

**REGULAR MEETING  
PARKS & OPEN SPACE COMMITTEE  
THURSDAY, MARCH 10, 2022, 4:00 PM  
REMOTE WEBINAR VIA ZOOM**

**COVID-19 ADVISORY NOTICE**

Due to Covid concerns and consistent with State Executive Orders No. 25-20 and No. 29-20, the meeting will not be physically open to the public. Members of the Committee and staff will participate in this meeting remotely. Members of the public are encouraged to participate remotely via Zoom or telephone pursuant to the information and link below. Public comment will be accepted during the meeting. The public may also submit comments in advance of the meeting by emailing Christina Cook at: [ccook@cityofbelvedere.org](mailto:ccook@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 Committee and included in the public record for the meeting. Those received after this time will be added to the record and shared with Committee members after the meeting.

**The City of Belvedere is inviting you to a scheduled Zoom webinar.**

**When: Mar 10, 2022, 04:00 PM Pacific Time**

**Topic: REGULAR MEETING PARKS & OPEN SPACE COMMITTEE**

**Please click the link below to join the webinar:**

**<https://us02web.zoom.us/j/88011866057>**

**Or Telephone:**

**888 788 0099 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free)**

**Webinar ID: 880 1186 6057**

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, City staff 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 [ccook@cityofbelvedere.org](mailto:ccook@cityofbelvedere.org), who will use her best efforts to provide assistance.

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PARKS & OPEN SPACE COMMITTEE  
THURSDAY, MARCH 10, 2022, 4:00 PM  
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**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 January 13, 2022, Regular Meeting
2. Comments from the Chair, Jean Bordon
3. Report from Public Works Director, Robert Zadnik

Old Business:

4. Update, Discussion, and Possible Action on Centennial Park and Park Lane Improvement Projects.

New Business

5. Discussion and Possible Action on effect of Mallard Pointe project on Belvedere Community Park.

Future Items

6. Discussion and Possible Action to Approve Changing the meeting time if Zoom meetings are no longer approved or allowed.
7. Discussion and Possible Action to Authorize a Survey of the Citizens of Belvedere on Organizing and/or Participating in Community Clean Up Projects on the Second Saturday of every even month of the year (i.e., February, April, June, August, October, and December).

**Adjourn**

**REGULAR MEETING  
PARKS AND OPEN SPACE COMMITTEE  
THURSDAY JANUARY 13, 2022  
REMOTE WEBINAR VIA ZOOM**

**MINUTES**

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**COMMITTEE PRESENT:** Chair Jean Bordon, Vice Chair Jena Watson, Committee Member Anne-Marie Walker, Committee Member Bryan Kemnitzer, and Committee Member Carolyn Lund

**COMMITTEE ABSENT:** Committee Member Kathy Pearson and Committee Member Mario Valente

**OTHERS PRESENT:** Public Works Director Robert Zadnik, Council Liaison James Campbell, and Office Coordinator Christina Cook

*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](http://www.Cityofbelvedere.org)*

**CALL TO ORDER OF REGULAR MEETING**

The meeting was called to order at 4:00 PM. Chair Bordon read the COVID-19 disclaimer and special instructions for Zoom webinars.

**ROLL CALL**

Public Works Director Zadnik took roll call.

**OPEN FORUM**

Chair Bordon read the guidelines on open forum procedures and called for public comment. Director Zadnik stated he did not receive any public comment via email or via the Zoom platform. Chair Bordon then stated we would then move to the first agenda item.

**SCHEDULED ITEMS**

1. Approve minutes of November 11, 2021, Special Meeting.

**MOTION:** Committee Member Kemnitzer made a motion to approve the minutes as modified, Committee Member Walker seconded, and Director Zadnik took roll call.

**AYES:** Kemnitzer, Bordon, Walker, Watson, and Lund

**NOES:** None

**ABSENT:** Pearson, Valente

**ABSTAIN:** None

2. Comments from the Chair, Jean-Marie Bordon.

Chair Bordon stated she had no comments and called for public or committee comment. There were no public comments.

3. Report from Robert Zadnik, Public Works Director.

Director Zadnik stated he would keep his update brief and had the following comments: The first item was the replanting project at Tom Price Park. He stated that work is well underway, and the site is almost completely cleared, with exception of smaller trees. Staff removed all existing vegetation and two larger trees from the site. This work included grinding down the stumps of the two trees that were removed, along with pruning two additional oaks on the north side of the project area. He mentioned availability of water and tying in to the nearby well system which was recommended by the city's well service provider.

