The City Council Regular Meeting was called to order at 6:00 p.m. on Tuesday, April 18, 2017.

A. CONVENE, PLEDGE OF ALLEGIANCE, AND ROLL CALL

Present: Mayor Athas, Mayor Pro Tem Fryday, Councilmember Drew, Councilmember Eklund, Councilmember Lucan

Roll was called with five of five Councilmembers present, creating a quorum.

Staff Present: City Manager Regan Candelario, Assistant City Attorney Veronica Nebb, City Clerk Claudia Laughter, Public Works Director Russ Thompson, Deputy Director of Public Works Christopher Blunk, Interim Finance Manager Maureen Chapman, Technology Manager Scott Sanders, Interim Assistant City Manager/Consultant Joe Kreins

B. CLOSED SESSION ANNOUNCEMENT – A closed session will convene after the open session.

C. CEREMONIAL MATTERS/PRESENTATIONS

- PROCLAMATION: Earth Day – Mayor Athas presented it to Susan Stompe and the Streetscape Team
- PROCLAMATION: 4th Annual Novato Youth Chili Academy Cookoff – Mayor Athas presented to Cheryl Paddack, Novato Youth Center
- PRESENTATION: Novato Streetscape Committee Annual Report

D. APPROVAL OF FINAL AGENDA, WAIVER OF THE READING OF ORDINANCES AND NOTICES OF INTENT

MOTION TO APPROVE FINAL AGENDA, WAIVER OF THE READING OF ORDINANCES AND NOTICES OF INTENT
M/S/C EKLUND/LUCAN AYES: 5 NAYS: 0

E. COUNCILMEMBER/CITY MANAGER REPORTS

1. CITY MANAGER REPORT

CM Candelario gave updates on the following items:
- Hamilton Public Workshop
- Downtown Streets Team Ribbon Cutting
- Sea Level Rise Meeting on April 29th
2. COUNCILMEMBER REPORTS

Councilmember Lucan gave an update from SMART’s monthly meeting; Mayor Pro Tem Fryday had no update; Councilmember Drew attended the Immigration Forum; Councilmember Eklund also attended the Immigration Forum, reported on Plan Bay Area 2040 environmental impact report, update from the Community Air Resources Board, and ABAG; Mayor Athas attended the Fair Housing Expo, the Design Review Board meeting on Woodhollow, participated with Councilmember Eklund in interviewing candidates for the Novato Assistant City Manager, held monthly agenda setting with the City Manager, Clerk and Mayor Pro Tem, attended a Chamber of Commerce event, MCE executive meeting, and Legislative Action Day with the League of California Cities in meeting State Senators.

F. PUBLIC COMMENTS

1. Dale Kline – School Fuel
2. Marie Hoch – Hamilton Perimeter Walls
3. Tracey Ruiz – Hamilton Perimeter Walls and Sustainability

G. CONSENT CALENDAR

PUBLIC COMMENT: None

1. Receive expenditure approval lists of March 30 and April 13 – Council received the lists.
2. Receive Annual Housing Element Progress Report from Staff and the Planning Commission and Concur in the Submission of the Report to the Office of Planning and Research and the Department of Housing and Community Development in accordance with California Government Code Section 65400 – Council received the report and approved submission.
3. Accept Work as Complete and Authorize the City Manager to Approve a Notice of Completion for the DeLong Avenue and Ignacio Boulevard Highway Interchanges Resurfacing CIP Project No. 13-003; Federal Aid Project No STPL-5361 (026) – Council accepted the work as completed and authorized the City Manager to approve the Notice of Completion.
4. Accept work as complete and authorize the City Manager to approve the Notice of Completion – Safe Pathways to Schools Crosswalk Improvements CIP Project No. 16-008 and Safe Pathways to Schools Radar Speed Feedback Signs CIP Project No. 16-009 – Council accepted the work and authorized the City Manager to approve the Notice of Completion.
5. Approve minutes from February 28, 2017 City Council Meeting – Council approved the minutes.
6. Adopt a Resolution to approve the addition of a Sustainability Programs Coordinator I/II to the City’s Classification Plan – Councilmember Eklund requested this item to be pulled for discussion.
7. Review and Approve Plans and Specifications and authorize bid for CIP Project #12-017 – Hamilton Levee Seepage Collection Phase II, and find the project exempt from CEQA pursuant to guidelines Section 15301; Existing Facilities – Council approved the plans and specifications and authorized the bid.

8. Authorize the City Manager to sign and send a Letter of Opposition to SB 35 (Wiener) – Affordable Housing-Streamlined Approval Process – Councilmember Eklund requested this item be pulled for discussion.

