



CITY OF NOVATO
CALIFORNIA

Housing and Homeless Committee
Draft Meeting Minutes

Wednesday, June 12, 2024 - 5:00 PM

CITY HALL
901 SHERMAN AVENUE
NOVATO, CA 94945

Chair

Jason Sarris

Vice Chair

Elissa Lasserre

Members

Mark Brand

David Fariello

Lucie Hollingsworth

Jennifer Mallow

Will Meecham

Staff Liaison

Sullina D. Smith, Principal Management Analyst

A. CALL TO ORDER AND ROLL CALL

Meeting called to order by Committee Chair Sarris at 5:03 PM

Committee members present: Brand, Fariello, Hollingsworth, Mallow, Meecham, Sarris

Staff present: Assistant City Manager Jessica Deakyne, Principal Management Analyst Sullina Smith, Senior Office Assistant Addison Luong

B. APPROVAL OF THE FINAL AGENDA

Committee Action: Upon motion by Committee member Hollingsworth and seconded by Committee member Fariello, the Committee voted **6-0-1-0** to approve the final agenda.

AYES: Brand, Fariello, Hollingsworth, Mallow, Meecham, Sarris

NOES: None

ABSENT: Lasserre

ABSTAIN: None

C. PUBLIC COMMENT

None.

D. CONSENT CALENDAR

D.1 Approve the Meeting Minutes of March 13, 2024

Committee Action: Upon motion by Committee member Mallow and seconded by Committee member Meecham, the Committee voted **6-0-1-0** to approve the meeting minutes of March 13, 2024.

AYES: Brand, Fariello, Hollingsworth, Mallow, Meecham, Sarris

NOES: None

ABSENT: Lasserre

ABSTAIN: None

E. UNFINISHED AND OTHER BUSINESS

E.1 Receive an update from the Ad Hoc Committee on Housing and Homeless Information

Principal Management Analyst Sullina Smith provided an overview of the draft tiny home proposal that the Ad Hoc Committee drafted. Committee member Meecham provided an update on potential locations for proposed tiny homes project, with one of the primary locations being the Hamilton Marsh area next to the skate park. Committee members discussed the draft proposal and potential methods to promote tiny homes to the community should Council be interested in pursuing the proposed project.

Committee Action: Upon motion by Committee member Brand and seconded by Committee member Meecham, the Committee voted **6-0-1-0** to have City staff review the draft tiny homes proposal and submit it to the Ad Hoc on Housing and Homeless Information for final approval and provide it to the City Council with a goal timeframe of two months.

AYES: Brand, Fariello, Hollingsworth, Mallow, Meecham, Sarris

NOES: None

ABSENT: Lasserre

ABSTAIN: None

E.2 Receive an update from the Ad Hoc Committee on the State of Housing and Homelessness

Principal Management Analyst Sullina Smith provided an overview of progress from the Ad Hoc Committee and reviewed the draft survey for the State of Housing and Homeless report, which will help to provide data and substance to the report. Committee members provided feedback on the draft survey for staff to incorporate and the Ad Hoc Committee agreed to meet again to finalize it.

E.3 Receive an update from City Staff and the Ad Hoc Committee on the draft FY 2024-2025 Work Plan, and consider approving the draft FY 2024-2025 Housing and Homeless Committee Work Plan for recommendation to the Council

Principal Management Analyst Sullina Smith provided an overview of progress from the Ad Hoc Committee and reviewed the draft work plan with the Committee.

Committee Action: Upon motion by Committee member Hollingsworth and seconded by Committee member Mallow, the Committee voted **6-0-1-0** to approve the draft FY 2024-2025 Housing and Homeless Committee Work Plan for recommendation to the Council.

AYES: Brand, Fariello, Hollingsworth, Mallow, Meecham, Sarris
NOES: None
ABSENT: Lasserre
ABSTAIN: None

F. GENERAL BUSINESS

F.1 Fiscal Sustainability Update from City Manager Amy Cunningham and Assistant City Manager Jessica Deakyne

City Manager Amy Cunningham and Assistant City Manager Jessica Deakyne presented the item. The presentation discussed the City's current structural budget deficit and possible solutions moving forward. Committee members commented on the community needs through the community budget survey and asked questions.

G. COMMITTEE PROPOSED AGENDA ITEM(S)

None.

H. COMMITTEE AND LIAISON REPORTS

H.1 Staff Liaison Report

Principal Management Analyst Sullina Smith provided an update on the Temporary Encampment at Lee Gerner Park, as well as the upcoming scheduled clean-up. Additionally, she provided an update on the upcoming 4th of July Parade as well as the City Council meeting on June 25, 2024 to consider adopting the proposed City budget.

H.2 Committee Member Reports

Chair Sarris reported on the grand opening of the Homeward Bound Veteran housing project, the San Rafael Seeds of Hope social services fair, and his efforts to support water supply at the Binford Road Encampment.

I. ADJOURNMENT

The meeting adjourned at 6:54 PM.

I HEREBY CERTIFY that the foregoing minutes were duly adopted at the Housing and Homeless Committee meeting of September 18, 2024.

/Addison Luong/
Addison Luong,
Senior Office Assistant



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