

TOWN OF FAIRFAX

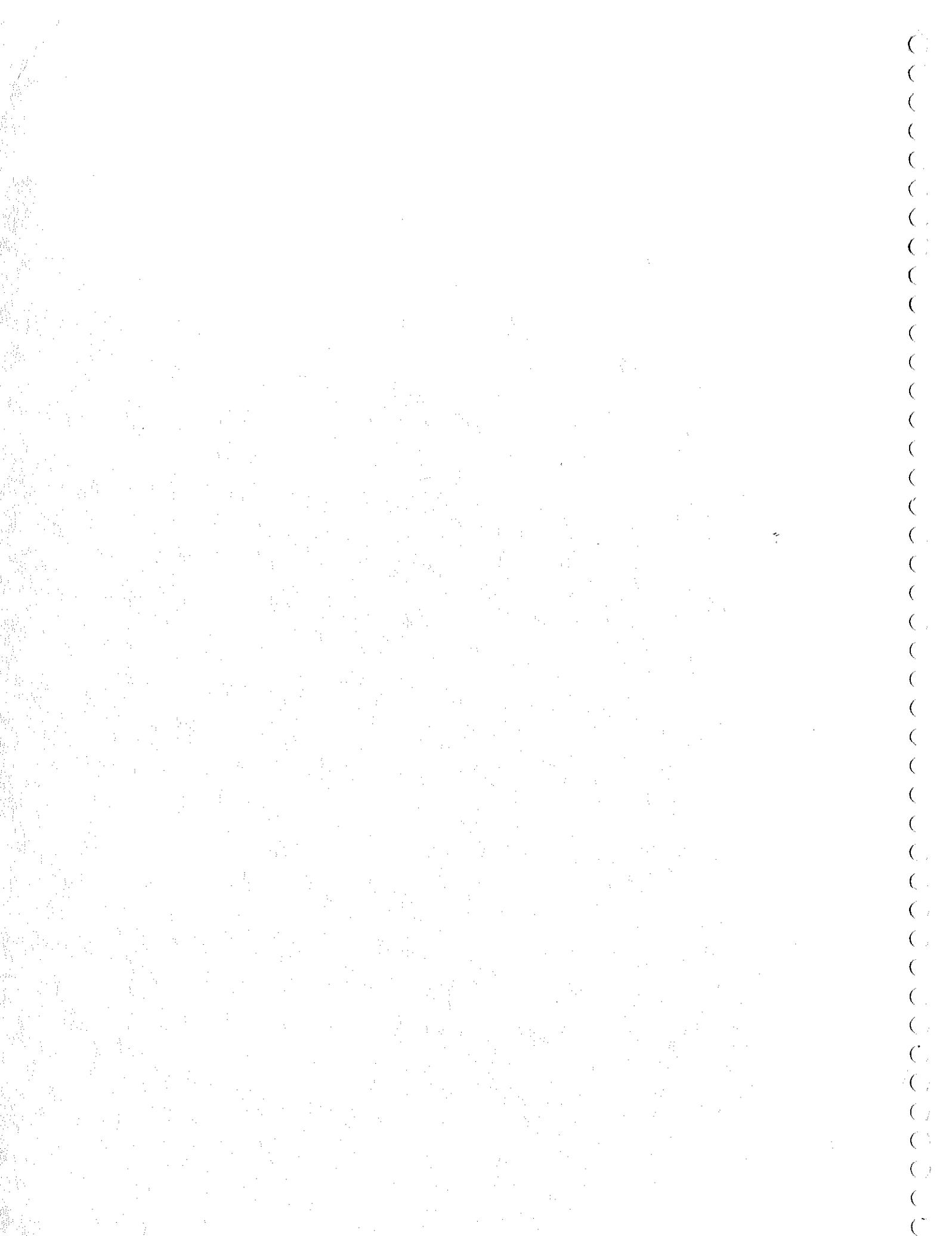
2007-2008 Operating and Capital Improvement Final Budget



MAYOR
Larry Bragman

VICE MAYOR
Mary Ann Maggiore

COUNCIL MEMBERS
Susan Brandborg
Lew Tremaine
David Weinsoff



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TOWN OF FAIRFAX

142 BOLINAS ROAD, FAIRFAX, CALIFORNIA 94930
PHONE (415) 453-1584 / FAX (415) 453-1618

September 14, 2007

Town of Fairfax Budget for Fiscal Year 2007-08

Dear Mayor and Town Council:

I am pleased to present to you the final Fiscal Year 07-08 Operating and Capital Improvement Budget, which was adopted by the Town Council on August 15, 2007. Public meetings on the budget were held on July 21st, August 1st and August 15th. This budget represents the collective efforts of Town staff to estimate revenues and expenditures for the upcoming fiscal year. The budget balances General Fund revenue and expenditures.

Review of Fiscal Year 2006-07

General Fund expenditures came in at approximately \$14,402 below budget, and General Fund revenues are estimated at \$196,377 over budget. This results in a June 30, 2007 projected General Fund surplus of approximately \$362,018 (revenues of \$6,555,546 minus expenditures of \$6,193,528).

Certain revenues performed as projected and others came in lower or higher than expected. Property tax was projected at 7% growth over FY 05-06 estimated; the actual secured property tax revenue came in slightly higher, at \$19,931 to the positive. The Town received a one-time reimbursement of SB90 State mandated cost recovery from prior years at \$81,495. The Educational Revenue Augmentation Fund (ERAF) allocation increased \$50,000 over expected. Interest in the Local Agency Investment Fund account doubled from our projections to \$107,000. In addition, we were pleased to see that our local retail sales tax came in \$36,772 higher than projected, despite the departure of a few businesses.

Vehicle license fees were lower than projected due to a one-time allocation in FY2005-06 that was not accounted for in the FY06-07 projections. Building permit and planning related revenues were down \$100,000 due to a slowdown in building activity, and permits were smaller in their scope of work.

On the expenditure side, salary costs came in at \$48,747 over budget. The Town sustained a payout of sick and vacation time of approximately \$51,000 due to the disability retirement of one employee and the resignation of another long-term employee, both in the Police Department. When this expense is factored out, salaries

came in at the budgeted amount. Health insurance came in approximately \$33,000 over the expected increase. Please be reminded that the Town Council has committed to providing full health coverage for all full-time employees and their families, per the current labor agreements. Retirement costs came in at approximately \$29,000 under budget.

Outline of Fiscal Year 2007-08

The draft budget presented:

- Maintains staffing at current levels; maintains all current services to the residents of Fairfax.
- Projects continued recovery from the flood disaster of December 31, 2005, and the pursuit of all reimbursements owed the Town (Fund 52).
- Continues moving forward with Capital Projects that were deferred last year.
- Funds the Energy Efficiency Project for retrofitting Town facilities, at \$114,000.

The proposed FY07-08 General Fund Operating Budget expenditures total \$6,908,989, which is approximately 11.5% more than the estimated FY 06-07 budget at year end. The main reason for this unusual increase is that the carryover of \$362,018 is being designated as General Fund revenue, committed to funding reserves (\$144,944) and transferred to capital projects as explained on page vi. The second reason for the increase is that staff is recommending that the Energy Efficiency Project (\$114,000) be funded from the overpayment of the Utility Users Tax from previous years, funding for which has been held in the fund balance of the General Fund. When these one-time expenditures are removed from the expenditure calculation, expenditure growth is projected at **3.8%**. In general, it is good budgeting practice to keep base expenditure growth less than property tax revenue growth (below described as 5.5%).

General Fund revenues are projected at 3.7% over FY06-07 budget estimates and .7% over estimated year end revenue for FY06-07. The reason for the projected lower revenue growth is that staff is being conservative in reducing our projected property tax growth, to approximately 5.5% this year. FY06-07 revenue was also high since there existed a carryover of \$114,060 in Measure F funding from FY05-06 which added to the revenue, and we do not have such a carryover in the new FY07-08 budget.

Furthermore, our projections are also cautious on building permit revenue activity and sales tax. We would rather be pleasantly surprised at year end than over-project revenues that may not materialize. We also predict that expenditures in FY08-09 will stabilize as labor costs will be more predictable with the last year of the employee agreements, and we continue to seek agreement with labor unions on a two-tiered retirement system and less-costly health plans, as directed by our Strategic Financial Plan.

Budget is Balanced

The FY07-08 budget projects an excess of General Fund revenues over expenditures of \$40,895, in comparison to our FY06-07 projected excess of \$362,018. Please be reminded that the FY07-08 General Fund is funding the Energy Efficiency Project at \$114,000, which reduces our projected FY07-08 surplus.

Dry Period Fund (Reserves)

Once again, no funds are being drawn from the Town's Dry Period Fund reserve in order to balance the FY06-07 budget or the FY07-08 budget.

Our projected Dry Period reserve fund level remains at \$858,056, and Council has directed that \$141,944 be added to the reserves from the FY 06-07 carryover, resulting in a reserve level of \$1,000,000.

FEMA Projects and Reimbursements (Fund 52)

After intense lobbying and follow-up, the Town received \$810,988 in FY06-07 from FEMA and OES. The Town's disaster fund is projected to be \$301,814 as we begin the new fiscal year. We plan to complete our Town Hall, Police Station and Fire Station flood restoration projects and move forward on our outstanding FEMA projects this year.

Emergency Watershed Projects (Fund 49)

This pass-through fund was created to segregate the Federal funding of \$400,000 for the Town-sponsored Natural Resources Conservation Service projects at 82 and 88 Creek Road.

Pension Costs

Unfortunately, the decrease of less than 1% for each of the pension plan rates in FY07-08 that CalPERS predicted last year appears to have come to fruition for our Safety rates but not Miscellaneous, although rates are still relatively stable. The Miscellaneous Plan rate (employer contribution) will increase from 12.410% to 13.097% for FY07-08, and the Safety Plan (employer contribution) rate will decrease from 43.779% to 43.189%.

CalPERS Pension costs for Fiscal Year 2007-08:

	<u>Miscellaneous</u>	<u>Safety</u>
Employer rate	13.097%	43.189%
Employee rate (paid by Town)	8%	9%
Total	21.097%	52.189%

Staff has projected our retirement fund growth, which is property tax based, at a conservative growth rate of approximately 4.5%.

Personnel Costs

Approximately 83% of the Town's budget is dedicated to personnel costs (salaries and benefits) as we are a service-oriented agency. FY07-08 is the first full year of the new three-year labor agreements with each employee group. FY07-08 payroll and benefit cost growth is budgeted at 5.1% over FY06-07 year end.

We are very pleased to report that since the three-year labor agreements took effect, staff turnover has stabilized. The agreements provided for fair salary increases and benefit coverage for employees and their families, including putting into place the opportunity for advancement by implementing salary ranges for some positions where ranges previously did not exist. We have not experienced turnover in Public Works, Planning and Building, Finance or Administration since the agreements were implemented in September 2006, and turnover in the Police Department has been minimal.

We continue to keep one Administrative Assistant position and one Police Officer position frozen for cost savings. Staff members continue to wear multiple hats to balance the competing priorities of the Town, and we all take pride in our work and what we have been able to accomplish on a limited budget.

The Town's auditor recommended that the Town augment Finance Department staff and ensure that Finance staff receives regular training. To this end, \$10,000 is dedicated to supplemental temporary staffing in Finance and the training budget (under Conferences and Meetings line item) has been increased by \$2,300.

The FY07-08 budget includes a 6.2% increase to the Town's contribution to the Ross Valley Fire Authority budget to account for their recently negotiated salary and benefit agreements with labor. Ross Valley Fire budget increases were held steady in part due to a new contract with the County of Marin which significantly increased the cost recovery for fire service to the unincorporated areas.

The FY07-08 budget includes a less than a half-percent increase to the Police Department. This is partially because the FY06-07 Police Department absorbed the following costs: sick and vacation payout of \$51,000; overtime costs over budget by \$18,000 (partially for staff coverage for the disability retirement and the resignation); and increased liability claims costs.

Capital Projects Funds:

Revenue impacting Capital Project Funds include:

1. Estimate of \$1,590,800 in Federal, State and Park Bond grant monies. This amount reflects certain grant-funded projects carried over from FY06-07 due to Caltrans project delays. The grant funding estimate also includes four Non-motorized Transportation Program Pilot projects.
2. Road Impact Fees from construction and waste hauler franchise fully transferred to Capital Projects: \$108,000.
3. Measure K Bond projects of \$713,000.

Major Capital Improvement Projects proposed:

1. Center Boulevard Redesign: \$951,000 (Federal/State).
2. Completion of the Fairfax Creek Restoration Project at Olema Road: \$356,731 (Measure F, Restoration Mitigation Fund and Department of Water Resources Grant). Note there is an approximate \$120,000 shortfall in this project. My strategy is to propose that Flood Zone 9 provide matching funding at this amount to allow us to complete this flood protection project, which has been identified in hydrology studies as an area in need of mitigation.
3. Measure K Street and Storm Drain rehabilitation program: \$713,000.
4. Sir Francis Drake Boulevard sidewalk improvements at Oak Tree Lane: \$147,000 (Federal/State and Measure F funding).
5. Sir Francis Drake Boulevard pavement repairs: \$116,098 (Federal/State and Measure F funding).
6. Peri Park improvements, including stabilization of creek banks and improvements to the park: \$138,029 (Parks Bond Act funding and MMWD grant).
7. Pavement rehabilitation (non-Measure K roads; Measure A and Road Impact Fee funded): \$174,000.
8. Energy Efficiency Project for Town buildings: \$114,000.
9. Non-motorized Transportation Program Pilot projects: \$305,000
10. Safe Pathways to Schools Projects: \$102,500

Unfunded Projects:

The Council understands that the Town has many needs that we are not able to fund due to revenue limitations. During the budget process, staff presented the following list of "one-time" projects that were not included in this draft budget.

ORIGINAL LIST:

1. Disaster preparedness mailer to residents for fire clearance; magnet for residents regarding siren: \$4,000. *(added into budget as directed by Council on 7/21/07)*
2. Bus Stop at 2525 Sir Francis Drake: \$10,000.

3. New holiday banners for downtown: \$2,500 (propose to ask for a match from Chamber of Commerce).
4. Annual replenishment funding to Equipment Replacement Fund: \$50,000.
5. Contingency Fund for unplanned projects: \$50,000.
6. ADA transition plan: \$75,000 (year one of a two-year project).
7. Scenic Road retaining wall: \$100,000.
8. Building and Planning Fee study: \$25,000.
9. Consultant for Noise Element of the General Plan: \$25,000.
10. Automated External Defibrillator for Town Hall: \$3,200 (includes 2 year training and maintenance agreement).

SUPPLEMENTARY ITEMS REQUESTED:

The following supplementary items were requested to be added to the list by Council Members:

11. Tree inventory of all trees on public property (Bragman): Cost unknown as of this printing.
12. Curb cuts on Sir Francis Drake for the five residences impacted by the new sidewalk (Weinsoff): Cost unknown as of this printing.
13. Provide necessary General Funding to complete 300 Olema Road project to alleviate frequent winter flooding. This project is short on funds [note: earlier in this letter I state that we could ask Flood Zone 9 to provide some funding for this project but I do not know the potential for award of any funds at all and specifically do not know if funds would be awarded before this winter] (Bragman): \$120,000.

RESERVES (DRY PERIOD FUNDING)

At the July 21st, August 1st and August 15th meetings, Council directed that the reserves be increased to \$1 million dollars through the designation of some of the surplus to this end. Thus, the surplus remaining would be as follows:

\$362,018
 - \$141,944 (transfer to reserves - currently \$858,056 which makes a new total of \$1,000,000)
 \$220,074 Remainder – Council Discretionary

OPTION RECOMMENDED BY TOWN MANAGER:

The following option for use of the remainder of the surplus funding (after the \$141,944 transfer to reserves) was adopted by the Council on August 15th:

2. Bus Stop at 2525 Sir Francis Drake: \$10,000.
7. Scenic Road retaining wall: \$100,000.

13. Provide necessary General Funding to complete 300 Olema Road project that is short on funds: \$120,000 needed but only \$110,074 would be available after the transfer to reserves, the Scenic Road wall, and the bus stop.

These two large projects #7 and #13 need to be completed prior to Winter 2007-08. Funding on the Scenic Road wall is uncertain from OES. If we do receive reimbursement funding, we could designate it at that time for some of the other projects above that we are not able to fund. I realize that Council does not all agree that we need to be assisting with the non-Town maintained road of Scenic but the Town has funded retaining wall repair there in the past and if we have a wet winter, I fear that if the road further slips, a fire truck would not be able to pass.

As our revenues come in, we can also reassess at mid-year whether some of the smaller projects above are feasible.

Measure F Funding

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 for 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.

Other Potential Funding

The Proposition 1B State bond funding approved by the voters in November 2006 is minimally estimated at \$400,000 for Fairfax. The State has not yet decided which fiscal year(s) the funds will be allocated. The allowed uses of these funds include: repair and maintenance of existing road and drainage infrastructure that does not currently have a dedicated revenue source; traffic safety projects; and use as a local match to obtain State and/or Federal transportation funds for similar purposes.

Also not in the budget, but applied for by staff, is a Clean Renewable Energy Bond for solar panels on two Town buildings: the Pavilion and the Community Center/Youth Center. If the Town receives the award for the zero-interest bond (\$249,000), this can be added as a budget adjustment along with the \$1,300 monthly payment, which would be offset by savings in our PG&E bills. The award allows five years from the date of issue to use the bond funding and a 16-year payback period with no interest.

Conclusion

Staff has worked very hard on this budget and we look forward to reviewing the document with the Council and the community. I would like to thank the Town staff for their input and insights as we prepared this draft document, with special appreciation to Assistant to the Town Manager/Town Clerk Judy Anderson, Police Chief Ken Hughes, Public Works Director Debra Sue Johnson, and Planning and Building Director Ann Welsh. Fire Chief Roger Meagor most ably assisted us with the Ross Valley Fire JPA budget. Special thanks to our new Finance Director, Ian Roth, who has done a dedicated and commendable job of putting together his first budget for the Town of Fairfax.