MOTION TO APPROVE ALL ITEMS ON THE CONSENT CALENDAR WITH THE EXCEPTION OF ITEM 6 AND ITEM 8
M/S/C EKLUND/DREW AYES: 5 NAYS: 0

H. UNFINISHED AND OTHER BUSINESS – No Items were listed for this section.

I. PUBLIC HEARINGS –

9. INTRODUCTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NOVATO AMENDING SECTION 2-3.2 “MUNICIPAL ELECTIONS” OF THE NOVATO MUNICIPAL CODE TO CHANGE THE DATE OF THE GENERAL MUNICIPAL ELECTION TO NOVEMBER FROM ODD NUMBERED YEARS TO EVEN NUMBERED YEARS; AND ADOPTING A PLAN TO PHASE IN THE SHIFT TO EVEN-YEAR ELECTIONS BY ELECTING OFFICE HOLDERS IN 2017 AND 2019 TO SERVE 5-YEAR TERMS, RETURNING TO 4-YEAR TERMS IN THE 2022 AND 2024 ELECTIONS – Council opened the Public Hearing at 6:49 p.m. for Public Comment. No public comment was given. Council closed the Public Hearing.

MOTION TO MOVE ORDINANCE TO SECOND READING AND APPROVAL AT THE APRIL 25, 2017 REGULAR CITY COUNCIL MEETING
M/S/C EKLUND/LUCAN AYES: 5 NAYS: 0

J. GENERAL BUSINESS

10. CONSIDER ADOPTING A RESOLUTION: 1) APPROVING THE RESTRUCTURING OF MANAGEMENT POSITIONS, ROLES AND RESPONSIBILITIES WITHIN THE CENTRAL ADMINISTRATION, ADMINISTRATIVE SERVICES AND PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENTS, INCLUDING THE ELIMINATION OF THE PUBLIC ENGAGEMENT AND COMMUNICATIONS MANAGER, ECONOMIC DEVELOPMENT MANAGER AND PARKS, RECREATION AND COMMUNITY SERVICES DIRECTOR POSITIONS, AND THE CREATION OF A SECOND ASSISTANT CITY MANAGER POSITION, A SENIOR MANAGEMENT ANALYST POSITION, A MANAGEMENT ANALYST II POSITION, AND AN OFFICE ASSISTANT II POSITION; AND 2)
AMENDING RESOLUTION 57-94 ADOPTING THE CITY OF NOVATO CLASSIFICATION PLAN TO UPDATE THE CLASSIFICATION SPECIFICATION FOR THE ASSISTANT CITY MANAGER POSITION –
City Manager Candelario presented the resolution and explained the changes to positions with the recommendation of pulling Item #6 from the resolution. Councilmember Drew asked for a further explanation of pulling Item #6. CM Candelario responded that there was confusion in the language, a portion of the action will take place at staff level, and that Legal Counsel confirmed the ability to remove the language from the resolution. Mayor Pro Tem Fryday stated that the positions proposed for elimination were significant to the community and requested further clarification. CM Candelario stated the reorganization of positions and reporting duties including a new Assistant City Manager position would strengthen the executive management team to be able to work towards the City’s goals and objectives. Mayor Athas asked Acting Assistant City Manager/Consultant Joe Kreins to address the position changes. Mr. Kreins stated he worked with the City Manager regarding the division of labor into two ACM positions that it would mean a stronger emphasis on communication, community outreach, Hamilton reuse and economic development and coordination and functionality in those areas.

PUBLIC COMMENT:
1. Rick Wernick – Biolife Science Efforts
2. Ed Schuzr – Reorganization
3. Hutch Turner – Reorganization
4. Tracey Ruiz – Reorganization
5. Suzanne Crow – Reorganization
6. Angelo Duvos – Las Robles-Enforcement Officer
7. Andy Podshadley – Support Reorganization

Mayor Athas asked staff to address the concerns of the biolife science community. CM Candelario stated staff would continue to focus and build partnerships with the biolife science community. Councilmember Eklund received clarification on the reporting relationship of the proposed Sustainability Coordinator. CM Candelario stated the Coordinator position will remain in Community Development with additional oversight by the new ACM position. Councilmember Drew stated concerns over number of employees under each ACM position. Mr. Weakley stated the ACM position with Park & Recreation has a management structure in place to handle the larger volume of direct report employees.

MOTION TO ADOPT A RESOLUTION: 1) APPROVING THE RESTRUCTURING OF MANAGEMENT POSITIONS, ROLES AND RESPONSIBILITIES WITHIN THE CENTRAL ADMINISTRATION, ADMINISTRATIVE SERVICES AND PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENTS, INCLUDING THE ELIMINATION OF THE PUBLIC ENGAGEMENT AND COMMUNICATIONS MANAGER, ECONOMIC DEVELOPMENT MANAGER AND PARKS, RECREATION AND COMMUNITY SERVICES DIRECTOR POSITIONS, AND THE CREATION OF A
SECOND ASSISTANT CITY MANAGER POSITION, A SENIOR MANAGEMENT ANALYST POSITION, A MANAGEMENT ANALYST II POSITION, AND AN OFFICE ASSISTANT II POSITION; AND 2) AMENDING RESOLUTION 57-94 ADOPTING THE CITY OF NOVATO CLASSIFICATION PLAN TO UPDATE THE CLASSIFICATION SPECIFICATION FOR THE ASSISTANT CITY MANAGER POSITION

M/S LUCAN/FRYDAY

Mayor Pro Tem Fryday requested an amendment to include removal of Item #6 from the resolution.

