2 of Policy Resolution 10, the City Council may either approve the nominations from the Committee as submitted or take further action to evaluate the applicants in accordance with Sections 4.5 of Policy Resolution 10.

FINANCIAL IMPACTS:

None.

CEQA:

The City Clerk has determined that the recommended action in this agenda report is not subject to CEQA, pursuant to CEQA Guidelines Section 15060(C).

DOCUMENTS ATTACHED:

ATCH 1 - Applications

NOTIFICATION:

Applicants and NVTAs