As always, feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Linda Kelly".

Linda Kelly
Town Manager

TOWN OF FAIRFAX

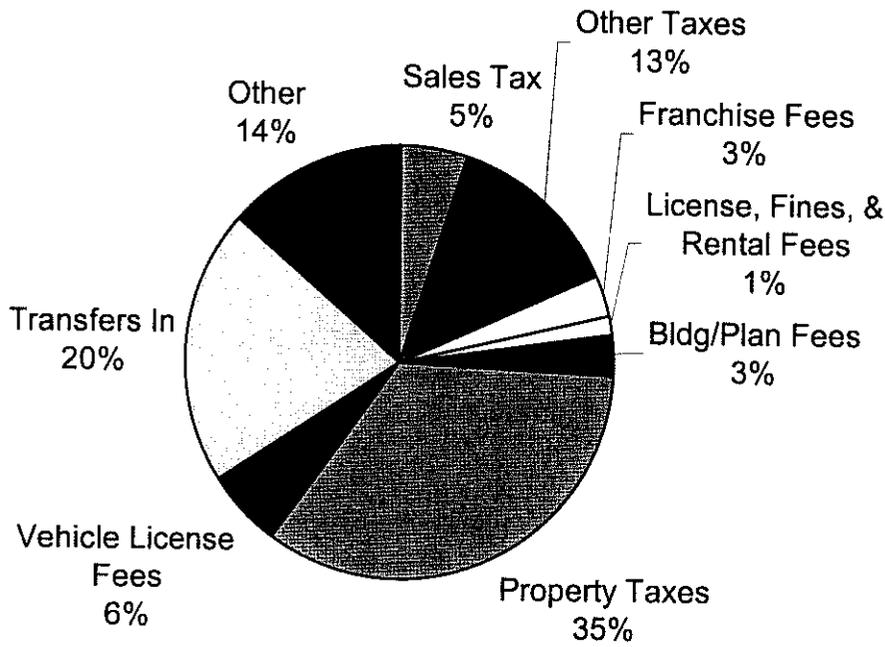
2007-2008
Operating and
Capital Improvement
Budget

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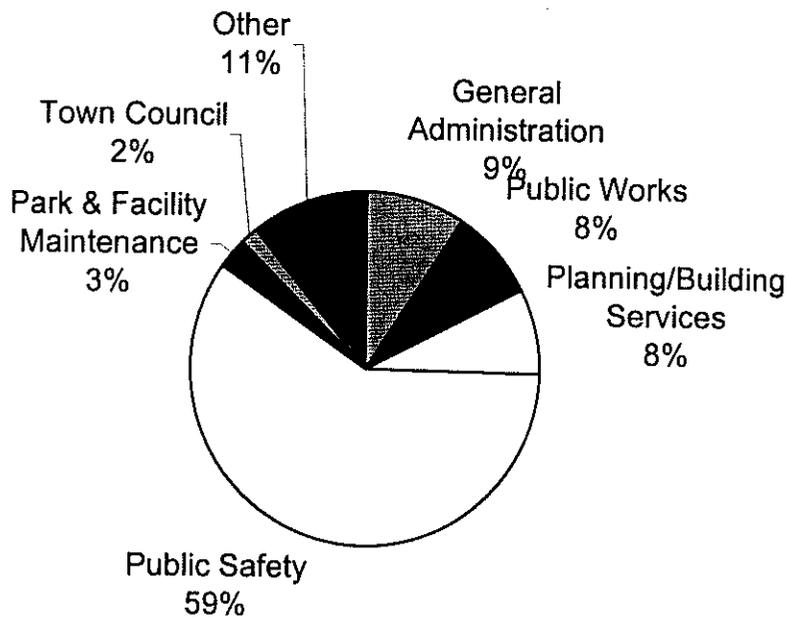


TOWN OF FAIRFAX
2007 - 2008 DRAFT BUDGET

OPERATING REVENUE-GENERAL FUND



OPERATING EXPENDITURES-GENERAL FUND



**TOWN OF FAIRFAX
2007 - 2008 BUDGET
CHANGES IN FUND BALANCES**

	<u>BALANCE AT JUNE 30, 2006</u>	<u>EST. BALANCE JUNE 30, 2007</u>	<u>2007-2008 REVENUE</u>	<u>2007-2008 XFER IN</u>	<u>2007-2008 XFER OUT</u>	<u>2007-2008 EXPENSES</u>	<u>BUDGET EST. BALANCE JUNE 30, 2008</u>	<u>2007-2008 Gain/(Loss)</u>
01 - General Fund*	\$ 505,765	\$ 867,784	\$ 4,635,000	\$ 2,325,249	\$ 543,418	\$ 6,919,354	\$ 365,261	(502,523)
02 - Dry Period Fund	858,056	858,056	-	141,944	-	-	1,000,000	141,944
03 - Equipment Replacement Fund	245,931	183,768	-	-	-	62,751	121,017	(62,751)
04 - Building & Planning Fund	66,687	66,687	309,750	-	309,750	-	66,687	-
05 - Communication Equipment Replacement Fund	53,652	35,090	-	-	-	10,000	25,090	(10,000)
06 - Retirement Fund	99,436	92,916	1,000,500	-	1,100,940	-	(7,524)	(100,440)
07 - Special Police Fund	9,725	-	100,000	-	100,000	-	-	-
08 - Office Equip. Replacement Fund	65,357	50,620	-	-	-	10,000	40,620	(10,000)
11 - Recreation Fund	-	-	-	18,000	-	18,000	-	-
12 - Fairfax Festival Fund	30,541	35,165	28,000	-	10,250	13,500	39,415	4,250
20 - Measure F - Municipal Svs Tax Fund	115,560	115,560	465,000	-	465,000	-	115,560	0
21 - Gas Tax Fund	-	-	144,500	-	144,500	-	-	-
41,42 & 43 - Measure K Debt Service	391,096	401,488	433,000	-	-	466,384	368,104	(33,384)
49 - Emergency Watershed Protection Fund	-	-	400,000	-	-	400,000	-	-
50 - Fairfax Creek Restoration Fund	95,356	89,968	121,200	111,474	1,400	355,331	(34,089)	(124,057)
51 - Capital Projects, Grants Fund	-	(599,243)	1,723,829	34,162	9,750	1,749,877	(600,879)	(1,636)
52 - Disaster Fund	-	301,814	-	100,000	-	227,975	173,839	(127,975)
53 - Capital Projects, Town Fund	-	29,441	87,044	327,200	-	321,044	122,641	93,200
54 - Pavilion Renovation Fund (Fiduciary Fund)	152,511	154,063	700	-	-	-	154,763	700
55 - Measure K Capital Project Fund	10,928	1,639,988	100,000	-	16,800	696,200	1,026,988	(613,000)
73 - Open Space Fund	(13,762)	(1,575)	3,000	-	-	1,000	425	2,000
Total Of All Funds	\$ 2,686,839	\$ 4,321,589	\$ 9,551,523	\$ 3,058,029	\$ 2,701,808	\$ 11,251,416	\$ 2,977,917	\$ (1,343,672)

*General Fund balance of \$311,422 designated for non-current claims liability.

**TOWN OF FAIRFAX
COMPARATIVE REVENUE DETAIL BY FUND
2007-2008 FISCAL YEAR**

	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	Estimated Actual 2006-2007	PROPOSED BUDGET 2007-2008
01 - GENERAL FUND				
Property Taxes - Secured	1,642,141	1,701,300	1,721,231	1,815,000
Property Taxes - Unsecured	36,573	45,000	38,190	40,000
Supplemental Property Taxes	67,370	75,000	95,738	90,000
Real Estate Transfer Tax	44,726	49,000	44,250	45,000
Sales Tax	308,479	285,000	321,772	300,000
In-Lieu Sales Tax (Triple Flip)	87,055	87,100	105,116	105,000
\$50 General Municipal Services Tax	183,158	186,000	186,450	187,000
Utility Users Tax - Telephone	122,394	110,000	161,080	150,000
Utility Users Tax - Energy	222,133	200,000	225,286	215,000
1/2 cent Sales Tax - Prop. 172	79,416	76,000	77,954	75,000
ERAF Excess Distribution	420,659	290,645	341,940	325,000
ERAF III Shift to State	(89,807)	-	-	-
Property Tax In-Lieu of VLF (VLF Swap)	483,365	510,000	493,513	505,000
Hotel Users Tax	14,163	20,000	19,720	20,000
Total Taxes	3,621,826	3,635,045	3,832,241	3,872,000
Garbage	116,708	163,000	174,984	165,000
Gas & Electric	59,289	56,000	62,564	60,000
Cable	70,033	74,273	63,155	63,000
Total Franchise Fees	246,029	293,273	300,703	288,000
	139,791	122,000	118,213	120,000
Business Licenses	139,791	122,000	118,213	120,000
Vehicle Code Fines	25,433	29,000	31,445	30,000
Parking & Other Fines	50,318	53,000	47,860	47,000
Total Fines	75,751	82,000	79,306	77,000
Women's Club and Other	9,932	13,000	20,119	15,000
CYO - Pavilion	6,168	13,000	8,540	8,000
Pavilion - Other	4,998	4,500	7,096	5,000
Total Rental & Maintenance Fees	21,098	30,500	35,755	28,000
Interest Earnings - Bank	4,124	5,500	1,117	1,000
Interest Earnings - LAIF	119,064	50,000	105,927	85,000
Total Investment Earnings	123,189	55,500	107,044	86,000
Vehicle License Fees	164,933	192,000	49,128	49,000
Storm Run-Off Fee	65,852	66,000	65,006	64,000
Homeowners Exemption	14,535	14,000	14,393	14,000
Off Highway/Trailer Coach Vehicle Fees	4,497	1,000	-	-
Police Training Reimbursement (POST)	1,012	5,000	10,159	5,000
Workers Compensation Reimbursement	-	-	21,256	-
SB 90 Reimbursements	-	-	81,495	-
FEMA Reimbursements	212,989	-	-	-
Total Revenues From Other Agencies	463,818	278,000	241,436	132,000
Sale Of Maps & Publications	530	500	809	1,000
Special Police Services (Includes booking fees)	14,921	15,000	17,906	5,000
Public Works Services	70	-	1,431	-
Miscellaneous - General	38,955	15,000	29,479	25,000
Total Charges For Current Services	54,476	30,500	49,626	31,000
Miscellaneous Revenues	6,722	8,000	340	1,000
Transfer From 02-Dry Period Fund	-	-	-	-
Transfer From 04-Building & Planning Fund	396,322	297,950	212,968	249,750
Transfer From 06-Retirement Fund	900,489	994,513	965,544	1,100,940
Transfer From 07-Special Police Fund	107,000	108,000	115,000	100,000
Transfer From 12-Fairfax Festival	-	-	6,831	10,250
Transfer From 20-Measure F - Municipal Services Tax Fund	350,940	281,000	332,500	348,638
Transfer From 21-Gas Tax Fund	96,072	142,888	133,908	144,500
Transfer From Capital-Payroll Offset	8,850	-	24,133	14,950
Carryover from 2006-07 General Fund	-	-	-	356,221
Total Other Revenues	1,866,395	1,832,351	1,791,224	2,326,249
01 - GENERAL FUND TOTAL	6,612,373	6,359,159	6,555,546	6,960,249

TOWN OF FAIRFAX
COMPARATIVE REVENUE DETAIL BY FUND
2007-2008 FISCAL YEAR

	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	Estimated Actual 2006-2007	PROPOSED BUDGET 2007-2008
02 - DRY PERIOD FUND				
Miscellaneous Revenues	-	-	-	-
Transfer from 2006-07 General Fund Carryover	-	-	-	141,944
02 - DRY PERIOD FUND TOTAL	-	-	-	141,944
03 - EQUIPMENT REPLACEMENT FUND				
Sale of surplus police chief vehicle	4,000	-	-	-
Transfer From 01-General Fund	29,451	-	-	-
03 - EQUIPMENT REPLACEMENT FUND TOTAL	33,451	-	-	-
04 - BUILDING AND PLANNING FUND				
Building Permits	125,769	120,000	86,545	100,000
Road Impact Fees	133,762	82,000	57,216	60,000
General Plan Maintenance Fees	5,282	5,000	2,781	3,000
Technology Improvement Fees	6,832	5,500	4,259	4,500
Bldg/Planning Infrastructure Improvement Fees	6,217	5,200	4,234	4,500
Engineering/Excavation	216	500	327	250
Housing Inspections	22,350	20,000	18,760	20,000
Seismic Fees	440	250	624	500
Plan Retention	767	1,000	51	500
Street Opening	4,083	4,500	3,318	4,500
Total Permits and Fees	305,717	243,950	178,115	197,750
Zoning & Filing Fees	52,696	55,000	55,846	57,000
Building Plan Checks	59,559	56,000	30,933	30,000
Engineering Plan Checks	45,037	25,000	5,290	25,000
Total Charges For Current Services	157,292	136,000	92,069	112,000
04 - BUILDING AND PLANNING FUND TOTAL	463,009	379,950	270,184	309,750
05 - COMMUNICATIONS REPLACEMENT FUND				
Miscellaneous Revenues	-	-	-	-
05 - COMMUNICATIONS REPLACEMENT FUND TOTAL	-	-	-	-
06 - RETIREMENT FUND				
Taxes - Current Secured	840,515	867,770	853,209	900,000
Taxes - Current Unsecured	6,210	7,200	7,001	7,000
Supplemental	24,157	25,000	84,922	80,000
Secured Homeowners Exemption	11,912	11,000	11,839	11,500
Investment Earnings	2,877	1,000	2,054	2,000
06 - RETIREMENT FUND TOTAL	885,670	911,970	959,024	1,000,500
07 - SPECIAL POLICE REVENUE FUND				
COPS	100,000	100,000	100,000	100,000
STAR Program	-	-	-	-
Miscellaneous	-	-	15,000	-
07 - SPECIAL POLICE REVENUE FUND TOTAL	100,000	100,000	115,000	100,000

**TOWN OF FAIRFAX
COMPARATIVE REVENUE DETAIL BY FUND
2007-2008 FISCAL YEAR**

	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	Estimated Actual 2006-2007	PROPOSED BUDGET 2007-2008
08 - OFFICE EQUIPMENT REPLACEMENT FUND				
Transfer From 53-Capital Projects - Town	-	-	-	-
08 - OFFICE EQUIPMENT REPLACEMENT FUND				
11 - RECREATION FUND				
County Funding	3,000	-	-	-
Transfer From 01-General Fund (Measure F)	21,000	18,000	18,000	① 18,000
11 - RECREATION FUND TOTAL	24,000	18,000	18,000	18,000
12 - FAIRFAX FESTIVAL FUND				
Festival Revenue	21,210	25,000	34,861	28,000
12 - FAIRFAX FESTIVAL FUND	21,210	25,000	34,861	28,000
20 - MEASURE F - MUNICIPAL SVS TAX FUND				
Designated for Police Services	160,719	160,200	192,000	180,000
Designated for Fire Services	102,327	102,000	122,500	150,638
Designated for Youth Program	18,058	18,000	18,000	18,000
Designated for Public Works Safety Improvements	63,705	67,560	77,500	48,662
Designated for Matching Funds related to Grants	121,691	231,300	169,603	67,700
20 - MEASURE F - MUNICIPAL SVS TAX FUND TOTAL	466,500	579,060	679,603	465,000
21 - GAS TAX FUND				
Gas Tax 2106	37,412	40,000	37,496	37,500
Gas Tax 2107	60,092	62,000	59,915	60,000
Gas Tax 2107.5	2,000	2,200	2,000	2,000
Gas Tax 2105	45,056	46,000	44,828	45,000
Prop 42	-	57,688	54,668	-
21 - GAS TAX FUND TOTAL	144,560	207,888	198,908	144,500
41,42 & 43 - MEASURE K BOND DEBT SERVICE FUNDS				
Taxes - Current Secured	377,415	311,850	420,993	400,000
Taxes - Current Unsecured	2,889	4,000	3,130	3,000
Taxes - Supplemental	11,068	11,500	30,044	25,000
Homeowners' Exemption	5,442	5,000	5,838	5,000
41,42 & 43 - MEASURE K BOND DEBT SERVICE FUNDS TOTAL	396,814	332,350	460,006	433,000
48 - EMERGENCY WATERSHED PROTECTION FUND				
Natural Resources Conservation Service Grant	-	-	-	400,000
48 - EMERGENCY WATERSHED PROTECTION FUND TOTAL	-	-	-	400,000
50 - FAIRFAX CREEK RESTORATION FUND				
Department of Water Resources Grant	-	121,200	-	121,200
Transfer From 01-General Fund	1,400	2,275	2,275	1,400
Transfer From 20-Measure F - Municipal Services Tax Fund	-	109,932	108,975	-
Transfer From 01-General Fund 2006-07 Carryover	-	-	-	110,074
50 - FAIRFAX CREEK RESTORATION FUND TOTAL	1,400	233,407	111,250	232,674

