

**REGULAR MEETING
PARKS & OPEN SPACE COMMITTEE
THURSDAY, MARCH 11, 2021, 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. 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 11, 2021 04:00 PM Pacific Time (US and Canada)
Topic: Parks and Open Space Committee Regular Meeting**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83039043303?pwd=cFZxUWYwWkhZbHo5MUxJWEppajcwUT09>

**Passcode: 450313
Webinar ID: 830 3904 3303**

877 853 5247 (Toll Free) or 888 788 0099 (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, 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, who will use her best efforts to provide assistance.

**REGULAR MEETING
PARKS & OPEN SPACE COMMITTEE
THURSDAY, MARCH 11, 2021
4:00 PM
REMOTE WEBINAR VIA ZOOM**

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| OPEN FORUM |
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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 agendized for further discussion at a later meeting.

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| SCHEDULED ITEMS |
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1. Approve minutes of January 14, 2021 Regular Meeting
2. Approve minutes of February 23, 2021 Special Meeting
3. Comments from the Chair, Bryan Kemnitzer.
4. Report from Robert Zadnik, Public Works Director.

Old Business:

5. Continued discussion and possible action regarding TVV survey and progress.
6. Continued discussion and possible action regarding request to installed additional benches in Tom Price Park; consider a recommendation to City Council to amend Administrative Policy Manual 20.3 - Moratorium on Installations.

Future Agenda Items:

- Review and consider a recommendation to City Council to adopt certain Marin County Municipal Code sections concerning regulations and use of Open Space land.

Posted 03/05/2021



CITY OF BELVEDERE

Memorandum

TO: Belvedere Parks and Open Space Committee

FROM: Robert Zadnik, Public Works Director

SUBJECT: Review of Administrative Policy Manual on Installation of Memorial Benches

DATE: March 11th, 2021

Dear Committee,

Regarding the request to install additional benches in Tom Price Park, this memo and the attached items have been provided as additional background.


In 2009, the POSC develop guidelines for the installation of private memorials on public land. These guidelines were further refined by the Committee in January of 2013 and adopted by City Council in March of 2013 as an amendment to the Administrative Policy Manual (APM) (*see attached Policy 20.3 Guidelines for Public Memorials*).

In August of 2016, and again in 2019, the City Council approved, through the Consent Calendar, extensions to the Moratorium. The current extension will expire in March of 2022 if no new action is taken. The POSC can make recommendations to Council to modify the moratorium at any time.

After reviewing the legislative record on this topic, it is the interpretation of City Staff that the moratorium on new benches in public parks and open space was written from the perspective of limiting the requests for new memorial benches, rather than banning the installation of new benches altogether. Under this interpretation, new benches can be considered in public parks and open space land; however, they are still subject to POSC and Planning Department approval.

Attachments:

- Current APM – Policy 20.3 Guidelines for Public Memorials
- January 2013 POSC meeting minutes (item 5)
- March 2013 City Council Staff Report—Adoption of revised Guidelines for Public Memorials
- August 2016 Council report to extend moratorium of memorial benches

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|  | 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 8/10/2020 ³ | Revised by: | City Council Resolution No. 2013-07 City Council Resolution No. 2019-04 City Council Motion (Item 12) |
| 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. Lanes will not be named after persons.
- 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.

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

² Recommended by the Parks & Open Space Committee in 2012

³ Recommended by the Parks & Open Space Committee in 2020

2. Trees named as part of a City-approved landscape project.
 3. Lanes: reopening; redesign or repair; installation of handrails.
- 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.

- The well at Community Park used for irrigation has a diminished production. Staff is consulting with experts to determine what can be done.
- Trimming of the fire blight on the pear trees has been completed.

3. Old Business

- Anne Marie spoke about attending the workshop on Sustainable Landscape/Oak Tree Symposium. She pointed out that it has recently been determined that sudden oak death disease is spread by rain water primarily after April 1st. A discussion occurred about the subject of sudden oak death. The Committee indicated that further action should be considered with regard to participating in a study and developing a City policy.

