

**REGULAR MEETING
PARKS, OPEN SPACES AND LANES COMMITTEE
THURSDAY OCTOBER 20, 2022
REMOTE WEBINAR VIA ZOOM**

MINUTES

COMMITTEE PRESENT: Chair Jena Watson, Vice Chair Kathy Pearson, Committee Members Anne-Marie Walker and Jean Bordon

COMMITTEE ABSENT: None

OTHERS PRESENT: City Manager Robert Zadnik, Public Works Director Antony Boyd, 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

CALL TO ORDER OF REGULAR MEETING

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

ROLL CALL

Public Works Director Antony Boyd took roll call.

OPEN FORUM

Chair Watson called for open forum speakers, there were no speakers.

SCHEDULED ITEMS

1. Approve Minutes of March 10, 2022, Regular Meeting

MOTION: Committee Member Pearson made a motion to approve the March 10, 2022, Regular Meeting minutes, and Public Works Director Boyd took roll call.

AYES: Pearson, Bordon, Watson

NOES: None

ABSENT: None

ABSTAIN: Walker

No further comment.

2. Approve Minutes of July 14, 2022, Regular Meeting.

MOTION: Committee Member Walker made a motion to approve the July 14, 2022, Regular Meeting minutes as amended. Committee Member Pearson seconded, and Public Works Director Boyd took roll call.

AYES: Pearson, Bordon, Walker

NOES: None

ABSENT: None

ABSTAIN: Watson

No further comment.

3. Comments from the Chair, Jena Watson.

Chair Watson opened with thanks to the prior chair and to Robert Zadnik as the former Public Works Director. She then introduced Antony Boyd as the new Public Works Director. She reviewed the changes to the Committee guidelines, the upcoming report to City Council and 2023 goals.

Public Comment was called for, there was none.

4. Report from City Manager, Robert Zadnik and Public Works Director, Antony Boyd

Director Boyd reported on Coastal Cleanup Day and thanked volunteers and Public Works staff. He shared the actions the City has taken on coyote control and reviewed hazing tactics. Tree work that had taken place recently was reviewed as well as an upcoming treatment plan for the pear tree in Community Park. An update on Community Park renovations was given. Tennis court fencing and a bench that was damaged by a car accident has been repaired, and new benches have been installed at the courts by the Ranch.

Chair Watson noted that the new benches were paid for and installed by The Ranch at the tennis courts. There were questions to the management of Coyotes and whether it falls under the purview of POSLC or City Council. City Manager Zadnik said sightings should be reported to Belvedere Police Department if they are a public safety issue. Signage if needed, would be a committee issue.

Member Bordon asked about a discussion on a Centennial Park bay tree and a 40' high hedge both which cause view obstruction. Director Boyd said he was not aware of talks of reduction of the bay tree but that he would take a look at both the tree and the hedge. Chair Watson then brought up a report that was done by Gary Rasmussen and that there are several trees which need attention in Centennial Park. She asked if City Manager Zadnik would share that report and history with Director Boyd.

City Manager Zadnik commented that there is a coyote hazing kit available at City Hall for residents.

Public Comment was called for and there was none.

OLD BUSINESS

5. Review of Playground Remodel Project and possible action on the following topics:

- Construction is completed on the Playground - “Ribbon Cutting Ceremony” held at the Playground on October 15th.
- Bench in tots’ area included in renovated playground.
- Permanent Donor Recognition Element in Community Park.

Chair Watson announced that the playground remodel project is complete and open to children of all ages. She noted that there was a ribbon cutting ceremony last weekend and the playground looked magnificent. There are a few items to be completed including a bench in tots’ area. The City has received additional funding in the form of a \$32,000.00 donation to purchase and install the bench. Plans are being finalized by City Staff for the bench and a few additional items.

Chair Watson said that she was aware that Petey Stein and Bryan Kemnitzer are working on this project. She mentioned that she really likes the ceramic plaques at the back wall of the playground that were made for the last renovation and that continuity is important. She will follow up with Petey and Bryan for the status of this project.

Public Comment was called for and there was none.

6. Discussion and Possible Action regarding Park Lane Stairs, Seating Area and Related Landscaping and Improvements: Discussion and Possible Action on Plans for Stairs, Seating Area and Related Landscaping and Improvements.

