

**AGENDA – REGULAR MEETING
PARKS & OPEN SPACE
COMMITTEE MEETING
THURSDAY, MAY 14th @ 4:00 P.M.
REMOTE MEETING VIA ZOOM**

COVID-19 ADVISORY NOTICE

On March 16, 2020, the Marin County Public Health Officer issued a legal shelter in place order, which was updated on March 31, 2020 and again on April 29, 2020. The County Order directing all residents to shelter at their place of residence through May 31, 2020, except to perform Essential Activities and other limited activities. Additional information is available at <https://coronavirus.marinhhs.org/>. This meeting is necessary so that the City of Belvedere can continue its business and is considered an Essential Activity. Consistent with Executive Orders No. 25-20 and No. 29-20 from the Executive Department of the State of California, the meeting will not be physically open to the public. Members of the City Council and staff will participate in this meeting remotely as permitted under said Executive Orders.

As always, the public may submit comments in advance of the meeting by emailing the Office Coordinator: bhaener@cityofbelvedere.org. Please write “Public Comment” in the subject line. Comments submitted one hour prior to the commencement of the meeting will be presented to the City Council and included in the public record for the meeting. Those received after this time will be added to the record and shared with City Councilmembers after the meeting.

The meeting will be available to the public through Zoom video conference. Those who do not have access to Zoom may access the meeting by calling the number below.

City of Belvedere is inviting you to a scheduled Zoom meeting.

Topic: Parks and Open Space Committee
Meeting
Time: May 14th, 2020 @ 4:00P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/83849883569?pwd=SVYrdzRNR2V3S2ZYdjMeVFrb0J4dz09>

Password: 911047
Meeting ID: 838 4988 3569
888 788 0099 US Toll-free
877 853 5247 US Toll-free

The City encourages that comments be submitted in advance of the meeting. However, for members of the public using the Zoom video conference function, those who wish to comment on an agenda item should write “I wish to make a public comment” in the chat section of the remote meeting platform. At the appropriate time, the City Clerk will allow oral public comment through the remote meeting platform. Any member of the public who needs special accommodations to access the public meeting should email the Office Coordinator at bhaener@cityofbelvedere.org, who will use her best efforts to provide assistance.

**REGULAR MEETING
PARKS & OPEN SPACE COMMITTEE
THURSDAY, May 14th @ 4:00 P.M.
REMOTE MEETING VIA ZOOM
AGENDA**

OPEN FORUM

This is an opportunity for any citizen to briefly address the Parks and Open Space Committee on any matter that does not appear on this agenda. Upon being recognized by the Chair, please state your name, address, and limit your oral statement to no more than three minutes. Matters that appear to warrant a more lengthy presentation or Committee consideration may be agendaized for further discussion at a later meeting.

SCHEDULED ITEMS

1. Approve minutes of the March 12th, 2020, regular meeting.
2. Comments from the Chair – Bryan Kemnitzer.
3. Staff Reports – Robert Zadnik, Public Works Director.
4. Reports from subcommittees.
5. New Items
 - a) Review recognition letter to Roger Felton for his work on the Golden Gate Lane sign artwork.
 - b) Review recognition letter for property owners donating water to Five Corners planting site.
 - c) Status Report on Grant for Artist View Lot cleanup.
 - d) Consider appropriate public acknowledge for those who contributed to the Golden Gate Lane Project as well as the upcoming Playground Project.
 - e) Discussion of Parks and Open Space Committee vacancies for 2020 and reception for retiring members.
 - f) Review of current Subcommittee list.
6. Old Business.
 - a) Review of the City’s naming policies for Lanes and Memorials.
 - b) Report on Lanes Task Force.
 - c) Report on Playground Task Force.
7. Future Items
 - a. Consider Installation of a water Meter at 5 Corners.
 - b. Wosser Lane name request.

ADJOURN

NOTICE: WHERE TO VIEW AGENDA MATERIALS

Staff reports and other writings distributed to the Committee, including those distributed after the posting date of this agenda, are available for public inspection at Belvedere City Hall, 450 San Rafael Avenue, Belvedere. To request automatic mailing of agenda materials, please contact the City Clerk at (415) 435-8913.

NOTICE: AMERICANS WITH DISABILITIES ACT

The following accommodations will be provided, upon request, to persons with a disability: agendas and/or agenda packet materials in alternate formats and special assistance needed to attend or participate in this meeting. Please make your request at City Hall or by calling (415) 435-3838. Whenever possible, please make your request four working days in advance.