4. New Business

- Review of Belvedere Community Foundation Mission Statement and Grant Application – Barbara Winter stated that the Belvedere Community Foundation would be more inclined to grant money toward a specific project rather than an on-going project or activity. She recommended developing a list of projects that might be considered for funding. A discussion about including Centennial Park to the list occurred and Barbara Brookins suggested reopening Eucalyptus Lane. The committee agreed that each project's cost would need to be determined prior to application to the Belvedere Community Foundation for a grant and indicated that the item would be continued to the next meeting.
- Centennial Park discussion - Neighborhood outreach and fundraising were discussed. The Committee decided that the Centennial Park project would need to establish an Ad Hoc Committee for review and this would need to be assigned formally at the next meeting.

5. Committee Reports

- **Memorial Donation Opportunities Policy – Barbara Brookings reminded everyone that this was discussed earlier and needs to go to before the City Council. Annette said that she would like to see a Moratorium placed on all donations until policy is developed and approved. Sandy pointed out that the process of setting policy takes a long time because the Committee only meets every other month. She said that reversing a Policy Moratorium could take a great amount of time. Alison indicated that a clear policy with regard to the Memorial Donations Policy should be developed. The Committee decided that the current draft policy recommendations would go forward to the City Council for the Moratorium on the Memorial benches. Scott added that the draft policy has been submitted to the City Clerk and that it is ready to go before the City Council.**

OTHER SCHEDULED ITEMS

**BELVEDERE CITY COUNCIL
MARCH 11, 2013**

To: Mayor and City Council

From: Leslie Carpentiers, City Clerk

Subject: Adopt resolution approving the following sections of the Belvedere Administrative Policy Manual: new Easement Application Process; revised Guidelines for Public Memorials

Recommended Motion/Item Description

That the City Council adopt the resolution approving updates to the Belvedere Administrative Policy Manual.

Background

The City's Administrative Policy Manual (APM) is a compilation of official policies for various administrative functions of the City, as well as the official policies, rules and procedures regarding City personnel.

Staff periodically brings updates of a substantive nature to the City Council for its review and approval by resolution. The last update to the APM was adopted on December 12, 2011.

Summary of Proposed Updates

- A. Add Chapt. 275, "Easement Application Process" and Appendix 275.A, "Specimen Easement Agreement"

During the Planning and Building reviews of private development projects such as storm drain or sewer upgrades, or even during construction of City projects, deficient situations (e.g. facilities outside of existing easements, or those encroaching on another's property) are often revealed. These instances create a need to grant or accept easements on private or public property.

The application process guidelines provide instruction and direction for the proper preparation and recordation of the necessary easement documents.

B. Amend Chapter 405, "Guidelines for Public Memorials"

The Park and Open Space Committee often receives requests from past and present residents as well as non-residents to donate a park bench and plaque in memoriam of loved ones that often used the pathway or park have since passed. Requests are often made for placement along the San Rafael Ave Seawall pathway or at Community Park. Committee members have expressed concerns about the installation of additional benches with plaques in both locations. This topic has been discussed at length during many POSC meetings. Members worked together to develop a basic Policy a few years ago that identified many of the specifics regarding donations. Following another bench request, the document was reviewed and members realized that there were areas of the policy needed to be updated. The following changes to the Guidelines for Public Memorials Policy Document were developed and approved by members of the Parks and Open Space Committee 2012.

Attachments

- Resolution.
- Text of proposed changes.

