

# City of Calistoga

## Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Kathy Flamson, City Clerk  
**DATE:** February 2, 2016  
**SUBJECT:** Consideration of Resolution Confirming the Mayor’s Appointment to the Napa County Library Commission

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APPROVAL FOR FORWARDING:



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Michael T. Kirn, Interim City Manager

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**ISSUE:** Consideration of Resolution Confirming the Mayor’s Appointment to the Napa County Library Commission:

**RECOMMENDATION:** Confirm appointment and adopt Resolution.

**DISCUSSION:** Pursuant to Government Code § 40605 the Mayor, with the approval of the City Council, shall make all appointments to boards, commissions, and committees. An opening on the Napa County Library Commission was advertised in the local newspaper on October 9, 2015 and December 18, 2015, as well as posted in the display cases around town per the “Maddy Act”. The attached application for Jean DeLuca was received on January 8, 2016.

**FISCAL IMPACT:** None.

**ATTACHMENTS:**

- 1. Draft Resolution
- 2. Application

RESOLUTION NO. 2016-XXX

**RESOLUTION OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA CONFIRMING THE MAYOR’S APPOINTMENT TO THE NAPA COUNTY LIBRARY COMMISSION**

1           **WHEREAS**, California Government Code Section 65300 states that the  
2 Mayor, with the approval of the City Council, shall make all appointments to  
3 boards, commissions, and committee; and  
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5           **WHEREAS**, the State of California has adopted the “Maddy Appointive  
6 List Act”, which requires the preparation of a list of all regular and ongoing  
7 commissions and committees appointed by the local legislative body. The Act  
8 also requires public notice to be given anytime a vacancy occurs on any of these  
9 ongoing bodies; and  
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11           **WHEREAS**, the City Council wishes to utilize the largely untapped  
12 reservoir of talent which exists among the citizenry that all too frequently is not  
13 aware of the opportunities for participation on local regulatory and advisory  
14 boards and commissions; and  
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16           **WHEREAS**, pursuant to State Legislation the City Council of the City of  
17 Calistoga is required to appoint representatives for the Napa County Library  
18 Commission.  
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20           **NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City  
21 of Calistoga hereby confirms the Mayor’s appointment of \_\_\_\_\_ to the **Napa**  
22 **County Library Commission**.  
23

24           **PASSED AND ADOPTED** by the City Council of the City of Calistoga this  
25 **2<sup>nd</sup> day of February, 2016**, by the following vote:  
26

27           **AYES:**

28           **NOES:**

29           **ABSTAIN:**

30           **ABSENT:**  
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\_\_\_\_\_  
**CHRIS CANNING, Mayor**

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35 **ATTEST:**  
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37

\_\_\_\_\_  
38 **Kathy Flamson, City Clerk**



JAN - 8 2016

CITY of CALISTOGA

RECEIVED

## BOARDS AND COMMISSIONS APPLICATION

Citizens are encouraged to serve on the various City commissions. Applications will be reviewed and interviews may be scheduled with the City Council. Commission appointments are made at a regular meeting of the City Council.

Application for:

- City Active Transportation Advisory Committee
- City Building Standards Advisory and Appeals Board
- City Green Committee
- County Library Commission
- Napa County Bicycle Advisory Committee
- Napa County Measure A Financial Oversight Committee
- Napa County Mosquito Abatement Board
- City Planning Commission
- Other Committees \_\_\_\_\_

Name: DeLuca Jean  
Last First M.I.

Telephone: \_\_\_\_\_  
Home Business Facsimile

E-mail Address: \_\_\_\_\_

Physical Address of Residence \_\_\_\_\_

Mailing Address: same

Business Address: same

Occupation: Marketing and Communications Consultant

Are you a resident of the City of Calistoga? Yes  No  Years of residency: 5

Education and/or related background: \_\_\_\_\_

Bachelor of Science - Journalism - Cal Poly SLO

Licenses or special certificates held: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Organizations to which you belong (professional, technical, community, services): \_\_\_\_\_

State specifically why you wish to serve, why you believe you are qualified for the position, and what you might contribute to the group:

My husband and I have lived in Calistoga for five years, and I'm eager to contribute to its potential. I believe libraries are unique in their capacity to serve as dynamic community resources, to be vibrant places of connection, learning and growth for all ages and demographics. As a seasoned marketing and communications professional, I would be honored to engage my skills, from research to collaboration, priority-setting and consensus-building, on Calistoga's behalf, representing its singular needs and opportunities during this exciting phase in our library's history.

(Use additional paper, if necessary)

References (include name and daytime phone number: (1) Karen Cakebread - [REDACTED]  
(2) Laura Swanton - [REDACTED]

List any other committees/commissions on which you have served, and the year(s) of service:

Numerous business marketing and PR committees. Napa Valley Vintners - PR Committee (5+ years), Auction Committee (5+ years).  
Meals on Wheels Board of Directors (Rogue Valley, OR - 2 years). Maui Visitors Bureau - Marketing Committee (4 years).

**Please Note:** Appointment to this position may require you to file a conflict of interest disclosure statement with the City Clerk. This information is a public record and these statements are available to the public on request.

I have read, understand, and will abide by this statement (please initial) LD.

I have sufficient time to devote to this responsibility and plan to attend the required meetings if I am appointed to fill a vacancy

January 7, 2016  
Date

  
Signature of Applicant

Completed application should be returned to

City Clerk  
1232 Washington Street  
Calistoga, CA 94515

For questions please call the City Clerk at (707) 942-2807.