**TOWN OF FAIRFAX
COMPARATIVE REVENUE DETAIL BY FUND
2007-2008 FISCAL YEAR**

	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	Estimated Actual 2006-2007	PROPOSED BUDGET 2007-2008
51 - CAPITAL PROJECTS FUND, GRANTS				
Federal/State Grant Revenue	5,000	-	-	1,590,800
Park Bond Revenue	-	144,994	-	128,029
Transportation Development Act Revenue	77,188	-	9,248	-
Recycling Grant	5,000	5,000	5,000	5,000
County Grant-Center Blvd	8,853	50,000	50,000	-
Transfer From 01-General Fund	-	-	-	-
Transfer From 01-General Fund	-	-	-	-
Transfer From 01-General Fund	-	-	-	-
Transfer From 04-Building & Planning Fund	-	-	-	-
Transfer From 20-Measure F - Municipal Services Tax Fund	-	110,628	60,628	21,162
Transfer From 21-Gas Tax Fund	12,000	-	-	-
Transfer From 53-Capital Projects - Town	-	-	-	-
Transfer From 55-Measure K-Center Blvd Grants Match	-	-	-	13,000
51 - CAPITAL PROJECTS FUND, GRANTS TOTAL	108,041	310,622	124,876	1,767,991
52 - DISASTER FUND				
Revenue from FEMA/OES	-	-	810,988	-
Transfer From 01-General Fund 2006-07 Carryover	-	-	-	100,000
52 - DISASTER FUND TOTAL	-	-	810,988	100,000
53 - CAPITAL PROJECTS FUND, TOWN				
Bldg/Planning Infrastructure Improvement Fees	-	-	-	-
Sir Francis Drake Project Revenue	-	-	-	-
Measure A - Transportation Authority of Marin	-	66,000	66,000	76,000
County - Emergency Warning System	-	50,000	38,956	11,044
Transfer From 01-General Fund	-	-	-	-
Transfer From 01-General Fund	-	-	-	114,000
Transfer From 01-General Fund-Garbage Road Impact Fee	-	-	48,000	48,000
Transfer From 01-General Fund 2006-07 Carryover	-	-	-	10,000
Transfer From 04-Building & Planning Fund-Road Impact	-	82,000	57,216	60,000
Transfer From 20-Measure F - Municipal Services Tax Fund	-	77,500	77,500	95,200
Transfer From 21-Gas Tax Fund	36,488	65,000	65,000	-
Transfer from Traffic Impact Fee Fund	17,721	-	-	-
53 - CAPITAL PROJECTS FUND, TOWN TOTAL	64,209	340,500	352,672	414,244
55 - MEASURE K FUND				
Interest Earnings	3,933	40,000	103,243	100,000
Proceeds of Bond Sale	-	1,765,000	1,765,000	-
Transfer From 01-General Fund	4,650	-	-	-
55 - MEASURE K FUND	8,583	1,805,000	1,868,243	100,000
73 - OPEN SPACE FUND				
Donations and Other Revenue	5,238	3,000	12,187	3,000
73 - OPEN SPACE FUND TOTAL	5,238	3,000	12,187	3,000
TOTAL REVENUES AND TRANSFERS IN	9,325,059	11,605,916	12,471,348	12,608,852

**TOWN OF FAIRFAX
COMPARATIVE EXPENDITURE SUMMARY BY FUND
2007-2008 FISCAL YEAR**

FUND	<u>ACTUAL</u> 2005-2006	<u>ADOPTED</u> <u>BUDGET</u> 2006-2007	<u>ESTIMATED</u> <u>ACTUAL</u> 2006-2007	<u>PROPOSED</u> <u>BUDGET</u> 2007-2008
01 - General Fund	6,430,232	6,207,930	6,193,528	6,919,354
02 - Dry Period Fund	-	-	-	-
03 - Equipment Replacement Fund	30,552	95,000	62,163	62,751
04 - Building & Planning Fund	396,322	379,950	270,184	309,750
05 - Communication Equip. Replacement Fund	1,101	20,000	18,562	10,000
06 - Retirement Fund	900,489	994,513	965,544	1,100,940
07 - Special Police Fund	14,623	10,025	5,113	6,300
08 - Office Equip. Replacement Fund	20,622	15,000	14,738	10,000
11 - Recreation Fund	21,686	18,000	18,000	18,000
12 - Fairfax Festival Fund	15,852	23,450	30,237	23,750
20 - Measure F - Municipal Svs Tax Fund	350,940	579,060	579,603	465,000
21 - Gas Tax Fund	144,560	207,888	198,908	144,500
41,42 & 43 - Measure K Debt Service	389,054	416,038	449,613	466,384
49 - Emergency Watershed Protection Fund	-	-	-	400,000
50 - Fairfax Creek Restoration Fund	11,443	335,950	116,638	356,731
51 - Grants Capital Projects Fund	125,268	2,120,109	724,119	1,759,627
52 - Storm Damage Recovery Fund	-	-	509,174	227,975
53 - Town Capital Projects Fund	36,488	388,500	323,231	321,044
55 - Measure K Capital Project Fund	316,766	704,000	239,183	713,000
73 - Open Space Fund	-	1,000	-	1,000
TOTAL EXPENDITURES & XFER OUT	9,205,999	12,516,413	10,718,538	13,316,106

**TOWN OF FAIRFAX
COMPARATIVE EXPENDITURE DETAIL BY DEPARTMENT
2006-2007 FISCAL YEAR**

	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
01 - GENERAL FUND				
Mayor & Council	27,597	26,062	27,216	27,570
Auditor	10,335	25,000	20,000	22,000
Legal	34,732	60,000	97,313	80,000
Total Town Council	72,665	111,062	144,530	129,570
Manager	169,764	205,560	211,280	203,432
Volunteers	9,119	17,700	18,549	21,980
Recreation	7,787	16,150	16,706	20,330
Disaster Council	-	-	-	4,000
Town Clerk	95,263	125,172	122,542	128,887
Elections	5,400	200	-	7,400
Personnel	34,607	5,700	6,959	7,700
Finance	184,741	224,387	250,624	248,761
Total General Administration	506,680	594,869	626,659	642,490
Planning	310,675	395,750	346,191	399,728
Building Inspection	167,443	178,000	126,917	153,809
Total Development Services	478,118	573,750	473,108	553,536
Police	2,106,575	2,403,500	2,520,441	2,532,038
Special Police Expenses	14,623	10,025	5,113	6,300
Fire	1,360,359	1,464,675	1,465,964	1,557,832
Total Public Safety	3,481,557	3,878,200	3,991,518	4,096,169
Public Works Administration	146,222	138,268	112,624	118,701
Streets	329,962	352,400	358,833	359,412
Lighting	60,552	60,750	52,624	57,800
Storm	948,505	5,000	-	5,000
Pollution Prevention	19,480	25,000	19,880	20,000
Total Public Works	1,504,721	581,418	543,960	560,913
Park Maintenance	103,691	114,522	94,457	104,554
Rental Facilities-WC & Ballfield	40,192	53,813	51,251	56,371
Rental Facilities-Pavilion	37,828	39,913	39,001	34,571
Total Parks & Facility Maintenance	181,711	208,248	184,710	195,497
Miscellaneous	152,929	240,109	208,767	197,760
Transfers Out	51,851	20,275	20,275	543,418
Total Non-Departmental	204,780	260,384	229,042	741,178
TOTAL GENERAL FUND EXPENSES	6,430,232	6,207,930	6,193,528	6,919,354

**TOWN OF FAIRFAX
CONSOLIDATED GENERAL FUND OPERATING EXPENDITURES BY EXPENSE CATEGORY
2006-2007 FISCAL YEAR**

DESCRIPTION	^{10/06-07} ACTUAL 2005-2006	^{10/07-08} ADOPTED BUDGET 2006-2007	^{10/07-08} ESTIMATED ACTUAL 2006-2007	^{10/08-09} PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS				
PAYROLL	2,051,446	2,242,301	2,291,048	2,390,243
ACCRD VAC & COMP	600	19,087	30,929	7,000
HEALTH INSURANCE	248,306	281,200	314,468	348,043
WORKERS COMP.	72,348	106,000	86,845	49,313
RETIREMENT	879,521	994,513	965,544	1,100,940
MEDICARE	25,193	29,250	27,961	31,838
UNEMPLOYMENT	-	-	10,003	-
AUTO ALLOWANCE	2,213	4,600	4,200	4,200
CLOTHING ALLOWANCE	16,314	15,000	14,885	15,825
PAYROLL TRANSFERS	-	(9,950)	(30,964)	(37,250)
SUBTOTAL	3,295,942	3,682,000	3,714,919	3,910,152
OPERATING EXPENSES				
LIAB. & PROP. INSURANCE	157,916	190,300	208,983	174,000
FIRE SERVICE CONTRACT	1,038,345	1,121,612	1,121,848	1,172,495
OTHER CONTRACT SVCS	1,357,356	609,093	557,864	568,050
DONATIONS	3,500	8,728	7,528	9,050
OTHER EXPENSES	526,412	527,922	513,471	534,562
FEMA CIP PROJECTS	-	-	-	-
TRANSFERS OUT	56,501	68,275	68,275	543,418
SUBTOTAL	3,140,030	2,525,930	2,477,969	3,001,574
TOTAL GENERAL FUND EXPENSES	6,435,972	6,207,930	6,192,888	6,911,726

**TOWN OF FAIRFAX
2006-2007 BUDGET
PERSONNEL
of Employees**

ACTIVITY	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
TOWN MANAGER	1.50	1.00	1.00	1.00
TOWN CLERK	1.00	1.00	1.00	1.00
FINANCE	1.50	1.50	1.50	1.50
PLANNING/ BUILDING SERVICES	3.50	3.50	3.50	3.50
POLICE	16.25	16.25	16.25	16.25
PUBLIC WORKS ADMINISTRATION	1.50	1.00	1.00	1.00
STREETS	3.00	3.00	3.00	3.00
PARK MAINTENANCE	1.00	1.00	1.00	1.00
RENTAL FACILITIES	0.50	0.50	0.50	0.50
BUILDING MAINTENANCE	0.50	0.50	0.50	0.50
COMM. RESOURCES COORDINATOR	0.50	0.50	0.50	0.50
	<u>30.75</u>	<u>29.75</u>	<u>29.75</u>	<u>29.75</u>

Positions reflected are full-time equivalents (FTEs).

TOWN COUNCIL

FUND: 01 - GENERAL FUND
 ACTIVITY: 111 - TOWN COUNCIL
 RESPONSIBILITY: TOWN COUNCIL

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS	20,642	21,600	21,775	22,070
OPERATING EXPENSES	6,955	4,462	5,441	5,500
TOTAL DEPARTMENT	27,597	26,062	27,216	27,570

ACTIVITY DESCRIPTION

The Town Council consist of five representatives elected at large by the citizens of Fairfax. The Town Council is the policy making legislative body of the Town and is ultimately responsible to the community for the implementation of all programs and services provided by the Town. The Council reviews proposals to meet community needs, initiates action for new programs, and determines the ability of the Town to provide financing for various activities. The Council appoints the Town Manager and the Town Attorney and ratifies the appointment of Department Heads. Appointments are made to Commissions, Boards and Advisory Committees. The Council acts to influence local, regional and state policies favorable to the Town, through various organizations and action groups.

COMMENTS ON EXPENDITURE DETAIL

- 815 For business cards and stationery.
- 822 MCCMC State Lobbyist (Reinstated starting in 2005-2006).
- 842 For plaques and other means to recognize special service of citizens, community groups, and commissioners
- 861 MCCMC meetings, Northern California League Conferences, Mayors/Councilmembers executive forums
- 862 MCCMC dues

POSITIONS	PERSONNEL			
COUNCIL MEMBERS	5.00	5.00	5.00	5.00
TOTAL POSITIONS	5.00	5.00	5.00	5.00

TOWN COUNCIL

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
111 - TOWN COUNCIL
TOWN COUNCIL

EXPENDITURE DETAIL

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DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
-----		-----	-----	-----	-----
PAYROLL AND BENEFITS					
421	TEMP EMPLOYEES	17,212	18,000	18,000	18,000
493	RETIREMENT	3,370	3,600	3,671	3,800
494	MEDICARE MATCH	61	-	104	270
	SUBTOTAL	20,642	21,600	21,775	22,070
OPERATING EXPENSES					
813	OFFICE SUPPLIES	295	200	218	250
815	PRINTING	507	200	352	300
822	STATE LOBBYIST	1,648	1,162	1,233	1,300
842	SPECIAL DEPT SUPPLIES	234	300	491	400
861	BUS.MEET/CONF.	3,672	2,000	2,397	2,500
862	DUES & SUBSCRIPTIONS	600	600	750	750
	SUBTOTAL	6,955	4,462	5,441	5,500
	TOTAL DEPARTMENT	27,597	26,062	27,216	27,570

INDEPENDENT AUDITOR

FUND: 01 - GENERAL FUND
 ACTIVITY: 116 - INDEPENDENT AUDITOR
 RESPONSIBILITY: TOWN COUNCIL

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	10,335	25,000	20,000	22,000
TOTAL DEPARTMENT	10,335	25,000	20,000	22,000

ACTIVITY DESCRIPTION

The Town Council hires an independent auditor to annually conduct an audit of Town expenditures and to ensure that the Town conforms to generally accepted accounting procedures and compliance with GASB 34.

COMMENTS ON EXPENDITURE DETAIL

822 Independent auditor contract cost. Includes preparation of annual Town Financial Audit.

INDEPENDENT AUDITOR

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
116 - INDEPENDENT AUDITOR
TOWN COUNCIL

EXPENDITURE DETAIL

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DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
-----		-----	-----	-----	-----
OPERATING EXPENSES					
822	OUTSIDE CONTRACT SVS	10,335	25,000	20,000	22,000
TOTAL DEPARTMENT		10,335	25,000	20,000	22,000

TOWN ATTORNEY

FUND: 01 - GENERAL FUND
ACTIVITY: 121 - TOWN ATTORNEY
RESPONSIBILITY: TOWN COUNCIL

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	34,732	60,000	97,313	80,000
TOTAL DEPARTMENT	34,732	60,000	97,313	80,000

ACTIVITY DESCRIPTION

The Town Attorney is appointed by the Council on a contract basis and is responsible for the administration of legal affairs of the Town. The Attorney represents the Town in suits, litigation, and hearings; prepares or reviews all ordinances, contracts, and other legal instruments; and renders legal advice and opinions for the Town Council, Town Manager and departments. The Town Attorney attends all regular Council meetings or arranges for a substitute.

COMMENTS ON EXPENDITURE DETAIL

- 821 Provides fees for Richards Watson & Gershon representation for general legal services, and Bertrand Fox & Elliot for labor relations matters.

TOWN ATTORNEY

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
121 - TOWN ATTORNEY
TOWN COUNCIL

EXPENDITURE DETAIL

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DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
-----		-----	-----	-----	-----
OPERATING EXPENSES					
811	POSTAGE	-	-	-	-
812	REPRODUCTION	-	-	-	-
821	OUTSIDE CONSULTING SVS	34,732	60,000	97,313	80,000
TOTAL DEPARTMENT		34,732	60,000	97,313	80,000

TOWN MANAGER

FUND: 01 - GENERAL FUND
 ACTIVITY: 211 - TOWN MANAGER
 RESPONSIBILITY: GENERAL ADMINISTRATION
 SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS	125,236	167,110	171,046	183,332
OPERATING EXPENSES	44,528	38,450	40,234	20,100
TOTAL DEPARTMENT	169,764	205,560	211,280	203,432

ACTIVITY DESCRIPTION

The Town Manager is responsible for carrying out Council policy and directing and coordinating all Town departments. Specific responsibilities include preparation of the annual budget, representing the Town in negotiations with employee groups, advising the Council on the financial condition and needs of the Town. The Town Manager attends all Council meetings unless excused, represents the Town with other jurisdictions subject to Council direction and performs such other duties as may be directed by the Town Council. The Town Manager also serves as the personnel officer and rotates with the Town of San Anselmo as Executive Officer of the Ross Valley Fire Authority.

COMMENTS ON EXPENDITURE DETAIL

- 401 Starting in FY 06-07, all of the Assistant to the Town Manager is budgeted under the Town Clerk.
- 822 Janitorial services allocation (\$1,300).

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
POSITIONS		PERSONNEL		
TOWN MANAGER	1.00	1.00	1.00	1.00
ASSISTANT TO TOWN MANAGER	0.50	-	-	-
TOTAL POSITIONS	1.50	1.00	1.00	1.00

TOWN MANAGER

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
211 - TOWN MANAGER
GENERAL ADMINISTRATION

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS				
401 REGULAR SALARIES	89,100	120,400	120,000	129,500
415 ACCRUED VACATION	-	-	-	-
491 HEALTH INSURANCE	12,032	14,400	17,044	18,060
492 WORKERS COMP.	2,160	1,800	1,800	3,254
493 RETIREMENT	18,646	24,560	26,128	26,375
494 MEDICARE	1,199	1,750	1,874	1,943
496 UNEMPLOYMENT	-	-	-	-
611 AUTO ALLOWANCE	2,100	4,200	4,200	4,200
SUBTOTAL	125,236	167,110	171,046	183,332
OPERATING EXPENSES				
711 OFFICE EQUIP MAINT.	202	250	-	-
731 BLDG-GROUNDS MAINT.	3,091	3,500	4,154	5,000
801 WATER	312	450	268	300
802 POWER	2,456	2,300	1,521	2,300
804 TELEPHONE	2,285	2,100	2,138	2,100
811 POSTAGE	859	800	562	600
812 REPRODUCTION	-	100	-	-
813 OFFICE SUPPLIES	2,638	1,400	1,964	1,400
815 PRINTING	1,656	-	56	-
821 OUTSIDE CONSULTING SVS	4,180	5,000	5,749	1,500
822 OUTSIDE CONTRACT SVS	1,715	1,300	2,147	1,500
861 BUS.MEET/CONF.	986	1,000	1,387	1,500
862 DUES & SUBSCRIPTIONS	1,182	1,250	287	1,400
871 LIAB. & PROP. INSURANCE	19,031	19,000	20,000	2,500
881 SPECIAL SERVICES	3,938	-	-	-
SUBTOTAL	44,528	38,450	40,234	20,100
TOTAL DEPARTMENT	169,764	205,560	211,280	203,432

VOLUNTEERS FOR FAIRFAX

FUND: 01 - GENERAL FUND
 ACTIVITY: 216 - VOLUNTEERS FOR FAIRFAX
 RESPONSIBILITY: GENERAL ADMINISTRATION

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS	7,473	14,150	15,440	18,330
OPERATING EXPENSES	1,646	3,550	3,109	3,650
TOTAL DEPARTMENT	9,119	17,700	18,549	21,980

ACTIVITY DESCRIPTION

The Volunteers for Fairfax program is designated to accomplish a variety of community improvement projects through a program of recruiting community volunteers.