CITY OF BELVEDERE

RESOLUTION NO. 2013-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELVEDERE
APPROVING THE FOLLOWING SECTIONS OF THE BELVEDERE
ADMINISTRATIVE POLICY MANUAL: NEW EASEMENT APPLICATION
PROCESS; REVISED GUIDELINES FOR PUBLIC MEMORIALS**

WHEREAS, Belvedere City Staff prepared two updates to the City of Belvedere Administrative Policy Manual and presented the text of these updates in a Staff Report for the City Council; and

WHEREAS, the City Council reviewed these updates at its regular meeting on March 11, 2013.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Belvedere that the two updates, lettered A and B, attached to the Staff Report for the March 11, 2013, City Council meeting, are hereby approved and shall be incorporated in the City of Belvedere Administrative Policy Manual.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Belvedere on _____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: _____
Sandra D. Donnell, Mayor

ATTEST: _____
Leslie Carpentiers, City Clerk

CHAPTER 405. GUIDELINES FOR PUBLIC MEMORIALS

405.01 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.

405.06 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.

405.12 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 An attempt will be made to notify eontact the original donor, in writing, to facilitate a timely replacement or relocation if so desired, at their last known address. ,or otherwise the item may not be replaced.

405.18 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. Standard wood benches of teak, six feet in length.

2. Trees named as part of a City-approved landscape project. ~~Concrete benches.~~
 3. Lanes: reopening; redesign or repair; installation of handrails. ~~Wood slab benches.~~
 4. ~~Trees, with the means for their irrigation.~~
 5. ~~Boulders.~~
 6. ~~Other City-approved structures or landscaping on a case-by-case basis.~~
- 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. ~~Plaques used on benches shall, as much as possible, be of a consistent size and style. 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.

405.24 MORATORIUM ON INSTALLATIONS WITHIN THE COMMUNITY ROAD PLAYGROUND

- A. ~~As a result of limitations imposed by the Americans with Disabilities Act, 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.

(Approved by Belvedere Parks & Open Space Committee; approved by City Council 06/08/2009; amended 03/11/2013)

To: Mayor and City Council
From: Mary Neilan, City Manager
Subject: **Extension of moratorium on installation of memorial benches**

Recommended Motion/Item Description

Approve extension of moratorium on the installation of memorial benches.

Background

In March of 2013, at the request of the Parks and Open Space Committee (POSC), Administrative Policy 405.24 was amended by the City Council to include a moratorium on the installation of new benches within the parks and open spaces of the City. At the time, the Council agreed to revisit the moratorium in three years.

Findings

The POSC discussed this at their last meeting and agreed the moratorium should continue. If someone wishes to donate a bench in memory of a loved one, the policy allows existing benches to be replaced and re-designated if the original donor is not available, or allows a donation to be used to name an existing but unnamed bench.

The extension on the moratorium would remain in place unless/until the POSC recommends otherwise.

Attachments

Administrative Policy 405.24

- Excerpt -

City of Belvedere
Administrative Policy Manual
Chapter 405. Guidelines for Public Memorials

405.24 **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.

**REGULAR MEETING
PARKS AND OPEN SPACE COMMITTEE
THURSDAY, JANUARY 14th, 2021, 4:00 PM
REMOTE WEBINAR VIA ZOOM**

MINUTES

COMMITTEE PRESENT: Chair Bryan Kemnitzer, Anne-Marie Walker, Jena Watson, Jean Bordon, Kathy Pearson, Mario Valente and Carolyn Lund

COMMITTEE ABSENT: None

OTHERS PRESENT: Public Works Director Robert Zadnik, Council Liaison James Campbell, 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

CALL TO ORDER OF REGULAR MEETING

The meeting was called to order at 4:01 PM.

Chair Kemnitzer read the COVID-19 disclaimer and special instructions for Zoom webinars.

ROLL CALL

Roll call was taken by Public Works Director Zadnik. Committee Member Watson signed in at 4:10 PM.