**REGULAR MEETING
PARKS AND OPEN SPACE COMMITTEE
THURSDAY, MARCH 12, 2020, 4:00 P.M.
COUNCIL CHAMBERS
450 SAN RAFAEL AVENUE, BELVEDERE, CA**

MINUTES

COMMITTEE PRESENT: Chair Bryan Kemnitzer, Jean Bordon, Carolyn Lund, Alison Seaman, Anne-Marie Walker, Kathy Pearson, and Barbara Winter.

COMMITTEE ABSENT: None.

OTHERS PRESENT: Public Works Supervisor Gerhard Laufer, Public Works Director Robert Zadnik, Council Liaison James Campbell, and Technician Nancy Miller.

These minutes are intended to reflect the general content of the regular meeting. An audio file of the meeting is available on the City website at www.cityofbelvedere.org

CALL TO ORDER OF REGULAR MEETING

The meeting was called to order at 4:00 PM.

OPEN FORUM

Priscilla Miller, 104 Esperanza, Tiburon, requested the Wosser Lane naming proposal be added to the May 14, 2020 POSC agenda. They have heard that there have been concerns expressed by the public although those have not been made publicly. She requested that under the current naming Policy 20.3 a petition submitted should be considered for the name change as soon as possible.

Bill Rothman, 14 Cliff Road, expressed concerns with procedures for communication with the public on items for discussion.

Joan Palmero, Greenbrae, stated the Wosser Lane naming request proposal was written to conform to the existing policy.

Chair Kemnitzer suggested that the underlying issue of naming policy came from this request for a lane name change.

Chair Kemnitzer suggested that the issue of reviewing the policies for the naming of lanes might be on a future agenda. Committee agreed.

SCHEDULED ITEMS

1. Approval of Minutes of the January 9, 2020, Regular Meeting.

A correction to these Minutes was made to state that Barbara Winter would be a member of the Lanes task force with Bryan Kemnitzer and a third member from the community is to be determined in the future.

Minutes Approved unanimously as corrected.

2. Comments from the Chair.

Chair Kemnitzer deferred this item to a later time in the meeting.

3. Staff Reports – Robert Zadnik, Public Works Director.

A report was made on a potential Grant from the Tiburon Fire Protection District to complete the vegetation cleanup of the lower end of the Artist View lot. In addition, work on revisions to the design of that lane project is on-going. WRA, an environmental firm will be evaluating any CEQA constraints there may be for this project.

The Proposition 68 funds (\$200,000) will likely be split between the seawall improvements/landscaping and the Park Lane or Lower Hawthorne lane projects.

4. Reports from Subcommittees.

There were no reports from the Subcommittees.

5. New Business

- Hofmann Family request for additional memorial plaque on public bench.

Gretchen Hofmann, daughter of Mollie Hofmann (former member of the POSC), requested an additional memorial plaque to be added to an existing memorial bench which currently already has a plaque remembering her grandmother. The added plaque would be in memory of her sister and mother. Committee members discussed an alternative to make one longer plaque with all the names to be consistent with the City policy. A mockup could be reviewed by staff.

Committee unanimously approved a motion for a single replacement plaque of extended length with multiple names to be allowed.

Chair Kemnitzer asked that that the next item to be discussed would be the item listed below:

6. Old Business

- Continued discussion of Community Park Playground update.

Chair Kemnitzer reported that there appears to be interest in funding support for the project from the Belvedere Community Foundation, Tiburon Community Foundation, and individual funding, as well as from the City of Belvedere.

Director Zadnik stated that the Planning Commission reviewed and approved the conceptual design. The Commission defers to the POSC to choose the final colors for the matting and shade sails, although they would prefer something that would blend in with the natural environment. A color of the sails might be chosen to not show staining impacts from adjacent Oak trees. The type of material in the tot's play area (#5 in the drawing) on

the climbing hills (#3) may be up to further discussion. The Planning Commission had some concerns about whether turf material would get too hot. A discussion of alternative materials to turf and to rubberized matting including how durable each material is and which types are easiest to maintain. Rubberized matting is negatively affected by sand from the sandbox. The rubber surfacing material (#5) is a poured in place material and is more durable.

Chair Kemnitzer mentioned that there are natural materials such as jute that have been suggested.

Director Zadnik replied that organic materials do not last as long as synthetic materials. The City has experience with jute used for erosion control but he does not know how it would hold up in a playground application.

Open public comment.

