

TOWN OF FAIRFAX

2015 - 2016 Operating and Capital Improvement ADOPTED Budget



MAYOR
Barbara Coler

VICE MAYOR
Renée Goddard

COUNCIL MEMBERS
John Reed
David Weinsoff
Peter Lacques

**ADOPTED BUDGET
FY 2015-2016
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RESOLUTION 15-33

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX ADOPTING THE TOWN OF FAIRFAX OPERATING AND CAPITAL IMPROVEMENT BUDGETS FOR FISCAL YEAR JULY 1, 2015 THROUGH JUNE 30, 2016 AND PROVIDING FOR THE APPROPRIATION OF EXPENDITURES IN SAID BUDGETS AND REPEALING ALL RESOLUTIONS IN CONFLICT HEREWITH

WHEREAS, the Town Council of the Town of Fairfax has reviewed the proposed Operating Budget for FY 2015-16 and Capital Improvement Program for FY 2015-16 and has held such public hearings as are necessary prior to adoption of the Final Budget;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Town Council of the Town of Fairfax finds as follows:

- 1. "The Town of Fairfax 2015-16 Operating and Capital Improvement Final Budget" presented by the Town Manager is hereby approved and adopted and incorporated herein by reference;
2. That the total General Fund operating Budget is \$ 8,127,009 and is hereby appropriated for Department expenses as follows:

Table with 2 columns: Department Name and Amount. Rows include Town Council (\$ 222,392), General Administration (643,127), Developmental Services (630,547), Public Safety (4,934,642), Public Works (588,051), Recreation & Community Services (172,329), Parks & Facility Maintenance (237,531), and Non Departmental (698,390).

TOTAL OPERATING BUDGET \$8,127,009

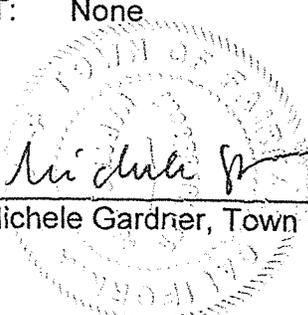
- 3. That \$ 641,409 is hereby appropriated for the retirement fund, special non-general fund programs and replacement funds.
4. That \$2,121,745 is hereby appropriated for Capital Improvement Programs for Fiscal Year 2015-16.

The foregoing Resolution was duly passed and adopted at a meeting of the Town Council of the Town of Fairfax held in said Town on the 5th day of August 2015 by the following vote:

AYES: COLER, GODDARD, LACQUES, REED, WEINSOFF
NOES: None
ABSENT: None

Handwritten signature of Barbara Coler over a horizontal line, with the text BARBARA COLER, Mayor below it.

Attest: Handwritten signature of Michele Gardner over a horizontal line, with the text Michele Gardner, Town Clerk below it.





TOWN OF FAIRFAX

142 BOLINAS ROAD, FAIRFAX, CALIFORNIA 94930
(415) 453-1584 Fax (415) 453-1618

July 2015

Town of Fairfax Operating and Capital Budgets for Fiscal Year 2015-16

Dear Mayor and Town Council:

I am pleased to present the Fiscal Year 2015-16 Operating and Capital Improvement Budget. This budget reflects the revisions made by Council at their workshop and June and July meetings prior to the adoption in August.

The total Operating and Capital budget is approximately \$10,900,000 of which \$8,200,000 is allocated for general fund operations, \$2,100,000 for capital improvement projects (CIP), and \$600,000 for other expenses such as Measure K debt service and special revenue funds. The FY15-16 total budget is approximately \$300,000 or 3% higher than last year's adopted budget.

This year's budget continues to reflect the positive growth in the economy. In FY15-16, property tax revenues are projected to grow by over 6.5% or approximately \$220,000. The voter renewal of the special municipal tax- aka Measure J- in November 2014 will add approximately \$710,000 to General Fund revenues. However, not all this is new revenue to the Town. The previous tax measure known as Measure I generated \$460,000 of revenue to the Town. In essence, the Measure J renewal adds \$250,000 in new revenue.

However, this increase is offset by a decrease in projected sales tax revenues compared to FY14-15. This decrease was due to the "double counting" of a portion of sales tax revenue in last year's budget. General Fund revenues also now include recreation fees which used to be classified as a special revenue fund (i.e., separate from the General Fund). The good news is that net General Fund revenues and transfers (e.g., Measure J) are estimated to be \$440,000 (approx. 6%) higher than the FY14-15 budget.

Typically, this level of revenue increase would more than offset any projected expenditure increases. Unfortunately, this isn't a "typical" year for increases in expenditures. General Fund expenditures and transfer outs (e.g., from General Fund to capital project fund) are expected to increase by approximately \$400,000 or 6% above FY14-15. These increases are primarily related to retirement costs, fire services, and one-time capital costs.

Specifically, CalPERS (the state retirement system) increased the Town's annual retirement contribution by \$230,000. This contribution will be applied toward the new CalPERS "side fund." A "side fund" is the amount a Town owes to CalPERS to fully fund its retirement obligations. The Town's payment to the "side fund" is in addition to its annual contributions to

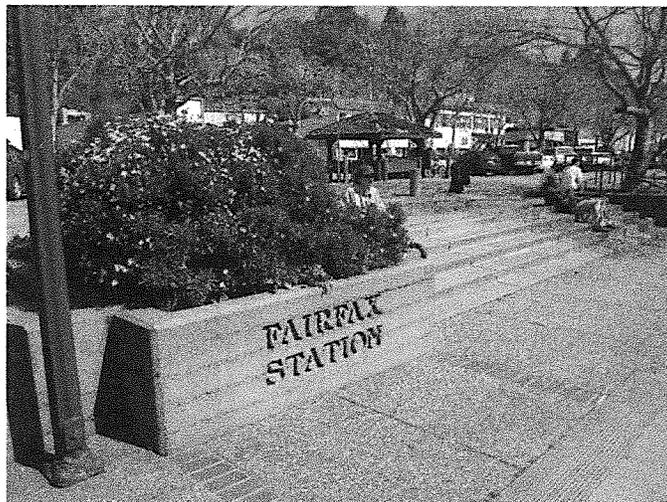
CalPERS. The Town will now have two CalPERS side funds. This year's budget includes a "PERS side fund" line item under each department's personnel costs. One side fund (approx. \$1.5M) is slated to be repaid in seven (7) yrs. and the other (approx. \$5.3M) is amortized by CalPERS over 20-30 years. Staff is researching the options for financing the smaller side fund and/or a portion of the larger side fund which could result in hundreds of thousands of dollars in interest savings to the Town over a period of time.

Another major expenditure increase is for Ross Valley Fire Department (RVFD) services, which also experienced a similar increase in retirement costs. The Town's contribution to RVFD will increase by approximately \$150,000. The one-time capital cost is for the Manzanita Rd. reconstruction project. In FY14-15, the Council allocated projected General Fund operating expenditure savings (approx. \$65,000) toward the repair of Manzanita Road. However, the project has been carried over to FY15-16. The FY15-16 budget also includes negotiated cost of living adjustments (COLA's) for the two bargaining groups and management.

In recognition of the increased expenditures, the FY15-16 budget does include approx. \$170,000 in permanent net reductions in operating expenses compared to FY14-15. These reductions along with increases in revenue combine to offset the increases in retirement and RVFD costs. We believe these net reductions will not significantly impact service levels.

The net impact is that the Town will again need to dip into General Fund Reserves, but at an amount (\$75,000) less than the previous year's budget (\$121,000). It should be noted that while last year's budget anticipated dipping into General Fund Reserves, the Town did not need to do that due to year end expenditure savings and higher than anticipated revenues received.

For FY15-16, the Town will be using its reserves to pay for one-time capital expenses (i.e., Manzanita Road). Overall, General Fund reserves continue to remain healthy. For FY15-16, we estimate the ending General Fund balance (i.e., June 30, 2016) will remain above \$2,000,000 or at approximately 25% of General Fund operating expenses per Council policy. It should be noted that the \$2,000,000 projected ending fund balance is 3.5% higher than the ending fund balance in June 2014.



Five Year General Fund Forecast

The Five Year Forecast (Forecast) allows the Town Council an opportunity to plan for the future based on projected revenues and expenditures. Graph A shows General Fund expenses and revenues will roughly equal each other over the 5 year period. The Town will need to slightly dip into General Fund Reserves for a couple years, but will contribute to the General Reserves in the later year.

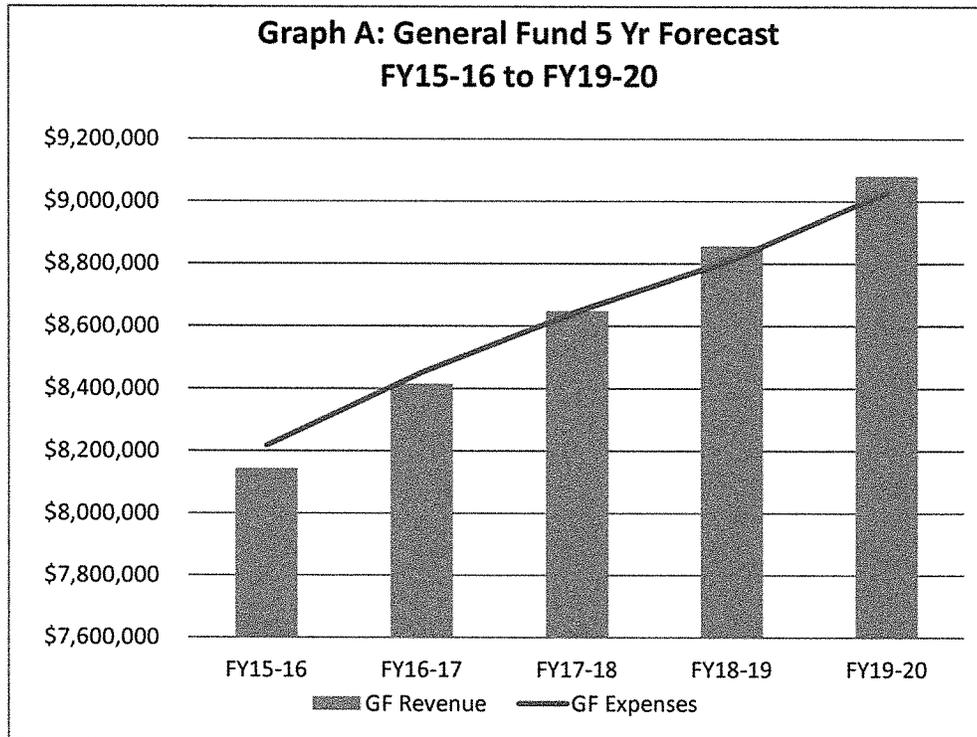


Table A shows how the total revenues including transfers would cover projected expenses over the Forecast period. General Fund reserves would range between 23% - 24% of General Fund expenditures. While this is slightly below the Council's policy of 25%, we are not projecting a significant need to tap into reserves to balance the budget during the Forecast period.

Table B shows that General Fund revenues will grow by an average 3.0% per year from FY16-17 to FY19-20. In comparison, expenditures will increase by an average of 2.5% during the same time period. The Forecast does include COLA adjustments per negotiated agreements with bargaining groups. Health care costs are estimated to increase annually by 9%. Retirement costs are estimated to increase by approximately 8.2% in FY16-17 and average of 6.3% per year for FY17-18 thru FY19-20. Non-personnel expenses are increased by 1% per year. However, the Forecast does assume savings from staff turnover/retirements during the Forecast period as well as some minor reductions in on-going operating costs.

