

Fairfax Town Council Minutes  
Special Meeting  
Women's Club, 46 Park Road, Fairfax  
and via teleconference  
**Thursday, October 13, 2022**

Call to Order/Roll Call:

Mayor Hellman called the Special Meeting to order at 5:00 p.m.

**COUNCILMEMBERS PRESENT:** Bruce Ackerman  
Barbara Coler (via teleconference)  
Chance Cutrano  
Renee Goddard  
Stephanie Hellman (via teleconference)

**STAFF MEMBERS PRESENT:** Heather Abrams, Town Manager  
Michele Gardner, Town Clerk  
Janet Coleson, Town Attorney

Approval of Agenda

M/S, Goddard/Cutrano, Motion to approve the agenda as submitted.  
AYES: Ackerman, Coler, Cutrano, Goddard, Mayor Hellman

Regular Agenda

1. Adopt a Resolution authorizing the Town Manage to execute an agreement with Dyett & Bhatia Urban and Regional Planners to complete the Town's Sixth Cycle Housing Element and General Plan Update Project

Planning Director Woltering presented the staff report. He noted the Sixth Cycle, which runs from 2023 through 2031, has many rigorous and exacting requirements. The Regional Housing Needs Allocation (RHNA) for Fairfax is 490 units plus a buffer of 20%. He discussed the challenges including identifying suitable sites, maintaining the timeline, and keeping current information on the Website. He discussed the Objective Design and Development Standards (ODDS) and how it relates to the Housing Element. The timeline for completing the document is January 31, 2023 with a 120 day grace period. He answered questions from the Council regarding the invoices that have yet to be approved or paid; the timeframe for EMC to provide all work products; percentage of completion of the existing Administrative Draft Housing Element, Safety Element, and ODDS; who manages Fairfax Speaks; the RHNA numbers and the purpose of the buffer; the bidding process prior to hiring EMC; management of EMC's work; the annual financial audit; new housing legislation; restarting vs. building off of the existing process; the Request for Proposal (RFP) process; the Notice of Termination process; how to better communicate information to the public.

Mr. Rajeev Bhatia, Principal with Dyett & Bhatia, discussed plans for outreach and community engagement efforts. He answered questions from the Council regarding his experience with Housing and Community Development (HCD); the status of other Sixth Cycle projects he has worked on; the support and contacts that the Town would receive from his firm.

Mayor Hellman opened the meeting to public comments.

Holly Baade, local business owner, was concerned about the cost and how it would address AB1445.

Pam Meigs, Cypress Avenue, had questions about the bidding process and cost oversight.

Rick Hamer, member of the Affordable Housing Committee, stated residents are entitled to full disclosure with respect to the relevant parties.

Frank Egger, speaking for Save Fairfax, stated the 24-hour meeting notice was not sufficient to read a 48-page staff report. He was concerned about the cost of the past and future work.

Mark Bell was concerned about the cost and the process.

Kathy Flores agreed with the prior comments. She was concerned about the cost and oversight.

Mallory Geithheim, Willow Avenue, was concerned there was a lack of public notice.

Richard Applebaum, Woodland Avenue, stated there is a disconnect leading to distortion. He recommended the Council find a better way to communicate to its residents.

Alice McCracken, local worker, was interested in why the Town was replacing the former consultant.

Deborah Benson, Cascade Drive, was concerned about the process.

Mayor Hellman closed the meeting to public comments.

The Council asked staff for clarification on several points raised by the public.

At approximately 6:20 Councilmember Coler left the meeting.

M/S, Ackerman/Goddard, Motion to Adopt a Resolution authorizing the Town Manager to execute an agreement with Dyett & Bhatia Urban and Regional Planners to complete the Town's Sixth Cycle Housing Element and General Plan Update Project

AYES: Ackerman, Cutrano, Goddard, Mayor Hellman

ABSENT: Coler

The meeting was adjourned 7:02 pm.