



CITY OF NOVATO
CALIFORNIA

Novato Streetscape Committee

AGENDA

Monday, September 12, 2022 - 7:00pm
922 Machin Avenue, Womack Meeting Room (2nd Floor)

Chair

Sherry Temple

Vice Chair

Rich Greene

Members

Nancy Abruzzo, Marcia Basalla, Judy Buder (Alternate), Lauren-Paul Kozlenko, 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.

The Novato Streetscape Committee 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 Committee may direct that the item be referred to the Staff Liaison for action or may schedule the item on a subsequent agenda.

D. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered to be routine and will be enacted by a single vote of the Committee. There will be no separate discussion unless specific items are removed from the Consent Calendar for separate discussion and action. Any Committee member may remove an item from the Consent Calendar and place it under General Business for discussion.

D.1 Approve meeting minutes of August 8, 2022

E. PROGRAM UPDATES

E.1 Education & Outreach Program

Publicity Updates

E.2 Volunteer Programs

Team Up to Clean Up

Adopt-a-Spot

Adopt-an-Island

E.3 Business Landscape Recognition Program

Nominations

Awards

E.4 Clean Business Program

F. GENERAL BUSINESS

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

F.1 Committee Name, Purpose Statement, and Duties

F.2 Clean CA Grant

F.3 Marin Countywide Stormwater Pollution Prevention Program Letter of Support

G. COMMITTEE AND LIAISON REPORTS

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

G.1 Committee Members Reports

G.2 Staff Liaison Reports

H. ADJOURNMENT

Materials that are submitted to members of the Committee after the distribution of the agenda packet will be made available to the public at the time it is provided to the Committee.

AFFIDAVIT OF POSTING

I, Gretchen Schubeck, certify that on September 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, August 8, 2022 - 7:00pm

Meeting held in the Womack Meeting Room, 922 Machin Avenue

A. CALL TO ORDER AND ROLL CALL

Meeting began at 7:03pm.

Committee Members Present: Nancy Abruzzo, Marcia Basalla, Rich Greene (Vice Chair), Virginia Hanna, Lauren-Paul Kozlenko (from 7:20pm) and Sherry Temple (Chair)

Guests Present: Eric Rayner, Rayner Landscaping

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

B. APPROVAL OF FINAL AGENDA

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

AYES: Abruzzo, Basalla, Greene, Hanna, Temple

NOES: None

C. PUBLIC COMMENT

Eric Rayner from Rayner Landscaping shared that he will no longer be maintaining the island on the northern corner of Redwood Blvd. and De Long Ave. or the City-owned urns/flowerpots on Grant Ave.

D. CONSENT ITEMS

D.1 Approve the meeting minutes of July 11, 2022

Moved by Hanna and seconded by Basalla to approve the meeting minutes of July 11, 2022.

AYES: Abruzzo, Basalla, Greene, Hanna, Temple

NOES: None

E. STAFF UPDATES

E.1 Finance Update

- Schubeck shared that the current balance in the fund for Streetscape projects is \$22,318. She will confirm whether the \$5,000 allocated for FY 2022-23 has already been transferred into the account.

F. COMMITTEE MEMBER UPDATES

- Joan Cortney has resigned from the Committee and the vacant position will be filled as part of the City’s Commission, Committee, and Board recruitment process in the fall. The term will commence on November 1, 2022.

G. PROGRAM UPDATES

G.1 Education and Outreach

- Nothing to report.

G.2 Volunteer Programs

Team Up to Clean Up

- The July clean-up was held along Nave Drive. Six volunteers collected seven bags of trash and spent a total of 14 hours picking up litter.
- The August clean-up was held along Alameda del Prado with nine volunteers collected four large bags of trash.
- The September clean-up will be held on Binford Road in partnership with Marin County Parks as part of Coastal Clean-up Day on September 17, 2022.
- Hanna shared that the Town of Mammoth Lakes held a large trash drop-off event with funding from a Clean CA grant.

Adopt-a-Spot

- Hanna would like to turn this program over to another Committee member.

Adopt-an-Island

- Three estimates have been received for the landscaping project on the northern corner of Redwood Blvd. at Olive Ave. However, because the work is a public works project, and the value of the work is over \$1,000, prevailing wages must be paid to all workers.
- Schubeck will prepare a Scope of Work to be approved by the Public Works Dept.
- Basalla and Temple will contact Public Works staff member Gosia Woodfin about the safety improvement project on Redwood Blvd. and De Long Ave. to discuss plans for landscaping.
- Temple shared that she has spoken with the City Manager about grant opportunities.

G.3 Business Landscape Recognition Program

Nominations

- Basalla nominated Redwood Credit Union on Grant Ave., Marin Coffee Roasters on Novato Blvd., and El Rey Restaurant on 7th Street for landscape recognition.
- Schubeck will send landscape recognition criteria to all Committee members, and Committee members will visit these sites prior to voting at the September meeting.

Awards

Moved by Hanna and seconded by Basalla to award San Marin Fire Station a 'Business Landscape Recognition' Certificate.

AYES: Abruzzo, Basalla, Greene, Hanna, Kozlenko, Temple

NOES: None

G.4 Clean Business Program

- 152 businesses have joined the program so far.
- Abruzzo offered to visit businesses on Vallejo Street to promote program participation.
- Schubeck will talk to the City's Communications team about options to promote the program to businesses.

H. GENERAL BUSINESS

H.1 Name and Mission

- Schubeck will resend the Sustainability Commission establishment resolution to be used as a reference in the development of a proposed revised resolution for the Streetscape Committee.
- Committee members discussed options for an updated Committee name and purpose statement.
- There was general support for proposing a Committee name change to 'Novato Beautification Committee' but this will be confirmed at the September meeting.
- Committee members were in support of the following revised purpose statement, although this will also be confirmed at the September meeting: *"The purpose of the Committee is to beautify Novato's public spaces by fostering environmental stewardship, building community, and promoting civic pride in order to make the City a more pleasant place to live, work, and play."*

J. FUTURE AGENDA ITEMS

J.1 Committee Name and Purpose Statement

K. ADJOURNMENT

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

AYES: Abruzzo, Basalla, Greene, Hanna, Kozlenko, Temple

NOES: None

Meeting adjourned at 8:45pm