



**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 7<sup>th</sup> 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***