



TOWN OF FAIRFAX
STAFF REPORT
April 6, 2016

TO: Mayor and Town Council
FROM: Garrett Toy, Town Manager *GT*
SUBJECT: Approval of Town Council goals for 2016

RECOMMENDATION

Approve Town goals for 2016.

DISCUSSION

On March 18, 2016, the Council conducted its annual retreat at the Women's Club to discuss Town goals, accomplishments, and Council protocols and policies. Attached is a list of Council goals for 2016 and a list of Town accomplishments for 2015. Staff will make recommendations regarding the implementation and funding of the Council's goals/priorities as part of the budget approval process.

FISCAL IMPACT

None

ATTACHMENTS

1. List of Council goals/priorities for 2016
2. List of Town accomplishments in 2015

AGENDA ITEM # 10

**TOWN COUNCIL GOALS
2016**

1. Renewal of the local half-cent (0.5%) sales tax ("Measure D")
2. Begin the process to develop the Downtown Center Plan ("Town Center Element")
3. Hire a part-time Public Works Director (registered civil engineer)
4. Rezone properties CH (Highway Commercial) to CC (Central Commercial) per the General Plan/Housing Element
5. Develop funding plan for comprehensive infrastructure improvements (incorporate into 5 Year CIP)
6. Revitalize Peri Park to create a "recreation corridor" along Park Road
7. Continue pedestrian trail improvements
8. Continue enhancement of community communication efforts via Town newsletter, Nextdoor and on-line community forums (Peak Democracy)
9. Develop process for considering neighborhood concerns that arise regarding pedestrian, bicyclist, and vehicle safety
10. Adopt second unit and second unit amnesty ordinances
11. Consider adoption of marijuana cultivation and delivery ordinances

FY 2015-16 TOWN ACCOMPLISHMENTS

(January 2015 to March 2016)

RECREATION AND COMMUNITY SERVICES

- Published two Town of Fairfax Recreation catalogs
- Increased outreach by mailing to all Fairfax residents the catalog twice each year; 3,000 households
- Expanded and enhanced class offering for all age groups
- Expanded Senior programming and hosted Senior Saturday Social and Fair event
- Worked with Ross Valley Fire Department to provide chipper service to residents in the neighborhoods as part of wildfire safety prevention
- Installed new donated benches in park

POLICE

- Reviewed/updated Town Emergency Operation Plan to ensure it's every 4 year compliance
- Initiated police department use of NextDoor.com
- Completed transition and upgrading of Police Dispatch 911 mapping program
- Upgraded all software of police vehicle Mobile Data Computers to work with new software while awaiting budgeting for new MDT's
- Hired a new Police Reserve Officer to fill open shifts and save on overtime costs
- Promoted an internal candidate to Police Sergeant

PLANNING AND BUILDING SERVICES

- Conducted PC workshops on Wall property and RCD senior project and Fairfax Market
- Approved updated Housing Element
- Approved Junior Second Unit Ordinance
- Approved Emergency Homeless Shelter Ordinance
- Approved Small Rooftop Solar Energy Systems Ordinance
- Conducted Town Forum on CH to CC rezoning
- Recruited and hired a part-time Zoning Technician

FINANCE

- Conducted RFP for auditors and selected firm
- Explored process to refund 2006 bonds
- Worked with auditors, trustee, bond advisor to properly report Fairfax Financing Authority activity
- Began process for refinance of CalPERS unfunded liability
- Installed quadrant (cash receipts) in Finance Department
- Resolved social security issues and implemented ICMA PTS plan in-lieu of social security payments for part-time, temporary, seasonal employees (PTS).
- Worked on implementation of IRS 125 flex spending plan for full & part-time employees

CAPITAL IMPROVEMENTS (DPW)

- Repaved basketball court and installed new backboard
- Completed Manzanita Road slide repair project
- Repaired Pavilion Roof
- Replaced battery back-up systems for traffic signals
- Installed 30 bike racks
- Installed 3 Rapid Flashing Beacon systems on Center (2) and SFD (1)
- Started pilot pedestrian flag program
- Restriped SFD and Bolinas center lines
- Started reconstruction of redwood stage by Peri Park
- Purchased new recycling and trash cart stations for downtown
- Installed new recycling, compost, and trash stations in Town facilities
- Started renovation of Claus Circle park by grubbing and mulching park
- Refinished Pavilion gym floor and repaired 11 (eleven) gym lights
- Remodeled Women's Club bathroom
- Repaired Women's Club roof
- Reconstructed Pavilion parking lot
- Replaced permanent dais with mobile dais and curtain background and repainted the stage in the Women's Club
- Purchased new chairs and equipment for the Women's Club
- Began design of Class I Bike Spine
- Implements sidewalk repair program
- Repaired leak on Town Hall/POA roof and repaired water heater in Town Hall
- Installed temporary bike rack area on Broadway
- Continued design of bridges
- Repaired Meadow Way Bridge
- Constructed trail improvements (Cypress and Tam to Tam trails)

ADMINISTRATION

- Issued Town Newsletter, list now at 900 email addresses
- Implemented use of Nextdoor
- Use of on-line community forums (Peak Democracy)
- Approved new MOU's with SEIU, POA and approved management resolution
- Approved two rate adjustments with MSS
- Enhanced and updated Town website
- Replaced Town servers
- Filled vacant DPW maintenance worker
- Canceled election to save costs
- Created new Recreation and Community Services Department to consolidate division activities
- Developed ordinance to address marijuana cultivation