



LARKSPUR CITY COUNCIL
MEETING MINUTES

Larkspur City Council Chambers
400 Magnolia Avenue, Larkspur CA

May 17, 2023

For full video/audio of the meeting, go to <http://www.cityoflarkspur.org>
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REGULAR MEETING

Mayor Paulson called the regular meeting to order at 6:32 P.M.

1. ROLL CALL & PLEDGE OF ALLEGIANCE

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

COUNCIL ABSENT: Scot Candell

STAFF PRESENT: City Clerk Alison Foulis, Assistant to the City Manager Shannon O’Hare, Administrative Services Director Cathy Orme, City Manager Dan Schwarz, Community Development Director Elise Semonian, Public Works Director Julian Skinner, Recreation Director Nick Stone, and City Attorney Sky Woodruff

Mayor Paulson led the pledge of allegiance.

2. PUBLIC COMMENT

The Council received public comment from:

- Ross Asselstine
- James Holmes
- Sarah Swigart

3. PRESENTATIONS/PROCLAMATIONS

None

4. APPROVAL OF THE CONSENT CALENDAR

Upon motion by Councilmember Way, and seconded by Councilmember Carroll, the City Council approved the consent calendar in one motion. The vote was unanimously in favor (Candell absent). The approved consent calendar consisted of the following items:

- 4.1 Approve warrants.
- 4.2 Approve minutes of the May 3, 2023, regular meeting.
- 4.3 Approve minutes of the May 8, 2023, special meeting.
- 4.4 Adopt Resolution 24/23 accepting completion of the Doherty Drive Complete Streets Project (CIP 22-302 and 24-302).
- 4.5 Adopt Resolution 25/23 establishing procedures and criteria for determinations of public convenience or necessity for the issuance of alcohol licenses and designating the City Manager or their designee as the review authority.

5. CITY MANAGER’S ORAL REPORT

City Manager Schwarz gave his oral report.

6. COUNCILMEMBERS’ ORAL REPORTS AND COMMENTS

Councilmember Carroll reported on the following items:

- 1. MCCMC Homelessness Committee Meeting

Mayor Paulson reported on the following items:

1. 5/20/2023 Ember Stomp Event

7. PUBLIC HEARINGS

- 7.1 AMENDING THE FEE SCHEDULE OF THE CITY OF LARKSPUR
Council to review proposed amendments to the City's fee schedule and approve Resolution 23/23 adopting the proposed amendments.

City Manager Schwarz provided a presentation and introduced Terry Madsen, Principal Consultant from ClearSource Financial Consultants, who was present for questions.

Mayor Paulson opened the public hearing and, seeing no one wishing to comment, closed the public hearing.

Upon motion by Councilmember Haroff, and seconded by Councilmember Carroll, the City Council approved Resolution 23/23 amending the fee schedule of the City of Larkspur. The vote was unanimously in favor (Candell absent).

8. BUSINESS ITEMS

- 8.1 FISCAL YEAR 2023-2024 BUDGET
 - A. DEPARTMENT LEVEL UPDATES
Council to receive presentations and provide direction concerning Fiscal Year 2022-23 accomplishments and Fiscal Year 2023-24 goals.

City Manager Schwarz introduced the item. The City Council received presentations from Administrative Services Director Orme on the Finance Division, Recreation Director Stone on the Recreation and Library Departments, Public Works Director Skinner on the Public Works Department, and Community Development Director Semonian on the Community Development Department. City Manager Schwarz and the Department Heads answered questions from the Council and received their comments.

There were no comments from the public.

- B. REVIEW OF PRELIMINARY BUDGET
Council to receive a presentation and provide feedback.

City Manager Schwarz and Administrative Services Director Orme presented the preliminary Fiscal Year 2023-2024 budget and answered questions from the Council.

There were no comments from the public.

The Council provided feedback on the preliminary budget, which will be brought back to the Council for adoption at the next regular meeting.

- C. REVIEW OF PROPOSED CAPITAL IMPROVEMENT PROGRAM (CIP)
Council to receive a presentation and provide feedback.

Public Works Director Skinner presented the proposed Capital Improvement Program (CIP) for Fiscal Year 2023-2024 and answered questions from the Council.

The Council received public comment from:

- James Holmes
- Rick Flowers

The Council provided feedback on the proposed CIP, which will be brought back to the Council for adoption at the next regular meeting.

ADJOURN TO CLOSED SESSION

At 9:11 p.m., Mayor Paulson adjourned the meeting to closed session.

9. CLOSED SESSION

- 9.1 CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Pursuant to Gov. Code § 54956.8)

AGENDA ITEM 4.2

Property: Public right-of-way interest in a portion of Rose Lane between Doherty Drive and Camellia Circle/Orchid Drive
Agency negotiator: Dan Schwarz, City Manager, and Sky Woodruff, City Attorney
Negotiating parties: Rose Lane Master Association
Under negotiation: Price and terms

RECONVENE IN OPEN SESSION AND ANNOUNCE ANY REPORTABLE ACTION

At 9:40 p.m., Mayor Paulson reconvened the meeting in open session. Mayor Paulson announced that there was no reportable action taken during the closed session.

10. ADJOURN

The Council adjourned the meeting at 9:41 p.m.

Attested

Alison Foulis, City Clerk