Personnel costs (salaries and benefits) comprise approximately 70% of the Town's budget not including the cost of the fire services, since that is a contractual service. Needless to say, increases in health and retirement costs continue to represent the most significant impact to

TABLE A
Five Year General Fund Forecast

	Estimated Yr	Projected	Projected	Projected	Projected	Projected	Projected
	End	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
Total GF Appropriations	FY14-15	\$ 7,570,062	\$ 8,210,636	\$ 8,451,470	\$ 8,646,402	\$ 8,813,427	\$ 9,029,123
GF Revenue (taxes, fees)		\$ 5,585,286	\$ 5,752,500	\$ 5,914,778	\$ 6,097,481	\$ 6,284,764	\$ 6,465,997
Other GF Rev*		\$ 1,602,420	\$ 1,590,000	\$ 1,629,750	\$ 1,670,494	\$ 1,712,256	\$ 1,755,062
Transfers In**		\$ 593,815	\$ 800,000	\$ 869,000	\$ 879,000	\$ 859,000	\$ 859,000
Subtotal GF Revenue		\$ 7,781,521	\$ 8,142,500	\$ 8,413,528	\$ 8,646,974	\$ 8,856,020	\$ 9,080,059
Net Surplus(Deficit) to GF reserves		\$ 211,459	\$ (68,136)	\$ (37,942)	\$ 572	\$ 42,593	\$ 50,936
Ending GF Bal		\$ 2,138,350	\$ 2,070,214	\$ 2,032,272	\$ 2,032,844	\$ 2,075,437	\$ 2,126,373
In % of GF Exp		28.2%	25.2%	24.0%	23.5%	23.5%	23.6%

* contributions from Planning and Building revenues and retirement fund assumes 2.5% increase/yr

** Measure J, COPS Grant, Gas Tax, Festival

Expense Assumptions

Includes allowance for salary adjustments and/or COLA's

Salaries/benefits assumes some employee savings based on turnover and retirement over the 5 yrs

Health benefits increase by 4.5%/yr

Retirement increase increases by \$230,000 in FY15-16, then 8.2% in FY16-17 and then averages 6.3%/yr thru FY19-20out

Assumes renewal of 1/2 sales tax Measure D

All other expenses increase by 1%/yr with the exception that RVFD increases by \$133,000 in FY15-16 and 2% thru

FY19-20; assumes additional reductions in expenditures in future years

**TABLE B
GENERAL FUND REVENUE AND EXPENDITURE FORECAST IN %**

	Budget FY15-16	Projected FY16-17	Projected FY17-18	Projected FY18-19	Projected FY19-20
Total GF Revenue*	\$ 5,752,500	\$ 5,914,778	\$ 6,097,481	\$ 6,284,764	\$ 6,465,997
Revenue Increase from previous yr	\$ 205,000	\$ 162,278	\$ 182,703	\$ 187,283	\$ 181,233
Increase in % from previous yr	3.7%	2.8%	3.1%	3.1%	2.9%
Total GF Expenses	\$ 8,210,636	\$ 8,451,470	\$ 8,646,402	\$ 8,813,427	\$ 9,029,123
Expenditure Increase	\$ 640,574	\$ 240,834	\$ 194,933	\$ 167,025	\$ 215,696
Increase in %	8.7%	3.2%	2.4%	2.0%	2.5%

* GF revenue does not include transfers or special revenue

future budgets. Unfortunately, we have little control over these two factors.

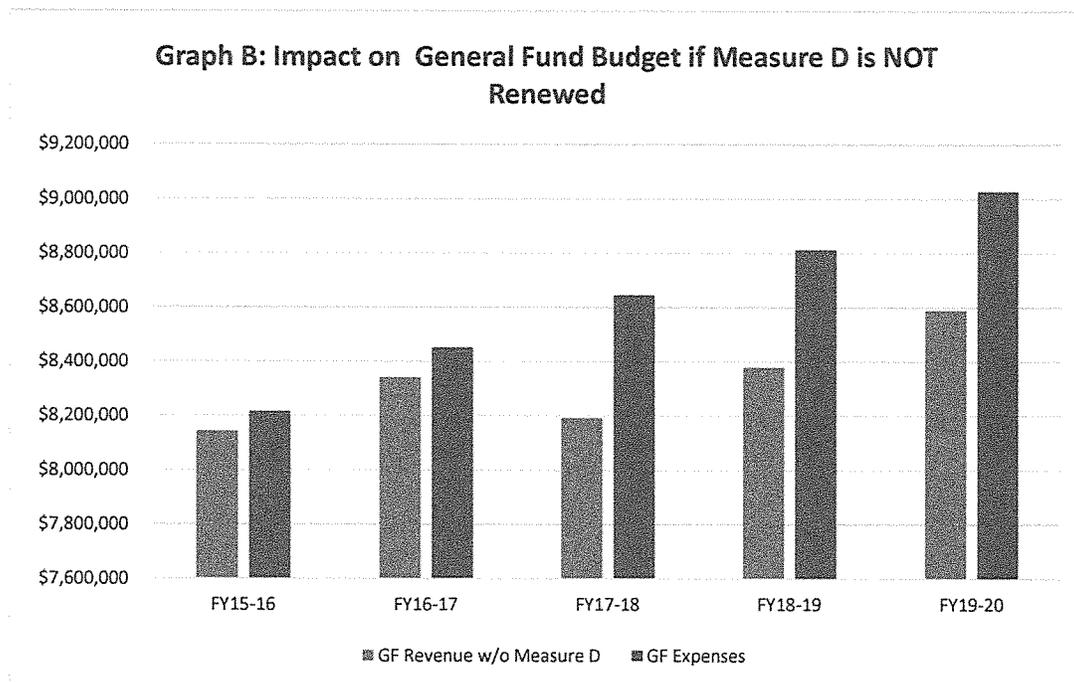
Table C shows the breakdown of General Fund Revenues. Over the five-year forecast period, property and sales tax revenues are projected to grow by an average of 3.5% per year. The FY15-16 General Fund budget now includes the newly consolidated Recreation and Community Services Department. Previously, recreation (aka FOCAS) revenues and expenditures were shown in a Special Revenue Fund.

One major assumption of the 5 Year Forecast is the renewal of the 0.5% sales tax (referred to as Measure D) in November 2016. Without the renewal, the Table below shows that in FY17-18 the Town would need to fill an estimated \$455,000 gap in revenue or approximately 5.5% of total General Fund revenues including transfers. This would necessitate a major restructuring of the projected budget in FY17-18.

**GENERAL FUND REVENUE AND EXPENDITURE FORECAST INCREASES (DECREASES) w/o
MEASURE D**

	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20
GF Revenue w/o Measure D	\$ 8,142,500	\$ 8,341,028	\$ 8,191,974	\$ 8,379,020	\$ 8,588,749
GF Expenses	<u>\$ 8,216,000</u>	<u>\$ 8,451,470</u>	<u>\$ 8,646,402</u>	<u>\$ 8,813,427</u>	<u>\$ 9,029,123</u>
Diff	\$ (73,500)	\$ (110,442)	\$ (454,428)	\$ (434,407)	\$ (440,374)

Graph B below illustrates the short fall between forecasted revenues and expenditures as well as the impact to General Fund reserves if the Town did not revise its budget to reflect the loss of Measure D revenues.



**TABLE C
GENERAL FUND REVENUE ACTUAL AND 5 YEAR FORECAST**

Revenue Detail	Proposed					Projected FY19-20
	Projected FY14-15	Budget FY15-16	Projected FY16-17	Projected FY17-18	Projected FY18-19	
Property Tax	\$ 3,376,000	\$ 3,470,000	\$ 3,591,450	\$ 3,717,151	\$ 3,847,251	\$ 3,981,905
Sales Tax (1%)	\$ 665,000	\$ 656,000	\$ 678,000	\$ 705,000	\$ 730,000	\$ 751,900
Measure D Sales Tax (0.5%)	\$ 408,000	\$ 425,000	\$ 435,000	\$ 455,000	\$ 477,000	\$ 491,310
Other- Utility	\$ 364,000	\$ 375,000	\$ 376,875	\$ 378,759	\$ 380,653	\$ 382,556
Subtotal Taxes	\$ 4,813,000	\$ 4,926,000	\$ 5,081,325	\$ 5,255,910	\$ 5,434,904	\$ 5,607,671
Other Revenues						
Franchise Fees	\$ 336,000	\$ 348,000	\$ 349,740	\$ 351,489	\$ 353,246	\$ 355,012
Business License	\$ 125,000	\$ 125,000	\$ 125,625	\$ 126,253	\$ 126,884	\$ 127,519
Fines	\$ 116,000	\$ 115,000	\$ 117,300	\$ 119,646	\$ 122,039	\$ 124,480
Rental & Maintenance Fees	\$ 29,000	\$ 31,000	\$ 32,550	\$ 34,178	\$ 35,886	\$ 37,681
Revenues from other Agencies	\$ 60,500	\$ 59,500	\$ 59,798	\$ 60,096	\$ 60,397	\$ 60,699
Recreation/Class Fees	\$	\$ 72,000	\$ 73,440	\$ 74,909	\$ 76,407	\$ 77,935
Charges for Svc	\$ 68,000	\$ 76,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Subtotal Other Rev	\$ 734,500	\$ 826,500	\$ 833,453	\$ 841,571	\$ 849,860	\$ 858,326
TOTAL GENERAL FUND REVENUE	\$ 5,547,500	\$ 5,752,500	\$ 5,914,778	\$ 6,097,481	\$ 6,284,764	\$ 6,465,997

Assumptions for 5 yr GF Projections (not including FY15-16)

Total Prop Tax increase by 3.5% per yr

Sales tax based on consultant data

Utility taxes remain flat

Franchise fees, other revenues, and business license increased by 0.5%/yr

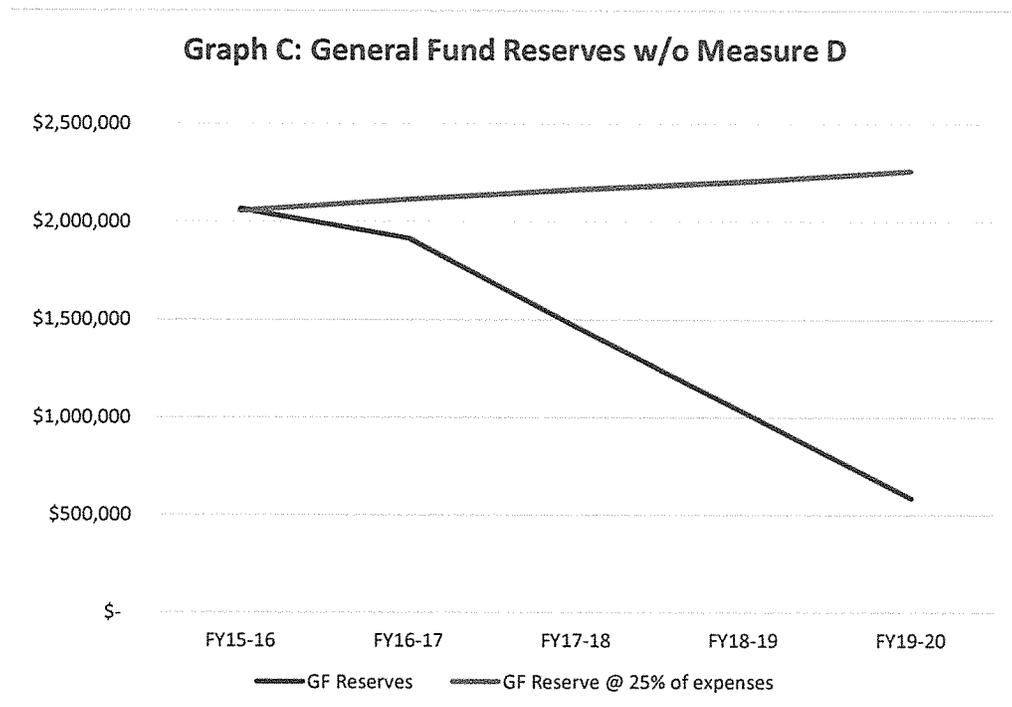
Revenues from other agencies slight increase

Fines and recreation fees increased 2%/yr

Other Charges for svcs increased per Dispatch contract

Assumes renewal of half cent sales tax Measure D

In FY19-20, if forecasted expenditures did not change (highly unlikely), Graph C indicates that General Fund reserves would be less than 7% of operating expenses which would be well below the Town policy of maintaining a 25% fund balance reserves and would adversely impact the Town's cash flow and operations.



Needless to say, the renewal of Measure D would need to be seriously considered by the Town Council and the community in FY16-17.

Key Service Additions

This budget does include one significant change to service levels. Over the past year, the Public Works Department (DPW) has been understaffed in the field. While the DPW budget did include funding for a half-time position (approximately \$25,000), we decided to keep the position vacant to evaluate the impact on workload and, if contractors, could be used to assist staff as needed. We have since determined that that approach was not very effective. In addition, we believe a full-time position is warranted given the workload and the need for succession planning. With retirements on the horizon, it would be prudent to begin training staff for the future. The position including salary and benefits is estimated to cost \$60,000/yr. which will add a net \$35,000 to DPW personnel costs since we already budgeted \$25,000/yr. for a part-time position.

