

CITY OF BELVEDERE

RESOLUTION NO. 2023-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELVEDERE  
RATIFYING LEXIPOL POLICE DEPARTMENT POLICY MANUAL UPDATES

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**WHEREAS**, Belvedere Administrative Policy Manual section 20.7.1 provides that updates and changes to the Belvedere Police Policy Manual recommended by the City's public safety risk management consultant, Lexipol, and approved by the Chief of Police, are to be ratified by the City Council in the ordinary course of business; and

**WHEREAS**, Administrative Policy Manual section 20.7.1 further provides that said Police Policy Manual updates shall be reported to the City Council by the Chief of Police on a quarterly basis and submitted for Council ratification; and

**WHEREAS**, at its regularly scheduled meeting on October 9, 2023, the Chief of Police presented the Police Department's Quarterly Update to the City Council, which update included changes and updates to the Police Policy Manual as recommended by Lexipol and approved by the Chief of Police; and

**WHEREAS**, the City Council desires to ratify said Police Policy Manual updates; and

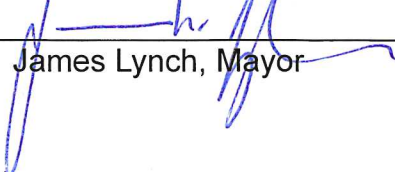
**WHEREAS**, the Police Policy Manual updates herein are not a "project" under the California Environmental Quality Act.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Belvedere that the updates and changes to the Belvedere Police Policy Manual are hereby ratified as set forth in Exhibit A; and

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Belvedere on October 9, 2023, by the following vote:

**AYES:** Cooper, Kemnitzer, Mark, Wilkinson, Mayor Lynch  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

**ATTEST:**   
Beth Haener, City Clerk

**APPROVED:**   
James Lynch, Mayor

## EXHIBIT A

### **A. Updates to Lexipol Policy 1000 – Recruitment and Selection**

This policy has been updated because regulatory action impacts its content. Regulatory action, effective Oct. 1, 2023, amended peace officer selection standards. Changes to this policy include:

- In SELECTION PROCESS, content has been added to include references to POST forms required to be maintained in the candidate's background investigation file.
- In REVIEW OF SOCIAL MEDIA SITES, content has been added to include an existing regulation requirement for background investigations.
- In DOCUMENTING AND REPORTING, content has been updated to include additional details and requirements for the narrative report and the background investigation file.
- In RECORDS RETENTION, content has been updated to include a requirement to retain background reports and supporting documentation for candidates.

### **B. Updates to Lexipol Policy 1009 – Personnel Complaints**

This policy has been updated because regulatory action impacts its content. A new regulation provides procedures for reporting to California Peace Officers Standards and Training (POST) for investigations regarding serious misconduct. Changes to this policy include:

- In REQUIRED REPORTING TO POST, content has been updated to clarify an event that could affect POST certification, a citation has been added, and punctuation has been corrected.
- NOTIFICATION TO POST FOR SERIOUS MISCONDUCT and ADDITIONAL NOTIFICATIONS TO POST FOR SERIOUS MISCONDUCT have been added as a new subsection in REQUIRED REPORTING TO POST to address the new regulations.