



CITY OF NOVATO
CALIFORNIA

Novato Streetscape Committee

AGENDA

Monday, April 11, 2022 - 7:00pm
922 Machin Avenue, Baget Meeting Room (2nd Floor)

Members: Marcia Basalla (Chair), Sherry Temple (Vice Chair), 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.

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.

- A. CALL TO ORDER AND ROLL CALL**
- B. APPROVAL OF FINAL AGENDA**
- C. PUBLIC COMMENT**
- D. CONSENT ITEMS**
 - D.1 Approve meeting minutes of March 14, 2022**
- E. STAFF UPDATES**
- F. COMMITTEE MEMBER UPDATES**
- G. PROGRAM UPDATES**
 - G.1 Education & Outreach Program**
Publicity Updates
 - 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 2021 Annual Report

H.2 Fiscal Year 2022-23 Work Plan

H.3 Term Limits and Meeting Attendance

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 April 8, 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, March 14, 2022 - 7:00pm

Meeting held via Zoom Teleconference

A. CALL TO ORDER AND ROLL CALL

Meeting began at 7:05pm.

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

Staff Present: Gretchen Schubeck, Staff Liaison

B. APPROVAL OF FINAL AGENDA

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

AYES: Basalla, Greene, Hanna, Temple

NOES: None

C. PUBLIC COMMENT

None

D. CONSENT ITEMS

D.1 Approve the meeting minutes of February 22, 2022

Temple requested that G.1 be amended to read:

“Temple wrote an article for the Marin IJ and it appeared in the ‘Giving’ section on 2/3/22. Basalla said that she will try to get a feature article in the Marin IJ as well. Temple is also planning to post something on Next Door.”

Moved by Hanna and seconded by Green to approve the meeting minutes of January 10, 2022, as amended.

AYES: Basalla, Greene, Hanna, Temple

NOES: None

E. STAFF UPDATES

E.1 Committee Member Recruitment

- Schubeck reported that applications for the City's Commissions, Committees, and Boards close on March 16, 2022, and new terms will begin on May 1, 2022.

F. COMMITTEE MEMBER REPORTS

- Basalla noted that Lisa Wilson from the County Parks Department shared that the current value of volunteer hours is \$28/hour.

G. PROGRAM UPDATES

G.1 Education and Outreach

- Basalla is still trying to connect with the reporter from the Marin IJ to discuss a feature article on Streetscape Committee activities.
- A article on Team Up to Clean Up, with a large photo, appeared in the Marin IJ on March 6, 2022.

G.2 Volunteer Programs

Team Up to Clean Up

- The March 5th cleanup was held on Redwood Blvd. from Rowland to De Long.
- 18 volunteers attended and collected 13 bags of garbage, a computer chair and a large piece of furniture.
- The Committee noted that there is lots of garbage around the Recycling Center on Redwood Blvd. near Golden Gate Place. Schubeck will follow up with the Novato Sanitary District.
- Temple offered to visit Binford Road to check on status of garbage by porta potty.
- Hanna met with Gloria Dunn from Rotary to discuss options for collaboration on litter education. Working directly with schools may be the best option and it was agreed that it would be good to come up with a slogan similar to 'Don't be a litter bug!'
- Schubeck will follow-up on fabrication and placement of small signs along Alameda del Prado encouraging people not to litter.

Adopt-a-Spot

- There is a mystery cleaner-upper along Alameda del Prado and a mystery garbage can at Dusel Court.
- Hanna has still been unable to reach Robert Spina to get his 2021 hours.

Adopt-an-Island

- Schubeck, Temple, Basalla and Waite are working with Michele Spremich to finalize the design for the island on the north side of Olive and Redwood that has recycled water access.
- Once the design is approved by Waite, Schubeck will reach out to Le Jardinier to obtain a quote with the goal of planting in April.
- BioMarin has contacted the City about doing an Earth Day volunteer project. Schubeck suggested sheet mulching on Redwood Blvd.

G.3 Business Landscape Recognition Program

Nominations

None

Awards

None

G.4 Clean Business Program

- Schubeck will seek approval from the Communications Department for the updated decal.

H. GENERAL BUSINESS

H.1 Recycled Water on Redwood Blvd.

- Temple emailed Ryan Grisso at the North Marin Water District (NMWD) to ask about availability of recycled water on Redwood Blvd. Grisso referred Temple to Schubeck.
- There is a recycled water valve on the island on the south side of Redwood and Olive and NMWD is working with the Public Works Maintenance Division to explore the feasibility of extending recycled water down the island to Vallejo using the existing potable water irrigation infrastructure.
- Temple asked Schubeck to check and see if the City has a water truck.

H.2 Committee Mission

- The Committee discussed the proposed revised mission statement developed in 2020 and reviewed a selection of mission statements from other groups that are doing similar work to the Streetscape Committee.
- The Committee agreed that more work needed to be done on a revised mission statement before presenting to the City Council for consideration.
- A subcommittee comprised of Hanna, Basalla, Greene, and Schubeck will meet on April 23 at 9:30am at Hanna's house to review mission statement.
- will need to develop a proposed budget for Fiscal Year 2022-23 to cover operational expenses (vests, bags, gloves, grabbers, decals, etc.). If the Committee identifies any special projects (bulbs, plants, etc.), these can also be included as part of the budget request.
- The budget will be discussed further at the March 2022 meeting.

H.3 Fiscal Year 2022-23 Work Plan and Budget

- Schubeck will follow-up with the Finance Department to confirm that any budget remaining on June 30, 2022 will be carried over to FY 2022/23.
- Basalla would like to purchase more tee-shirts and will obtain a quote.
- Proposed projects for FY 2022/23 and related budget needs for inclusion in the Committee's FY 2022/23 work plan will be discussed at the April 11, 2022 meeting.

H.4 Adopt-an-Island Coordination

Not discussed

H.5 2021 Annual Report

- The 2021 Annual Report is due April 6, 2022 for approval by the Committee at the April 11, 2022 meeting.
- The 2021 Annual Report and proposed FY 2022/23 Work Plan will be presented to the City Council on April 26, 2022.

I. FUTURE AGENDA ITEMS

I.1 2021 Annual Report

I.2 FY 2022/23 Work Plan

J. ADJOURNMENT

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

AYES: Basalla, Greene, Hanna, More, Temple

NOES: None

Meeting adjourned at 8:40pm