Key Budget Assumptions for Fiscal Year 2015-16

This budget contains the same sections and components (e.g., Five Year forecast) as last year with the biggest change being the consolidation of volunteer and recreation services (formerly known as FOCAS) into a new Recreation and Community Services Department. As a result, all

expenditures and revenues associated which such activities now appear in the General Fund as opposed to a Special Revenue Fund. The net impact to the budget is neutral as the expenditures and revenues for these programs are projected to be relatively the same as in FY15-16.

We have also added detailed sheets to better track the use of Measure A (TAM) Transportation funding and County Measure A Park funding. The use of these monies are now show in the newly created Funds 22 and 23, respectively.

The following are key budget assumptions used to develop the FY15-16 budget:

Continue to Keep Two Positions Vacant and Add a DPW Position

- Fund a portion (part-time @ 25%) of the current vacant Administrative Assistant position.
- Continue to keep one Police Officer position vacant.
- Continue to keep Public Works director position vacant.
- Add new DPW Maintenance Worker I position.

Stable Sales and Property Tax Revenues and Fees

- Sales tax projections are projected to be somewhat flat as we now have a better handle of the revenue generated from the ½ cent sales tax (Measure D). It should be noted that the sales tax revenue budget estimate for FY14-15 doubled counted the “In-Lieu Sales Tax” in the “Bradley- Burns” 1% sale tax estimate. As a result, the FY15-16 sales tax estimate is \$100,000 lower than the adopted budget estimate in FY14-15.
- Overall property tax revenues are projected to increase by over 6% or \$220,000 in FY15-16. Over 70% of the property tax increase is from secured properties (e.g., single family home).
- Increases in Planning and Building revenue due to fee adjustments to reflect 100% cost recovery.

Measure J and Recreation Fees

- With the passage of Measure J, the special municipal tax of \$195/unit per year, the Town will collect approximately \$250,000 more in revenue per year. Measure J, which was a renewal of Measure I, consists of the following: 1) the base of \$125/unit annual tax under Measure I, 2) incorporated the eliminated General Municipal Services Tax of \$50 per residential and commercial unit, and 3) included a \$20/unit increase to reflect inflationary cost since the tax’s inception in 2005.

The Town will collect over \$710,000 annually from Measure J of which \$130,000 is typically allocated to capital improvement projects. Last year, the Town collected approximately \$460,000 from the previous Measure I (\$125/unit) and did not collect the General Municipal Tax (approx. \$180,000 annually) since it was going to be incorporated into Measure J. The additional \$20/unit will generate approximately \$70,000 in annual revenue.

- Recreation fees and expenses for classes and programs are now included in the General Fund revenues as opposed to a Special Revenue Fund. The result is that this will add over \$70,000 in General Fund revenues which are offset by the inclusion of program expenses into the newly created Recreation and Community Services Department.
- The budget includes increased funding for youth and senior recreational activities as well as Volunteer Board activities.

Permanent Reductions in Expenditures

- The budget reflects net permanent reduction in operating expenses of approximately \$170,000. The reductions reflect decreases in outside contracting and services and lower contributions for equipment/computer replacement. Approximately \$80,000 is in non-personnel operating expenses in DPW. Of the \$80,000, \$25,000 is trail maintenance which has been allocated entirely to Measure A (Park) and Measure J funding. The overall reductions were somewhat offset by increases in non-departmental expenses (Fund 01-715). This division includes all the operational costs not associated with specific departments. For example, the Town's contract with the Humane Society for animal control services and contractual costs for IT services are classified as non-departmental expenses. The increases are related to increases in costs for outside services and higher liability/workers compensation insurance costs.
- In essence, the net reductions were offset by increases in the Ross Valley Fire Department (RVFD) operations. As stated above, RVFD has also experienced significant increases in retirement costs (approx. \$320,000) similar to Fairfax as well as increases in overtime expenditures. In addition, last year, RVFD used the remainder of its operating reserves to keep the annual increase reasonable for its member agencies. The net result is that the Town's contribution to RVFD will increase by approximately 8% or \$150,000 for FY15-16.

Personnel Costs- Increase in Health and Retirement Costs and reflects new MOU's

- Health costs are projected to increase by 9% annually.
- Retirement costs increased by \$230,000 in FY15-16 and is now shown in a "side fund"

line item.¹

- The budget reflects tentative agreements on new labor contracts (MOU's) with the Service Employees International Union (SEIU) and Fairfax Police Officer Association (FPOA) as well as agreement with the non-represented management group. The FY15-16 budget does reflect cost of living adjustments (COLAs) per the MOU's and management resolution. For FY15-16, the estimated costs are approximately \$60,000 or less than a 2% increase in the Town's total personnel costs. The MOU's are for three years (FY15-16 thru FY17-18) and represent the positive working relationship between the Town and its employees.

Workplan and Performance Data

This information is intended to assist the Council with its understanding of departmental activities. Specifically, the workplan identifies key new programs/initiatives or actions that a department will be working on in FY15-16. It differs from a goal in that it lists key milestones for success.

The performance data reflects the type of work a department is doing, but is not meant to assess effectiveness or efficiency of the work. This continues to be a work in progress.

Five Year Capital Improvement Plan (5 Yr CIP)

The Five Year CIP will allow the Council to set priorities for future projects and assess the availability of funding. The Council only adopts the first year of the 5 Yr CIP. While the total 5 Yr CIP budget is approximately \$11,400,000, the budget for FY15-16 is approximately \$2,100,000. The funding comes from federal, state, local grants (e.g., Highway Bridge Program, sales tax from TAM), gas tax, Measure J, and funds reserved for the Pavilion. The funding per year is allocated on a "cash" basis.

One change from previous years is that we are trying build reserves for future capital projects (e.g., Fund 51). Specifically, the 5 Yr CIP shows that the Town will require \$240,000 in FY17-18 to fund matching requirements for projects. The purpose of the reserves is to minimize the use of General Fund reserves to fund future capital projects.

We have also created two new funds (i.e., Funds 22 and 23) to better track TAM Measure A

¹ The side fund represents the amount the Town must pay to fund the shortfall in its pension obligations. This was caused by three key factors: 1) When the High Tech and Housing Bubble burst, CalPERS was unable to achieve its projected return on investment (ROI) needed to cover future pension obligations. In essence, the Town is paying for the shortfall in ROI (7.75% v 1-2%) over those years, 2) the recent actuarial studies indicate employees are living longer which, obviously, impacts retirement costs, and 3) previously, CalPERS charged a percentage of payroll to cover retirement costs. However, the Tier I classification for retirement is closed to new members and CalPERS determined that its previous approach was unsustainable since the pool of members in Tier I was getting smaller and smaller due to retirements.

transportation and County Measure A park funding allocated to projects.

The FY15-16 CIP contains the following projects:

- Renovation of the Parkade project.
- Preliminary archeological consulting services needed for the Pavilion seismic retrofit project.
- Replacement of the Pavilion roof (Note- the mid-year budget indicated we would begin the project in FY14-15, but we have since decided to include it the FY15-16 CIP budget).
- Improvements for making the stage in the Women's Club useable for activities as well as ADA accessible.
- Design and construction of a Class I Bike lane along Sir Francis Drake from Glenn Dr. to Lefty Gomez Field (aka Bike Spine Gap Completion Project).
- Repair/improvements to pedestrian trails and repairs/replacement to park equipment and facilities. Approximately \$48,000 in Measure A Park and \$26,000 in Measure J funds are allocated to the various projects.
- Street improvements are funded at a lower level than FY14-15 because the TAM transportation funding for FY15-16 has been allocated to the Parkade project. However, it should be noted that the TAM funding for FY14-15 was also reallocated toward the Bank St. parking lot construction project. As a result, the Town did not undertake any major street improvement projects in FY14-15. For FY15-16, a combination of Measure J and reserves in Fund 51- Capital Projects will be used to fund improvements. In FY15-16, Town will be primarily focusing on street maintenance activities such as slurry sealing and thermoplastic striping of specific crosswalks. This approach should reduce maintenance costs in the future.
- New recycling containers for downtown.
- Implementation of the sidewalk repair program to help offset costs to residents.
- Reconstruction of Manzanita Road due to slide damage.
- Preliminary design of the new Azalea bridge replacement project.
- Continuation of the five bridge improvement projects: Meadow Way, Creek Rd, Marin, Spruce, and Canyon. The matching funds represent the carryover of available funds allocated in FY14-15.

Issues to Begin Considering in FY15-16

While the Five Year Forecast shows the Town can maintain the status quo, it does assume the renewal of Measure D (1/2% sales tax) in FY17-18. In order to avoid any lapses in the sales tax, which expires in April 2017, the Council would need to place a measure for the renewal on the November 2016 ballot. In FY17-18, we estimate Measure D would generate approx. 455,000/yr. or approximately 5.5% of total General Fund revenues and transfers. Measure J is slated to expire in FY19-20. Needless to say, the combined effect of losing all these funding sources would have a catastrophic effect on the Town's budget (see Five Year Forecast).

On the bright side, the Town has ample time to explore future revenue sources, especially if existing tax measures are not renewed (e.g., Measure D). The significant untapped future resource is parking revenue and/or annexation of unincorporated areas which are partially surrounded by the Town limits. The managed parking concept is to be discussed in the workshops regarding the Town Center Element which will occur in FY15-16. The Marin Local Agency Formation Commission (LAFCO), the agency responsible for annexations in the County, will be conducting a study over the next two years to review and develop policies and procedures to effectuate city annexations of unincorporated lands that are entirely or substantially surrounded by the affected city (i.e., "islands"). Staff will keep the Council apprised of LAFCO's progress on the study.

One important factor to consider is that if the Town is able to finance the smaller CalPERS side fund (\$1.5 million), the side fund would be repaid in five (5) years. Although this repayment is outside the Forecast period, after year 5 (FY19-20), the monies that the Town had been budgeting to pay the side fund (approx. \$300,000 per year) could be used to partially offset the impact of the lost revenue or, if the sales tax is renewed, be used for other purposes such as capital projects (e.g., street repaving).

Special Thanks

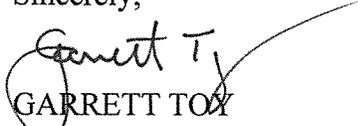
I would like to thank the Town staff for their input and insights as we prepared this draft document, with appreciation to Police Chief Chris Morin and Planning and Building Services Director Jim Moore. A special thanks to our Finance staff, mainly Finance Director, Michael Vivrette, for continuing his efforts to refine the budget format with a goal of creating a more transparent and readable budget. Michael continues to strive to create a budget that meets the "best practice" guidelines of the California Society of Municipal Finance Officers.

Also, I would be remiss not to give a "shout out" to all those Fairfax residents who supported Measure J. Without their on-going support, the Town would be facing draconian budget level and significant reductions in service levels. I appreciate their trust in the Town Council and staff.

Staff members continue to wear multiple hats to balance the competing priorities of the Town. It is clear to me that staff are very dedicated and take pride in what we have been able to accomplish on a limited budget. That seems to be the Fairfax way.

