

**REGULAR MEETING  
BELVEDERE CITY COUNCIL  
MARCH 8, 2021  
6:00 P.M CLOSED SESSION  
6:30 P.M. OPEN SESSION  
REMOTE VIA ZOOM  
MINUTES**

**COUNCIL PRESENT:** Steve Block, James Lynch, Nancy Kemnitzer, Sally Wilkinson, and James Campbell.

**COUNCIL ABSENT:** None

**STAFF PRESENT:** City Manager Craig Middleton

*These minutes are intended to reflect the general content of the regular meeting. An audio file of the meeting is available: <https://www.cityofbelvedere.org/agendacenter>.*

**CALL TO ORDER IN REMOTE OPEN SESSION**

The meeting was called to order by Mayor Campbell at 6:02 PM via remote Zoom meeting.  
COVID-19 disclaimer was read.  
City Manager Middleton took roll call.

**PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS**

No one wished to speak.  
Mayor Campbell called to adjourn to Closed Session.

**ADJOURN TO CLOSED SESSION**

- 1. Conference with Labor Negotiator. Government Code section 54957.6. Negotiator: City Manager. Bargaining Unit: Belvedere Police Department.**
- 2. Public Employee Performance Evaluation (Government Code Section 54957)  
Title: City Attorney**

**RECONVENE IN OPEN SESSION**

The meeting reconvened in open session via Zoom at 6:45p.m. The following staff members joined the meeting: Police Chief Jason Wu, City Attorney Emily Longfellow, Public Works Director Robert Zadnik, Administrative Services Manager Amber Johnson, Planning and Building Director Irene Borba, Senior Planner Rebecca Markwick, Building Official Brian Van Son, and City Clerk Beth Haener.

Mayor Campbell announced that no reportable actions were taken in the closed session.

**OPEN FORUM**

Dr. William Rothman stated his concern about materials that will be used in the Community Park playground remodel.

**REPORTS & PRESENTATIONS**

- 3. Interview applicants for open volunteer positions on the Planning Commission and the Historic Preservation Committee.**

Ashley Johnson and Alex Seidel were interviewed by Council for the Planning Commission.

Marshall Butler was interviewed by Council for the Historic Preservation Committee.

Mayor Campbell thanked the applicants and indicated that a decision on appointment would be made at the end of the meeting.

#### **4. City Council Reports**

Councilmember Kemnitzer reported that the Senate passed the American Rescue Act, and the aid from this plan could entitle the City to \$389,700. Councilmember Kemnitzer stated that the City Manager may have more information on this topic and noted that the Legislative Committee and the City's representatives at the League of Cities have been extremely active in this endeavor.

#### **5. City Manager Reports**

City Manager Middleton addressed Councilmember Kemnitzer's report, stating that once the House passes the final version of the American Rescue Act, the City will be able to ascertain the amount of funding that Belvedere might receive from the final bill. Middleton reported on the Marin Wildfire Prevention Authority, who is focusing on evacuation planning for its member agencies, and is interested in utilizing evacuation software to help in a coordinated effort for all of Marin. Middleton stated that Belvedere will likely be joining this coordinated effort.

City Manager Middleton announced that the process for developing objective design standards for housing is moving forward, and that the Planning Commission is preparing a special meeting in April to review the design guidelines that have been customized for Belvedere. The Planning Commission will make recommendations for potential Council action in May or June.

#### **6. Report from Harbormaster Curtis Havel of the Richardson's Bay Regional Agency**

Harbormaster Curtis Havel gave a presentation on the Richardson's Bay Regional Agency, highlighting the agency's current work, and its plans for the future.

#### **CONSENT CALENDAR**

**MOTION:** Move to adopt the Consent Calendar

**MOVED:** By Lynch, seconded by Kemnitzer; approval was unanimous.

The Consent Calendar consisted of the following Items:

- 7. Approve minutes of the February 2, 2021 Special meeting**
- 8. Approve minutes of the February 8, 2021 Regular meeting**
- 9. Approve warrants of February 2021**
- 10. Approve response to Marin Grand Jury: Roadblocks to a Safer Evacuation in Marin**

#### **INDIVIDUAL CONSENT CALANDAR**

- 11. Approve recommendation from the Historic Preservation Committee for the City to enter into a Mills Act Agreement for the property at 370 Bella Vista Avenue. The Mills Act is a tax abatement program for the purposes of historic preservation. CEQA status: categorically exempt pursuant to Section 15331. Property Owner: Mitul Modi and Steven Howard**

**MOTION:** To adopt the Individual Consent Calendar.

**MOVED:** By Block, seconded by Wilkinson; approved.

**VOTE:**

**AYES:** Wilkinson, Block, Kemnitzer, and Campbell  
**NOES:** None

**ABSENT:** None  
**RECUSED:** Lynch

**PUBLIC HEARING**

**12. Introduction and First Reading of Ordinance Amendment to Belvedere Municipal Code Chapter 20.04, Design Review, adding Section 20.04.200 regarding Analysis of “Substantial Improvement” for Floodplain Regulation Purposes; and Adopt Resolution Amending Administrative Policy Manual, Section 14.7 Administration of Substantial Improvement Requirements for Projects within Designated Floodplains.**

Building Official Brian Van Son presented the staff report. There were no questions from Council or the public, and there was no further discussion.

