



CITY OF NOVATO
CALIFORNIA

Sustainability Commission

AGENDA

Thursday, August 17, 2023 - 6:00 p.m.

Novato City Hall, 901 Sherman Avenue

Chair

Bob Brown

Vice Chair

Chris Yalonis

Members

Tim Blofeld, Zach Brownstone, Pablo Páster, Dhanya Subramanian, and Nicole Tai

Staff Liaison

Gretchen Schubeck

The Sustainability Commission welcomes your attendance at its meetings, which are held on the third Thursday of each month at 6:00 p.m. Your interest is encouraged and appreciated.

Public Participation Options

Members of the public may provide public comments and participate in Sustainability Commission meetings as follows:

- **Written Public Comments:** May be submitted via sustainability@novato.org. Written public comments received more than 3 hours before the start of the meeting will be distributed to the Commission prior to the meeting. Written public comments will not be read during the meeting.
- **In-person Public Comments:** May be made during the meetings, which are held at Novato City Hall, 901 Sherman Avenue.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (415) 899-8986. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodation to help ensure accessibility to this meeting. The Sustainability Commission 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 Commission may direct that the item be referred to the Staff Liaison for action or may schedule the item on a subsequent agenda.

D. CONSENT ITEMS

D.1 Approve minutes of meeting held June 15, 2023

D.2 Approve minutes of meeting held July 20, 2023

E. GENERAL BUSINESS

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

E.1 Workshop: Climate Action Plan Update (Transportation)

F. CONTINUING ITEMS

This section is for items that have previously been discussed at a Commission meeting.

F.1 Adopt Draft FY 2023-24 Sustainability Commission Workplan – Sustainability Coordinator Gretchen Schubeck

F.2 Review and Adopt FY 2022-23 Annual Report – Sustainability Coordinator Gretchen Schubeck

F.3 Appoint Commissioners to Ad-Hoc Funding Committee – Sustainability Coordinator Gretchen Schubeck

G. COMMISSIONER AND STAFF LIAISON REPORTS

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

G.1 Commissioner Reports

G.2 Staff Liaison Reports

H. ADJOURNMENT

Materials that are submitted to members of the Commission after the distribution of the meeting's agenda packet will be available upon request.

AFFIDAVIT OF POSTING

I, Gretchen Schubeck, certify that on August 11, 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 Coordinator



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CITY OF NOVATO
CALIFORNIA

Sustainability Commission

MINUTES

Thursday, July 20, 2023 - 6:00 pm

Novato City Hall, 901 Sherman Avenue, Novato

Chair

Nicole Tai

Vice Chair

Chris Yalonis

Members

Tim Blofeld, Bob Brown, Zach Brownstone, Pablo Paster, and Dhanya Subramanian

Staff Liaison

Gretchen Schubeck

A. CALL TO ORDER AND ROLL CALL

The Commission was called to order at 6:09pm.

Commissioners Present: Bob Brown, Zach Brownstone, Dhanya Subramanian, and Chris Yalonis

Staff Present: Gretchen Schubeck, Sustainability Coordinator

B. APPROVAL OF FINAL AGENDA

Upon a motion of Commissioner Brown and second by Commissioner Brownstone, the Commission voted 4-0-3 to approve the final agenda.

AYES: BROWN, BROWNSTONE, SUBRAMANIAN, YALONIS

NOES: NONE

ABSENT: BLOFELD, PASTER, TAI

Motion carried.

C. PUBLIC COMMENT

Silke Valentine

D. CONSENT ITEMS

Adoption of minutes from June 15, 2023 meeting was deferred due to a lack of Commissioners present from the June meeting.

E. GENERAL BUSINESS

E.1 Student Commissioner Introduction

- Coordinator Schubeck introduced new Student Commissioner Dhanya Subramanian, who will be representing Novato High School (NHS).
- Commissioner Subramanian is involved in climate/sustainability activities at NHS, including being President of the campus Sustainability Club.
- Commissioner Subramanian's term will run July 1, 2023 through June 30, 2024.

E.2 Appointment of Chair and Vice-Chair

Upon a motion of Commissioner Yalonis, and second by Commissioner Blofeld, the Commission voted 4-0-3 to appoint Commissioner Brown as Chair.

