City of Belvedere
City Council Meeting
Consent Calendar
Monday, May 12, 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 April 14, 2025 City Council Regular Meeting.**

Recommended Motion/Item Description

That the City Council approve the regular City Council meeting minutes of April 14, 2025, as part of the consent calendar.

Attachments

- Draft Minutes

City of Belvedere
City Council Meeting – Regular Meeting Minutes
Monday, April 14, 2025 – 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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5. 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 Jane Cooper.

6. ROLL CALL

PRESENT:	Councilmember Kevin Burke, Pat Carapiet, Peter Mark, Sally Wilkinson, and Mayor Jane Cooper
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

7. REPORTS AND PRESENTATIONS

7.A. City Council Reports

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

Mayor Cooper called for public comment. Public comment was made by the following: William Rothman.

7.B. City Manager Report

City Manager Robert Zadnik provided updates to City Council.

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

7.C. Police Chief Report

Police Chief Jason Wu presented the Belvedere Police Department Quarterly Report and took questions from Council.

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

7.E. Presentation of the City of Belvedere Spotlight Award to Diana Maureen

Belvedere resident Sandy Donnell presented the Belvedere Spotlight Award to Diana Maureen for her contributions to the community by running her shop for more than thirty years on the Boardwalk.

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

7.F. Presentation from Peyton Stein, Member of the Concerts in the Park Committee

Concert in the Park Committee member Adam Gavzer presented in the absence of Peyton Stein. Mr. Gavzer reported on this year's summer event and requested funding.

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

7.F. E-Bike Safety Presentation from Talia Smith, Director of Legislative and Intergovernmental Affairs, County of Marin

Talia Smith, Director of Legislative and Intergovernmental Affairs, reported on Marin County's public safety outreach on electric bikes, discussed legislation that local jurisdictions can put into effect to regulate electric bikes, and took questions from Council.

Mayor Cooper called for public comment. Public comment was made by the following: Bob Mittelsteadt and Dr. John Maa.

8. <u>CONSENT CALENDAR</u>
Councilmember Mark requested that items 8.E. and 8.F. be removed from the consent calendar for further discussion. A motion was made by Councilmember Mark, seconded by Councilmember Carapiet, to approve the rest of the consent calendar in one motion. The motion was carried by the following vote.

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

8.A. Motion to Approve the Warrants for March 2025

ACTION: Item Approved

8.B. Motion to Approve Resolution 2025-09, Declaring that the Cost to Provide Fire Protection and Emergency Services in Fiscal Year 2025-26 Will Exceed $400,000

ACTION: Item Approved

8.C. Motion to Approve Resolution 2025-10, Allocating Road Repair and Accountability Act (SB 1) Funds Estimated at $53,629 in the Fiscal Year 2025-26 Capital Improvement Plan Budget

ACTION: Item Approved

8.D. Motion to Approve the Request from the Concerts-in-the-Park Committee for $10,000 to Fund the 28th Annual Concerts-in-the-Park

ACTION: Item Approved

8.G. Motion to Approve Resolution 2025-11 accepting recent updates to the Belvedere Police Department Policy Manual (Lexipol)

ACTION: Item Approved

8.H. Motion to Approve the Minutes of the March 10, 2025, Regular City Council Meeting

ACTION: Item Approved

8.I. Motion to Approve a Revocable License for Private Improvements in the Public Right-of-way for the Property at 455 Belvedere Avenue

ACTION: Item Approved

Items removed for further discussion

8.E. Motion to Approve a Contract with Stetson Engineers, Inc. for the amount of $290,521 for the Beach Road Stabilization Project

Director of Public Works Tony Boyd and City Manager Zadnik answered Council's questions on the item.

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

MOTION: A motion was made by Councilmember Mark, seconded by Councilmember Burke, to approve and authorize the City Manager to sign a contract with Stetson Engineering, Inc., in the amount of $290,521, and approve a 10% budget contingency of $29,052.

