



CITY OF NOVATO
CALIFORNIA

**City Council
Agenda**

**901 SHERMAN AVENUE
NOVATO, CA 94945**

Tuesday, March 10, 2026 - 6:00 PM

**Mayor
Rachel Farac**

**Mayor Pro Tempore
Kevin Jacobs**

**Councilmembers
Pat Eklund
Sandeep Karkal
Tim O'Connor**

**City Manager
Amy Cunningham**

**City Attorney
Gary Bell**

City Council meetings are usually held each month on the second and fourth Tuesdays at 6:00 p.m. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (415) 899-8986. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodation to help ensure accessibility to this meeting.

The agenda is divided into three main sections and includes other categories covering routine business. All references to "City Council" include those other agencies which may be listed at the top of the Agenda. **The City Council may discuss and/or take action on any or all of the items listed on the agenda irrespective of how the agenda items are described.** The Council may establish and make appointments to a Council committee (made up of two Councilmembers) with respect to any item appearing on this agenda.

Public Participation Options

Members of the Public may participate and provide public comments for the City Council as follows:

- **Written public comments** may be submitted via [eComment](#). Written public comments received more than 3 hours before the start of the meeting will be distributed to the Council prior to the meeting. Written public comments will not be read during the meeting.
- **In-person public comments** may be made at the meeting, which are held in the Novato City Council Chambers located at 901 Sherman Avenue.

The Mayor has the authority to rule any speaker out of order, including speakers during the Public Comment period, if the subject raised is not within the subject matter jurisdiction of the City Council, or during a public hearing or a general business item if the speaker is not presenting testimony or evidence relevant to the matter or if the speaker becomes disruptive to the proceedings and conduct of the meeting.

The Mayor also has the authority to order any person who willfully interrupts the meeting to be removed. All persons are expected to conduct themselves with civility and courtesy at all times. All persons giving comments shall speak directly to the Council and address issues, not individuals. Personal attacks, cursing and outbursts from the audience in support or opposition to a speaker are not tolerated in order to foster an environment where everyone feels welcome to speak

A. CONVENE, PLEDGE OF ALLEGIANCE, AND ROLL CALL

B. CLOSED SESSION ANNOUNCEMENT

C. CEREMONIAL MATTERS/PRESENTATIONS

C.1. Presentation from Youth Advocacy Committee: Tobacco Use Prevention

C.2. Presentation from Director of County Library Services: Upcoming short- and long-term facility improvements at the Novato Blvd. and "C" Street South Novato libraries

C.3. Proclamation: Developmental Disabilities Awareness Month
[Developmental Disabilities Awareness Month](#)

D. APPROVAL OF THE FINAL AGENDA

E. REPORTS FROM THE CITY COUNCIL & CITY MANAGER

F. PUBLIC COMMENT

All members of the public wishing to address the City Council are requested to submit a speaker card in advance to the City Clerk. (Please remember that all comment cards are PUBLIC RECORDS). The Mayor will call the names of speakers from the cards. In addition to receiving comment from the public during the Public Comment period, the Mayor will recognize persons from the audience who wish to address the City Council on a particular agenda item at the time that item is considered by the City Council. There is a three-minute time limit to speak although the Mayor may shorten the time based on the number of speakers or other factors. A speaker may not yield his or her time to another speaker. For issues raised during Public Comment that are not on the published agenda, except as otherwise provided under the Ralph M. Brown Act, no action can legally be taken. The City Council may direct that the item be referred to the City Manager for action or may schedule the item on a subsequent agenda.

G. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered to be routine and will be enacted by a single vote of the Council. There will be no separate discussion unless specific items are removed from the Consent Calendar for separate discussion and action. Any Councilmember may remove an item from the Consent Calendar and place it under General Business for discussion.

G.1. Waive reading and authorize introductions and/or adoption of ordinances by title only this is a standard procedural action so that the City Council does not have to read an ordinance aloud in its entirety.

