



Staff Reports

File #: 281-2020, **Version:** 1

To: Honorable Mayor and Members of City Council

From: Tiffany Carranza, City Clerk

Prepared By: Paulette Cooper, Office Assistant II

TITLE:

Community Development Block Grant Citizens' Committee (CDBG) Membership

RECOMMENDED ACTION:

- (1) Appoint new member, Robert Van Der Velde to the Community Development Block Grant Citizens' Committee (CDBG) for term effective immediately and ending September 30, 2023; and
- (2) Appoint new member, Michael Rupprecht to serve a remaining term effective immediately and ending September 30, 2022.

DISCUSSION:

COMPOSITION AND PURPOSE OF THE COMMISSION:

The CDBG Committee 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).

Requirements: Full-time resident and registered voter of the City of Napa. Members may include representatives from the business community, disabled persons, youth, seniors, minority groups, low and moderate-income persons, others who are directly affected by the CDBG program.

Membership: Seven members appointed by the City Council.

Meetings: 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. Meetings are held in the City Hall Committee Room, 955 School Street, Napa.

NUMBER AND TIMING OF VACANCIES INCLUDING SPECIAL QUALIFICATIONS:

There is a total of two seats to be filled due to the resignations of Charles H. Mottern, effective June 1, 2020 and Laura Cepoi, effective August 31, 2020.

RECRUITMENT PROCESS:

The City Clerk accepted applications for the Committee from June 4, 2020 through July 17, 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:

Three applications were received: Michael Rupprecht, Robert Van Der Velde, and Mark Bontrager. Copies of the applications have been provided as Attachment 1 for reference.

Michael Rupprecht, Robert Van Der Velde, and Mark Bontrager are new applicants.

NOMINATION COMMITTEE RECOMMENDATIONS:

At the August 26, 2020 Nomination Committee Meeting, Councilmember Alessio and Councilmember Luros, serving as the Council-appointed Nomination Committee, interviewed the applicants. A copy of the draft minutes has been provided as Attachment 2 for reference.

The Nomination Committee recommends the appointment of new member, Robert Van Der Velde, to the Community Development Block Grant Citizens' Committee (CDBG) for a term effective immediately and ending September 30, 2023; and appoint new member, Michael Rupprecht, to serve a remaining term effective immediately and ending September 30, 2022.

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

ATCH 2 - Draft Nomination Committee Meeting Minutes

NOTIFICATION:

Applicants.