



## Staff Reports

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**File #:** 311-2020, **Version:** 1

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**To:** Honorable Mayor and Members of City Council

**From:** Tiffany Carranza, City Clerk

**Prepared By:** Paulette Cooper, Office Assistant II

**TITLE:**

Senior Advisory Commission Membership

**RECOMMENDED ACTION:**

Appoint incumbents, Steve C. Rodriguez, Linda J. Leonard, Mark E. Lucas and Margaret H. Klick to the Senior Advisory Commission for terms effective immediately and ending on September 30, 2022; and designate Margaret H. Klick as Senior Agency Representative.

**DISCUSSION:**

**COMPOSITION AND PURPOSE OF THE COMMISSION:**

The Senior Advisory Commission is governed by Chapter 2.76 of the City of Napa Municipal Code and is advisory to the City Council and the Parks and Recreation Services Director on matters regarding services, facility use, and recreational activities at the Senior Activity Center and establishes short and long-term goals for senior programs.

The Committee consists of seven members appointed by the City Council. Five members must be representatives of the Napa senior community at-large; two must be representatives from area senior services agencies. Each member must be City of Napa resident and registered voter. The Senior Advisory Commission meets on the first Wednesday of every month at 2:00 p.m. at the City of Napa Senior Center, 1500 Jefferson Street, Napa. Terms length is two years.

**NUMBER AND TIMING OF VACANCIES INCLUDING SPECIAL QUALIFICATIONS:**

There is a total of four vacancies to be filled due to the term expirations of Steve C. Rodriguez, Linda J. Leonard, Mark E. Lucas and Margaret H. Klick on September 30, 2020.

**RECRUITMENT PROCESS:**

The City Clerk accepted applications for the Committee from August 7, 2020 through August 28, 2020. 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 Coalition of Non-Profit Agencies, Napa Valley Community Housing, Puertas Abiertas Community Resource Center, and Leadership Napa Valley.

**APPLICATIONS RECEIVED:**

Four applications were received: Steve C. Rodriguez, Linda J. Leonard, Mark E. Lucas and Margaret H. Klick. Copies of the applications have been provided as Attachment 1 for reference.

Steve C. Rodriguez is applying for his fourth term. Linda J. Leonard and Margaret H. Klick are applying for their third term. Mark E. Lucas is applying for his second term.

**NOMINATION COMMITTEE RECOMMENDATIONS:**

The Nomination Committee reviewed the applications and recommends the appointment of Steve C. Rodriguez, Linda J. Leonard, Mark E. Lucas and Margaret H. Klick for terms effective immediately and ending on September 30, 2022, with Margaret H. Klick designated as the Senior Agency Representative.

Pursuant to Section 4.7.2 of Policy Resolution 10, the City Council may either approve the nominations from the Nomination 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 described in this agenda report is not subject to CEQA, pursuant to CEQA Guidelines Section 15060(c).

**DOCUMENTS ATTACHED:**

ATCH 1 - Applications

**NOTIFICATION:**

Applicants.