There are potential financial challenges on the horizon, but the Town Council has demonstrated the ability to successfully take these challenges head on. I look forward to working with Council and community on these issues and, hopefully, we can all remember to keep smiling, even when the outcomes may be less than desirable☺

Sincerely,


GARRETT TOY
Town Manager



Town of Fairfax

2015-16 Operating Budget

ALL FUNDS FY16 BUDGET

1

FUND SUMMARY	Balance 30-Jun-15	FY 2015-16 Revenues	FY 2015-16 Approp	FY 2015-16 Transfers	Balance 30-Jun-16	FY 15/16 ACTIVITY
8/20/15 10:46 AM						
GENERAL FUNDS						
01 General Fund	1,041,267	5,752,800	(8,127,009)	2,284,553	951,612	(89,656)
02 Dry Period Fund	1,000,000	-	-	-	1,000,000	-
03 Equipment Replacement Fund	828	-	(58,428)	68,300	10,700	9,872
04 Building & Planning Fund	23,502	426,000	-	(426,000)	23,502	-
05 Communication Equip Replace Fund	189	-	(6,000)	6,000	189	-
06 Retirement Fund	8,534	1,163,900	-	(1,163,900)	8,534	-
08 Office Equip Replacement Fund	64,346	-	(20,000)	30,000	74,346	10,000
Total General Funds	2,138,667	7,342,700	(8,211,437)	798,953	2,068,884	(69,784)
					25.2%	
SPECIAL REVENUE FUNDS						
07 Special Police Fund	33,923	100,000	-	(100,000)	33,923	-
11 Recreation Fund						-
12 Fairfax Festival Fund	0	36,000	(31,700)	(4,300)	0	-
20 Measure J - Municipal Svs Tax Fund	56,500	712,099	-	(762,099)	6,500	(50,000)
21 Gas Tax Fund	51,900	165,150	-	(215,000)	2,050	(49,850)
22 Measure A - Transportation	-	85,745	-	(85,745)	-	-
23 Measure A - Parks	-	54,107	-	(54,107)	-	-
Total Special Revenue Funds	142,323	1,153,101	(31,700)	(1,221,251)	42,473	(99,850)
DEBT SERVICE FUNDS						
43-45 Measure K - Debt Service	792,179	448,508	(520,282)	-	720,405	(71,774)
Total Debt Service Funds	792,179	448,508	(520,282)	-	720,405	(71,774)
CAPITAL PROJECTS						
51 Capital Projects - Grants	170,997	1,054,755	(1,451,745)	240,597	14,604	(156,393)
52 Disaster Fund	(0)	-	-	-	(0)	-
53 Capital Projects - Town	96,554	410,745	(670,000)	162,701	(0)	(96,554)
54 Pavilion Renovation	(0)	-	-	-	(0)	-
55 Measure K - Capital Projects	(0)	-	-	-	(0)	-
Total Capital Projects Funds	267,550	1,465,500	(2,121,745)	403,298	14,603	(252,947)
FIDUCIARY FUNDS						
73 Open Space	17,437	5,000	(5,000)	19,000	36,437	19,000
Total Fiduciary Funds	17,437	5,000	(5,000)	19,000	36,437	19,000
TOTALS	3,358,156	10,414,809	(10,890,163)	-	2,882,802	(475,354)



Town of Fairfax

2015-16 Operating Budget

INTERFUND TRANSFERS

SUMMARY ALL FUNDS

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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TRANSFERS TO:

01 General Fund	2,085,589	2,239,773	2,156,003	2,214,552	2,441,299
02 Dry Period Fund	226,836	-	141,947	141,947	-
03 Equipment Replacement	148,487	71,600	100,000	148,000	68,300
05 Communications Fund	-	-	-	-	6,000
08 Office Equipment Replacement	20,000	20,000	50,000	50,000	30,000
11 Recreation	18,000	23,000	25,000	58,185	-
23 Measure A - Parks					18,893
49 CIP - Emergency Watershed	83,206	-	-	-	-
50 CIP - Fairfax Creek Restoration	475,889	-	-	-	-
51 CIP - Grants	150,967	5,000	302,000	207,765	259,490
52 CIP - Storm	70,740	313,570	-	-	-
53 CIP - Town	49,000	78,781	65,000	81,310	162,701
54 Pavilion Restoration	-	150,000	-	-	-
55 Measure K	-	15,000	-	-	-
73 Open Space	-	7,596	4,000	4,000	19,000
	3,328,714	2,924,320	2,843,950	2,905,759	3,005,683

TRANSFERS FROM:

01 General Fund	1,043,158	385,766	320,947	418,420	156,746
02 Dry Period Fund	-	-	-	-	-
04 Building & Planning	400,000	550,000	450,000	440,000	426,000
05 Communications Fund	-	17,257	-	-	-
06 Retirement Fund	1,125,000	1,107,000	1,130,000	1,190,000	1,163,900
07 Special Police Services	75,000	125,000	100,000	100,000	100,000
12 Fairfax Festival	6,089	5,000	5,000	3,300	4,300
20 Measure J - Municipal Services Tax	452,000	442,294	460,000	400,000	762,099
21 Gas Tax	194,500	253,500	207,000	172,000	215,000
22 Measure A - Transportation					85,745
23 Measure A - Parks					73,000
41-45 Debt Service	-	-	-	-	-
51 CIP - Grants	-	23,503	21,003	21,003	18,893
52 CIP - Storm				22	
53 CIP - Town	-	15,000	-	-	-
54 Pavilion Restoration	-		150,000	150,765	-
55 Measure K	32,967	-	-	10,249	-
	3,328,714	2,924,320	2,843,950	2,905,759	3,005,683



Town of Fairfax
2015-16 Operating Budget

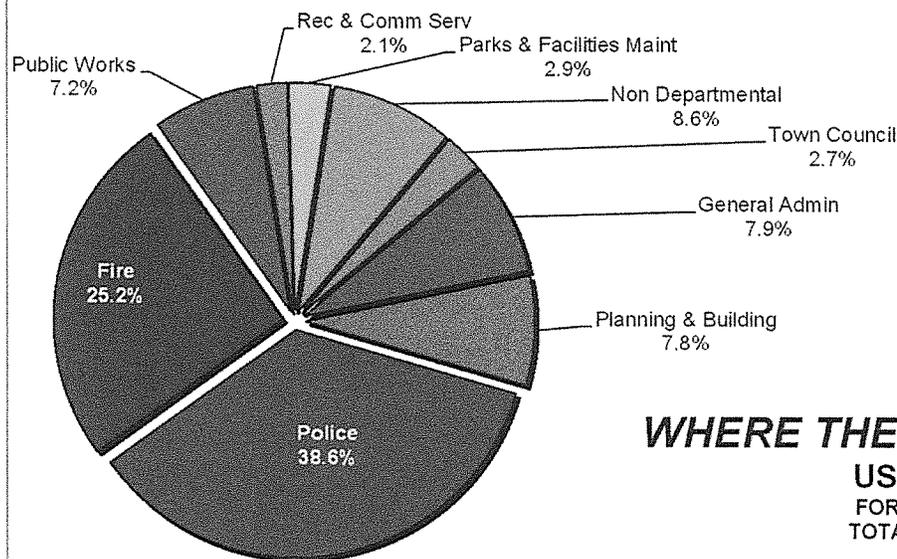
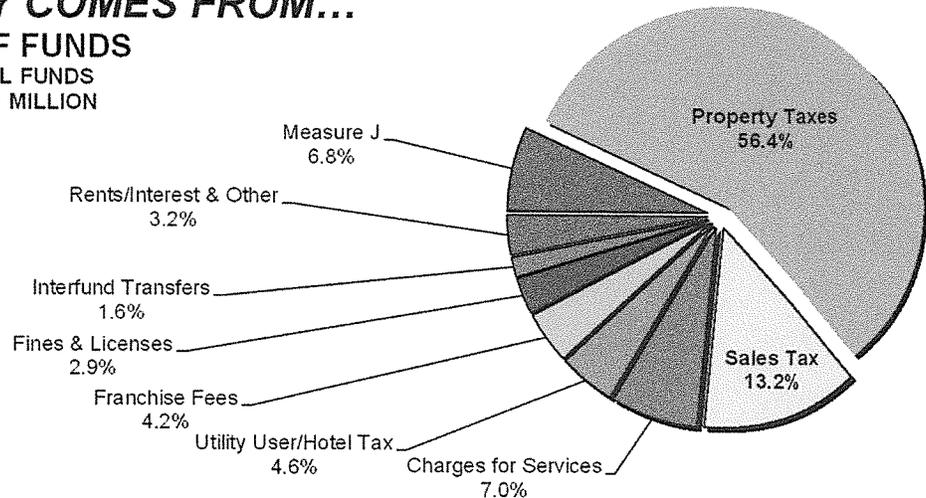
APPROPRIATIONS - ALL FUNDS

APPROPRIATIONS BY DEPT		General Government	Development Services	Public Safety	Public Works & Streets	Parks/Rec & Facility	Non Departmental	FY 2015-16 Adopted
GENERAL FUNDS								
01	General Fund	865,519	630,547	4,934,642	588,051	409,859	698,390	8,127,009
02	Dry Period Fund	-	-	-	-	-	-	-
03	Equipment Replacement Fund	-	-	41,828	-	-	16,600	58,428
04	Building & Planning Fund	-	-	-	-	-	-	-
05	Communication Equip Replace Fund	-	-	-	-	-	-	-
06	Retirement Fund	-	-	-	-	-	-	-
08	Office Equip Replacement Fund	20,000	-	-	-	-	-	20,000
Total General Funds		885,519	630,547	4,976,470	588,051	409,859	714,990	8,205,437
SPECIAL REVENUE FUNDS								
07	Special Police Fund	-	-	-	-	-	-	-
11	Recreation Fund	-	-	-	-	-	-	-
12	Fairfax Festival Fund	-	-	-	-	31,700	-	31,700
20	Measure I - Municipal Sys Tax Fund	-	-	-	-	-	-	-
21	Gas Tax Fund	-	-	-	-	-	-	-
22	Measure A - Transportation	-	-	-	-	-	-	-
23	Measure A - Parks	-	-	-	-	-	-	-
Total Special Revenue Funds		-	-	-	-	31,700	-	31,700
DEBT SERVICE FUNDS								
41-45	Measure K - Debt Service	-	-	-	520,282	-	-	520,282
Total Debt Service Funds		-	-	-	520,282	-	-	520,282
CAPITAL PROJECTS								
51	Capital Projects - Grants	-	-	-	1,381,745	70,000	-	1,451,745
52	Disaster Fund	-	-	-	-	-	-	-
53	Capital Projects - Town	-	-	-	670,000	-	-	670,000
54	Pavilion Renovation	-	-	-	-	-	-	-
55	Measure K - Capital Projects	-	-	-	-	-	-	-
Total Capital Projects Funds		-	-	-	2,051,745	70,000	-	2,121,745
FIDUCIARY FUNDS								
73	Open Space	-	-	-	-	5,000	-	5,000
Total Fiduciary Funds		-	-	-	-	5,000	-	5,000
TOTAL APPROPRIATIONS - ALL FUNDS		885,519	630,547	4,976,470	3,160,078	516,559	714,990	10,884,163
Percent of Total Appropriations (with CIP)		8.1%	5.8%	45.7%	29.0%	4.7%	6.6%	100.0%
Percent of Appropriations (no CIP Funds)		10.1%	7.2%	56.8%	12.6%	5.1%	8.2%	100.0%

WHERE THE MONEY COMES FROM...

SOURCE OF FUNDS

FOR GENERAL FUNDS
TOTAL = \$8.21 MILLION



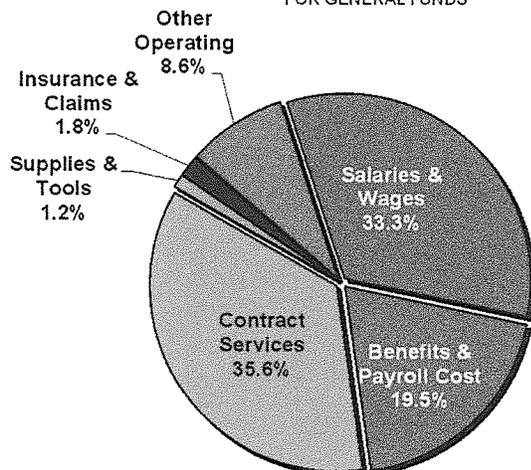
WHERE THE MONEY GOES TO...

USE OF FUNDS

FOR GENERAL FUNDS
TOTAL = \$8.21 MILLION

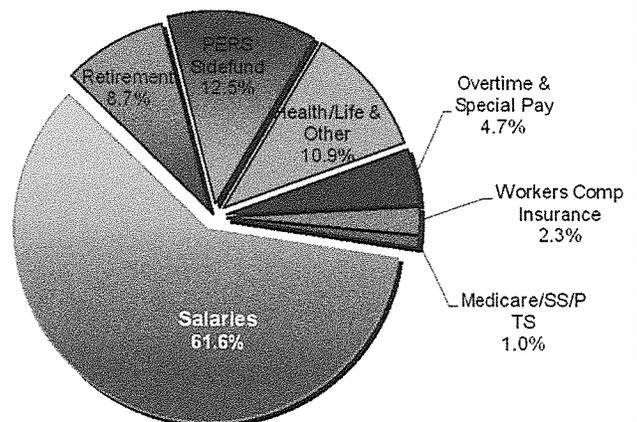
EXPENDITURES BY CATEGORY

USE OF FUNDS
FOR GENERAL FUNDS



PERSONNEL EXPENSES

USE OF FUNDS
FOR GENERAL FUNDS





Town of Fairfax

2015-16 Operating Budget

FUND **01 GENERAL FUND**
DEPT

The General Fund is the primary fund for day-to-day operations. It is the largest portion of the budget and is used to account for all financial resources except those required to be accounted for in another fund.