**MOTION 1:** To read the Ordinance by title only.  
**MOVED:** By Lynch, seconded by Block; approval was unanimous.

City Clerk Haener read aloud the full title of the ordinance.

**MOTION 2:** To approve the first reading of the Ordinance and to waive future readings of the Ordinance in its entirety.  
**MOVED:** By Lynch, seconded by Block; approval was unanimous.

**MOTION 3:** To approve the Resolution amending the Administrative Policy Manual  
**MOVED:** By Lynch, seconded by Block; approval was unanimous.

**13. Consider resolution updating the City’s Master Schedule of Fees, Charges, and Application Fees. Changes include increases in existing fees, charges, and application fees, and the addition of new ones.**

City Manager Middleton presented the staff report. Administrative Services Manager Amber Johnson and City Manager Middleton took questions from Council. There were no questions or comment from Public.

**MOTION:** Adopt the attached resolution approving changes to the City’s Master Schedule of Fees, Charges and Application Fees.  
**MOVED:** By Kemnitzer, seconded by Lynch; approval was unanimous.

**OTHER SCHEDULED ITEMS**

**14. Report from the City of Belvedere trustee representatives on the Belvedere-Tiburon Library Agency Board on library operations and expansion status, along with a recommendation that the City of Belvedere make a financial contribution to the library expansion budget.**

Bill Smith of the Belvedere-Tiburon Library Agency Board gave a report on the history of the Library. The Library Director, Debbie Mazzolini, gave a report on the current operations of the Library, specifically during COVID-19. Glenn Isaacson reported on the Library’s construction progress.

Bill Smith asked that the City consider the value of the Library to the Community and requested that the City make a financial contribution to the Library expansion budget.

Bill Smith took questions from the Council. Mayor Campbell called for Public Comment.

Marty Winter, 2270 Paradise Drive, Tiburon, former Council member, stated his support for the Library and urged the Council to contribute to the Library expansion budget.

Roxanne Richards, 266 Beach Road, who serves on the Library Foundation Board, discussed the efforts the foundation has made to find private funding, and asked that Belvedere show its support of this project.

Ann Aylwin, 56 Lagoon Road, who serves on the Library Foundation Board, stated her support for the Library and asked that Council support the expansion.

Mayor Campbell closed public comment and asked Council for a motion for the item.

**MOTION:** To refer the item to the Finance Committee, and to ask the Committee come back with a recommendation for Council consideration at a future Council meeting.

**MOVED:** By Wilkinson, seconded by Block; approval was unanimous.

Councilmember Block asked the Library Agency Board to provide the Finance Committee with a package of its financials.

Councilmember Kemnitzer asked to make a point of clarification, and stated that Council is not asking the Finance Committee to make the decision, but to analyze the availability of the funds, and to return the item to Council for a decision.

- 15. Appoint members to:**
  - a. Planning Commission**
  - b. Historic Preservation Committee**

Council discussed the applicants for the Planning Commission.

**MOTION:** To appoint Ashley Johnson to the Planning Commission

**MOVED:** By Block, seconded by Kemnitzer; approval was unanimous.

Council discussed the applicant for the Historical Preservation Committee.

**MOTION:** To appoint Marshall Butler to the Historical Preservation Committee

**MOVED:** By Block, seconded by Lynch; approval was unanimous

**ADJOURN**

The meeting was adjourned at 9:14 P.M.

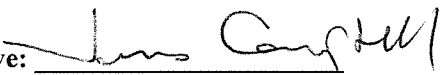
**THE FOREGOING MINUTES** were approved at a regular meeting of the Belvedere City Council on April 12, 2021, by the following vote:

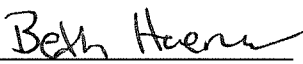
**AYES:** Steve Block, James Lynch, Nancy Kemnitzer, Vice Mayor Wilkinson, and Mayor Campbell

**NOES:** None

**ABSENT:** None

**RECUSED:** None

**Approve:**   
James Campbell, Mayor

**Attest:**   
Beth Haener, City Clerk