COMMENTS ON EXPENDITURE DETAIL

401 One-half of salary of Part-time Comm. Resources Coordinator

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
POSITIONS		PERSONNEL		
COMMUNITY RESOURCES COORD.	0.25	0.25	0.25	0.25

VOLUNTEERS FOR FAIRFAX

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
216 - VOLUNTEERS FOR FAIRFAX
GENERAL ADMINISTRATION

EXPENDITURE DETAIL

DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS					
401	REGULAR SALARIES	6,636	13,200	14,245	14,675
492	WORKERS COMP.	750	900	1,000	340
493	RETIREMENT	-	-	-	3,095
494	MEDICARE	87	50	195	220
	SUBTOTAL	7,473	14,150	15,440	18,330
OPERATING EXPENSES					
711	OFFICE EQUIP MAINT.	47	100	-	100
804	TELEPHONE	300	500	565	550
811	POSTAGE	805	700	761	750
812	REPRODUCTION	22	50	-	50
813	OFFICE SUPPLIES	448	1,200	986	1,200
842	SPECIAL DEPT SUPPLIES	23	1,000	796	1,000
	SUBTOTAL	1,646	3,550	3,109	3,650
	TOTAL DEPARTMENT	9,119	17,700	18,549	21,980

RECREATION

FUND: 01 - GENERAL FUND
 ACTIVITY: 217 - RECREATION
 RESPONSIBILITY: GENERAL ADMINISTRATION

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	7,787	16,150	16,706	20,330
TOTAL DEPARTMENT	7,787	16,150	16,706	20,330

ACTIVITY DESCRIPTION

The Park & Recreation Commission recommends policies and recreational activities to the Town Council via the Town Manager. In addition, it coordinates the Easter Egg Hunt, Halloween Parade, Haunted Grove, and Christmas Programs as well as administer other ad hoc programs.

COMMENTS ON EXPENDITURE DETAIL

881 Easter Egg Hunt (\$300), Artist in Residence (\$400), Halloween (\$200)

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
POSITIONS		PERSONNEL		
COMMUNITY RESOURCES COORD.	0.25	0.25	0.25	0.25

RECREATION

FUND: 01 - GENERAL FUND
 ACTIVITY: 217 - RECREATION
 RESPONSIBILITY: GENERAL ADMINISTRATION

EXPENDITURE DETAIL

DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS					
401	REGULAR SALARIES	6,516	13,200	14,245	14,675
492	WORKERS COMP	-	900	1,000	340
493	RETIREMENT	-	-	-	3,095
494	MEDICARE	85	50	195	220
	SUBTOTAL	6,601	14,150	15,440	18,330
OPERATING EXPENSES					
804	TELEPHONE	237	500	20	500
811	POSTAGE	-	100	-	100
813	OFFICE SUPPLIES	22	200	-	200
821	OUTSIDE CONSULTING SVS	195	300	-	300
881	SPECIAL SERVICES	733	900	1,246	900
	SUBTOTAL	1,186	2,000	1,266	2,000
	TOTAL DEPARTMENT	7,787	16,150	16,706	20,330

DISASTER COUNCIL

FUND: 01 - GENERAL FUND
ACTIVITY: 218 - DISASTER COUNCIL
RESPONSIBILITY: GENERAL ADMINISTRATION

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	-	-	-	4,000
TOTAL DEPARTMENT	-	-	-	4,000

ACTIVITY DESCRIPTION

The Disaster Council was created by resolution and has been recently re-activated as a result of the December 31, 2006 flood. The Disaster Council has been charged with reviewing the Towns policies and procedures related to emergency situations as well as providing outreach and education to the residents, merchants and visitors of Fairfax.

COMMENTS ON EXPENDITURE DETAIL

- 811 Postage for an Emergency Information mailer
- 881 Emergency information mailer

DISASTER COUNCIL

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
218 - DISASTER COUNCIL
GENERAL ADMINISTRATION

EXPENDITURE DETAIL

DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES					
811	POSTAGE	-	-	-	1,000
881	SPECIAL SERVICES	-	-	-	3,000
	SUBTOTAL	-	-	-	4,000
	TOTAL DEPARTMENT	-	-	-	4,000

TOWN CLERK

FUND: 01 - GENERAL FUND
 ACTIVITY: 221 - TOWN CLERK
 RESPONSIBILITY: GENERAL ADMINISTRATION

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS	80,047	112,022	106,588	113,237
OPERATING EXPENSES	15,216	13,150	15,954	15,650
TOTAL DEPARTMENT	95,263	125,172	122,542	128,887

ACTIVITY DESCRIPTION

The Town Clerk is elected to provide assistance to the Mayor and Councilmembers and is custodian of all official town records. The Town Clerk oversees the Town's adherence to legal requirements as well as maintaining liability claims and personnel files. As the Assistant to the Town Manager, this position works as assigned in the general administration of the town as a confidential employee. This includes serving as the Public Information Officer and the office manager. The Town Clerk also administers local elections, prepares council meeting agendas and gives notice of public hearings, authenticates official records on behalf of the Town, and serves as the financial disclosure officer.

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
POSITIONS		PERSONNEL		
TOWN CLERK/ ASST TO MANAGER	0.50	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	0.50	-	-	-
TOTAL POSITIONS	1.00	1.00	1.00	1.00

TOWN CLERK

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
221 - TOWN CLERK
GENERAL ADMINISTRATION

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS				
401 REGULAR SALARIES	57,762	80,500	71,958	76,790
415 ACCRUED VACATION	-	1,800	-	-
421 TEMP. EMPLOYEES	-	-	1,440	1,500
461 OVERTIME	211	600	500	-
491 HEALTH INSURANCE	8,781	10,800	16,166	15,845
492 WORKERS COMP.	1,260	1,000	1,000	1,747
493 RETIREMENT	11,121	16,422	14,458	16,200
494 MEDICARE	799	900	1,066	1,155
611 AUTO ALLOWANCE	113	-	-	-
SUBTOTAL	80,047	112,022	106,588	113,237
OPERATING EXPENSES				
711 OFFICE EQUIP MAINT.	297	700	120	300
731 BLDG-GROUNDS MAINT.	2,953	4,000	4,154	4,000
801 WATER	125	100	28	100
804 TELEPHONE	930	700	782	750
811 POSTAGE	833	700	619	700
812 REPRODUCTION	-	-	-	-
813 OFFICE SUPPLIES	1,128	1,000	2,018	2,000
814 LEGAL ADS	-	500	-	200
815 PRINTING	261	100	56	100
821 OUTSIDE CONSULTING SVS	966	1,000	1,876	1,000
822 OUTSIDE CONTRACT SVS	7,069	3,500	5,834	5,500
842 SPECIAL DEPT SUPPLIES	231	250	183	200
861 BUS.MEET/CONF.	186	300	130	500
862 DUES & SUBSCRIPTIONS	238	300	155	300
SUBTOTAL	15,216	13,150	15,954	15,650
TOTAL DEPARTMENT	95,263	125,172	122,542	128,887

ELECTIONS

FUND: 01 - GENERAL FUND
ACTIVITY: 222 - ELECTIONS
RESPONSIBILITY: GENERAL ADMINISTRATION

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	5,400	200	-	7,400
TOTAL DEPARTMENT	5,400	200	-	7,400

ACTIVITY DESCRIPTION

At least every two years in November of odd numbered years, Council-member elections are held. By state law, the Town Clerk administers these elections.

ELECTIONS

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
222 - ELECTIONS
GENERAL ADMINISTRATION

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES				
813 OFFICE SUPPLIES	89	200	-	-
814 LEGAL ADS	-	-	-	200
821 OUTSIDE CONSULTING SVS	-	-	-	-
822 OUTSIDE CONTRACT SVS	5,311	-	-	6,000
861 BUS.MEET/CONF.	-	-	-	1,200
TOTAL DEPARTMENT	5,400	200	-	7,400

PERSONNEL

FUND: 01 - GENERAL FUND
ACTIVITY: 231 - PERSONNEL
RESPONSIBILITY: GENERAL ADMINISTRATION

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	34,607	5,700	6,959	7,700
TOTAL DEPARTMENT	34,607	5,700	6,959	7,700

ACTIVITY DESCRIPTION

This activity is intended to cover costs associated with recruitment, testing, physical, and psychological exams as required.

821 Psychological and physical examinations for new employees (\$2,800)

PERSONNEL

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
231 - PERSONNEL
GENERAL ADMINISTRATION

EXPENDITURE DETAIL

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DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
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OPERATING EXPENSES					
814	LEGAL ADS	4,303	3,000	1,413	2,500
815	PRINTING	-	-	-	-
821	OUTSIDE CONSULTING SVS	30,238	2,500	5,396	5,000
842	SPECIAL DEPT SUPPLIES	65	150	150	150
861	BUS.MEET/CONF.	-	50	-	50
	SUBTOTAL	34,607	5,700	6,959	7,700
	TOTAL DEPARTMENT	34,607	5,700	6,959	7,700

FINANCE

FUND: 01 - GENERAL FUND
 ACTIVITY: 241 - FINANCE
 RESPONSIBILITY: GENERAL ADMINISTRATION

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS	125,028	132,237	136,738	172,511
OPERATING EXPENSES	59,713	92,150	113,886	76,250
TOTAL DEPARTMENT	184,741	224,387	250,624	248,761

ACTIVITY DESCRIPTION

The Finance Department is responsible for managing and performing all the Town's financial and accounting operations, retirement, payroll and portions of the insurance requirements for the town. The department oversees business license collection, prepares monthly revenue and expenditure reports, and maintains the town's fixed asset inventories on an annual basis. The director is also responsible for all financial reports required by the State of California and the County of Marin. This department also prepares and oversees budget appropriations.

COMMENTS ON EXPENDITURE DETAIL

- 401 Salary for Finance Director and 50% Administrative Assistant.
- 821 Miscellaneous outside services (ie. bank charges, GASB 34 compliance), tax auditing service (\$3,000)
- 822 Payroll Service (\$7,500)
- Accounting software support (\$4,000)
- Mandated cost reimbursement preparation (\$4,000)
- Quarterly Sales Tax audits and reports (\$6,000)
- Janitorial services allocation (\$1,300)
- County Tax Collector's fee for collection of property tax (\$33,000)

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
POSITIONS		PERSONNEL		
FINANCE DIRECTOR	1.00	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	0.50	0.50	0.50	0.50
TOTAL POSITIONS	1.50	1.50	1.50	1.50

FINANCE

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
241 - FINANCE
GENERAL ADMINISTRATION

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL	ADOPTED	ESTIMATED	PROPOSED
	2005-2006	BUDGET 2006-2007	ACTUAL 2006-2007	BUDGET 2007-2008
401 REGULAR SALARIES	89,727	94,000	93,265	120,455
415 ACCRUED VACATION	-	1,587	-	-
421 TEM. EMPLOYEES	-	-	878	-
461 OVERTIME	429	300	1,291	1,500
491 HEALTH INSURANCE	13,199	14,000	16,565	20,590
492 WORKERS COMP.	1,850	2,000	2,000	2,741
493 RETIREMENT	18,357	18,800	21,499	25,415
494 MEDICARE	1,467	1,550	1,241	1,810
SUBTOTAL	125,028	132,237	136,738	172,511
OPERATING EXPENSES				
711 OFFICE EQUIP MAINT.	250	400	295	300
731 BLDG-GROUNDS MAINT.	2,953	3,500	4,154	4,000
801 WATER	55	100	-	100
804 TELEPHONE	963	850	1,025	1,000
811 POSTAGE	826	700	625	700
813 OFFICE SUPPLIES	1,448	1,000	1,745	1,750
815 PRINTING	849	800	800	800
821 OUTSIDE CONSULTING SVS	1,937	29,500	44,070	10,000
822 OUTSIDE CONTRACT SVS	49,232	53,800	59,939	53,800
861 BUS.MEET/CONF.	782	1,200	1,071	3,500
862 DUES & SUBSCRIPTIONS	418	300	160	300
890 MISCELLANEOUS	-	-	-	-
SUBTOTAL	59,713	92,150	113,886	76,250
TOTAL DEPARTMENT	184,741	224,387	250,624	248,761

PLANNING

FUND: 01 - GENERAL FUND
 ACTIVITY: 311 - PLANNING
 RESPONSIBILITY: DEVELOPMENT SERVICES

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS	252,707	275,800	275,244	295,228
OPERATING EXPENSES	57,968	119,950	70,947	104,500
TOTAL DEPARTMENT	310,675	395,750	346,191	399,728

ACTIVITY DESCRIPTION

The planning department is responsible for administering the General Plan and Zoning Code; meeting CEQA requirements; providing staff support for the Council, Planning Commission, and Design Review Board. This activity is largely self-supported by the assessment of user fees.

COMMENTS ON EXPENDITURE DETAIL

- 461 Overtime for Administrative Asst. for Planning Commission minutes
- 821 Crane Trans Group-Circulation Element (\$10,000); Paula Schulz-Safety Element (\$25,000)
 Pass Thru Engineering Plan reviews (\$18,000); LAK & Associates
 (Mapping Land Use & Conservation Elements, GPAC) - \$20,000
- 822 Janitorial services allocation (\$1,300).
 One-half Fairfax share of Fiscal Year 07/08 Marin Map (\$3,000)

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
POSITIONS	PERSONNEL			
PLANNING DIRECTOR	1.00	1.00	1.00	1.00
SENIOR PLANNER	1.00	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	0.50	0.50	0.50	0.50
TOTAL POSITIONS	2.50	2.50	2.50	2.50

PLANNING

FUND: 01 - GENERAL FUND
 ACTIVITY: 311 - PLANNING
 RESPONSIBILITY: DEVELOPMENT SERVICES

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS				
401 REGULAR SALARIES	181,059	187,800	189,946	205,365
415 ACCRUED VACATION	-	4,000	-	-
421 TEMP EMPLOYEES	4,290	10,800	7,973	-
461 OVERTIME	1,339	250	1,063	2,000
491 HEALTH INSURANCE	24,084	28,800	31,418	36,905
492 WORKERS COMP.	3,000	3,500	3,502	4,673
493 RETIREMENT	36,380	37,550	38,825	43,205
494 MEDICARE	2,555	2,700	2,518	3,080
496 UNEMPLOYMENT	-	-	-	-
611 AUTO ALLOWANCE	-	400	-	-
SUBTOTAL	252,707	275,800	275,244	295,228
OPERATING EXPENSES				
711 OFFICE EQUIP MAINT.	710	1,500	414	750
731 BLDG-GROUNDS MAINT.	5,192	7,000	7,122	7,000
801 WATER	214	200	-	200
802 POWER	1,228	1,400	760	1,000
804 TELEPHONE	2,001	2,000	1,897	2,000
811 POSTAGE	899	1,000	655	1,000
812 REPRODUCTION	185	100	65	100
813 OFFICE SUPPLIES	1,395	1,300	1,987	1,700
814 LEGAL ADS	-	150	365	400
815 PRINTING	302	200	486	500
821 OUTSIDE CONSULTING SVS	29,380	88,500	40,468	73,000
822 OUTSIDE CONTRACT SVS	4,543	4,300	4,742	4,750
842 SPECIAL DEPT SUPPLIES	77	100	33	100
861 BUS.MEET/CONF.	1,885	1,500	1,513	2,500
862 DUES & SUBSCRIPTIONS	459	1,200	440	500
871 LIAB. & PROP. INSURANCE	9,500	9,500	10,000	9,000
SUBTOTAL	57,968	119,950	70,947	104,500
TOTAL DEPARTMENT	310,675	395,750	346,191	399,728

BUILDING INSPECTION/PERMITS

FUND: 01 - GENERAL FUND
 ACTIVITY: 321 - BUILDING INSPECTION/PERMITS
 RESPONSIBILITY: DEVELOPMENT SERVICES

DESCRIPTION	SUMMARY			
	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS	89,178	89,900	90,215	101,584
OPERATING EXPENSES	78,265	88,100	36,701	52,225
TOTAL DEPARTMENT	167,443	178,000	126,917	153,809

ACTIVITY DESCRIPTION

Building is part of the Planning & Building Department and is staffed by a full-time Building Official who is responsible for the issuance of building permits and the enforcement of codes and regulations, which are designed to maintain minimum health and safety standards. This activity is largely self-supported by the assessment of user fees.

COMMENTS ON EXPENDITURE DETAIL

- 401 Salary for Building Official.
- 722 Fuel and upkeep for Building Official's vehicle.
- 821 Coastland Plan Check & Town Engineer (pass-through, \$25,000).
- 822 Janitorial services allocation (\$1,300).
Scan building plans (\$1,200).
- 861 Building Official/ICBO meetings.
- 862 Professional membership renewals for Building Official.