Director Zadnik let the committee know that Max Sandoval who was a long-term public works staff member has retired. He spent over 20 years in Belvedere, and his service and expertise will be missed. He said the Department of Public Works is openly recruiting for a new employee and intends to bring on a new-hire by April.

Director Zadnik reported on the bid opening for the playground project. He stated there were five bidders, and the lowest bidders were within a couple thousand dollars of one another. He mentioned negotiations on the low-bid amount were underway, and he would like to bring the item to the February 14<sup>th</sup> Council Meeting with a funding solution and approval of that contract.

Finally, Director Zadnik mentioned that the Department of Public Works, at the request of the Committee, has put soil around the new benches at Tom Price Park and will develop rings around the trees in Tiburon.

Chair Bordon asked if there members of the public who have any comment or questions on Director Zadnik's report. Committee Member Walker wanted to verify that the trees that Director Zadnik was talking about were indeed the pistachio trees in Tom Price Park. This was confirmed.

Chair Bordon called for question from the Committee and public. There were no further comments.

## **OLD BUSINESS**

4. Report from subcommittee on Placement of Memorial Trees

Chair Bordon asked Committee Member Walker to report on this item and referenced two attachments to the agenda that were memorial opportunities. Committee Member Walker said there had been talk of an existing list of Belvedere residents who wanted to donate. The City was not able to locate such as list. Committee Member Kemnitzer thanked those who had done this research.

There was no further comment from the Committee or the public.

## **NEW BUSINESS**

5. Discussion and Possible Action on Recommending to the Director of Public Works that Requests

for funding for the following be included in his Recommendations for the 2022/2023 Budget of the City of Belvedere: (see attached Memo).

Chair Bordon stated this is a large item and called on Director Zadnik to provide a report. Director Zadnik shared his screen of the Capital Budget 5-year look-ahead. He reviewed the current operations and capital project budget line items and how they are used.

Chair Bordon called for Committee comment. In reference to Centennial Park, Member Walker commented on the Fire district's unlikely approval of wood stairs for any lane, given her prior conversations with the Fire Marshall. She asked Director Zadnik if the numbers were accurate for non-wood stair installation. Director Zadnik commented on the budgeting experience learned from the Golden Gate stair installation and different soil conditions impacting pricing. Committee Member Kemnitzer spoke about prioritizing the lists and items. Director Zadnik commented that the Committee should focus on the two larger projects before discussing smaller budget priorities. Bordon called on Council Liaison Campbell to comment on the lanes as emergency evacuation routes and if they may qualify for funding. Council Liaison Campbell did not think the Belvederes Lanes would qualify.

Director Zadnik reviewed the city's decision basis in prioritizing capital projects, referencing public safety and roads as chief concerns.

Chair Bordon commented on the importance of adding Artist's View back into the budget. Committee Member Kemnitzer also felt that keeping Artist's View in the budget was important and shared his thoughts on fundraising options. Chair Bordon commented about the need for a more aggressive lane maintenance schedule. Committee Member Walker echoed her thoughts on this. Chair Bordon also recommended that Council and staff consider Artist's View in the 5-year capital budget.

Chair Bordon referenced the need for further vegetation work. Director Zadnik pointed out an existing line item in the budget for vegetation maintenance and spoke about partnering with the fire department on vegetation control. There was discussion of a code enforcement officer.

No motion made. Chair Bordon called for public comment. There was no public comment.

6. Discussion and Possible Action on Developing a Protocol for Grant Applications to the Belvedere Community Foundation and Discussion and Possible Action on Appointment of a Sub-Committee.

Chair Bordon called for Director Zadnik to comment. He stated that the Belvedere Community Foundation (BCF) will not make funds available until there is a signed contract for the project. Chair Bordon asked if State and Federal grants have similar requirements. Committee Member Kemnitzer commented on the specificity that the BCF requires for pledging funds. Chair Bordon congratulated Committee Member Watson for her new status as a board member of the BCF. Chair Bordon asked if Committee members Kemnitzer and Watson could work together with Director Zadnik for developing grant proposals and presentations.

No motion was made. There were no further Committee comments. Chair Bordon called for Public Comment, there were no public comments.

