

Fairfax Town Council Minutes
Special Meeting for the Purpose of Conducting an Annual Goal-Setting Retreat
Fairfax Women's Club
Wednesday, **March 18, 2016**

Call to Order/Roll Call:

COUNCILMEMBERS PRESENT: Barbara Coler
Renee Goddard
Peter Lacques
John Reed
David Weinsoff

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

Mayor Goddard called the meeting to order at 10:00 a.m.

The Council conducted the retreat.

The Council discussed the following topics:

- Enhancing Councilmember interactions/relationships including the various roles of Councilmembers
- Staff and Town Attorney interactions with the Council and expectations
- Changes to Conflict of Interest laws
- Council policies and protocols regarding the expectations/roles of councilmembers on commissions, committees, JPA's and as liaisons to different groups
- Agenda-setting process, protocols, and related issues
- Meeting and administrative protocols, process, and related issues
- How to handle response to legislation that is time-sensitive
- Expectations/roles of Town-appointed committees, commissions, and boards
- Town accomplishments of 2015
- Possible goals, priorities, budgetary/organizational issues, and projects/programs for 2016 including the renewal of 0.5% sales tax (Measure D)
- Future Council workshops and upcoming key agenda items
- Schedule for subsequent adoption of goals for 2016 and follow-up actions

The meeting was adjourned at 3:00 p.m.

Respectfully submitted,

Michele Gardner
Town Clerk