The General Fund is one of seven funds (01,02,03,04,05,06,08) cumulatively referred to as the "General Funds".

FUND SUMMARY	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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BEGINNING FUND BAL	1,400,286	776,940		971,187	1,041,267
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REVENUES

PROPERTY TAXES	3,188,569	3,483,036	3,249,000	3,334,711	3,470,100
SALES TAXES	992,591	1,093,027	1,180,000	1,098,582	1,080,900
USER FEES (UUT/TOT)	394,347	381,527	375,000	333,649	375,000
FRANCHISE FEES	374,504	352,371	345,000	352,342	348,000
FINES & LICENSES	191,816	223,405	215,000	245,361	240,000
RENTS & INTEREST	32,211	33,933	40,000	29,911	34,200
REVENUES FROM OTHER AGENCIES	39,846	78,081	45,259	122,635	56,300
CHARGES FOR CURRENT SERVICES	44,492	77,795	66,000	68,097	148,300
SUBTOTAL REVENUES	5,258,376	5,723,176	5,515,259	5,585,286	5,752,800

APPROPRIATIONS

100 TOWN COUNCIL	149,686	253,010	230,055	231,130	222,392
200 GENERAL ADMINISTRATION	503,031	544,062	616,967	565,450	643,127
300 DEVELOPMENT SERVICES	515,503	581,496	606,364	587,598	630,547
400 PUBLIC SAFETY	4,467,877	4,670,223	4,662,049	4,536,068	4,934,642
500 PUBLIC WORKS	461,371	513,305	582,572	476,502	588,051
600 RECREATION & COMMUNITY SERVICES	50,939	73,797	73,290	66,114	172,329
600 PARKS & FACILITY MAINTENANCE	198,004	209,874	244,575	184,310	237,531
700 NON DEPARTMENTAL	577,744	537,168	663,354	664,164	698,390
SUBTOTAL APPROPRIATIONS	6,924,154	7,382,935	7,679,226	7,311,338	8,127,009

TRANSFERS

TRANSFERS TO 01-GENERAL FUND	2,085,589	2,239,773	2,156,003	2,214,552	2,441,299
TRANSFERS FROM 01-GENERAL FUND	(1,043,158)	(385,766)	(320,947)	(418,420)	(156,746)

SUBTOTAL TRANSFER	1,042,431	1,854,006	1,835,056	1,796,132	2,284,553
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NET DEPARTMENT ACTIVITY	(623,346)	194,247	(328,911)	70,080	(89,656)
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ENDING FUND BAL	776,940	971,187		1,041,267	951,612
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COMPONENTS OF FUND BALANCE:

Undesignated	776,940	971,187		1,041,267	951,612
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NOTES:



Town of Fairfax

2015-16 Operating Budget

GENERAL FUND

The Town's General Fund accounts for all unrestricted revenues and pays for the day-to-day operating costs of traditional municipal services like police, fire, planning, public works maintenance and administrative support services.

REVENUE DETAIL	FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	Actual	Actual	Adopted	Projected	Adopted
01-010-101 Property Taxes - Secured	1,921,876	2,047,927	2,110,000	2,134,024	2,270,000
01-010-102 Property Taxes - Unsecured	42,413	43,049	50,000	47,729	47,700
01-010-103 Property Taxes - Prior	3,343	4,921	5,000	3,442	5,100
01-010-104 Real Estate Transfer Tax	45,251	43,482	50,000	46,426	51,500
01-010-107 \$50 General Municipal Services Tax	172,163	179,332	-	1,428	0
01-010-110 Supplemental Property Taxes	36,382	46,573	60,000	64,906	61,800
01-010-112 ERAF Excess Distribution	357,846	483,629	350,000	388,725	400,000
01-010-117 Property Tax In-Lieu of VLF ("VLF Swap")	557,325	579,979	570,000	615,950	580,000
01-060-113 Storm Run-Off Fee	51,970	54,144	54,000	32,081	54,000
Total Property Taxes	3,188,569	3,483,036	3,249,000	3,334,711	3,470,100
01-010-105 In-Lieu Sales Tax ("Triple Flip")	134,219	151,496	145,000	155,125	110,300
01-010-106 Sales Tax ("Bradley Burns")	465,019	462,773	575,000	471,116	475,600
01-010-111 1/2 cent Sales Tax - Prop. 172	57,270	59,373	60,000	64,139	70,000
01-010-118 1/2 cent Sales Tax - Measure D	336,082	419,386	400,000	408,202	425,000
Total Sales Taxes	992,591	1,093,027	1,180,000	1,098,582	1,080,900
01-010-108 Utility Users Tax - Telecom	128,044	121,231	120,000	104,402	125,000
01-010-109 Utility Users Tax - Energy	236,731	241,666	230,000	195,828	225,000
01-010-114 Hotel Users Tax	29,573	18,630	25,000	33,419	25,000
Total User Taxes	394,347	381,527	375,000	333,649	375,000
01-020-201 Garbage	187,869	164,679	167,000	167,726	160,000
01-020-202 Gas & Electric	58,514	58,849	58,000	57,673	58,000
01-020-203 Cable	128,120	128,842	120,000	126,943	130,000
Total Franchise Fees	374,504	352,371	345,000	352,342	348,000
01 - GENERAL FUND TAXES & FEES	4,950,011	5,309,961	5,149,000	5,119,284	5,274,000

NOTES:

Secured & Unsecured Property Taxes - Homes, businesses, and other taxable real and personal property are subject to levy of property taxes. The fixed statutory rate is 1% of assessed valuation. Assessed value is based on the 1975 property values with subsequent increases limited to 2% or CPI growth, whichever is less. However, when there is a change in property ownership, property renovation or new construction property is reappraised at its full current market value. Property tax is the biggest revenue source for the General Fund.

Supplemental Property Taxes Include property taxes apportioned to the City by the County from the 1% Tax Rate of the Supplemental Roll Allocation in accordance with Revenue and Taxation Code 75.50.

Property Transfer Tax - The city levies a \$0.55 fee for each \$1,000 value of real property transferred in the City; the County Recorder imposes these fees and remits them to the City. Estimates are based on historical experience.

Sales taxes are the General Fund's second largest revenue source. The Town's 1% Bradley Burns Sales Tax is levied on all merchandise. These funds are received directly from the State on a monthly basis. Sales taxes represent approximately 29% of the General Fund revenues. Measure D is the five year 1/2 cent sales tax passed in November, 2012 Expiring April 2017. Revenue estimate are based on projections from Muni Finance, the Town's revenue consultant

Utility (User) Taxes -The Municipal Code levies an 4% tax on the value public utilities services consumed within the Town limits for electricity, natural gas, and telecommunications subject to a cap of \$360.

Franchise Fees - Garbage, Gas & Electric, Cable, The Town receives franchise fees from various public utilities and other corporations who furnish gas, electric, water, Cable TV, refuse or similar services to citizens living within town boundaries. The various fees are delineated in franchise agreements and are paid directly to the town by these franchisees. Estimates are based on historical experience considering contract amendments which impact future years.



Town of Fairfax

2015-16 Operating Budget

GENERAL FUND

REVENUE DETAIL	FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	Actual	Actual	Adopted	Projected	Adopted
01-030-301 Business Licenses	125,072	121,251	125,000	125,584	125,000
01-040-401 Vehicle Code Fines	37,701	26,674	24,000	20,435	25,000
01-040-402 Parking & Other Fines	29,043	75,479	66,000	99,342	90,000
Total Fines & Licenses	191,816	223,405	215,000	245,361	240,000
01-050-501 Rents - Women's Club and Other	13,273	10,482	9,000	11,762	11,000
01-050-504 Rents - CYO - Pavilion	5,550	1,700	5,000	6,110	12,000
01-050-506 Rents - Pavilion - Other	8,350	10,482	21,000	7,755	6,000
01-050-507 Janitor.Maint fees	1,200	2,710	1,500	1,150	1,700
Total Rental & Maintenance Fees	28,373	25,374	36,500	26,777	30,700
01-050-500 Interest Earnings - Bank	437	6,314	1,000	122	1,000
01-050-502 Interest Earnings - LAIF	3,401	2,245	2,500	3,012	2,500
Total Investment Earnings	3,839	8,559	3,500	3,134	3,500
01-060-602 Motor Vehicle License Fees	3,191	2,239	5,000	-	2,500
01-060-607 Homeowner's Property Tax Rebates (HOPTR)	20,343	15,288	11,000	13,017	13,000
01-060-610 Off Highway/Trailer Coach Vehicle Fees			-	-	0
01-060-615 Police Training Reimbursement (POST)	11,653	1,299	2,000	1,965	3,500
01-060-619 SB90 - State Manadated Claims				66,161	
01-060-620 Workers Compensation Reimbursement			-	-	0
01-060-699 Other & Miscellaneous Revenues & WC	4,660	34,497	15,000	29,233	25,000
01-070-702 Zero Waste Grant		24,758	12,259	12,259	12,300
Total Revenues From Other Agencies	39,846	78,081	45,259	122,635	56,300
01-080-802 Sale Of Maps & Publications/Copies	1,028	2,132	1,000	1,478	1,000
01-080-803 Special Police Services (includes booking fees)	9,339	11,068	10,000	14,600	11,000
01-080-804 Police Dispatch Services	20,700	45,000	45,000	45,000	54,000
01-080-814 Miscellaneous - General	13,425	19,596	10,000	7,019	10,300
01-080-903 General Recreation				3,295	
01-090-508 Recreation Rentals & Partnerships	see fund 11				40,000
01-090-790 Recreation Fundraising	see fund 11				4,000
01-090-822 Recreation Program Fees (Camp)	see fund 11				18,000
01-090-904 Recreation Other (Classes)	see fund 11				10,000
Total Charges For Current Services	44,492	77,795	66,000	68,097	148,300
01 - GENERAL FUND TAXES & FEES	4,950,011	5,309,961	5,149,000	5,119,284	5,274,000
01 - GENERAL FUND TOTAL	5,258,376	5,723,176	5,515,259	5,588,581	5,752,800

Business Licenses - For the privilege of doing business within Town Limits, all businesses are assessed a business license fee in accordance with Municipal Code. The Town charges business license tax in accordance with the provisions of Government Code 37101

Transient Occupancy Tax (Motel or Bed Tax) - The Town levies a 10% tax for the privilege of occupying quarters on a transient basis. This tax is imposed upon persons staying 30 days or less in a motel or lodging facility.

State - Homeowner's Property Tax Rebates (HOPTR) The Town is reimbursed for property taxes lost due to the homeowner's property tax exemption. Estimates are based on historical experience and county estimates.

Police Dispatch Services - The Town provides dispatch services to the Town of Ross and the College of Marin under an Intergovernmental Service Sharing agreement.



