

Fairfax Town Council Minutes
Adjourned Meeting
Fairfax Women's Club
August 15, 2007

COUNCILMEMBERS PRESENT: Larry Bragman
Mary Ann Maggiore
Lew Tremaine
David Weinsoff

COUNCILMEMBERS ABSENT: Susan Brandborg

STAFF MEMBERS PRESENT: Linda Kelly, Town Manager
Debra Sue Johnson, Public Works Director
Ian Roth, Finance Director
Judy Anderson, Town Clerk

The adjourned meeting was preceded by a Special Meeting Closed Session at 7:00 p.m. at the Youth Center, 16 Park Rd., for Public Employee Performance Evaluation pursuant to Government Code Section 54957, Town Manager.

Mayor Bragman called the regular meeting to order at 7:45 p.m.

Town Manager Kelly requested that an urgency item be added to the agenda. She asked for the Council's consideration of the adoption of a resolution increasing her authorization limit for the award of contracts for the emergency watershed projects at 82 and 88 Creek Road. She explained that the project costs had increased and that the need to increase the dollar amount of her authorization arose after that posting of the Town Council agenda.

Closed Session Announcement

Mayor Bragman announced that, as a result of the completed performance evaluation of the Town Manager, the Council had voted unanimously to increase her annual salary by \$6,000 as acknowledgment of her efforts as Town Manager, especially in the aftermath of the December 2005 storm, and to reflect their confidence in her and their appreciation of her excellent job performance.

Approval of Agenda and Affidavit of Posting

M/S, Tremaine/Bragman, Motion to approve the agenda with the addition of the requested consideration of a resolution as an urgent matter by the Town Manager, and the approval of the affidavit of posting.

AYES: Bragman, Maggiore, Tremaine, Weinsoff
NOES: None
ABSENT: Brandborg

Announcements

Mayor Bragman made the following announced that new members were welcome on the General Plan Advisory Committee and on the Fairfax Youth Commission, and that a "Good Festival" would be held on Saturday, August 25th in Fairfax Park.

Open Time

Rose Taber, Hillside Ave., stated that the former New Albion Bookstore on Sir Francis Drake Boulevard had been vacant for years and asked when the Town would do something about it.

Town Manager Kelly reported that the Building Official had done an inspection of the building about six months previous and had notified the owner of the deteriorating condition of the building.

Rosaleen Bertalino, 130 Ridge Road, stated that she and other neighbors were present to speak to the money budgeted by the Town to fix the slide on Upper Scenic Road.

Resolution No. 2508 A Resolution of the Town Council of the Town of Fairfax increasing the authority of the Town Manager to award contracts for the emergency watershed projects at 82 and 88 Creek Road

Town Manager Kelly presented a staff report explaining the need to increase the dollar amount of her authority because of the increase in cost of the projects.

Mayor Bragman opened the discussion to the public and no speakers came forward.

M/S, Bragman/Tremaine, Motion to adopt Resolution No. 2508, a Resolution of the Town Council of the Town of Fairfax increasing the authority of the Town Manager from \$300,000 to \$400,000 to award contracts for the emergency watershed projects at 82 and 88 Creek Road.

AYES: Bragman, Maggiore, Tremaine, Weinsoff
NOES: None
ABSENT: Brandborg

Adoption of Fairfax Town Budget for Fiscal Year 2007-2008

Town Manager Kelly reviewed changes made to the draft budget in response to requests made by the Town Council at the previous public hearings. Changes she enumerated included adding the Community Resources Coordinator to the Public Employees Retirement System; \$10,000 for temporary financial staff and an increase of \$2,300 for Finance Training as recommended by the Auditor; \$4,000 for a Disaster Preparedness brochure; and explained that the additional reserve amount of \$141,944 had not yet been added to the draft budget as presented.

Town Manager Kelly explained that, in addition to the original list of unfunded projects, there were three supplementary items requested that were also one-time expenses to be considered. These items were 1) Tree inventory of all trees on public property; 2) curb cuts on Sir Francis Drake for residences impacted by the new sidewalks; and 3) general fund contribution for the budget shortfall for the completion of the 300 Olema Road project. Of the projects previously listed, Manager Kelly recommended the installation of a bus stop at 2525 Sir Francis Drake for \$10,000; the Scenic Road retaining wall for \$100,000; and the \$120,000 necessary to complete the 300 Olema project.

