



LARKSPUR CITY COUNCIL
MEETING MINUTES

Via Videoconference Only
Per Governor's Executive Order N-29-20

June 8, 2020

For full video/audio of the meeting, go to <http://www.cityoflarkspur.org>
(Quick Links – Watch City Council Meetings)

SPECIAL MEETING

CALL TO ORDER AND ADJOURN TO CLOSED SESSION

Mayor Way called the special meeting to order at 6:00 p.m. and the Council adjourned to Closed Session:

Conference with Real Property Negotiator Pursuant to CA Gov. Code § 94956.8

Property: 140 Pixley Ave., Corte Madera, CA 94925

Agency Negotiator: Dan Schwarz

Negotiating Parties: Brett Geithman, Superintendent, Larkspur-Corte Madera School District
Todd Cusimano, Town Manager, Town of Corte Madera

RECONVENE IN OPEN SESSION AND ANNOUNCE ANY REPORTABLE ACTION

The Council reconvened in open session and Mayor Way announced that no reportable action was taken during the closed session.

1. ROLL CALL

COUNCIL PRESENT: Scot Candell, Kevin Haroff, Dan Hillmer, Gabe Paulson, and Mayor Catherine Way

COUNCIL ABSENT: None

STAFF PRESENT: City Clerk Alison Foulis, Assistant to the City Manager Shannon O'Hare, Administrative Services Director Cathy Orme, City Manager Dan Schwarz, Public Works Director Julian Skinner, and City Attorney Sky Woodruff

2. PUBLIC COMMENT

The Council received public comment from five individuals:

- Joan Dobkowski
- Lauren Brown Miller
- Veronica Wilson
- Jeanne Friedel
- David Moller

3. PRESENTATIONS/PROCLAMATIONS

None.

4. APPROVAL OF THE CONSENT CALENDAR

Councilmember Candell requested Item 4.3 be removed from the Consent Calendar and the Council discussed the item.

City Attorney Woodruff announced that Item 4.6 includes resolutions which, if approved, would result in a change to the compensation of the City Manager and Department Heads for a decrease of 10% in salary.

Upon motion by Vice Mayor Haroff, and seconded by Councilmember Hillmer, Council approved the consent calendar in one motion. The vote was unanimously in favor. The approved consent calendar consisted of the following items:

- 4.1 Approve warrants.
- 4.2 Approve minutes of the May 20, 2020, regular meeting.
- 4.3 Adopt Resolution 31A/20 authorizing the City Manager to execute an agreement with the Larkspur Chamber of Commerce to sponsor general operations and the provision of business community support.
- 4.4 Adopt Resolution 32/20 accepting completion of the Larkspur Marina Lagoon Discharge Pipe Repair Project (CIP 19-304).
- 4.5 Adopt Resolution 33/20 closing five completed projects from the Fiscal Year 2019/20 Capital Improvement Program (CIP).
- 4.6 Adopt Resolutions: 34/20 authorizing an amendment to the Memorandum of Understanding with the Larkspur Miscellaneous Employees' Association; 35/20 amending the Outline of Management Salaries and Benefits; and 36/20 amending the City Manager's Employment Agreement with regards to implementation of measures to reduce payroll costs in Fiscal Year 2020-21.

5. CITY MANAGER'S ORAL REPORT

City Manager Schwarz gave his oral report.

6. COUNCILMEMBERS' ORAL REPORTS AND COMMENTS

Councilmember Paulson reported on the following items:

1. Marin Wildfire Prevention Authority JPA meetings on 5/21 and 6/18.
2. Mobilehome Park Ad Hoc Committee outreach activities.
3. Providing thanks to the City Manager and Police Chief for their statements.

Councilmember Candell reported on the following items:

1. Attendance at Marin City protest events.
2. Cannabis sales tax information.

Vice Mayor Haroff reported on the following items:

1. Larkspur Chamber of Commerce's business support activities.
2. PGE webinar on preparedness for upcoming Public Safety Power Shutoff events.
3. Upcoming Lark Theater events.

Councilmember Hillmer reported on the following items:

1. Larkspur and the Central Marin Police Authority's history of community policing.

Mayor Way reported on the following items:

1. Providing thanks to the Council and City staff for assistance developing the Council's joint statement issued June 8, 2020.
2. Two vacancies on the Planning Commission for which applications are being solicited.

7. PUBLIC HEARINGS

7.1 FISCAL YEAR 2020/2021 CAPITAL IMPROVEMENT PROGRAM AND BUDGET

- A. **ADOPTION OF PROPOSED CAPITAL IMPROVEMENT PROGRAM (CIP) FOR FISCAL YEAR 2020/2021**
Council to adopt Resolution 37/20 adopting the proposed Capital Improvement Program (CIP) for FY 2020/21.

Public Works Director Skinner presented the staff report and answered questions from the Council.

Mayor Way opened the public hearing and, seeing no one wishing to speak, closed it again.

Upon motion by Vice Mayor Haroff, and seconded by Councilmember Hillmer, Council approved Resolution 37/20 adopting the proposed Capital Improvement Program (CIP) for FY 2020/21. The vote was unanimously in favor.

- B. **ADOPTION OF FISCAL YEAR 2020/2021 BUDGET**
Council to adopt the following resolutions:
 - *Resolution 38/20 Adopting the Investment Policy of the City of Larkspur.*

- *Resolution 39/20 Adopting the Purchasing Policy of the City of Larkspur.*
- *Resolution 40/20 Adopting a General Fund Reserve Policy for Fiscal Year 2020-2021.*
- *Resolution 41/20 Establishing Appropriation Limitations for the City of Larkspur for the 2020-2021 Fiscal Year Pursuant to Article XIII B of the California Constitution.*
- *Resolution 42/20 Establishing Authorized Positions in the Competitive Service and Assigning a Salary Range to Each Position.*
- *Resolution 43/20 Adopting the Budget for Fiscal Year 2020-2021.*

City Manager Schwarz presented the staff report and answered questions from the Council.

Mayor Way opened the public hearing and, seeing no one wishing to speak, closed it again.

Upon motion by Councilmember Candell, seconded by Vice Mayor Haroff, the Council approved Resolutions 38/20 through 43/20 in one motion. The vote was unanimously in favor.

8. BUSINESS ITEMS

- 8.1 UPDATE ON CITY ACTIVITIES IN RESPONSE TO CORONAVIRUS (COVID-19)
Standing item to update the City Council on City activity during and in response to the COVID-19 Emergency.

City Manager Schwarz provided an update and answered questions from the Council. No one from the public wished to speak.

- 8.2 ACKNOWLEDGEMENT AND AFFIRMATION OF EMERGENCY ORDER 20-01, REGARDING OUTDOOR ACTIVITIES AND ENCROACHMENTS FOR BUSINESSES OPERATING IN COMPLIANCE WITH COUNTY HEALTH ORDERS AND GUIDELINES
Council to review, acknowledge, and consider affirming an order of the Director of Emergency Services (the City Manager) empowering the City Manager and his designees to suspend or waive City regulations and/or policies that would otherwise prohibit businesses from engaging in outdoor or curbside activities.

City Manager Schwarz presented the staff report and answered questions from the Council.

Upon motion by Councilmember Hillmer, and seconded by Vice Mayor Haroff, the Council acknowledged and affirmed the Director of Emergency Services Order No. 20-01 regarding outdoor activities and encroachments for businesses operating in compliance with County Health orders and guidelines. The vote was unanimously in favor.

9. ADJOURN

Council adjourned the meeting at 8:29 p.m.

Attested
 /s/Alison Foulis
 City Clerk