



LARKSPUR CITY COUNCIL  
MEETING MINUTES

Larkspur City Council Chambers  
400 Magnolia Avenue, Larkspur CA

November 6, 2019

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

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

### 1. ROLL CALL

COUNCIL PRESENT: Larry Chu, Dan Hillmer, Catherine Way and Mayor Ann Morrison

COUNCIL ABSENT: Kevin Haroff

STAFF PRESENT: City Clerk Alison Foulis, Central Marin Fire Marshal Ruben Martin, Assistant to the City Manager Shannon O'Hare, Administrative Services Director Cathy Orme, City Manager Dan Schwarz, Central Marin Fire Chief Scott Shurtz, Public Works Director Julian Skinner, Planning & Building Director Neal Toft, and City Attorney Sky Woodruff

Mayor Morrison opened the meeting by thanking the first responders who worked hard last week on containing the Kincade Fire and assisting the public.

### 2. PUBLIC COMMENT

Council received public comment from seven speakers:

- Eva Galla, Escalle Village
- Joe Jennings, 208 Monte Vista Avenue, representing the Larkspur Library Foundation
- Alana Schroeder, West Baltimore Avenue
- Joan Dobkowski, Marin Park mobile home community
- Conrad Williams, Marin Park mobile home community
- Cole Lewis, Madrone Canyon
- Adam Zelizio, Mill Valley

### 3. PRESENTATIONS/PROCLAMATIONS

None.

### 4. APPROVAL OF THE CONSENT CALENDAR

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

- 4.1 Approve warrants.
- 4.2 Approve minutes of October 16, 2019.
- 4.3 Adopt a resolution authorizing a contract with Pavement Engineering Inc. for development of plans, specifications and estimate (PS&E) for the East Sir Francis Drake Pavement Rehabilitation Project (CIP 21-302) and a budget amendment in the amount of \$125,000.
- 4.4 Establish a spending authority for the City Manager and authorize execution of a consulting services agreement with ClientFirst Consulting Group, LLC. for information technology consulting.

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

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

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

Councilmember Way reported on the following items:

1. The League of California Cities' Annual Conference & Expo on October 16-18, 2019 at which she attended numerous beneficial seminars.
2. Fire Safe's Marin upcoming free presentation on Living with Fire at the Corte Madera Library on November 14, 2019.
3. California ratified the 19<sup>th</sup> amendment providing voting rights to women on November 1, 1919, and was one of the first states to do so.

Councilmember Hillmer reported on the following items:

1. The SMART Board meeting on November 6, 2019, at which it was announced that the Larkspur extension had completed 100% of the Federal Rail Authority's testing and simulated passenger testing will begin this month with a goal of opening train service by end of year.

Vice Mayor Chu reported on the following items:

1. Thanked Public Works Director Julian Skinner because the Metropolitan Transportation Commission (MTC) reported Larkspur had the best 1-year improvement in our roads score.
2. Spoke in support of upcoming wildfire prevention efforts.

Mayor Morrison reported on the following items:

1. The Larkspur Chamber of Commerce has a new Executive Director: Julie Cervetto, two new Co-Presidents: Sam Pahlavan and Audrey Shapiro, and two new Board Members: Joe Jennings and Angela Curley. Mayor Morrison reported on upcoming Chamber events.
2. A ribbon cutting at Mollie Stones market at the Bon Air Shopping Center.
3. Twin Cities Village (Marin Villages) received a resolution from the Marin Board of Supervisors congratulating them on 10 years of service engaging community volunteers to help Marin's older adults continue to be active, connected to community, and independent in their homes.

## **7. PUBLIC HEARINGS**

- 7.1 Approve amendments to the City of Larkspur Schedule of User and Regulatory Fees.

City Manager Schwarz introduced user fee consultant Terry Madsen from ClearSource Financial Consulting who presented the staff report and answered questions from the Council.

Mayor Morrison opened the public hearing and no one from the audience wished to speak.

Upon motion by Councilmember Way and seconded by Vice Mayor Chu, Council unanimously approved a motion to adopt Resolution 68/19 adopting a new credit card transaction processing fee and technology enhancement fee (Haroff absent).

## **8. BUSINESS ITEMS**

- 8.1 Adopt the City of Larkspur Uncontrolled Crosswalk Policy.

Public Works Director Skinner presented the staff report and answered questions from the Council.

The Council received public comment from one speaker:

- Alana Schroeder, West Baltimore Avenue

Upon motion by Councilmember Hillmer and seconded by Councilmember Way, Council unanimously approved a motion to adopt Resolution 69/19 adopting the City of Larkspur Uncontrolled Crosswalk Policy (Haroff absent).

- 8.2 Introduction of Ordinance 1042 repealing and re-enacting Larkspur Municipal Code Chapter 14.04, "Fire Code," adopting the 2019 California Fire Code and Appendix A of the 2018 International Wildland-Urban Interface Code with amendments supported by local findings, and setting a public hearing for adoption of the ordinance.

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

Mayor Morrison called for public comment and no one from the audience wished to speak.

Upon motion by Councilmember Hillmer and seconded by Vice Mayor Chu, Council unanimously approved the introduction and first reading of Ordinance 1042 repealing and re-enacting Larkspur Municipal Code Chapter 14.04, "Fire Code," to adopt the 2019 California Fire Code and Appendix A of the 2018 International Wildland-Urban Interface Code with amendments supported by local findings and set the public hearing for the adoption of the ordinance for the next regular meeting on December 4, 2019, (Haroff absent).

- 8.3 Authorization for the City of Larkspur to become a non-charter additional member of the California Community Housing Agency (CalCHA).

Planning & Building Director Toft presented the staff report and answered questions from the Council.

The Council received public comment from one speaker:

- Jordan Moss, Catalyst Housing Group and Larkspur Resident

Upon motion by Councilmember Hillmer and seconded by Councilmember Way, Council unanimously approved a motion to adopt Resolution 70/19 authorizing the City to become a non-charter additional member of the California Community Housing Agency ("CalCHA"); Supporting CalCHA's issuance of tax-exempt bonds for the production, preservation and protection of essential middle-income rental housing; and authorizing the city manager to enter into purchase option agreements with CalCHA for essential middle-income rental housing created within City limits (Haroff absent).

## **9. CEREMONIAL ITEMS**

- 9.1 Recognition of Mayor Ann Morrison upon her retirement from the City Council.

Mayor Morrison expressed her honor at serving as mayor for past year and sitting on the Council for the past 8 years, thanking her fellow Councilmembers as well as City staff and volunteers. Vice Mayor Chu presented retiring Mayor Morrison with a proclamation and commemorative gavel from the City. Members of the Council spoke kind words in honor of Mayor Morrison's retirement.

Public comment in honor of Mayor Morrison was received from

- Marin County Supervisor Katie Rice, who presented Mayor Morrison with a Board of Supervisors resolution in recognition of her service to the Larkspur City Council
- Joan Lundstrom
- Cindy Winter
- Larry Meridith

City Manager Schwarz spoke on behalf of City staff to express thanks for her leadership over the past eight years.

## **10. ADJOURN**

Council adjourned the meeting at 9:02 p.m.

Attested  
/s/Alison Foulis  
City Clerk