

NOVATO CITY COUNCIL
SPECIAL MEETING MINUTES

to be held at

**NOVATO CITY HALL
COUNCIL CHAMBERS
901 SHERMAN AVENUE**

**Monday, May 14, 2018
5:00 P.M.**

A. CONVENE, PLEDGE OF ALLEGIANCE, AND ROLL CALL

At approximately 5:00 p.m., the special City Council meeting began.

COUNCIL PRESENT: Mayor Josh Fryday, Mayor Pro Tempore Pam Drew, Councilmember Denise Athas, Councilmember Pat Eklund, and Councilmember Eric Lucan

STAFF PRESENT: City Manager Regan Candelario, Assistant City Manager Michael Antwine, Assistant City Attorney Veronica Nebb, Assistant City Manager Peggy Flynn, City Clerk Terrie Gillen, Accounting Supervisor Maureen Chapman, Police Chief Adam McGill, Deputy Director of Public Works Chris Blunk, Senior IT Analyst Shamin Miller, Community Development Director Bob Brown, Accounting Supervisor Nick Saschin, Intermin Human Resources Manager Gail Papworth, Public Works Director Russ Thompson, Finance Manager Tony Clark, Management Analyst Bryan Lopez, and Recreation Services Manager Kevin Conklin

B. APPROVAL OF THE FINAL AGENDA

COUNCIL ACTION: Upon motion by Councilmember Athas and seconded by Councilmember Lucan, they moved to approve the Final Agenda.

Councilmember Eklund made an amendment to the motion that agenda item F-8 be moved to the first meeting of June. Council discussed with staff the proposed amended motion.

COUNCIL ACTION: Upon an amended motion by Councilmember Eklund and seconded by Mayor Pro Tempore Drew, they proposed to move agenda item F-8 to the first meeting of June. The City Council voted 2-3 via roll call.

AYES: EKLUND, DREW
NOES: LUCAN, ATHAS, FRYDAY

Motion failed.

COUNCIL ACTION: Upon another amended motion by Councilmember Eklund and seconded by Mayor Pro Tempore Drew, they motioned to move agenda item F-8 to the end of this meeting. The City Council voted 2-3 via roll call.

AYES: EKLUND, DREW
NOES: LUCAN, ATHAS, FRYDAY

Motion failed.

COUNCIL ACTION: Upon the main motion by Councilmember Athas and seconded by Councilmember Lucan, the City Council voted 3-2 via roll call to approve the Final Agenda.

AYES: ATHAS, LUCAN, FRYDAY
NOES: EKLUND, DREW

Motion carried.

C. REPORTS FROM THE MARIN VALLEY MOBILE COUNTRY CLUB

1. Park Management Verbal Update:
2. Park Acquisition Corporation (PAC) Verbal Update

The City Council heard the oral reports from Matt Greenberg, on-site manager, and Jay Shelfer, president of the PAC.

D. PUBLIC COMMENTS

There were no comments from the public.

E. CONSENT CALENDAR

COUNCIL ACTION: Upon motion by Councilmember Eklund and seconded by Councilmember Athas, the City Council voted 5-0 via roll call to approve the Consent Calendar.

AYES: EKLUND, ATHAS, LUCAN, DREW, FRYDAY
NOES: None.

Motion carried.

3. Approve the minutes of the Novato City Council Special Meeting at the Marin Valley Mobile Country Club of June 5, 2017
4. Approve the City Council closed session meeting minutes of April 24, 2018
5. Approve the City Council regular session meeting minutes of April 24,

2018

6. Approve the City Council closed session meeting minutes of May 8, 2018

F. GENERAL BUSINESS

7. **1. Consider, review, accept input, and possibly take action on the FY18/19 Operating and Capital Budget for the Marin Valley Mobile Country Club**

Assistant City Manager Peggy Flynn, and MVMCC park manager Al Frei highlighted the current MVMCC's budget. Then, Deputy Public Works Director Chris Blunk presented the proposed FY 2018-19 CIP budget for the MVMCC.

Council and staff discussed this item.

COUNCIL ACTION: Upon motion by Councilmember Eklund and seconded by Councilmember Athas, the City Council voted 5-0 to move the MVMCC Budget.

