City of Belvedere
City Council Meeting
Consent Calendar
Monday, June 9, 2025

To: Mayor and City Council

From: Beth Haener, City Clerk

Reviewed by: Robert Zadnik, City Manager

Subject: **Item No. 8.E.: Approve the Minutes for the May 12, 2025 City Council Regular Meeting.**

Recommended Motion/Item Description

That the City Council approve the regular City Council meeting minutes of May 12, 2025, as part of the consent calendar.

Attachments

- Draft Minutes

City of Belvedere
City Council Meeting – Regular Meeting Minutes
Monday, May 12, 2025 – 5:30 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

---

1. CALL TO ORDER

The Regular Meeting of the Belvedere City Council convened at 5:30 p.m. in the City Council Chambers by Mayor Jane Cooper

2. 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

3. PUBLIC COMMENT ON CLOSED SESSION, AGENDA ITEM 5.A. and 5.B.

There were no public attendees.

Councilmember Mark and Councilmember Wilkinson both stated for the record that they are recused from closed session item 5.A. (3) Laurent Lefouet and Marguerite Lefouet v. City of Belvedere, Case No. 3:25-cv-03638-LB (N.D. Cal., filed April 25, 2025), as their residences are within 500 feet of the subject property.

4. ADJOURN TO CLOSED SESSION

5. CLOSED SESSION

55.A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Government Code § 54956.9(d)(1).)
(1) Golden Gate Belvedere, LLC v. City of Belvedere, Case No. CIV2203266 (Marin County Sup. Ct., filed October 7, 2022)
(2) Robertson v. City of Belvedere, Case No. CV0002045 (Marin County Sup. Ct., filed February 14, 2024)
(3) Laurent Lefouet and Marguerite Lefouet v. City of Belvedere, Case No. 3:25-cv-03638-LB (N.D. Cal., filed April 25, 2025)

5.B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): one case (regarding project located at 30 Cliff Road)

6. RECONVENE IN OPEN SESSION AND ANNOUNCE ACTIONS TAKEN IN CLOSED SESSION, AS REQUIRED

Mayor Cooper stated there was nothing to report from the closed session.

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 Presentation from Larry Binkley, Belvedere's Representative on the Marin County Committee on Aging

Larry Binkley, Belvedere's representative on the Marin County Commission on Aging, gave an annual update on the Commission.

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

7.D. Interview applicants for appointments to the Planning Commission and Ranch Board of Directors.

City Council interviewed Ghazaleh Jamei, Eugenia Jesberg, and Isolde Wilson for the unexpected vacancy on the Planning Commission.

City Council interviewed Madelyn Short and Brian Chase for the open seat on the Ranch Board of Directors.

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

Mayor Cooper let the applicants know that decisions will be made at the end of the meeting.

8. CONSENT CALENDAR

A motion was made by Councilmember Burke, seconded by Councilmember Carapiet, to approve 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 April 2025

ACTION: **Item Approved.**

8.B. Motion to Receive the City's Third Quarter Investment Report

ACTION: **Item Approved.**

8.C. Motion to Adopt a Resolution Authorizing the Display of Pride Flag for June 2025

ACTION: **Item Approved.**

8.D. Motion to Approve the Minutes for the April 14, 2025 City Council Regular Meeting

ACTION: **Item Approved.**

8.E. Motion to Award Contract in the amount of $206,000 for the 2025 Road Maintenance Project with a 10% Contingency

ACTION: **Item Approved.**

8.F. Motion to Approve a Revocable License for Private Improvements in the Public Right-of-Way Along Beach Road for the Property at 228 Beach Road

ACTION: **Item Approved**

9. INDIVIDUAL CONSENT CALENDAR

9.A. Discussion and Possible Action to Approve a Revocable License for Private Improvements in the Public Right-of-Way for the Property at 322 San Rafel 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 the item be removed from the Individual Consent Calendar for discussion

Planning and Building Director Rebecca Markwick answered Councilmember Carapiet questions on the item.

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 approve a revocable license at 322 San Rafael Avenue for improvements in the public right-of-way for: (NEW) Landscaping, Driveway, and Walkway.**

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

10. PUBLIC HEARINGS

10.A. Introduction & First Reading of an Ordinance of the City of Belvedere to Implement the Marin Electric Bicycle Safety Pilot Program, Pursuant to Assembly Bill 1778

City Manager Robert Zadnik presented the item and City Manager Zadnik and Police Chief Wu took questions from Council.

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

.

MOTION: **A motion was made by Councilmember Carapiet and seconded by Councilmember Wilkinson to approve a first reading of a proposed ordinance adding Chapter 10.66 to the Belvedere Municipal Code, prohibiting those under 16 years old from operating a Class 2 e-bike as defined in California Vehicle Code Section 312.5 and requiring any person operating a Class 2 e-bike to wear a helmet**

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

11. OTHER SCHEDULED ITEMS

11.A. Preliminary Review and Discussion of the Annual Operating Budget and Capital Improvement Program for the City for Fiscal Year 2025/2026

Administrative Services Director Helga Cotter presented the item and Administrative Service Director Cotter and Police Chief Wu took questions from Council.

Mayor Cooper called for public comment. Public comment was made by the following: Ken Johnson, William Rothman, and Jock Putney. Mayor Cooper read a public comment from Belvedere resident Gerry Miller who was unable to be in attendance for the item.

No action was needed for this item.

11.B. Discussion and Possible Action to Approve a Revocable License for Private Improvements in the Public Right-of-Way for the Property at 7 Bellevue Avenue

Associate Planner Samie Malakiman 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 Mark and seconded by Councilmember Carapiet to approve a request for a revocable license at 7 Bellevue Avenue for improvements in the Bellevue Avenue right-of-way for: (Expansion of the Existing) Driveway, (New) Retaining Wall, and (Existing) Landscaping**

Aye: 5 **Burk, Carapiet, Mark, Wilkinson, Mayor Cooper**

Nay: **None**
Absent: **None**
Abstain: **None**

11.C. Authorization of a letter to Caltrans regarding the State Route 131 (Tiburon Blvd.) Capital Preventive Maintenance Project

City Manager Robert Zadnik presented the item and took questions from Council.

Mayor Cooper called for public comment. Public comment was made by the following: Sandy Donnell.

MOTION: **A motion was made by Councilmember Mark and seconded by Councilmember Carapiet to approve the draft letter to Caltrans regarding SR 131 Capital Preventive Maintenance Project**

Aye: 5 **Burk, Carapiet, Mark, Wilkinson, Mayor Cooper**

Nay: **None**
Absent: **None**
Abstain: **None**

11.D. Discussion and Possible Action to Appoint Members to the Planning Commission and the Ranch Board of Directors

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

MOTION: **A motion was made by Councilmember Carapiet and seconded by Councilmember Wilkinson to appoint Gazeleh Jamei to fill the unexpected vacancy on the Planning Commission and to appoint Brian Chase to the unexpected vacancy on the Ranch Board of Directors**

Aye: 5 **Burk, Carapiet, Mark, Wilkinson, Mayor Cooper**

Nay: **None**
Absent: **None**
Abstain: **None**

11. OPEN FORUM

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

12. ADJOURN

There being no further business to come before the Belvedere City Council, Mayor Cooper adjourned the Regular Meeting of the Belvedere City Council at 10:15 p.m.

APPROVED: _____
Jane Cooper, Mayor

ATTEST: _____
Beth Haener, City Clerk