



Staff Reports

File #: 415-2021, **Version:** 1

To: Honorable Mayor and Members of City Council

From: Tiffany Carranza, City Clerk

Prepared By: Paulette Cooper, Office Assistant II

TITLE:

"Maddy Act" 2022 Local Appointments List for the City of Napa Boards, Commissions and Committees

RECOMMENDED ACTION:

Receive the Annual Appointments List highlighting upcoming term vacancies occurring in the next year of. City of Napa Boards, Commissions and Committees.

DISCUSSION:

California Government Code Section 54970-54974 (commonly referred to as the Maddy Act”), assures that local government jurisdictions provide transparent and sufficient notice to members of the public regarding opportunities that may exist to participate in local regulatory or advisory boards, commissions, and committees. For that reason, the Maddy Act requires that legislative bodies will annually, on or before December 31st, prepare an appointment list with upcoming term expirations of the boards that are appointed by the legislative body.

To ensure that current and upcoming vacancies are readily available to the public throughout the year, residents may view current and upcoming vacancies by utilizing the Board and Commission application available on the City’s website. Additionally, the City Clerk Office publishes vacancy announcements in the Napa Register and the City’s online Newsletter. Announcements are also sent to local agencies or community groups, including the Napa Unified School District, Napa County Hispanic Chamber of Commerce, and the Napa Valley College. The City’s electronic Board and Commission Application allows users to see a comprehensive list of all City of Napa Boards and Commissions, view membership requirements and rosters, current and future vacancies, and apply online.

Government Code Section 54974 also requires that when unscheduled vacancies occur, a special vacancy notice shall be posted in the Office of the City Clerk and in other areas as designated by the legislative body. This is to be accomplished not earlier than 20 days before or not later than 20 days after the vacancy occurs. Final appointment to the board, commission, or committee shall not be made by the legislative body for a least 10 working days after the posting of the notice in the Clerk’s Office. The office of the City Clerk adheres to the above timeline requirements.

During the Calendar year of 2022, 30 expirations will occur, which includes all city boards,

commissions and committees in addition to those that include a city representative on outside agency boards, such as Napa County Library or the Mosquito Abatement Board. Historically, the Clerk's Office receives notice of up to five unscheduled vacancies per year.

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 - Local Appointments List

NOTIFICATION:

None.