

# Novato Streetscape Committee MINUTES

December 11, 2017

City of Novato-City Hall

922 Machin Avenue, Novato, CA 94945

## I.

### Members:

Susan Stompe- Chair  
Marcia Basalla -Vice-Chair  
Ed Schulze  
Charlotte Urban  
Peter Andreucci

### Members Absent:

Ginny Hanna  
Judie Buder

### Staff:

Clive Shigoli  
Veronica Brierley

### Guests:

Russ Thompson

## II. APPROVE MINUTES OF September 11, 2017 & November 13, 2017

*Approved 5-0-0-2 (5-Approved, 0-Opposed, 0-Abstain, 2-Absent)*

## III. APPROVE AGENDA FOR December 11, 2017

*Approved 5-0-0-2 (5-Approved, 0-Opposed, 0-Abstain, 2-Absent)*

## IV. CITIZENS' TIME TO ADDRESS THE COMMITTEE

Stompe stated Chris Nessler, from Alain Pinel Realtors who is adopting an island on Wilson Avenue would like to get plants for her island, such as Fountain Grass and Creeping Rosemary as a ground cover. Stompe stated she would like to know if it can be approved to plant the flowers before Christmas.

Motion to Approve: All Agree

**Russ Thompson**, Public Works Director, stated that \$5,000 was allocated for Streetscape support and that there is 15,000 in the account.

- Shigoli stated that Public Works will buy plants and charge the Streetscape account.
- Stompe stated we were trying to have our Island amount of money and then have the administrative money separate.
- Stompe stated last month we approved a motion to get more grabbers.
- Thompson stated the key is letting the council know how much the Streetscape committee spends and how much we need. Thompson stated if Novato Streetscape needs extra things, the Public Works will buy it.
- Schulze asked about bus stops and trash and Thompson stated Marin Transit is responsible for trash.
- Thompson stated PG&E paid Public Works a mitigation fee to re-landscape south of De Long to Lamont. Thompson stated there will be tree removal on Novato Blvd.
- Schulze stated a drone would be beneficial for the city of Novato to check up on anything.

## V. STAFF CONCERNS

- Shigoli stated that he had attended the Brown Act Meeting with Brierley.
- Shigoli is making a new Island Adoption list for the committee. Shigoli also stated that Larry Paulger adopted an island at Sunset and Cambridge.
- Schulze asked Shigoli if grabbers were purchased and Shigoli had stated that they were not purchased yet.
- Basalla inquired about Round-Up and alternatives to Shigoli. Basalla stated there are ground covers that specifically cover weeds and will make a list to give to the committee.

## VI. COMMITTEE MEMBERS' COMMENT TIME

- Stompe updated the Streetscape committee roster information and will distribute to everyone.

## VII. SUBCOMMITTEE REPORTS

### Clean & Green Day

- The subcommittee met as the Clean-&-Green Planning Group. Susan attended a meeting with the Sanitary District and received approval for them to pay for replacing the large Clean & Green posters.
- Stompe stated she got a quote for 2 large posters at \$ 302.94 and to re-do the banner will cost \$1,041.25.
- Schulze stated he will get an estimate on yard signs and banners.
- Stompe received prices for postcards and flyers but needs the request sent to Bank of Marin.

### MONTHLY ADOPT-AN-ISLAND

<b>Adopt-An-Island Information</b>	<b>Applications Sent out</b>	<b>Applications Returned</b>	<b>Applications Approved</b>	<b>Median's Adopted</b>
October 2017	0	0	0	0
November 2017	1	1	1	1
December 2017	1	1	1	1

### Signs

- Schulze stated he installed island sign for Chris Nessier on Wilson across from Novato Youth Center. Schulze stated she wanted a second sign because there are 3 small islands. The cost to Chris Nessier would be \$400.00
- Schulze inquired if we should put an Adopt-an-Island sign on Rowland & Redwood to Shigoli. Shigoli said to leave the sign blank for now.
- Schulze recommended to Shigoli to get posts ready for the signs.

### Business Landscape Recognition

- Stompe stated that she met with BioMarin at 378 Bel Marin Keys Blvd. and they were happy to receive the Streetscape Certificate as acknowledgement for their landscaping.
- Stompe bought frames for Streetscape certificates at the Dollar Store for future acknowledgements.
- Stompe took pictures of BioMarin's landscaping award presentation to send to the Chamber of Commerce.

### Island/Site Adoption

- The Streetscape Committee will be dividing up the adopted islands so that each person would have about 5-6 islands to monitor to be sure that people were taking care of the islands. Stompe stated they would be reviewing the islands periodically among the committee and will get a list together to hand out as to what islands everyone is assigned to monitor.

### Public Outreach

- Stompe stated that Novato CommunityTV drafted a script for the video. They may film the island on Wilson Avenue for a before and after picture of the landscaping for recognition. Stompe stated that she will also send a picture of BioMarin's landscaping.
- Basalla inquired if Novato CommunityTV would be interested in interviewing the volunteers who do clean-up in Novato for the script.

### Strategic Planning

- Next meeting for Clean-N-Green Day is January 17, 2018 at Susan Stompe's house.
- Basalla stated that in January there will be another Team Up To Clean-Up Day and that they are working on getting new volunteers. They just recently cleaned up the De Long Avenue exit. Basalla stated the brochure is close to being finish and are working on a website.
- Stompe stated there is a new feature in the Novato Advance to let the Public know about events.

## **Financial**

- Schulze stated we have expenses coming up from Centric Signs. Schulze let the committee know that everything should be discussed for approval before we make any purchases and estimates so that we know where the money is going.

## **VIII. OLD BUSINESS**

### **A. Previous Business Landscape Recognition Nominations:**

1. Novato Kitchen & Bath  
1066 Machin Avenue  
Novato, CA. 94947 *Approved 5-0-0-2 (5-Approved, 0-Opposed, 0-Abstain, 2-Absent)*
2. Our Lady of Loretto Church  
1806 Novato Blvd.  
Novato, CA. 94947 *Approved 5-0-0-2 (5-Approved, 0-Opposed, 0-Abstain, 2-Absent)*
3. Our Lady of Loretto School  
1811 Virginia Avenue  
Novato, CA. 94945 *Approved 5-0-0-2 (5-Approved, 0-Opposed, 0-Abstain, 2-Absent)*
4. CSW/Stuber-Stroeh Engineering Group, Inc.  
45 Leveroni Court  
Novato, CA. 94949 *Approved 5-0-0-2 (5-Approved, 0-Opposed, 0-Abstain, 2-Absent)*

### **B. Nominations of Chair and Vice-Chair**

- Schulze moved to nominate Basalla as Chair. All agreed.  
*Approved 5-0-0-2 (5-Approved, 0-Opposed, 0-Abstain, 2-Absent)*
- Stompe asked if there were volunteers to be Vice-Chair. .
- Stompe stated that Hanna said she would accept being Vice-Chair.
- Schulze moved to nominate Hanna as Vice-Chair. All agreed.  
*Approved 5-0-0-2 (5-Approved, 0-Opposed, 0-Abstain, 2-Absent)*

## **IX. NEW BUSINESS**

### **A) Business/Landscape Recognition Nominations**

1. 938 Diablo Avenue (Shopping Center with Panda Express, Dapper Cleaners)  
Novato, CA. 94947

### **B) Litter Summit Involvement**

- Hanna will cover this topic at next meeting.

## **X. ADJOURNMENT**

*Meeting adjourned at 8:45 p.m.*

***Next Meeting: January 8, 2018 at 7:00 p.m.***