



## LARKSPUR CITY COUNCIL MEETING MINUTES

Larkspur City Council Chambers  
400 Magnolia Avenue, Larkspur CA  
September 20, 2017

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

Mayor Haroff opened the regular meeting at 6:30 p.m.

#### 1. ROLL CALL

COUNCIL PRESENT: Mayor Haroff; Vice Mayor Dan Hillmer; Councilmember Larry Chu; Councilmember Ann Morrison; Councilmember Catherine Way

STAFF PRESENT: City Manager Dan Schwarz; City Attorney Sky Woodruff; Public Works Director Julian Skinner; Planning Director Neal Toft; Police Captain Hamid Khalili; City Clerk Jamie Kuryllo; Assistant to the City Manager Shannon O'Hare

#### 2. PRESENTATIONS/PROCLAMATIONS

None.

#### 3. PUBLIC COMMENT

None.

#### 4. APPROVAL OF THE CONSENT CALENDAR

- 4.1 Approval of Warrants
- 4.2 Adopt Resolution No. 62/17: Bon Air Bridge Replacement Project CIP 2004-011 - WSP -14th Amendment to Consultant Services Agreement
- 4.3 Adopt Resolution No. 63/17: Award Consulting Contract for FY 2017-18 Pavement Rehabilitation Project (CIP 18-303)
- 4.4 Response to the Grand Jury Report Titled Public Engagement in Marin

Councilmember Chu removed Item 4.4 from the Consent Calendar.

Upon motion by Councilmember Morrison, seconded by Councilmember Way, Council approved the remainder of the consent calendar. The vote was five in favor.

Councilmember Chu requested clarification on Item 4.4. City Manager Schwarz reported that the Grand Jury issued a report on the topic of Public Engagement and discussed the City's draft response.

Upon motion by Councilmember Chu, seconded by Councilmember Morrison, Council approved the response to the Grand Jury.

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

City Manager Schwarz gave his oral report to the City Council.

#### 6. COUNCILMEMBERS REPORTS AND COMMENTS

Councilmember Hillmer reported on the following two items:

1. Councilmember Hillmer reported that he attended the Marin County Flood Control District Zone 9 meeting on September 19, 2017.
2. Councilmember Hillmer reported that he attended the SMART board meeting on September 20, 2017.

Councilmember Morrison reported on the following three items:

1. Councilmember Morrison reported that she attended the Safe Routes to School meeting.
2. Councilmember Morrison reported that the Twin City Village group will be hosting a volunteer appreciation party from 4:00 p.m. to 6:00 p.m. at Jasons.
3. The Larkspur Chamber of Commerce will be hosting several events during the next few months – October 6 Spirit of Marin, October 12 Ribbon Cutting, October 27 Business Citizen Luncheon, December 7 Holiday Mixer.

Councilmember Chu reported on the following three items:

1. Councilmember Chu requested that a discussion on Proposition 18 flood fees be put on a future agenda.
2. Councilmember Chu requested that a discussion on City parking issues be put on a future agenda.
3. Councilmember Chu reported that the consolidation of the Twin City Coalition of Healthy Youths and the Ross Valley Healthy Youth Collaborative is complete.

Councilmember Way reported on the following two items:

1. Councilmember Way reported that she attended the League of California Cities Annual Conference.
2. Councilmember Way provided an update on Senate Bill 2, Senate Bill 3 and Senate Bill 35.

Mayor Haroff reported on the following four items:

1. Mayor Haroff reported on the legislative session and would like to attend a legislative webinar hosted by the League of California Cities on September 21.
2. Mayor Haroff reported that he will be attending the annual retreat for MCE Clean Energy on September 22.
3. Mayor Haroff reported that he will be attending a symposium by the California Independent Systems Operator in mid-October in Sacramento.
4. Mayor Haroff reported on an incident that took place at Redwood High School on September 19.

