



THE CITY OF
NOVATO
CALIFORNIA

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Mayor
Denise Athas
Mayor Pro Tem
Josh Fryday
Councilmembers
Pam Drew
Pat Eklund
Eric Lucan

City Manager
Regan M. Candelario

AGENDA
Novato Streetscape Committee Meeting
Monday, July 10th, 2017, at 7:00 p.m.
922 Machin Avenue-Womack Room, 2nd floor

7 – 7:10 pm Social time

- I. ROLL CALL 7:10 pm or before**
- II. APPROVE MINUTES OF June 12th, 2017**
10 minutes total for Minutes & Agenda approval
- III. APPROVE AGENDA FOR July 10th, 2017**
- IV. CITIZENS' TIME TO ADDRESS COMMITTEE 7:20 – 7:25 pm**
- V. GUESTS**
Logan McDonnell- Downtown Streets Team.
- VI. STAFF CONCERNS 7:50 – 8:00 pm**
- VII. COMMITTEE MEMBERS' COMMENT TIME 8:00 – 8:15 pm**
- VIII. SUBCOMMITTEE REPORTS 8:15 – 8:40pm**
 - A. Clean & Green Day
 - B. Signs
 - C. Business/Landscape Recognition
 - D. Island/Site Adoption
 - E. Public Outreach
 - F. Strategic Planning
- IX. OLD BUSINESS 8:40 – 8:55 pm**
Previous Business/Landscape Recognition Nominations
 - 1. Sequoia Professional Building
1730 Novato Boulevard, Novato CA 94945
 - 2. Westamerica Bank
7333 Redwood Blvd, Novato, CA 94945
 - 3. Union Dental
5404 Nave Dr, Novato, CA 94949
- IX. NEW BUSINESS**
 - A. Nominations for Business/Landscape Recognition.
 - B. New Member Orientation.

Adjournment: 8:40pm

Any Committee member that cannot attend the next meeting, please notify the City of Novato Maintenance Division at 899-8280 one week in advance, so we may ensure a quorum.

Draft
MINUTES
June 12th, 2017
City of Novato-City Hall
922 Machin Avenue, Novato, CA 94945

I.

Members:	Staff:
Susan Stompe- Chair	Clive Shigoli
Marcia Basalla -Vice-Chair	Lyle Waite
Ginny Hanna	Regan Candelario
Kyla Medigovich	
Ed Schulze	
Charlotte Urban	
Judith Buder	

II. APPROVE MINUTES OF May 8th, 2017
Approved by 6-0 vote. Buder was not in attendance.

III. APPROVE AGENDA FOR June 12th, 2017
Approved by 6-0 vote.

IV. CITIZENS' TIME TO ADDRESS THE COMMITTEE

V. STAFF CONCERNS

Candelario informed the committee that there will be a position coming up for a sustainability coordinator that will assist with committee projects around town and they will work on providing information to the public on a regular basis. Recruitment for admin staff is in the final stages and should be filled in June. Clive also stated that Peggy Flynn was promoted to the Assistant City Manager position.

VI. COMMITTEE MEMBERS' COMMENT TIME

Basalla mentioned the "adopt a spot" idea for those that do not want to adopt an entire median. Trash and litter pick up would help minimize trash in waterways and the oceans. The trash summit would educate people about litter and free the maintenance dept to do other things. Stompe let the committee know that a budget item has been identified and a financial management procedure will be implemented to cover yearly costs. Basalla and Schulze asked about recruiting new members and fill the vacancies. Candelario let the committee know that when terms were up they would have to reapply and go through the process and it would make sense to fill the empty seats through a request to the council.

Schulze requested the new member orientation booklets be brought to the next meeting for new committee members.

Stompe mentioned that the County litter/Trash summit has been moved to November, as they work to coordinate people from all over the county to pick up litter before it gets into the bay. Various groups and organizations will take part.

VII. SUBCOMMITTEE REPORTS

Clean & Green Day

Stompe also let the group know about the Clean and Green day signup sheets and how the volunteers who came, heard of the event. Some said the city's next door and webpage came in handy.

A date would be set in the next meeting for the subcommittee to meet on a Saturday. Stompe suggested to Schulze that they set up a day in the fall to do a cleanup with the scouts at the pond.

MONTHLY ADOPT-N-ISLAND

Adopt-N-Island Information	Applications Sent out	Applications Returned	Applications Approved	Medians Adopted
April 2017	1	0	0	0
May 2017	0	0	0	0
June 2017	1	1	1	1

Signs

The south Novato Blvd/Diablo site adoptee has requested a delay in installing the signage until the planting project is complete.

Island/Site Adoption

Shigoli addressed the committee about the Scottsdale median that was recently adopted. The plant list for that area would have to be approved from the mitigation plant list and the irrigation at the site needed to be redone as it wasn't functional at the moment. The adoptee had requested to bring her own plants and use the existing irrigation.

Public Outreach

No meetings scheduled at this time.

Future Sub-committee meetings

No meetings scheduled at this time.

VIII. OLD BUSINESS

Previous Business Landscape Recognition Nominations:

Pacheco Plaza,
366 Ignacio Blvd, Novato, CA 94949- Approved 6-0

Batika Indian Bistro
868 Grant Ave, Novato CA 94945 - Approved 6-0

IX. NEW BUSINESS

A) **Business/Landscape Recognition Nominations**

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B) **Increasing the size of the committee**

Members were in favor of adding more committee members and discussion continued about how to begin this process. Positions would track hours of community service, public outreach, solicit

businesses and use the clean Mill Valley model, who have participated in community events such as the 4th of July parade and reaching out to different HOA's.

C) New Member Orientation

Basalla suggested new committee members be given handbooks in relation to boards, the Brown Act, ethics training for commissions and committees. Schulze stated that there is training that can be done online.

D) Financial- Monthly Statement readout

Members received a yearly readout of all transactions and balances of the Streetscape Committee accounts. A standard operating procedure on how to purchase and disburse funds was suggested by Schulze as a recommendation.

X. ADJOURNMENT

Meeting adjourned at 8:49pm

Next Meeting: July 10th, 2017