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
POSITIONS		PERSONNEL		
BUILDING INSPECTOR	1.00	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	-	-	-	-
TOTAL POSITIONS	1.00	1.00	1.00	1.00

BUILDING INSPECTION/PERMITS

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
321 - BUILDING INSPECTION/PERMITS
DEVELOPMENT SERVICES

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL	ADOPTED	ESTIMATED	PROPOSED
	2005-2006	BUDGET 2006-2007	ACTUAL 2006-2007	BUDGET 2007-2008
PAYROLL AND BENEFITS				
401 REGULAR SALARIES	61,767	63,000	65,306	74,220
415 ACCRUED VACATION	-	1,200	-	-
421 TEMP. EMPLOYEES	-	-	1,043	-
461 OVERTIME	5,936	1,500	-	-
491 HEALTH INSURANCE	7,461	9,000	8,028	8,900
492 WORKERS COMP.	1,100	1,500	1,500	1,689
493 RETIREMENT	11,989	12,850	13,350	15,660
494 MEDICARE	925	850	990	1,115
SUBTOTAL	89,178	89,900	90,215	101,584
OPERATING EXPENSES				
711 OFFICE EQUIP MAINT.	202	600	308	400
722 VEHICLE MAINTENANCE	4,000	4,000	4,309	4,100
731 BLDG-GROUNDS MAINT.	1,981	2,800	2,968	3,000
801 WATER	83	100	-	100
802 POWER	1,228	1,500	757	1,000
804 TELEPHONE	1,857	2,300	1,723	2,000
811 POSTAGE	866	800	782.1	800
812 REPRODUCTION	-	200	-	100
813 OFFICE SUPPLIES	1,571	1,300	751	1,000
815 PRINTING	252	100	113	200
821 OUTSIDE CONSULTING SVS	53,682	60,000	10,344	25,000
822 OUTSIDE CONTRACT SVS	1,203	2,500	1,574	2,500
851 CLOTHING	425	600	425	425
861 BUS.MEET/CONF.	887	1,000	2,283	2,000
862 DUES & SUBSCRIPTIONS	530	800	367	600
871 LIAB. & PROP. INSURANCE	9,500	9,500	10,000	9,000
SUBTOTAL	78,265	88,100	36,701	52,225
TOTAL DEPARTMENT	167,443	178,000	126,917	153,809

POLICE

FUND: 01 - GENERAL FUND
 ACTIVITY: 411 - POLICE
 RESPONSIBILITY: PUBLIC SAFETY

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS	1,821,660	2,071,500	2,124,079	2,179,338
OPERATING EXPENSES	284,915	332,000	396,362	352,700
TOTAL DEPARTMENT	2,106,575	2,403,500	2,520,441	2,532,038

ACTIVITY DESCRIPTION

The Police Department has the overall responsibility for criminal apprehension, crime prevention, recovery of stolen property, traffic and parking enforcement as well as public awareness programs. The Police Department is responsible for receiving all 9-1-1 emergency and non-emergency calls 24 - hours a day.

COPS money in the amount of \$100,000 partially offsets salary costs for one patrol position and a portion of salary for the Community Service Officer.

COMMENTS ON EXPENDITURE DETAIL

- 497 Overtime charged to Festival Fund for annual festival.
- 712 Includes Records Management System maintenance contract (\$10,300) and maintenance and repair of department's extensive in-house and mobile computer network.
- 822 K-9 training & supplies, firing range costs, blood analysis, website maintenance, evidence room alarm security, routine janitorial services, Major Crimes Task Force (\$21,000) and the Prandi Childrens Center (forensic interview for child victims of violent crimes).
- 862 Includes Lexipol police policy manual updates (\$3,000).
- 889 Booking fees

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
POSITIONS		PERSONNEL		
POLICE CHIEF	1.00	1.00	1.00	1.00
ADMINISTRATIVE SERGEANT	-	1.00	1.00	1.00
SERGEANT	3.00	2.00	2.00	2.00
DETECTIVE / JUVENILE OFFICER	-	-	-	-
CORPORAL	-	2.00	2.00	2.00
POLICE OFFICER	7.00	5.00	5.00	5.00
DISPATCHER	4.25	4.25	4.25	4.25
POLICE SERVICES TECH / CSO	1.00	1.00	1.00	1.00
TOTAL POSITIONS	16.25	16.25	16.25	16.25

POLICE

FUND: 01 - GENERAL FUND
 ACTIVITY: 411 - POLICE
 RESPONSIBILITY: PUBLIC SAFETY

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL	ADOPTED	ESTIMATED	PROPOSED
	2005-2006	BUDGET 2006-2007	ACTUAL 2006-2007	BUDGET 2007-2008
PAYROLL AND BENEFITS				
401 REGULAR SALARIES	203,827	270,000	276,596	286,200
402 SAFETY SALARIES	786,324	850,000	867,900	894,396
415 ACCRUED VACATION	-	7,000	30,929	7,000
421 TEMP EMPLOYEES	24,631	25,000	28,760	29,000
461 OVERTIME	151,733	131,000	149,003	140,000
481 HOLIDAY PAY	36,298	42,000	43,615	44,100
491 HEALTH INSURANCE	131,665	159,000	178,228	201,420
492 WORKERS COMP.	40,654	70,000	54,529	26,863
498 WORKERS COMP. REIMBURSE	-	-	-	-
493 RETIREMENT	431,951	508,000	473,840	541,450
494 MEDICARE	14,577	18,000	16,369	17,710
496 UNEMPLOYMENT	-	-	10,003	-
497 FESTIVAL OVERTIME REIMBURSIBLE	-	(8,500)	(5,691)	(8,800)
SUBTOTAL	1,821,660	2,071,500	2,124,079	2,179,338
OPERATING EXPENSES				
641 EQUIPMENT RENTAL	-	-	-	-
711 OFFICE EQUIP MAINT.	4,286	4,500	3,787	4,500
712 COMPUTER EQUIP MAINT.	18,420	19,000	21,617	22,000
721 FIELD EQUIP MAINT.	328	-	2,567	-
722 VEHICLE MAINTENANCE	35,370	25,000	30,019	20,000
723 COMMUNICATION EQUIP MAINT	876	2,500	676	2,500
725 MERA DEBT SERVICE	42,878	45,500	45,220	47,200
726 MERA MEMBERSHIP FEE	22,401	30,000	30,152	34,900
731 BLDG-GROUNDS MAINT.	21,449	27,000	30,137	27,000
801 WATER	1,108	1,600	958	1,300
802 POWER	5,213	6,000	4,092	5,000
804 TELEPHONE	23,131	29,000	28,841	29,000
811 POSTAGE	2,184	2,500	2,497	2,900
812 REPRODUCTION	3,914	3,500	3,497	3,500
813 OFFICE SUPPLIES	1,321	1,500	834	1,500
815 PRINTING	5,385	3,500	2,716	3,500
821 OUTSIDE CONSULTING SVS	462	-	186	-
822 OUTSIDE CONTRACT SVS	31,052	35,000	32,339	33,000
841 SMALL TOOLS	408	400	273	400
842 SPECIAL DEPT SUPPLIES	3,809	4,500	6,223	5,000
851 CLOTHING	13,654	11,500	11,878	12,000
861 BUS.MEET/CONF.	-	500	47	500
862 DUES & SUBSCRIPTIONS	6,303	6,000	7,552	6,000
871 LIAB. & PROP. INSURANCE	21,684	53,000	85,749	75,000
881 SPECIAL SERVICES	-	-	15,000	-
883 P.O.S.T.	7,482	10,000	11,932	12,000
889 BOOKING FEES	11,798	10,000	17,573	4,000
SUBTOTAL	284,915	332,000	396,362	352,700
TOTAL DEPARTMENT	2,106,575	2,403,500	2,520,441	2,532,038

SPECIAL POLICE EXPENSES

FUND: 01 - GENERAL FUND
ACTIVITY: 412 - SPECIAL POLICE EXPENSES
RESPONSIBILITY: PUBLIC SAFETY

DESCRIPTION	SUMMARY			
	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
SPECIAL POLICE EXPENSES	14,623	10,025	5,113	6,300
TOTAL DEPARTMENT	14,623	10,025	5,113	6,300

ACTIVITY DESCRIPTION

This activity is to account for miscellaneous grant funds.
\$850.00 is available from the county for CERT training reimbursements.

SPECIAL POLICE EXPENSES

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
412 - SPECIAL POLICE EXPENSES
PUBLIC SAFETY

EXPENDITURE DETAIL

DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES					
926	CLEEP	9,717	9,725	4,783	6,000
927	SLESF	4,756	-	-	-
929	RACIAL PROFILING	-	-	-	-
932	STAR PROGRAM	-	-	-	-
933	CERT TRAINING	150	300	330	300
TOTAL DEPARTMENT		14,623	10,025	5,113	6,300

ROSS VALLEY FIRE SERVICE

FUND: 01 - GENERAL FUND
 ACTIVITY: 421 - ROSS VALLEY FIRE SERVICE
 RESPONSIBILITY: PUBLIC SAFETY

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	1,360,359	1,464,675	1,465,964	1,557,832
TOTAL DEPARTMENT	1,360,359	1,464,675	1,465,964	1,557,832

ACTIVITY DESCRIPTION

The Fairfax Fire Department was integrated with the San Anselmo Fire Department to form the Ross Valley Fire Authority in July 1982. The Fire Authority is governed by a board consisting of two representatives from each Town plus a fifth non-voting representative from the Sleepy Hollow Fire Protection District. The annual budget is formulated by the Fire Chief and the Executive Officer. Funding for the Ross Valley Fire Service operation budget is divided 69.6% San Anselmo and 30.4% Fairfax. Each town is responsible for budgeting their own level of equipment replacement reserves and fire and contents insurance on the station houses.

The Town's contribution to the Ross Valley Fire budget increased 6.2% from FY06-07 to FY07-08.

COMMENTS ON EXPENDITURE DETAIL

- 493 The Town's share of the RVFD net operating budget is 30.4% of \$5,140,352 or \$1,531,355 for the Town.
- 724 Fire Engine, Turnouts, and Breathing Apparatus lease payments.

ROSS VALLEY FIRE SERVICE

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
421 - ROSS VALLEY FIRE SERVICE
PUBLIC SAFETY

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL	ADOPTED	ESTIMATED	PROPOSED
	2005-2006	BUDGET 2006-2007	ACTUAL 2006-2007	BUDGET 2007-2008
OPERATING EXPENSES				
493 RVFS RETIREMENT	286,889	308,991	308,991	358,860
724 RVFS DEBT SERVICE	31,625	30,572	31,625	22,977
871 LIAB. & PROP. INSURANCE	3,500	3,500	3,500	3,500
881 RVFS CONTRACT	1,038,345	1,121,612	1,121,848	1,172,495
TOTAL DEPARTMENT	1,360,359	1,464,675	1,465,964	1,557,832

① RVFS DEBT SERVICE
② RVFS 30,572 of

PUBLIC WORKS ADMINISTRATION

FUND: 01 - GENERAL FUND
 ACTIVITY: 510 - PUBLIC WORKS ADMINISTRATION
 RESPONSIBILITY: PUBLIC WORKS

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS	134,875	121,968	96,220	101,951
OPERATING EXPENSES	11,347	16,300	16,404	16,750
TOTAL DEPARTMENT	146,222	138,268	112,624	118,701

ACTIVITY DESCRIPTION

The Public Works Department has the overall responsibility for the development and implementation of the Town's Capital Improvement Program, maintenance of the street lighting and traffic signals, maintenance and repair of the Town's buildings and facilities, park maintenance, and management of the Storm Water Pollution Prevention Program. Staffing includes the Director of Public Works.

COMMENTS ON EXPENDITURE DETAIL

- 821 Outside Engineering services that are non-reimbursable and are not part of the Capital Improvement Program.
- 822 One-half Fairfax share of Fiscal Year 06/07 Marin Map (\$3,000)

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
POSITIONS		PERSONNEL		
PUBLIC WORKS DIRECTOR	1.00	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	0.50	-	-	-
TOTAL POSITIONS	1.50	1.00	1.00	1.00

PUBLIC WORKS ADMINISTRATION

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
510 - PUBLIC WORKS ADMINISTRATION
PUBLIC WORKS

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL	ADOPTED	ESTIMATED	PROPOSED
	2005-2006	BUDGET 2006-2007	ACTUAL 2006-2007	BUDGET 2007-2008
PAYROLL AND BENEFITS				
401 REGULAR SALARIES	104,423	94,400	94,825	100,665
415 ACCRUED VACATION	-	2,500	-	-
461 OVERTIME	245	-	-	-
491 HEALTH INSURANCE	6,071	2,400	2,683	3,490
492 WORKERS COMP.	1,900	2,000	2,000	2,291
493 RETIREMENT	20,570	19,168	19,329	20,995
494 MEDICARE	1,665	1,500	1,515	1,510
497 PAYROLL TRANSFER	-	-	(24,133)	(27,000)
SUBTOTAL	134,875	121,968	96,220	101,951
OPERATING EXPENSES				
711 OFFICE EQUIP MAINT.	275	300	180	300
731 BLDG-GROUNDS MAINT.	2,110	2,000	3,942	3,750
801 WATER	23	100	-	100
804 TELEPHONE	1,593	1,500	1,196	1,500
811 POSTAGE	830	600	556	600
813 OFFICE SUPPLIES	888	500	-	500
815 PRINTING	204	500	35	300
821 OUTSIDE CONSULTING SVS	1,375	5,000	6,043	5,000
822 OUTSIDE CONTRACT SVS	3,000	3,000	3,228	3,000
842 SPECIAL DEPT SUPPLIES	-	-	-	200
861 BUS.MEET/CONF.	1,049	1,800	1,225	1,000
862 DUES & SUBSCRIPTIONS	-	1,000	-	500
SUBTOTAL	11,347	16,300	16,404	16,750
TOTAL DEPARTMENT	146,222	138,268	112,624	118,701

STREET MAINTENANCE

FUND: 01 - GENERAL FUND
 ACTIVITY: 511 - STREET MAINTENANCE
 RESPONSIBILITY: PUBLIC WORKS

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS	187,192	200,200	198,791	199,712
OPERATING EXPENSES	142,770	152,200	160,041	159,700
TOTAL DEPARTMENT	329,962	352,400	358,833	359,412

ACTIVITY DESCRIPTION

The Street Maintenance operation has responsibility to maintain and repair street and storm damage systems on public property. The cost of maintenance and repair of the streets is partially funded by Gas Tax funds. Other responsibilities include: sweeping streets in the downtown and residential areas, performing minor maintenance and repair; painting street and curb markings, and installing and maintaining street signs.

COMMENTS ON EXPENDITURE DETAIL

- 497 Overtime charged to Festival Fund for annual festival.
- 641 Rental of equipment
- 821 Use of County equipment, outside labor for right-of-way clearing & Biennial street markings. This includes in-house and contracted services for maintenance of pavement sections (digouts), retaining walls, and drainage.
- 842 Maintenance materials including pipe, asphalt, concrete and hardware. Also covers requires Hazardous Materials response, street signs, and paint for curbs, crosswalks, and street markings, replacing barricades signs, etc...

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
POSITIONS		PERSONNEL		
MAINT. LEADWORKER	1.00	1.00	1.00	1.00
MAINT. WORKER II	1.00	1.00	1.00	1.00
MAINT. WORKER I	1.00	1.00	1.00	1.00
TOTAL POSITIONS	3.00	3.00	3.00	3.00

STREET MAINTENANCE

FUND: 01 - GENERAL FUND
 ACTIVITY: 511 - STREET MAINTENANCE
 RESPONSIBILITY: PUBLIC WORKS

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS				
401 REGULAR SALARIES	125,024	134,000	138,617	140,292
421 TEMP. EMPLOYEES	600	1,000	-	-
461 OVERTIME	-	300	214	500
491 HEALTH INSURANCE	29,664	27,000	27,884	25,694
492 WORKERS COMP.	8,275	10,500	4,742	3,192
493 RETIREMENT	22,513	27,000	26,868	28,729
494 MEDICARE	1,117	1,200	1,218	2,104
497 FESTIVAL OVERTIME REIMBURSIBLE	-	(800)	(750)	(800)
SUBTOTAL	187,192	200,200	198,791	199,712
OPERATING EXPENSES				
641 EQUIPMENT RENTAL	820	1,000	142	1,000
721 FIELD EQUIP MAINT.	4,816	4,500	884	2,500
722 VEHICLE MAINTENANCE	21,975	20,000	35,884	30,000
723 COMMUNICATION EQUIP MAINT	-	2,000	4,091	2,000
731 BLDG-GROUNDS MAINT.	3,375	5,000	4,763	5,000
801 WATER	316	700	13	700
802 POWER	2,595	2,700	2,445	2,500
803 DUMP FEES	4,531	2,000	1,210	1,500
804 TELEPHONE	939	1,300	796	900
813 OFFICE SUPPLIES	985	1,000	882	1,000
821 OUTSIDE CONSULTING SVS	15,396	17,500	19,360	25,000
841 SMALL TOOLS	261	1,000	1,183	500
842 SPECIAL DEPT SUPPLIES	27,199	30,000	26,210	25,000
851 CLOTHING	1,385	1,500	1,732	2,000
861 TRAVEL/TOLLS	-	-	98	100
871 LIAB. & PROP. INSURANCE	58,176	62,000	60,334	60,000
931 BLDGS & LAND	-	-	14	-
SUBTOTAL	142,770	152,200	160,041	159,700
TOTAL DEPARTMENT	329,962	352,400	358,833	359,412

STREET LIGHTING & TRAFFIC SIGNALS

FUND: 01 - GENERAL FUND
 ACTIVITY: 512 - STREET LIGHTING & TRAFFIC SIGNALS
 RESPONSIBILITY: PUBLIC WORKS

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	60,552	60,750	52,624	57,800
TOTAL DEPARTMENT	60,552	60,750	52,624	57,800

ACTIVITY DESCRIPTION

A County wide JPA was formed to acquire street lights from PG &E and operate them as Town owned and maintained services. This action has resulted in significant savings to the Town over the years. To this end, a maintenance contract has been executed between all of the jurisdictions and Republic Electric to cover maintenance and repair costs. The costs of providing and maintaining its street lighting is partially funded by Gas Tax funds.

