



LARKSPUR CITY COUNCIL
MEETING MINUTES

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

June 15, 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 6:30 p.m.

1. ROLL CALL & PLEDGE OF ALLEGIANCE

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

COUNCIL ABSENT: Catherine Way

STAFF PRESENT: City Clerk Alison Foulis, 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

No one from the public wished to comment.

3. PRESENTATIONS/PROCLAMATIONS

3.1 Larkspur Chamber of Commerce Update from Executive Director Julie Cervetto.

Larkspur Chamber of Commerce Executive Director Julie Cervetto provided a presentation on the activities of the Chamber and answered questions from the Council.

No one from the public wished to comment.

4. APPROVAL OF THE CONSENT CALENDAR

Upon motion by Councilmember Candell, and seconded by Vice Mayor Paulson, the City Council approved the consent calendar 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 June 1, 2022, regular meeting.
- 4.3 Adopt Resolution 49/22 authorizing Amendment No. 1 to the consulting services agreement with Pavement Engineering Inc. (PEI) for construction oversight for the Magnolia Avenue Pavement Rehabilitation Project (CIP 22-301M), Doherty Drive Paving (CIP 22-302 and 24-302), and Measure B Group 4 Pavement Rehabilitation Project (CIP 22-301).
- 4.4 Adopt Resolution 50/22 authorizing Amendment No. 2 to the consulting services agreement with TRC Engineers, Inc. to provide Public Works permit inspection and construction inspection services in the amount of \$240,000.
- 4.5 Adopt Resolution 51/22 awarding a janitorial contract for city-owned buildings to Excellent Cleaning Services in the amount of \$60,132 annually.
- 4.6 Adopt Resolution 52/22 approving revised plans for the Magnolia Avenue Pavement Rehabilitation Project (CIP 22-301M) to add Class 2 bicycle lanes from 200 feet south of Murray Avenue to College Court.

- 4.7 Adopt Resolution 53/22 amending the spending authority for the City Manager in order to execute an amendment to a consulting services agreement with ClientFirst Consulting Group LLC for land management software implementation assistance.
- 4.8 Adopt Resolution 54/22 authorizing City Council and City Advisory Body meetings to be held via teleconference for the 30-day period beginning July 10, 2022, and making related findings pursuant to AB 361.

5. CITY MANAGER'S ORAL REPORT

City Manager Schwarz gave his oral report.

6. COUNCILMEMBERS' ORAL REPORTS AND COMMENTS

Councilmember Candell reported on the following items:

1. 1251 S. Eliseo Drive Project Homekey

Vice Mayor Paulson reported on the following items:

1. 6/23/2022 Housing Element Steering Committee meeting

Councilmember Haroff reported on the following items:

1. 6/23/2022 Housing Element Steering Committee meeting
2. Fourth of July Parade

7. PUBLIC HEARINGS

None.

8. BUSINESS ITEMS

- 8.1 WORKSHOP: DISCUSSION ON THE CURRENT PROHIBITION OF SHORT-TERM RENTAL OF HOUSING UNITS AND POTENTIAL MODIFICATIONS TO CITY REGULATIONS
Council to provide direction to staff.

Community Development Director Semonian provided a presentation to the Council and answered questions.

The Council received public comment from:

- Dawn Matheson
- Weller Design
- Linda Dunn
- James Holmes
- Michael Lamphere
- Patricia Alison Kreshin

The Council provided direction to continue prohibiting short-term rentals but to return to Council with additional information on potential frameworks for allowing short-term rentals for consideration.

- 8.2 CONSIDERATION OF TEMPORARY PARKLETS AND PARKLET POLICY
Council to provide direction to staff on whether to: (1) Extend the temporary parklet termination date, currently set at June 30, 2022, without consideration of standards for the temporary parklets; (2) Extend the temporary parklet termination date with all permitted parklets to adhere to new draft standards; (3) Terminate the temporary parklet permits on June 30, 2022; and/or (4) Develop a permanent parklet policy.

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

The Council received public comment from:

- Joan Lundstrom
- Obadiah Ostergard, Vine Hospitality/Left Bank
- Jerome Bernal, Blue Rock
- Alex Desquiron, Vine Hospitality/Left Bank
- Frank Caiazzo, Left Bank
- James Holmes

Upon motion by Councilmember Candell, and seconded by Vice Mayor Paulson, the Council established a new temporary parklet program for a 6-month period following the expiration of the current program. The new parklet structures must follow the design standards as recommended by staff, utilize a sidewalk bypass design, be constructed only on Magnolia Avenue, and have property owner approval. Existing permit holders with an existing parklet in place would be allowed a grace period until July 31, 2022, to move their existing parklet structures into compliance with the new standards, with staff authorized to extend that deadline if the applicant displays a reasonable effort to have the new parklet structure built. The vote was 3-1-1 (Candell, Paulson and Hillmer in favor, Haroff opposed, and Way absent).

- 8.3 APPOINTMENTS TO THE LARKSPUR PLANNING COMMISSION, PARKS & RECREATION COMMISSION, AND HERITAGE PRESERVATION BOARD
Council to make two appointments to the Larkspur Planning Commission, two appointments to the Larkspur Parks & Recreation Commission, and three appointments to the Larkspur Heritage Preservation Board.

Upon motion by Councilmember Haroff, and seconded by Vice Mayor Paulson, the City Council made the following reappointments of incumbents to Larkspur's boards & commissions. The vote was unanimously in favor (Way absent):

Larkspur Parks & Recreation Commission – 7/1/2022 – 6/30/2026

- Victoria Harrison
- Michael Koepfel

Larkspur Heritage Preservation Board – 7/1/2022 – 6/30/2026

- Hilary Culhane
- Sonia Gallant
- Carol Goldberg

Upon motion by Mayor Hillmer, and seconded by Councilmember Candell, the Council directed staff to solicit additional applications for the two vacancies on the Larkspur Planning Commission.

ADJOURN TO CLOSED SESSION

City Manager Schwarz announced that he is recusing himself as he represented the Larkspur Marina Financing Authority as part of this matter. At 10:25 p.m., Mayor Hillmer adjourned the meeting to closed session.

9. CLOSED SESSION

- 9.1 CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
(Pursuant to Government Code Section 54956.9(d)(1))
Name of case: Atkin v. City of Larkspur (Marin County Superior Court Case No. CIV1902083)

RECONVENE IN OPEN SESSION AND ANNOUNCE ANY REPORTABLE ACTION

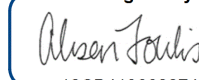
At 10:30 p.m., Mayor Hillmer reconvened the meeting in open session and announced that there was no reportable action.

10. ADJOURN

The Council adjourned the meeting at 10:31 p.m.

Attested

DocuSigned by:



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Alison Foulis
City Clerk