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

8.F. Motion to Approve the Purchase of an Electric Pickup Truck to Replace Public Works Vehicle within FY2024-25 Allocated Budget of $61,000

Director of Public Works Boyd and City Manager Zadnik answered Council's questions on the item.

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

MOTION: A motion was made by Councilmember Mark, seconded by Councilmember Burke to approve the purchase of an all-electric vehicle to replace one Public Works truck within the FY2024-25 allocated budget of $61,000.

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

9. INDIVIDUAL CONSENT CALENDAR

The Individual Consent Calendar consists of items that the City Council considers to be routine, or Council has discussed previously and do not require further discussion but are separately listed because a Council member or members have a conflict of interest which require them to recuse themselves from participation in the decision.

9.A. Motion to Approve a Revocable License for Private Improvements in the Public Right-of-way for the Property at 16 Bayview Avenue

Mayor Cooper stated for the record that her residence is within 500 feet of the subject property and therefore she must recuse herself from this item.

Councilmember Carapiet requested that this item be removed from the individual consent calendar for further discussion.

Israel Rios, the property owner of 16 Bayview Avenue, took questions from Council.

Vice Mayor Wilkinson called for public comment and, hearing none, closed public comment.

MOTION: **A motion was made by Councilmember Carapiet, seconded by Councilmember Burke, to approve a request for a revocable license at 16 Bayview Avenue for improvements in the public right-of-way for: (Existing) Landscaping and Driveway.**

Aye: 4 **Burke, Carapiet, Mark, Vice Mayor Wilkinson**
Nay: **None**
Absent: **None**
Recused: 1 **Mayor Cooper**

10. PUBLIC HEARINGS

10.A. Discussion and Possible Adoption of Resolution 2025-12, Updating and Establishing Various User and Regulatory Fees

Administrative Services Director Helga Cotter introduced the item, and President of Clear Source Financial Consulting Terry Madsen presented the item and took questions from Council.

Mayor Cooper opened the public hearing and, hearing no public comment, closed public comment and brought it back to Council for discussion.

MOTION: **A motion was made by Councilmember Mark, seconded by Councilmember Wilkinson, to adopt a resolution updating and establishing various user and regulatory fees, with suggested edits made by Council.**

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

10.B. Consideration of and Possible Decision on an Appeal of the Planning Commission's Approval of the Project Located at 312 Beach Road

Associate Planner Samie Malakiman presented the item and took questions from Council.

Mayor Cooper opened the public hearing. Appellant Scott Robertson and Architect Dave Hamblen presented and took questions from Council.

Mayor Cooper called for public comment and, hearing none, brought the item back to the appellant team for their rebuttal.

Mayor Cooper brought the item back to Council for discussion.

MOTION: **A motion was made by Councilmember Mark, seconded by Councilmember Wilkinson to approve the appeal of the Planning Commission's approval of the project located at 312 Beach Road, with suggested conditions made by Council**

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

11. OTHER SCHEDULED ITEMS

11.A. Discussion and Possible Action to Approve a Professional Services Agreement with James K. Lynch for Consulting Services

City Manager Robert Zadnik 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 2025-07 authorizing the City Manager to enter into an agreement with Belvedere resident James Lynch for general consulting services, with suggested edits made by Council**

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

11.B. Discussion and Possible Action to Approve the Second Reading and Adopt an Ordinance Amending Belvedere Municipal Code, Chapter 2.36, to Authorize a Contract Amendment between the City of Belvedere and the California Public Employees' Retirement System Regarding Employee Retirement Benefits

City Manager Robert Zadnik presented the item. There were no questions from Council.

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

MOTION: **A motion was made by Councilmember Wilkinson, seconded by Councilmember Burke to approve the second reading and adopt the proposed ordinance to amend Belvedere Municipal Code (BMC) Section 2.36, amending the City's contract with the Public Employees' Retirement System.**

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

12. OPEN FORUM

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

13. ADJOURN

With no further business on the agenda, Mayor Cooper adjourned the Regular Meeting of the Belvedere City Council at 10:12 p.m.

APPROVED: _____
Jane Cooper , Mayor

ATTEST: _____
Beth Haener, City Clerk