OPEN FORUM

Chair Kemnitzer asked Director Zadnik if comments for open forum were received via email. He stated there were none, but there was a hand raised via the telephone call-in. Annette Ryan of Lagoon Road commented that she would like to reactivate the discussion with Director Zadnik from May 2018 to plant Grevilleas along the edge of Lagoon Road north of Tom Price Park. This would provide a natural shield of Tiburon Boulevard traffic and the construction equipment staging area. She expressed that she would like to meet with Director Zadnik to discuss placement and quantity of the plants. Chair Kemnitzer agreed to meet with Annette and Director Zadnik to come up with a plan. Director Zadnik commented that the item had been approved at a previous meeting and the Department of Public Works needs additional direction regarding the location, type, and quantity. There were no other comments, and the open forum was closed.

SCHEDULED ITEMS

A presentation from an architect was included in the agenda. Chair Kemnitzer referenced this and moved this item up.

5. Continued discussion and possible action concerning Artist View lot; review and approval of Fletcher Design proposal.

Chair Kemnitzer introduced Zack Taylor who is part of the Artist's View project team. Mr. Taylor introduced himself and the additional team members and then gave David Fletcher the floor. Mr. Fletcher shared his screen and gave a presentation.

Chair Kemnitzer asked for Committee questions and comments. Committee Member Walker asked if there was a rough idea of timeline and costs. Chair Kemnitzer noted the City (upon approval of Council) has \$100,000.00 and that the committee would raise another \$200,000.00. Committee Member Watson spoke of the design element, maintenance challenges, and making the project easily accessible for children and people with mobility issues. David Fletcher spoke about maintenance impacts and the importance of landscape being sustainable. Committee Member Bordon thanked the task force for their work and commented on the phases of the proposal and their next steps. Chair Kemnitzer provided a reminder that the task force has no authority to make decisions and also stated that the Parks and Open Space Committee is an advisory board to the City Council. Committee Bordon shared some ideas for community outreach and involvement.

Chair Kemnitzer opened the item for Public Comment. Michael Davis asked Mr. Fletcher if he was aware that Artist's View is controversial project. Mr. Fletcher responded that he was not aware specifically but that most public projects have opposition. Mr. Davis introduced himself and asked to participate with the process. Mr. Fletcher said he wanted to touch on public outreach to stakeholders with a robust dialogue. Committee Member Bordon stated that Mason Wells owned Mr. Davis' land previously, allowed other to build, and desired to keep the Artist's View property for the public. John Sharp, attorney for the Johannsmeiers and Mr. Davis spoke and stated that he has reviewed the proposal from the Fletcher Group and the Tree Vegetation and View Task Force report. He did note there is no reference that biological, geotechnical, public safety or traffic circulation studies have been done. He asked questions as to the process of going before City Council. Chair Kemnitzer responded by reviewing the process of approval. Chair Kemnitzer then referenced the letter Mr. Sharp submitted to the Committee and requested that it be included in the record. Chair Kemnitzer noted that parts of the letter are incorrect and referenced certain parts of the City's zoning code and map. Chair Kemnitzer excused the Fletcher Group and the Artist's View Task Force.

Public comment continued and Klaus Johannsmeier spoke about corrections he suggested in the previous meetings minutes. It was decided that this would be discussed when approval of the minutes was opened. Barry Kuhn commented on the estimated \$300,000.00 cost of the project and inquired as to what form community participation would take. Chair Kemnitzer said the City would likely host community meetings, but the format and schedule has not been decided. Director Zadnik stated he had no other requests to speak from the public. Public comment was closed.

MOTION – Chair Kemnitzer asked for a motion. Committee Member Walker made a motion to have the Parks and Open Space Committee refer to the Fletcher Design's proposal and recommended going forward with the proposal.

AYES: Kemnitzer, Pearson, Bordon, Walker, Watson, Valente, and Lund

NOES: None

ABSENT: None

ABSTAIN: None

1. Approve minutes of the November 12, 2020 regular meeting.

Klaus Johannsmeier commented that he felt the minutes were not accurate; however, Chair Kemnitzer felt that they were accurate record of what was discussed. Committee Member Borden stated that the minutes are not supposed to be verbatim; a recording is available at City Hall.

