City of Belvedere
City Council Meeting
Consent Calendar
Monday, January 13, 2025

To: Mayor and City Council

From: Beth Haener, City Clerk

Reviewed by: Robert Zadnik, City Manager

Subject: **Item No. 8.D.: Approve the Minutes for the December 9, 2024 City Council Regular Meeting.**

Recommended Motion/Item Description

That the City Council approve the regular City Council meeting minutes of December 9, 2024, as part of the consent calendar.

Attachments

- Draft Minutes

City of Belvedere
City Council Meeting – Regular Meeting Minutes
Monday, December 9, 2024 – 6:30 PM

City Council Chambers City Hall· 450 San Rafael Avenue, Belvedere CA· Phone 415.435.3838
City of Belvedere Internet Address: https: www.cityofbelvedere.org

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1. CALL TO ORDER

The Regular Meeting of the Belvedere City Council was convened at 6:30 p.m. in the City Council Chambers by Mayor Peter Mark.

2. ROLL CALL

PRESENT: Councilmember Nancy Kemnitzer, Councilmember Jim Lynch, Councilmember Sally Wilkinson, Vice Mayor Jane Cooper, Mayor Peter Mark. and newly elected Councilmembers Pat Carapiet and Kevin Burke

ABSENT: None

STAFF PRESENT: City Manager Robert Zadnik, Attorney Andrew Shen, Administrative Services Director Helga Cotter, Planning and Building Director Rebecca Markwick, Public Works Director Antony Boyd, Police Chief Jason Wu, Associate Planner Samie Malakiman, and City Clerk Beth Haener

3. REPORTS AND PRESENTATIONS

3.A. City Council Reports

City Councilmembers reported on attendance at intergovernmental agency meetings, and updates since the last meeting.

Mayor Mark called for public comment, and hearing none, closed public comment.

3.B. City Manager Report

City Manager Robert Zadnik provided updates to City Council.

Mayor Mark called for public comment, and hearing none, closed public comment.

3.C. Presentation by Peyton Stein, Chair of the Citizen of the Year Committee, on Nominations for the 2024 Citizen of the Year and Citizen Emeritus

Peyton Stein reported the Citizen of the Year Committee nominated Marsha and Micheal Lasky as the 2024 Citizens of the Year, and Marcia Felton as 2024 Citizen Emerita, which the Council will vote on under item 8.B.

Mayor Mark called for public comment and, seeing none, closed public comment.

3.D. Presentation to Outgoing Mayor and Remarks by Councilmembers

City Council expressed their appreciation for Mayor Mark, and Vice Mayor Cooper presented Mayor Mark with a plaque commemorating his time as Mayor.

Mayor Mark called for public comment and, hearing none, closed public comment.

3.E. Appreciation of Outgoing Councilmembers

Mayor Mark and Council expressed their appreciation for outgoing Councilmembers Nancy Kemnitzer and James Lynch, and Mayor Mark presented both with plaques commemorating their time on Council, along with letters of commendation written by County Supervisor Stephanie Moulton-Peters.

Mayor Mark called for public comment. Public comment was made by the following: James Campbell, Pat Carapiet, and Brad Gross.

4. DECLARE ELECTION RESULTS

4.A. Adopt Resolution 2024-39 Reciting the Facts of the General Municipal Election Held on November 5, 2024, and Declaring the Election Results

City Clerk Haener presented the item.

Mayor Mark called for public comment, and hearing none, closed public comment.

MOTION:	**A motion was made by Councilmember Lynch, seconded by Councilmember Kemnitzer to adopt Resolution 2024-39 reciting the facts of the General Municipal Election held on November 5, 2024, declaring the election of Councilmembers**
Aye: 5	**Kemnitzer, Lynch, Wilkinson, Cooper, Mayor Mark**
Nay:	**None**
Absent:	**None**
Abstain:	**None**

4.B. Swearing in of Councilmembers Beginning New Terms of Office

City Clerk Haener administered the oath of office to newly elected Councilmembers Sally Wilkinson, Pat Carapiet and Kevin Burke; and presented them with their certificates of election.

Mayor Mark called for public comment, and hearing none, closed public comment.

