



CITY OF NOVATO
CALIFORNIA

**City Council
Agenda**

**901 SHERMAN AVENUE
NOVATO, CA 94945**

Tuesday, March 24, 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. Proclamation: Government Finance Professionals Week
[Government Finance Professionals Week](#)

C.2. Proclamation: George Brenton Estes
[George Brenton Estes](#)

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 City Council Meeting Minutes of March 10, 2026**
Staff contact: Laura McDowall, City Clerk, 899-8986
[Minutes - March 10 2026](#)
- G.3. Approve 11 artist selections and their assigned utility box locations for the 2025-2026 Utility Box Art Program and four additional utility box locations as recommended by the Recreation, Cultural and Community Services Advisory Commission**
Staff contact: Drew Bendickson, Community Services Division Manager, 899-8900
[Staff Report - Utility Box Art Program](#)
[Attachment 1 - Art In Public Places Admin Policy 5.13](#)
[Attachment 2 - Artists' Statements & Concept Artwork](#)
[Attachment 3 - Utility Box Locations w- Recommended Artwork](#)
[Attachment 4 - Proposed Additional Locations w- Artwork](#)
[Attachment 5 - 2025-2026 Utility Box Art Locations Map](#)
- G.4. Adopt a resolution authorizing the City Manager or their designee to execute a fourth amendment to the agreement with ClientFirst Technology for \$15,000 bringing the total contract amount to \$245,600**
Staff contact: Carla Carvalho-DeGraff, Finance Director, 899-8900
[Staff Report - ClientFirst Agreement Amendment](#)
[Attachment 1 - Draft Resolution](#)
[Attachment 2 - Draft Agreement](#)
[Attachment 3 - ClientFirst Draft Change Order](#)
- G.5. Approve the Recreation, Cultural & Community Services Advisory (RCCS) Commission's recommendation to install a mural at Hamilton Amphitheater Park Playground (601 N. Hamilton Pkwy.) during the upcoming renovation, allocating \$10,000 from the Public Art Fund (Fund 215) to support the project; and authorize Staff to issue a Call for Artists in accordance with the Art in Public Places Policy seeking qualified muralists and potential design options suitable for the play space and children ages 2-5 years old**
Staff contact: Katie Gauntlett, Parks, Recreation & Community Services Director, 899-8900
[Staff Report - Hamilton Amphitheater Park Mural](#)
[Attachment 1 - Art in Public Places Admin Policy](#)
[Attachment 2 - Proposed Mural Location](#)
- G.6. Approve the Recreation, Cultural & Community Services Advisory (RCCS) Commission's recommendation to approve the concrete retaining wall located at the Downtown Recreation Center and Pocket Park facility at 950 Seventh Street as Novato's next mural location and support the proposed conceptual theme of Celebrating Unity & Diversity in partnership with the Marin County Youth Commission (MCYC)**
Staff contact: Katie Gauntlett, Director of Parks, Recreation & Community Services, 899-8900
[Staff Report - DRC & Pocket Park Mural](#)
[Attachment 1 - Art in Public Places Admin Policy](#)
[Attachment 2 - Proposed Mural Location](#)

G.7. Adopt a resolution amending the City of Novato Operating Budget and Capital Improvement Program (CIP) budget for Fiscal Year 2025/26 and direct the City Manager to take actions necessary to enact approved budget modifications

Staff contact: Jennifer Maldonado, Principal Analyst, 899-8900

[Staff Report - Mid-Year Budget Report](#)

[Attachment 1 - Draft Resolution](#)

[Attachment 2 - Reserve Policy](#)

G.8. Adopt a resolution amending the Fiscal Year 2025/26 Capital Improvement Program (CIP) Budget (Reso 2025-2055) in the amount of \$55,000 and authorize the City Manager to execute related operating budget adjustments in order to make repairs to the Hamilton Field History Museum exterior walkways and site improvements

Staff contact: Chris Benigni, Deputy Public Works Director, 899-8900

[Staff Report - Hamilton History Museum Exterior Walkway](#)

[Attachment 1 - Draft Resolution](#)

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. Hold a public hearing and consider introducing an ordinance adding Section 4-17 (Tenant Protections) to the Novato Municipal Code and finding the amendment to be exempt from the California Environmental Quality Act (CEQA) review pursuant to Public Resources Code Section 21065 and CEQA Guidelines Sections 15061(b)(3) and 15378(b)(5). The Ordinance establishes local regulations related to residential tenancies, including provisions addressing tenancy termination standards, relocation assistance, notice requirements, and related tenant protections. The proposed ordinance is intended to implement and expand upon certain provisions of state law, including the Tenant Protection Act of 2019.

Staff contact: Clare Hartman, Community Development Director, 899-8900

[Staff Report - Tenant Protections Ordinance](#)

[Attachment 1 - Supportive Data for Draft Tenant Protections Ordinance](#)

[Attachment 2 - Draft Tenant Protections Ordinance 20260123 _English](#)

[Attachment 3 - FAQs - Draft Tenant Protections Ordinance - March 11 2026](#)

[Attachment 4 - Summary Table of Staff Recommendations - Draft Tenant Protections Ordinance](#)

[Attachment 5 - Staff Recommendation Red-Lined Draft Novato Tenant Protections Ordinance](#)

[Attachment 6 - Public Correspondence](#)

[Attachment 7 - Adopting Ordinance](#)

**I.2. McPhail's Commercial Office Development
Master Plan Amendment; File No. MP2025-831
5400 Hanna Ranch Road; APNs 153-220-32, -34, -35, -36, -37, -38, -39, & -40;**

Conduct a public hearing to consider and:

- (1) Adopt a resolution finding the proposed master plan amendment to be exempt from California Environmental Quality Act (CEQA) review pursuant to CEQA Guidelines Section 15183; and**
- (2) Introduce an ordinance amending the McPhail's Commercial Office Development Master Plan to modify the permitted and conditionally permitted land uses allowed at 5400 Hanna Ranch Road**

Staff contact: Kaitlin Zitelli, Senior Planner, 899-8900

[Staff Report - McPhail's Masterplan Amendment](#)

[Attachment 1 - Draft Resolution](#)

[Attachment 2 - Draft Ordinance](#)

[Attachment 3 - Site Plan](#)

[Attachment 4 - Applicant Statement](#)

[Attachment 5 - Ordinance 1636](#)

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 introducing an ordinance amending Novato Municipal Code provisions related to City Council compensation, increasing the monthly salary for Council members from \$400 to \$1,552, with the new rate to become effective after the next general municipal election in accordance with State law

Staff contact: Eva Hilliard, Chief People Officer, 899-8900

[Staff Report - Council Compensation](#)

[Attachment 1 - 1988 Ordinance - Council Compensation](#)

[Attachment 2 - City Council Compensation Analysis](#)

[Attachment 3 - Draft Ordinance](#)

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 24, 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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