



CITY OF NOVATO
CALIFORNIA

Novato Streetscape Committee

Agenda

Monday, January 11, 2021 - 7:00 PM

Teleconference Only

Chair

Marcia Basalla

Vice Chair

Mia Morris

Members

Michael Furry, Virginia Hanna, Nancy Hughes, Andrea Kiesel,
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.

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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://bit.ly/3s56m3t> or at [Zoom.com](https://zoom.us)

Meeting ID: 926 8593 3173 **Password:** 1960

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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: 926 8593 3173 **Password:** 1960

- 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 December 14, 2020

E. COMMITTEE MEMBER UPDATES

F. FINANCE

F.1 Fiscal Year 2020/21 Budget

G. PROGRAM UPDATES

G.1 Volunteer Programs

Team Up to Clean Up

Adopt-a-Spot
Adopt-an-Island

G.2 Recognition Programs

Business Landscape Recognition Program

G.3 Education & Outreach Programs

Carbon Crushers
Promotion & Publicity

H. GENERAL BUSINESS

H.1 City Council Presentation on February 9, 2020

Mission Statement
2020 Annual Report

H.2 Newsrack Update

I. COMMITTEE AND LIAISON REPORTS

I.1. Future Agenda Items

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 January 8, 2020, I caused to be posted the agenda of the January 11, 2021 meeting of the Novato Streetscape Committee on the City Community Service Notice Board at the Novato 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, December 14, 2020 - 7:00 PM

Meeting held via Zoom Teleconference

A. CALL TO ORDER AND ROLL CALL

Meeting began at 7:00pm.

Committee Members Present: Chair Michael Furry, Vice Chair Marcia Basalla, Kisstrin Cozier (Alternate), Virginia Hanna, 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, Kiesel, Morris, Temple

NOES: None

C. PUBLIC COMMENT

None

D. CONSENT ITEMS.

D.1 Approve the meeting minutes of November 9, 2020

Moved by Furry and seconded by Temple to approve the meeting minutes of November 9, 2020.

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

NOES: None

E. COMMITTEE MEMBER REPORTS

Furry has installed a 'Little Free Library' in front of his home.

G. FINANCE

G.1 Fiscal Year 2020/21 Budget

The Committee discussed projected expenses to the end of June 2021 (FY 2020/21) as below:

- Adopt-an-Island - \$7,000 (\$5,000 Landscape Design Contract and \$2,000 for plants for median islands)
- Landscape Recognition Program - \$300
- Adopt-a-Spot - \$1,600
- Carbon Crushers - \$2,000
- Publicity - \$500

The budget will be discussed further at the January Committee meeting.

H. COMMITTEE REPORTS

H.1 Volunteer Programs

Team Up to Clean Up:

- There was no December clean-up due to on-going concerns about COVID-19.

Adopt-a-Spot

- A Clean Marin meeting is scheduled for January 2021.

Adopt-an-Island

- All revised program documents have been approved by Public Works staff.
- Adopted islands that are being actively maintained will be divvied up amount Basalla, Kiesel, and Temple and adoptees will be contacted to thank them for their on-going efforts and see if they need any support or materials (e.g. plants, mulch).
- Schubeck will arrange renewals of encroachment permits for active adoptees.

H.2 Recognition Programs

Landscape Recognition Program

Moved by Basalla and seconded by Furry to award a Business Landscape Recognition Award to The Country Vet.

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

NOES: None

H.3 Education & Outreach Programs

Heritage Tree Program

- Morris has proposed renaming the program 'Carbon Crushers' to avoid confusion with the City regulatory role around heritage trees.

- Furry has created a QR code that can be affixed to trees and will link to educational information about the importance of heritage trees.
- Rather than posting a sign, Morris proposes placing an engraved rock at the base of each tree.

I. GENERAL BUSINESS

I.1 Mission Statement

The proposed revised mission statement will be presented to the City Council on February 9, 2021 for approval. Schubeck will resend a copy of the mission statement to Committee Members.

I.2 Annual Report

The 2020 Annual Report will be presented to the City Council on February 9, 2021. Committee Members will send items to include in the Report to Furry.

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

Moved by Hanna and seconded by Temple to nominate 2020 Committee Vice Chair Basalla to the position of 2021 Committee Chair.

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

Moved by Furry and seconded by Temple to nominate Committee Member Mia Morris to the position of 2021 Committee Vice Chair.

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

J. FUTURE AGENDA ITEMS

J.1 Fiscal Year 2020/21 Budget

I. ADJOURNMENT

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

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

Meeting adjourned at 8:35pm