COMMENTS ON EXPENDITURE DETAIL

- 802 Street lighting and signal charges by PG&E
- 821 Contract with Republic Electric to provide maintenance of light poles and traffic signal maintenance costs.

STREET LIGHTING & TRAFFIC SIGNALS

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
512 - STREET LIGHTING & TRAFFIC SIGNALS
PUBLIC WORKS

		EXPENDITURE DETAIL			
DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES					
802	POWER	28,009	30,000	30,369	32,000
821	OUTSIDE CONSULTING SVS	31,943	30,000	21,654	25,000
822	OUTSIDE CONTRACT SVS	600	750	600	800
TOTAL DEPARTMENT		60,552	60,750	52,624	57,800

STORM DAMAGE

FUND: 01 - GENERAL FUND
ACTIVITY: 513 - STORM DAMAGE
RESPONSIBILITY: PUBLIC WORKS

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	443,636	5,000	-	5,000
TOTAL DEPARTMENT	443,636	5,000	-	5,000

ACTIVITY DESCRIPTION

This activity provides an account to charge costs related to storm damage. A minimal amount is budgeted each year and actual costs incurred during the emergency are run through this activity. This allows the ability to keep track of expenses for purposes of requesting State and Federal reimbursement.

COMMENTS ON EXPENDITURE DETAIL

842 Purchase of sand bags, barracades and sand in event of winter flooding.
Represents expenditures for annual storm preparation each year

STORM DAMAGE

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
513 - STORM DAMAGE
PUBLIC WORKS

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES				
421 TEMP EMPLOYEES	193	-	-	-
461 OVERTIME	7,128	-	-	-
641 EQUIPMENT RENTAL	200	-	-	-
722 VEHICLE MAINTENANCE	64	-	-	-
803 DUMP FEES	16,343	-	-	-
811 POSTAGE	815	-	-	-
821 OUTSIDE CONSULTING SVS	400,709	-	-	-
842 SPECIAL DEPT SUPPLIES	18,183	5,000	-	5,000
TOTAL DEPARTMENT	443,636	5,000	-	5,000

POLLUTION PREVENTION

FUND: 01 - GENERAL FUND
ACTIVITY: 514 - POLLUTION PREVENTION
RESPONSIBILITY: PUBLIC WORKS

SUMMARY

<u>DESCRIPTION</u>	<u>ACTUAL 2005-2006</u>	<u>ADOPTED BUDGET 2006-2007</u>	<u>ESTIMATED ACTUAL 2006-2007</u>	<u>PROPOSED BUDGET 2007-2008</u>
OPERATING EXPENSES	19,480	25,000	19,880	20,000
TOTAL DEPARTMENT	19,480	25,000	19,880	20,000

ACTIVITY DESCRIPTION

This activity provides an account to charge costs related to the Marin County Pollution Prevention Program.

COMMENTS ON EXPENDITURE DETAIL

822 Marin County Stormwater Pollution Prevention Program contribution and NPDES State of California fees.

POLLUTION PREVENTION

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
514 - POLLUTION PREVENTION
PUBLIC WORKS

EXPENDITURE DETAIL

-----		-----	-----	-----	-----
DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
-----		-----	-----	-----	-----
OPERATING EXPENSES					
822	OUTSIDE CONTRACT SVS	19,480	25,000	19,880	20,000
TOTAL DEPARTMENT		19,480	25,000	19,880	20,000

STORM DAMAGE - TOWN HALL

FUND: 01 - GENERAL FUND
 ACTIVITY: 515 - STORM DAMAGE, TOWN HALL
 RESPONSIBILITY: PUBLIC WORKS

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	202,560	-	-	-
TOTAL DEPARTMENT	202,560	-	-	-

ACTIVITY DESCRIPTION

This account was created in Fiscal Year 05-06 to track 12/31/05 flood expenditures for Town Hall damage. For FY 06-07 and forward, Fund 52 will track these expenses.

STORM DAMAGE - TOWN HALL

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
515 - STORM DAMAGE, TOWN HALL
PUBLIC WORKS

		EXPENDITURE DETAIL			
-----		-----	-----	-----	-----
DESCRIPTION		ACTUAL	ADOPTED	ESTIMATED	PROPOSED
-----		2005-2006	BUDGET	ACTUAL	BUDGET
		-----	2006-2007	2006-2007	2007-2008
-----		-----	-----	-----	-----
OPERATING EXPENSES					
821	OUTSIDE CONSULTING SVS	188,003	-	-	-
842	SPECIAL DEPT SUPPLIES	14,557	-	-	-
TOTAL DEPARTMENT		202,560	-	-	-

STORM DAMAGE - YOUTH CENTER

FUND: 01 - GENERAL FUND
 ACTIVITY: 516 - STORM DAMAGE, YOUTH CENTER
 RESPONSIBILITY: PUBLIC WORKS

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	108,348	-	-	-
TOTAL DEPARTMENT	108,348	-	-	-

ACTIVITY DESCRIPTION

This account was created in Fiscal Year 05-06 to track 12/31/05 flood expenditures to Youth Center damage. For FY 06-07, Fund 52 was created to track these expenses. The Youth Center flood repair is complete.

STORM DAMAGE - YOUTH CENTER

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
516 - STORM DAMAGE, YOUTH CENTER
PUBLIC WORKS

		EXPENDITURE DETAIL			
DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES					
821	OUTSIDE CONSULTING SVS	96,528	-	-	-
842	SPECIAL DEPT SUPPLIES	11,820	-	-	-
TOTAL DEPARTMENT		108,348	-	-	-

STORM DAMAGE - FIRE STATION

FUND: 01 - GENERAL FUND
 ACTIVITY: 517 - STORM DAMAGE, FIRE STATION
 RESPONSIBILITY: PUBLIC WORKS

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	150,880	-	-	-
TOTAL DEPARTMENT	150,880	-	-	-

ACTIVITY DESCRIPTION

This account was created in Fiscal Year 05-06 to track 12/31/05 flood expenditures related to Fire Station damage. For FY 06-07, Fund 52 was created to track these expenses.

STORM DAMAGE - FIRE STATION

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
517 - STORM DAMAGE, FIRE STATION
PUBLIC WORKS

EXPENDITURE DETAIL

-----		-----	-----	-----	-----
DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
-----		-----	-----	-----	-----
OPERATING EXPENSES					
821	OUTSIDE CONSULTING SVS	150,880	-	-	-
TOTAL DEPARTMENT		150,880	-	-	-

STORM DAMAGE - FEMA 4/11/06

FUND: 01 - GENERAL FUND
ACTIVITY: 518 - STORM DAMAGE, FEMA 4/11/06
RESPONSIBILITY: PUBLIC WORKS

SUMMARY

----- DESCRIPTION -----	----- ACTUAL 2005-2006 -----	----- ADOPTED BUDGET 2006-2007 -----	----- ESTIMATED ACTUAL 2006-2007 -----	----- PROPOSED BUDGET 2007-2008 -----
OPERATING EXPENSES	43,082	-	-	-
TOTAL DEPARTMENT	43,082	-	-	-

ACTIVITY DESCRIPTION

This account was created in Fiscal Year 05-06 to track expenditures related to the April 11 and 12, 2006 storm.

STORM DAMAGE - FEMA 4/11/06

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
518 - STORM DAMAGE, FEMA 4/11/06
PUBLIC WORKS

EXPENDITURE DETAIL

-----		-----	-----	-----	-----
DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
-----		-----	-----	-----	-----
OPERATING EXPENSES					
821	OUTSIDE CONSULTING SVS	43,082	-	-	-
TOTAL DEPARTMENT		43,082	-	-	-

PARK MAINTENANCE

FUND: 01 - GENERAL FUND
 ACTIVITY: 611 - PARK MAINTENANCE
 RESPONSIBILITY: PARK & FACILITY MAINTENANCE

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS	64,104	63,222	64,491	66,354
OPERATING EXPENSES	39,587	51,300	29,966	38,200
TOTAL DEPARTMENT	103,691	114,522	94,457	104,554

ACTIVITY DESCRIPTION

This activity is to cover costs associated with maintenance of park and playground areas, including areas surrounding Town owned buildings. One full time maintenance worker is charged to this activity.

COMMENTS ON EXPENDITURE DETAIL

- 497 Overtime charged to Festival Fund for annual festival.
- 801 Includes \$1,000 for water supply to playground waterplay.
- 821 This account primarily covers the cost of outside contractors to perform tree trimming and replacement of dead or inappropriate sidewalk trees.
- 842 Includes portion of cost for new water play feature to replace existing (split fiscal years). Total cost is \$6,000.
- 931 Fence repairs at all town parks.

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
POSITIONS		PERSONNEL		
MAINT. WORKER II	1.00	1.00	1.00	1.00
TOTAL POSITIONS	1.00	1.00	1.00	1.00

PARK MAINTENANCE

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
611 - PARK MAINTENANCE
PARK & FACILITY MAINTENANCE

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS				
401 REGULAR SALARIES	44,554	44,000	43,836	46,550
415 ACCRUED VACATION	-	-	-	-
491 HEALTH INSURANCE	7,679	7,800	8,341	8,565
492 WORKERS COMP.	2,600	2,900	2,900	1,059
493 RETIREMENT	8,614	8,172	9,026	9,830
494 MEDICARE	658	700	677	700
497 FESTIVAL OVERTIME REIMBURSIBLE	-	(350)	(288)	(350)
SUBTOTAL	64,104	63,222	64,491	66,354
OPERATING EXPENSES				
641 EQUIPMENT RENTAL	-	500	283	500
721 FIELD EQUIP MAINT.	-	500	413	500
722 VEHICLE MAINTENANCE	747	1,500	339	1,000
801 WATER	4,448	8,000	10,919	9,000
802 POWER	3,975	4,000	5,240	5,500
821 OUTSIDE CONSULTING SVS	5,529	6,000	509	5,000
841 SMALL TOOLS	-	2,500	-	2,000
842 SPECIAL DEPT SUPPLIES	4,938	9,500	9,738	9,000
851 CLOTHING	425	500	425	500
871 LIAB. & PROP. INSURANCE	19,526	17,800	2,000	5,000
881 SPECIAL SERVICES	-	-	100	200
931 BLDGS & LAND	-	500	-	-
SUBTOTAL	39,587	51,300	29,966	38,200
TOTAL DEPARTMENT	103,691	114,522	94,457	104,554

RENTAL FACILITIES - WOMEN'S CLUB AND BALLFIELD

FUND: 01 - GENERAL FUND
 ACTIVITY: 625 - RENTAL FACILITIES - WOMEN'S CLUB AND BALLFIELD
 RESPONSIBILITY: PARK & FACILITY MAINTENANCE

SUMMARY

<u>DESCRIPTION</u>	<u>ACTUAL 2005-2006</u>	<u>ADOPTED BUDGET 2006-2007</u>	<u>ESTIMATED ACTUAL 2006-2007</u>	<u>PROPOSED BUDGET 2007-2008</u>
PAYROLL AND BENEFITS	16,694	18,413	19,661	17,371
OPERATING EXPENSES	23,498	35,400	31,590	39,000
TOTAL DEPARTMENT	40,192	53,813	51,251	56,371

ACTIVITY DESCRIPTION

This activity covers the cost associated with upkeep and maintenance of the Women's Club, Community Center, and Ballfield owned by the Town.

COMMENTS ON EXPENDITURE DETAIL

- 822 Includes cost of janitorial services and pest control. Also includes new floors in bathroom and kitchen, and \$2,000 for electrical repairs in the Women's Club.
- 842 Supplies necessary for the upkeep of the rental buildings including cleaning supplies.
- 821 Includes new windows in bathroom and kitchen for FY 07/08
- 842 Repainting and exterior repairs.
- 842 Includes landscaping

<u>DESCRIPTION</u>	<u>ACTUAL 2005-2006</u>	<u>ADOPTED BUDGET 2006-2007</u>	<u>ESTIMATED ACTUAL 2006-2007</u>	<u>PROPOSED BUDGET 2007-2008</u>
<u>POSITIONS</u>		<u>PERSONNEL</u>		
LEAD WORKER	0.25	0.25	0.25	0.25
TOTAL POSITIONS	0.25	0.25	0.25	0.25

RENTAL FACILITIES - WOMEN'S CLUB AND BALLFIELD

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
625 - RENTAL FACILITIES - WOMEN'S CLUB AND BALLFIELD
PARK & FACILITY MAINTENANCE

		EXPENDITURE DETAIL			
DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS					
401	REGULAR SALARIES	10,208	11,813	11,806	12,340
415	ACCRUED VACATION	-	-	-	-
491	HEALTH INSURANCE	2,006	2,000	2,229	2,145
492	WORKERS COMP.	2,200	2,300	3,236	281
498	WORKERS COMP. REIMBURSE	-	-	-	-
493	RETIREMENT	2,280	2,300	2,390	2,605
	SUBTOTAL	16,694	18,413	19,661	17,371
OPERATING EXPENSES					
731	BLDG-GROUNDS MAINT.	-	-	-	-
801	WATER	297	400	575	500
802	POWER	4,999	4,000	7,884	9,000
804	TELEPHONE	302	800	60	300
821	OUTSIDE CONSULTING SVS	171	2,000	496	500
822	OUTSIDE CONTRACT SVS	6,556	10,000	11,022	15,000
841	SMALL TOOLS	-	500	-	500
842	SPECIAL DEPT SUPPLIES	1,992	8,000	2,547	8,000
851	CLOTHING	106	200	106	200
871	LIAB. & PROP. INSURANCE	8,500	8,000	8,900	5,000
931	BLDGS & LAND	575	1,500	-	-
	SUBTOTAL	23,498	35,400	31,590	39,000
	TOTAL DEPARTMENT	40,192	53,813	51,251	56,371

RENTAL FACILITIES - PAVILION

FUND: 01 - GENERAL FUND
 ACTIVITY: 626 - RENTAL FACILITIES, PAVILION
 RESPONSIBILITY: PARK & FACILITY MAINTENANCE

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS	18,384	18,413	18,960	17,371
OPERATING EXPENSES	19,444	21,500	20,041	17,200
TOTAL DEPARTMENT	37,828	39,913	39,001	34,571

ACTIVITY DESCRIPTION

This activity covers the cost associated with upkeep and maintenance of the Pavilion.

COMMENTS ON EXPENDITURE DETAIL

- 822 Includes cost of janitorial services, alarm system, and pest control.
- 842 Supplies necessary for the upkeep of the Pavilion including cleaning supplies.

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
POSITIONS		PERSONNEL		
LEAD WORKER	0.25	0.25	0.25	0.25
TOTAL POSITIONS	0.25	0.25	0.25	0.25

RENTAL FACILITIES - PAVILION

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
626 - RENTAL FACILITIES, PAVILION
PARK & FACILITY MAINTENANCE

EXPENDITURE DETAIL

DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS					
401	REGULAR SALARIES	12,074	11,813	11,508	12,340
415	ACCRUED VACATION	-	-	-	-
491	HEALTH INSURANCE	1,830	2,000	1,826	2,145
492	WORKERS COMP.	2,200	2,300	3,236	281
498	WORKERS COMP. REIMBURSE	-	-	-	-
493	RETIREMENT	2,280	2,300	2,390	2,605
	SUBTOTAL	18,384	18,413	18,960	17,371
OPERATING EXPENSES					
801	WATER	285	500	62	300
802	POWER	1,054	1,600	349	1,000
804	TELEPHONE	343	500	327	500
821	OUTSIDE CONSULTING SVS	718	500	3,276	2,000
822	OUTSIDE CONTRACT SVS	7,672	7,500	6,048	7,000
842	SPECIAL DEPT SUPPLIES	191	1,200	1,373	1,200
851	CLOTHING	106	200	106	200
871	LIAB. & PROP. INSURANCE	8,500	8,000	8,500	5,000
931	BLDGS & LAND	575	1,500	-	-
	SUBTOTAL	19,444	21,500	20,041	17,200
	TOTAL DEPARTMENT	37,828	39,913	39,001	34,571

MISCELLANEOUS

FUND: 01 - GENERAL FUND
 ACTIVITY: 715 - MISCELLANEOUS
 RESPONSIBILITY: NON-DEPARTMENTAL

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	148,279	192,109	160,767	197,760
TRANSFERS	56,501	68,275	68,275	543,418
TOTAL DEPARTMENT	204,780	260,384	229,042	741,178

ACTIVITY DESCRIPTION

This activity is to cover General Fund expenditures for items not falling within the jurisdiction of any one department.

COMMENTS ON EXPENDITURE DETAIL

- 822 Share of county-wide contract with Humane Society for Animal Control Services (\$74,906) -
 Transportation Authority of Marin pro-rata share (\$12,357), LAFCO charges (\$2,954)
 Contribution for OES- Emergency Service Specialist (\$4,323)
 Share of Marin Telecommunications Agency (\$18,346)
 ABAG membership (\$1,800), League of California Cities membership (\$3,700)
 Chamber of Commerce membership (\$250), ICLEI membership (\$600)
- 842 Employee recognition awards (\$300)
- 881 Donations to outside agencies:
 1. Rape Crisis Center (\$2,000)
 2. Whistle Stop Meals on Wheels (\$500)
 3. Sober Graduation (\$500)
 4. Chamber of Commerce (\$1000)
 5. Mediation Services (\$1,700)
 6. Marin Renters Rebate (\$3,328)
- 891 Allocation for flood-related claims. The Town's self-insured retention is \$50,000 through the Bay Cities Risk Authority. No payment was required toward the self-insured retention for the flood class action lawsuits in FY 06-07.