Bill Rothman, agrees that there may be a heat issue with artificial turf. Rubberized matting, if made from auto tires, is actually 45% rubber and 55% petroleum products which may release carcinogens and should be avoided. If the proposed material is a similar composition, alternatives should be investigated. Research should be done to seek natural organic alternative materials that can be supported by the public.

Close public hearing.

Chair Kemnitzer responded that the task force has already done a lot of study of the proposed materials and to balance costs, disability access compliance, and maintenance concerns.

Ms. Walker asked whether anyone has looked into the use of cork as an alternative.

Ms. Bordon agrees that organic alternatives should be considered and what are the costs, durability, and maintenance requirements.

Director Zadnik stated that he can look into this further with the Architect for more information.

Ms. Lund asked what the other new structures will be made of, such as the boulder, the climbing hills, steps, benches and tables, etc. and whether these could be natural materials.

Director Zadnik replied that organic alternatives will be reviewed. It could be challenging to be 100% natural. The most wear occurs on the surface matting.

Ms. Seaman asked for a list of other playgrounds that are using artificial turf. She commented that the proposed climbing hills near the boat may be dictating the use of turf because it requires the use of a moldable material. At College of Marin, who are very environmentally sensitive, the artificial turf they have used has a substrate construction and the area must be watered frequently. If that maintenance is required for the proposed artificial turf at Community Park that might not be the best choice as the idea should be to have a low water and high durability use.

Chair Kemnitzer asked if Mr. Zadnik could report back to the Committee on these items in May, including provision of color samples for the shade sails.

- Discussion of completion schedule for Golden Gate Lane.

Director Zadnik reported on remaining items for the project, including reestablishment of some irrigation and deer fencing for Mr. Snow's property, and added installation of low retaining walls at intervals under the bench areas. New low water plantings will be needed in those areas. The approaches to the Lane on Golden Gate and Belvedere Avenues will be finished with related storm drain catch basin work. Handrail and guardrail installations will follow. Signage at both top and bottom will be installed. The signs have been created by Roger Felton.

Council Member Campbell suggested that plantings might be similar to those found on Pine Avenue to Belvedere Avenue as these are succulents and geraniums that do not require irrigation.

Ms. Winter asked when the telephone poles might be expected to be removed.

Director Zadnik replied they hope to have those come out in May, depending on PG&E and the undergrounding project.

- Continued discussion of Park Lane and potential seating area update: Director Zadnik stated that can be encompassed into the next item for discussion of budget items.
- Review of 2020-2021 Fiscal Year Budget. A handout was provided for the discussion.¹

Director Zadnik and Committee discussed how the Lanes Initiative Program format might continue for future lane projects where the City would provide matching funds to private donations for new lanes projects.

Committee discussed whether there would be a similar format for funding lane maintenance. Director Zadnik replied that would not be the same format for maintenance. That process is more for the larger capital projects to build or rebuild those areas. Other items shown on the handout pertain to projected budget items for future discussion by the City Council in May. The current \$80,000 item for the playground matting replacement from 2019/20 will be carried forward. Additional funding will come from donations and contributions to the larger playground project.

Committee asked whether additional DPW staffing would be a part of this budget discussion. Chair Kemnitzer replied that it is a topic for City Council discussion. Director Zadnik stated that staff is sufficient for current levels of maintenance. If there is an increase in the work scope then that could be discussed.

Committee discussed whether the reduction of fuel load in areas other than Artist View would be a budget consideration given the low rainfall this winter. Chair Kemnitzer replied that the TFPD is interested in knowing where there are other areas of concern.

Member Walker reported that she has still has concerns about several dead Oak trees on Madrona Avenue. Outreach to TFPD has not yet received a response.

Director Zadnik reported that the budget worksheet did not show a planned increase to 5 Chipper Days this year, plus a vegetation drop-off event at Blackie's Pasture in Tiburon. The budget worksheet proposes \$45,000 for vegetation maintenance and \$55,000 for tree maintenance. PG&E performs line clearance routinely on trees as well. The Bordon's and the Lasky's have provided some donated help from their own gardeners at 5 Corners, and

¹ The handout is archived with the record of the meeting.

the neighbor at 102 Golden Gate Ave (the Hasler's) have offered to assist with hand watering if needed also.

Public Works Supervisor Gerhard Laufer reported on the situation regarding dead trees at 101 Golden Gate Avenue. Several notifications have occurred in person, and by mail from the City and the Fire Marshal but there has been no progress yet to address the problem by the owner. The process for mandating dead tree removals in the Municipal Code is complex.

