

**REGULAR MEETING
PARKS AND OPEN SPACE COMMITTEE
THURSDAY, JULY 8, 2021, 4:00 PM REMOTE
WEBINAR VIA ZOOM**

AMENDED MINUTES

COMMITTEE PRESENT: Chair Bryan Kemnitzer, Vice Chair Anne-Marie Walker, Jean Bordon, Kathy Pearson, and Carolyn Lund

COMMITTEE ABSENT: Jena Watson and Mario Valente

OTHERS PRESENT: Public Works Director Robert Zadnik, Council Liaison and Mayor 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

CALL TO ORDER OF REGULAR MEETING

The meeting was called to order at 4:14 PM. Committee Member Walker attended via phone. Chair Kemnitzer read the COVID-19 disclaimer and special instructions for Zoom webinars.

ROLL CALL

Roll call was taken by Public Works Director Zadnik.

Chair Kemnitzer asked if there was any objection to moving item 3 to the first order of action. There was no objection, so item 3 was moved to item 1, nomination and election of Committee Chair and Vice Chair. Committee Member Walker made a motion to nominate Committee Member Bordon as Chair and Committee Member Watson as Vice Chair. Committee Member Pearson seconded the motion. Committee Member Lund asked for Committee Member Bordon's vision for the Committee. Committee Member Bordon reviewed her vision. Committee Member Bordon also asked for her name to be referenced on the Committee roster as Jean-Marie Bordon. Chair Kemnitzer called for public comment on the election. There was no comment.

MOTION: Committee Member Walker made a motion to nominate Committee Member Bordon as Chair and Committee Member Watson as Vice Chair. Committee Member Pearson seconded the motion

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

NOES: None

ABSENT: Watson, Valente

ABSTAIN: None

OPEN FORUM

Chair Bordon read the guidelines on open forum procedures and asked Director Zadnik if there were any public comments received by email. He indicated there were 2 raised hands. Director Zadnik invited Michael Davis to speak. Mr. Davis commented and showed a video capturing a cleanup on Artist's View

property where an unidentified person was handling his fence. Mr. Davis felt this was vandalism. He asked for comments and Chair Borden reminded Mr. Davis that this was a time for public comment, not question and answer. William Rothman was next and commented on the carcinogenic material in the proposed playground matting that will come before City Council at the next meeting and called for reconsideration. There were no further public comments.

SCHEDULED ITEMS

1. Approve minutes of May 13, 2021, Regular Meeting.

MOTION: To approve the minutes with the following changes: Item 6, page 3, in Director Zadik’s update add that the environmental review “is now available.” Item 7, page 4. Add that Chair Bordon said, “the marked-up version was incomplete.” Committee Member Walker made motion to approve the minutes as amended, Committee Member Kemnitzer seconded the motion, and the motion was passed as follows:

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

NOES: None

ABSENT: Watson, Valente

ABSTAIN: None

2. Comments from the Chair, Bryan Kemnitzer.

This item was not addressed.

3. MOVED TO ITEM 1. Nomination and Election of New Committee Chair and Vice Chair.

4. Report from Robert Zadnik, Public Works Director.

Director Zadnik thanked former Chair Kemnitzer for his participation as Chair of the Committee. He advised that the proposed Administrative Procedures Manual changes to the memorial sections is going to Council in July for approval. He mentioned upcoming Community Park events, the City’s 124th Birthday Bash is September 4th and Concert In the Park is on the September 5th. He then followed up on the complaint of lacrosse in Community Park. Director Zadnik and Staff met with the complaining resident to discuss the key problems and best way to mitigate. They decided to hang a discreet sign, which has been done. The City is also going to continue with education from the Police Department and the lacrosse players if they are seen using that area. That was the completion of his comments. Chair Bordon called for Committee and public comment, Director Zadnik advised there were none.

OLD BUSINESS

5. Continued discussion and possible action regarding planting projects along Lagoon Road.

Director Zadnik asked Committee Member Kemnitzer to report. The report was as follows.

- a) Planting opposite BLPOA Boathouse – all planting has been completed and irrigation as well. Neighbors in the area are happy with the results.
- b) Planting at Tom Price Park parking lot – Gary Rasmussen recommended native and water wise plants and a meandering hedge. The neighbors in the area have approved the plan and everything is moving along on the project.
- c) Benches in Tom Price Park – The City now has the benches and the bench locations at the

park have been marked. Director Zadnik is working on the installation.

Chair Bordon asked that going forward, before plans such as these are implemented, the Community can view the plans and approve. Director Zadnik reviewed the process of the approval in that some time ago the Committee and Community along with a sub-committee was involved in the planning of the projects. Chair Bordon would like to follow procedures more closely in the future.

Chair Bordon called for Public comment, there was none. Committee Member Walker commented that Mr. Rasmussen has been very helpful to the City. Item 9 was moved to the next item for discussion.

