



CITY OF NOVATO
C A L I F O R N I A

Economic Development Advisory Commission

Meeting Agenda

Thursday, March 5th – 3:00 PM

**City Hall
Novato Council Chambers
922 MACHIN AVENUE
NOVATO, CA 94945**

Chair

Alex Tishman

Vice Chair

Christina Mendes

Members

Daniel Christian

Harry Thomas

Susan Wernick

Bradley Wright

Thomas Young

Sylvia Barry, Ex-Officio

Miriam Hope Karell, Ex-Officio

Staff Liaison

Katie Skjerping, Economic Development Manager

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Staff Liaison at (415) 899-8903. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodations to help ensure accessibility to this meeting.

A. CALL TO ORDER AND ROLL CALL

B. APPROVAL OF THE FINAL AGENDA

C. PUBLIC COMMENT

All members of the public wishing to address the Economic Development Advisory Commission are welcome. 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.

D. CONSENT ITEMS

All matters listed on the Consent Calendar 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 Calendar for separate discussion and action. Any Commissioner may remove an item from the Consent Calendar and place it under General Business for discussion.

D.1 Approve the meeting minutes of February 12th, 2026

E. UNFINISHED AND OTHER BUSINESS

F. GENERAL BUSINESS

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

F.1 Receive a presentation from the President of the Marin Convention & Visitors Bureau Gina Marr-Hiemstra on Marin Tourism Report, Economic Effects, & MCVB's Role.

G. COMMISSIONER COMMENTS

H. STAFF UPDATES

I. ADJOURNMENT

If urgent matters arise after the publication of the regular agenda, there will be an addendum. It will be posted at the referenced locations mentioned in the Affidavit of Posting by Friday at 5:00 p.m., the week before the meeting. Materials that are submitted to members of the Commission after the distribution of the agenda packet will be made available on the City of Novato website at novato.org when practical and provided that City staff is able to post those documents prior to the meeting. When non-confidential written materials are distributed to members of the Commission during a public meeting by staff or a member of the Commission, it shall be made available online following that meeting.

AFFIDAVIT OF POSTING

I, Addison Luong, certify that on the Thursday before the Economic Development Advisory Commission meeting of March 5th, 2026 the agenda was posted on the City Community Service Board at 922 Machin Avenue and on the City's website at www.novato.org.

/Addison Luong/
Senior Office Assistant



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Meeting Draft Minutes

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A. CALL TO ORDER AND ROLL CALL

The meeting was called to order by Chair Tishman at 3:00 PM

Commissioners Present: Daniel Christian, Christina Mendes, Harry Thomas, Alex Tishman, Susan Wernick, Bradley Wright (arrived 3:20 P.M), Thomas Young, Ex-Officio Sylvia Barry, Ex-Officio Miriam Hope Karell

Absent: None

Staff Present: Economic Development Manager Katie Skjerpung, Management Analyst I Stacey Hoggan, Senior Office Assistant Addison Luong

B. APPROVAL OF THE FINAL AGENDA

Upon motion by Commissioner Thomas and seconded by Commissioner Christian the Commission voted 6-0-0-1 to approve the final agenda.

Ayes: Tishman, Mendes, Christian, Thomas, Wernick, Young

Noes: None

Abstain: None

Absent: Wright

C. PUBLIC COMMENT

None

D. CONSENT ITEMS.

D.1 Approve the meeting minutes of January 15th, 2026

Commissioner Action: Upon Motion by Chair Tishman and seconded by Vice Chair Mendes the Commission Voted 6-0-0-1 to approve the meeting minutes of January 15th, 2026.

Ayes: Tishman, Mendes, Christian, Thomas, Wernick, Young

Noes: None

Abstain: None

Absent: Wright

E. UNFINISHED AND OTHER BUSINESS

None

F. GENERAL BUSINESS

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

F.1 Receive an update from the Business Visits Ad Hoc.

City staff provided an update on the progress of the business visitation program. Since the last Economic Development Advisory Commission meeting, staff and commissioners have met with two additional business. City staff will continue to consider and integrate consistent findings into the development of the Economic Development Strategic Plan.

F.2 Receive an update on the Economic Development Strategic Plan

Economic Development Manager Katie Skjerpig provided an update on the Economic Development Strategic plan which included projected timeline on outreach and analysis. Commissioners provided feedback regarding the outreach and data collection process with the hope of capturing an accurate representation of the economic vision of the broader Novato community.

Public Comment: Cris MacKenzie

F.3 Receive an update from staff on the Downtown Tenant Improvement Grant and provide staff

with program recommendations

Management Analyst I Stacey Hoggan provided an update on the current progress of the Downtown Tenant Improvement Grant. To date, the City has awarded 64,500 in funds with the remaining amount projected to be disbursed later in the FY. The commission provided recommendations on potentially expanding the Tenant Improvement Grant to the wider Novato Business Community. Adjustments to the eligibility requirements were recommended for staff on the future adoption of the program.

G. COMMISSIONER COMMENTS

Commissioner Wernick was pleased with the renovation project for the Scott House.

Commissioner Thomas is hearing positive news regarding the city permit process from the Novato Community.

Commissioner Young congratulated the Novato Chamber on a successful State of The City event.

Vice Chair Mendes provided updates on dates for upcoming events such as the Annual Business Expo in March and the Annual Art and Wine Festival in June.

Ex-Officio Karell invited the commission to upcoming workshops hosted by the Small Business Development Center

H. STAFF UPDATES

Cannabis Storefront Survey will launch late February.

ADJOURNMENT

Adjourned meeting at 4:11 P.M.