## **7. PUBLIC HEARING:**

- 7.1 WAIVE FIRST READING AND INTRODUCE ORDINANCE NO. 1020 AMENDING TITLE 5 (BUSINESS LICENSE AND REGULATIONS) OF THE LARKSPUR MUNICIPAL CODE TO ADD CHAPTER 5.48 FOR THE REGULATION OF FILMING AND STILL PHOTOGRAPHY

Assistant to the City Manager Shannon O'Hare reported that Larkspur does not have a codified filming policy but has experienced significant filming activity in the community from time to time. Based on a discussion at the April 10, 2017 City Council meeting, staff drafted Ordinance No. 1020, regulating filming and still photography in Larkspur.

Mayor Haroff opened the public hearing.

The following individual spoke during public comment:  
Cindy Winter (Greenbrae)

Mayor Haroff closed the public hearing.

Upon motion by Councilmember Morrison, seconded by Councilmember Way, Council waived the first reading and introduced Ordinance 1020 amending Title 5 of the Larkspur Municipal Code to add Chapter 5.48 for the regulation of filming and still photography. The vote was five in favor.

## **8. BUSINESS ITEMS:**

- 8.1 ADOPT RESOLUTION NO. 64/17: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017 (SB 1 GAS TAX INCREASE) – LIST OF PROJECTS AND CIP BUDGET AMENDMENT

Public Works Director Julian Skinner reported on California Senate Bill 1 known as the Road Repair and Accountability Act of 2017.

There will be an administrative correction made to the title of Resolution 64/17 so it reflects the correct amount of \$115,000.

Upon motion by Councilmember Hillmer, seconded by Councilmember Morrison, Council adopted Resolution 64/17, amending project 18-303 to add RMRA funding in the amount of \$115,000. The vote was five in favor.

Upon motion by Councilmember Hillmer, seconded by Councilmember Chu, Council adopted the Project List for a project proposed to be funded with funds generated by the Road Repair and Accountability Act of 2017. The vote was five in favor.

**8.2 ADOPT RESOLUTION NO 65/17: ACCESS IMPROVEMENTS  
APPROACHING THE RICHMOND- SAN RAFAEL BRIDGE- PROJECT 2-  
EAST SIR FRANCES DRAKE- AMEND CIP AND AWARD CONSTRUCTION  
CONTRACT**

Public Works Director Julian Skinner reported on a project on East Sir Francis Drake Boulevard geared towards improving access to the Richmond – San Rafael Bridge.

Upon motion by Councilmember Hillmer, seconded by Councilmember Chu, Council adopted Resolution 65/17 amending the Capital Improvement Program to include the East Sir Francis Drake project and awarding a construction contract to Ghilotti Brothers. The vote was five in favor.

**8.3 WORKSHOP DISCUSSION ON REGULATIONS GOVERNING RENTAL OF  
ROOMS FOR SHARED HOUSING ARRANGEMENTS WITHIN SINGLE  
FAMILY RESIDENTIAL PROPERTIES IN LARKSPUR**

Planning Director Neal Toft discussed regulations governing the rental of rooms for shared housing arrangements within single family residential homes.

Council directed staff to continue using the current interpretation of the code to permit share rentals of up to no more than three persons, whether as roommates or boarders within a household, as long as the use of the site functions largely as a single family dwelling.

Council also determined that the specific home in the code investigation meets the criteria in the municipal code now that short term rentals has been terminated.

**8.4 APPOINTMENT TO THE PLANNING COMMISSION**

Upon motion by Councilmember Way, seconded by Councilmember Chu, Council appointed Ignatius Chang to the Planning Commission. The vote was five in favor.

**9. ADJOURN TO CLOSED SESSION:**

Mayor Haroff adjourned the regular meeting and opened the closed session.

**10. ADJOURN FROM CLOSED SESSION AND NOTE ANY REPORTABLE ACTION:**

Mayor Haroff adjourned the closed session. There was no reportable action.

The meeting was adjourned at 9:44 p.m.

Attested

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Jamie Kuryllo  
City Clerk