9. Discussion of City utilizing landscape architect to provide assistance for small projects. Example: a) Park Lane, b) Oak Mini Park.

Director Zadnik was asked to comment on the feasibility of the City utilizing a landscape architect to aid with small projects. He then reviewed the procedure of contracting a landscape architect such as Mr. Rasmussen for small projects such as Park Lane or Oak Mini Park. Chair Bordon asked how it was handled hiring him for the last project. Director Zadnik reviewed that process. Chair Bordon asked to place this as an action item on the next agenda. Committee Member Kemnitzer spoke of his support of Mr. Rasmussen. Public Comment was called for and there was no public comment for this item.

6. Update from Trees, Vegetation, and Views Subcommittee and discussion of related matters.

Chair Bordon called on Committee Member Walker to lead the discussion. There was a volunteer clean up at Artist's View property to remove 6 invasives on June 5th, 2021. It was reported that 21, 30-gallon paper bags of invasive plant materials were collected. Committee Member Walker then asked Committee Member Pearson to report on the View's portion of the subcommittee. It was noted that the view corridors are not well maintained and that possibly the residents are not aware of the rules. She is compiling a full report to include photographs from her findings to be submitted to the City's Planning Department and to Director Zadnik. Committee Member Kemnitzer reported on Artist's View clean up and what a fantastic job the City did. Chair Bordon called for Committee and Public comment, there was none.

7. Discussion regarding cleanup efforts for Centennial Park. Topics may include the following:

- a) Holly Tree
- b) Volunteer cleanup day in July
- c) Irrigation
- d) Landscape architectural assistance with additional planting and site plans.

Committee Member Kemnitzer began by stating that Centennial Park is not well maintained. New neighbors of the park had the holly tree pruned and it was almost destroyed. Committee Member Kemnitzer stated that the tree needs to be looked at by another professional like Mr. Rasmussen. Irrigation needs to be set up. He thought that neighbors of the park may be willing may provide that. A cleanup day was discussed. It was decided that Saturday, August 21st, 9-12, will be a clean-up day at Centennial Park. Chair Bordon commented that the holly tree lost 1/3 of foliage and that a Japanese Maple that was pruned is losing its leaves. She feels the Planning Department should be involved in these issues. She also discussed the bay laurel tree view and other issues the tree may have. Director Zadnik said a mid-week cleanup could be assisted by City crews. There was further discussion on the details of the cleanup. Committee Member Lund asked for a change to monthly meeting and a special meeting in July. Chair Bordon said this is not the correct time to discuss and the item could be placed on a future meeting agenda. There was discussion on days City crews will be available to work at the park in August.

Public comment was called for, there was none.

8. Continued discussion of Artist's View; receive update from Staff.

Director Zadnik reviewed the second round of cleanup with Treemasters and felt that the area is looking much better. There is still some debris at the bottom in fencing area that may have to wait until the fencing issue is resolved. Fletcher Designs had a meeting with Staff, and they are hot to start the project. Director Zadnik discussed a kickoff meeting with members of the TVV subcommittee team and then a public facing meeting. Suggesting that conducting the meeting in the parking area at the site may be a good idea. He is looking at the next couple of weeks, around the beginning of August for that meeting. Director Zadnik then called for questions. Chair Kemnitzer would like to participate in Fletcher in meeting and make sure the meeting is public and that the neighbors can comment. Director Zadnik said that Fletcher would recommend would be best to recommend on how to get the word out. Committee Member Lund reminded the Committee it is not just the neighbors that need to be able to comment, it is the whole community. Chair Bordon asked for updated rosters of the sub committees. The Committee reviewed Artist's View as a Special Committee. It was discussed that members should define the tasks are needed and have committee fulfill tasks. There was further discussion on how Special and Standing Committees are defined. Mayor Campbell gave some direction on the subject. Committee Member asked of the status of the Playground Committee. They are still in the fundraising portion of the assigned tasks. Director Zadnik stated that the Playground is a City approved project whereas the Artist's View is not City approved.

Chair Bordon called for Public Comment. Klaus Johannsmeier gave public comment about nesting birds, conducting a feasibility study and issues with dogs in Belvedere. There was no further public comment.

NEW BUSINESS

9. Discussion of City utilizing landscape architect to aid with small projects. Example: a) Park Lane, b) Oak Mini Park.

This item was discussed earlier after item 5.

Committee Member Kemnitzer motion made a motion to adjourn the meeting. Committee Member Walker seconded the motion. The meeting was adjourned at 5:42.

THE FOREGOING AMENDED MINUTES were approved as drafted at a regular meeting of the Parks and Open Space Committee on September 9, 2021, by the following vote:

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

NOES: None

ABSENT: Watson, Lund

ABSTAIN: None