**MEETING ADJOURNED AT 5:29 PM.**

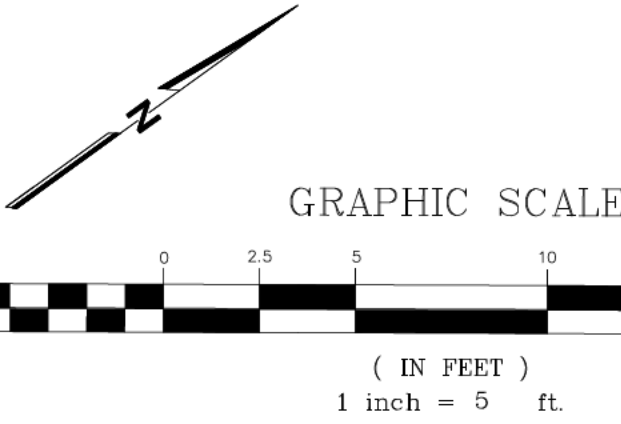
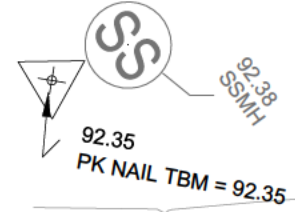
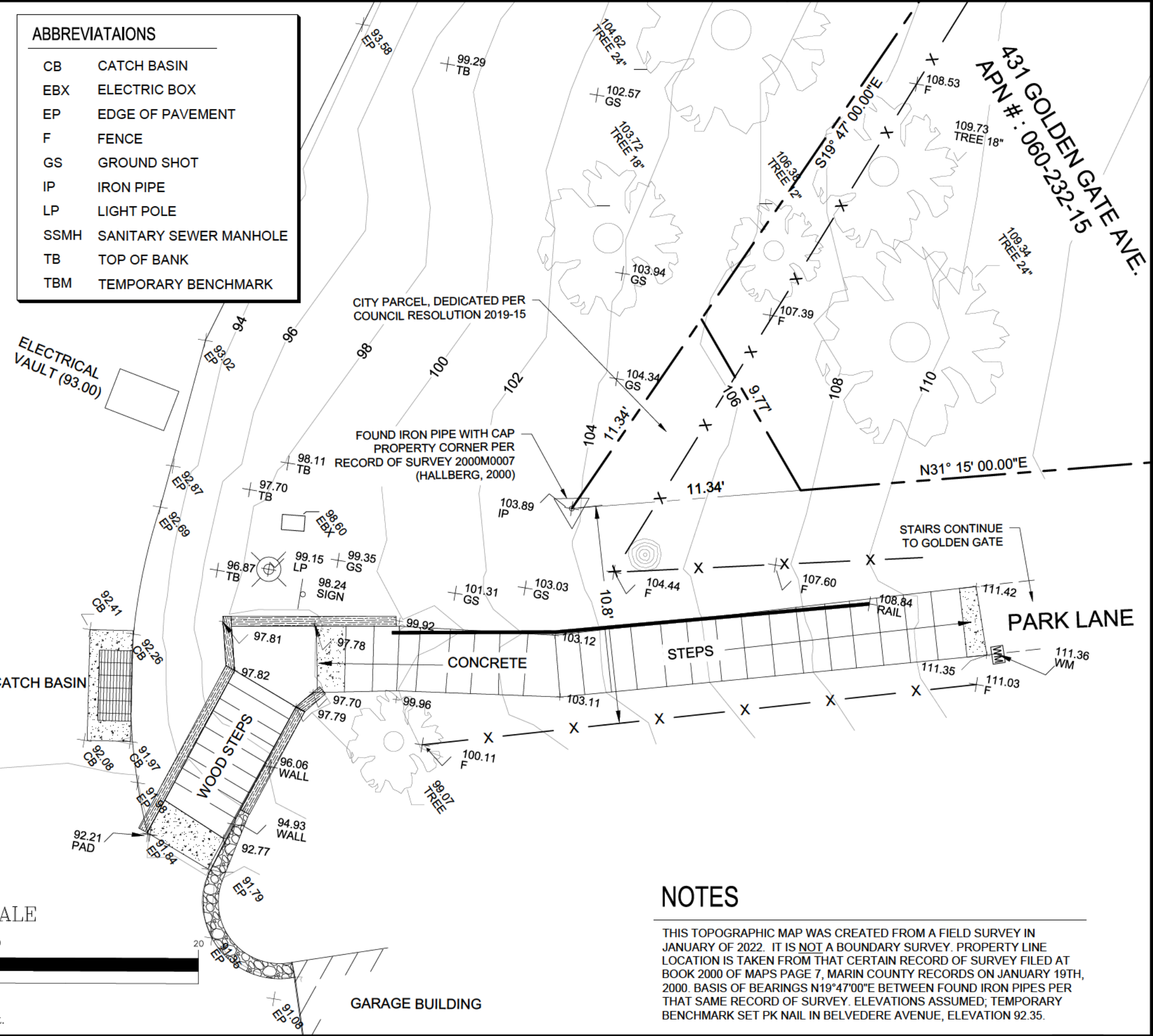
**FUTURE ITEMS – No Comment or discussion was made on Future Items**