AMENDED MOTION – TO APPROVE A RESOLUTION: 1) APPROVING THE RESTRUCTURING OF MANAGEMENT POSITIONS, ROLES AND RESPONSIBILITIES WITHIN THE CENTRAL ADMINISTRATION, ADMINISTRATIVE SERVICES AND PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENTS, INCLUDING THE ELIMINATION OF THE PUBLIC ENGAGEMENT AND COMMUNICATIONS MANAGER, ECONOMIC DEVELOPMENT MANAGER AND PARKS, RECREATION AND COMMUNITY SERVICES DIRECTOR POSITIONS, AND THE CREATION OF A SECOND ASSISTANT CITY MANAGER POSITION, A SENIOR MANAGEMENT ANALYST POSITION, A MANAGEMENT ANALYST II POSITION, AND AN OFFICE ASSISTANT II POSITION; AND 2) AMENDING RESOLUTION 57-94 ADOPTING THE CITY OF NOVATO CLASSIFICATION PLAN TO UPDATE THE CLASSIFICATION SPECIFICATION FOR THE ASSISTANT CITY MANAGER POSITION AND REMOVE ITEM #6 FROM THE RESOLUTION LANGUAGE

M/S/C LUCAN/FRYDAY AYES: 3 (LUCAN, FRYDAY, ATHAS) NAYS: 2 (DREW, EKLUND)

The Council took a brief recess.

11. CONDUCT A WORKSHOP TO REVIEW CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET FOR FISCAL YEAR 2017/18 – Deputy Director of Public Works Christopher Blunk reviewed the presentation reviewing the CIP Projects and Budget for FY 2017/18. Mayor Pro Tem Fryday asked a Point of Clarification if staff was requesting direction and input. Mr. Blunk requested both in the workshop to incorporate into final budget presentation.

Councilmember Lucan stated that he would need to recuse himself from the discussion when staff discussed the Downtown SMART Station due to a pending response for conflict of interest complaint with the FPPC. He recused himself for Councilmember Drew’s questions regarding SMART funding. Mr. Blunk stated the OBAG 2 Grant for $1.4 million to construct would also require $1.3 million with the suggestion from Measure F. Councilmembers Eklund and Drew did not support using Measure F funds and suggested waiting to see ridership figures before finishing the station. Mr. Blunk stated the Measure F Committee had concerns but that staff would research funding options to bring back to Council.

PUBLIC COMMENT:
1. Tracey Ruiz – Hamilton Wall Repairs
Mayor Athas did a time check due to the late hour and the Council agreed to move Item J-12 General Plan Review to April 25, 2017 Regular City Council Meeting.

Mayor Pro Tem Fryday requested staff research and present options for debt financing for the Hill Recreation Project rather than use Measure F funds. Mayor Athas asked Technology Manager Scott Sanders about the request for AV funds to address sound issues in Council Chambers. Mr. Sanders stated staff had just engaged a design consultant and will incorporate the requests.

Councilmember Eklund requested additional CIP projects for Leafwood, Northwest Quad, ADA at City Hall, a green vehicle policy factored into the operating budget, bike lanes on Vinyard, Novato Boulevard narrow winding options, and other funding options for the Hill Plan. Councilmember Lucan requested looking into public art projects. Councilmember Eklund also requested flashing beacons along DeLong, and a review of pending projects on Sherman, Civic Green, and the historic houses as possible CIP projects.

K. COMMISSIONS, COMMITTEES, AND BOARDS’ (CCB) APPOINTMENTS
   No appointments were made to fill vacancy/vacancies on Council Commissions, Committees, or Boards.

L. WORK STUDY SESSION
   No items were listed for this section.

CONSENT CALENDAR – ITEMS FOR CONSIDERATION
G-6 – ADOPT A RESOLUTION TO APPROVE THE ADDITION OF A SUSTAINABILITY PROGRAMS COORDINATOR I/II TO THE CITY’S CLASSIFICATION PLAN – Councilmember Eklund pulled this item from consent to offer proposed changes to the job description. The Council agreed to move this item to the April 25, 2017 Regular Council Meeting.

G-8 – AUTHORIZE THE CITY MANAGER TO SIGN AND SEND A LETTER OF OPPOSITION TO SB 35 (WIENER) – AFFORDABLE HOUSING-STREAMLINED APPROVAL PROCESS – Councilmember Eklund requested the letter be signed by the Mayor instead of the City Manager.
   MOTION TO AUTHORIZE THE MAYOR TO SIGN AND SEND A LETTER OF OPPOSITION TO SB 35 (WIENER) – AFFORDABLE HOUSING-STREAMLINED APPROVAL PROCESS
   M/S/C EKLUND/DREW AYES: 5 NAYS: 0

M. ADJOURNMENT IN MEMORY OF COY RAY SMITH
   M/S/C FRYDAY/LUCAN AYES: 5 NAYS: 0

   MEETING ADJOURNED AT 10:36 P.M.