



CITY OF NOVATO
CALIFORNIA

Novato Streetscape Committee

AGENDA

Monday, December 13, 2021 - 7:00pm

TELECONFERENCE ONLY

Chair

Marcia Basalla

Vice Chair

Sherry Temple

Members

Judy Buder (Alternate), Rich Greene,
Virginia Hanna, and Cristin More

Staff Liaison

Gretchen Schubeck

The Novato Streetscape Committee welcomes you to attend its meetings, which are regularly scheduled on the second Monday of every month. Your interest is encouraged and appreciated.

Pursuant to the provisions of AB 361, 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 Staff Liaison at (415) 899-8950. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodation to help insure accessibility to this meeting.

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. Written public comments received more than 3 hours before the start of the meeting will be distributed to the 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.

Live closed captions are available. To access closed captions during the meeting, click on the CC icon available through Zoom.

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

Join the meeting online: <https://tinyurl.com/y6cv7f9a> or www.zoom.com

Meeting ID: 867 6154 5925

Password: 046937

Should the links above not work, please go to 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.

Join the meeting by telephone: (669) 900-6833

Meeting ID: 867 6154 5925

Password: 046937

- 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 meeting minutes of November 8, 2021

E. STAFF UPDATES

E.1 Review of City Council Commissions, Committees, and Boards

F. COMMITTEE MEMBER UPDATES

G. PROGRAM UPDATES

G.1 Volunteer Programs

Team Up to Clean Up

Adopt-a-Spot

Adopt-an-Island

G.2 Business Landscape Recognition Program

Nominations

Awards

G.3 Clean Business Program

G.4 Education & Outreach Program

H. GENERAL BUSINESS

H.1 Clean CA Funding

H.2 Streetscape Swag

I. 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 Novato Streetscape Committee 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 Novato Streetscape Committee during a public meeting by staff or a member of the Novato Streetscape Committee, it shall be made available online following that meeting.

AFFIDAVIT OF POSTING

I, Gretchen Schubeck, certify that on December 9, 2021, the agenda was posted on the City Community Service Board at 922 Machin Avenue and on the City's website www.novato.org.

/ Gretchen Schubeck /

Gretchen Schubeck, Sustainability Programs Coordinator



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CITY OF NOVATO
CALIFORNIA

Novato Streetscape Committee

MINUTES

Monday, November 8, 2021 - 7:00pm

Meeting held via Zoom Teleconference

A. CALL TO ORDER AND ROLL CALL

Meeting began at 7:06pm.

Committee Members Present: Marcia Basalla (Chair), Rich Greene, Virginia Hanna, Cristin More, and Sherry Temple

Staff Present: Gretchen Schubeck, Staff Liaison

B. APPROVAL OF FINAL AGENDA

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

AYES: Basalla, Greene, Hanna, More, Temple

NOES: None

C. PUBLIC COMMENT

None

D. CONSENT ITEMS

D.1 Approve the meeting minutes of October 11, 2021

Moved by Greene and seconded by Basalla to approve the meeting minutes of October 11, 2021.

AYES: Basalla, Greene, Hanna, More

NOES: None

E. STAFF UPDATES

E.1 Committee Recruitment Process

- Due to Councilmember Amy Peele's resignation, the recruitment process for the City's Commissions, Committees, and Boards has been put on hold. Committee members Temple and Basalla have agreed to continue to serve until the recruitment process recommences in early 2022.
- During this time, a review will be conducted of the Commissions, Committees, and Boards to ensure alignment of purpose and efficient use of City resources.

- As part of the review, there is an opportunity to explore reconfiguring the Streetscape Committee structure so that it is less formal, more flexible, and not constrained by Brown Act requirements.
- The advantages of a less formal structure include having the freedom to meet when and where Committee members choose, to discuss any topic that may come up in conversation, and ability to communicate as a group via email.
- Schubeck will invite Public Works Director Chris Blunk to the Committee's December meeting to discuss further.

F. COMMITTEE MEMBER REPORTS

- Hanna asked Schubeck to add Team Up to Clean Up dates to the City's website calendar. Schubeck will confirm that 2022 Committee meeting dates are also posted listed in the calendar.
- Basalla requested that more photos of the Committee's work in the community be featured on the City's new website. Schubeck will create a folder in Dropbox for photo transfer.

G. PROGRAM UPDATES

G.1 Volunteer Programs

Team Up to Clean Up

- The November 6th clean-up was held along Redwood Blvd.
- 6 large bags of trash were collected including dozens of plastic dome lids that were littering the median island opposite the Fire Station.
- 9 volunteers participated, with 3 new recruits attending.
- Schubeck and Hanna will connect to confirm any additional supplies required.

Adopt-a-Spot

- Hanna and DeGabriele presented to Rotary and recruited two new volunteers.
- Hanna is updating the Adopt-a-Spot postcard and will add 'Join Us' to the front.
- Schubeck will purchase more black buckets, stickers, and first aid kits.
- Two new volunteers have signed up to pick up litter along Alameda del Prado. Illegal dumping is a big problem and Schubeck will see if 'No Dumping' signs are an option.
- Clean Marin would like to list Adopt-a-Spot volunteers on their website. Need to obtain approval from volunteers.

Adopt-an-Island

- Clive Shigoli is reviewing the draft planting plans and plant palette.
- Schubeck has discussed a proposed timeline for planting the six island tips on Redwood between Vallejo and Olive with Shigoli and will forward timeline discussed to Committee. Schubeck will forward business sponsorship proposal developed by former Committee member Jen Adelman to Basalla.

G.2 Business Landscape Recognition Program

No nominations or awards this month

G.3 Clean Business Program

Schubeck will confirm with Public Works Director Blunk that it is okay to proceed with proposed program.

G.4 Education & Outreach Programs

Litter Education in Schools

Update to be provided at the December meeting.

H. GENERAL BUSINESS

H.1 Streetscape Committee Mission

To be discussed at December meeting

H.2 Clean Marin

- Hanna noted that there is a possibility of Clean Marin (via the Marin County Stormwater Pollution Prevention Program) submitting an application to the Clean CA local grants program on behalf of Marin County jurisdictions. Schubeck will connect with Howard Bunce to discuss further.
- Possible projects include dump days, murals, bulky collection to reduce illegal dumping, and dumpster for Binford Road.

I. FUTURE AGENDA ITEMS

- **Committee Mission**
- **Streetscape Swag**

J. ADJOURNMENT

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

AYES: Basalla, Greene, Hanna, More, Temple
NOES: None

Meeting adjourned at 9:00pm