- G.2. Approve the closed and open session meeting minute of February 24, 2026**
Staff contact: Laura McDowall, City Clerk, 899-8986
[Minutes - February 24, 2026](#)
- G.3. Receive and file the City of Novato's AB1600 Annual Reports for Development Impact Fees for Fiscal Years 2018/19 through 2024/25 including the required Five-Year Report in Fiscal Year 2022/23**
Staff contact: Carla Carvalho-DeGraff, Finance Director, 899-8900
[Staff Report - AB 1600 Reports](#)
[Attachment 1 - FY 18-19 Annual Report](#)
[Attachment 2 - FY 19-20 Annual Report](#)
[Attachment 3 - FY 20-21 Annual Report](#)
[Attachment 4 - FY 21-22 Annual Report](#)
[Attachment 5 - FY 22-23 Annual Report & 5 Year DIF Report](#)
[Attachment 6 - FY 23-24 Annual Report](#)
[Attachment 7 - FY 24-25 Annual Report](#)
- G.4. Receive and file the 2025 Annual Progress Report of the Novato Housing Element and adopt a resolution directing staff to file the Report with the State Department of Housing and Community Development (HCD) and the Governor's Office of Land Use and Climate Innovation (LCI)**
Staff contact: Brett Walker, Senior Planner, 899-8900
[Staff Report - Housing Element Annual Report](#)
[Attachment 1 - Draft Resolution](#)
- G.5. Adopt a resolution authorizing the City Manager or their designee to sign the professional services agreement with Harris & Associates for Assessment Engineering Services and Special Tax Administration for the cities Landscape Assessment Districts (LADs) and Community Facilities Districts (CFDs) for a total not to exceed \$205,532 for the period between March 16, 2026, and March 15, 2031**
Staff contact: Cindy Chong, Public Works Administrative Manager, 899-8900
[Staff Report - Harris & Associates Agreement](#)
[Attachment 1 - Draft Resolution](#)
[Attachment 2 - Draft Agreement](#)
[Attachment 3 - RFP](#)
[Attachment 4 - Summary Proposal Results](#)
- G.6. Adopt a resolution to summarily vacate the excess portion of an existing roadway and public utility easement recorded April 09, 1957, in BOOK 1106 PAGE 87 of Official Records at the County of Marin Recorders Office; the portion of the existing easement to be vacated is located at 1017 Simmons Lane (Assessor Parcel Number 141-071-67)**
Staff contact: Timothy Burke, City Engineer, 899-8246
[Staff Report - Vacate Public Utility Easement](#)
[Attachment 1 - Draft Resolution](#)
[Attachment 2 - Exhibit A-1](#)

G.7. Receive and file Fiscal Year 2024/25 Measure F Report
Staff contact: Carla Carvalho-Degraff, Finance Director, 899-8900
[Staff Report - Measure F Report](#)
[Attachment 1 - FY 2024-25 Measure F Report](#)

G.8. Receive and file the Quarter 2 Fiscal Year 2025/26 Budget Performance Report
Staff contact: Jennifer Maldonado, Principal Analyst, 899-8900
[Staff Report - Q2 Budget Performance Report](#)
[Attachment 1 - Quarter 2 FY 25-26 Budget Performance Report](#)

G.9. Adopt a resolution authorizing the City Manager or their designee to execute an amendment to the contract with DebtBook in the amount of \$41,100, bringing the total contract amount to \$129,234.25
Staff contact: Carla Carvalho-DeGraff, Finance Director, 899-8900
[Staff Report - Debtbook Agreement Amendment](#)
[Attachment 1 - Draft Resolution](#)
[Attachment 2 - Draft Agreement](#)

H. UNFINISHED AND OTHER BUSINESS
There are no agenda items.

I. PUBLIC HEARINGS
There are no agenda items.

J. GENERAL BUSINESS
These items include significant and administrative actions of special interest and will usually include a staff presentation and discussion by the Council. They will be acted upon by a separate vote.

J.1. Consider adopting a resolution approving a Lease Rider and other necessary documents amending the current ground lease between Homeward Bound of Marin (Homeward Bound) and the City of Novato for the HUD parcel in Hamilton (APN 157-970-07) which updates terms between the City of Novato, California Department of Housing and Community Development (HCD), and Homeward Bound and enables Homeward Bound to obtain a \$3 million loan from HCD for construction financing of supportive housing for veterans, families, and others overcoming homelessness; because said documents have not been fully negotiated but time is of the essence, it is recommended that the Council's approval of these documents be made subject to the approval of the City Manager and City Attorney
Staff contact: Amy Cunningham, City Manager, 899-8900
[Staff Report - Homeward Bound HUD Parcel Lease Rider](#)
[Attachment 1 - Draft Resolution](#)
[Attachment 2 - HCD Lease Rider](#)
[Attachment 3 - Regulatory Agreement](#)
[Attachment 4 - Deed of Trust](#)
[Attachment 5 - Homeward Bound-City of Novato Ground Lease](#)

J.2. Receive a presentation from the Age + Disability Friendly Novato (ADFN) Steering Committee highlighting progress of the 2025-2028 Age + Disability Friendly Novato Action Plan and future initiatives

Staff contact: Katie Gauntlett, Parks, Recreation & Community Services Director, 899-8900

[Staff Report - Age and Disability Friendly Novato Update](#)

[Attachment 1 - Age and Disability Friendly Novato Action Plan](#)

K. COMMISSIONS, COMMITTEES AND BOARDS (CCB'S) APPOINTMENTS

This section is used by the City Council to make appointments to fill vacancy/vacancies on their Commissions, Committees and Boards. There are no agenda items.

L. WORK STUDY SESSION

There are no agenda items.

M. ADJOURNMENT

Materials that are submitted to members of the City Council after the distribution of the agenda packet will be made available to the public at the time it is provided to the City Council.

AFFIDAVIT OF POSTING

I, Laura McDowall, certify that on the Thursday before the Council meeting of March 10, 2026, the agenda was posted on the City Community Service Board at 922 Machin Ave in Novato, California and on the City's website at novato.gov.

/Laura McDowall/

Laura McDowall, City Clerk



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