Town of Fairfax

2015-16 Operating Budget

GENERAL FUND

APPROPRIATIONS SUMMARY		FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
111	Town Council	26,576	29,133	25,912	26,894	28,195
112	Town Treasurer	3,702	2,233	4,143	155	4,197
116	Independent Auditor	42,032	47,291	50,000	54,081	50,000
121	Town Attorney	77,376	174,354	150,000	150,000	140,000
Total Town Council		149,686	253,010	230,055	231,130	222,392
211	Town Manager	131,064	166,651	146,194	154,346	168,964
221	Town Clerk	143,426	101,187	118,542	105,389	130,514
222	Elections	-	8,373	15,250	4,866	14,000
231	Personnel	5,990	18,854	61,889	57,695	57,102
241	Finance	222,552	248,997	275,092	243,153	272,547
Total General Administration		503,031	544,062	616,967	565,450	643,127
311	Planning	380,915	425,847	451,864	431,887	463,740
321	Building Inspection & Permits	134,588	155,649	154,500	155,712	166,807
Total Development Services		515,503	581,496	606,364	587,598	630,547
411	Police	2,693,876	2,860,264	2,767,014	2,631,339	2,879,442
418	Disaster Preparedness	MOVED	6,029	8,700	17,938	10,200
421	Ross Valley Fire Service	1,774,001	1,803,930	1,886,335	1,886,791	2,045,000
Total Public Safety		4,467,877	4,670,223	4,662,049	4,536,068	4,934,642
510	Public Works Administration	74,824	211,701	214,305	157,447	194,085
511	Street Maintenance	266,955	247,820	306,668	240,871	332,367
512	Street Lighting & Traffic Signals	97,230	53,784	61,600	78,185	61,600
514	Pollution Prevention	22,362	-	-	-	-
Total Public Works		461,371	513,305	582,572	476,502	588,051
616	Volunteers for Fairfax	MOVED	23,134	25,478	23,633	25,790
617	Recreation	MOVED	27,805	47,812	42,481	49,140
621	Fairfax Recreation (FOCAS)	MOVED	-	-	-	87,700
622	Camp Fairfax	MOVED	-	-	-	9,700
Total Recreation & Community Services		50,939	73,797	73,290	66,114	172,329
611	Park Maintenance	145,605	158,174	184,738	145,696	173,784
625	Rental Facilities-WC & Ballfield	61,837	45,357	59,446	38,614	63,747
911	Building Maintenance	(9,438)	6,343	391	0	-
Total Parks & Facility Maintenance		198,004	209,874	244,575	184,310	237,531
715	Non Departmental	577,744	537,168	663,354	664,164	698,390
TOTAL GENERAL FUND APPROPRIATIONS		6,924,154	7,382,935	7,679,226	7,311,338	8,127,009



Town of Fairfax

2015-16 Operating Budget

GENERAL FUND

APPROPRIATIONS by Object			Salaries & Wages	Benefits & Payroll Cost	Contract Services	Supplies & Tools	Other Operating	FY 2015-16 Adopted
111	Town Council		18,000	3,895	1,500	100	4,700	28,195
112	Town Treasurer		3,600	197	-	100	300	4,197
116	Independent Auditor		-		50,000		-	50,000
121	Town Attorney		-		140,000	4	(4)	140,000
Total Town Council			21,600	4,092	191,500	204	4,996	222,392
211	Town Manager		111,426	43,640	1,000	600	12,299	168,964
221	Town Clerk		72,597	35,431	14,600	200	7,685	130,514
222	Elections		-		12,750		1,250	14,000
231	Personnel		35,424	11,678	7,500	600	1,900	57,102
241	Finance		162,721	47,448	40,000	1,500	20,877	272,547
Total General Administration			382,169	138,197	75,850	2,900	44,011	643,127
311	Planning		271,272	117,635	59,000	3,500	12,332	463,740
321	Building Inspection & Permits		98,463	48,569	8,750	1,500	9,526	166,807
Total Development Services			369,735	166,204	67,750	5,000	21,858	630,547
411	Police		1,556,089	1,040,104	35,000	14,300	233,949	2,879,442
412	Special Police Expenses		-				-	-
418	Disaster Preparedness	MOVED	-			100	10,100	10,200
421	Ross Valley Fire Service		-		2,045,000		-	2,045,000
Total Public Safety			1,556,089	1,040,104	2,080,000	14,400	244,049	4,934,642
510	Public Works Administration		77,732	30,088	63,000	1,308	21,957	194,085
511	Street Maintenance		136,880	67,551	35,000	37,000	55,936	332,367
512	Street Lighting & Traffic Signals		-		35,600		26,000	61,600
514	Pollution Prevention		-				-	-
Total Public Works			214,612	97,639	133,600	38,308	103,893	588,051
616	Volunteers for Fairfax	MOVED	15,962	4,777		3,600	1,450	25,790
617	Recreation	MOVED	30,156	12,014	-	120	6,850	49,140
621	Fairfax Recreation (FOCAS)	MOVED	42,623	3,937	31,600	3,000	6,540	87,700
622	Camp Fairfax	MOVED	-	-	8,600	1,000	100	9,700
Total Recreation & Community Services			88,741	20,728	40,200	7,720	14,940	172,329
611	Park Maintenance		72,401	45,552	30,000	11,000	14,831	173,784
625	Rental Facilities-WC & Ballfield		-	12,204	10,100	6,000	35,443	63,747
911	Building Maintenance		-	-	39,000	7,100	(46,100)	-
Total Parks & Facility Maintenance			161,142	78,484	119,300	31,820	19,114	409,859
715	Non Departmental		-	60,000	223,000	4,000	411,390	698,390
TOTAL GENERAL FUND APPROPRIATIONS			2,705,346	1,584,720	2,891,000	96,632	849,311	8,127,009

TOWN MANAGER BUDGET MESSAGE
INCLUDES TOWN COUNCIL, TOWN TREASURER, TOWN ATTORNEY,
AND TOWN MANAGER BUDGET UNITS

ORGANIZATION:

This department is comprised of the following personnel:

- 5 elected Town Council members of which one is chosen by Council Members to serve a one year term as Mayor
- 1 Elected Town Treasurer
- 1 Town Attorney appointed by the Town Council
- 1 Town Manager appointed by the Town Council

Total = 6 elected officials, 1.0 FTE benefited employee, 1 Contracted Town Attorney

2014-15 ACCOMPLISHMENTS:

- Conducted retreat with Councilmembers to establish goals and priorities
- Assisted Planning and Building Services with revisions to the Town Code and zoning map amendments, adoptions and repeals of ordinance(s), and approval of use permits
- Began and completed labor negotiations with all Town bargaining and management groups
- Secured additional funding commitments from Caltrans to complete design for the Meadow Way, Creek, Marin, Spruce, and Canyon Road bridges
- Completed capital projects such as the installation of flashing beacon systems on Center Blvd, Women's Club bathroom ADA improvements, and Bank St parking lot reconstruction. .
- Completed trail improvements on the Cypress and Tam to Tam trails.
- Prepared applications for state and local grants (e.g., State Department of Parks and Recreation, TAM, Marin County Hazardous and Solid Waste Management JPA)
- Facilitated the adoption of numerous ordinances
- Facilitated discussion and resolution ("Fresh Start") of the referendum on rezoning actions regarding the General Plan and Housing Element including General Plan amendments and moratoriums (i.e., formula based businesses) to address community issues of concern
- Conducted community forums on the General Plan/ Housing Element and parking.
- Continued to address neighborhood nuisance issues and petitions
- Implemented community engagement strategy including the use of on-line forums to facilitate community input and social networks (i.e., Nextdoor)
- Issued monthly Town electronic newsletters

FY 2015-16 GOALS AND OBJECTIVES:

- Conduct retreat with Councilmembers
- Continue design for the Meadow Way, Creek, Marin, Spruce, and Canyon Road bridges
- Assist Planning and Building Services with revisions to Town Code and adoption of new zoning amendments
- Oversee completion of various capital improvements such as street improvements, park repairs, and the various Women's Club's improvements
- Implement community education and outreach plan for Emergency & Disaster Preparedness
- Begin the process to implement the Parkade project
- Conduct Town forums and workshops regarding the General Plan and Housing Element policies
- Begin the process to develop the Town Center Element Plan
- Design and construct Class I bike lane to complete the Bike Spine project

LIST OF TOWN ACCOMPLISHMENTS FOR 2014

(Note: Adopted by Council - not listed in any order of priority)

- Completion of the Ballfield restrooms
- Passage of Measure J (special municipal tax)
- Sponsorship and coordination of community events such as Ecofest, Streets for People, Fairfax Festival, and Fairfax History night
- Funding and completion of trail improvements (e.g., Cypress Trail)
- Resolution of the use permit for a gas station in downtown
- Civil discussion and resolution of the referendum on rezoning actions regarding the General Plan and Housing Element including General Plan amendments and moratoriums (i.e., formula based businesses) to address community issues of concern
- Developing a “fresh start” process for the housing Element
- Establishment of the Town/Ross Valley School District Liaison Committee
- Passage of the Ross Valley Paramedic Authority measure
- Expansion of senior and youth programs
- Creation of Climate Action Committee and adoption of the Climate Action Plan
- Designation as a World Health Organization “Age Friendly Community”
- Commemoration of “Rosie the Riveters”
- Conducting more community outreach including forums on the General Plan/ Housing Element and workshops on Town finances and Measure I.
- Beginning the preliminary design of the five (5) bridge projects in Town
- Contribution to the purchase of Sky Ranch (Note: acquisition completed in 2015)
- Addressing neighborhood nuisance issues
- Adoption of ordinances:
 - 775 An Ordinance Prohibiting the Installation of Smart Meters and Related Equipment
 - 776 An Interim Urgency Zoning Ordinance Prohibiting Approvals Within the Highway Commercial (CH) Zoning District
 - 777 An Ordinance to include a Prima Facie Complaint Process and Giving Enforcement Responsibilities to the Building Official/Code Enforcement Officer regarding Fowls
 - 778 An Ordinance Rezoning Parcels Per the Housing Element And General Plan
 - 779 An Ordinance to Extend Interim Urgency Zoning Ordinance No. 776
 - 780 An Ordinance to Repeal Ordinance No.778
 - 781 An Interim Urgency Zoning Ordinance Prohibiting Approvals of Formula Businesses and Formula Restaurants within the Highway Commercial (CH) Zoning District
 - 782 An Ordinance to Extend the Interim Urgency Zoning Ordinance No. 781
 - 783 An Ordinance regarding the Collection, Recycling, and Disposal of Waste Generated from Construction, Demolition, and Renovation Projects
 - 784 An Ordinance to Reduce Paper Bag Waste By Imposing a Ten Cent Charge at the Point of Sale
 - 786 An Ordinance Authorizing the Levy of a Special Tax to Finance Municipal Services (i.e., Measure J)

LIST OF TOWN COUNCIL GOALS FOR 2015

- Implement community education and outreach for Emergency & Disaster Preparedness including creation of a recovery plan and reconvening the Disaster Council
- Redefine/Enhance the Town's Zero Waste /Sustainable Policies
- Enhance Town revenues
- Continue the Town's efforts to enhance communication and outreach to the community,
- Continue Trail improvements program
- Begin the process to implement the Parkade project
- Adopt the Updated Housing Element with the goal of getting it certified by HCD
- Conduct Town forums and workshops regarding the implementation of the General Plan and Housing Element policies
- Begin the process to develop the Town Center Element Plan
- Expand Youth, Teen, & Senior Programs with the goal of bridging the "Gap" between Youth & Teens
- Address bike circulation issues



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 111 TOWN COUNCIL

ACTIVITY DESCRIPTION

The Town Council consists of five representatives elected at large by the citizens of Fairfax. Town Council is the policy making legislative body of the Town and is responsible to the community for the implementation of all programs and services provided by the Town. The Council reviews proposals to meet community needs and initiates action for new programs. The Council also determines the ability of the Town to provide financing for various programs and services. The Council appoints various members of the community to commissions, boards and committees. The Council acts to influence local, regional and state policies favorable to the Town, through various organizations.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

401 REGULAR SALARIES				-	
411 REG PART-TIME SALARIES				-	
415 ACCRUED LEAVE CASHOUT				-	
421 TEMP EMPLOYEES	17,243	18,000	18,000	18,000	18,000
492 WORKERS COMP	416	461	466	466	678
493 RETIREMENT	2,608	2,325	2,402	2,402	1,323
494 MEDICARE	198	242	244	244	244
496 PERS SIDEFUND					1,650
SUBTOTAL PERSONNEL	20,466	21,029	21,112	21,112	21,895

OPERATING EXPENSES

813 OFFICE SUPPLIES	13		100	-	100
815 PRINTING	237	113	200	153	200
822 OUTSIDE CONTRACT SVS	2,499	1,930	1,500	2,739	1,500
842 SPECIAL DEPT SUPPLIES	801	303	800	477	800
861 BUS.MEET/CONF.	1,911	5,758	1,500	1,663	3,000
862 DUES & SUBSCRIPTIONS	650	-	700	750	700
890 MISCELLANEOUS				-	
SUBTOTAL OPERATING	6,110	8,104	4,800	5,782	6,300

TOTAL DEPARTMENT APPROPRIATION

26,576	29,133	25,912	26,894	28,195
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Allocation of Positions:

Councilmembers	5.00	5.00	5.00	5.00	5.00
Total Full Time Equivalent Employees	5.00	5.00	5.00	5.00	5.00

NOTES: 822 State Lobbyist - Calif League of Cities
 861 LOCC - New Councilmember orientation / MCCMC events



