

**REGULAR MEETING
BELVEDERE CITY COUNCIL
MARCH 14, 2022, 6:30 PM
REMOTE VIA ZOOM**

MINUTES

COUNCIL PRESENT: James Campbell, Nancy Kemnitzer, James Lynch, Steve Block, and Sally Wilkinson

COUNCIL ABSENT: None

STAFF PRESENT: City Manager Craig Middleton, Police Chief Jason Wu, Public Works Director Robert Zadnik, Administrative Services Director Helga Cotter, Planning and Building Director Irene Borba, City Attorney Amy Ackerman, and City Clerk Beth Haener

These minutes are intended to reflect the general content of the regular meeting. An audio file of the meeting is available: <https://www.cityofbelvedere.org/agendacenter>.

CALL TO ORDER IN REMOTE OPEN SESSION

The meeting was called to order by Mayor Wilkinson at 6:30 PM via remote Zoom meeting. City Clerk Haener read the COVID-19 notice and public participation instructions.

City Manager Middleton took roll call.

OPEN FORUM

Belvedere resident William Rothman shared a newsletter about community issues and requested that those interested in receiving the newsletter contact him.

Seeing no one else wishing to speak, Mayor Wilkinson closed the open forum.

REPORTS & PRESENTATION

1. City Council Reports

Councilmember Kemnitzer reported that she had completed the Resilient Neighborhoods workshop program, which is a 10-week workshop to train individuals on strategies for reducing their carbon footprints. Councilmember Kemnitzer stated that the workshop is free and open to all residents of Marin. Information on the workshop can be found at <https://www.resilientneighborhoods.org/>.

Councilmember Lynch reported that the Construction Impacts Committee held its first meeting. He stated that the committee is a wonderful group of volunteers looking at the construction impacts taking place in Belvedere. The committee meets once a month and plans to report its findings and recommendations to the Council in July.

2. City Manager Report

City Manager Middleton reported that the Protect Belvedere Project event, which was held over the weekend in Community Park, went very well. City Manager Middleton stated that the project's goal is to strengthen the City's two levees and the utilities within those levees so they can withstand earthquakes and provide flood protection for the City. City Manager Middleton noted that this project will be discussed again at a special Council meeting scheduled for March 22nd via Zoom.

City Manager Middleton reported that staff is working with a project architect and the Parks and Open Spaces Committee to

develop plans for replacing two segments of stairs: one at the base of Park Lane; the other at the top of Upper Hawthorne Lane. The work is part of the current fiscal year capital improvement plan.

Mayor Wilkinson called for public comment.

Belvedere resident William Rothman stated his concern about the Protect Belvedere Project.

Seeing no one else wishing to speak, Mayor Wilkinson closed public comment.

3. Police Chief Report.

Police Chief Jason Wu's report was moved to the next Council meeting.

4. Equity and Inclusion presentation by Dr. Ruben Kalra.

Dr. Ruben Kalra, a resident of Belvedere and member of Tiburon's Diversity Inclusion Task Force, presented information on upcoming events and briefed the Council on activities of the Diversity Inclusion Task Force, such as providing advice to the Town Council, Town Manager, and the Police Department regarding diversity inclusion. Dr. Ruben stated that he hopes Belvedere will participate in Tiburon's Juneteenth event. Dr. Kalra took questions from Council.

Mayor Wilkinson called for public comment.

Belvedere resident William Rothman stated his concern about the lack of diversity in Belvedere.

Seeing no one else wishing to speak, Mayor Wilkinson closed public comment.

Mayor Wilkinson thanked Dr. Kalra and stated that she hopes he will report to Council on a regular basis.

CONSENT CALENDAR

City Manager Middleton requested that item 9 be removed from the consent calendar for consideration at a later meeting.

