



LARKSPUR CITY COUNCIL  
MEETING MINUTES

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

April 15, 2020

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

## REGULAR MEETING

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

### 1. ROLL CALL

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

COUNCIL ABSENT: Scot Candell

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

### 2. PUBLIC COMMENT

No one from the public wished to make public comment.

Councilmember Scot Candell joined the meeting at 6:36 p.m.

### 3. PRESENTATIONS/PROCLAMATIONS

None.

### 4. APPROVAL OF THE CONSENT CALENDAR

The Council received written and verbal public comment from one individual:

- Joe Jennings, The Larkspur Library and Commons Foundation

Councilmember Candell removed Item 4.4 from the consent calendar and the Council discussed the item.

Upon motion by Councilmember Hillmer, and seconded by Vice Mayor Haroff, Council approved Items 4.1 through 4.3 on the consent calendar in one motion. The vote was unanimously in favor. Items 4.1 through 4.3 on the consent calendar consisted of the following items:

- 4.1 Approve warrants.
- 4.2 Approve minutes of the April 1, 2020, regular meeting. Public Comment
- 4.3 Adopt Ordinance 1047 adding Chapter 2.52 (Electronic Signatures) to the Larkspur Municipal Code.

Upon motion by Councilmember Hillmer, and seconded by Vice Mayor Haroff, Council approved continuing Item 4.4 to the next meeting to allow time to address concerns raised that evening. The vote was four in favor (Candell, Haroff, Hillmer, and Paulson) and one opposed (Way). Item 4.4 consisted of the following item:

- 4.4 Adopt Resolution 21/20 approving retention of Hinderliter, de Llamas and Associates (HdL) for sales and use tax related services.

### 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. Community engagement efforts during the COVID-19 emergency.

Vice Mayor Haroff reported on the following items:

1. Appreciation for respectful community behavior during the COVID-19 emergency.

Mayor Way reported on the following items:

1. The FireSafe Marin Board of Directors meeting.
2. The Marin Operational Area Disaster & Citizen Corps Council's Public Disaster Education & Preparedness Committee meeting.
3. Resources available on the Larkspur Community Foundation's website.
4. The North Bay League of California Cities division meeting.
5. The Virtual Town Hall hosted by Supervisor Rice with Marin County Public Health Officers.

## 7. PUBLIC HEARINGS

None.

## 8. BUSINESS ITEMS

- 8.1 MOBILEHOMEPARK AD HOC COMMITTEE UPDATE  
*Ad Hoc Committee (Haroff/Paulson) to provide an update.*

Councilmember Paulson and Vice Mayor Haroff updated the Council on the recent activity of the Mobilehome Park Ad Hoc Committee.

- 8.2 COUNCIL AND STAFF COMMITTEE APPOINTMENTS
- Marin Wildfire Prevention Authority Board of Directors – one director and one alternate (members of City Council)
  - Marin Wildfire Prevention Authority Operations Committee – one member and one alternate (members of staff)
  - Council Ad-Hoc Committee on Financial Matters (two members of City Council)

City Manager Schwarz presented the staff report and answered questions from the Council. No one from the public wished to provide public comment.

Upon motion by Vice Mayor Haroff, seconded by Councilmember Candell, the Council appointed Councilmember Paulson to the Marin Wildfire Prevention Authority Board of Directors with Councilmember Hillmer serving as an alternate. The vote was unanimously in favor.

Upon motion by Councilmember Hillmer, seconded by Vice Mayor Haroff, the Council appointed City Manager Schwarz to the Marin Wildfire Prevention Authority Operations Committee with Public Works Director Skinner serving as an alternate. The vote was unanimously in favor.

Upon motion by Councilmember Hillmer, seconded by Councilmember Paulson, the Council appointed the Mayor and Vice Mayor to serve on the Council Ad-Hoc Committee on Financial Matters, with former Councilmember Larry Chu serving as member emeritus as needed. The vote was unanimously in favor.

- 8.3 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 of the Council.

The Council received public comment from one individual:

- Kevin Carroll, Redwood Highway

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

City Manager Schwarz provided a presentation to the City Council and answered questions. There were no comments from the public.

**9. ADJOURN**

Council adjourned the meeting at 8:25 p.m.

Attested  
/s/Alison Foulis  
City Clerk