7. Discussion and Possible Action to Approve Changing the meeting time to 6 p.m. if Zoom meetings are no longer approved or allowed.
8. Discussion and Possible Action to Authorize a Survey of the Citizens of Belvedere on Organizing and/or Participating in Community Clean Up Projects on the Second Saturday of every even month of the year (i.e., February, April, June, August, October, and December).
9. Discussion and Possible Action on Park and Open Space Committee Task Forces.

DRAFT

LEGEND	
	CONTROL POINT
	CONCRETE LANDING
	FENCELINE
	GRATE
	PROPERTY LINE
	OLD PROPERTY LINE
	ROCK WALL
	SEWER MANHOLE
	STREETLIGHT
	STUMP
	TREE
	WATER METER
	WOODEN HANDRAIL

ABBREVIATIONS	
CB	CATCH BASIN
EBX	ELECTRIC BOX
EP	EDGE OF PAVEMENT
F	FENCE
GS	GROUND SHOT
IP	IRON PIPE
LP	LIGHT POLE
SSMH	SANITARY SEWER MANHOLE
TB	TOP OF BANK
TBM	TEMPORARY BENCHMARK



### NOTES

THIS TOPOGRAPHIC MAP WAS CREATED FROM A FIELD SURVEY IN JANUARY OF 2022. IT IS NOT A BOUNDARY SURVEY. PROPERTY LINE LOCATION IS TAKEN FROM THAT CERTAIN RECORD OF SURVEY FILED AT BOOK 2000 OF MAPS PAGE 7, MARIN COUNTY RECORDS ON JANUARY 19TH, 2000. BASIS OF BEARINGS N19°47'00"E BETWEEN FOUND IRON PIPES PER THAT SAME RECORD OF SURVEY. ELEVATIONS ASSUMED; TEMPORARY BENCHMARK SET PK NAIL IN BELVEDERE AVENUE, ELEVATION 92.35.

**MOE**  
ENGINEERING, INC.  
2950 MONTECITO AVE.  
SANTA ROSA, CA 95404 (707) 544-6274

SHEET TITLE  
**PARK LANE TOPO**

PROJECT NAME  
**PARK LANE STAIRS**  
CITY OF BELVEDERE, CA

SCALE  
1" = 5'

DRAWN  
JJR

JOB  
2022-002

DRAWING  
PARK LANE TOPO

DATE  
FEB 18, 2022

SHEET  
**1**  
OF 1 SHEETS







Jean Bordon [REDACTED]

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## Tom Price Park

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Jean Bordon [REDACTED]

Fri, Feb 11, 2022 at 1:55 PM

To: [REDACTED]

Dear Lorraine Gemigniani,

Thank you for your emails to myself and to the Parks and Open Space Committee (POSC) regarding Tom Price Park.

You may not be aware of the fact that the POSC previously considered a request to donate a fence between the bike path and Tom Price Park. The POSC concluded that there should not be a fence.

If you wish to further present your request to POSC, you might consider speaking at the Public Comment segment at the start of the next POSC meeting. The Public Comment segment allows any member of the public to speak for 3 minutes on any matter which is not on the Agenda for that meeting. The next POSC meeting will be held via Zoom, at 4:00 p.m., on Thursday, March 10, 2022. The Zoom login information will be included in the Agenda, which will be posted on the City of Belvedere's website the Friday prior to the meeting.