AYES: BROWN, BROWNSTONE, SUBRAMANIAN, YALONIS

NOES: NONE

ABSENT: BLOFELD, PÄSTER, TAI

Motion carried.

Upon a motion of Commissioner Brown and second by Commissioner Subramanian, the Commission voted 4-0-3 to appoint Commissioner Yalonis as Vice-Chair.

AYES: BROWN, BROWNSTONE, SUBRAMANIAN, YALONIS

NOES: NONE

ABSENT: BLOFELD, PÄSTER, TAI

Motion carried.

E.3 Presentation: Climate Action Plan Update Introduction (PowerPoint attached)

- Coordinator Schubeck introduced consultant Christine O'Rourke, who has been engaged by the City to support the update of Novato's Climate Action Plan (CAP).
- O'Rourke presented an overview of the CAP development process including the proposed timeline.
- Topic specific workshops will be held at Commission meetings over the next months. A workshop on the transportation sector will be held at the August Commission meeting.
- Commissioners were asked to review several documents in advance of the August meeting including the *Low Carbon Transportation* section of the draft Mill Valley CAP, the *Marin Countywide Electric Vehicle Acceleration Strategy*, the *Novato Bicycle/Pedestrian Plan (including Addendum 1)*, and a backgrounder document.

Public Comment

Silke Valentine

E.4 Establish Ad-Hoc Committee to Explore Potential Funding Sources for Sustainability and Climate Priorities

Upon a motion of Commissioner Blofeld, and second by Commissioner Yalonis, the Commission voted 4-0-3 to establish an ad-hoc committee to explore potential funding sources for sustainability and climate priorities.

AYES: BROWN, BROWNSTONE, SUBRAMANIAN, YALONIS
NOES: NONE
ABSENT: BLOFELD, PÄSTER, TAI

Motion carried.

Appointments to the ad-hoc committee will be considered at the August Commission meeting.

F. CONTINUING ITEMS

F.1 Review Draft FY 2023-24 Sustainability Commission Workplan

- Coordinator Schubeck will add an item related to community outreach and engagement to the draft FY 2023-24 workplan and present a revised at the August meeting.

F.2 FY 2022-23 Annual Report Update

- Coordinator Schubeck will work with FY 2022-23 Commission Chair Tai to produce the FY 2022-23 Annual Report.

G. COMMISSIONER AND STAFF LIAISON REPORTS

G.1 Commissioner Reports

- Commissioner Yalonis reported that VenturePad is sponsoring a *Sustainability Sailing Salon* in August.
- Commissioner Brown shared that the second annual *Marin Green Home Tour* will be held on October 26, 2023.
- Commissioner Brownstone reported that he is still interested on working on a pilot anti-idling campaign at San Marin High School.
- Commissioner Blofeld noted that just one landscaper has taken advantage of Sustainable Novato's electric leaf blower reimbursement program.

G.2 Staff Liaison Reports

- Coordinator Schubeck reported that:
 - Enforcement of the gas-powered leaf blower ban started on July 1, 2023. Initial emphasis will be on education and warnings, prior to issuing citations.
 - North Marin Community Services, Resilient Neighborhoods, and City staff met to discuss opportunities to offer some of the RN curriculum in Spanish.

H. ADJOURNMENT

Upon a motion by Commissioner Subramanian and second by Commissioner Brownstone, the Commission voted 5-0-3 to adjourn the meeting at 7:56pm

AYES: BROWN, BROWNSTONE, SUBRAMANIAN, YALONIS
NOES: NONE
ABSENT: BLOFELD, PÄSTER, TAI

Motion carried.



CITY OF NOVATO
CALIFORNIA

Sustainability Commission

MINUTES

Thursday, June 15, 2023 - 6:00 pm

Novato City Hall, 901 Sherman Avenue, Novato

Chair

Nicole Tai

Vice Chair

Chris Yalonis

Members

Tim Blofeld, Bob Brown, Zach Brownstone, Bryn Ichinaga, and Pablo Paster

Staff Liaison

Gretchen Schubeck

A. CALL TO ORDER AND ROLL CALL

The Commission was called to order at 6:00pm.

