

CONSENT CALENDAR

**BELVEDERE CITY COUNCIL
JANUARY 10, 2022**

To: Mayor and City Council

From: Beth Haener, City Clerk

Subject: **Approve minutes of the December 13, 2021 Regular City Council meeting**

Recommended Motion/Item Description

That the City Council approve the minutes as part of the Consent Calendar.

Attachments

Minutes.

**REGULAR MEETING
BELVEDERE CITY COUNCIL
DECEMBER 13, 2021, 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, Interim Administrative Services Director Kristine Polian, Planning and Building Director Irene Borba, 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 Campbell at 6:30 PM via remote Zoom meeting. Mayor Campbell read the COVID-19 notice and public participation instructions.

City Manager Middleton took roll call.

OPEN FORUM

Belvedere resident William Rothman shared information about a newsletter he had mailed to residents regarding the approved design of the Community playground, and stated his concerns about the design.

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

REPORTS & PRESENTATIONS

Item 1. City Council Reports

There were no reports given by Council.

Item 2. City Manager Report

City Manager Middleton addressed concerns about construction impacts on Belvedere residents and stated that the City plans to take a closer look at this issue in the new year to see whether there are policy options that could alleviate some of the issues.

City Manager Middleton noted that every December, the City hosts a thank you event to express appreciation for the many volunteers in Belvedere but indicated that the dangers of COVID had made the event impossible this year. He expressed the City's appreciation for the volunteers this year, who persevered in serving the City even during the pandemic. City Manager Middleton also expressed his appreciation on behalf of City Hall for Mayor Campbell's leadership over the year.

Mayor Campbell called for public comment and, seeing none, closed the public forum.

CONSENT CALENDAR

Mayor Campbell removed Item 6 for further discussion.

MOTION: Move to adopt the Consent Calendar, with the exception of Item 6.

MOVED: By Block, seconded by Lynch. Approval was unanimous of the following items:

3. **Approve minutes of the November 8, 2021, regular meeting.**
 4. **Approve warrants of November 2021.**
 5. **Accept annual audited financial statements for the City of Belvedere.**
 7. **Reappoint Richard Snyder to the Board of Trustees of the Marin/Sonoma Mosquito and Vector Control District.**
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6. **Adoption of an Ordinance Amendment to Belvedere Municipal Code Title 5 “Business Taxes, Licenses and Regulations” adding Chapter 5.17 “Prohibition of Commercial Activities in City Parks.”**

Councilmember Kemnitzer expressed her concern that the Ordinance as drafted could have unintended consequences and stated that Council needs to make sure that this Ordinance does not adversely impact people who may need paid staff to help them in City parks. Councilmember Kemnitzer requested that this item be continued to when the City has a new attorney who can review it.

Mayor Campbell called for public comment.

Belvedere resident Jane Cooper asked if Council had discussed this Ordinance with the Ranch. Councilmember Kemnitzer stated that any classes offered through the Ranch would be excepted.

Seeing no one else wishing to speak, Mayor Campbell closed the public forum. Council agreed to continue the item.

COUNCIL REORGANIZATION

8. City Council Reorganization

A. Election of Mayor.

MOTION: To elect Sally Wilkinson as Mayor

MOVED: By Campbell, seconded by Block, approval was unanimous

Outgoing Mayor Campbell thanked Councilmembers for their time and teamwork over the past year and commented on the many accomplishments the Council was able to achieve. Outgoing Mayor Campbell thanked all City staff for their support, thanked all the volunteers in the community, and stated that he is honored to turn the gavel over to Sally Wilkinson.

Incoming Mayor Wilkinson accepted the Mayoral Sash.

B. Election of Vice Mayor

MOTION: To elect Steve Block as Vice Mayor

MOVED: By Wilkinson, seconded by Lynch, approval was unanimous

C. Presentation to outgoing Mayor and remarks by Council Members

Mayor Wilkinson presented Councilmember Campbell with a plaque commemorating his time as Mayor and a City of Belvedere jacket. She discussed the many achievements of Councilmember Campbell over the past year. Members of the Council then shared their thoughts and appreciation for Councilmember Campbell. A video for Councilmember Campbell was presented.

OTHER SCHEDULED ITEMS

9. Adopt a Resolution amending Administrative Policy Manual (APM) Policy 2.2 – “Fund Balance and Reserve Policies” to reflect the Finance Committee’s recommendation.

Interim Administrative Services Director Kristine Polian presented the staff report and took questions from Council.

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

MOTION: To adopt the resolution amending Administrative Policy Manual Policy 2.2 – “funding balance and reserve policies” to reflect the Finance Committees recommendation.

MOVED: By Campbell, seconded by Lynch, approval was unanimous.

10. Adopt a Resolution directing staff to develop funding approach for critical infrastructure project.

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

Mayor Wilkinson called for public comment.

Belvedere resident William Rothman requested clarification on the transfer tax discussed in City Manager Middleton’s report. City Manager Middleton stated that a transfer tax takes effect upon the sale of a property and is a percentage of the sales price. He clarified that the tax would not apply if one were to give property to a child.

Seeing no one else wishing to speak, Mayor Wilkinson closed the public forum and brought it back to Council for discussion.

MOTION: To adopt the resolution that directs the City Manager to develop and present for further Council consideration and possible inclusion on a future ballot a draft measure that would provide funding to enable the City to fund the Critical Infrastructure Project by means of a real property transfer tax and charter city conversion.

MOVED: By Block, seconded by Lynch, approval was unanimous.

11. Approve decision of the Citizen of the Year Committee.

Mayor Campbell stated for the record that he is recused from the item due to a conflict of interest.

MOTION: To approve the decision of the Citizen of the year committee to nominate Adam Gavzer as the Citizen of the Year for 2021, and Ann Allen as Citizen Emeritus for 2021.

MOVED: By Wilkinson, seconded by Block, approval was unanimous.

ADJOURN

The meeting was adjourned at 7:43 P.M.

THE FOREGOING MINUTES were approved at a regular meeting of the Belvedere City Council on December 13, 2021, by the following vote:

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

Approve: _____
Sally Wilkinson, Mayor

Attest: _____
Beth Haener, City Clerk

DRAFT