



# FAIRFAX TOWN COUNCIL MEETING STAFF REPORT

**MEETING DATE** October 15, 2025

**PREPARED FOR** Mayor and Town Council

**PREPARED BY** Christine Foster, Assistant to the Town Manager

**SUBJECT** Adopt a Resolution Establishing the Regular Council Meeting Dates for the Months of January, July, and April 2026 and Confirm the 2026 Regular Meeting Calendar

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## RECOMMENDATION

Adopt the resolution and confirm the 2026 calendar of regular Town Council meetings.

## BACKGROUND

Per Fairfax Town Code Section 2.08.010, regular Town Council meetings are held on the first Wednesday of each month at 6:30 p.m. However, exceptions are allowed by resolution for the months of January and July due to holiday conflicts. In addition, meetings may be rescheduled to avoid conflicts with other significant events or holidays.

## DISCUSSION

Staff recommend adjusting the 2026 meeting dates for January, April, and July due to the following scheduling considerations:

- **January 21, 2026 (3rd Wednesday):** Avoids conflicts with New Year's holiday-related scheduling and provides adequate time for agenda preparation and public noticing.
- **April 15, 2026 (3rd Wednesday):** Avoids a scheduling conflict with the Jewish holiday of Passover, which begins at sundown on April 1, 2026 (the first Wednesday of the month).
- **July 15, 2026 (3rd Wednesday):** Avoids conflicts with the Independence Day holiday.

Scheduling meetings on the third Wednesday of the month avoids conflicts with Ross Valley Fire Board meetings, typically held on the second Wednesday of the month. All other monthly meetings will remain scheduled on the first Wednesday of each month.

The recommended **Town Council's 2026 regular meeting calendar** is as follows:

|                          |                       |
|--------------------------|-----------------------|
| January <b>21</b> , 2026 | July <b>15</b> , 2026 |
| February 4, 2026         | August 5, 2026        |
| March 4, 2026            | September 2, 2026     |
| April <b>15</b> , 2026   | October 7, 2026       |
| May 6, 2026              | November 4, 2026      |
| June 3, 2026             | December 2, 2026      |

## FISCAL IMPACT

There is no fiscal impact associated with this action.

## ATTACHMENT

Resolution

## RESOLUTION 25-

### **A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX ESTABLISHING ITS REGULAR MEETING DATES IN THE MONTHS OF JANUARY, APRIL, AND JULY IN CALENDAR YEAR 2026, AND CONFIRMING THE FULL 2026 REGULAR MEETING CALENDAR**

**WHEREAS**, Town Council regular meetings are held on the first Wednesday of every month at 6:30 p.m. pursuant to Town Code Section 2.08.010; and

**WHEREAS**, Town Code Section 2.08.010 allows the dates of regular meetings in January and July to be modified by resolution of the Town Council due to holiday conflicts or other scheduling considerations; and

**WHEREAS**, the Town Council desires to adjust the regular meeting dates in January, April, and July 2026 to avoid conflicts with holidays or other events that impact attendance, staff preparation time, or community engagement; and

**WHEREAS**, the first Wednesday in January 2026 follows the New Year's holiday and would not allow sufficient time for agenda preparation and public noticing, and the third Wednesday of the month provides adequate time for preparation and avoids conflict; and

**WHEREAS**, the first Wednesday in April 2026 conflicts with the Jewish holiday of Passover, and rescheduling to the third Wednesday accommodates observance of this holiday; and

**WHEREAS**, the first Wednesday in July 2026 falls too close to the Independence Day holiday, and the third Wednesday avoids the associated scheduling issues; and

**WHEREAS**, these rescheduled meetings also avoid conflicts with regularly scheduled Ross Valley Fire Board meetings, which typically occur on the second Wednesday of the month;

**PASSED AND ADOPTED** at a meeting of the Town Council of the Town of Fairfax held in said Town on the 4th day of September 2024 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

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LISEL BLASH  
MAYOR

ATTEST

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CHRISTINE FOSTER  
DEPUTY TOWN CLERK