



CITY OF NOVATO
CALIFORNIA

Novato Streetscape Committee

AGENDA

Monday, May 9, 2022 - 7:00pm

922 Machin Avenue, Womack Meeting Room (2nd Floor)

Chair

Marcia Basalla

Vice Chair

Sherry Temple

Members

Nancy Abruzzo, Judy Buder (Alternate), Joan Cortney,
Lauren-Paul Kozlenko, 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 April 11, 2022**
- E. STAFF UPDATES**
 - E.1 Brown Act Primer**
- F. NEW COMMITTEE MEMBER ORIENTATION**
- G. APPOINTMENT OF COMMITTEE CHAIR AND VICE CHAIR**

H. PROGRAM UPDATES

H.1 Education & Outreach Program

Publicity Updates

H.2 Volunteer Programs

Team Up to Clean Up

Adopt-a-Spot

Adopt-an-Island

H.3 Business Landscape Recognition Program

Nominations

Awards

H.4 Clean Business Program

I. GENERAL BUSINESS

I.1 Name and Mission

I.2 Term Limits and Meeting Attendance

J. 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 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 May 6, 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, April 11, 2022 - 7:00pm

Meeting held in the Baget Meeting Room, 922 Machin Avenue

A. CALL TO ORDER AND ROLL CALL

Meeting began at 7:02pm.

Committee Members Present: Marcia Basalla (Chair), Judi Buder (Alternate), Virginia Hanna, and Sherry Temple (Vice Chair)

Staff Present: Gretchen Schubeck, Staff Liaison

B. APPROVAL OF FINAL AGENDA

To accommodate the Adopt-an-Island presentation from Friends of Pacheco Valle, Basalla suggested moving item G.2 to G.1.

Moved by Basalla and seconded by Hanna to approve the final agenda as amended.

AYES: Basalla, Buder, Hanna, Temple

NOES: None

C. PUBLIC COMMENT

None

D. CONSENT ITEMS

D.1 Approve the meeting minutes of March 14, 2022

- Temple requested that the word 'value' be changed to 'valve' in item H.1
- As there was not a quorum of members present at the March 14, 2022 meeting, approval of the minutes will be held over to the May meeting.

E. STAFF UPDATES

None

F. COMMITTEE MEMBER REPORTS

None

G. PROGRAM UPDATES

G.1 Volunteer Programs

Adopt-an-Island

Presentation from Patrick and Jeanne MacLeamy of Friends of Pacheco Valle

- The MacLeamy's joined the meeting via teleconference to provide an update on the Friends of Pacheco Valle (FPV) island adoptions.
- The tree work has been completed and work will commence on the gazebo shortly.
- FPV was successful in getting newsracks removed on the road to the Marin IJ building.
- J MacLeamy presented a planting plan proposal for the portion of island #1 that FPV has adopted, including dense planting of Liriope Muscari (Blue Lily Turf).
- J MacLeamy noted that it appears that the irrigation on the islands has been turned off. Schubeck will follow up with Public Works Maintenance Division.

The MacLeamy's left the meeting.

Moved by Hanna and seconded by Temple, that the Novato Streetscape Committee recommends that the Public Works Department approve the landscape planting plan for island #1 as proposed by Friends of Pacheco Valle.

AYES: Basalla, Buder, Hanna, Temple

NOES: None

- Schubeck will discuss water constraints and planting timing with the Public Works Maintenance Division.
- Schubeck has reached out to Le Jardinier Landscaping to request a proposal to implement the planting plan on the end cap on Redwood Blvd. that is currently serviced with recycled water.

Team Up to Clean Up

- The April 2nd clean-up was held on Nave Drive/Marin Valley Mobile Country Club Drive.
- 15 volunteers collected 12 bags of trash and spent a total of 23 hours picking up litter.
- The County did a big clean-up of accumulated trash near the porta potty on Binford Rd.
- The Committee is planning to partner with Marin County Parks on coordination of a Coastal Clean-up Day event on September 17th.
- Schubeck will check on protocols for using City letterhead.

Adopt-a-Spot

- Hanna expressed frustration at the lack of traction with this program.
- Volunteer Match seems like a good way to promote the program, but many respondents do not follow.
- The Committee agreed to wait until new members are seated to decide whether to continue the program. Perhaps one of the new Committee members will be interested in the coordination role.
- Buder volunteered to promote the program at the Farmer's Market.

G.2 Education and Outreach

- Temple got an article published in the 'In Your Town' section of the Marin IJ.
- Basalla is working on an article on the Binford Road cleanup partnership with Caltrans and Marin County Parks.

G.3 Business Landscape Recognition Program

Nominations

- Schubeck noted that Novato Chevrolet has invested in new landscaping to beautify the area on the corner of Redwood Blvd. and Lamont Ave.
- Committee members agreed to check the landscaping prior to the May meeting.

Awards

None

G.4 Clean Business Program

- Schubeck will try to get an article in the May City newsletter.
- 11 people have signed up so far, with an additional four businesses pending.

H. GENERAL BUSINESS

H.1 2021 Annual Report

- Schubeck will send Basalla Adopt-a-Spot locations for inclusion in the Annual Report.
- Basalla will provide the draft report to Schubeck by April 14th.

H.2 Fiscal Year 2022-23 Work Plan

- Basalla would like to purchase tee-shirts for volunteers and has received a \$3,000 quote for 300 tee-shirts. The Committee agreed to include the purchase of 150 tee-shirts in the proposed work plan and budget request for Fiscal Year 2022-23.
- Temple would like the Committee to move forward with a bulb planting project and suggested budgeting \$1,500 to purchase bulbs.
- Hanna estimated that she will need approx. \$1,600 to purchase supplies for Team Up to Clean Up and Adopt-a-Spot.
- The Committee work plan and associated \$5,000 budget request will be presented to the City Council on April 25th.
- Schubeck will prepare the work plan and forward to the Committee.
- Basalla, Hanna, and Schubeck will meet on April 23rd to brainstorm options for a revised Committee name and mission for input from Committee members prior to proposing to the City Council.

H.3 Term Limits and Meeting Attendance

Not discussed

I. FUTURE AGENDA ITEMS

I.1 New Member Orientation

I.2 Term Limits and Meeting Attendance

J. ADJOURNMENT

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

AYES: Basalla, Buder, Hanna, Temple

NOES: None

Meeting adjourned at 8:40pm