Chair Watson opened the discussion with the statement that she felt there is an immediate need to repair or replace the stairs at the bottom of Park Lane. The Committee is looking for a solution that will incorporate the stair replacement into an existing plan by Rasmussen. Director Boyd said the wood will be replaced by concrete with the Rasmussen plan and he wanted to make sure we would not be duplicating work with a repair and then when the full upgrade of the area was put in place. Director Boyd spoke on pricing of the two alternative improvements, the curved and the straight staircase. A construction estimate provided by the architect, Gary Rasmussen, gave the amount \$100,000.00 for either alternative, excluding costs of metal work for the rail. With the rail the City is expecting the cost to be around \$120,000.00. The City has allocated around \$20,000.00, which Director Boyd felt would be adequate to make repairs to the existing wooden stairs. There was further discussion on the feasibility of a phased stair project. City Manager Zadnik said this would ultimately be something that Rasmussen would have to study. Member Walker did not believe this curved aspect could be achieved in a piece meal fashion. City Manager Zadnik suggested a special meeting after input from Rasmussen to decide on stair repair materials. Director Boyd said he would check with Rasmussen and report back to see if and when a special meeting should be scheduled.

Member Walker asked City Staff how best to handle the deficit of funds needed for the complete project. City Manager said for the Committee to advocate City Council on their next report funds allocation for the next budget cycle.

Councilor Campbell reminded the committee that the greater public looks at the lanes not only for recreation but also as a means of evacuation during a fire.

Director Boyd said he had enough direction from the Committee to have Public Works crews make repairs and meet with Rasmussen for planning with current funding and a phased approach. He did not feel a motion was necessary.

Public Comment was called for and Director Boyd read a letter from Klaus Johannsmeier into the record. There was no further comment.

No motion was made.

NEW BUSINESS

7. Discussion and possible action regarding the soliciting of applications to fill a vacant seat on the Committee.

Chair Watson asked if the City had been advertising the vacancy and City Manager Zadnik reported that it had, but that there had been no applicants. She then asked Committee Members to ask their friends and neighbors if they wanted to participate. Committee Member Bordon suggested a resident that she had heard of that had just become a Master Gardner.

Public Comment was called for and there was none.

8. Report from staff on composting requirement related to SB 1383. Discussion and Possible action regarding policy/program development.

Director Boyd started off the discussion by reviewing the SB 1383 guidelines and then introduced Kathy Huber who made a presentation on her organization's work in placing compost bins in public parks, which has been added to the file.

Chair Watson asked if the bins had solar recycling capabilities, to which Ms. Huber responded that some do but are twice as expensive and, from other users feedback, not worth it. There were further questions as to different types of bins and collection services, which Mill Valley Refuse, the City's contracted Refuse collector, provides. Committee Members were enthusiastic and thanked Ms. Huber.

Ms. Huber enquired as to next steps. Chair Watson suggested a pilot program in Community Park. Committee Member Pearson said she felt that recycling options in the park are not currently utilized correctly. Ms. Huber said her program includes educators that attend functions and help people with questions. Director Boyd agreed with the idea of a pilot program. It was decided this item should be placed on the next agenda as a follow up.

Regarding the compost procurement requirement of SB 1383, Member Bordon questioned where it could possibly all be placed. Following discussion, both Chair Watson and Member Bordon thought this topic should be placed on the agenda of the next meeting.

Public Comment was called for and there was none.

9. Discussion and possible action regarding a Belvedere/Tiburon joint bayside launching area for kayaks and paddle boards.

Chair Watson opened the discussion saying Chuck Hornbrook had contacted her regarding a presentation he gave Tiburon's counterpart committee, Parks, Open Space and Trails (POST), about

a kayak and paddleboard launch. There are very few ways to for the public to access the water in the area. He requested the POSLC open a dialogue with POST about the launch. Chair Watson shared her screen with the presentation that showed proposed locations. There was discussion on these locations, and on the few places you can currently launch, as well as challenges that these all present.

The Committee discussed the various issues related to boat launching facilities including parking in the area. There will not be a further agenda item on this subject.

Public Comment was called for and there was none.

FUTURE ITEMS

10. Matters or topics to be considered for future discussion.

There were no further items or public comment.

MEETING ADJOURNED AT 5:51 PM.

THE FOREGOING MINUTES were approved at a regular meeting of the Parks, Open Spaces and Lanes Committee meeting on January 19, 2023 by the following vote:

AYES: Pearson, Bordon, Watson, Walker

NOES: None

ABSENT: None

ABSTAIN: Markman