



Town of Fairfax Town Council Regular Meeting

Wednesday, April 3, 2024 | 6:30 p.m.
Fairfax Women's Club, 46 Park Road, Fairfax CA
and [Zoom Webinar ID 880 3100 1183](#)

Preceded by a Special Meeting at 6:00 p.m.
to Conduct Interviews and Consider Appointments

Preceded by a Special Meeting in Closed Session at 4:45 p.m.
at the Community Center, 14 Park Road, Fairfax CA

Agenda

PUBLIC PARTICIPATION NOTICE

This meeting will be held in person and virtually on Zoom. It will also be broadcast on Channels 27 and 99 and livestreamed on <https://www.townoffairfax.org/watch-live-2/> and <https://www.cmcm.tv/27>.

In-person and remote participation:

- Women's Club at 46 Park Road, Fairfax
- Join the Zoom webinar <https://us02web.zoom.us/j/88031001183>
- Dial in to Zoom's telephone number +1(669) 900-9128 or +1(346) 248-7799 and press *9 to provide verbal public comment. Zoom Webinar ID 880 3100 1183.

Public Comment:

- Email written comments to the [Town Council](#) before 3:00 p.m. to be posted online. Emails received after the cutoff time will be posted online and made part of the record the next business day.
- You may also provide comments in-person and over Zoom during the meeting. For Zoom, use the 'raise hand' feature to provide verbal public comment.
- Speakers are limited to two (2) minutes.

Special Closed Session at 4:45 pm, Fairfax Town Hall, 142 Bolinas Road

4:45 PM – CALL TO ORDER – ROLL CALL – APPROVAL OF AGENDA – PUBLIC COMMENT

ADJOURN TO CLOSED SESSION ON THE FOLLOWING MATTERS:

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Government Code §54954.5
Property: APN Nos. 001-251-31, 001-150-12, 001-160-09, and 001-171-51
Agency negotiators: Council subcommittee of Mayor Coler and Council Member Cutrano, Town Manager, & Town Attorney
Property owner negotiators: Sequoia Mortgage Capital, Inc.
Under negotiation: Both price and terms
2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Govt Code Section 54956.9(d)(4)
One case

Reconvene In Open Session

Special Meeting to Conduct Interviews and Consider Appointments at 6:00 p.m.

Fairfax Women’s Club

- 1. Interview and consider appointments for the Parks and Recreation Commission – *Deputy Town Clerk, Christine Foster*

Regular Meeting at 6:30 p.m.

Hybrid meeting at the Fairfax Women’s Club and via [Zoom](#)

6:30 PM – CALL TO ORDER – PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

LAND ACKNOWLEDGEMENT

The Fairfax Town Council acknowledges that we are located on the un-ceded ancestral lands of the Coast Miwok people of present-day Marin County. We honor with gratitude the land itself, and all of its ancestors: past, present, and emerging.

MEETING PROTOCOL

The Mayor shall maintain order at the meetings. The Council and the audience are expected to refrain from using profane language and/or ridiculing the character or motives of council members, staff, or members of the public and to maintain the standards of tolerance and civility. Please turn off all cellular phones or place them in silent mode.

The Town Council will review the agenda at 10:00 P.M. to ascertain which items, if any, will be continued to another meeting. Any matter not started by 11:30 P.M. will be continued to an adjourned or regular council meeting unless the Council votes to suspend this rule.

PRESENTATIONS

- 2. Proclamation Honoring and Thanking Dirk Ooijkaas for His Contributions to the Fairfax Community – *Mayor Coler*
- 3. Proclamation Thanking Sean Youra for His Work as the Town’s Climate Action Coordinator – *Mayor Coler*

OPEN TIME FOR PUBLIC EXPRESSION (Up to 30 minutes)

This is the time to address the Council on matters not on the agenda. All comments are limited to two (2) minutes. The Council is not permitted to take action and state law strictly limits the right of the Council to discuss any unagendized item. (Gov. Code §54954.2). If there are still raised hands after 30 minutes, Open Time will be continued to the end of the agenda.

PUBLIC HEARING

- 4. 80 Crest Road: Appeal of a Planning Commission denial of a Height Variance for an unpermitted Ground Floor Level that would result in the height of the residential structure being approximately 50 feet; Assessor’s Parcel No. 002-152-32; Residential Single-family RS-6 Zone; Verle and Marene Sorgen, appellants/owners; CEQA categorically exempt, § 15301(e)(2)(1). –

Principal Planner, Linda Neal, Planning and Building Services Director, Jeff Beiswenger, and Town Attorney, Janet Coleson

REGULAR AGENDA

5. Discuss/consider the Residents' Petition submitted per Town Code requesting to Discuss the Homeless Encampment Located Near Contratti Ball Field – *Deputy Town Clerk, Christine Foster*

CONSENT CALENDAR

The Council may approve the entire consent calendar with one action (vote). In the alternative, items on the Consent Calendar may be removed by any Town Council or staff member for separate discussion and vote. Public comment for items on the Consent Calendar happens once, rather than after each individual item. During the public comment period on Consent items, speakers may comment on any items from this section of the agenda. Each speaker will have up to two minutes and may only speak once.

6. Receive Financial Statement and Disbursement Reports for February 2024 – *Finance Director, Michael Vivrette*
7. Approve minutes for the February 29 and March 6, 2024, Town Council meetings – *Deputy Town Clerk, Christine Foster*
8. Receive written report on Councilmembers' assignments, committees, and activities in March 2024 – *Deputy Town Clerk Christine Foster*
9. Adopt a Resolution Creating New Job Classifications for Building Official and Building Inspector and Amending Annual Salary Schedule for Fiscal Year 2023-24 – *Jeff Beiswenger, Planning and Building Services Director*
10. Adopt a Resolution Approving Updates to the Climate Action Coordinator Job Description – *Town Manager, Heather Abrams*
11. Authorize Town Manager to Execute and Pay for a Contract with Maggiora & Ghilotti for the Roadway Stabilization Project at 54 Pine Drive in an Amount Not to Exceed \$36,980, with an Additional Contingency of 10%, for a Project Total of \$40,678 – *Loren Umbertis, Public Works Director*
12. Adopt a Proclamation Proclaiming April 2024 Fair Housing Month – *Deputy Town Clerk, Christine Foster*
13. Authorize the Mayor to Send a Letter of Support to Reinstate CalHome Funding for Marin County – *Mayor, Barbara Coler*

FUTURE AGENDA ITEMS

(Council Members may bring up items they would like to discuss at future Council Meetings.)

COUNCIL REPORTS AND COMMENTS

(Brief announcements and reports on Councilmember assignments, committees, and activities, including reports from meetings attended at Town expense.)

TOWN MANAGER'S REPORT

ADJOURNMENT

In memory of Julie Isetta, Michael Sturtevant, and Ralph Mihan

If any of the matters described above is challenged in court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this agenda, or in written correspondence delivered at, or prior to, this Council meeting.

If you need an accommodation to attend or participate in this meeting due to disability, please contact the Deputy Town Clerk prior to the meeting: (415) 453-1584 or cfoster@townoffairfax.org.

Materials related to an item on this Agenda submitted to the Council after distribution of the agenda packet are available for public inspection www.townoffairfax.org.

Meetings are broadcast, recorded, and uploaded to the Town's website.

This meeting notice was posted in accordance with Government Code section 54954.2(a)(1) on or before March 29, 2024.