



CITY OF NOVATO
CALIFORNIA

City Council
Special Meeting Agenda

901 SHERMAN AVENUE
NOVATO, CA 94945

Wednesday, December 3, 2025 - 6:00 PM

Mayor
Tim O'Connor

Mayor Pro Tempore
Rachel Farac

Councilmembers
Pat Eklund
Kevin Jacobs

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

There are no agenda items.

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

There are no agenda items.

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. Hold interviews of applicants for the vacant City Council seat for District 5 and possibly appoint, direct the City Clerk to administer the Oath of Office and seat an eligible person to serve as Councilmember to fill the seat until an eligible person is elected at the City’s next general election to be held on November 3, 2026, and sworn into office**

Staff Contact: Laura McDowall, City Clerk, 899-8986

[Staff Report - District 5 City Council Seat](#)

[Attachment 1 - Candidate Application Materials](#)

[Attachment 2 - District Map](#)

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 Monday, December 1, 2025, the December 3, 2025, Special Meeting Agenda was posted on the City Community Service Board at 922 Machin Ave in Novato, California and on the City’s website at novato.org.

/Laura McDowall/

Laura McDowall, City Clerk



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