AYES: EKLUND, ATHAS, LUCAN, DREW, FRYDAY
NOES: None

Motion carried.

8. **Consider and possibly adopt a resolution to approve a Memorandum of Understanding (MOU) between the City of Novato and Dominican University implementing the Reimagining Citizenship Program at Dominican University; and**

Interim Human Resources Manager Gail Papworth presented this item to the City Council. Afterwards, the Council conversed with staff regarding the MOU.

COUNCIL ACTION: Upon motion by Councilmember Lucan and seconded by Councilmember Athas, they motioned to move the resolution approving the MOU.

COUNCIL ACTION: Upon an amended motion by Councilmember Eklund and seconded by Mayor Pro Tempore Drew to add on page 6 of 7, under J (in the MOU), after "in the event that an alternate student does not approve by both Dominican and the City all unexpended funds dispersed to Dominican but not yet paid to a participating student shall be returned to the City," add the following "within 60 days of a student's withdrawal." The Council approved the amended motion 5-0 via roll call.

AYES: EKLUND, DREW, ATHAS, LUCAN, FRYDAY
NOES: None

Motion Carried.

COUNCIL ACTION: Upon the main motion by Councilmember Lucan and seconded by Councilmember Athas, the City Council voted 5-0 via roll call to adopt the resolution approving the MOU.

AYES: LUCAN, ATHAS, EKLUND, DREW, FRYDAY
NOES: None

Motion Carried.

The City Council adopted Resolution No. 2018-028.

Councilmember Eklund made the motion to direct staff to track the staff's time so that the costs of the program can be evaluated. Mayor Pro Tempore Drew added a friendly amendment that the students' time working for the City is also tracked.

COUNCIL ACTION: Upon motion by Councilmember Eklund and seconded by Mayor Pro Tempore Drew to direct staff to track both the staff and students' time so that the costs and benefits of the program can be evaluated.

Council discussed this motion.

COUNCIL ACTION: Upon motion by Councilmember Eklund and seconded by Mayor Pro Tempore Drew, the City Council voted 4-1 to direct staff to track both the staff and students' time so that the costs and benefits of the program can be evaluated.

AYES: EKLUND, DREW, ATHAS, FRYDAY
NOES: LUCAN

Motion carried.

There were no public comments for this item.

- 9. Consider and possibly take action to extend the current FY 2015-18 Strategic Plan and to review and confirm the proposed workshop dates and times for continued work and finalization of the FY 2018-21 Strategic Plan**

The City Council and staff conversed on the proposed workshop dates. There were no public comments. The following actions were taken by the City Council.

COUNCIL ACTION: Upon motion by Mayor Fryday and seconded by Councilmember Lucan, the City Council voted 5-0 via roll call to schedule the Strategic Plan workshops on July 17, 2018, July 24, 2018 and August 21, 2018.

AYES: FRYDAY, LUCAN, ATHAS, EKLUND, DREW
NOES: NONE.

Motion carried.

COUNCIL ACTION: Upon motion by Councilmember Lucan and seconded by Councilmember Athas, the City Council voted 5-0 to have a six-month extension of the current Strategic Plan until the end of the year pending on the approval of the new Strategic Plan.

AYES: LUCAN, ATHAS, EKLUND, DREW, FRYDAY
NOES: NONE

Motion carried.

Council took a brief recess and then resumed the regular meeting.

10. **Continue to hold a Budget Workshop and Council to provide direction to staff regarding the proposed FY 2018/19 Operating General Fund Budget**

Assistant City Manager Antwine provided a presentation, including addressing the changes of the proposed budget from the last Council meeting until now. The Council and staff discussed this item. There were no comments from the public.

Council continued their questions as well as commented on the proposed budget. Furthermore, Council would provide additional feedback to staff by the close of business on Thursday, May 17; and, the draft Budget would be provided to the Council on Friday, May 25, so Council could provide more feedback afterwards.

M. ADJOURNMENT

The special City Council meeting adjourned at 9:32 p.m.

I HEREBY CERTIFY that the foregoing minutes were duly and adopted at the Novato City Council regular meeting of June 12, 2018.

/Terrie Gillen/

Terrie Gillen, CMC
City Clerk