THE MINUTES of the November 12, 2020 regular meeting were approved with amendments at the regular meeting of the Parks and Open Space Committee on January 14, 2021 by the following vote:

AYES: Kemnitzer, Pearson, Bordon, Walker, Watson, Valente, and Lund

NOES: None

ABSENT: None

ABSTAIN: None

2. Comments from Chair Kemnitzer.
None.
3. Staff report from Director Zadnik, Public Works Director.
None.

Chair Kemnitzer then took Item 6 next.

6. Continued discussion and update from staff concerning the status of private fencing at Artist View lot.
Chair Kemnitzer asked Director Zadnik if the fence was put up without permits and then stated that it violates City code 20.04.150 regarding fences and screening. Chair Kemnitzer also stated the fence was within the 100' shoreline band regulated by the BCDC. Chair Kemnitzer does not plan on reporting the fence to the BCDC but did state the fines could be up to \$6,000.00 per day, from the date of the fence was installed. Chair Kemnitzer asked Director Zadnik what the City plans on doing in regards of enforcement. Director Zadnik commented that the City has not reviewed if the fence is on City or private property as a survey was not provided to the City prior to installation and there were no inspections. Follow-up action will involve a conversation between the City's Building Official and the property owner. It will need to be decided if the homeowner wants to keep the fence vs deal with design review retroactively. The takeaway from today is to have the City work with the property owner to have the fence removed or permitted. Chair Kemnitzer stated since this has gone on for so long, he would like to see some significant movement on the situation by the City. He then asked for Committee comment. Committee Member Bordon asked if the Artist's View proposal will need to go to BCDC? Chair Kemnitzer said yes it will.

Public Comment was opened and John Sharpe stated that the fence was researched before installation. Mr. Johannsmeier reminded the committee that the first fencing discussions took place with the City Council in April 2019. Michael Davies stated that they commissioned a survey and recorded with the County based on the iron stake at the bottom of Artist's View. He is confused about the fence being on City property.

Public comment was closed, and the committee took no action.

7. Continued discussion and possible action regarding Golden Gate Lane spring 2021 ribbon-cutting ceremony.

Chair Kemnitzer stated that the ceremony is on hold because of COVID, and the POSC will plan a ceremony once everyone is able to congregate.

There was no public comment, and the committee took no action.

4. Reports from Subcommittees/task forces.

a. Playground

Chair Kemnitzer asked Director Zadnik if there was any public comment on the playground, there was none. Chair Kemnitzer stated he has done extensive research in playground surfacing and so has Director Zadnik. RHAA's proposal includes the use of recycled rubber products with a topcoat of virgin rubber. Chair Kemnitzer called on Committee Member Valente to comment. Committee Member Valente commented that the rubber matting material that will be used at the Belvedere playground is essentially the same as what has been used in a large City of San Francisco playground upgrade project and was chosen with the utmost care. Chair Kemnitzer called on Director Zadnik for comments. Director Zadnik spoke of a few different ways to ensure that the rubber matting meets the installation and ongoing maintenance standards. There was no public comment. A motion was made and later withdrawn, given that this was a report item only.

b. Lanes

Chair Kemnitzer asked if committee members received the design from John Swaine for the lane at the end of the parking lot of the San Francisco Yacht Club. No action was needed; however, the Chair wanted to make sure the Committee received it as a possible project. Committee Member Bordon commented that she liked option 2.

c. Trees, Vegetation & Views

This was addressed as Item 9.

Item 9 was discussed next.

9. Continued discussion and possible action regarding TVV survey results; consider a formal recommendation to City Council.

Committee Member Walker stated she intends to prioritize the items on the survey results and work with the Public Works Department and referenced a lot of dead trees on the island due to the continued drought. The Task Force is looking at the dead trees as a fire safety issue. The survey resulted in 37 dead or dying trees. Committee Member Walker is proposing the City waive the arborist's report requirement for these trees which have already been identified as dead by the task force. She also suggestion to make the exemption form more accessible on the website. She feels an increase in the education of the residents on invasive plants and fire hazards will increase participation in their removal.

