



THE CITY OF  
**NOVATO**  
CALIFORNIA

922 Machin Avenue  
Novato, CA 94945  
415/899-8900  
FAX 415/899-8213  
[www.novato.org](http://www.novato.org)

Mayor  
Eric Lucan  
Mayor Pro Tem  
Denise Athas  
Councilmembers  
Pam Drew  
Pat Eklund  
Josh Fryday

City Manager  
Regan M. Candelario

**AGENDA**  
**Novato Streetscape Committee Meeting**  
**Monday, January 14, 2019, at 7:00 p.m.**  
**922 Machin Avenue-Womack Room, 2<sup>nd</sup> floor**

- 7 – 7:10 pm Social time**
- I. ROLL CALL 7:10 pm or before**
- II. APPROVE MINUTES OF December 10, 2018**  
10 minutes total for Minutes & Agenda approval
- III. APPROVE AGENDA FOR January 14, 2019**
- IV. CITIZENS' TIME TO ADDRESS COMMITTEE 7:20 – 7:25 pm**
- **Gretchen Schubeck, Sustainability Coordinator – Will discuss Sustainability Fair**
- V. STAFF CONCERNS 7:50 – 8:00 pm**
- VI. COMMITTEE MEMBERS' COMMENT TIME 8:00 – 8:15 pm**
- Resolution 12-14 Streetscape Discussion and to determine what steps to take regarding the committee.
- VII. SUBCOMMITTEE REPORTS 8:15 – 8:40 pm**
- A. Clean & Green Day – Ed & Ginny
  - B. Signs - Ed
  - C. Island Site Adoption – Jen Adelman
  - D. Public Outreach – Charlotte
  - E. Strategic Planning – Marcia, Ginny, Michael
  - F. Financial – Ed
  - G. Team Up To Clean Up – Marcia and Ginny
- VIII. OLD BUSINESS 8:40 – 8:55 pm**
- A. Previous Business/Landscape Recognition Nominations
    - Grazie's Restaurant, 823 Grant Avenue, Novato, CA. 94945
- IX. NEW BUSINESS 8:40 – 8:55 pm**
- A. Clean Marin – Ginny
  - B. Annual Report – Marcia

*Any Committee member that cannot attend the next meeting, please notify the City of Novato Maintenance Division at 899-8280 before the meeting, so we may ensure a quorum.*

DRAFT



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**Novato Streetscape Committee MINUTES**  
**December 10, 2018**  
City of Novato - City Hall  
922 Machin Avenue, Novato, CA 94945

**I.**

<b>Members:</b>	<b>Members Absent:</b>	<b>Staff:</b>	<b>Guests:</b>
Marcia Basalla- Chair		Clive Shigoli	
Ginny Hanna -Vice-Chair		Veronica Brierley	
Ed Schulze			
Jennifer Janeczko			
Charlotte Urban			
Michael Furry			
Jen Adelman			

**II. APPROVE MINUTES OF November 12, 2018**  
*Approved 7-0-0-0 (7-Approved, 0-Opposed, 0-Abstain, 0-Absent)*

**III. APPROVE AGENDA FOR December 10, 2018**  
*Approved 7-0-0-0 (7-Approved, 0-Opposed, 0-Abstain, 0-Absent)*

**IV. CITIZENS' TIME TO ADDRESS THE COMMITTEE**

- Susan Stompe  
Susan Stompe stated she is working with Novato CommunityTV to provide a brief video to show organizations in town what Streetscape does. She spoke about any changes that could be made for the video.
- Some of the changes would be to add individuals, to add a line about donating, and to add the Streetscape website at the end of the video.
- Stompe let the Novato Community TV know the final islands open to be adopted and will work with them to be sure items in the video are complete.
- Eric Rayner
- Eric Rayner introduced himself to the committee and stated he signed the paperwork to adopt an island on De Long Avenue and Redwood Blvd.

**V. STAFF CONCERN**

- Melanie Fraley, City Staff, stated she will continue to do projects with sheet mulching.
- Clive Shigoli, City Staff, stated to the committee to read the resolution 12-14 pertaining to the Streetscape Committee which will be discussed in the next meeting, as it was not in the Agenda.

**VI. COMMITTEE MEMBERS' COMMENT TIME**

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**VII. SUBCOMMITTEE REPORTS**

Clean & Green Day

- Next Clean & Green Date is April 20, 2019.
- Hanna read a note from Tom Brady from the Novato Lions Club.
- Hanna stated she will be meeting with the printers for the Clean & Green Day event.
- Schulze stated that a meeting for the next Clean & Green Day event should be on the calendar. The committee decided on January 7, 2019.

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**MONTHLY ADOPT-AN-ISLAND**

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<b>Adopt-An-Island Information</b>	<b>Applications Sent out</b>	<b>Applications Returned</b>	<b>Applications Approved</b>	<b>Median's Adopted</b>
September 2018	0	0	0	0
October 2018	1	0	0	0
November 2018	0	1	0	0

**Signs**

- Schulze stated that when the signs are available for Eric Raynor's sign, that he will install them.

**Island/Site Adoption**

- None at this time.

**Public Outreach**

- Susan Stompe covered under Citizens' Time.

**Strategic Planning**

- The committee would like to start updating a Facebook page to upload photos and post current events.
- Furry stated that Facebook can be targeted to certain demographics.

**Financial**

- Basalla asked Shigoli if the \$5,000 was allocated into the Streetscape account. Shigoli inquired with Russ Thompson and Lyle Waite and a follow-up discussion will be at the next meeting.
- Schulze stated that there is enough funds to cover signs, the banner, grabbers, vests, and garbage bags.

**Team Up To Clean Up**

- Hanna stated that Love To Dance in Novato helped clean up litter on 11/10/18.
- Basalla asked Shigoli if she could get more vests.
- Hanna stated that the volunteers picked up 6 bags of litter and spent 6 hours at the Novato Creek off Rowland Blvd.
- Hanna stated that the totals from 2018 are 97 volunteers, 167.5 volunteer hours, and 53 bags.

**VIII. OLD BUSINESS**

**A. Previous Business Landscape Recognition Nominations:**

- None at this time.

**IX. NEW BUSINESS**

B) **Business/Landscape Recognition Nominations**

- Grazie's Restaurant, 823 Grant Avenue, Novato, CA. 94945

C) **Clean Marin – Ginny**

- Nothing at this moment.

D) **Streetscape New Member Orientation**

- Nomination of New Officers 2019 were selected. Basalla motioned to nominate Hanna to be Chair. All Agreed.
- Janeczko motioned Furry to be the Vice-Chair. All Agreed.
- Schulze stated there is a cd available to view called AB 1234 that local officials use to refresh their knowledge of public service ethics laws and principles.

**X. ADJOURNMENT** *Meeting adjourned at 8:45 pm.*

***Next Meeting: January 14, 2019 at 7:00 pm***