



CITY OF NOVATO
CALIFORNIA

**Joint City Council/City Council as Successor Agency to
Dissolved Redevelopment Agency**

Amended Agenda

Tuesday, July 14, 2020 - 6:00 PM

[Agenda Teleconference Only](#)

**Mayor
Denise Athas**

**Mayor Pro Tempore
Pat Eklund**

**Councilmembers
Eric Lucan
Amy Peele
Susan Wernick**

**City Manager
Adam McGill**

The City Council meeting is regularly scheduled each month on the second and fourth Tuesdays at 6:00 p.m.

Pursuant to the provisions of the California Governor's Executive Order N-29-20, issued on March 17, 2020, this meeting will be held by teleconference only.

[Public Participation/Comment Instructions](#)

Members of the Public may participate and provide public comments to teleconference meetings as follows:

- **Written public comments** may be submitted by email to novatocouncil@novato.com or via [eComment](#). Written public comments received more than 2 hours prior to the start of the meeting will be distributed to the Council prior to the meeting but will not be read during the meeting. Mail received after the two-hour cut-off, including during and after the meeting will be collected and placed in the public record. Mail will not be read during the meeting.

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- **Spoken public comments** will be accepted through the teleconference meeting only. To address the Council orally, please read and follow the following instructions carefully.
 1. Go to [Webex.com](https://www.webex.com) to access the web-based meeting
 - **Meeting Number (access code): 146 916 4339**
 - **Password Number: 1960**

(Should the access information above not work, please go to novato.org/agendas to find updated access information)

- a. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you when it is your turn to speak.
 - b. When you join the Webex meeting, please click on the participant icon (looks like a human figure) to display the participant list on the right side of your screen. Then please enable your audio connection by following these steps:
 - Select “Request Audio” by clicking the telephone icon found at the bottom left of the participant list.
 - When prompted, please select “computer audio”.
 - c. When the Mayor calls for public comment on the item on which you wish to speak, please use the “Raise Hand” feature by clicking on the hand icon at the bottom right of the participant list. A hand icon will appear next to your name to notify the Host that you would like to speak. After providing your public comment, please click the hand icon again to remove the hand from your name.
 - d. The host will activate and unmute speakers in turn. Speakers will be notified when it is their turn to speak. **Note:** The host is only able to mute and unmute your Webex audio connection. When it is your turn to speak, please be sure to check that your computer microphone is unmuted and remember to mute yourself after your comment.
 - e. If you are experiencing issues with your audio connection, please use the chat feature to type your comments to the meeting Host. Your comments will be read aloud during the public comment period. To use the chat feature, please click on the dialogue box icon found at the bottom center of the screen. The chat box will open below your participant list. Please select “Host” from the dropdown menu, type in your comments then press the Enter button on your keyboard to send. If possible, please type out and send comments prior to the start of the public comment period to ensure your comment is received in a timely manner, and please include a note referencing the item you are commenting on.
 - f. When called, please limit your remarks to the time limit allotted by the mayor or as specified on the agenda. The speakers will be muted when their time is up.
- **Listen Only Participation** may be accessed by calling toll number **(415) 655-0002**. PLEASE NOTE YOU WILL NOT BE ABLE TO PROVIDE PUBLIC COMMENT DURING THE ACTUAL MEETING if you select this option.

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) 599-9742. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodation to help insure accessibility to this meeting.

- A. **CONVENE, PLEDGE OF ALLEGIANCE, AND ROLL CALL**
- B. **CLOSED SESSION ANNOUNCEMENT**
- C. **CEREMONIAL MATTERS/PRESENTATIONS**
- D. **APPROVAL OF THE FINAL AGENDA**
- E. **REPORTS FROM THE CITY COUNCIL & CITY MANAGER**
- F. **PUBLIC COMMENT**

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 to waive any readings of an ordinance on this agenda, so that the City Council does not have to read the ordinance in its entirety.)