Town of Fairfax

2015-16 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	112 TOWN TREASURER

ACTIVITY DESCRIPTION

The Treasurer is elected to provide assistance to the Town Council and Town staff regarding the Town's investments and assist in reviewing the overall management of the Town's finances and annual audit. Resolution 2571 adopted by the Council on August 6, 2008 established additional duties and authorized compensation for the Town Treasurer of \$300 per month

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

- 401 REGULAR SALARIES
- 411 REG PART-TIME SALARIES
- 415 ACCRUED LEAVE CASHOUT
- 421 TEMP EMPLOYEES
- 461 OVERTIME
- 491 HEALTH INSURANCE
- 492 WORKERS COMP
- 493 RETIREMENT
- 494 MEDICARE
- 496 PERS SIDEFUND

			-	
			-	
			-	
3,600	2,100	3,600	-	3,600
			-	
			-	
91	100	91	-	145
			-	
11	33	52	-	52
3,702	2,233	3,743	-	3,797

SUBTOTAL PERSONNEL

OPERATING EXPENSES

- 636 OFFICE EQUIP REPLACEMENT
- 711 OFFICE EQUIP MAINT.
- 731 BLDG-GROUNDS MAINT.
- 801 WATER
- 804 TELEPHONE
- 811 POSTAGE
- 813 OFFICE SUPPLIES
- 815 PRINTING
- 822 OUTSIDE CONTRACT SVS
- 842 SPECIAL DEPT SUPPLIES
- 861 BUS.MEET/CONF.
- 862 DUES & SUBSCRIPTIONS
- 890 MISCELLANEOUS

			-	
			-	
			-	
			-	
			-	
			-	
		100	-	100
			-	
			-	
			-	
		300	-	300
			155	
			-	

SUBTOTAL OPERATING

-	-	400	155	400
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TOTAL DEPARTMENT APPROPRIATION

3,702	2,233	4,143	155	4,197
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Allocation of Positions:

TOWN TREASURER

1.00	1.00	1.00	1.00	1.00
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Total Full Time Equivalent Employees

1.00	1.00	1.00	1.00	1.00
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NOTES:



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 116 INDEPENDENT AUDITOR

ACTIVITY DESCRIPTION

In conformance with State requirements the Town is audited each year by a qualified CPA firm hired by the Town Council to ensure the Town financial statements conform to Generally Accepted Accounting Procedures (GAAP).
 The current auditors are Maze & Associates Accountancy Corporation of Pleasant Hill, CA.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

- 401 REGULAR SALARIES
- 411 REG PART-TIME SALARIES
- 415 ACCRUED LEAVE CASHOUT
- 421 TEMP EMPLOYEES
- 461 OVERTIME
- 491 HEALTH INSURANCE
- 492 WORKERS COMP
- 493 RETIREMENT
- 494 MEDICARE

			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES

- 636 OFFICE EQUIP REPLACEMENT
- 711 OFFICE EQUIP MAINT.
- 731 BLDG-GROUNDS MAINT.
- 801 WATER
- 804 TELEPHONE
- 811 POSTAGE
- 813 OFFICE SUPPLIES
- 815 PRINTING
- 821 OUTSIDE CONSULTING SVS
- 822 OUTSIDE CONTRACT SVS
- 842 SPECIAL DEPT SUPPLIES
- 861 BUS.MEET/CONF.
- 862 DUES & SUBSCRIPTIONS
- 890 MISCELLANEOUS

SEE NOTE
SEE NOTE

			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
		7,500	2,850	7,500
42,032	47,291	42,500	51,231	42,500
			-	
			-	
			-	
			-	

SUBTOTAL OPERATING

42,032 47,291 50,000 54,081 50,000

TOTAL DEPARTMENT APPROPRIATION

42,032 47,291 50,000 54,081 50,000

Allocation of Positions:

-

Total Full Time Equivalent Employees

0.00 0.00 0.00 0.00 0.00

NOTES:

- 821 Preparation of State Controller's Report & Single Audit
- 822 Contract - Independent Audit - Maze & Associates



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 211 TOWN MANAGER

ACTIVITY DESCRIPTION

The Town Manager is responsible for carrying out Town Council policy and directing 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 prepares the agenda for each Town Council meeting and reviews and approves all staff reports in the agenda packet, attends all council meetings. The Manager serves as Human Resource Director and alternates as Executive Officer of the Ross Valley Fire Authority.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

401 REGULAR SALARIES	67,993	105,386	90,500	99,108	102,241
415 ACCRUED LEAVE CASHOUT	4,615	1,716	1,500	1,615	1,685
421 TEMP EMPLOYEES	-	-	-	-	7,500
491 HEALTH INSURANCE	18,920	19,284	17,553	20,020	18,669
492 WORKERS COMP	3,128	2,724	2,441	2,441	3,954
493 RETIREMENT	10,033	13,846	12,457	11,983	9,847
494 MEDICARE	1,208	1,493	1,277	1,407	1,421
495 FICA/PTS		512			
496 PERS SIDEFUND					6,150
611 CAR ALLOWANCE	1,500	3,600	3,600	3,600	3,600
SUBTOTAL PERSONNEL	107,397	148,562	129,328	140,174	155,066

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT	53	1,132	500	-	500
711 OFFICE EQUIP MAINT.			100	-	100
731 BLDG-GROUNDS MAINT.	4,416	4,594	4,416	3,043	2,949
801 WATER	552	566	450	402	450
802 POWER	476	503	800	481	800
804 TELEPHONE	1,668	1,606	1,500	1,515	1,500
811 POSTAGE	501	659	400	971	400
813 OFFICE SUPPLIES	1,624	1,122	600	1,187	600
821 OUTSIDE CONSULTING SVS	4,559	2,631	-	2,868	-
822 OUTSIDE CONTRACT SVS	226	1,232	2,000	964	1,000
861 BUS.MEET/CONF.	756	1,734	4,000	332	3,500
862 DUES & SUBSCRIPTIONS	1,604	2,108	2,100	2,409	2,100
871 LIAB & PROP INSURANCE	2,332	203	SEE #715	-	SEE #715
881 SPECIAL SERVICES	4,900	-	-	-	-
SUBTOTAL OPERATING	23,667	18,090	16,866	14,172	13,899

TOTAL DEPARTMENT APPROPRIATION

131,064 166,651 146,194 154,346 168,964

Allocation of Positions:

TOWN MANAGER	1.00	0.40	0.70	0.70	0.60
INTERIM TOWN MANAGER		0.50	-	-	-
MANAGEMENT ANALYST (VACANT)	0.25				
ADMINISTRATIVE ASSISTANT II			0.25	0.25	0.25
ADMINISTRATIVE ASSISTANT PT					0.125
Total Full Time Equivalent Employees	1.25	0.90	0.95	0.95	0.98

NOTES:

862 ICMA/CMMF/+

TOWN CLERK/ELECTIONS

In Fairfax, the Town Clerk is an elected position, while the Deputy Town Clerk is a Staff position. The elected Clerk is responsible to the voters directly. Many of the duties of the Clerk are mandated by Government Code, and include such matters as conducting elections; recording, publication, filing, indexing, and safekeeping of Town Council proceedings; recording and certifying all ordinances and resolutions; authenticating official records on behalf of the Town; coordinating the preparation of Town Council meeting agendas and packets; updating the Town Code; serving as custodian of the official Town records, including filing and safekeeping of all official municipal documents; preparing, publishing, and posting legal notices; providing information and research assistance to the Town Council and staff; filling public records requests; and serving as filing officer for economic interest and campaign disclosure statements; and serving as the financial disclosure officer.

This department is comprised of one person since the elimination of a shared administrative assistant position in 2006.

Accomplishments for 2014-2015

- Administered November 2014 local election
- Increased the use of the Web site for communication to the community
- Increased agenda email distribution for communication
- Facilitated updates to the Town Code
- Continued efforts to reduce paper copies; increased use of duplex printing
- Continued implementation of a Records Management System
- Kept the Town's Website up to date
- Facilitated sound upgrades to Council Chambers

GOALS FOR 2015-16

- Explore use of iPads at Town Council meetings
- Create policy binders for Council and staff
- Update Employee Handbook
- Enhance communications strategy
- Make the website more user-friendly

Department/Division: Town Clerk/Elections

WORKPLAN FY15-16

Activity/Description	Key Milestones	Est. Start Date	Est. Completion Date
Make the website more user-friendly	Meet with webmaster re site map and dropdown menus; prepare recommendations and discuss with staff; implement.	8/1/15	6/30/15
Explore use of iPads for Council	Research software and hardware; training	7/15/15	10/15/15
Policy Binders	Research Town records to identify policies adopted by Council; create database	7/1/15	12/20/15
Enhance Communications Strategy	Implement media options for agenda distribution and public announcement push out	7/15/15	12/31/16
Employee Handbook	Prepare draft; Discuss with staff; revise as necessary; get Town Manager approval	1/31/16	6/30/16



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 221 TOWN CLERK

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 legal requirements as well as maintaining liability claims and personnel issues. In addition to general administration, The Deputy Town Clerk also administers local elections, prepares council meeting agendas, and gives notice of public hearings, and authenticates official records on behalf of the Town.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

401 REGULAR SALARIES	78,898	58,025	63,388	64,451	68,847
411 REG PART-TIME SALARIES	140	-	-	-	-
415 ACCRUED LEAVE CASHOUT	11,702	-	-	-	1,317
421 TEMP EMPLOYEES	5,238	-	-	-	3,750
491 HEALTH INSURANCE	15,889	23,974	19,058	20,395	25,899
492 WORKERS COMP	2,142	1,611	1,625	1,625	2,659
493 RETIREMENT	14,265	3,992	4,120	4,318	4,609
494 MEDICARE	1,373	782	859	873	947
496 PERS SDEFUND	-	-	-	-	-
SUBTOTAL PERSONNEL	129,647	88,385	89,049	91,663	108,028

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT		(78)	600	-	600
711 OFFICE EQUIP MAINT.				-	
731 BLDG-GROUNDS MAINT.	3,685	3,521	3,685	2,539	2,677
801 WATER			100	-	100
804 TELEPHONE	659	603	108	619	108
811 POSTAGE	501	540	900	880	900
813 OFFICE SUPPLIES	1,636	1,231	1,000	611	1,000
814 LEGAL ADS	-	183	400	-	400
815 PRINTING	39	-	200	-	200
821 OUTSIDE CONSULTING SVS	460	180	200	-	200
822 OUTSIDE CONTRACT SVS	6,062	6,118	20,400	8,088	14,400
842 SPECIAL DEPT SUPPLIES			200	39	200
861 BUS.MEET/CONF.	657	358	1,300	839	1,300
862 DUES & SUBSCRIPTIONS	80	145	400	110	400
SUBTOTAL OPERATING	13,779	12,802	29,493	13,726	22,485

TOTAL DEPARTMENT APPROPRIATION

143,426	101,187	118,542	105,389	130,514
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Allocation of Positions:

TOWN CLERK / ASST TO TOWN MANAGER	1.00	1.00	-	-	-
DEPUTY TOWN CLERK			1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT PT					0.0625

Total Full Time Equivalent Employees

1.00	1.00	1.00	1.00	1.06
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NOTES:

821 Website hosting
822 Code updates; janitorial; minutes clerk
Note: webmaster is funded in dept 715
Peak Democracy (\$7,000) / Website enhancement



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 231 PERSONNEL

ACTIVITY DESCRIPTION

Personnel covers costs of recruitment, testing, physical & psychological exams as required.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

401 REGULAR SALARIES			24,984	25,765	26,860
411 REG PART-TIME SALARIES		2,208	8,112	7,557	8,564
415 ACCRUED LEAVE CASHOUT			480	269	516
421 TEMP EMPLOYEES		4,640		-	
461 OVERTIME				-	
491 HEALTH INSURANCE		(22)	4,874	4,874	4,895
492 WORKERS COMP		127	879	879	1,365
493 RETIREMENT		536	4,099	3,395	3,189
494 MEDICARE		93	460	452	489
496 PERS SIDEFUND					1,225
SUBTOTAL PERSONNEL	-	7,582	43,889	43,192	47,102

