



CITY OF NOVATO
CALIFORNIA

Novato Streetscape Committee
SPECIAL MEETING AGENDA
Monday, February 22, 2022 - 7:00pm

TELECONFERENCE ONLY

Chair

Marcia Basalla

Vice Chair

Sherry Temple

Members

Judy Buder (Alternate), Rich Greene,
And Virginia Hanna

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 gschubeck@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/msw5772y> or www.zoom.com

Meeting ID: 892 5947 5694

Password: 215018

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: 892 5947 5694

Password: 215018

- 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 January 10, 2022

E. STAFF UPDATE

E.1 Committee Member Recruitment

F. COMMITTEE MEMBER UPDATES

F.1 Discuss January 25, 2022, City Council Meeting - Review of City Council Commissions, Committees, and Boards

G. PROGRAM UPDATES

G.1 Education & Outreach Program

Publicity Support Requests

G.2 Volunteer Programs

Team Up to Clean Up

Adopt-a-Spot
Adopt-an-Island

G.3 Business Landscape Recognition Program

Nominations
Awards

G.4 Clean Business Program

H. GENERAL BUSINESS

H.1 Discuss Fiscal Year 2022-23 Draft Budget

H.2 Trash Generation Maps

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 February 17, 2022, 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, January 10, 2022 - 7:00pm

Meeting held via Zoom Teleconference

A. CALL TO ORDER AND ROLL CALL

Meeting began at 7:02pm.

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

Staff Present: Chris Blunk, Public Works Director and Gretchen Schubeck, Staff Liaison

B. APPROVAL OF FINAL AGENDA

Moved by Basalla and seconded by Hanna 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 December 13, 2021

Moved by Hanna and seconded by Temple to approve the meeting minutes of December 13, 2021, as amended.

AYES: Basalla, Greene, Hanna, More, Temple

NOES: None

E. STAFF UPDATES

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

- Director Blunk stated that re-structuring the Committee to become a volunteer group supported by the Public Works Department is not an option. Three other options discussed were:

- 1) Becoming a decentralized group of volunteers similar to Clean Mill Valley; or
- 2) Becoming an independent 501c3 nonprofit organization; or
- 3) Remaining a Committee of the City Council.

- A review of City Council Commissions, Committees, and Boards will be heard by the Council on January 25, 2022. It was agreed that staff would not be recommending any changes to the structure of the Committee at this time. However, staff and Committee members will continue to explore options to efficiently and effectively support the Committee's volunteer efforts.
- Director Blunk noted that funding allocated to the Committee cannot be accrued from one year to the next. Going forward, the Committee will prepare an annual funding request of up to \$5,000 as part of the City's annual budget process. If the Committee identifies a specific project requiring more than the \$5,000, a request can be submitted during the budget planning process for consideration by the Council.
- At the Council meeting on January 25, 2022, staff will seek Council approval to allocate the accrued funding to the landscape improvement project on Redwood Blvd proposed by the Committee.
- Temple asked about the adoption of a new mission statement for the Committee. Director Blunk noted that amending the purpose or mission of Council Commissions, Committees, and Boards is at the discretion of the Council.
- Basalla would like more support from City staff to promote the activities of the Committee. Director Blunk suggested adding a standing agenda item to discuss specific projects/events that the Committee would like help publicizing.

F. COMMITTEE MEMBER REPORTS

None

G. PROGRAM UPDATES

G.1 Volunteer Programs

Team Up to Clean Up

- The December Team Up to Clean Up event was held on December 4, 2021, along Alameda del Prado.
- 14 volunteers collected 14 bags of trash and 2 bags of recyclable items.
- Illegal dumping of bulky items is a big problem on Alameda del Prado.
- Director Blunk will discuss options with the City's traffic engineer to deter (or at least make it more difficult) to carry out illegal dumping activities.

Adopt-a-Spot

- Hanna is compiling volunteer hours for 2021 and is waiting for hours from one adoptee.

Adopt-an-Island

- Schubeck will set up meeting with Clive and Michele to confirm next steps and timeline for planting.

G.2 Business Landscape Recognition Program

None

G.3 Clean Business Program

Greene will provide an update at the February meeting.

G.4 Education & Outreach Programs

- More noted that schools are still reeling from COVID-19 disruptions but suggested that perhaps the Committee could consider a litter education or outreach activity to coincide with Earth Day 2022.
- Schubeck has a school District contact for the Peach Jar flyer distribution service.

H. GENERAL BUSINESS

H.1 Clean CA Funding

A countywide application will be submitted by the County of Marin.

I. FUTURE AGENDA ITEMS

I.1 Trash Generation Maps

J. ADJOURNMENT

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

AYES: Basalla, Greene, Hanna, More, Temple

NOES: None

Meeting adjourned at 8:50pm