- Parks and Open Space Committee vacancies for 2020.

Item was not discussed at this meeting.

6. Future Agenda Items

Member Bordon requested that a future agenda item would be public acknowledgement to many who have contributed in time and money for the Golden Gate Lane project as well as the work on the Playground project and other contributions.

- a. Consider appropriate public acknowledgement to the citizens at 101 Golden Gate Avenue who are donating the water for the new plantings.
- b. Consider the installation of a water meter at the 5 Corners planting location in the FY 20/21 budget.
- c. Wosser Lane naming request.
- d. Review of naming policies for lanes.

Adjourn

The meeting was adjourned at 5:55 PM.

THE FOREGOING MINUTES were approved at a regular meeting of the Parks and Open Space Committee on May 14, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: _____

Bryan Kemnitzer, Chair

ATTEST: _____

Robert Zadnik, Public Works Manager



CITY of BELVEDERE

450 San Rafael Avenue ♦ Belvedere CA 94920-2336

Tel.: 415.435.3838 ♦ Fax: 415.435.0430

www.cityofbelvedere.org

May 14, 2020

Roger Felton
201 Bayview
Belvedere, CA 94920

Dear Roger,

One of the special pleasures of walking the lanes in Belvedere are the lane signs, which you have personally painted, as well as those which you have persuaded other local artists to paint. Each sign evokes reminders of the simple pleasures, which make Belvedere such a wonderful place in which to live.

Our Committee had the privilege to preview by power point the sign which you created for the newly constructed Golden Gate Lane. Most presentations at our meetings are met with silence. The presentation of your sign was met with immediate audible oohs and awes and a myriad of enthusiastic comments.

Your new sign captures the essence of Golden Gate Lane. Our Committee thanks you for your artistry in creating this gift for the enjoyment of all who walk out streets and lanes.

Our Committee is looking forward to the completion of Golden Gate Lane and the installation of the sign. It is anticipated that there will be an opening celebration to commemorate this event, and it would not be complete without your presence. Once construction is allowed to resume, our Committee should have a better idea of when this will occur.

Thank you for this most recent of your many contributions to the City of Belvedere.

Belvedere Parks and Open Space Committee,

Bryan Kemnitzer, President



CITY of BELVEDERE

450 San Rafael Avenue • Belvedere CA 94920-2336

Tel.: 415.435.3838 • Fax: 415.435.0430

www.cityofbelvedere.org

May 14, 2020

Akmal Hashmi and Hiba Hassan
101 Golden Gate Ave.
Belvedere, CA 94920

Mr. and Mrs. William Hasler
102 Golden Gate Ave.
Belvedere, CA 94920

Dear Akmal Hashmi and Hiba Hassan and Bill and Betty Hassler,

The landscaping at 5 Corners is coming along well, and this is due in no small part to your generosity in ensuring that the plants have water as needed. Akmal and Hiba agreed at the time of the new planting last fall to allow the drip irrigation to be run off a hose bib at their home. Bill and Betty agreed to allow their hose bib to be used for occasional hand watering.

This most recent planting was a community effort. Marsha Lasky, who lives on Pelican Point, persuaded Aidlin Darling Design to do the planting plan on a pro bono basis. The planting was done by members of this Committee, Council Member James Campbell, Marsha Lasky's gardener, the gardener of Jean Bordon, who lives on Belvedere Ave., and City staff, including the City Manager and the Public Works Director.

This community effort could have been for naught without your contributions.

While the plants were chosen are ones which require only minimal water once established, these plants do require somewhat more water when first planted, if they are to be successful. This particular site is in full sun and is exposed to winds from the west, and is prone to dry out during drought years and hot late summer months. The Water District's charge for installing a dedicated water meter at this site would be approximately \$45,000.

Our Committee thanks you for your essential contributions to this community project.

Many people pass by 5 Corners daily, often more than once, driving, biking and walking, and everyone's day is brightened by a well-maintained landscape.

