



FAIRFAX TOWN COUNCIL MEETING STAFF REPORT

MEETING DATE November 6, 2024

PREPARED FOR Mayor and Town Council

PREPARED BY Christine Foster, Deputy Town Clerk

SUBJECT Adopt a Resolution and Repeal Resolution 24-63 for the Purpose of Changing the January Meeting Date and Re-Establishing the Regular Council Meeting Dates for the Months of January, July, and October in 2025 and Confirm the 2025 Regular Meeting Calendar

RECOMMENDATION

Adopt the resolution and confirm the 2025 calendar of regular Town Council meetings.

BACKGROUND

The regular monthly Town Council meetings are set by ordinance on the first Wednesday of each month at 6:30 pm, except for January, July, and October due to the holidays in those months. Town Code Section 2.08.010 allows the dates of the January, July, and October regular meetings to be established by resolution of the Town Council.

The regular Town Council meeting for January 2025 was initially scheduled for Wednesday, January 15, 2025. However, due to scheduling conflicts, staff has identified an opportunity to hold the meeting earlier in the month on Thursday, January 9, 2025.

DISCUSSION

The regular January meeting was previously scheduled for January 15, 2025, to avoid conflicts with the Ross Valley Fire Board meetings, which occur on the second Wednesday of each month. However, staff is now recommending that the January meeting be moved to Thursday, January 9, 2025.

The formerly recommended meeting dates for the July and October meetings remain unchanged. The July meeting will be held on July 16th. and the October meeting will be held on October 15th, both scheduled to avoid holidays in those months (July 4th and Yom Kippur).

The recommended **Town Council's 2025 regular meeting calendar** is as follows:

January 9 , 2025	July 16 , 2025
February 7, 2025	August 7, 2025
March 6, 2025	September 4, 2025
April 3, 2025	October 15 , 2025
May 1, 2025	November 6, 2025
June 5, 2025	December 4, 2025

FISCAL IMPACT

None.

ATTACHMENT

Resolution

RESOLUTION 24-__

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX TO ESTABLISH REGULAR MEETING DATES FOR THE MONTHS OF JANUARY, JULY, AND OCTOBER IN CALENDAR YEAR 2025, AND TO REPEAL RESOLUTION NO. 24-63

WHEREAS, Town Council regular meetings are held on the first Wednesday of every month except for January and July due to the holidays in those months; and

WHEREAS, Town Code Section 2.08.010 allows the dates of the January and July regular meetings to be established by resolution of the Town Council; and

WHEREAS, the Town Council previously adopted Resolution No. 24-63, setting January 15, 2025, and July 16, 2025, as the regular Council meeting dates for January and July 2025, respectively, with the October meeting set for October 15, 2025, due to the Yom Kippur holiday; and

WHEREAS, due to a scheduling conflict, the Town Council now desires to hold the regular January 2025 meeting on Thursday, January 9, 2025, instead of January 15, 2025.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Town Council of the Town of Fairfax that:

1. The regular meeting date for the month of January 2025 shall be held at 6:30 p.m. on Thursday, January 9, 2025;
2. The regular meeting date for the month of July 2025 shall be held at 6:30 p.m. on Wednesday, July 16, 2025, at 6:30 p.m.;
3. The regular meeting date for the month of October 2025 shall be held at 6:30 p.m. on Wednesday, October 15, 2025, at 6:30 p.m.;
4. Resolution No. 24-63 is hereby repealed and replaced by this resolution.

AYES:

NOES:

ABSENT:

ABSTAIN:

Attest

BARBARA COLER
MAYOR

CHRISTINE FOSTER
DEPUTY TOWN CLERK