MOTION: Move to adopt the Consent Calendar, with the exception of item 9

MOVED: By Campbell, seconded by Block. Approval was unanimous

The Consent Calendar consisted of the following Items:

5. **Approve minutes of the February 14, 2022, regular meeting.**
6. **Approve minutes of the February 24, 2022, special meeting.**
7. **Approve warrants of January and February of 2022.**
8. **Adopt a Resolution to Continue Remote Public Meetings pursuant to Assembly Bill 361.**
10. **Approve request from The Ranch Joint Recreation to hold a special event at Belvedere Community Park, including the use of amplified sound.**
11. **Adoption of an Ordinance Repealing Belvedere Municipal Code Chapter 8.08 "Garbage Collection and Disposal" and Replacing it with "Solid Waste Collection and Disposal" in compliance with State law SB 1383.**
12. **Waive Further Reading and Authorize Introduction and/or Adoption of Resolutions and Ordinances by Title Only. (Standard procedural item – no backup information provided).**
13. **Approve a Resolution of acceptance for a Public Utility Easement for the Golden Gate/Belvedere Undergrounding Utility District.**

Removed from the Consent Calendar to be approved at a later Council meeting:

9. **Adopt a Resolution ratifying Police Department Policy Manual updates.**

PUBLIC HEARING

14. Introduction and first reading of an Ordinance Amending Belvedere Municipal Code by adding Chapter 9.80, “Parks and Community Center” regulating the use of Belvedere Parks and Community Center.

City Manager Middleton presented the staff report. City Manager Middleton and City Attorney Ackerman took questions from Council.

Mayor Wilkinson called for public comment.

Belvedere Resident Jean Bordon stated that, as the chair of the Parks and Open Spaces Committee, it has always concerned her that the City’s permit procedure is not part of the City code. Mrs. Bordon also stated that she does not see how this ordinance is enforceable. City Attorney Ackerman stated that the ordinance makes violations subject to administrative citation and not subject to a criminal penalty. City Attorney Ackerman also stated that the City could look at codifying the application procedure for permits if Council believed this to be necessary.

Seeing no one else wishing to speak, Mayor Wilkinson closed public comment.

MOTION: Approve the first reading of the ordinance and waive future readings of the ordinance in its entirety

MOVED: By Block, seconded by Kemnitzer; approval was unanimous

OTHER SCHEDULED ITEMS

15. Receive Fiscal Year 2021-22 Mid-Year Budget Review through January 31, 2022.

Administrative Services Director Helga Cotter presented the staff report and took questions from Council.

Mayor Wilkinson called for public comment, seeing none, closed public comment.

This item needed no action.

16. Consider recommendation to adjust the Administrative Policy Manual to better define roles and responsibilities of various committees, and adopt the resolutions below:

- A. A Resolution amending section 6.1 of the Belvedere Administrative Policy Manual to create rules for the establishment of Ad Hoc Committees of the Belvedere City Council, temporary and standing citizen advisory Committees and public Commissions.**
- B. A Resolution renaming and reorganizing the Parks and Open Space Committee and amending Section 6.2 of the Belvedere Administrative Policy Manual to set forth a new charter for the Parks and Open Spaces and Lane Committee.**
- C. A Resolution to amend the Belvedere Administrative Policy Manual to add Section 6.4 setting forth the charter for the Belvedere Historic Preservation Committee.**
- D. A Resolution to amend the Belvedere Administrative Policy Manual to add Section 6.3 setting forth the charter for the Belvedere Traffic Safety and Circulation Committee.**

City Manager Middleton and Councilmember Block presented the item and took questions from Council.

Mayor Wilkinson called for public comment, seeing none, brought it back to Council for discussion.

Councilmember Kemnitzer stated that there were clarifications she would like to see in the resolutions and their attached charters. Council discussed Councilmembers Kemnitzer’s concerns and decided to bring this item back after further review.

MOTION: Approve to continue the item at the next City Council meeting

MOVED: By Kemnitzer, seconded by Lynch, motion passed

VOTE:

AYES: Campbell, Kemnitzer, Lynch, and Mayor Wilkinson
NOES: Block
ABSENT: None
RECUSED: None

17. Consideration of request for funding for a Community Talent Showcase.

Belvedere resident Adam Gavzer presented his proposal for a Community Talent Showcase and discussed the budget and funding needed for the event.


Mayor Wilkinson called for public comment, seeing none, closed public comment.

ADJOURN

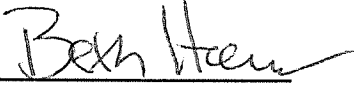
The meeting was adjourned at 7:57 P.M.

THE FOREGOING MINUTES were approved at a regular meeting of the Belvedere City Council on May 9, 2022, by the following vote:

AYES: James Campbell, Nancy Kemnitzer, James Lynch, and Mayor Wilkinson
NOES: None
ABSENT: None
RECUSED: None

Approve: 

Sally Wilkinson, Mayor

Attest: 
Beth Haener, City Clerk