



Staff Reports

File #: 375-2020, **Version:** 1

To: Honorable Mayor and Members of City Council

From: Tiffany Carranza, City Clerk

Prepared By: Paulette Cooper, Office Assistant II

TITLE:

Bicycle and Trails Advisory Commission Membership

RECOMMENDED ACTION:

Appoint incumbent, Jimmy Kawalek, and new members, Daniel I. Wilkowsky and Donal C. O'Briain, to the Bicycle and Trails Advisory Commission for terms effective immediately and ending September 30, 2022.

DISCUSSION:

COMPOSITION AND PURPOSE OF THE COMMISSION:

The Bicycle and Trails Advisory Commission is governed by Chapter 2.73 of the City of Napa Municipal Code and is advisory to City Council and to the City's Public Works Department on matters regarding bicycle transportation and bicycle and trail issues. Each member should demonstrate dedication as a bicyclist and/or training or experience in the field of transportation, recreational trail planning or engineering. The commission consists of six members. Five are appointed by the City Council. The sixth, non-voting member, is appointed by the Parks and Recreation Advisory Commission from their existing membership.

NUMBER AND TIMING OF VACANCIES INCLUDING SPECIAL QUALIFICATIONS:

There are three seats to be filled due to the term expirations of Jeremy N. Sill, Jimmy Kawalek, and Matthew Glynn, effective September 30, 2020.

RECRUITMENT PROCESS:

The City Clerk accepted applications for the Committee from August 7, 2020 through October 2, 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: Jimmy Kawalek, Daniel I. Wilkowsky, Donal C. O'Briain, and Seth Riggs. Copies of the applications have been provided as Attachment 1 for reference.

Jimmy Kawalek is applying for his third term. Incumbents Matthew Glynn, and Jeremy N. Sill did not apply for another term.

Daniel I. Wilkowsky, Donal C. O'Briain, and Seth Riggs are new applicants.

NOMINATION COMMITTEE RECOMMENDATIONS:

At the October 27, 2020 Nomination Committee Meeting, Councilmembers Alessio and 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 incumbent, Jimmy Kawalek, and new members, Daniel I. Wilkowsky, and Donal C. O'Briain to serve on the Bicycle and Trails Advisory Commission for terms 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.