



CITY OF NOVATO
CALIFORNIA

Novato Streetscape Committee

AGENDA

Monday, February 13, 2023 - 7:00pm
922 Machin Avenue, Womack Meeting Room (2nd Floor)

Chair

Nancy Abruzzo

Vice Chair

Rick Hanley

Members

Marcia Basalla, Arlin Benavides (Alternate), Judy Buder,
Virginia Hanna, and Lauren-Paul Kozlenko

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 January 9, 2023

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 Proposed Revised Committee Resolution

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 February 9, 2023, 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
MEETING MINUTES

Monday, January 9 - 7:00pm

Meeting held in the Womack Meeting Room, 922 Machin Avenue

A. CALL TO ORDER AND ROLL CALL

Meeting began at 7:00pm.

Committee Members Present: Nancy Abruzzo (Chair), Marcia Basalla, Arlin Benavides, Judi Buder, Virginia Hanna, Richard Hanley (Vice Chair), and Lauren Paul Kozlenko

Staff Present: Gretchen Schubeck, Sustainability Programs Coordinator

B. APPROVAL OF FINAL AGENDA

Moved by Abruzzo and seconded by Kozlenko to approve the final agenda.

AYES: Abruzzo, Basalla, Benavides, Buder, Hanna, Hanley, Kozlenko

NOES: None

C. PUBLIC COMMENT

None

D. CONSENT ITEMS

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

Moved by Abruzzo and seconded by Hanley to approve the meeting minutes of December 11, 2022.

AYES: Abruzzo, Basalla, Benavides, Buder, Hanna, Hanley, Kozlenko

NOES: None

E. PROGRAM UPDATES

E.1 Education & Outreach Programs

None

E.2 Volunteer Programs

Team Up to Clean Up

- Hanna presented the 2023 statistics for Team Up to Clean Up:
 - 119 volunteers

- 220 hours contributed
 - 93 bags of trash collected
- Basalla will confirm details for quarterly clean-up with Marin County Parks.

Adopt-an-Island

Moved by Abruzzo and seconded by Basalla to create a subcommittee of Hanley, Kozlenko, and Temple to review status of Adopt-an-Island program, develop a proposal to revamp program, and make recommendations to the Committee.

AYES: Abruzzo, Basalla, Benavides, Buder, Hanna, Hanley, Kozlenko
 NOES: None

E.3 Business Landscape Recognition Program

Nominations

None

Awards

None

E.4 Clean Business Program

- City staff has built the Clean Business Program webpage and Abruzzo offered to draft content for the page. If webpage is live by the end of January, Schubeck will submit article for inclusion in Our Town newsletter.
- Kozlenko offered to make a presentation to the Novato Chamber to promote the program.

F. GENERAL BUSINESS

F.1 Redwood Blvd. Landscaping Project

- Gardener’s Guild has submitted a proposal in the amount of \$32,348 for the island on the north side of Redwood Blvd. at Olive Ave. \$23,679 of the costs relate to site preparation/excavation and installation of the decomposed granite.
- Schubeck will confirm with Public Works whether decomposed granite is required, or if a more affordable alternative could be explored.
- Benavidez suggested that perhaps some of the day laborers that frequent the area could be mobilized as volunteers (with a small stipend paid) to work on the island. Schubeck will confirm whether this is an option.

F.2 Proposed Revised Committee Resolution

- Schubeck noted that a recommendation on frequency of meetings will need to be included with the proposed revised Committee resolution when it is presented to the City Council. She suggested recommending six times meetings per year, and the Committee could always call a special meeting in the intervening month, if there were urgent business to discuss.
- The Committee discussed the option of creating subcommittees to work on specific projects in lieu of a full Committee meeting each month. Possible subcommittees could include Clean Business Program, Team Up to Clean Up, Adopt-an-Island, Volunteer

Recruitment, etc. Expectations of each subcommittee would be agreed to by the full Committee and the work would be focused on creating solutions.

- Schubeck noted that the subcommittees could include members of the community that are not currently serving on the Committee.

G. COMMITTEE AND LIAISON REPORTS

G.1 Committee Members Reports

Moved by Hanley and seconded by Kozlenko that the Committee establish a subcommittee to review the City of Novato Approved Street Tree list, review street tree lists from other jurisdictions, and make recommendations for updating the current Novato list.

AYES: Abruzzo, Basalla, Benavides, Buder, Hanna, Hanley, Kozlenko

NOES: None

G.2 Staff Liaison Reports

None

H. ADJOURNMENT

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

AYES: Abruzzo, Basalla, Benavides, Buder, Hanna, Hanley, Kozlenko

NOES: None

Meeting adjourned at 9:00pm