



LARKSPUR CITY COUNCIL  
MEETING MINUTES

Via Teleconference Only  
Per AB 361 (2021)

January 19, 2022

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

## REGULAR MEETING

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

### 1. ROLL CALL & PLEDGE OF ALLEGIANCE

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

COUNCIL ABSENT: None

STAFF PRESENT: Community Services Director Franklin Escobedo, City Clerk Alison Foulis, Interim Planning Manager Daniel Hortert, 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

Mayor Hillmer led the pledge of allegiance.

### 2. PUBLIC COMMENT

The City Council received public comment from:

- Joe Jennings, The Commons Foundation
- Rick Adler

### 3. PRESENTATIONS/PROCLAMATIONS

None

### 4. APPROVAL OF THE CONSENT CALENDAR

Mayor Hillmer called for public comment and James Holmes requested that Item 4.4 be removed from the consent calendar for discussion.

Upon motion by Councilmember Way, and seconded by Councilmember Haroff, the City Council approved the consent calendar, with the exception of Item 4.4, 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 December 9, 2021, special meeting.
- 4.3 Approve minutes of the December 15, 2021, regular meeting.
- 4.5 Adopt Resolution 01/22 authorizing City Council and City Advisory Body meetings to be held via teleconference for the 30-day period beginning February 6, 2022, and making related findings pursuant to AB 361.
- 4.6 Adopt Resolution 02/22 awarding a construction contract for the 18 Redwood Avenue Cured-In-Place Pipe Project (CIP 22-301) to Miksis Services, Inc.

Mayor Hillmer called for a report on Item 4.4.

- 4.4 Adopt Ordinance 1056 amending Chapter 6.08, "Refuse Collection and Recycling" of the Larkspur Municipal Code to update the City's solid waste regulations in accordance with SB 1383.

City Manager Schwarz presented the staff report.

The City Council received public comment from:

- James Holmes

Upon motion by Councilmember Haroff, seconded by Councilmember Way, the Council adopted Ordinance 1056 amending Chapter 6.08, "Refuse Collection and Recycling" of the Larkspur Municipal Code to update the City's solid waste regulations in accordance with SB 1383.

## **5. CITY MANAGER'S ORAL REPORT**

City Manager Schwarz gave his oral report.

## **6. COUNCILMEMBERS' ORAL REPORTS AND COMMENTS**

Councilmember Way reported on the following items:

1. Age-Friendly Larkspur

Councilmember Candell reported on the following items:

1. Project Homekey at 1251 S. Eliseo Drive

## **7. PUBLIC HEARINGS**

- 7.1 CONSIDERATION AND POSSIBLE ADOPTION OF AN INTERIM URGENCY ORDINANCE EXTENDING ORDINANCE 1055 AMENDING AND ADDING SECTIONS TO TITLE 18 OF THE CITY OF LARKSPUR MUNICIPAL CODE TO ADOPT REGULATIONS OF NEW HOUSING DEVELOPMENT TO COMPLY WITH SENATE BILL 9 (2021)

*Recommendation: Conduct the public hearing and adopt urgency Ordinance 1057 extending interim urgency Ordinance 1055.*

Interim Planning Manager Daniel Hortert provided a presentation and answered questions from the Council.

Mayor Hillmer opened the public hearing and the City Council received public comment from:

- Rick Adler

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

Upon motion by Councilmember Way, seconded by Councilmember Haroff, the Council adopted interim urgency Ordinance 1057 extending Ordinance 1055 amending and adding Chapter 18.100 to Title 18 of the Larkspur Municipal Code to adopt regulations of new housing development to comply with 2021 State housing legislation and more specifically Senate Bill 9 (2021). The vote was unanimously in favor.

## **8. BUSINESS ITEMS**

- 8.1 FISCAL YEARS 2020-21 AUDIT OF THE CITY'S BASIC FINANCIAL STATEMENTS

*Council to receive a presentation, review, and consider accepting the independent audit for the prior fiscal year.*

Administrative Services Director Orme introduced the item and Ahmed Badawi, President of Badawi & Associates, presented the City's Fiscal Year 2020-2021 basic financial statements and answered questions from the Council.

There were no comments from the public.

Upon motion by Councilmember Candell, seconded by Councilmember Way, the Council accepted the basic financial statements for Fiscal Year 2020-21. The vote was unanimously in favor.

- 8.2 COMMUNITY SERVICES DEPARTMENT REORGANIZATION

*Council to consider Resolution 03/22 establishing the job description, classification and salary range for an Assistant Community Services Director, amending the job description of the Community Services Director, and amending the list of authorized positions.*

City Manager Schwarz and Assistant to the City Manager O'Hare presented the staff report and answered questions from the Council.

There were no comments from the public.

Upon motion by Vice Mayor Paulson, seconded by Councilmember Candell, the Council adopted Resolution 03/22 establishing the job description, classification, and salary range for the Assistant Community Services Director, amending the job description of the Community Services Director, and amending the list of authorized positions to include the Assistant to the Community Services Director and replacing the Circulation Supervisor with the Librarian II. The vote was unanimously in favor.

**8.3 CITY COUNCIL APPOINTMENTS**  
*Council to ratify the Mayor's appointments for 2022.*

Mayor Hillmer presented his list of committee appointments for 2022. Councilmember Way clarified that the Management Standards Committee should be updated to reflect the Mayor and immediate past Mayor (Hillmer/Haroff) as its members. Upon motion by Councilmember Haroff, seconded by Councilmember Candell, the Council ratified the Mayor's appointments for 2022. The vote was unanimously in favor.

**9. ADJOURN**

The Council adjourned the meeting at 8:21 p.m.

Attested  
/s/Alison Foulis  
City Clerk