

Fairfax Town Council Minutes
Special Meeting for the Purpose of Conducting an **Annual Goal-Setting Retreat**
Fairfax Women's Club
Friday, **March 15, 2019**

Call to Order/Roll Call:

COUNCILMEMBERS PRESENT: Bruce Ackerman
Barbara Coler, Mayor
Renee Goddard, Vice mayor
Peter Lacques
John Reed

STAFF MEMBERS PRESENT: Garrett Toy, Town Manager
Michele Gardner, Town Clerk
Janet Coleson, Town Attorney

Mayor Coler called the special meeting to order at 10:10 a.m.

Approval of Agenda and Affidavit of Posting

M/S, Goddard/Reed, Motion to approve the agenda and Affidavit of Posting.
AYES: Ackerman, Goddard, Lacques, Reed, Mayor Coler

The Council conducted the retreat, and discussed the following topics:

- Councilmember interactions/relationships
- Staff and Town Attorney interactions with the Council and Council expectations and requests
- Council policies and protocols regarding the expectations/roles of councilmembers on commissions, committees, JPA's and as liaisons to different groups
- agenda setting process, protocols, format, supplemental agenda materials, and other related issues
- options/policies to address length of Council meetings
- Town communication strategies including website
- fire prevention/inspection, FireWise neighborhoods, and/or vegetation management
- Council meeting and administrative protocols, process, time management, and related issues
- role of Town-appointed committees and commissions such as Affordable Housing Committee, Tree Committee, and Disaster Council
- staffing issues and resources
- renewal of Measure J
- Town accomplishments of 2018
- possible goals, priorities, budgetary/organizational issues, and projects/programs for 2019
- need for special Council meetings/workshops (e.g., budget)

The meeting was adjourned at 3:25 p.m.

Respectfully submitted,

Michele Gardner, Town Clerk