5. CITY COUNCIL REORGANIZATION

5.A. Election of Mayor.

MOTION: **A motion was made by Mayor Mark, seconded by Councilmember Carapiet, to nominate Vice Mayor Cooper as the new Mayor of Belvedere.**

Aye: 5 **Burke, Carapiet, Cooper, Wilkinson, Mayor Mark**
Nay: **None**
Absent: **None**
Abstain: **None**

5.B. Election of Vice Mayor

MOTION: **A motion was made by Mayor Cooper, seconded by Councilmember Carapiet, to nominate Councilmember Wilkinson as the new Vice Mayor of Belvedere.**

Aye: 5 **Burke, Carapiet, Mark, Wilkinson, Mayor Cooper**
Nay: **None**
Absent: **None**
Abstain: **None**

Mayor Cooper called for public comment for items 5.A. and 5.B, and hearing none, closed public comment

6. CONSENT CALENDAR

A motion was made by Councilmember Wilkinson, seconded by Councilmember Mark, to approve the Consent Calendar. The motion carried by the following vote.

Aye: 5 **Burke, Carapiet, Mark, Wilkinson, Mayor Cooper**
Nay: **None**
Absent: **None**
Abstain: **None**

6.A. Motion to Approve the Warrants for October 2024

ACTION: **Item Approved.**

6.B. Motion to Approve the Annual Financial Statements for Fiscal Year 2023-24

ACTION: **Item Approved.**

6.C. Motion to Approve the Allocation of Fiscal Year 2023-24 Excess Reserves

ACTION: **Item Approved.**

6.D. Motion to Approve the Minutes of the November 12, 2024, Regular City Council Meeting

ACTION: **Item Approved.**

6.E. Motion to Approve Local Appointment List (Maddy Act) for the City of Belvedere 2025 Boards and Commissions Vacancies

ACTION: **Item Approved.**

6.F. Motion to Approve the 2025 City Council Regular Meeting Calendar

ACTION: **Item Approved.**

7. PUBLIC HEARINGS

7.A. Consider and Approve Resolution No. 2024-40, Amending the City's Master Schedule of Fees, Charges & Application Fees

Administrative Services Director Helga Cotter presented the item and took questions from Council.

Mayor Cooper called for public comment and hearing none, closed public comment

MOTION: **A motion was made by Councilmember Burke, seconded by Councilmember Carapiet to approve Resolution No. 2024-40, amending the City's Master Schedule of Fees, Charges & Application Fees**

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Aye: 5 **Burke, Carapiet, Mark, Wilkinson, Mayor Cooper**
Nay: **None**
Absent: **None**
Abstain: **None**

8. OTHER SCHEDULED ITEMS

8.A. Discussion and Appointment of Councilmembers to Regional Boards and Committees

The City Council discussed their appointments and made changes as they saw fit.

Mayor Cooper called for public comment and hearing none, closed public comment

MOTION: **A motion was made by Councilmember Mark, seconded by Councilmember Carapiet, to approve the appointments of Councilmembers to Regional Boards and Committees as discussed.**

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Aye: 5 **Burke, Carapiet, Mark, Wilkinson, Mayor Cooper**
Nay: **None**
Absent: **None**
Abstain: **None**

8.B. Approve Nominations from the Citizen of the Year Committee

Mayor Cooper called for public comment. Public comments were made by the following: Peyton Stein.

MOTION: **A motion was made by Councilmember Mark, seconded by Councilmember Carapiet, to approve the decision of the Citizen of the Year Committee to nominate Marsha and Micheal Lasky as the**

2024 Citizens of the Year and Marcia Felton as the 2024 Citizen Emerita.

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Aye: 5	**Burke, Carapiet, Mark, Wilkinson, Mayor Cooper**
Nay:	**None**
Absent:	**None**
Abstain:	**None**

9. OPEN FORUM

Mayor Cooper called for public comment, and hearing none, closed the open forum.

10. ADJOURN

With no further business on the agenda, Mayor Cooper adjourned the Regular Meeting of the Belvedere City Council at 7:34 p.m.

APPROVED: _____
Jane Cooper, Mayor

ATTEST: _____
Beth Haener, City Clerk