Public Comment was opened. Three was no comment on the item.

MOTION—The following motion was made and seconded: Have the City and Public Works Department work with the task force recommendations and have them implemented and that Parks and Open Space Committee and Trees Vegetation and Views Task Force cooperate and work with the City.

AYES: Kemnitzer, Pearson, Bordon, Walker, Watson, Valente, and Lund

NOES: None

ABSENT: None

ABSTAIN: None

8. Continued discussion and possible action regarding shoreline access near 1 Embarcadero.

Chair Kemnitzer stated that we would hold off for now on this item.

Public Comment was then opened. There was no comment on the item.

10. Tom Price Park Benches: Consider recommendation to City Council to amend Administrative Policy Manual section 405.24 Moratorium on Installations, to remove moratorium on the installation of new park benches.

Chair Kemnitzer introduced the topic and stated that the moratorium was approved in June 2009 and amended on March 11, 2013 by the Parks and Open Space Committee. This has come up because the Belvedere Community Foundation agreed to cover the costs of some new benches. Chair Kemnitzer suggested that the Committee could talk about it at the next meeting or allow the benches on a case-by-case basis by the need and type of other benches nearby. He then called for Committee comment. Committee Member Valente asked for the rationale on the original moratorium. Mayor Campbell pointed out that the park was not created as a dog park, and the dogs make it not as user friendly to kids and family. Dog owners have tried several times to fence in the park with strong opposition from the neighbors. Traditionally, the benches were given to the City as donations to be used as memorials for people and in this process; there got to be a long list with requests for benches to be placed in certain spots for a variety of reasons. The Parks and Open Space Committee tried to offer different items to be donated instead of benches, but that did not take off. This was why the moratorium was put in place. Committee Member Walker confirmed this report, as she was on the Committee in 2013.

Committee Member Walker stated that we need to respect the multi-generational use of the park. Older people need a place to sit and rest. Committee Member Watson agreed with Committee Member Walker regarding the need for new seating areas and suggested that the committee reevaluate the benches on a case-by-case basis, keeping in mind the previous concerns.

Committee Member Bordon suggested to put on the next agenda to amend the moratorium for memorial benches, not all benches. Chair Kemnitzer suggested continuing the discussion on the March agenda to see what community members felt about it.

Public Comment was then opened. There was no public comment on the item.

ADJOURNMENT

The meeting was adjourned at 6:09 PM by a unanimous vote.

**SPECIAL MEETING
PARKS AND OPEN SPACE COMMITTEE
TUESDAY, FEBRUARY 23, 2021, 4:00 PM
REMOTE WEBINAR VIA ZOOM**

MINUTES

COMMITTEE PRESENT: Chair Bryan Kemnitzer, Anne-Marie Walker, Jena Watson, Jean Bordon, Kathy Pearson, Mario Valente and Carolyn Lund

COMMITTEE ABSENT: None

OTHERS PRESENT: Public Works Director Robert Zadnik, Council Liaison James Campbell, City Manager Craig Middleton, Office Coordinator Christina Cook, RHAA's Manuela King and Kendra Manning

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.

Chair Kemnitzer read the COVID-19 disclaimer and special instructions for Zoom webinars. He read the only scheduled item and reminded the public they can speak in the open forum on any topic except for this one.

ROLL CALL

Roll call was taken by Public Works Director Zadnik.

OPEN FORUM

Public Comment was called by Director Zadnik; there was no public comment.

