



**CITY OF NOVATO**  
**CALIFORNIA**

**Novato Streetscape Committee**

**Agenda**

**Monday, December 14, 2020 - 7:00 PM**

**Teleconference Only**

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**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:

- **Written public comments** may be submitted by email to [gshubeck@novato.org](mailto:gshubeck@novato.org). Written public comments received more than 3 hours before the start of the meeting will be distributed to the Novato Streetscape Committee. Written public comment received after the three-hour cut-off, including during and after the meeting, will be collected and placed in the public record. Written public comments will not be read during the meeting.
- **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://bit.ly/3lyUEcl> or at [Zoom.com](https://zoom.us)

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**Meeting ID:** 915 9508 3448

**Password:** 1960

Should the links above not work, please go to [www.novato.org/agendas](http://www.novato.org/agendas) for updated information

- 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:** 915 9508 3448

- 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.

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**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 November 9, 2020**

**E. COMMITTEE MEMBER UPDATES**

**G. FINANCE**

**G.1 Fiscal Year 2020/21 Budget**

**H. PROGRAM UPDATES**

## H.1 Volunteer Programs

Team Up to Clean Up

Adopt-a-Spot

Adopt-an-Island

## H.2 Recognition Programs

Business Landscape Recognition Program

- The Country Vet

## H.3 Education & Outreach Programs

Carbon Crushers (formerly Heritage Tree Program)

## I. GENERAL BUSINESS

I.1 Mission Statement

I.2 2020 Annual Report

I.3 Nomination of 2020 Committee Chair and Vice-Chair

## J. COMMITTEE AND LIAISON REPORTS

J.1. Future Agenda Items

## K. 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](http://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 December 11, 2020, I caused to be posted the agenda of the December 14, 2020 meeting of the Novato Streetscape Committee on the City Community Service Notice Board in the Police Department and on the City's website at [www.novato.org](http://www.novato.org).

Gretchen Schubeck, Sustainability Programs Coordinator



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**CITY OF NOVATO**  
**CALIFORNIA**

**Novato Streetscape Committee**  
**MINUTES**

**Monday, November 9, 2020 - 7:00 PM**

*Meeting held via Zoom Teleconference*

**A. CALL TO ORDER AND ROLL CALL**

Meeting began at 7:12pm.

**Committee Members Present:** Chair Michael Furry, Vice Chair Marcia Basalla, Kisstrin Cozier (Alternate), Virginia Hanna, Nancy Hughes, Andrea Kiesel, Mia Morris, and Sherry Temple

**Staff Present:** Gretchen Schubeck (Staff Liaison)

**Guests Present:** Stephen Perlman (from 7:20pm-7:40pm)

**B. APPROVAL OF FINAL AGENDA**

*Moved by Furry 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 October 12, 2020**

*Moved by Furry and seconded by Temple to approve the meeting minutes of October 12, 2020 and corrected.*

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

## **E. COMMITTEE MEMBER REPORTS**

Temple noted that there are several heritage trees in Hoog Park and will take photos to send to Morris.

## **F. STAFF REPORTS**

### **F.1 Presentation to City Council**

Presentation of the proposed revision to the mission statement to the City Council has been moved to February 2021, when the Committee will present its 2020 Annual Report. Schubeck will confirm date with City Clerk.

### **F.2 Fiscal Year 2020/21 Budget**

Schubeck recommended that the Committee develop and adopt a budget for the current fiscal and will add "Fiscal Year 2020/21 Budget" to the December meeting agenda.

## **G. COMMITTEE REPORTS**

### **G.1 Volunteer Programs**

#### Team Up to Clean Up

- The clean-up in Hamilton on November 7, 2020 was a huge success with 56 volunteers participating.
- 83 bags of trash were collected, in addition to a significant amount of debris.
- Another clean-up is planned for April 2021, hopefully involving Coast Guard.
- 50 safety vests (with the Streetscape Committee logo) have been purchased.

#### Adopt-a-Spot

- Schubeck will work with City Communications Team to get information up on City website.

#### Adopt-an-Island

- Guest and former Novato resident Stephen Perlman joined the meeting.
- Mr. Perlman grew up in the Pointe Marin neighborhood and is interested in adopting the median island on Ignacio Blvd. between Laurelwood Drive and Montura Way.
- Schubeck will connect with Mr. Perlman to discuss next steps.
- Mr. Perlman is also interested in picking up litter in Hillside Park.

## **G.2 Recognition Programs**

### Landscape Recognition Program

Furry delivered the Business Landscape Recognition Award certificate to The Redwoods Crossroads Professional Center.

*Moved by Furry, and seconded by Hanna, to award Business Landscape Recognition Awards to Christ Church North Bay and Rancho Novato.*

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

*Moved by Furry, and seconded by Temple, to nominate The Country Vet for a Business Landscape Recognition Award.*

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

## **G.3 Education & Outreach Programs**

### Heritage Tree Program

- Schubeck received feedback from City staff on Heritage Tree Program concept.
- Since City Planning staff are responsible for implementing the City's Heritage Tree regulations, they want to be sure to avoid confusion between the City's regulatory role and the proposed Streetscape program.
- City staff also raised concerns about on-going maintenance of proposed signage due to staffing and budget constraints.
- The Heritage Tree Program Working Group will discuss next steps and report back to the Committee.

## **H. GENERAL BUSINESS**

### **H.1 Daffodil Bulb Planting Project**

- No update.

## **I. ADJOURNMENT**

*Moved by Furry and seconded by Temple to adjourn the meeting.*

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

***Meeting adjourned at 9:10pm***