



LARKSPUR CITY COUNCIL
MEETING MINUTES

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

March 17, 2021

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

REGULAR MEETING

Mayor Haroff called the regular meeting to order at 6:30 p.m.

1. ROLL CALL & PLEDGE OF ALLEGIANCE

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

COUNCIL ABSENT: None

STAFF PRESENT: City Clerk Alison Foulis, Fire Chief Ruben Martin, Assistant to the City Manager Shannon O'Hare, Administrative Services Director Cathy Orme, City Manager Dan Schwarz, Public Works Director Julian Skinner, Planning & Building Director Neal Toft, and City Attorney Sky Woodruff

Mayor Haroff led the Pledge of Allegiance.

2. PUBLIC COMMENT

No one from the public wished to speak.

3. PRESENTATIONS/PROCLAMATIONS

- 3.1 Marin Wildfire Prevention Authority presentation from Executive Director Mark Brown.

Mark Brown, Executive Director of the Marin Wildfire Prevention Authority (MWPA) provided a presentation to the City Council and answered questions. Fire Chief Martin answered questions from the Council as well.

Public comment was received from:

- Kevin Carroll

- 3.2 Climate Action Plan Update presentation from Christine O'Rourke, Sustainability Coordinator for Marin Climate and Energy Partnership (MCEP).

Planning & Building Director Toft and MCEP Sustainability Coordinator Christine O'Rourke provided a presentation to the City Council and answered questions.

Public comment was received from:

- David Moller, Ken Jones, Robin Moller & Suhaila Sikand
- Tom Flynn
- Kevin Carroll
- David Moller
- Al Grumet
- Ken Jones
- Carleen Cullen
- Kelly Jones
- Leslie Alden

4. APPROVAL OF THE CONSENT CALENDAR

Upon motion by Councilmember Candell, and seconded by Councilmember Way, the City 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 February 26, 2021, special meeting.
- 4.3 Approve minutes of the March 3, 2021, regular meeting.
- 4.4 Adopt Resolution 08/21 accepting two easement deeds for SICIBA, Inc. for the Sir Francis Drake Boulevard Rehabilitation Project.
- 4.5 Adopt Resolution 09/21 amending the consultant services agreement with CSW/ST2 for the Magnolia Avenue ADA Improvements Project (CIP 14-004).
- 4.6 Receive summary of the February 26, 2021, strategic planning session.

5. CITY MANAGER'S ORAL REPORT

City Manager Schwarz gave his oral report.

6. COUNCILMEMBERS' ORAL REPORTS AND COMMENTS

Mayor Haroff reported on the following items:

- 1. Continued countywide discussion on the consideration of renaming Sir Francis Drake Boulevard.
- 2. Marin County construction projects on Sir Francis Drake Boulevard.
- 3. Larkspur Chamber of Commerce.
- 4. Marin Clean Energy (MCE) meetings at which Mayor Haroff was selected to Chair the Executive Committee.

7. PUBLIC HEARINGS

None.

8. BUSINESS ITEMS

- 8.1 A. MID-YEAR BUDGET REVIEW
 - *Adopt Resolution 10/21 approving an amended budget for Fiscal Year 2020/2021.*
 - *Adopt Resolution 11/21 authorizing an amendment to an agreement with the Larkspur Miscellaneous Employees Association (LMEA).*
 - *Adopt Resolution 12/21 authorizing an amendment to the Outline of Salaries and Benefits for Miscellaneous Management.*
 - *Adopt Resolution 13/21 authorizing an amendment to the City Manager's Employment Agreement.*
 - *Adopt Resolution 14/21 authorizing the City Manager to implement a Vacation Leave Buy Back Program.*

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

No one from the public wished to comment.

City Attorney Woodruff and City Manager Schwarz announced the proposed changes to the City Manager and Department Head compensation included in the resolutions recommended for adoption.

Upon motion by Councilmember Way, seconded by Councilmember Candell, the City Council approved the adoption of the following resolutions: Resolution 10/21 approving an amended budget for Fiscal Year 2020-21; Resolution 11/21 authorizing execution of an amendment to the Memorandum of Understanding (MOU) with the Larkspur Miscellaneous Employees' Association (LMEA); Resolution 12/21 authorizing an amendment to the Outline of Salaries and Benefits for the Management Unit; Resolution 13/21 amending the the City Manager's Employment Agreement; Resolution 14/21 authorizing the City Manager to implement a one-time Vacation Leave Buy Back Program. The vote was unanimously in favor.

- 8.1 B. MID-YEAR CAPITAL IMPROVEMENT PROGRAM REVIEW
 - *Adopt Resolution 15/21 amending the adopted Fiscal Year 2020/21 Capital Improvement Program (CIP) Budget including closing five completed projects.*

AGENDA ITEM 4.2

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

No one from the public wished to comment.

Upon motion by Vice Mayor Hillmer, seconded by Councilmember Way, the City Council adopted Resolution 15/21 closing five projects from the adopted Fiscal Year 2020-21 Capital Improvement Program and amending the budget in the amount of (\$4,103,519) to reconcile actual expenditures with adopted budget amounts for the five projects.

- 8.2 UPDATE ON CITY ACTIVITIES AND FINANCES WITH REGARDS TO CORONAVIRUS (COVID-19)
Standing item to update the City Council on City activity and financial & budget implications during and in response to the COVID-19 Emergency.

City Manager Schwarz provided an update and answered questions from the City Council.

No one from the public wished to comment.

ADJOURN TO CLOSED SESSION

Mayor Haroff adjourned the meeting to closed session at 9:06 p.m.

9. CLOSED SESSION

- 9.1 CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): One potential case
- 9.2 CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: Existing bicycle and pedestrian pathway at 545-556 Magnolia Avenue (connecting Ward Street and the bike path on Magnolia Avenue at Larkspur Plaza)
Agency negotiator: Dan Schwarz, City Manager; Sky Woodruff, City Attorney
Negotiating parties: Shawn Nazari, Maryam Etefagh, and Roya Etefagh
Under negotiation: Price and terms of lease

RECONVENE IN OPEN SESSION AND ANNOUNCE ANY REPORTABLE ACTION

The Council reconvened in open session at 9:58 p.m. and Mayor Haroff announced that there was no reportable action from the closed session.

10. ADJOURN

The Council adjourned the meeting at 10:00 p.m.

Attested

Alison Foulis
City Clerk