



LARKSPUR CITY COUNCIL  
MEETING MINUTES

Larkspur City Council Chambers  
400 Magnolia Avenue, Larkspur CA  
And Via Videoconference Per AB 361 (2021)

December 7, 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 5:05 P.M.

### 1. ROLL CALL & PLEDGE OF ALLEGIANCE

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

COUNCIL ABSENT: Scot Candell and Catherine Way

STAFF PRESENT: City Clerk Alison Foulis, Fire Chief Ruben Martin, Assistant to the City Manager Shannon O'Hare, City Manager Dan Schwarz, Community Development Director Elise Semonian, Public Works Director Julian Skinner, and City Attorney Sky Woodruff

Mayor Hillmer led the pledge of allegiance.

### 2. PUBLIC COMMENT

There were no comments from the public.

### 3. PRESENTATIONS/PROCLAMATIONS

#### 3.1 Update from The Commons Foundation.

Joe Jennings, outgoing President of The Commons Foundation, provided a presentation to the Council and answered questions.

Councilmember Candell joined the meeting at 5:13 P.M.

#### 3.2 Proclamation declaring December 8, 2022, to be Joe Jennings Day in the City of Larkspur.

Upon motion Vice Mayor Paulson, and seconded by Councilmember Haroff, the Council unanimously (Way absent) approved a proclamation declaring December 8, 2022, to be Joe Jennings Day in the City of Larkspur.

### 4. APPROVAL OF THE CONSENT CALENDAR

Mayor Hillmer called for public comment and the Council received a comment from James Holmes.

City Attorney Woodruff announced that Item 4.8 on the consent calendar involves changes to the salaries, salary schedules, and benefits of executive level city employees and described the changes.

Upon motion by Councilmember Candell, and seconded by Vice Mayor Paulson, the City Council approved the consent calendar, with the exception of Item 4.10, in one motion. The vote was unanimously in favor (Way absent). The approved consent calendar consisted of the following items:

#### 4.1 Approve warrants.

#### 4.2 Approve minutes of the November 16, 2022, regular meeting.

- 4.3 Adopt Resolution 85/22 authorizing City Council and City Advisory Body meetings to be held via teleconference for the 30-day period beginning December 12, 2022, and making related findings pursuant to AB 361.
- 4.4 Accept the City of Larkspur Local Appointments List for 2023.
- 4.5 Adopt Resolution 86/22 authorizing the Administrative Services Director to execute agreements with the California Department of Tax and Fee Administration for implementation of a Local Transactions and Use Tax.
- 4.6 Adopt Resolution 87/22 accepting completion of the Magnolia Avenue Pavement Rehabilitation Project (CIP 22-301M).
- 4.7 Adopt Resolution 88/22 approving and adopting a Naming Policy for City Parks and Recreational Facilities.
- 4.8 Adopt Resolution 89/22 approving the Memorandum of Understanding (MOU) between the Larkspur Miscellaneous Employees Association (LMEA) and the City of Larkspur for January 1, 2023 to December 31, 2025; Resolution 90/22 establishing the authorized positions in the competitive service and assigning a salary range to each position; Resolution 91/22 defining the Management Unit of Employees and establishing salaries and benefits for members of the unit; and Resolution 92/22 amending the City Manager's employment agreement.
- 4.9 Adopt Resolution 93/22 adding Juneteenth to the list of holidays observed by the City of Larkspur.
  
- 4.10 Adopt Resolutions 94/22 and 95/22 regarding the Commons Project: Initiation of a design-build request for qualifications or request for proposals process and commitment to include dedicated archival storage and a display case for City-owned historical materials.

The Council received public comment from James Holmes.

Upon motion by Councilmember Haroff, and seconded by Vice Mayor Paulson, the Council approved Resolutions 94/22 and 95/22 related to the Commons Project. The vote was unanimously in favor (Way absent).

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

City Manager Schwarz gave his oral report.