*end
do
mk*

- 08'09 rates

MISCELLANEOUS

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
715 - MISCELLANEOUS
NON-DEPARTMENTAL

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL	ADOPTED	ESTIMATED	PROPOSED
	2005-2006	BUDGET 2006-2007	ACTUAL 2006-2007	BUDGET 2007-2008
OPERATING EXPENSES				
822 OUTSIDE CONTRACT SVS	108,122	121,081	105,650	120,000
842 SPECIAL DEPT SUPPLIES	-	300	34	300
861 BUS.MEET/CONF.	-	-	-	-
881 SPECIAL SERVICES	3,500	8,728	7,528	9,050
891 CLAIMS - FLOOD SETTLEMENTS	-	25,000	1,991	25,000
895 TRAN INTEREST	36,657	37,000	45,564	43,410
SUBTOTAL	148,279	192,109	160,767	197,760
TRANSFERS OUT				
902 TRANSFER TO 02-DRY PERIOD FROM CARRY	-	-	-	141,944
903 TRANSFER TO 03-EQUIPMENT REPLACEMENT	29,451	-	-	-
911 TRANSFER TO 11-RECREATION	21,000	18,000	18,000	18,000
950 TRANSFER TO 50-CREEK REST. (PW ADMIN)	1,400	2,275	2,275	1,400
950 TRANSFER TO 50-CREEK REST. FROM CARRYOVER	-	-	-	110,074
951 TRANSFER TO 51-CIP, GRANTS (ERAF)	-	-	-	-
951 TRANSFER TO 51-CIP, GRANTS (PW ADMIN)	-	-	-	-
952 TRANSFER TO 52-CIP, TOWN, UPPER SCENIC FROM CARRYOV	-	-	-	100,000
953 TRANSFER TO 53-CIP, TOWN (UUT ENERGY EFFICIENCY)	-	-	-	114,000
953 TRANSFER TO 53-CIP, TOWN, GARBAGE ROAD IMPACT FEE	-	48,000	48,000	48,000
953 TRANSFER TO 53-CIP, TOWN, BUS SHELTER FROM CARRYOVE	-	-	-	10,000
955 TRANSFER TO 55- MEASURE K (PW ADMIN)	4,650	-	-	-
SUBTOTAL	56,501	68,275	68,275	543,418
TOTAL DEPARTMENT	204,780	260,384	229,042	741,178

891 - Claim settlements estimate of \$25,000
Self-insured retention is \$50,000 through
Bay Cities JPA.

895 - Tax and Revenue Anticipation Notes Interest

Road impact fee

BUILDING MAINTENANCE

FUND: 01 - GENERAL FUND
 ACTIVITY: 911 - BUILDING MAINTENANCE
 RESPONSIBILITY: BUILDING MAINTENANCE

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS	35,597	37,325	36,354	34,937
NET ALLOCATED EXPENSES	(29,858)	(37,325)	(36,993)	(36,375)
TOTAL DEPARTMENT	5,739	-	(639)	(1,438)

ACTIVITY DESCRIPTION

The building maintenance activity summarizes the cost to provide maintenance of all Town owned buildings except the rental facilities. It includes the salary and benefits of a maintenance worker II position and supplies. These costs are then allocated to the various departments.

COMMENTS ON EXPENDITURE DETAIL

- 822 Sewer service charge for buildings paid to Ross Valley Sanitary District (\$1,200), pest control (\$600), pigeon proofing at the Police Department (\$2,000), and electrical repairs at the Youth Center (\$500).
- 842 Supplies needed for upkeep of town-owned buildings

POSITIONS	PERSONNEL			
LEAD WORKER	0.50	0.50	0.50	0.50
TOTAL POSITIONS	0.50	0.50	0.50	0.50

BUILDING MAINTENANCE

FUND:
ACTIVITY:
RESPONSIBILITY:

01 - GENERAL FUND
911 - BUILDING MAINTENANCE
BUILDING MAINTENANCE

		EXPENDITURE DETAIL			
DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
PAYROLL AND BENEFITS					
401	REGULAR SALARIES	22,282	23,625	23,015	24,680
415	ACCRUED VACATION	-	-	-	-
461	OVERTIME	517	800	203	500
491	HEALTH INSURANCE	3,836	4,000	4,057	4,285
492	WORKERS COMP.	4,400	4,400	4,400	562
498	WORKERS COMP. REIMBURSE	-	-	-	-
493	RETIREMENT	4,562	4,800	4,780	5,210
497	FESTIVAL OVERTIME REIMBURSIBLE	-	(300)	(102)	(300)
	SUBTOTAL	35,597	37,325	36,354	34,937
OPERATING EXPENSES					
721	FIELD EQUIP MAINT.	-	500	-	500
731	BLDG-GROUNDS MAINT.	(42,192)	(59,325)	(59,350)	(56,875)
821	OUTSIDE CONSULTING SVS	3,200	4,500	8,668	5,000
822	OUTSIDE CONTRACT SVS	1,845	2,000	1,873	4,500
842	SPECIAL DEPT SUPPLIES	7,077	5,500	5,447	5,000
851	CLOTHING	213	500	213	500
931	BLDGS & LAND	-	9,000	6,157	5,000
	SUBTOTAL	(29,858)	(37,325)	(36,993)	(36,375)
TOTAL DEPARTMENT		5,739	-	(639)	(1,438)

DRY PERIOD FUND

FUND: 02 - DRY PERIOD FUND
 ACTIVITY: 715 - MISCELLANEOUS
 RESPONSIBILITY: NON DEPARTMENTAL

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
TRANSFERS	-	-	-	-
TOTAL DEPARTMENT	-	-	-	-

ACTIVITY DESCRIPTION

This activity is used to transfer fund balance to the General Fund

DRY PERIOD FUND

FUND: 02 - DRY PERIOD FUND
 ACTIVITY: 715 - MISCELLANEOUS
 RESPONSIBILITY: NON DEPARTMENTAL

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
TRANSFERS				
901 TRANSFER TO 01-GENERAL FUND	-	-	-	-
TOTAL DEPARTMENT	-	-	-	-

EQUIPMENT/VEHICLE REPLACEMENT

FUND: 03 - EQUIPMENT REPLACEMENT
 ACTIVITY: 923 - EQUIPMENT REPLACEMENT
 RESPONSIBILITY: NON DEPARTMENTAL

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
CAPITAL OUTLAY	30,552	95,000	62,163	62,751
TOTAL DEPARTMENT	30,552	95,000	62,163	62,751

ACTIVITY DESCRIPTION

This activity is used for acquisition of major equipment purchases. Also, monies from this fund are transferred to the General Fund for payment of debt service obligations of the Ross Valley Fire Service related to the past purchase of a new fire engine (this transfer is \$22,267 in the 2007-2008 Budget).

COMMENTS ON EXPENDITURE DETAIL

921 Payment on the lease of 1 PW truck, 3 police cars, fully equipped, plus 1 parking utility vehicle originally purchased in FY 06-07 (\$40,484) + \$50,000 for annual replenishment.

EQUIPMENT/VEHICLE REPLACEMENT

FUND:
ACTIVITY:
RESPONSIBILITY

03 - EQUIPMENT REPLACEMENT
923 - EQUIPMENT REPLACEMENT
NON DEPARTMENTAL

EXPENDITURE DETAIL

-----		-----	-----	-----	-----
DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
-----		-----	-----	-----	-----
CAPITAL OUTLAY					
921	FIELD EQUIP.	30,552	95,000	62,163	62,751
TOTAL DEPARTMENT		30,552	95,000	62,163	62,751

BUILDING AND PLANNING

FUND: 04 -BUILDING & PLANNING FUND
 ACTIVITY: 715 - MISCELLANEOUS
 RESPONSIBILITY: NON DEPARTMENTAL

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
TRANSFERS	396,322	379,950	270,184	309,750
TOTAL DEPARTMENT	396,322	379,950	270,184	309,750

ACTIVITY DESCRIPTION

This activity is used to transfer all Fund 04 revenues to the General Fund
 953 - \$82,000 transfer represents construction road impact fee

BUILDING AND PLANNING

FUND: 04 -BUILDING & PLANNING FUND
 ACTIVITY: 715 - MISCELLANEOUS
 RESPONSIBILITY: NON DEPARTMENTAL

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
TRANSFERS				
901 TRANSFER TO 01-GENERAL FUND	396,322	297,950	212,968	249,750
951 TRANSFER TO 51-CIP, GRANTS	-	-	-	-
953 TRANSFER TO 53-CIP, TOWN	-	82,000	57,216	60,000
TOTAL DEPARTMENT	396,322	379,950	270,184	309,750

COMMUNICATION EQUIPMENT REPLACEMENT

FUND:
ACTIVITY:
RESPONSIBILITY

05 - COMMUNICATION EQUIPMENT REPLACEMENT
924 - COMMUNICATION EQUIPMENT REPLACEMENT
NON DEPARTMENTAL

SUMMARY

<u>DESCRIPTION</u>	<u>ACTUAL 2005-2006</u>	<u>ADOPTED BUDGET 2006-2007</u>	<u>ESTIMATED ACTUAL 2006-2007</u>	<u>PROPOSED BUDGET 2007-2008</u>
CAPITAL OUTLAY	1,101	20,000	18,562	10,000
TOTAL DEPARTMENT	1,101	20,000	18,562	10,000

ACTIVITY DESCRIPTION

This activity is used for acquisition of new and replacement communications equipment.

COMMENTS ON EXPENDITURE DETAIL

910 EOC equipment upgrade

COMMUNICATION EQUIPMENT REPLACEMENT

FUND:
ACTIVITY:
RESPONSIBILITY

05 - COMMUNICATION EQUIPMENT REPLACEMENT
924 - COMMUNICATION EQUIPMENT REPLACEMENT
NON DEPARTMENTAL

		EXPENDITURE DETAIL			
		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
CAPITAL OUTLAY					
910	COMMUNICATION EQUIP	1,101	20,000	18,562	10,000
	TOTAL DEPARTMENT	1,101	20,000	18,562	10,000

RETIREMENT FUND

FUND: 06 - RETIREMENT FUND
 ACTIVITY: 715 - MISCELLANEOUS
 RESPONSIBILITY: NON DEPARTMENTAL

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
TRANSFERS	900,489	994,513	965,544	1,100,940
TOTAL DEPARTMENT	900,489	994,513	965,544	1,100,940

ACTIVITY DESCRIPTION

This activity is used to transfer all Fund 06 revenues to the General Fund

RETIREMENT FUND

FUND: 06 - RETIREMENT FUND
 ACTIVITY: 715 - MISCELLANEOUS
 RESPONSIBILITY: NON DEPARTMENTAL

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
CAPITAL OUTLAY				
901 TRANSFER TO 01-GENERAL FUND	900,489	994,513	965,544	1,100,940
TOTAL DEPARTMENT	900,489	994,513	965,544	1,100,940

SPECIAL POLICE FUND

FUND:
ACTIVITY:
RESPONSIBILITY

07 - SPECIAL POLICE FUND
715 - MISCELLANEOUS
NON DEPARTMENTAL

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
TRANSFERS	107,000	108,000	115,000	100,000
TOTAL DEPARTMENT	107,000	108,000	115,000	100,000

ACTIVITY DESCRIPTION

This activity is used to transfer all Fund 07 revenues to the General Fund

SPECIAL POLICE FUND

FUND:
ACTIVITY:
RESPONSIBILITY

07 - SPECIAL POLICE FUND
715 - MISCELLANEOUS
NON DEPARTMENTAL

EXPENDITURE DETAIL

-----		-----	-----	-----	-----
DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
-----		-----	-----	-----	-----
901	TRANSFER TO 01-GENERAL FUND	107,000	108,000	115,000	100,000
	TOTAL DEPARTMENT	107,000	108,000	115,000	100,000

OFFICE EQUIPMENT REPLACEMENT

FUND:
DEPARTMENT:
RESPONSIBILITY

08 - OFFICE EQUIPMENT REPLACEMENT
928 - OFFICE EQUIPMENT REPLACEMENT
NON DEPARTMENTAL

SUMMARY

----- DESCRIPTION -----	----- ACTUAL 2005-2006 -----	----- ADOPTED BUDGET 2006-2007 -----	----- ESTIMATED ACTUAL 2006-2007 -----	----- PROPOSED BUDGET 2007-2008 -----
CAPITAL OUTLAY	20,622	15,000	14,738	10,000
TOTAL DEPARTMENT	20,622	15,000	14,738	10,000

ACTIVITY DESCRIPTION

This activity is used for the acquisition of new and replacement
office equipment.

COMMENTS ON EXPENDITURE DETAIL

OFFICE EQUIPMENT REPLACEMENT

FUND:
DEPARTMENT:
RESPONSIBILITY

08 - OFFICE EQUIPMENT REPLACEMENT
928 - OFFICE EQUIPMENT REPLACEMENT
NON DEPARTMENTAL

EXPENDITURE DETAIL

-----		-----	-----	-----	-----
DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
-----		-----	-----	-----	-----
CAPITAL OUTLAY					
911	OFFICE EQUIPMENT	20,622	15,000	14,738	10,000
	TOTAL DEPARTMENT	20,622	15,000	14,738	10,000

YOUTH CENTER

FUND:
ACTIVITY:
RESPONSIBILITY

11 - RECREATION
624 - YOUTH CENTER
GENERAL ADMINISTRATION

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	20,500	18,000	18,000	18,000
TOTAL DEPARTMENT	20,500	18,000	18,000	18,000

ACTIVITY DESCRIPTION

The Town of Fairfax contributes to the operation of an after school and summer activity program for youth. The program is operated through a contract with Community Action Marin(CAM) With the passage of Measure F, the Town has committed to contribute to the annual operation up to \$18,000 within certain operational guidelines.

YOUTH CENTER

FUND:
ACTIVITY:
RESPONSIBILITY

11 - RECREATION
624 - YOUTH CENTER
GENERAL ADMINISTRATION

EXPENDITURE DETAIL

-----		-----	-----	-----	-----
DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
-----		-----	-----	-----	-----
OPERATING EXPENSES					
821	OUTSIDE CONSULTING SVS	20,500	18,000	18,000	18,000
TOTAL DEPARTMENT		20,500	18,000	18,000	18,000

FAIRFAX FESTIVAL

FUND:
ACTIVITY:
RESPONSIBILITY

12 - FAIRFAX FESTIVAL
622 - FAIRFAX FESTIVAL
GENERAL ADMINISTRATION

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES	15,852	23,450	30,237	23,750
TOTAL DEPARTMENT	15,852	23,450	30,237	23,750

ACTIVITY DESCRIPTION

FAIRFAX FESTIVAL

FUND:
ACTIVITY:
RESPONSIBILITY

12 - FAIRFAX FESTIVAL
622 - FAIRFAX FESTIVAL
GENERAL ADMINISTRATION

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
OPERATING EXPENSES				
497 POLICE & PW OVERTIME	-	9,950	6,831	10,250
882 OTHER FESTIVAL EXPENSE	15,852	13,500	23,406	13,500
TOTAL DEPARTMENT	15,852	23,450	30,237	23,750

ACTIVITY DESCRIPTION

The Fairfax Festival is an enterprise account which raises funds to support the production of the annual festival. The Fairfax Festival funds all Police and Public Works overtime associated with Festival activities.

MEASURE F - MUNICIPAL SVS TAX FUND

FUND:
ACTIVITY:
RESPONSIBILITY

20 - MEASURE F - MUNICIPAL SVS TAX FUND
715 - MISCELLANEOUS
NON DEPARTMENTAL

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
TRANSFERS	350,940	579,060	579,603	465,000
TOTAL DEPARTMENT	350,940	579,060	579,603	465,000

ACTIVITY DESCRIPTION

This activity is used to transfer Measure F revenues to various funds in support of public safety, youth program, public works safety programs, and matching grants.
FY06-07 amount reflects carryover funding from FY05-06 for Public Works matching grants and safety projects.

MEASURE F - MUNICIPAL SVS TAX FUND

FUND:
ACTIVITY:
RESPONSIBILITY

20 - MEASURE F - MUNICIPAL SVS TAX FUND
715 - MISCELLANEOUS
NON DEPARTMENTAL

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
TRANSFERS				
901 TRANSFER TO 01-GENERAL FUND	350,940	281,000	332,500	348,638
950 TRANSFER TO 50-CREEK RESTOR. OLEMA	-	109,932	108,975	-
951 TRANSFER TO 51-CIP, GRANTS	-	110,628	60,628	21,162
953 TRANSFER TO 53-CIP, TOWN	-	77,500	77,500	95,200
TOTAL DEPARTMENT	350,940	579,060	579,603	465,000

GAS TAX

FUND:
ACTIVITY:
RESPONSIBILITY

21 - GAS TAX FUND
715 - MISCELLANEOUS
NON DEPARTMENTAL

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
TRANSFERS	144,560	207,888	198,908	144,500
TOTAL DEPARTMENT	144,560	207,888	198,908	144,500

ACTIVITY DESCRIPTION

This activity is used to transfer Gas Tax revenues to various funds in support of labor and maintenance for street improvements and repairs.

GAS TAX

FUND:
ACTIVITY:
RESPONSIBILITY

21 - GAS TAX FUND
715 - MISCELLANEOUS
NON DEPARTMENTAL

EXPENDITURE DETAIL

-----		-----	-----	-----	-----
DESCRIPTION		ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
-----		-----	-----	-----	-----
TRANSFERS					
901	TRANSFER TO 01-GENERAL FUND	96,072	142,888	133,908	144,500
951	TRANSFER TO 51-CIP, GRANTS	12,000	-	-	-
953	TRANSFER TO 53-CIP, TOWN	36,488	65,000	65,000	-
TOTAL DEPARTMENT		144,560	207,888	198,908	144,500

MEASURE K DEBT SERVICE SERVICE FUNDS

FUND: 41, 42 AND 43 - DEBT SERVICE FUNDS
 ACTIVITY: 716 - MEASURE K DEBT SERVICE
 RESPONSIBILITY: NON DEPARTMENTAL

DESCRIPTION	SUMMARY			
	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
DEBT SERVICE	389,054	416,038	449,613	466,384
TOTAL DEPARTMENT	389,054	416,038	449,613	466,384

ACTIVITY DESCRIPTION

This activity contains the debt service requirements for the Town's Measure K General Obligation Bonds that were passed in November 1999. The first debt service payment was due on February 2001 and the last payment will be due on August 1, 2025. The debt service schedule is based on an escalating schedule meaning that each year through 2025, the Town's debt service will increase on a gradual basis.

