



CITY OF NOVATO
CALIFORNIA

Novato Streetscape Committee

AGENDA

Monday, March 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 February 13, 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 Discuss and consider the formation of ad-hoc-subcommittees

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 March 10, 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, February 13 - 7:00pm

Meeting held in the Womack Meeting Room, 922 Machin Avenue

A. CALL TO ORDER AND ROLL CALL

Meeting began at 7:02pm.

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

Staff Present: Gretchen Schubeck, Sustainability Programs Coordinator and Lyle Waite, Public Works Maintenance Superintendent

B. APPROVAL OF FINAL AGENDA

Moved by Hanna and seconded by Hanley to approve the final agenda.

AYES: Abruzzo, Basalla, Buder, Hanna, Hanley

NOES: None

ABSENT: Kozlenko

C. PUBLIC COMMENT

None

D. CONSENT ITEMS

D.1 Approve the meeting minutes of January 9, 2022

Moved by Basalla and seconded by Hanley to approve the meeting minutes of January 9, 2022.

AYES: Abruzzo, Basalla, Buder, Hanna, Hanley

NOES: None

ABSENT: Kozlenko

E. PROGRAM UPDATES

E.1 Education & Outreach Programs

Publicity Updates

- Promotion of the February clean-up was featured in the City newsletter 'Our Town', on the City's Facebook page, on Next Door and there was an article in the Marin IJ.

- The Clean Business Program webpage is live and was also featured in 'Our Town'.

E.2 Volunteer Programs

Team Up to Clean Up

- The quarterly clean up in partnership with Marin County Parks and Caltrans was held on February 4, 2023.
- 9 *Team Up to Clean Up* volunteers supported the event.
- Marin County Parks reported that a total of 722 lbs. of trash was collected.
- The next clean-up will be held on March 4, 2023.

Adopt-a-Spot

- Hanna reported that total *Adopt-a-Spot* numbers for 2022 are 99 volunteer hours and 198 bags of trash collected.

Adopt-a-Island

- The ad-hoc sub-committee is working on revamping the program including identifying adoptable islands, active volunteers, and islands with recycled water.
- Once active volunteers are confirmed, the new signs will be ordered.
- Schubeck spoke with Public Works Director Blunk, and stipends can't be paid to volunteers but partnering with the Downtown Streets Team may be an option.
- Benavides suggested that perhaps a survey could be conducted, and Basalla noted that the program has not been promoted to the community.
- Benavides and Basalla offered to work together to explore options for increased promotion.
- Waite suggested that Leadership Novato might be a good avenue to recruit volunteers.

E.3 Business Landscape Recognition Program

Nominations

None

Awards

None

E.4 Clean Business Program

Schubeck will ask the Communications Team if they can promote 5-10 *Clean Business Program* participants at a time in the monthly newsletter and on social media.

F. GENERAL BUSINESS

F.1 Proposed Revised Committee Resolution

The timeline to bring the proposed revised Committee resolution to the City Council has not been confirmed, but the Committee needs to confirm preferred meeting frequency to include in the resolution. The current resolution requires the Committee to meet a minimum of four times per year, not monthly.

Moved by Abruzzo and seconded by Hanley that the Streetscape Committee meet every other month, rather than monthly.

AYES: Abruzzo, Buder, Hanna, Hanley
NOES: Basalla
ABSENT: Kozlenko

G. COMMITTEE AND LIAISON REPORTS

G.1 Committee Members Reports

Moved by Hanley and seconded by Abruzzo that an item be added to the March agenda to discuss and consider the formation of ad-hoc subcommittees.

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

G.2 Staff Liaison Reports

Sherry Temple has tendered her resignation and the vacant seat will be filled as part of the spring Council Commission, Committee, and Board recruitment process.

H. ADJOURNMENT

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

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

Meeting adjourned at 8:07pm