Town Manager Kelly then led a discussion of the unfunded items and her recommendations for funding of those items using the approximately \$356,000 surplus from the previous fiscal year. The Town Council decided to fund the transfer of \$141,944 to the reserves to create a total reserve of \$1 million; to provide the additional funding to complete the 300 Olema Road project, approximately \$120,000; to install a bus shelter at 2525 Sir Francis Drake; and to spend approximately \$100,000 to install a new retaining wall on Upper Scenic. The expenditure of the money for the Scenic wall was committed with the hope of reimbursement of some or all of this amount from the State Office of Emergency Services (OES). Efforts by Mayor Bragman,

Councilmember Weinsoff, and Town staff, with the assistance of Senator Migden's office, resulted in a recent, very positive, on-site meeting with OES and FEMA staff regarding the issue. The denial of acceptance of this project by FEMA had been appealed by the Town, and the Town's lobbying efforts resulted in a commitment by OES to fund a geotechnical study of the slide situation and to consider funding the entire project. Public Works Director Johnson explained that the study would describe the existing conditions at the site and provide two or three options for a wall with cost estimates. It was determined that, if OES ended up funding the project, that the money saved could then be used for some of the other unfunded projects identified.

Mayor Bragman opened the discussion to the public.

Blair Burke, 200 Tamalpais Road, commended the Council for being so proactive about the wall and verified that the \$100,000 was to be included in the Town budget with a \$75,000 reimbursement anticipated from OES.

Public Works Director Johnson clarified that OES would pay the entire cost of the geotechnical study and hopefully would provide 75% of the cost of the fix.

Rose Taber, Hillside Ave., suggested that the amount of the surplus was almost equal to the revenue from Measure F and asked what steps the Town was taking to avoid going back to the voters when Measure F expired.

Councilmember Weinsoff asked to have an introductory statement added to the budget message to address the Measure F funding. There was a consensus of the Council to edit the wording to read, "In 2005, the public generously approved Measure F, providing five years of augmented general fund monies of approximately \$465,000 per year. This funding expires with the 2010-2011 budget year, three years from the adoption of the current budget. During the public discussion leading up to the vote on Measure F, the Council agreed to undertake strategic planning and look at other ways of doing business. The Council undertook this exercise during the 2006-2007 fiscal year, which included the establishment of, and report from, a citizen's Economic Development Advisory Committee. The Council has also been discussing with neighboring communities ways to reduce costs in police and fire services. Because these efforts are ongoing, the Council has not, as of the adoption of this 2007-08 budget, reached consensus on identification of revenue sufficient to offset Measure F revenue upon its expiration."

Town Manager Kelly described the efforts of the Council undertaken in Saturday strategic planning meetings over the previous year. She stated that the meetings were held to produce a strategic plan for the Town including a financial plan and noted that the recommendations of the Economic Development Committee had not yet been responded to by the Town Council at these meetings. She stated that the Town was looking at the implementation of a two-tiered retirement system, at expanding the Ross Valley Fire Service to include other service areas; and at the possible sharing of police services, all efforts to reduce future costs for the Town. She noted that the Marin Town and Country Club property was seen by the Economic Development Committee as a potential source of revenue for the Town.

Karen Stern, Redwood Road, thanked the Town Council for the work they were doing; that she was in attendance to talk about the status of Scenic Road; reported that there were new cracks appearing on the roadway; and that the road was continuing to deteriorate.

Tim Badger, Scenic Road, thanked the Council and asked them to keep it up as they addressed the problem on Upper Scenic Road.

Helen Gross, Scenic Rd., stated that the Town had responsibility for the road as the Town had taken care of it in the past.

Mayor Bragman acknowledged that Ms. Gross had provided many of the documents included in a detailed report on the history of the roadway submitted to FEMA.

Mayor Bragman closed the discussion to the public.

The Council discussed the priorities for unfunded projects.

M/S, Tremaine/Maggiore, Motion to adopt the budget for 2007 – 2008 with the inclusion of the staff recommended items (\$141,944 to the reserve fund to \$1 million, \$100,000 budgeted for the Scenic Retaining wall, \$10,000 for a bus stop at 2525 Sir Francis Drake, and \$104,277 to the Olema Road project); the additional wording regarding Measure F submitted by Councilmember Weinsoff and edited by Councilmember Tremaine; and with the statement of priorities for the funding of projects as monies would become available with the ADA transition plan as the first priority, and completion of the Noise Element and widening of driveway curb cuts on Sir Francis Drake for the five residences impacted by the new sidewalk across from Manor Bridge, as second and third priorities.

AYES: Bragman, Maggiore, Tremaine, Weinsoff

NOES: None

ABSENT: Brandborg

The meeting was adjourned at 9:12 p.m.

Respectfully submitted,

Judy Anderson, Town Clerk