

Fairfax Town Council Minutes
Special Meeting in Closed Session, Special Meeting to Conduct Interviews,
and Regular Meeting
Women's Club, 46 Park Road and via Zoom teleconference
Wednesday, July 6, 2022

Mayor Hellman called the Special Meeting for a Closed Session to order at 5:15 p.m.

Call to Order/Roll Call:

COUNCILMEMBERS PRESENT: Bruce Ackerman
Barbara Coler
Chance Cutrano
Renee Goddard
Stephanie Hellman

STAFF MEMBERS PRESENT: Heather Abrams, Town Manager
Michael Vivrette, Finance Director
HR Consultant Deborah Muchmore

M/s Coler/Ackerman to approve the agenda and affidavit of posting.
AYES: Ackerman, Coler, Cutrano, Goddard, Mayor Hellman through a roll call vote.

There was no public comment.

The Council adjourned to Closed Session on the following matter:
Conference with Labor Negotiators
Government Code Section 54957.6
Agency Designated Representatives: Town Manager Heather Abrams, Finance Director
Michael Vivrette, HR Consultant Deborah Muchmore, Town Attorney Janet Coleson
Employee Organization: Fairfax Police Officers' Association

Mayor Hellman called the Special Meeting to order at 6:00 p.m.

Call to Order/Roll Call:

COUNCILMEMBERS PRESENT: Bruce Ackerman
Barbara Coler
Chance Cutrano
Renee Goddard
Stephanie Hellman

STAFF MEMBERS PRESENT: Heather Abrams, Town Manager
Michele Gardner, Town Clerk

Approval of Agenda and Affidavit of Posting

M/S, Coler/Cutrano, motion to approve the agenda and the affidavit of posting.
AYES: Ackerman, Coler, Cutrano, Goddard, Mayor Hellman.

1. Interview applicant Lisa Hillstrom and consider her appointment to the Parks and

Recreation Commission (PARC)- Town Clerk

The Council interviewed Ms. Hillstrom. There was no public comment.

M/s Goddard/Coler to appoint Lisa Hillstrom to the Parks and Recreation Commission for an unexpired term to 3/31/26.

AYES: Ackerman, Coler, Cutrano, Goddard, Mayor Hellman.

2. Interview applicant Iris Waskow for appointment to Fairfax Volunteer Board- Town Clerk

The Council interviewed Ms. Waskow. There was no public comment. Consideration of her appointment was on the consent calendar.

Mayor Hellman called the **Regular Meeting** to order at 6:30 p.m.

Call to Order/Roll Call:

COUNCILMEMBERS PRESENT:

Bruce Ackerman
Barbara Coler
Chase Cutrano
Renee Goddard
Stephanie Hellman

STAFF MEMBERS PRESENT:

Heather Abrams, Town Manager
Michele Gardner, Town Clerk
Janet Coleson, Town Attorney
Michael Vivrette, Finance Director
Rico Tabaranza, Chief of Police

Town Attorney Coleson stated the following change should be made to Consent Calendar Item #14: Change "Introduce" to "Second Reading and Adoption...Residential Zone Districts; and *Adopt* an Ordinance..." and delete the Adoption of the Resolution.

Approval of Agenda and Affidavit of Posting

M/S, Coler/Ackerman, motion to approve the agenda, with the changes to Consent Calendar item #14 as stated by the Town Attorney, and the affidavit of posting.

AYES: Ackerman, Coler, Cutrano, Goddard, Mayor Hellman

Report out on Closed Session

Mayor Hellman stated there was nothing to report.

Presentations

1. Proclamation of Gratitude to Joan Bostian for her Contributions to the Community through the Women's Fitness Center- Mayor Hellman

Mayor Hellman presented the Proclamation to Joan Bostian.

2. Proclamation in Honor of Hamid Shamsapour- Mayor Hellman

Mayor Hellman presented the Proclamation to Mr. Shamsapour.

Open Time

Michael Mackintosh discussed his UUT overpayment and concern about the number of items on the Consent Calendar.

Josa Buennagel, Fairfax representative to the Commission on Aging, gave an update on the activities of the Commission and of Age Friendly Fairfax.

Mark Bell stated the Land Acknowledgement was disingenuous and agreed that there were too many items on the Consent Calendar.

Joe McGarry offered suggestions on how to enhance public engagement.

Dr. Jody Timms thanked the Council for the recent Festival Parade and Eco-Fest.

Councilmember Ackerman announced that the Women's Club had a new all-electric hot water heater, the first of five that are being installed in Town-owned buildings. He thanked staff.