You may also not be aware of the fact that Belvedere's leash law requires that dogs be under voice control at all times. Dogs who are running into Tiburon Boulevard are presumably not under voice control. It is also a courtesy to other users of Tom Price Park that dogs who are not under voice control be on a leash. Tom Price Park is not a dog park.

Best,  
Jean Bordon  
Chair, POSC

**To:** Irene Borba, Director, Planning Department  
Robert Zadnik, Director, Department of Public Works

**From:** Jean Bordon, Chair, Park and Open Space Committee

**Date:** February 7, 2022

**Subject:** Private Projects on Public Land  
288 Beach Road  
Administrative Policy Manual (APM) Polices 11.7 and 11.8

“The POSC is dedicated to the preservation and enhancement of Belvedere’s parks and limited open spaces, including the city lane system.” APM Policy 6.2.2

“The committee considers various projects – such as infrastructure improvements, landscaping and memorial designations – that are proposed on City-owned property, including park areas, the playground, open space and median strips.” (City Website, Committees)

“The open spaces that do exist in Belvedere are generally highly valued by residents.” General Plan (GP), Vol 1., p.105.

“The Parks and Open Space Committee (POSC) may make and alter rules and regulations for its own organization and proceedings consistent with the Ordinances of the City and the Laws of the State.” APM Policy 6.2.1

The POSC reviews requests for private projects on public land, including on the City owned waterfront property below Beach Road, know as “The Strip”, and makes recommendations.

For example, by a report dated December 11, 2017, a request was made to the City Council to amend the deed for a home, located on The Strip, with a street address of 222 Beach Road, so as to allow the home to be rebuilt if it were destroyed by fire or natural disaster. At its meeting on December 11, 2017, the City Council determined that additional information was required.

This request was reviewed by the POSC, at its next regularly scheduled meeting on January 11, 2018, under the Agenda item “5. New Business a. Discussion on the private use of open space along Beach Road” and the POSC recommended to the City Council that it “strongly supports the preservation of Lanes, Open Space and Public Easements.”

By a recent report dated December 2, 2021, the Planning Department submitted to the Planning Commission a private project which included replacement steps and a new deck on the City owned property, known as The Strip. This portion of the Strip is midway between Lower Woodwardia Lane and Cliff Lane, two unimproved City Lanes, which run from Beach Road to the Strip. This Public Property is Zoned Open Space.

The property line for 288 Beach Road is some distance above the shore and @ two-thirds of the replacement steps are on Public Property. (see Revocable License Exhibit A; a copy is attached). The new deck is entirely on Public Property. The deck has a metal guardrail with horizontal cables and a bench, with storage. There is also a storage area for kayaks under the deck.

The drawings indicated that the deck cannot be used by the public and that its supports will impede members of the public walking on the shore. The deck appears to be accessible only from the new replacement stairs above the deck, due to the guard rails on the sides and the cantilevered design. It appears that walking past the deck on the public shore would be difficult, as a lower support for the deck appears to be extremely closet to, if not on, the high-water mark. (see SITE SECTION 2, L-2.2; a copy is attached.) It could be necessary to walk under the deck during higher tides.

While located entirely on City Open Space, the deck would not be useable by the public and would impede public use of the shore.

Planning Department Staff recommended that the Deck be approved, and it was scheduled on the Consent Calendar for the December 15, 2021, Planning Committee Meeting.

Commissioner Johnson requested that the item be removed from the Consent Calendar. Following questions to Staff and discussion, the Commission voted to continue the application to a future Planning Commission meeting.

