



LARKSPUR CITY COUNCIL
MEETING MINUTES

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

June 17, 2020

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

SPECIAL MEETING

Mayor Way called the special meeting to order at 5:30 p.m.

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 and City Manager Dan Schwarz

2. BUSINESS ITEM

2.1 INTERVIEWS FOR PLANNING COMMISSION – 2 VACANCIES

The Council interviewed four applicants for the openings on the Planning Commission:

- Jeffrey Swisher
- Holly Bogin
- Michael Semler
- Natasha Chalmers

3. ADJOURN TO REGULAR MEETING

At 6:30 p.m., the Council adjourned to the regular meeting.

REGULAR MEETING

Mayor Way called the regular meeting to order at 6:30 p.m. and announced that agenda had been amended that afternoon to add Urgency Item 8.1A pursuant to Cal. Gov. Code § 54954.2.

1. ROLL CALL

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

COUNCIL ABSENT: None

STAFF PRESENT: Community Services Director Franklin Escobedo, City Clerk Alison Foulis, Acting 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 Way announced that she would be re-ordering the agenda to hear Urgency Item 8.1A first, followed by Item 3.1, before continuing with the regular agenda schedule. There were no objections from the rest of the Council.

8. BUSINESS ITEMS

- 8.1A **URGENCY ITEM ADDED 6/17/2020:** APPOINTMENT OF TWO MEMBERS OF THE CITY COUNCIL TO A MULTI-JURISDICTIONAL WORKING GROUP TO EXAMINE THE NAME OF SIR FRANCIS DRAKE BOULEVARD
Council to discuss appointing two members to participate in a working group with representatives of the County of Marin and the Towns of Fairfax, Ross, and San Anselmo.

City Manager Schwarz gave a report. Vice Mayor Haroff and Councilmember Candell volunteered to serve as the two Councilmembers representing the City Council on a multi-jurisdictional working group to examine the name of Sir Francis Drake Boulevard. Mayor Way approved the appointments of Vice Mayor Haroff and Councilmember Candell to the working group.

3. PRESENTATIONS/PROCLAMATIONS

- 3.1 Adopt Resolutions honoring the retirees of the City of Larkspur:
- | | |
|---------------------|--------------------------|
| ◇ Dick Whitley | ◇ Sandi Schaeffer |
| ◇ Nathalie Bamatter | ◇ Patricia Franz |
| ◇ Rob Gordon | ◇ Annie Hershfield-Cohen |

Mayor Way read Resolutions 47/20 through 52/20 honoring the retirees of the City of Larkspur: Dick Whitley, Nathalie Bamatter, Rob Gordon, Sandi Schaeffer, Patricia Franz, and Annie Hershfield-Cohen. The retirees joined the meeting and members of the Council expressed their gratitude for their service.

Public Comment was received from one speaker:

- David Moller

2. PUBLIC COMMENT

The Council received public comment from 21 individuals:

- Shannon Hart
- Christine Goodwin
- Georgetta Beck
- Olivia Malek
- Sarah Cuyler
- Harry Lewis
- Gabriella Lewis
- Jill Harris
- Margot Bickler
- Jesica Brooks
- Teri Peterson
- Duane Van Dieman
- Robert A. Casper
- Cole Lewis
- Cindy Winter
- Kristin Zibell
- James Holmes
- Kelly Hanley
- Tom Flynn
- David Moller
- Dennis Gilardi

4. APPROVAL OF THE CONSENT CALENDAR

Upon motion by Councilmember Paulson, and seconded by Councilmember Candell, 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 June 8, 2020, special meeting.
- 4.3 Approve reappointment of Brock Wagstaff to the Planning Commission, Sandy Blauvelt, Jeanne Friedel, and Lisbet Sunshine to the Parks & Recreation Commission, and Lelia Lanctot and Rich Storek to the Heritage Preservation Board for additional terms expiring June 30, 2024.

- 4.4 Adopt Resolution 44/20 authorizing application for \$65,000 in Local Early Action Planning Grants Program (LEAP) funds for work on Housing Element and programs that further production of affordable housing.
- 4.5 Adopt Resolution 45/20 awarding a construction contract for the Owlswood Drive Retaining Wall and Rice Lane Retaining Wall Project (CIP 20-301B) to RWR Construction, Inc. as the lowest responsible bidder submitting the lowest responsive bid in the amount of \$232,592.50.

5. CITY MANAGER'S ORAL REPORT

City Manager Schwarz gave his oral report. Acting Fire Chief Ruben Martin provided comments on the fires which occurred on the evening of June 20, 2020.

6. COUNCILMEMBERS' ORAL REPORTS AND COMMENTS

Councilmember Candell reported on the following items:

1. Update on his attendance at Marin City protest events.

7. PUBLIC HEARINGS

- 7.1 CONDUCT A PUBLIC HEARING AND ADOPT A RESOLUTION VACATING A PORTION OF THE PEPPER AVENUE AND ELM AVENUE PUBLIC RIGHTS-OF-WAY ADJACENT TO 130 PEPPER AVENUE (ASSESSORS PARCEL NO.: 021-235-01).

Mayor Way announced that she must recuse herself from this item because she lives within 500' of the subject property. Mayor Way turned the gavel over to Vice Mayor Haroff and left the video-conference meeting.

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

Vice Mayor Haroff opened the public hearing and received public comment from one individual:

- Dennis Gilardi

Seeing no one else wishing to speak, Vice Mayor Haroff closed the public hearing.

Upon motion by Councilmember Paulson, and seconded by Councilmember Candell, Council approved Resolution 46/20 vacating a portion of the Pepper Avenue and Elm Avenue rights-of-way at 130 Pepper Avenue. The vote was 4-0 in favor (Mayor Way recused).

Mayor Way rejoined the video-conference meeting.

- 7.2 INTRODUCE AND WAIVE FIRST READING OF ORDINANCE 1049 AMENDING CHAPTER 2.18, "HERITAGE PRESERVATION BOARD," OF THE LARKSPUR MUNICIPAL CODE TO REDUCE THE ESTABLISHED SIZE OF THE HERITAGE PRESERVATION BOARD FROM SEVEN (7) VOTING MEMBERS TO FIVE (5) VOTING MEMBERS.

Council to hear staff report, hold the public hearing, and move to introduce and waive first reading of Ordinance 1049.

Director of Planning & Building Toft presented the staff report. There were no questions from the Council.

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

Upon motion by Councilmember Hillmer, seconded by Councilmember Candell, the Council approved the introduction by title and waived first reading of Ordinance 1049 amending Section 2.18.010, "Heritage Preservation Board Established," of the Larkspur Municipal Code.

8. BUSINESS ITEMS

- 8.1 NEW COMMUNITY SERVICES DEPARTMENT & CURBSIDE LIBRARY SERVICES

Staff to update the City Council on the formation of a Community Services Department and on the recent launch of curbside Library services.

City Manager Schwarz and Community Services Director Escobedo provided a report on the new Community Services Department and curbside library services and answered questions from the Council.

Mayor Way called for public comment and no one from the public wished to speak.

8.2 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.

8.3 CITY FINANCIAL UPDATE
Standing item to brief City Council on financial and budget implications of the COVID-19 Emergency.

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

The Council received public comment from one individual:

- Kevin Carrol

9. ADJOURN

Council adjourned the meeting at 8:00 p.m.

Attested
/s/Alison Foulis
City Clerk