

Fairfax Town Council Minutes
Special Meeting for the Purpose of Conducting an Annual Goal-Setting Retreat
Fairfax Women's Club
Friday, March 26, 2021

Call to Order/Roll Call:

COUNCILMEMBERS PRESENT: Bruce Ackerman, Mayor
Barbara Coler (left 4:25 p.m.)
Chance Cutrano
Renee Goddard
Stephanie Hellman (arrived 11:45 a.m.)

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

Mayor Ackerman called the special meeting to order at 10:30 a.m.

Approval of Agenda and Affidavit of Posting

M/S, Coler/Goddard, Motion to approve the agenda and Affidavit of Posting.

AYES: Ackerman, Coler, Cutrano, Goddard

ABSENT: Hellman

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

- Team building exercise: personality profile
- Councilmember interactions/working relationships among themselves and with staff
- Code of conduct/norms for Councilmembers and staff
- Virtual meeting policies for committees and boards
- 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 residents or resident groups
- The Brown Act and the use of social media
- Council agenda setting process, protocols, format, staff report formats, supplemental agenda materials, minutes, Council reports, and other related issues
- Protocols/practices for virtual Council meetings including process, Council comments, time management, time for public comment, and related issues
- Data regarding Council meetings
- Town communication strategies including website
- Role of Town-appointed committees and commissions such as Affordable Housing Committee, Tree Committee, and Disaster Council
- Staffing issues and resources for Committees and Boards
- Town accomplishments of 2020
- Council goals, priorities, budgetary/organizational issues, and projects/programs for 2021
- Future Council agenda items
- Current/post COVID-19 meeting protocols and policies
- American Rescue Plan Act funding

Public comment was received from Mike Altman, co-owner of Iron Springs brewpub, and Al Baylaq, co-owner of Good Earth Natural Foods, regarding improving the connection between the east and west sides of town.

The Council cancelled the March 27, 2021, meeting as the retreat was concluded, and adjourned at 4:40 p.m.

Respectfully submitted,

Michele Gardner, Town Clerk