Consent Calendar

3. Adopt Resolution Allowing for In-Person, Hybrid Teleconferenced, or Fully Teleconferenced Meetings of all Legislative Bodies Pursuance to AB 361- Town Clerk
4. Receive Financial Statements and Disbursement Reports May 2022- Finance Director
5. Approve minutes for the June 1, 2022 Town Council meetings- Town Clerk
6. Receive written report on Councilmembers' assignments, committees, and activities in June- Administrative Analyst
7. Adopt a Resolution Confirming the Continued Existence of a Local Emergency at or near 195 Pine Drive, Fairfax, and continued Authorization for the Emergency Procurement of Materials and Labor Without Competitive Bidding- Interim Public Works Director
8. Adopt a Resolution Calling for a General Municipal Election to be held on November 8, 2022, for the Election of Certain Officers, Requesting the Marin County Board of Supervisors to Consolidate with any other Election Conducted on that Date, and Requesting Election Services of the County Elections Department- Town Clerk
9. Adopt a Resolution Calling for Election for Renewal of the Ross Valley Paramedic Authority Four-Year Special Parcel Tax at an Increased Rate for 2024/2027- Town Clerk
10. Adopt a Resolution expanding membership of the Volunteer Board to include residents of 94930-zip code area, limiting unexcused absences of board members, and setting terms of office three years from the date of appointment of individual members- Town Manager
11. Appoint Iris Waskaw to the Volunteer Board- Town Clerk
12. Reappoint Jack Judkins to the Open Space Committee- Town Clerk
13. Adopt a Resolution extending the current terms for Temporary Outdoor Use Permits and Temporary Encroachment Permits to December 15, 2022- Town Manager
14. Second Reading and Adoption of an Ordinance Amending Town Code Title 17 (Zoning),

Chapters 17.008 ('Definitions'), 17.052 ('Off-Street Parking and Loading Requirements'), Chapters 17.076 ('RS 7.5 Single-Family Residential Zone, Medium Density'), 17.080 ('RS 6 Single-Family Residential Zone, High Density'), 17.124 ('UR Upland Residential Zone'), Incorporating a Definition of Short-Term Rental, Providing Parking Regulations for Said Short-Term Rental Use and Including Short-Term Rentals as Permitted Uses in All Single-Family Residential Zone Districts; and Introduce an Ordinance of the Town Council Of the Town of Fairfax Adding Chapter 5.57 Entitles "Short-Term Rental Program"; and Adopt a Resolution Adopting Policies and Procedures for the Administration of the "Short Term Rental Program" as Set Forth in Fairfax Town Code Chapter 5.57. This item is exempt for further review under CEQA pursuant to Guidelines Section 15061(b)(3) and 15301(a).- Town Attorney

15. Second Reading and Adoption of an Ordinance Amending Section 1.08.020(A), 'Violations Designated Infractions', of Title 1 of the Fairfax Municipal Code and Adding Chapter 8.74, 'Gasoline Powered Landscape Equipment', to Title 8 of the Fairfax Municipal Code. This is Exempt from CEQA pursuant to Guidelines 15061- Town Attorney, Climate Action Coordinator
16. Adopt a Resolution Adopting the Operating and Capital Improvement Budgets for Fiscal Year July 1, 2022 through June 30, 2023, and Providing for the Appropriations of Expenditures in Said Budgets and Repealing All Resolutions in Conflict Herewith- Town Manager
17. Adopt a Resolution Making Certain Findings and Determinations in Compliance with Section XIII B of the California Constitution (Gann Initiative) and Setting the Appropriation Limit for Fiscal Year 2020-21- Finance Director
18. Authorize the Mayor to send a letter in support of the services provided by the Fairfax-San Anselmo Children's Center- Town Manager
19. Authorize the Town Manager to prepare and submit the Fiscal Year 22-23 work plan to Marin County for the use of the Town's Measure A Park Funds- Town Manager
20. Adopt a Resolution Authorizing the Town Manager to Execute the First Amendment to Agreement with Ralph Anderson & Associates for Recruitment Services for a Planning and Building Services Director- Town Manager
21. Adopt Resolution Amending the Salary Schedule Reflecting an Adjustment to the Planning & Building Services Director and Public Works Director- Town Manager

Councilmember Coler stated she submitted clerical changes to the June 1st minutes to the Town Clerk. She made a comment on item #18.

Mayor Hellman stated she would like to pull #18 for discussion.

Mayor Hellman opened the meeting to public comments.

Rick Hamer referred to item #20 and stated his concern that local people were not considered to fill vacancies on Town staff.

Michael Mackintosh agreed with the previous speaker. He referred to item #15 and suggested an incremental approach.

Frank Egger referred to item #14 and stated units in the RM zones should not be exempt. He was concerned about the loss of affordable housing units due to short-term rentals.

Ling Shien Bell, Dominga Avenue, agreed with the comments made by Rick Hamer.

Mark Bell referred to item #6 and stated his concern about paying an Administrative Analyst. He referred to item #13 and stated the permits should not be extended.

Mayor Hellman closed the meeting to public comments.

Councilmember Coler thanked Jack Judkins for his 12 years of service on the Open Space Committee.

Councilmember Goddard referred to item #8 and encouraged residents to run for election.

M/S, Cutrano/Ackerman, Motion to approve the Consent Calendar with the removal of item #18 for discussion and placing it in front of agenda item #23, and the corrections to the June 1st minutes.

AYES: Ackerman, Coler, Cutrano, Goddard, Mayor Hellman

At 7:22 the Council took a 10-minute recess due to a power outage.

At 7:35 pm the Council reconvened.

M/S, Coler/Cutrano, Motion to continue and adjourn the meeting due to the power outage, to Tuesday, July 12, 2022 at 6:30 pm on Zoom.

AYES: Ackerman, Coler, Cutrano, Goddard, Mayor Hellman.