



LARKSPUR CITY COUNCIL  
MEETING MINUTES

Via Teleconference Only  
Per Governor's Executive Order N-29-20

September 1, 2021

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

## **SPECIAL MEETING**

Mayor Haroff called the special meeting to order at 6:12 p.m.

### **1. ROLL CALL**

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

COUNCIL ABSENT: Scot Candell and Dan Hillmer

STAFF PRESENT: City Clerk Alison Foulis and City Manager Dan Schwarz

### **2. BUSINESS ITEM**

#### **2.1 INTERVIEW FOR MEASURE B CITIZENS' OVERSIGHT COMMITTEE (1 VACANCY)**

The City Council interviewed Karl Tede for the vacancy on the Measure B Citizens' Oversight Committee.

### **3. ADJOURN TO REGULAR MEETING**

At 6:24 p.m. the City Council adjourned the special meeting.

## **REGULAR MEETING**

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

### **1. ROLL CALL & PLEDGE OF ALLEGIANCE**

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

COUNCIL ABSENT: Scot Candell and Dan Hillmer

STAFF PRESENT: City Clerk Alison Foulis, Assistant to the City Manager Shannon O'Hare, City Manager Dan Schwarz, Planning & Building Director Neal Toft, and City Attorney Sky Woodruff

Mayor Haroff led the pledge of allegiance.

### **2. PUBLIC COMMENT**

No one from the public wished to speak.

### **3. PRESENTATIONS/PROCLAMATIONS**

#### **3.1 Communications Update**

Assistant to the City Manager O'Hare provided a presentation and answered questions from the Council.

**4. APPROVAL OF THE CONSENT CALENDAR**

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

- 4.1 Approve warrants.
- 4.2 Approve minutes of the August 18, 2021, regular 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. MCCMC Legislative Committee
- 2. Larkspur Chamber of Commerce
- 3. AlertMarin emergency notification system

Councilmember Paulson reported on the following items:

- 1. Marin Wildfire Prevention Authority (MWPA)

Mayor Haroff reported on the following items:

- 1. Larkspur Chamber of Commerce
- 2. MCE Marin Clean Energy

**7. PUBLIC HEARINGS**

None.

**8. BUSINESS ITEMS**

8.1 HOUSING ELEMENT 2024-2032

- A. PRESENTATION ON HOUSING ELEMENT 2024-2032 REGIONAL HOUSING NEEDS ALLOCATION
- B. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH EMC PLANNING GROUP TO PREPARE THE STATE MANDATED UPDATE TO THE LARKSPUR HOUSING ELEMENT

*Council to receive a presentation and consider a resolution authorizing the City Manager to enter into a professional services agreement with EMC Planning Group to update the City’s General Plan Housing Element and related elements.*

Planning & Building Director Toft provided a presentation on the Housing Element 2024-2032 Regional Housing Needs Allocation and answered questions from the Council.

The Council received public comment from:

- Jenny Silva
- James Holmes

Planning & Building Director Toft then presented the staff report for Item 8.1B and answered questions from the Council. EMC Planning Group’s Principal Planner Ande Flower and Associate Planner Lauren Hoerr were present and answered questions from the Council as well.

The Council received public comment from:

- James Holmes

Upon motion by Councilmember Way, seconded by Councilmember Paulson, the City Council adopted Resolution 51/21 authorizing the City Manager to enter into a professional services agreement with EMC Planning Group to update the City’s General Plan Housing Element and related documents. The vote was 2-1 with Councilmembers Way and Paulson in favor and Mayor Haroff opposed (Candell and Hillmer absent).

**9. ADJOURN**

The Council adjourned the meeting at 8:32 p.m.

Attested

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Alison Foulis  
City Clerk