



CITY OF NOVATO
CALIFORNIA

Sustainability Commission

AGENDA

Thursday, August 18, 2022 - 6:00 p.m.

Novato City Hall, 901 Sherman Avenue

Chair

Nicole Tai

Vice Chair

Chris Yalonis

Members

Tim Blofeld, Bob Brown, Zach Brownstone,
Noela De Frenza, and Kolby Gleeson

Staff Liaison

Gretchen Schubeck

The Sustainability Commission welcomes your attendance at its meetings, which are held on the third Thursday of each month at 6:00 p.m. Your interest is encouraged and appreciated.

Public Participation Options

Members of the public may provide public comments and participate in Sustainability Commission meetings as follows:

- **Written Public Comments:** May be submitted via sustainability@novato.org. Written public comments received more than 3 hours before the start of the meeting will be distributed to the Commission prior to the meeting. Written public comments will not be read during the meeting.
- **In-person Public Comments:** May be made during the meetings, which are held at Novato City Hall, 901 Sherman Avenue.

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 Sustainability Commission 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.

A. CALL TO ORDER AND ROLL CALL

B. APPROVAL OF FINAL AGENDA

C. PUBLIC COMMENT

There is a three-minute time limit to speak, although the Chair may shorten the time based on the number of speakers or other factors. A speaker may not yield their time to another speaker.

For issues raised during Public Comment that are not on the published agenda, except as otherwise provided under the Ralph M. Brown Act, no action can legally be taken. The Commission may direct that the item be referred to the Staff Liaison for action or may schedule the item on a subsequent agenda.

D. CONSENT ITEMS

D.1 Approve meeting minutes of July 21, 2022

E. GENERAL BUSINESS

These items include significant and administrative actions of special interest and will usually include a presentation and discussion by the Commission. They will be enacted upon by a separate vote.

E.1 Single-Use Foodware Ordinance – Gretchen Schubeck, Sustainability Coordinator

E.2 Draft 2020 Greenhouse Gas Emissions Inventory – Christine O’Rourke, Consultant

E.3 General Plan 2035 Overview – Gretchen Schubeck, Sustainability Coordinator

F. COMMISSIONER AND STAFF LIAISON REPORTS

This section is used for Commissioners and the Staff Liaison to orally report on topics that can be considered for discussion at a future meeting.

F.1 Commissioner Reports

F.2 Staff Liaison Reports

G. ADJOURNMENT

Materials that are submitted to members of the Commission after the distribution of the meeting’s agenda packet will be available upon request.

AFFIDAVIT OF POSTING

I, Gretchen Schubeck, certify that on August 15, 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 Coordinator



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CITY OF NOVATO
CALIFORNIA

Sustainability Commission

MINUTES

Thursday, July 21, 2022 - 6:00 P.M.

Novato City Hall, 901 Sherman Avenue

Chair

Nicole Tai

Vice Chair

Chris Yalonis

Members

Tim Blofeld, Bob Brown, Zach Brownstone,
Noela De Frenza, and Kolby Gleeson

Staff Liaison

Gretchen Schubeck

A. CALL TO ORDER AND ROLL CALL

The Commission was called to order at 6:05 P.M.

Commissioners Present: Tim Blofeld, Zach Brownstone, Noela De Frenza, Kolby Gleeson, Nicole Tai, and Chris Yalonis

Commissioners Absent: Bob Brown

Staff Present: City Clerk Laura McDowall and Sustainability Coordinator Gretchen Schubeck

B. APPROVAL OF FINAL AGENDA

Upon a motion of Commissioner Tai and second by Commissioner Blofeld, the Commission voted 6-0-1 to approve the final agenda.

AYES: BLOFELD, BROWNSTONE, DE FRENZA, GLEESON, TAI, YALONIS

NOES: NONE

ABSENT: BROWN

Motion carried.

C. PUBLIC COMMENT

None

D. GENERAL BUSINESS

D.1 Commissioner Introductions and Election of Chair and Vice Chair

Commissioners introduced themselves and Schubeck read a brief bio provided by Commissioner Brown in his absence.

Upon a motion by Commissioner Blofeld and second by Commissioner Yalonis, the Commission voted 6-0-1 to nominate Commissioner Tai as Chair. Commissioner Tai accepted the nomination.

AYES: BLOFELD, BROWNSTONE, DE FRENZA, GLEESON, TAI, YALONIS

NOES: NONE

ABSENT: BROWN

Motion carried.

Upon a motion by Commissioner Tai and second by Commissioner Blofeld, the Commission voted 6-0-1 to nominate Commissioner Yalonis as Vice Chair. Commissioner Yalonis accepted the nomination.

AYES: BLOFELD, BROWNSTONE, DE FRENZA, GLEESON, TAI, YALONIS

NOES: NONE

ABSENT: BROWN

Motion carried.

D.2 Ralph M. Brown Act Primer – *Laura McDowall, City Clerk*

City Clerk Laura McDowall provided an overview of the Ralph M. Brown Act and Commissioners were given the opportunity to ask clarifying questions.

D.3 Review Establishing Resolution – *Gretchen Schubeck, Sustainability Coordinator*

Schubeck provided a presentation on the Commission's establishing resolution and reviewed the Commission's purpose, membership, and duties.

D.4 2022 Meeting Dates – *Gretchen Schubeck, Sustainability Coordinator*

Meeting dates for the remainder of 2022 were confirmed for the third Thursday of the month.

E. COMMISSIONER AND STAFF LIAISON REPORTS

E.1 Commissioner Reports

Potential agenda items proposed by Commissioners for discussion at a future meeting included: Water Conservation, Municipal Water Efficiency Landscape Ordinance (MWELo), Circular Economy, Biomass, Renewable Energy, Electric Vehicle Charging Infrastructure, Community Education and Outreach, Grants and Funding Opportunities,

Criteria/Screening Tools for Prioritizing Goals, Creation of Ad-Hoc Committees, Climate Action Plan Update and Gas-Powered Landscape Equipment.

E.2 Staff Liaison Reports

Schubeck noted that the draft 2020 Greenhouse Gas (GHG) Emissions Inventory for Novato has been produced and suggested that a presentation be given at the August Commission meeting.

Schubeck also suggested the Commission receive a presentation on Novato's General Plan 2035 at the August meeting. As part of the General Plan update process, the goals, programs, and GHG reduction measures from the City's 2009 Climate Change Action Plan were embedded within General Plan 2035, which now serves as Novato's Climate Action Plan. Schubeck has created a list of all sustainability/climate related items within General Plan 2035.

F. ADJOURNMENT

Upon a motion by Commissioner Tai and second by Commissioner De Frenza, the Commission voted 6-0-1 to adjourn the meeting at 8:30 P.M.

AYES: BLOFELD, BROWNSTONE, DE FRENZA, GLEESON, TAI, YALONIS

NOES: NONE

ABSENT: BROWN

Motion carried.