

**CITY OF NOVATO
COUNCIL APPOINTED COMMISSIONS, COMMITTEES & BOARDS (CCBs)
(WITH EXPIRING TERMS)**

The City Council accepts applications year round for their CCBs. Look on the City's website, www.novato.org, or call the City Clerk's office (415) 899-8900 for an application. Annual interviews are held in the summer, however, vacancies occur throughout the year.

Board & Staff	City Council Authorization	No. of Members	Tenure	Date of Meetings	Responsibility
Bicycle/Pedestrian Advisory Committee	Minute Action (9/11/07 & 10/23/07) Resolution 3-09 (1/27/09)	7 to 5	2 years expires 9/1	2 nd Wednesday Every Other Month 7:00 p.m.	Advise Council on capital improvement projects proposed for categorical bike/ pedestrian funding and provide general input on Bike/Pedestrian Program. <i>(Members must either live or work within City limits. One member may live within the three zip code areas designated for Novato.)</i>
<i>(Public Works Director)</i>					
Design Review Commission	Code Section 2-11 (1974, 2000 & 2007)	5 (+2 Alternates)	2 years expires 9/1	1 st & 3 rd Wednesday 7:30 p.m.	Exercise its powers and duties per Section 2-11.5 which includes reviewing design of physical development within the City and acts in an advisory capacity on design issues. <i>(Members must either live or work within City limits. One member may live within the three zip code areas designated for Novato.)</i>
<i>(Community Development Director)</i>					
Economic Development Advisory Commission	Resolution 71-07 (5/22/07)	5	2 years expires 9/1	4 th Tuesday 3:00 p.m.	Support economic vitality and development and make recommendations on: Downtown Revitalization, Business attraction and expanding the commercial, retail and overall economic base of the community. <i>(Members must either live or work within City limits. Two members may live within the three zip code areas designated for Novato.)</i>
<i>(Redevelopment/Economic Director)</i>					
Housing, Zoning & Building Codes Appeals Board	Code Section 4-1.5 (9/23/80)	5 (+2 Alternates)	Serves at the pleasure of the Council	As needed.	Hear appeals of the decisions of the Building Official concerning use of all alternate materials or methods of construction or interpretation of the Codes. <i>(Members must be qualified by experience and training to consider matters pertaining to alternate materials or method of construction. There are no residency requirements).</i>
<i>(Chief Building Official)</i>					
Measure F Oversight/Citizens Finance Committee	Resolution 07-11	7	The first term of four Committee member seats shall be three (3) years. The first term of three Committee member seats shall be two (2) years.		<u>Measure F Oversight Committee:</u> Discuss and provide input to staff on Measure F-related budget proposals; Review and report on the revenue generated, expenditures made and use of Measure F funds from the tax adopted by the Measure F ordinance; Present the report referenced in (2) to the City Council and make it available to the public; Comment on any concerns regarding the appropriateness of Measure F related expenditure allocations; Comment on status of efforts to achieve fiscal sustainability.

Measure F Oversight/Citizens Finance Committee (cont)			The City Council will determine which seat each appointed member is assigned to.		<u>Citizens Finance Committee:</u> Review existing fiscal policies and/or recommend new fiscal policies to the City Council; including guidelines for the use of fund balances, surpluses and other reserves; Review budget assumptions and budget process; Review the City's financial status quarterly; Collaborate with City staff to determine long-term financial needs and obligations; Collaborate with City staff to review all reasonable strategies which either enhance revenues or decrease expenditures as methods for reducing and ultimately eliminating the structural deficit and achieving fiscal sustainability; Collaborate with staff on strategies to encourage public information and communication regarding the City's financial situation and options for improving the City's financial health.
Multicultural Advisory Commission <i>(Police Services Captain)</i>	Resolution 75-07 (6/12/07)	5	2 years expires 9/1	3 rd Thursday 6:00 p.m. (As needed.)	Promotes diversity and acts as the Hate Violence Response Team, recommend measures for the prevention of hate violence in the community and seek to create a similar response throughout Marin County. <i>(Members must either live or work within City limits. One member may live within the three zip code areas designated for Novato.)</i>
Novato Community Television Board of Directors	Operation/Facility Use Agreements 3356, 3356A & 3356B	7 members (2 appointed by City Council)	3 years	3 rd Thursday 12:00pm	Responsible for hiring staff, adopting annual budget, developing rules and guidelines for use of equipment/facilities, oversee operation of public channel.
Novato Streetscape Committee <i>(Maintenance Supervisor)</i>	Resolution 80-14 Resolution 122-94	5 confirmed members plus no maximum of volunteers	2 years	2 nd Monday 7:00pm	Develop recommendations to the City Council for policy actions that are budgetarily achievable and which will stabilize high-quality streetscape maintenance in Novato, and directly communicate with businesses and citizens to help implement volunteer maintenance work and donations for maintenance purposes.
Planning Commission <i>(Community Development Director)</i>	Code Section 2- 10.1 through 2- 10.5 (1960)	7	2 years expires 9/1	1 st & 3 rd Monday 7:00 p.m.	Exercise its powers and duties per Sections 2-10.4 & .5 of the Code which includes maintenance of the General Plan, review of subdivisions of land, review zoning plan, recommend or disapprove any proposed changes and acts in an advisory capacity on planning issues. <i>(Members must live within City limits.)</i>
Police Advisory and Review Board <i>(Assistant City Manager)</i>	Resolution 72-07 (5/22/07)	5	2 years expires 9/1	1 st Thursday 7:00 p.m. (As needed.)	Provide for community participation in Police Department policies, procedures, and practices and review citizens complaints referred by the City Manager. <i>(All but one member must live within City limits. One member may live within the three zip code areas designated for Novato. Members will be subject to background check.)</i>

Recreation, Cultural and Community Service Advisory Commission <i>(Community Services Director)</i>	Resolution 64-07	7	2 years expires 9/1	2 nd Thursday in odd months 7:00 p.m.	The function and purpose of the Commission is to advise the City Council on all matters relating to the practices and policies of the Parks, Recreation, and Community Services Department: Recreational Programs, Activities, Services and Events, Cultural Programs, Activities, Services and Events, Cultural and Civic Arts, Recreational and Cultural Facility Needs, Capital Improvement Program for Parks and Facilities, Parkland Acquisition, Park Planning, Development and Renovation, Open Space Acquisition, Use, Management, Public Art Policies and Procedures, Program and Facility Partnerships, Facility Fee and Use Policies, Park Development Fees and Fees for Public Art, Community Strategic Plan and General Plan. <i>(Five members shall be residents within City limits. Two members may live within the three zip code areas designated for Novato. Two high school members may serve as ex-officio.)</i>
Street Improvement Oversight Advisory Committee <i>(Public Works Director)</i>	Resolution 118-05	5	2 years expires 9/1	4 th Thursday 12 noon (As needed.)	Oversight of Measure B streets in the Capital Improvement (CIP); review of CIP project streets paved with gas tax, sales tax, Federal, Regional, and State funds. <i>(At least five members must live within the City limits. Any members who live outside the City limits should have special expertise such as engineering, planning and accounting that would benefit the Committee to help perform its duties.)</i>
Traffic Safety Advisory Committee <i>(Engineering Manager)</i>	Code Section 18-2.5 & .6 (1977)	No limit	Automatic Reappointment	Once a Month	Review complaints regarding traffic safety and traffic issues and recommend ways for improving traffic conditions and the administration and enforcement of traffic regulations.