SCHEDULED ITEMS

Chair Kemnitzer reviewed the upcoming schedule of the meeting and referenced some of the speakers that would be presenting. Chair Kemnitzer reviewed previous outcomes and decisions of the Committee and Council regarding the playground redesign and surface matting proposal. Director Zadnik read into the record a portion of the RHAA report which included a review ASTM and ADA building code standards. He noted that sand is not an ADA compliant surface. He stated that the maintenance schedule of the rubber matting is important, and the Public Works Department will need to incorporate the manufacturers recommendations for maintaining PIP matting into the playground inspection and ongoing maintenance program. RHAA's Manuela King reviewed the plans that were provided in the agenda. Committee Member Valente reviewed surface matting studies

regarding PIP and health concerns regarding sand. Committee comment was called for. Chair Kemnitzer read a letter of thanks into the record that the Committee received and stated it was signed by seventy four parents with seventy nine children.

Public Comment was called for, and the following is a summary of those comments. A full audio record is available with the City Clerk upon request.

1. Adam McNeile – supports the approved plans.
2. Ethan Doyle – supports the plans and supports Adam.
3. Allison Richards – Children, 3 boys aged 3, 5 and 7 years. Lives in Tiburon.
4. Nikki Perlman and husband support the playground.
5. Claus Lund - Did not the want sandbox removed or toxic materials used. Materials being discussed have been outlawed in several countries for playgrounds and sports.
6. Kristin Kemnitzer – Supports the approved playground plans. She read a statement.
7. Director Zadnik read the following comment from Heidi Robinson (303 San Rafael Ave.) who voiced her opinion via the chat feature. “Hello - Unfortunately, I need to step away from the call to take care of my children and won’t be able to speak. I live at 303 San Rafael Ave, just down the road from the playground and am a huge supporter of the playground as designed and approved. We have found the playground and park a refuge throughout their lives. Annika is 4 and Axel is 2, and especially since reopening during Covid. We feel confident in the approved plan and look forward to continuing to enjoy a safe, accessible and hygienic playground for years to come. Thank you for your consideration. Best regards, Heidi Robinson.”
8. Marshall Butler and wife Ashley – huge supporters.
9. Marcia Valente (14 Laurel) 3 girls 11, 9 & 5. No dangers from PIP materials.
10. William Rothman as Ezra Brower. Voiced his opinion and is not of support of the rubber matting that contains carcinogens. Urged residents to not approve the plans.

End of public comment.

Chair Kemnitzer stated that the purpose of the meeting was to discuss the playground matting and asked for Committee comments. Committee Member Watson, stated that there is no perfect answer and understands there are risks with any product used. Committee Member Bordon referenced questions about natural turf and its lack of fall attenuation and ADA compliance. Committee Member Lund shared her screen with a presentation of sand as an alternative option, and showed pictures of PIP matting in Marin City playgrounds. Committee Member Lund called for the following motion at the conclusion of her presentation: “Consider a motion that the Parks and Open Spaces Committee asks that the City Staff remove the degraded mats from the Belvedere Playground, fill in the previously matted areas with sand, confirm the ADA compliance of the concrete walkway, and to make adjustments if necessary. Hire a firm to do an overhaul of the current play equipment and the pot area repair, water blasting, painting freshening up and making the playground just like new and to budget \$5000-\$10,0000 for the project.”

Chair Kemnitzer voiced his disappointment in Committee Member Lund’s refusal to accept the democratic decision that was previously made in reference to sand in the playground and reviewed the public process that was followed concerning that decision. Committee Member Valente discussed a motion to reaffirm a previous decision about the PIP surface matting. Committee Member Walker read a portion of the City Staff Report concerning PIP as a safe product and sees no need for a motion.

Council Member Campbell brought to the Committee's attention that Member Lund made a motion which requires to call for a second. There was no second to her motion.

MOTION - Committee Member Valente made a motion to reaffirm the earlier decision regarding PIP surface matting that the City has already adopted and approved and recommend staff proceed with next steps for the already approved and proposed design. The motion was seconded by Committee Member Watson. Director Zadnik took a roll call. Motion passed as follows:

AYES: Kemnitzer, Pearson, Bordon, Walker, Watson, Valente

NOES: Lund

ABSENT: None

ABSTAIN: None

Meeting adjourned 5:39 PM.

DRAFT