



## Staff Reports

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**File #:** 1454-2018, **Version:** 1

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

**From:** Dorothy Roberts, City Clerk

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

**TITLE:**

Napa Valley Transportation Authority (NVTa) Citizen Advisory Committee (CAC) Membership

**RECOMMENDED ACTION:**

Approve the recommended appointment of Gary Woodruff as the City of Napa representative to the Napa Valley Transportation Authority (NVTa) Citizen Advisory Committee (CAC) for a two-year term to begin the date of the approval by the Napa Valley Transportation Authority Board of Directors.

**DISCUSSION:**

**COMPOSITION AND PURPOSE OF THE COMMISSION:**

The Citizen Advisory Committee provides the Napa Valley Transit Authority (NVTa) with advice, comments and suggestions pertaining to multi-modal plans, including Countywide Transportation Plans, Short Range Transit Plans, Active Transportation Plans, consumer policies, marketing and communications administered by NVTa which is of interest to the community.

In total, nineteen members are appointed to the CAC to represent a broad spectrum of interests and the diverse communities in Napa Valley. Six of those members are appointed by the elected boards of Napa County's jurisdictions: the cities of American Canyon, Calistoga, Napa and St. Helena; the Town of Yountville; and the County of Napa. Members serve two-year terms. The Committee generally meets on the first Wednesday of the month, six times a year, at 5:00 p.m. at NVTa offices.

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

There is one seat to be filled due to the term expiration of Samantha Smith, whose term expired May 17, 2018; Ms. Smith did not reapply for another term.

**RECRUITMENT PROCESS:**

The City Clerk accepted applications for the Committee from March 30, 2018 through April 20, 2018. 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:**

Applications received from Kathleen Morgan, James Silver, Steven Smith and Gary Woodruff.

**NOMINATION COMMITTEE RECOMMENDATIONS**

At the June 7, 2018 Nomination Committee, Councilmembers Gentry and Sedgley, serving as the Council-appointed Nomination Committee, interviewed the applicants.

The Committee recommends the appointment of Gary Woodruff.

Pursuant to Section 4.7.2 of the 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 Section 4.5 of Policy Resolution 10.

**FINANCIAL IMPACTS:**

None

**CEQA:**

The City Clerk has determined 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

ATCH 2 - Nomination Committee Draft Minutes

**NOTIFICATION:**

Applicant