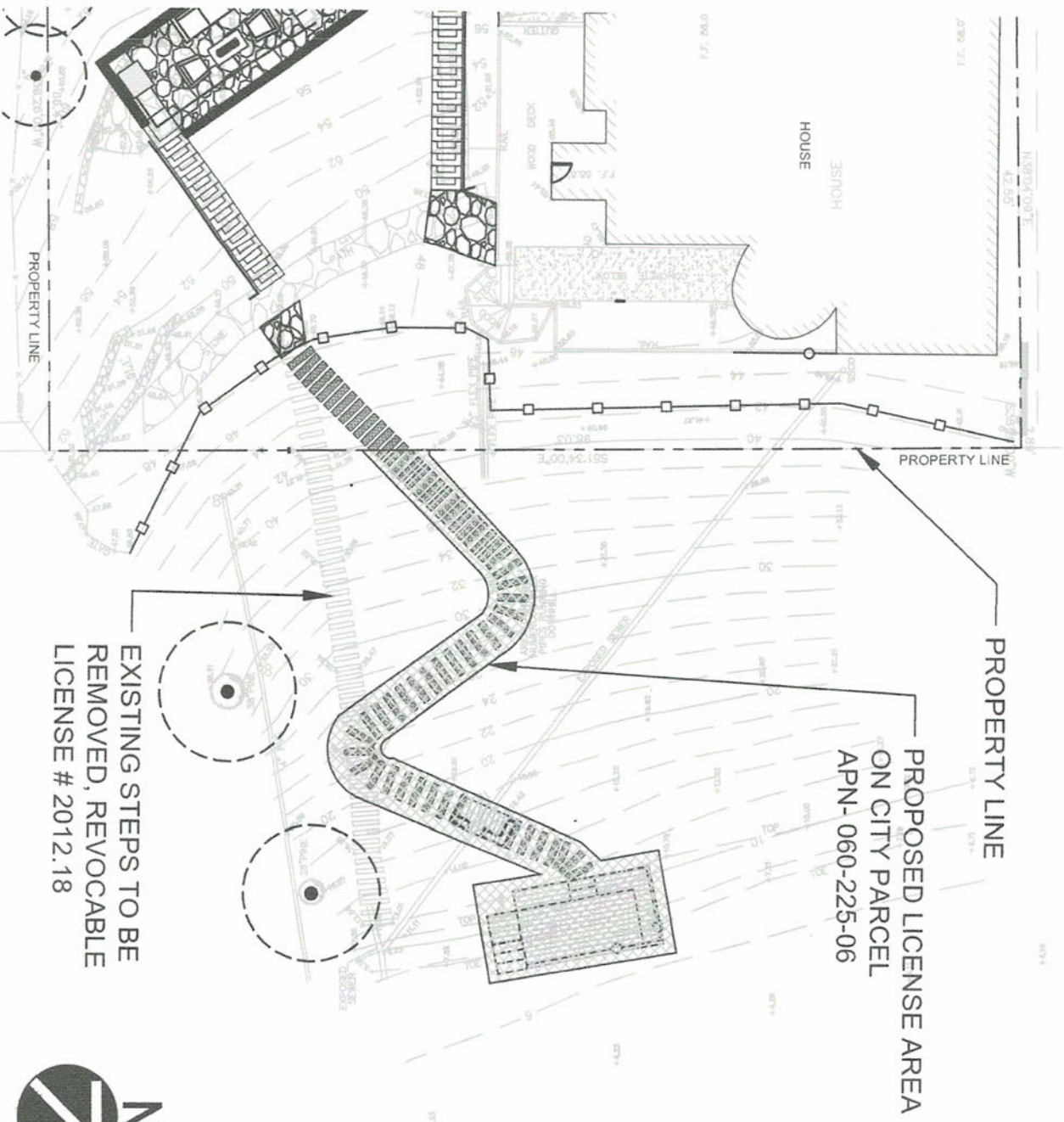
The procedural process for this private deck on public property suggests that there should be some recognition in City Policy that private projects which impact public land should be referred to the POSC for review and recommendation.

Consideration is being given to having discussion and possible action at the POSC meeting on March 9, 2022, on recommending amendments to APM Policies 11.7 and 11.8.

Any comments which you might have on this would be appreciated by the POSC.