The Town borrowed the third and final Measure K series (\$1,765,000) in August of 2006. The interest and principal payments related to this third series began in the 2006-2007 fiscal year.

MEASURE K DEBT SERVICE SERVICE FUNDS

FUND:
ACTIVITY:
RESPONSIBILITY

41, 42 AND 43 - DEBT SERVICE FUNDS
716 - MEASURE K DEBT SERVICE
NON DEPARTMENTAL

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL	ADOPTED	ESTIMATED	PROPOSED
	2005-2006	BUDGET 2006-2007	ACTUAL 2006-2007	BUDGET 2007-2008
OPERATING EXPENSES				
995 PRINCIPAL - 2000 SERIES	15,000	25,000	25,000	25,000
996 INTEREST - 2000 SERIES	119,021	117,578	117,578	116,921
995 PRINCIPAL - 2002 SERIES	25,000	35,000	35,000	35,000
996 INTEREST - 2002 SERIES	145,033	143,460	143,460	142,813
995 PRINCIPAL - 2006 SERIES	-	-	-	55,000
996 INTEREST - 2006 SERIES	-	-	-	91,650
994 BOND ISSUE COSTS	85,000	95,000	128,575	-
TOTAL DEPARTMENT	389,054	416,038	449,613	466,384

CAPITAL PROJECTS

FUND:
ACTIVITY:
DEPT NO.

**EMERGENCY WATERSHED
PASS THROUGH FUND FOR
878**

B'09

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
CAPITAL OUTLAY				
TOTAL DEPARTMENT	-	-	-	400,000

ACTIVITY DESCRIPTION

This is a pass-through fund. The Emergency Watershed Protection (EWP) program is funded by the United States Department of Agriculture (USDA), Natural Resources Conservation Service (NRCS). EWP funds emergency measures for runoff retardation and soil erosion prevention to safeguard lives and property from floods, drought, and the products of erosion on any watershed whenever fire, flood or any other natural occurrence is causing or has caused a sudden impairment of the watershed. The property owners of 82 and 88 Creek Road are contributing their own funds, to be supplemented by the EWP. The 12/31/05 storm triggered their eligibility. The Town is acting as the fiscal sponsor, and is incurring no out of pocket expense for this one-time project.

COMMENTS ON EXPENDITURE DETAIL

This activity captures the costs of restoring the creek at 82 and 88 Creek Road.

CAPITAL PROJECTS

FUND:
ACTIVITY:
DEPT NO.

EMERGENCY WATERSHED PROTECTION FUND (49)
PASS THROUGH FUND FOR EWP PROJECTS
878

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL	ADOPTED	ESTIMATED	PROPOSED
	2005-2006	BUDGET 2006-2007	ACTUAL 2006-2007	BUDGET 2007-2008
CAPITAL OUTLAY				
826 ENGINEERING & DESIGN	-	-	-	100,000
827 CONSTRUCTION	-	-	-	300,000
TOTAL DEPARTMENT	-	-	-	400,000

CAPITAL PROJECTS

FUND:
ACTIVITY:
DEPT NO.

FAIRFAX CREEK RESTORATION (50)
FAIRFAX CREEK RESTORATION
878

SUMMARY

<u>DESCRIPTION</u>	<u>ACTUAL 2005-2006</u>	<u>ADOPTED BUDGET 2006-2007</u>	<u>ESTIMATED ACTUAL 2006-2007</u>	<u>PROPOSED BUDGET 2007-2008</u>
CAPITAL OUTLAY	11,443	335,950	116,638	356,731
TOTAL DEPARTMENT	11,443	335,950	116,638	356,731

ACTIVITY DESCRIPTION

This activity captures the costs of restoring the creek at 300 Olema Road.

COMMENTS ON EXPENDITURE DETAIL

Funding of the remaining project is budgeted to come from developer reserves of \$96,756, Department of Water Resources grant of \$121,200, General Fund carryover of \$104,277, and "in-kind" staff time of \$1,400.

TOWN OF FAIRFAX

TOWN OF FAIRFAX - CAPITAL IMPROVEMENT PROGRAM BUDGET FY 2007/08

EXPENDITURES		FUNDING SOURCE																
Account No.	PROJECT	Project Phase	Estimated Total Project Costs	Expenditures to Date	Requested Funds for FY 2007/08	Federal / State Funding	Measure F 06/07	Measure A County Sales Tax	NonMotorized Transportation Grant Funding	Road Impacts Fees/General Funds/Gas Tax	MMWD Watershed Grant	Utility Tax	County of Main Special Funds	2002 Parks Bond Act	Fairfax Creek Restoration Mitigation Fund	Fairfax Creek Restoration DWR	Carryover from FY 06-07	
51-880	CENTER BOULEVARD REDESIGN	Design & Const	\$1,085,350	\$134,350	\$951,000	\$938,000												
50-878	FAIRFAX CREEK RESTORATION *	Design & Const	\$550,000	\$193,269	\$356,731		\$17,700									\$93,956	\$121,200	\$110,074
55-719	07/08 MEASURE K - STREET AND STORM DRAIN REHABILITATION PROGRAM	Design & Const	\$700,000	\$0	\$700,000		\$700,000				\$10,000			\$128,029				
51-870	PERI PARK IMPROVEMENTS	Design & Const	\$144,994	\$6,965	\$138,029													
51-808	SIR FRANCIS DRAKE BLVD PAVEMENT REPAIRS	Design & Const	\$116,000	\$1,902	\$116,098	\$103,000	\$13,098											
51-881	SIR FRANCIS DRAKE BLVD CROSSWALK IMP @ OAK TREE LN	Design & Const	\$147,000	\$6,636	\$140,364	\$132,300	\$8,064											
51-881	SIR FRANCIS DRAKE BLVD SIDEWALK IMPROVEMENTS FROM OLEMA TO BROADWAY (LIBRARY) - NITPP**	Design & Const	\$80,000	\$0	\$80,000													
51-882	PASTORI AVENUE SIDEWALK - NITPP **	Design & Const	\$50,000	\$0	\$50,000													
51-883	SAN RAFAEL/SAN ALSELMO/FAIRFAX CORRIDOR STUDY FOR BICYCLE ACCESS - NITPP**	Study	\$150,000	\$0	\$150,000													
51-884	PARKADE ACCESS - NITPP **	Study	\$25,000	\$0	\$25,000													
51-885	OAK MANDR SIDEWALK (SAFE PATHWAYS TO SCHOOLS)	Design & Const	\$54,500	\$0	\$54,500			\$54,500										
51-886	GLEN DRIVE CROSSWALK (SAFE PATHWAYS TO SCHOOLS)	Design & Const	\$48,000	\$0	\$48,000			\$48,000										
53-804	SIDEWALK HAZARD ELIMINATION PROGRAM	Annual Program	\$20,000	\$0	\$20,000		\$20,000											
53-867	TREE MAINTENANCE PROGRAM	Annual Program	\$7,500	\$0	\$7,500		\$7,500											
53-871	0807 PAVEMENT REHABILITATION (NON-MEASURE K ROADS)	Design & Const	\$136,000	\$0	\$136,000			\$76,000										
53-872	EMERGENCY WARNING SIREN	Design & Const	\$100,000	\$38,956	\$61,044		\$50,000											
53-900	ENERGY EFFICIENCY AND POSSIBLE SOLAR PROJECT FOR TOWN BUILDINGS	Design & Const	\$114,000	\$0	\$114,000							\$114,000						
53-901	BUS SHELTER ON SIR FRANCIS DRAKE BLVD.	Design & Const	\$10,000	\$0	\$10,000													\$10,000
			\$ 3,540,344	\$ 382,078	\$ 3,158,266	\$ 1,173,300	\$ 116,382	\$ 178,500	\$ 305,000	\$ 60,000	\$ 10,000	\$ 114,000	\$ 1,044	\$ 128,029	\$ 93,956	\$ 121,200	\$ 120,074	

cup change
07-08
08-09

07-08
51-881 - park
53-871 - roads
53-872 - rolled
78818

TOWN OF FAIRFAX

2007-2008
Operating and
Capital Improvement
DRAFT
Budget

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CAPITAL PROJECTS

FUND:
ACTIVITY:
DEPT NO.

FAIRFAX CREEK RESTORATION (50)
FAIRFAX CREEK RESTORATION
878

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
CAPITAL OUTLAY				
497 PAYROLL TRANSFER	1,400	-	4,413	1,400
821 RESTORATION & MONITORING	5,793	17,100	15,000	2,100
825 ENVIRON & PERMITS	1,250	8,750	-	-
826 ENGINEERING & DESIGN	3,000	4,699	953	-
827 CONSTRUCTION	-	266,076	96,272	353,231
828 CONSTRUCTION ENGINEERING	-	39,325	-	-
TOTAL DEPARTMENT	11,443	335,950	116,638	356,731

CAPITAL PROJECTS

FUND: **GRANTS (51)**
 ACTIVITY: **VARIOUS**
 DEPT NO. **808, 866, 870, 879, 880 & 881**

 SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
CAPITAL OUTLAY	125,268	2,120,109	724,119	1,759,627
TOTAL DEPARTMENT	125,268	2,120,109	724,119	1,759,627

 ACTIVITY DESCRIPTION

This activity encompasses the costs of capital projects partially or fully funded by federal and state grants. The balance of the funding will come from Measure F taxes and Gas Tax.

 COMMENTS ON EXPENDITURE DETAIL

The following capital projects are budgeted for fiscal year 2007-2008:

- 51-808 Sir Francis Drake pavement repairs (\$116,098)
- 51-870 Peri Park improvements (\$138,029)
- 51-880 Center Boulevard Redesign (\$951,000)
- 51-881 Sir Francis Drake crosswalk at Oak Tree Lane (\$147,000)
- 51-891 Sir Francis Drake sidewalk improvements from Olema to Broadway at the library (\$80,000) - NMPTG
- 51-892 Pastori Avenue sidewalk (\$50,000) - NMPTG
- 51-893 San Rafael/San Anselmo/Fairfax corridor study for bicycle access (\$150,000) - NMPTG
- 51-894 Parkade access (\$25,000) - NMPTG
- 51-895 Oak Manor sidewalk (\$54,500) - SP2S
- 51-896 Glen Drive crosswalk (\$48,000) - SP2S

NMPTG = Non-Motorized Pilot Transportation grant funded

SP2S = Safe Pathways to Schools grant funded

CAPITAL PROJECTS

FUND:
ACTIVITY:
DEPT NO.

GRANTS (51)
VARIOUS
808, 866, 870, 879, 880 & 881

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
CAPITAL OUTLAY				
497 PAYROLL TRANSFER	2,800	-	11,680	9,750
821 OUTSIDE CONSULTING SVS	-	-	-	7,000
825 ENVIRON & PERMITS	2,116	-	4,563	-
826 ENGINEERING & DESIGN	112,253	422,622	147,245	214,500
827 CONSTRUCTION	540	1,697,487	559,872	1,469,000
828 CONSTRUCTION ENGINEERING	7,560	-	760	59,377
842 SPECIAL DEPT SUPPLIES	-	-	-	-
TOTAL DEPARTMENT	125,268	2,120,109	724,119	1,759,627

CAPITAL PROJECTS

FUND:
ACTIVITY:
DEPT NO.

STORM DAMAGE RECOVERY (52)
TOWN HALL, FIRE DEPARTMENT, POLICE DEPARTMENT AND
VARIOUS TOWN SITE REPAIRS
513, 515, 517 & 520

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
CAPITAL OUTLAY	-	-	509,174	227,975
TOTAL DEPARTMENT	-	-	509,174	227,975

ACTIVITY DESCRIPTION

This activity encompasses the costs of capital project repairs to Town Hall, the Fire Department, the Police Department and other various sites around Town resulting from the flood on December 31, 2005.

COMMENTS ON EXPENDITURE DETAIL

The majority of the funding for these activities will come from FEMA and the State Office of Emergency Services, as well as flood insurance. \$100,000 was transferred to this fund from the FY 06-07 General Fund carryover to fund the Upper Scenic Road slide repair. The Town is seeking reimbursement for this project from OES.

CAPITAL PROJECTS

FUND:
ACTIVITY:
DEPT NO.

STORM DAMAGE RECOVERY (52)
TOWN HALL, FIRE DEPARTMENT, POLICE DEPARTMENT AND
VARIOUS TOWN SITE REPAIRS
513, 515, 517 & 520

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
CAPITAL OUTLAY				
821 OUTSIDE CONSULTING	-	-	408,013	10,000
827 CONSTRUCTION			84,680	207,975
842 SPECIAL DEPT SUPPLIES	-	-	16,481	10,000
TOTAL DEPARTMENT	-	-	509,174	227,975

CAPITAL PROJECTS

FUND:
ACTIVITY:
DEPT NO.

TOWN (53)
VARIOUS
804, 859, 867, 868, 870, 871, 872 & 873

SUMMARY

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
CAPITAL OUTLAY	36,488	388,500	323,231	321,044
TOTAL DEPARTMENT	36,488	388,500	323,231	321,044

ACTIVITY DESCRIPTION

This activity encompasses the costs of capital projects funded by Town general revenue allocated to this fund.

COMMENTS ON EXPENDITURE DETAIL

The following capital projects are budgeted for fiscal year 2007-2008:

- 53-887 06-07 Pavement Rehab - Non-Measure K Roads (\$136,000). County Measure A Funding and Road Impact Fees.
- 53-888 Two remaining emergency warning system sirens (\$61,044)
- 53-900 Energy efficiency project (\$114,000)
- 53-901 Buss Shelter on Sir Francis Drake Blvd. (\$10,000)

CAPITAL PROJECTS

FUND:
ACTIVITY:
DEPT NO.

TOWN (53)
VARIOUS
804, 859, 867, 868, 870, 871, 872 & 873

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
CAPITAL OUTLAY				
821 OUTSIDE CONSULTING SVS	1,463	40,000	51,048	-
826 ENGINEERING & DESIGN	5,933	5,000	146	34,000
827 CONSTRUCTION	29,093	343,500	272,038	287,044
908 TRANSFER TO 08-OFFICE EQUIPMENT REPL	-	-	-	-
951 TRANSFER TO 51-CIP, GRANTS	-	-	-	-
TOTAL DEPARTMENT	36,488	388,500	323,231	321,044

CAPITAL PROJECTS

FUND:
ACTIVITY:
DEPT NO.

MEASURE K (55)
MEASURE K
719

DESCRIPTION	SUMMARY			
	ACTUAL 2005-2006	ADOPTED BUDGET 2006-2007	ESTIMATED ACTUAL 2006-2007	PROPOSED BUDGET 2007-2008
CAPITAL OUTLAY	316,766	704,000	239,183	713,000
TOTAL DEPARTMENT	316,766	704,000	239,183	713,000

ACTIVITY DESCRIPTION

This activity encompasses the costs of capital improvements funded by Measure K bond proceeds. Funds available of approximately \$1,765,000 originate from the 2006 Third Bonds Offering.

COMMENTS ON EXPENDITURE DETAIL

The total budgeted expenditures for fiscal year 2007-2008 will be \$713,000 of the \$1,765,000 Bonds offering. The Measure K Oversight Committee is involved in prioritizing projects for funding.

CAPITAL PROJECTS

FUND:
ACTIVITY:
DEPT NO.

MEASURE K (55)
MEASURE K
716, 717, 718 & 719

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL	ADOPTED	ESTIMATED	PROPOSED
	2005-2006	BUDGET 2006-2007	ACTUAL 2006-2007	BUDGET 2007-2008
CAPITAL OUTLAY				
497 PAYROLL TRANSFER	4,650	-	8,040	3,800
821 OUTSIDE CONSULTING SVS	19,116	-	9,111	-
825 ENVIRON & PERMITS	-	-	-	-
826 ENGINEERING & DESIGN	770	139,400	18,901	80,000
827 CONSTRUCTION	270,060	507,250	201,911	556,200
828 CONSTRUCTION ENGINEERING	21,170	-	220	60,000
955 TRANSFER TO CIP FUND 51-CTR BL GRANT M	-	57,350	-	13,000
994 BOND ADMIN COSTS	1,000	-	1,000	-
TOTAL DEPARTMENT	316,766	704,000	239,183	713,000

OPEN SPACE

FUND:
ACTIVITY:
DEPT NO:

OPEN SPACE (73)
OPEN SPACE (73)
673

EXPENDITURE DETAIL

DESCRIPTION	ACTUAL	ADOPTED	ESTIMATED	PROPOSED
	2005-2006	BUDGET 2006-2007	ACTUAL 2006-2007	BUDGET 2007-2008
OPERATING EXPENSES				
811 POSTAGE	-	-	-	-
812 REPRODUCTION	-	-	-	-
871 LIAB. & PROP. INSURANCE	-	-	-	-
890 MISCELLANEOUS	-	1,000	-	1,000
931 BLDGS & LAND	-	-	-	-
TOTAL DEPARTMENT	-	1,000	-	1,000

ACTIVITY DESCRIPTION

The Open Space Fund was established in June 2004. It is a fiduciary-type fund whose activities are managed by the the Open Space Committee. In March 2005, the Town purchased the Melvin property from donations and an advance from the General Fund.

At June 30, 2007, the amount owed to the General Fund is \$1,575, fundraising activities in FY06-07 netted \$9,500.