- G.2. **Adopt a resolution of intention to levy assessments for Fiscal Year 2020/21 for Landscape Assessment District A 91 in the Hillside Park Unit 4 Subdivision and setting a public hearing date of July 28, 2020, to confirm or revise the Fiscal Year 2020/21 assessments proposed in the Draft Engineer's Report**

CEQA DETERMINATION: Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA guidelines sections 15301, existing facilities

Staff contact: Kate Whan, Public Works Administrative Manager, 899-8995

[Staff Report - Hillside Park Unit 4, Intent to Levy](#)

[Attachment 1 - Draft Resolution](#)

[Attachment 2 - Draft Engineer's Report](#)

- G.3. Adopt a resolution of intention to levy assessments for FY 20/21 for Landscape Assessment District A-03 in the San Pablo Subdivision, and set a public hearing date of July 28, 2020, to confirm or revise the FY 20/21 assessments proposed in the Engineer's Report**

CEQA DETERMINATION: Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA guidelines sections 15301, existing facilities

Staff contact: Kate Whan, Public Works Administrative Manager, 899-8246

[Staff Report - San Pablo, Intent to Levy](#)

[Attachment 1 - Draft Resolution](#)

[Attachment 2 - Draft Engineer's Report](#)

- G.4. Adopt a resolution of intention to levy assessments for FY 20/21 for Landscape Assessment District C-91 in the Wildwood Glen Subdivision, and set a public hearing date of July 28, 2020, to confirm or revise the FY 20/21 assessments proposed in the Engineer's Report**

CEQA DETERMINATION: Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA guidelines sections 15301, existing facilities

Staff contact: Kate Whan, Public Works Administrative Manager, 899-8995

[Staff Report - Wildwood Glen, Intent to Levy](#)

[Attachment 1 - Draft Resolution](#)

[Attachment 2 - Draft Engineer's Report](#)

- G.5. Adopt a resolution of intention to levy assessments for Fiscal Year 2020/21 for Landscape Assessment District A-81 in the San Marin Area and setting a hearing date of July 28, 2020 to confirm or revise the Fiscal Year 2020/21 assessments proposed in the Engineer's Report**

CEQA DETERMINATION: Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA guidelines sections 15301, existing facilities

Staff contact: Kate Whan, Public Works Administrative Manager, 899-8246

[Staff Report - San Marin, Intent to Levy](#)

[Attachment 1 - Draft Resolution](#)

[Attachment 2 - Draft Engineer's Report](#)

- G.6. Approve the response to the Marin County Civil Grand Jury Report titled, "Cyberattacks: A Growing Threat to Marin Government," dated May 11, 2020, and authorize the Mayor to execute a letter of transmittal to the Marin County Civil Grand Jury**

Staff contact: Shamin Miller, Technology Manager 899-8900

[Staff Report - Grand Jury Report, Cyberattacks](#)

[Attachment 1 - Marin County Grand Jury Report](#)

[Attachment 2 -Draft Response Form](#)

[Attachment 3 - Grand Jury Letter](#)

- G.7. Approve the response to the Marin County Civil Grand Jury Report titled, “Follow-up Report on Web Transparency of Agency Compensation Practices,” dated April 28, 2020 and authorize the Mayor to execute a letter of transmittal to the Marin County Civil Grand Jury**
Staff contact: Naomi Kamunyu, Human Resources Manager, 899-8914
[Staff Report - Grand Jury Web Transparency](#)
[Attachment 1 - Grand Jury Report](#)
[Attachment 2 - Draft Response Form](#)
[Attachment 3 - Grand Jury Letter](#)
- G.8. Approve the minutes of the City Council closed session meeting of June 23, 2020**
Staff contact: Terrie Gillen, City Clerk, 899-8986
[Draft Minutes - cc062320 - Closed Session](#)
- G.9. Approve the minutes of the Joint City Council / City Council as Successor Agency of the Dissolved Redevelopment Agency meeting of June 23, 2020**
Staff contact: Theresa Brown, Assistant City Clerk, 899-8902
[Draft Minutes - cc062320](#)
- G.10. Receive and file a report of the list of various City contracts signed by the City Manager in FY 2019/20**
Staff contact: Adam McGill, City Manager, 899-8900
[Staff Report - List of CM Contracts](#)
[Attachment 1 - Agreements List FY 19/20](#)
- G.11. Adopt a resolution of the City Council of the City of Novato authorizing the update of the City of Novato salary schedule for FY2020/21 to incorporate City Council adopted resolution 2019-054 adding the hourly rates and hourly ranges for Parks, Recreation & Community Services Temporary/Seasonal part-time non-benefited classes and adjust the salary for the Community & Economic Development Director position**
Staff contact: Naomi Kamunyu, Human Resources Manager, 899-8914
[Staff Report - Salary Schedule](#)
[Attachment 1 - Draft Resolution with Exhibit](#)
- G.12. Adopt a resolution authorizing the City Manager to execute a maintenance agreement with the Conservation Corps North Bay through June 30, 2021 for continuing parks maintenance and creek restoration services**
Staff contact: Lyle Waite, Superintendent, 899-8280
[Staff Report - Parks and Creeks](#)
[Attachment 1 - Draft Resolution](#)
[Attachment 2 - Maintenance Agreement](#)

