



CITY OF NOVATO
CALIFORNIA

Multicultural Advisory Commission

Agenda

Wednesday, January 24, 2024 - 6:00 PM

**Novato City Hall
Council Chambers, 901 Sherman Ave**

**Chair
Cliff Jacobs**

**Vice Chair
-**

**Members
Chandra Alexandre, Pamela Luk, Sophia Osotio, Carlos Solis**

**Staff Liaisons
Drew Bendickson**

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 Multicultural Advisory Commission 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.

Public Participation/Comment Instructions

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

- **Written public comments** may be submitted by email to mac@novato.org. Written public comments received more than 3 hours before the start of the meeting will be distributed to the Commission. Written public comment received after the three-hour cut-off, including during and after the meeting, will be collected and placed in the public record. Written public comments will not be read during the meeting.
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A. CALL TO ORDER AND ROLL CALL

B. APPROVAL OF FINAL AGENDA

C. PUBLIC COMMENT

There is a three-minute time limit to speak although the Chair 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 Commission may direct that the item be referred to the Staff Liaison for action or may schedule the item on a subsequent agenda.

D. CONSENT ITEMS

All matters listed on the Consent Item are considered to be routine and will be enacted by a single vote of the Commission. There will be no separate discussion unless specific items are removed from the Consent Item for separate discussion and action. Any Commissioner may remove an item from the Consent Item and place it under General Business for discussion.

D.1 Approve the meeting minutes from August 23, 2023

E. UNFINISHED AND OTHER BUSINESS

E.1. Receive an update from Ad Hoc Committee on Community Engagement

F. GENERAL BUSINESS

These items include significant and administrative actions of special interest and will usually include a presentation and discussion by the Commission. They will be enacted upon by a separate vote.

F.1. Hold elections for Chair and Vice Chair

F.2. Review and propose bringing the Multicultural Advisory Commission Work Plan to Council

G. COMMITTEE PROPOSED AGENDA ITEM(S)

This section is used for Commissioners to orally report on topics that can be considered for discussion at a future meeting. Items must have been sent to staff 10 calendar days prior to the meeting to be included in the agenda.

None.

H. COMMITTEE AND LIAISON REPORTS

This section is for Commissioners and Staff Liaisons to provide oral updates as related to the commission

H.1. Commissioner Reports

H.2. Staff Liaison Reports

I. ADJOURNMENT

AFFIDAVIT OF POSTING

I, Drew Bendickson, certify that on the Wednesday before the Multicultural Advisory Commission meeting of January 24, 2024 the agenda was posted on the City Community Service Board at 922 Machin Avenue and on the City's website at novato.org in Novato, California.

/Drew Bendickson/

Drew Bendickson, Community Services Division Manager



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CITY OF NOVATO
CALIFORNIA

Multicultural Advisory Commission
Draft Meeting Minutes

Wednesday, August 23, 2023

Womack Conference Room, City Admin Offices
922 Machin Avenue

A. CALL TO ORDER AND ROLL CALL

Meeting called to order by Chair Schwarze at 6:03pm.

Commissioners present: Jacobs, Osotio, Schwarze, Suraci

Staff Present: Principal Management Analyst Sherin Olivero, Director of Parks, Recreation and Community Services Katie Gauntlett, Senior Office Assistant Monica Castillo, Community Services Division Manager Drew Bendickson, Recreation Division Manager Alexandra Kambur

B. APPROVAL OF FINAL AGENDA

Commission Action: Upon motion by Commissioner Osotio and seconded by Vice Chair Jacobs the Commission voted **4-0-1** to approve the final agenda.

AYES: Jacobs, Osotio, Schwarze, Suraci

NOES: None.

ABSENT: Alexandre

C. PUBLIC COMMENT

1. Michele Sheehan

D. CONSENT ITEMS

D.1 Approve the meeting minutes from July 26, 2023

Commission Action: Upon motion by Commissioner Suraci and seconded by Commissioner Osotio the Commission voted **4-0-1** to approve the meeting minutes of July 26, 2023.

AYES: Jacobs, Osotio, Schwarze, Suraci

NOES: None.

ABSENT: Alexandre

E. UNFINISHED AND OTHER BUSINESS

E.1. Receive an update from the Ad Hoc Committee on Community Engagement
Chair Schwarze provided an update.

PUBLIC COMMENT

1. Michele Sheehan
2. Maria Aguila

F. GENERAL BUSINESS

F.1. Novato Historical Guild Presentation

Barry Smail of the Novato Historical Guild presented and discussed Family History Day and the Guild's Hispanic Outreach Committee. Maria Aguila provided updates regarding the Guild's Hispanic outreach efforts.

F.2. Multicultural Advisory Commission Workplan Workshop

Principal Management Analyst Olivero presented the item and the commissioners discussed next year's workplan goals and objectives.

PUBLIC COMMENT

1. Michele Sheehan

G. COMMITTEE PROPOSED AGENDA ITEM(S)

None.

H. COMMITTEE AND LIAISON REPORTS

H.1. Commissioner Reports

Commissioners provided reports.

H.2. Staff Liaison Reports

Staff provided reports.

D. ADJOURNMENT

The meeting adjourned at 8:27 p.m.

I HEREBY CERTIFY that the foregoing minutes were duly adopted at the Multicultural Advisory Commission meeting of _____.

/Monica Castillo/

Monica Castillo, Senior Office Assistant