



LARKSPUR CITY COUNCIL  
MEETING MINUTES

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

June 1, 2022

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

## SPECIAL MEETING

Mayor Hillmer called the special meeting to order at 5:58 p.m.

### 1. ROLL CALL

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

COUNCIL ABSENT: Kevin Haroff

STAFF PRESENT: City Clerk Alison Foulis, City Manager Dan Schwarz, and Community Development Director Elise Semonian

### 2. BUSINESS ITEMS

- 2.1A CONSIDER A PROCLAMATION OF THE LARKSPUR CITY COUNCIL APPROVING THE DISPLAY OF THE RAINBOW FLAG DURING THE MONTH OF JUNE 2022

City Manager Schwarz provided a staff report and answered questions from the Council.

No one from the public wished to comment.

Councilmember Haroff joined the meeting at 6:00 p.m.

Upon motion by Councilmember Candell, and seconded by Councilmember Way, the City Council approved a proclamation approving the display of the rainbow flag during the month of June 2022. The vote was unanimously in favor.

- 2.1 INTERVIEWS FOR PLANNING COMMISSION (2 VACANCIES)

The City Council interviewed Mary Katherine Shotwell, Mark Resnick, James Holmes, and Dawn Matheson for the two vacancies on the Planning Commission.

### 3. ADJOURN TO REGULAR MEETING

At 7:11 p.m. the City Council adjourned the special meeting and called for a five-minute break.

## REGULAR MEETING

Mayor Hillmer called the regular meeting to order at 7:16 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: City Clerk Alison Foulis, Administrative Services Director Cathy Orme, City Manager Dan Schwarz, Community Development Director Elise Semonian, Public Works Director Julian Skinner, and City Attorney Sky Woodruff

Mayor Hillmer called for a moment of silence for the mass shooting event in the United States and then led the pledge of allegiance.

## **2. PUBLIC COMMENT**

The Council received public comment from:

- Frank Caiazzo, The Left Bank

## **3. PRESENTATIONS/PROCLAMATIONS**

None.

## **4. APPROVAL OF THE CONSENT CALENDAR**

Councilmember Candell requested that Item 4.9 be removed from the consent calendar.

Upon motion by Councilmember Haroff, and seconded by Vice Mayor Paulson, the City Council approved the consent calendar, with the exception of Item 4.9, 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 May 18, 2022, regular meeting.
- 4.3 Approve minutes of the May 23, 2022, special meeting.
- 4.4 Adopt Resolution 36/22 memorializing the May 18, 2022, City Council decision to grant the appeal and approve application DR/FAR 21-11: A request for Design Review and Floor Area Ratio Exception to permit substantial remodel and additions to an existing single-family residence and the conversion of the lower floor to a by-right ADU at 39 Corte Toluca, Greenbrae; APN: 070-241-06; Zoning District: R-1 (First Residential); Applicant/Appellant/Property Owner: Kimberly and Mark Resnick.
- 4.5 Adopt Resolution 37/22 calling for and giving notice of a General Municipal Election to be held on November 8, 2022, for three members of the Larkspur City Council for four-year terms, requesting that the Board of Supervisors of the County of Marin order the consolidation of said election with any other election conducted on said date, and requesting certain election services by the County Clerk.
- 4.6 Adopt Resolution 38/22 adopting a list of projects for Fiscal Year 2022-23 funded by SB 1: The Road Repair and Accountability Act of 2017.
- 4.7 Adopt Resolution 39/22 accepting completion of the Hillview Storm Drain Improvements Project (CIP 16-011).
- 4.8 Adopt Resolution 40/22 awarding a construction contract to FJ & I Engineering Inc. for the Park Way Storm Drain Project (CIP 21-307).

Mayor Hillmer called for a staff report on Item 4.9.

- 4.9 Adopt Resolution 41/22 authorizing the City Manager to execute an agreement with the Larkspur Chamber of Commerce to sponsor general operations and the provision of business community support.

Councilmember Haroff announced that, as interim President of the Chamber of Commerce, he must recuse himself from voting on Item 4.9 and left the meeting.

City Manager Schwarz provided a staff report to the Council and answered questions.

The Council received public comment from:

- Julie Cervetto, Larkspur Chamber of Commerce Executive Director
- Frank Caiazzo, The Left Bank
- Kevin Carroll

Upon motion by Councilmember Way, and seconded by Vice Mayor Paulson, the City Council adopted Resolution 41/22 authorizing the City Manager to execute an agreement with the Larkspur Chamber of Commerce to sponsor general operations and the provision of business community support. The vote was unanimously in favor (Councilmember Haroff recused).

Councilmember Haroff returned to the meeting.

## **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. Project Homekey Community Advisory Group Monthly Meetings
2. 5/28/2022 Fire Stomp Wildfire Prevention Event
3. 5/25/2022 MCCMC Meeting

Vice Mayor Paulson reported on the following items:

1. Library Fundraiser

Mayor Hillmer reported on the following items:

1. 6/1/2022 City Council Special Meeting Recap

## 7. PUBLIC HEARINGS

### 7.1 FISCAL YEAR 2022/2023 CAPITAL IMPROVEMENT PROGRAM AND BUDGET

- A. ADOPTION OF PROPOSED CAPITAL IMPROVEMENT PROGRAM (CIP) FOR FISCAL YEAR 2022/2023  
*Council to adopt Resolution 42/22 adopting the proposed Capital Improvement Program (CIP) for FY 2022/23.*

Public Works Director Skinner presented the proposed Capital Improvement Program and answered questions from the City Council.

Mayor Hillmer opened the public hearing and the Council received public comment from Julie Cervetto. Seeing no one else wishing to speak, Mayor Hillmer closed the public hearing.

Upon motion by Councilmember Haroff, seconded by Councilmember Way, the City Council adopted Resolution 42/22 adopting the 5-year Capital Improvement Program for Fiscal Years 2022/23 through 2026/27, including allocations of \$2,177,102 of new funding to seven projects in Fiscal Year 2022/23. The vote was unanimously in favor.

- B. ADOPTION OF FISCAL YEAR 2022/2023 BUDGET  
*Council to adopt the following resolutions:*
- *Resolution 43/22 Adopting the Investment Policy of the City of Larkspur*
  - *Resolution 44/22 Adopting the Purchasing Police for the City of Larkspur.*
  - *Resolution 45/22 Adopting a General Fund Reserve Policy for Fiscal Year 2022-2023.*
  - *Resolution 46/22 Establishing Appropriation Limitations for the City of Larkspur for the 2022-2023 Fiscal Year Pursuant to Article XIII B of the California Constitution.*
  - *Resolution 47/22 Establishing Authorized Positions in the Competitive Service and Assigning a Salary Range to Each Position.*
  - *Resolution 48/22 Adopting the Budget for Fiscal Year 2022-2023.*

City Manager Schwarz and Administrative Services Director Orme presented the Fiscal Year 2022/2023 Budget and answered questions from the City Council.

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

Upon motion by Councilmember Candell, seconded by Councilmember Way, the City Council adopted Resolutions 43/22 through 48/22. The vote was unanimously in favor.

## 8. BUSINESS ITEMS

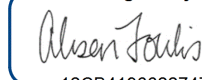
None.

## 9. ADJOURN

The Council adjourned the meeting at 8:55 p.m. in memory of Theodora (Theo) Graff.

Attested

DocuSigned by:



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Alison Foulis  
City Clerk