



**CITY OF NOVATO**  
CALIFORNIA

**Sustainability Commission**

**MEETING AGENDA**

**Thursday, October 17, 2024 - 6:00 p.m.**

Novato City Hall, 901 Sherman Avenue

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**Chair**

Dhanya Subramanian

**Vice Chair**

Pablo Downer Paster

**Members**

Tim Blofeld, Bob Brown, Julia Owens, Nicole Tai, and Chris Yalonis

**Staff Liaison**

Gretchen Schubeck

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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](mailto: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.

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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 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 a special meeting held on August 29, 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 Review, Discuss, and Provide Feedback on Draft Climate Action Plan** (Gretchen Schubeck, Sustainability Coordinator and Christine O'Rourke, O'Rourke & Associates)

**E.2 2025 Commission Meeting Dates** (Gretchen Schubeck, Sustainability Coordinator)

**F. 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.*

**F.1 Commissioner Reports**

**F.2 Staff Liaison Reports**

**G. 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 October 10, 2024, 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 Coordinator



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**CITY OF NOVATO**  
CALIFORNIA

**Sustainability Commission**  
**SPECIAL MEETING MINUTES**

**Thursday, August 29, 2024 - 6:00 pm**  
Novato City Hall, 901 Sherman Avenue, Novato

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**Chair**

Bob Brown

**Vice Chair**

Chris Yalonis

**Members**

Tim Blofeld, Bob Brown, Julia Owens, Pablo Downer Paster, and Dhanya Subramanian

**Staff Liaison**

Gretchen Schubeck

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**A. CALL TO ORDER AND ROLL CALL**

Commission Chair Brown called the meeting to order at 6:04pm.

**Commissioners Present:** Bob Brown (Chair), Zach Brownstone, Pablo Downer 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 Tai and second by Commissioner Downer Paster, the Commission voted 7-0-1 to approve the final agenda.*

**AYES: BROWN, OWENS, DOWNER PASTER, SUBRAMANIAN, TAI, YALONIS**

**NOES: NONE**

**ABSENT: BLOFELD**

*Motion carried.*

**C. PUBLIC COMMENT**

None

## D. CONSENT ITEMS

*Upon a motion of Commissioner Downer Paster and second by Commissioner Subramanian, the Commission voted 7-0-1-1 to approve the meeting minutes of May 16, 2024.*

**AYES: BROWN, DOWNER PÄSTER, SUBRAMANIAN, TAI, YALONIS**

**NOES: NONE**

**ABSTAIN: OWENS**

**ABSENT: BLOFELD**

*Motion carried.*

## E. GENERAL BUSINESS

### E.1 Student Commissioner Introduction

- Sustainability Coordinator Schubeck introduced new Student Commissioner, Julia Owens.
- Commissioner Owens is representing San Marin High School, and her term runs through June 30, 2025.

### E.2 Appointment of FY 2024/25 Chair and Vice-Chair

*Upon a motion of Commissioner Tai and second by Commissioner Yalonis, the Commission voted 7-0-1 to appoint Commissioner Subramanian Chair of the Commission.*

**AYES: BROWN, OWENS, DOWNER PÄSTER, SUBRAMANIAN, TAI, YALONIS**

**NOES: NONE**

**ABSENT: BLOFELD**

*Motion carried.*

*Upon a motion of Commissioner Tai and second by Commissioner Brown, the Commission voted 7-0-1 to appoint Commissioner Downer Paster Vice Chair of the Commission.*

**AYES: BROWN, OWENS, DOWNER PÄSTER, SUBRAMANIAN, TAI, YALONIS**

**NOES: NONE**

**ABSENT: BLOFELD**

*Motion carried.*

### E.3 Presentation: Final Climate Action Plan Actions and Preliminary Greenhouse Gas Emissions Reduction Calculations (PowerPoint attached)

- Climate Action Plan Consultant Christine O'Rourke presented the final Climate Action Plan actions and preliminary greenhouse gas emissions reduction calculations.
- Commissioner Brown noted that a previously discussed action related to identifying and prioritizing bicycle and micromobility projects with the greatest potential for reductions in vehicle miles traveled was not listed in the 'Bicycling and Micromobility' actions.

***Upon a motion of Commissioner Brown and second by Commissioner Downer Paster, the Commission voted 7-0-1 to recommend including an action related to identifying and prioritizing bicycle and micromobility projects with the greatest potential for reductions in vehicle miles traveled.***

**AYES: BROWN, OWENS, DOWNER PÄSTER, SUBRAMANIAN, TAI, YALONI  
NOES: NONE  
ABSENT: BLOFELD**

***Motion carried.***

***Upon a motion of Commissioner Downer Paster and second by Commissioner Brown, the Commission voted 7-0-1 to recommend that the Climate Action Plan greenhouse gas emissions reduction target be set at 40% below 1990 emissions levels by the year 2030.***

**AYES: BROWN, OWENS, DOWNER PÄSTER, SUBRAMANIAN, TAI, YALONIS  
NOES: NONE  
ABSENT: BLOFELD**

***Motion carried.***

## **F. CONTINUING ITEMS**

### **F.1 Discuss Joint Meeting of Marin Sustainability & Climate Commissions /Committees**

Commissioner Brown has connected with several members of other Marin Sustainability & Climate Commissions/Committees about hosting a joint meeting in October and there is broad support. Commissioners Brown, Downer Paster, and Yalonis are interested in participating in the meeting.

## **F. COMMISSIONER AND STAFF LIAISON REPORTS**

### **F.1 Commissioner Reports**

No updates

### **F.2 Staff Liaison Reports**

- Coordinator Schubeck shared that initial data collection for the Sustainability Dashboard is complete, and staff is confirming the preferred platform to visualize the information.
- Coordinator Schubeck noted that the County of Marin is hosting an 'Electrification Career Fair' on Saturday, September 14 at the County Fairgrounds.

## **H. ADJOURNMENT**

***Upon a motion of Commissioner Tai and second by Commissioner Downer Paster, the Commission voted 7-0 to adjourn the meeting at 8:00pm.***

**AYES: BROWN, OWENS, DOWNER PÄSTER, SUBRAMANIAN, TAI, YALONIS  
NOES: NONE  
ABSENT: BLOFELD**

***Motion carried***