**G.13. Authorize the Mayor to sign a letter in support of Senate Bill 1312 (McGuire):
Electrical Corporations: Undergrounding of Infrastructure Deenergization**

Staff contact: Theresa Brown, Assistant City Clerk, 899-8902

[Staff Report - Support for SB 1312](#)

[Attachment 1 - SB 1312](#)

[Attachment 2 - Senate Analysis](#)

[Attachment 3 - Draft Letter](#)

H. UNFINISHED AND OTHER BUSINESS

There are no agenda items.

I. PUBLIC HEARINGS

Public Hearings are announced and advertised in advance to allow interested persons to make comments for, against, or otherwise, regarding a proposed project or decision. Anyone who challenges any hearing matter in court may be limited to only those issues raised at the public hearing described therein, or in written correspondence delivered to the City Council at, or prior to, the public hearing.

- I.1. Conduct a public hearing on the Hamilton Village, a 75-unit townhome project proposed at 802 State Access Road to consider and: (1) adopt a resolution making findings and adopting a mitigated negative declaration and Mitigation Monitoring and Reporting Program; (2) adopt a resolution approving a General Plan Map Amendment to change the Land Use Designation for from Community Facilities (CF) to Medium Density Multiple Family Residential (R10); (3) introduce an ordinance approving a Master Plan Amendment for the Hamilton Field Department of Defense Housing Facility; (4) adopt resolution approving a Precise Development Plan and Design Review ; and (5) adopt a resolution approving a vesting tentative map, and authorizing the grants of easements for access across adjacent property owned by the City (APNs 157-970-05,-06, & -07) Hamilton Village**
Staff contact: Kaitlin Zitelli, Planner I, 899-8989

[Staff Report - Hamilton Village](#)

[Attachment 1 - Draft Resolution w/ Exhibits \(Mitigated Negative Declaration\)](#)

[Attachment 2 - Draft Resolution w/ Exhibits \(General Plan Amendment\)](#)

[Attachment 3 - Draft Ordinance w/ Exhibits](#)

[Attachment 4 - Draft Resolution w/ Exhibits \(Precise Plan\) Exhibit C Amended](#)

[Attachment 5 - Draft Resolution w/Exhibits \(Vesting Tentative Map\) Exhibit B Amended](#)

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 enacted upon by a separate vote.

- J.1. Receive, discuss and file the City of Novato's Building Permit Process/Customer Service audit**
Staff contact: Vicki Parker, Community Development Director, 899-8989
[Staff Report - Building Permit Audit](#)
[Attachment 1 - Customer Satisfaction Assessment](#)
- J.2. Adopt an Ordinance to Amend the Contract Between the Board of Administration of the California Public Employee's Retirement System (CalPERS) and the City of Novato to implement cost sharing in accordance with Section 20516 of the California Government Code**
Staff contact: Naomi Kamunyu, Human Resources Manager, 899-8914
[Staff Report - CalPers Cost Sharing 2nd reading](#)
[Attachment 1 - Draft Ordinance](#)
[Attachment 2 - Amendment \(Police\)](#)
[Attachment 3 - Amendment \(Misc\)](#)
[Attachment 4 - June 9, 2020 Staff Report](#)
- J.3. Consider, and take action to designate voting representative and up to two alternate voting representatives for the League of California Cities Annual Conference (LOCC) and Business Meeting in October 2020**
Staff contact: Theresa Brown, Assistant City Clerk, 899-8902
[Staff Report - LOCC Conference and Business Meeting \(Amended\)](#)
[Attachment 1 - LOCC Letter](#)

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.

L. WORK STUDY SESSION

M. ADJOURNMENT

If urgent matters arise after the publication of the regular agenda, there will be an addendum. It will be posted at the referenced locations mentioned in the Affidavit of Posting by Friday at 5:00 p.m., the week before the meeting.

Materials, that are submitted to members of the Council after the distribution of the meeting's agenda packet will be available upon request. During the COVID-19 crisis, a binder of such distributed materials will not be available for public review.

AFFIDAVIT OF POSTING

I, Terri Brown, certify that on July 13, 2020, the agenda was posted on the City Community Service Board at the Police Department and on the City's website at novato.org in Novato, California.

/Terri Brown/

Terri Brown, Assistant City Clerk



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