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

Vice Mayor Paulson reported on the following items:

- 1. Twinkle Lights at Piper Park
- 2. Rent Stabilization Ad Hoc Committee

Councilmember Haroff reported on the following items:

- 1. The Commons Foundation
- 2. 11/8/2022 Election
- 3. MCE Marin Clean Energy
- 4. Recognition of Lawrence "Larry" Way

Councilmember Candell reported on the following items:

- 1. Rental Assistance Program Ad Hoc Committee

## **7. PUBLIC HEARINGS**

- 7.1 ADOPTION OF ORDINANCE 1062 AMENDING SECTIONS OF TITLE 15 OF THE LARKSPUR MUNICIPAL CODE TO ADOPT BY REFERENCE AND AMEND PROVISIONS OF THE 2022 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE, TITLE 24, CALIFORNIA CODE OF REGULATIONS; CHANGING ALL GENDER SPECIFIC PRONOUNS IN THE MUNICIPAL CODE TO USE THE SINGULAR "THEY" AND ITS OTHER GRAMMATICAL FORMS AND REPLACING REFERENCES TO "PLANNING DIRECTOR" WITH "COMMUNITY DEVELOPMENT DIRECTOR"; REDUCING THE CONSTRUCTION AND DEMOLITION DEBRIS DIVERSION REQUIREMENTS IN SECTION 15.26.050 TO 65% TO BE CONSISTENT WITH CALGREEN AND MODIFYING SECTION 15.26.040 TO ALLOW CERTIFICATION OF FACILITIES THAT ARE CONSISTENT WITH THAT REQUIREMENT; RENAMING CHAPTER 15.28 "HOUSE NUMBERING" TO "ADDRESSES" AND INCORPORATING NEW REGULATIONS FOR ADDRESSING; AND ADOPTING NEW CHAPTER 15.56

WITH ADMINISTRATIVE AND PROGRAM REGULATIONS ON GATE SAFEGUARDS

*Council to hold the public hearing and adopt Ordinance 1062.*

Community Development Director Semonian presented the staff report and answered questions from the Council.

Mayor Hillmer opened the public hearing and, seeing no one wishing to speak, closed the public hearing.

Upon motion by Councilmember Candell, and seconded by Vice Mayor Paulson, Council unanimously (Way absent) adopted Ordinance 1062 amending sections of Title 15 of the Larkspur Municipal Code to adopt by reference and amend provisions of the 2022 edition of the California Building Standards Code, Title 24, California Code of Regulations; changing all gender specific pronouns in the municipal code to use the singular “they” and its other grammatical forms and replacing references to “Planning Director” with “Community Development Director;” reducing the construction and demolition debris diversion requirements in Section 15.26.050 to 65% to be consistent with CalGreen and modifying Section 15.26.040 to allow certification of facilities that are consistent with that requirement; renaming Chapter 15.28 “House Numbering” to “Addresses” and incorporating new regulations for addressing; and adopting new Chapter 15.56 with administrative and program regulations on gate safeguards.

7.2 ADOPTION OF ORDINANCE 1063 REPEALING AND RE-ENACTING CHAPTER 14.04, ADOPTING THE 2022 CALIFORNIA FIRE CODE AND APPENDIX A OF THE 2021 INTERNATIONAL WILDLAND-URBAN INTERFACE CODE WITH AMENDMENTS SUPPORTED BY LOCAL FINDINGS AND SETTING A PUBLIC HEARING FOR ADOPTION OF THE ORDINANCE

*Council to hold the public hearing and adopt Ordinance 1063.*

Central Marin Fire Chief Martin presented the staff report and answered questions from the Council.

Mayor Hillmer opened the public hearing and, seeing no one wishing to speak, closed the public hearing.

Upon motion by Councilmember Haroff, and seconded by Vice Mayor Paulson, Council unanimously (Way absent) adopted Ordinance 1063 repealing and re-enacting Chapter 14.04 of the Larkspur Municipal Code, adopting by reference and amending provisions of the 2021 California Fire Code, the 2021 International Fire Code, and Appendix A of the 2021 International Wildland-Urban Interface Code with amendments supported by local findings, prescribing regulations governing conditions hazardous to life and property from fire or explosion, providing for the issuance of permits for hazardous uses or operations, and defining the powers and duties of the Central Marin Fire Authority and officers.

## 8. BUSINESS ITEMS

8.1 CONSIDERATION OF A PARKLET POLICY

*Council to receive staff update and public comment and provide direction on whether to extend, modify and extend, or terminate the current parklet policy set to expire on December 31, 2022.*

Public Works Director Skinner provided a presentation and answered questions from the Council.

No one from the public wished to comment.

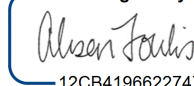
Upon motion by Councilmember Candell, and seconded by Vice Mayor Paulson, the Council extended the current Parklet Policy for one year through December 31, 2023. The vote was 3 in favor (Candell, Paulson, Hillmer), 1 opposed (Haroff), and 1 absent (Way).

## 9. ADJOURN

The Council adjourned the meeting in memory of Lawrence Way and Finis Smith at 6:12 p.m.

Attested

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Alison Foulis, City Clerk