



TOWN OF FAIRFAX

STAFF REPORT

August 5, 2020

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager

SUBJECT: Amend membership of Measure F (Special Municipal Tax) Oversight Committee to add two citizen members

RECOMMENDATION

Approve amendment to Measure F (Special Municipal Tax) Oversight Committee to add two citizen members.

BACKGROUND

Measure F, the Special Municipal Tax of \$195 per residential and commercial unit, passed in 2019. The measure continued the original 2005 requirement to maintain a citizen oversight committee to monitor the use of the special tax revenues. Measure F took effect July 1, 2020. The purpose of tax and the oversight committee are laid out in Town Code Section 3.20.010:

It is the sole purpose and intent of this chapter to impose a special tax to maintain 24-hour, seven days per week staffing of the Fairfax Police Station, maintain fire services, provide funding for public works safety projects, and enhance youth and senior programs. A citizens' oversight committee was established by the Town Council in 2005 with the passage of Measure F for the purpose of monitoring the use of the special tax revenues in accordance with this section.

The oversight committee was originally comprised of 7 appointed citizens (at-large) and 2 Councilmembers. When we last tried to call a meeting of the committee prior to the 2014 renewal of the Special Municipal Tax (Measure J), no members of the committee were interested in attending, other than the 2 Council representatives. The former members indicated they were either no longer interested in the committee or had moved out of town. Despite posting the notice of vacancy for years, no citizens applied to serve on the committee.

In August 2019, with the renewal of the special municipal tax measure on the November 2019 ballot, the Council decided to ensure the oversight committee could continue to meet despite the lack of interest of citizens, and they reconstituted the membership to include:

- Two Councilmembers
- Elected Town Treasurer
- Past Treasurer
- Member of PARC
- Member of Volunteer Board

At the time, staff noted that the allocation of the special municipal tax funds as well as the historical use of the funds is included in the annual budget, which perhaps left members less concerned about the need to meet to monitor expenditures. (Please see attached August 2019 staff report.) The Committee has no regular meetings and just meets as needed.

Councilmember Hellman has indicated that there has been renewed interest of citizens in the committee, and that this might be a good time to add a couple of citizen seats. Staff is recommending adjusting the composition of the committee to include 2 citizen members (at-large), who would submit applications for appointment by the Town Council in the same manner as is done for other Town committees.

FISCAL IMPACT

n/a

ATTACHMENT

8-7-19 staff report re Oversight Committee