



CITY OF NOVATO
CALIFORNIA

Sustainability Commission

SPECIAL MEETING AGENDA

Thursday, August 29, 2024 - 6:00 p.m.

Novato City Hall, 901 Sherman Avenue

Chair

Bob Brown

Vice Chair

Chris Yalonis

Members

Tim Blofeld, Julia Owens, Pablo Paster, 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 on May 16, 2024.

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 Student Commissioner Introduction (Gretchen Schubeck, Sustainability Coordinator)

E.2 Appointment of FY 2024/25 Chair and Vice-Chair (Gretchen Schubeck, Sustainability Coordinator)

E.3 Presentation: Final Climate Action Plan actions and Preliminary Greenhouse Gas Emissions Reduction Calculations (Christine O'Rourke, O'Rourke & Associates and Gretchen Schubeck, Sustainability Coordinator)

F. CONTINUING ITEMS

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

F.1 Discuss Joint Meeting of Marin Sustainability & Climate Commissions/Committees (Bob Brown, Commissioner)

G. COMMISSIONER & 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 23, 2024, 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, May 16, 2024 - 6:00 pm

Novato City Hall, 901 Sherman Avenue, Novato

Chair

Bob Brown

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

Commission Chair Brown called the meeting to order at 6:00pm.

Commissioners Present: Tim Blofeld, Bob Brown (Chair), Zach Brownstone, Pablo Paster, Dhanya Subramanian, Nicole Tai, and Chris Yalonis (Vice Chair)

Staff Present: Jessica Deakyne, Assistant City Manager and Gretchen Schubeck, Sustainability Coordinator

Others Present: Christine O'Rourke, O'Rourke & Associates

B. APPROVAL OF FINAL AGENDA

Upon a motion of Commissioner Subramanian and second by Commissioner Paster, the Commission voted 7-0 to approve the final agenda.

AYES: BLOFELD, BROWN, BROWNSTONE, PASTER, SUBRAMANIAN, TAI, YALONIS
NOES: NONE

Motion carried.

C. PUBLIC COMMENT

Silke Valentine

D. CONSENT ITEMS

Upon a motion of Commissioner Blofeld and second by Commissioner Paster, the Commission voted 7-0 to approve the meeting minutes of April 18, 2024.

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

Motion carried.

E. CONTINUING ITEMS

E.1 Review FY 2023/24 Workplan Progress and Discuss FY 2024/25 Goals

- Commissioners reviewed and discussed workplan progress for FY 2023/24.
- Commissioners also discussed goals for FY 2024/25.
- Sustainability Coordinator Schubeck will prepare a draft FY 2024/25 Commission Workplan for review and adoption at the next Commission meeting.

E.2 Subcommittee Updates

- There are currently three subcommittees, with membership as below:
 - **Funding Subcommittee** (Tai, Paster, and Yalonis)
 - **Stakeholders Analysis & Community Engagement** (Brownstone, Tai, and Yalonis)
 - **Sustainability & Climate Action Analysis & Prioritization** (Brown, Gleeson, and Yalonis)

F. COMMISSIONER AND STAFF LIAISON REPORTS

F.1 Commissioner Reports

- Commissioner Brown noted that he has discussed the idea of a joint meeting with other Marin Sustainability & Climate Commission/Committees with Fairfax Climate Action Committee member Jody Timms.
- Commissioner Yalonis shared that VenturePad will be hosting Rising Sun's 'Green House Calls' summer cohort at their San Rafael site

F.2 Staff Liaison Reports

- Coordinator Schubeck noted that she is continuing to work with internal stakeholders to finalize the draft CAP actions, so that O'Rourke and Associates can complete the GHG emission reduction calculations.

H. ADJOURNMENT

Upon a motion of Commissioner Blofeld and second by Commissioner Yalonis, the Commission voted 7-0 to adjourn the meeting at 7:30pm.

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

Motion carried