  
Jean Bordon

Chair, Park and Open Space Committee



REVOCABLE LICENSE EXHIBIT "A"  
 LICENSE AREA SHOWN SHADED

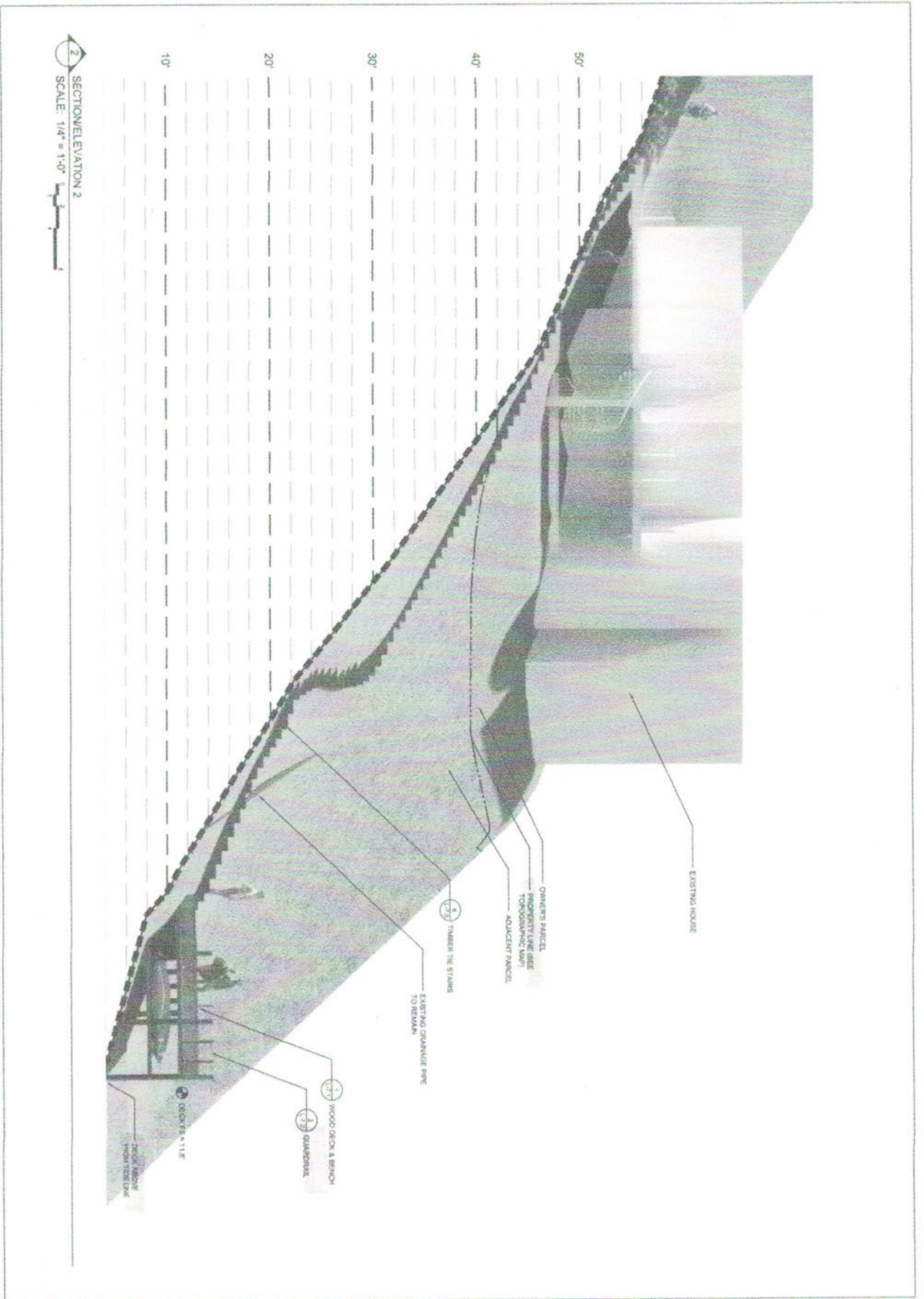


288 BEACH RD  
 BELVEDERE, CA  
 APN- 060-225-19

PROPOSED LICENSE AREA  
 ON CITY PARCEL  
 APN- 060-225-06

EXISTING STEPS TO BE  
 REMOVED, REVOCABLE  
 LICENSE # 2012.18





SECTION ELEVATION 2  
 SCALE: 1/4" = 1'-0"

**ELLIS, PATE-CORNELL RESIDENCE**  
 288 BEACH RD.  
 BELVEDERE, CA 94920  
 APN #060-225-19

**ids**  
**INTEGRATED STUDIOS, INC.**  
 227 Fremont Street  
 San Jose, CA 95133  
 Phone: 415.755.1000  
 www.integratedstudios.com

DATE: 1/13/2010  
 DRAWN BY: J. CORNELL  
 CHECKED BY: J. CORNELL  
 SCALE: AS SHOWN

**REVISIONS**

NO.	DESCRIPTION	DATE

**PROJECT INFORMATION**

SHEET TITLE: SITE SECTION 2  
 SHEET NUMBER: L-2.2