



Staff Reports

File #: 1249-2017, **Version:** 1

To: Honorable Mayor and Members of City Council

From: Dorothy Roberts, City Clerk

Prepared By: Tiffany Carranza, Deputy City Clerk

TITLE:

Community Development Block Grant Citizens' Committee Membership

RECOMMENDED ACTION:

Approve the recommendation from the City Nomination Committee and reappoint incumbents Karina O'Brian and Charles Mottern, and new member, Charles Koch, to the Community Development Block Grant Citizens' Committee for terms effective immediately and ending September 30, 2020.

DISCUSSION:

COMPOSITION AND PURPOSE OF THE COMMISSION

The CDBG is advisory to City Council on matters regarding the assessment, planning, development, implementation and amendment of programs under the Community Development Block Grant program, a grant program to assist low and moderate income residents administered by the Federal Department of Housing and Urban Development (HUD).

The Committee consists of seven members. Each member must be City of Napa resident and registered voter. Members may include representatives from the business community, disabled persons, youth, seniors, minority groups, low and moderate-income persons, or others who are directly affected by the CDBG program. The CDBG Citizens' Committee meets on an as-needed basis quarterly the fourth Monday of the month, with supplemental meetings during the CDBG application process in the spring of each year. In accordance with City Council Resolution R2009-119, terms are for three years.

NUMBER AND TIMING OF VACANCIES INCLUDING SPECIAL QUALIFICATIONS

There were three term expirations effective September 30, 2017.

RECRUITMENT PROCESS

The City Clerk accepted applications for the Committee from July 28, 2017 through October 2, 2017. 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: Karina O'Briain, Charles Mottern, Charles Koch and Pamela Marietti.

SPECIAL NOTES

Karina O'Briain and Charles Mottern are both applying for second terms. Charles Koch and Pamela Marietti are new applicants.

Harry Collamore, committee member since November 25, 2014, did not reapply for an additional term.

NOMINATION COMMITTEE RECOMMENDATIONS

At the January 8, 2018 Nomination Committee Meeting, Councilmembers Gentry and Sedgley, serving as the Council-appointed Nomination Committee, interviewed the applicants.

The Committee recommends the appointment of Karina O'Briain, Charles Mottern and Charles Koch.

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 described in this agenda report is not subject to CEQA Guidelines Section 15060(c).

DOCUMENTS ATTACHED:

ATCH 1 - Applications

ATCH 2 - Nomination Committee Draft Meeting Minutes

NOTIFICATION:

Applicants