



**CITY OF NOVATO**  
CALIFORNIA

**Novato Streetscape Committee**

**AGENDA**

**Monday, May 8, 2023 – 6:00pm**

**(Please note amended meeting start time)**

922 Machin Avenue, Womack Meeting Room (2<sup>nd</sup> Floor)

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**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

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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.

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**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 March 13, 2023**

**E. PROGRAM UPDATES**

**E.1 Volunteer Programs**

Team Up to Clean Up  
Adopt-an-Island

**E.3 Business Landscape Recognition Program**

Awards

**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 process to transition Novato Streetscape Committee from a Council Committee to a community-based volunteer group.**

**G. 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 May 5, 2023, the agenda was posted on the City Community Service Board at 922 Machin Avenue and on the City's website [www.novato.org](http://www.novato.org).

/ Gretchen Schubeck /

Gretchen Schubeck, Sustainability Programs Coordinator



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**CITY OF NOVATO**  
**CALIFORNIA**

**Novato Streetscape Committee**  
**MEETING MINUTES**

**Monday, March 13, 2023 - 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 (Alternate), Virginia Hanna, Richard Hanley (Vice Chair), and Lauren-Paul Kozlenko

**Staff Present:** Gretchen Schubeck, Sustainability Programs Coordinator

**B. APPROVAL OF FINAL AGENDA**

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

AYES: Abruzzo, Basalla, Hanna, Hanley, Kozlenko

NOES: None

ABSENT: Buder

**C. PUBLIC COMMENT**

- Judie Shaw, Chairperson of the Committee for the Rehabilitation of Wallace Park, spoke during public comment and provided background the Wallace Park project.
- She shared a document with project history, photos of the site, and a request for support to have tan bark placed at the Park and for benches be installed.
- Because the item was not agendized, the request was not discussed and will be added to a future agenda for discussion.

**D. CONSENT ITEMS**

**D.1 Approve the meeting minutes of February 13, 2023**

*Moved by Hanna and seconded by Basalla to approve the meeting minutes of February 13, 2023.*

AYES: Abruzzo, Basalla, Hanna, Hanley, Kozlenko

NOES: None

ABSENT: Buder

**E. PROGRAM UPDATES**

**E.1 Education & Outreach Programs**

### **Publicity Updates**

- No update

## **E.2 Volunteer Programs**

### **Team Up to Clean Up**

- The March 4, 2023, clean-up was held along Nave Drive and Marin Valley Drive.
- 8 volunteers contributed a total of 9.5 hours and collected 3 large bags of trash and two buckets of recyclables.
- Basalla noted there was a significant amount of trash near the waterway by Bolling Drive and wondered if signage saying 'Please Respect Our Waterways' might act as a deterrent.
- Hanna noted that volunteer numbers have been dwindling and she requested suggestions for new places to clean up rather than the same 3-4 locations.

*Moved by Basalla and seconded by Hanna that Schubeck obtain a quote to install signage to deter littering near the Bolling Drive waterway.*

AYES: Abruzzo, Basalla, Hanna, Hanley, Kozlenko

NOES: None

ABSENT: Buder

### **Adopt-a-Spot**

- Hanna reported that Tom and Mary Anderson contributed almost 17 hours of volunteer labor and picked up 48 white kitchen bags of trash in their neighborhood.
- Schubeck will check in with Hanna on options to recognize their efforts.

### **Adopt-a-Island**

- Hanley has developed a revised design for the noses of the islands on Redwood Blvd. and Olive Ave.
- The design takes into account available budget, maintenance constraints, and the presence of gophers on the islands.
- Public Works has reviewed and approved the revised design.

*Moved by Hanley and seconded by Hanna to approve the revised design for the noses of the islands on the corner of Redwood Blvd. and Olive Ave.*

AYES: Abruzzo, Basalla, Hanna, Hanley, Kozlenko

NOES: None

ABSENT: Buder

## **E.3 Business Landscape Recognition Program**

### **Nominations**

- Our Lady of Loretto was nominated for potential recognition of their landscape.
- All Committee members will try to view the landscape prior to voting on a Landscape Recognition Award.

## **Awards**

None

### **E.4 Clean Business Program**

- Hanley visited several businesses that had previously signed up for the Clean Business Program to see how things are going and encourage them to place the decal in the window, if not already done.

## **F. GENERAL BUSINESS**

### **F.1 Discuss and consider the formation of ad-hoc subcommittees**

*Moved by Abruzzo and seconded by Hanna to establish a Community Engagement Ad-Hoc Sub-Committee and appoint Kozlenko, Benavides, and Abruzzo to serve on the ad-hoc subcommittee.*

AYES: Abruzzo, Basalla, Hanna, Hanley, Kozlenko

NOES: None

ABSENT: Buder

## **G. COMMITTEE AND LIAISON REPORTS**

### **G.1 Committee Members Reports**

- Benavides will be on vacation through the middle of June.
- Hanley requested that Committee members be provided with lanyards for identification when performing Committee work.

### **G.2 Staff Liaison Reports**

None

## **H. ADJOURNMENT**

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

AYES: Abruzzo, Basalla, Hanna, Hanley, Kozlenko

NOES: None

ABSENT: Buder

***Meeting adjourned at 8:15pm***