



CITY OF NOVATO
CALIFORNIA

Novato Streetscape Committee

Agenda

Monday, November 9, 2020 - 7:00 PM

[Agenda Teleconference Only](#)

Chair

Michael Furry

Vice Chair

Marcia Basalla

Members

Virginia Hanna, Nancy Hughes, Andrea Kiesel,
Mia Morris, Sherry Temple, and Kisstrin Cozier (Alternate)

Staff Liaison

Gretchen Schubeck

Pursuant to the provisions of the California Governor's Executive Order N-29-20, issued on March 17, 2020, this meeting will be held by teleconference only.

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 Novato Streetscape Committee 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 teleconference meetings as follows:

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- **Spoken public comments** will be accepted through the Zoom meeting platform and via telephone. To address the Council orally, please read and follow the following instructions carefully:

1. Join the meeting at: <https://zoom.us/j/97498905973> or

Join at [Zoom.com](https://zoom.com)

Meeting ID: 974 9890 5973

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- a. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you when it is your turn to speak.
 - b. When the Chair calls for public comment on the item on which you wish to speak, please use the “Raise Hand” feature by clicking on the hand icon at the bottom of your screen to notify the Host that you would like to speak.
 - c. The Host will unmute speakers in turn. Speakers will be notified when it is their turn to speak.
 - d. When called upon, please limit your remarks to the time limit allotted by the Chair or as specified on the agenda. Speakers will be muted when their time is up.
2. Join the meeting via telephone by calling **(669) 900-6833**.

Meeting ID: 974 9890 5973

- a. When the Chair calls for public comment on the item on which you wish to speak, **press *9** to activate the “Raise Hand” feature to notify the Host that you would like to speak.
- b. The Host will unmute speakers in turn. Speakers will be notified when it is their turn to speak.
- c. When called upon, please limit your remarks to the time limit allotted by the Chair or as specified on the agenda. Speakers will be muted when their time is up.

A. CALL TO ORDER AND ROLL CALL

B. APPROVAL OF FINAL AGENDA

C. PUBLIC COMMENT

D. CONSENT ITEMS

D.1 Approve the meeting minutes of October 12, 2020

E. COMMITTEE MEMBER REPORTS

F. STAFF REPORTS

F.1 Presentation to City Council

F.2 Fiscal Year 2020/21 Budget

G. COMMITTEE UPDATES

G.1 Volunteer Programs

Team Up to Clean Up
Adopt-a-Spot
Adopt-an-Island

G.2 Recognition Programs

Landscape Recognition Program

G.3 Education & Outreach Programs

Heritage Tree Program

H. GENERAL BUSINESS

H.1 Daffodil Project Update

I. COMMITTEE AND LIAISON REPORTS

This section is used for Committee Members and the Staff Liaison to orally report on topics that can be considered for discussion at a future meeting.

H.1. Consider future topics

J. 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 City Council 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 City Council during a public meeting by staff or a member of the City Council, it shall be made available online following that meeting.

AFFIDAVIT OF POSTING

I, Gretchen Schubeck certify that on November 5, 2020, I caused to be posted the agenda of the of the November 9, 2020 meeting of the Novato Streetscape Committee on the City Community Service Board in the Police Department and on the City's website at www.novato.org.

Gretchen Schubeck, Sustainability Programs Coordinator



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CITY OF NOVATO
CALIFORNIA

Novato Streetscape Committee

MINUTES

Monday, October 12, 2020 - 7:00 PM

Meeting held via Webex Teleconference

A. CALL TO ORDER AND ROLL CALL

Meeting began at 7:05pm.

Committee Members Present: Chair Michael Furry, Vice Chair Marcia Basalla, Virginia Hanna, Nancy Hughes, Andrea Kiesel, Mia Morris, and Sherry Temple

Staff Present: Gretchen Schubeck (Staff Liaison)

B. APPROVAL OF FINAL AGENDA

Moved by Temple, and seconded by Hanna, to approve final agenda.

AYES: Basalla, Furry, Hanna, Hughes, Kiesel, Morris, Temple

NOES: None

C. PUBLIC COMMENT

None

D. CONSENT ITEMS.

D.1 Approve the meeting minutes of September 14, 2020

Moved by Hanna, and seconded by Basalla, to approve the meeting minutes of September 14, 2020.

AYES: Basalla, Furry, Hanna, Hughes, Kiesel, Morris, Temple

NOES: None

E. STAFF REPORTS

Schubeck gave an update on the City's effort to contact owners of abandoned newsracks and request removal. Stand-alone S.F. Chronicle newsracks should be removed with the next couple of weeks.

F. COMMITTEE REPORTS

F.1 Volunteer Programs

Team Up to Clean Up

- A clean-up was held on October 3 with 8 people collecting 5 bags of trash.
- The Hamilton community will be held on November 7.
- Basalla has obtained a quote to purchase 50 screen printed vests from 4Imprint at a cost of \$817.86.

Moved by Furry and seconded by Hanna to approve expenditure not to exceed \$1000.00 to purchase 50 safety vests.

AYES: Basalla, Furry, Hanna, Hughes, Kiesel, Morris, Temple
NOES: None

Adopt-a-Spot

- Schubeck will follow-up on status of program document review by City staff.

Adopt-an-Island

- Schubeck created a list of islands maintained by Public Works maintenance staff and segmented islands that may be appropriate for adoption. Basalla and Temple will review these islands for suitability.
- It was suggested that perhaps a flyer could be created for residents on streets with an adoptable island to encourage adoption.

F.2 Recognition Programs

Landscape Recognition Program

Moved by Morris, and seconded by Furry, to nominate both Christ Church North Bay and Rancho Novato for a Business Landscape Recognition award.

AYES: Basalla, Furry, Hanna, Hughes, Kiesel, Morris, Temple
NOES: None

F.3 Education & Outreach Programs

Heritage Tree Program

- Morris presented a draft slide deck outlining Heritage Tree Program concept.
- Schubeck will get City staff feedback on Heritage Tree Program concept.

G. GENERAL BUSINESS

G.1 Daffodil Bulb Planting Project

- Temple contacted Steve Jordan and bulbs will need to be ordered in January or February 2020. Temple will invite Steve to the November meeting.

I. ADJOURNMENT

Moved by Furry and seconded by Basalla to adjourn the meeting.

AYES: Basalla, Furry, Hanna, Hughes, Kiesel, Morris, Temple

NOES: None

Meeting adjourned at 8:39pm