Commissioners Present: Bob Brown, Bryn Ichinaga, Pablo Paster, Nicole Tai, and Chris Yalonis (from 6:06pm)

Staff Present: Gretchen Schubeck, Sustainability Coordinator

B. APPROVAL OF FINAL AGENDA

Upon a motion of Commissioner Paster and second by Commissioner Ichinaga, the Commission voted 5-0 to approve the final agenda.

AYES: BROWN, ICHINAGA, PASTER, TAI, YALONIS

NOES: NONE

ABSENT: BLOFELD, BROWNSTONE

Motion carried.

C. PUBLIC COMMENT

Silke Valentine

D. CONSENT ITEMS

Upon a motion of Commissioner Paster and second by Commissioner Ichinaga, the Commission voted 5-0 to approve the meeting minutes of May 18, 2023.

AYES: BROWN, ICHINAGA, PÄSTER, TAI, YALONIS
NOES: NONE
ABSENT: BLOFELD, BROWNSTONE

Motion carried.

E. GENERAL BUSINESS

E.1 Student Commissioner Transition

- Commissioner Ichinaga's term will end on June 30, 2023, and she stated that serving as a Commissioner has been a fulfilling experience.
- Commissioner Ichinaga thanked her fellow Commissioners for their support during her time on the Commission and expressed interest in continuing to work with Commissioner Brownstone on the anti-idling campaign at San Marin High School (SMHS).
- Novato High School (NHS) has appointed Dhanya Subramanian, President of NHS Sustainability Club, to represent NHS on the Commission.
- Commissioner Brownstone has indicated that he would like to serve a second term on the Commission and Coordinator Schubeck has reached out to SMHS to confirm his re-appointment.

E.2 FY 2023-24 Workplan

- Coordinator Schubeck presented an overview of the Commission's Purpose and Duties, and proposed several related workplan items for FY 2023-24 (Attachment 1).
- The Commission discussed the proposed workplan items and Coordinator Schubeck will create a draft workplan focused on the items below for further discussion at the July Commission meeting:
 - *Contribute to the development of the Climate Action Plan;*
 - *Recommend priority sustainability and climate action policies and programs to Council for consideration as part of annual planning, goal setting, and budgeting processes;*
 - *Identify funding opportunities to support implementation of priority sustainability and climate action policies and programs; and*
 - *Review the Sustainability Program FY 2023-24 Workplan and 2021 GHG Emissions Inventory.*

E.3 Annual Report

- All Council Commissions, Committees, and Boards are required to prepare and present an Annual Report to the City Council. Chair Tai will prepare the draft FY 2022-23 Annual Report for review by the full Commission.

F. CONTINUING ITEMS

F.1 Ad-hoc Committee Update: *Sustainability and Climate Action Analysis and Prioritization*

- No further work has been completed by this ad-hoc committee.

F.2 Ad-hoc Committee Update: *Stakeholder Analysis and Community Engagement*

- Coordinator Schubeck will try to identify a volunteer who can complete research and data entry work on the stakeholder list.

Public Comment

- Silke Valentine

G. COMMISSIONER AND STAFF LIAISON REPORTS

G.1 Commissioner Reports

- Commissioner Brown noted that the City Council could still consider adopting a green building reach code related to EV infrastructure, as this issue is not part of the City of Berkeley ruling.
- Commissioner Yalonis attended the Novato Art & Wine Festival and suggested that perhaps the Commission could have a table at the 2024 event.
- Commissioner Tai continues to work on issues related to construction and demolition waste recovery and recycling.

G.2 Staff Liaison Reports

- Coordinator Schubeck noted that the 9th Circuit ruling (*California Restaurant Association v. City of Berkeley*) will likely delay an informational item on green building reach codes being presented to the City Council. She also noted that the City's Chief Building Official has resigned, and that the position will be filled by a consultant until a replacement is found.

H. ADJOURNMENT

Upon a motion by Commissioner Brown and second by Commissioner Yalonis, the Commission voted 5-0 to adjourn the meeting at 7:13pm

AYES: BROWN, ICHINAGA, PÄSTER, TAI, YALONIS

NOES: NONE

ABSENT: BLOFELD, BROWNSTONE

Motion carried.