Sincerely,

Belvedere Parks and Open Space Committee,

Bryan Kemnitzer, President

BELVEDERE PARKS & OPEN SPACE COMMITTEE
ROSTER, SUBCOMMITTEE & TASK FORCES 2019-2020


Committee Members & Liaisons
Bryan Kemnitzer / Chair
Kathy Pearson / Vice Chair
Jean Bordon / Member
Alison Seaman / Member
Anne Marie Walker / Member
Barbara Winter / Member
Carolyn Lund / Member
James Campbell / City Council Representative
Claire McAuliffe / City Council Alternate
Robert Zadnik / Public Works Director & Staff Liaison

Parks and Open Space Subcommittees:

<u>Lanes Subcommittee:</u>	Bryan Kemnitzer Kathy Pearson	<u>Review of Ways to Maintain Planted Parks and Open Spaces Subcommittee:</u>	Jean Bordon Alison Seaman Anne-Marie Walker
<u>Preservation of View Corridors and View Easements Subcommittee:</u>	Kathy Pearson Jean Bordon Barbara Winter	<u>Eucalyptus Lane/Unimproved Lanes Subcommittee:</u>	Bryan Kemnitzer Kathy Pearson Barbara Winter
<u>Trees in Parks and Open Spaces-Survey Subcommittee:</u>	Alison Seaman Barbara Winter Anne-Marie Walker	<u>Community Park Playground Update:</u>	Bryan Kemnitzer (Liaison)
<u>Deer Resistant Plant List Subcommittee:</u>	Alison Seaman Anne-Marie Walker Barbara Winter		

Task Forces:

<u>Public Lanes Task Force:</u>	Bryan Kemnitzer Barbara Winter Alan Seelenfreund Steger Johnson Carolyn Lund James Campbell (Council Rep)	<u>Playground Update Task Force:</u>	Bryan Kemnitzer Adam McNeil Chad Burns Marshall Butler Ethan Doyle Mario Valente Annette Ryan Gregory Spencer
--	--	---	--

	CITY OF BELVEDERE – ADMINISTRATIVE POLICY MANUAL POLICY 20.3 GUIDELINES FOR PUBLIC MEMORIALS		
	Adoption Date:	6/8/2009 ¹	Adopted by:
Revised Date:	3/11/2013 ² 3/11/2019	Revised by:	City Council Resolution No. 2013-07 City Council Resolution No. 2019-04
Authority:	City Council		

20.3.1 PURPOSE

This policy was created to assist the Belvedere Parks and Open Space Committee in standardizing approvals for memorial and dedicatory installations in public places within the City. Considering the visual aesthetics, placement and long-term maintenance, guidelines are set for appropriate management of pending sites.

20.3.2 APPROVAL REQUIRED FOR INSTALLATIONS IN PUBLIC PLACES

Installations donated to the City, including any dedicatory monuments or plaques and the wording thereon, must first be approved by the Belvedere Parks and Open Space Committee in conjunction with the City staff. Requests should be submitted in writing to the Parks and Open Space Department.

20.3.3 REPLACEMENT OF INSTALLATIONS

Installations that suffer deterioration with the passage of time so that they no longer present a neat appearance and/or lose their functionality may be replaced or relocated by the City at its discretion. Department staff will attempt to notify the original donor, in writing, to facilitate a timely replacement or relocation if so desired, at their last known address.

20.3.4 CRITERIA FOR NEW INSTALLATIONS

- A. Honorees. Persons honored must be present or past residents of Belvedere. No pets or other animals shall be honored in this manner.
- B. **Types of Installations.** The following items will be reviewed and accepted on a case by case basis:
 1. City-approved structures or landscape projects.
 2. Trees named as part of a City-approved landscape project.
 3. Lanes: reopening; redesign or repair; installation of handrails.

¹ Recommended by the Parks & Open Space Committee 5/7/2009

² Recommended by the Parks & Open Space Committee in 2012

- C. Donor Plaques. The design of the plaques used on new installations, maintenance, or replacement installations will be (determined) provided by the Parks and Open Space Committee.
 - 1. The standard plaque installation for maintenance of or replacement of existing benches consists of a brass plate, 1/4- to 1/8-inch thick, or thinner where possible, with text that is clearly legible
 - 2. Step discs lanes.
 - 3. Other recognition plaques.
- D. Locations. The Parks and Open Space Committee shall maintain, in the office of the City Clerk, a list of suggested locations and installation types.
- E. Installations Subject to Design Review. All installations shall be subject to the City's Design Review standards and review process.

20.3.5 MORATORIUM ON INSTALLATIONS

- A. The Belvedere Parks and Open Space Committee has created a moratorium on installations within the Belvedere Community Park playground.
- B. The Belvedere Parks and Open Space Committee has created a moratorium on the installation of new benches within the parks and open spaces of the City except replacement of benches if original donor is not available or in the case of unnamed benches.