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT				-	
711 OFFICE EQUIP MAINT.				-	
731 BLDG-GROUNDS MAINT.				-	
801 WATER				-	
804 TELEPHONE				-	
811 POSTAGE				-	
813 OFFICE SUPPLIES				-	
814 LEGAL ADS		75	500	-	500
815 PRINTING				-	
821 OUTSIDE CONSULTING SVS	SEE NOTE	5,166	10,312	15,000	14,143
822 OUTSIDE CONTRACT SVS		92			-
842 SPECIAL DEPT SUPPLIES	SEE NOTE	639	959	600	361
861 BUS.MEET/CONF.		18		1,500	-
862 DUES & SUBSCRIPTIONS				400	-
890 MISCELLANEOUS					-
SUBTOTAL OPERATING		5,990	11,271	18,000	14,504

TOTAL DEPARTMENT APPROPRIATION

5,990	18,854	61,889	57,695	57,102
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Allocation of Positions:

TOWN MANAGER			0.10		0.10
FINANCE DIRECTOR			0.10		0.10
PART-TIME ACCOUNTANT			0.10	0.10	0.10

Total Full Time Equivalent Employees

0.00	0.00	0.30	0.10	0.30
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NOTES:

821 Preemployment services, Attorney Fees & HR Consultant
 842 Staff recognition

FINANCE DEPARTMENT BUDGET MESSAGE

2014-15 ACCOMPLISHMENTS:

- Completed the audit for FY13 & FY14
- Formalize finance policies and procedures to improve internal control
 - a. Updated investment policy
 - b. Updated financial policies
 - c. Implement policy for unclaimed assets
- Brought financial statement reporting current
 - a. Redesigned financial statement formats
 - b. created additional reports & exhibits
- Implemented DOCSTAR record scanning in the Finance Department
- Restructured & improved budget document to
 - a. Make financial exhibits “user friendly”
 - b. Include explanation and clarifying detail
 - c. Expanded use of summary sheets and graphics
- Facilitated private placement TRAN with County of Marin
- Recovered \$8,000 in debt service overbillings from US Bank
- Completed Closing of FY 13/14 fiscal year
- Completed field work for FY 13/14 annual audit with minimal audit adjustments

FY 2015-16 GOALS AND OBJECTIVES:

- Issue RFP for audit services
- Complete the FY15 audit
- Evaluate accounting software programs to replace BDS accounting software
- Continue with electronic document management system of current and historical documents with the goal to archive, as well as to make them available for ease of research and public information
- Negotiate TRAN financing for FY15-16 with County to facilitate cash flow for operational expenses and Capital Improvement Program.
- Continue restructuring the budget to create a cohesive articulating document including five-year Capital Improvement projections and additional exhibits for demographics and personnel
- Continue research for new revenue streams

Department/Division: Finance

PERFORMANCE HIGHLIGHTS

Activity/Description	Estimated Year End FY14-15	Projected FY15-16
Number of Checks issues - Payables EFT Payroll (39 employees)	1,100 210 960	1,100 (increase use of EFT) 210 950
Number of AP Vendors	395	395
Number of 1099s issued	46	50
Number of Business Licenses	575	575
Number of CalPERS participants	32 Health 30 Retirement	32 Health 30 Retirement

WORKPLAN FY15-16

Activity/Description	Key Milestones	Est. Start Date	Est. Completion Date
Upgrade financial reporting system	Identify needs	3/2013	3/2013
	Identify products/vendors	3/2013	8/2013
	Review vendor proposals	8/2014	10/2015
	Vendor presentations		10/2015
	Selection		10/31/15
	Implementation	01/2015	3/2016
Update Account Codes - include projects	Identify software and account structure	10/31/14	
	Draft	11/1/14	12/15/15
Payroll & Personnel Administration	Update benefits system	3/2014	
	Implement tracking system for payroll /benefits by employee	9/2014	10/2015
	Research practicability of bringing payroll in-house	9/2014	10/2015



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 241 FINANCE

ACTIVITY DESCRIPTION

The Finance Department is responsible for all the Town financial and accounting operations, payables, receivables, retirement, payroll, and managing portions of the insurance requirements for the town. They oversee business license collection, prepare monthly revenue & expenditure reports, and maintain the 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. The Finance Department also prepares and oversees budget preparation.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

401 REGULAR SALARIES	107,394	117,503	107,859	108,284	112,787
411 REG PART-TIME SALARIES	43,321	13,410	42,865	36,383	42,819
415 ACCRUED LEAVE CASHOUT		2,271	2,074	-	2,116
421 TEMP EMPLOYEES		30,757	5,000	1,718	5,000
461 OVERTIME				-	
491 HEALTH INSURANCE	25,303	23,872	21,935	22,444	20,608
492 WORKERS COMP	3,621	4,272	3,953	3,953	5,927
493 RETIREMENT	13,453	17,148	18,354	15,018	13,692
494 MEDICARE	2,086	2,219	2,067	1,995	2,130
495 FICA/PTS		6,209			92
496 PERS SIDEFUND					5,000
SUBTOTAL PERSONNEL	195,178	217,660	204,107	189,796	210,170

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT	SEE NOTE		20,000	20,000	10,000
711 OFFICE EQUIP MAINT.		152	300	-	300
731 BLDG-GROUNDS MAINT.		3,685	3,521	1,285	2,677
801 WATER		-	-	-	-
804 TELEPHONE		1,152	1,176	1,500	633
811 POSTAGE		501	520	700	942
813 OFFICE SUPPLIES		1,027	1,816	1,500	1,174
815 PRINTING		641	712	1,200	784
821 OUTSIDE CONSULTING SVS	SEE NOTE	8,719	4,855	15,000	8,121
822 CONTRACT SERVICES	SEE NOTE	10,873	18,206	25,000	20,148
861 BUS.MEET/CONF.		291	201	500	446
862 DUES & SUBSCRIPTIONS		254	110	1,000	110
881 SPECIAL SERVICES					-
890 MISCELLANEOUS		79	219	3,000	113
SUBTOTAL OPERATING		27,374	31,337	70,985	53,357

TOTAL DEPARTMENT APPROPRIATION

222,552	248,997	275,092	243,153	272,547
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Allocation of Positions:

FINANCE DIRECTOR	1.00	1.00	0.90	1.00	0.90
MANAGEMENT ANALYST (VACANT)	0.50	0.50	-	-	-
PART-TIME ACCOUNTANT	0.50	0.50	0.50	0.50	0.50
PART-TIME OFFICE ASST			0.10		0.10

Total Full Time Equivalent Employees

2.00	2.00	1.50	1.50	1.50
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NOTES: 636 Replace BDS accounting software using lease-purchase financing. Based on cost of \$60,000
 821 Bank charges/analysis, GASB 34 compliance, tax audits, actuarial study, CPA review
 822 Payroll service, Sales tax analysis, merchant fees, bank analysis
 Accounting Software (BDS, AssetMaxx)

Department/Division: Planning & Building Services

PERFORMANCE HIGHLIGHTS FY14-15

Activity/Description	Estimated Year End FY13-14	Target FY14-15	Est. Year End FY14-15	Target* FY15-16
Planning Permits Processed	50	+10-20%	50 (+.0%)	+5-10%
Building Permits Processed	343	+10-20%	304 (-8.9%)	+0-5%
Resale Inspections	107	+10-20%	86 (-8.1%)	0%
Building Inspections	1,620	+10-20%	1,740 (+7.4%)	+0-5%
Violations Processed	42	+5%	32 (-24%)	+10%
Administrative Citations	3	0	3 (same)	0
<u>Counter-calls for service:</u>				
Planning Staff;	1,680 (5-8/day approx.)	-25%	1,680	-25%
Building Staff;	1,680 (5-8/day approx.)	-25%	1,650	-25%
Director;	480 (1-3/day approx.)	Same	480	same
<u>Telephone-calls for service:</u>				
Planning Staff;	2,160 (7-12/day approx.)	-10%	2,160	10%
Building Staff;	3,600 (15/day approx.)	-10%	3,600	10%
Director;	2,640 (10-12/day approx.)	Same	2,640	Same
<u>Emails for service:</u> (not inter-office / junk mail)				
Planning Staff;	960 (3-5/day approx.)	-5%	960	-5%
Building Staff; Director;	960 (3-5/day approx.)	-5%	960	-5%
	6,000 (25/day approx.)	Same	6,000	same
Town Hall Incoming Calls / Admin. Backup	3,120 (10-16/day approx.)	Ideally: 0	3,500	Ideally 0

*Assuming the hiring of a part-time zoning technician.

WORKPLAN FY15-16

Activity/Description	Key Milestones	Est. Start Date	Est. Comp. Date
General Plan Forum (Community outreach)	July – Sept. 2015 Workshop (CH to CC)	July 2015	Sept. 2015
Parkade Design (e.g., construction docs)	Jan – April.	April 2016	June 2016
Zoning Map & Ordinance Update	Prepare draft PDD & CH to CC amendments	Nov. 2015	Jan 2016
Town Center Plan Development	Background Studies & Data Maps; Workshops (2-3 events); Draft Plan	March 2016	October 2016
Pedestrian & Bicycle Master Plan Update	June 6, 2015 Public session #1 on Existing Conditions: Sept. 2015, draft Improvements.	Underway	Jan 2016

Planning & Building Services Budget Message

FY 2014-15 ACCOMPLISHMENTS

- Conducted two General Plan / Housing Element Forums on the existing Housing Element: focusing on the overall Housing Element – Regional Housing Allocation Needs (RHNA); Christ Lutheran Church - Senior Housing site, 10 Olema – Workforce Housing Site and the transfer of all Highway Commercial (CH) zoned properties to Central Commercial (CC).
- Conducted numerous public Workshops and/or meetings toward updating the Housing Element to accommodate the 5th Cycle RHNA: culminating in the adoption of the 2015 Housing Element update.
- Amended the Town Code to allow emergency homeless shelters in the CC and PD zones: including provisions of appropriate standards for homeless shelters.
- Amended the Town Code with regards to formula business restrictions in all of the commercial zones in Town (with the exception of the one property zoned Commercial Recreational – which requires a public vote for any zoning changes).
- Amended the Town Code - Sign Ordinance: particularly with regards to non-commercial temporary signs (e.g., political and non-profit signs).
- Creation of a “Sustainability Tracker” for the Marin Climate & Energy Partnership (MCEP) website: showing how each municipality within Marin County is doing meeting the goals of AB 32 (e.g., GHG reductions).
- Augmented Public Works Department by participating on three Technical Advisory Committee’s (TAC) on: (1) Fairfax to San Rafael Transit Feasibility Study, (2) County-wide School Yellow Bus study, and (3) Pedestrian and Bicycle Master Plan update (including the creation of a Bike & Pedestrian Advisory Committee (BPAC)).

FY 2015-2016 GOALS AND OBJECTIVES

- Conduct third General Plan Forum on the conversion of all Highway Commercial (CH) to Central Commercial (CC).
- Conduct a Traffic Forum, exploring the reasons for the increase of traffic through town.
- Complete working drawings for the Parkade improvements, per the Parkade Area Circulation Study approved in July 2010.
- Conduct three public workshops toward producing a Town Center Plan as called for in the Town Center Element of the Fairfax 2010 -2030 General Plan: including the exploration of a managed parking plan.
- Update the Pedestrian & Bicycle Master Plan: staffing the new BPAC.
- Amend the Zoning Ordinance to bring it into compliance with the 2015 Housing Element.



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 311 PLANNING

ACTIVITY DESCRIPTION

The Department of Building & Planning Services provides staff services to the public at the front counter at Town Hall, to the Town Council, Planning Commission/Design Review Board, and the General Plan Implementation Committee; related to the creation and implementation of planning and land use policies and regulations in Fairfax.

Department staff also oversees the contracted work of a Town Civil Engineer, the work of a prime planning consultant and sub-consultants assisting in the General Plan revisions and/or the Zoning Ordinance update as well as special environmental review (CEQA) tasks. The Planning Division processes "entitlement" permit applications, and oversees the enforcement of Town ordinances that govern the development and use of property within the community.

DEPARTMENT SUMMARY

FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Actual	Actual	Adopted	Projected	Adopted

PERSONNEL

401 REGULAR SALARIES	206,942	227,656	234,732	235,665	246,812
411 REG PART-TIME SALARIES			10,000	540	5,000
415 ACCRUED LEAVE CASHOUT	3,842	4,118	4,274	4,274	4,460
421 TEMP EMPLOYEES	2,424	1,298		998	15,000
491 HEALTH INSURANCE	33,365	38,278	39,297	39,611	42,318
492 WORKERS COMP.	4,871	5,918	6,291	6,291	9,501
493 RETIREMENT	39,698	42,171	46,972	42,873	24,615
494 MEDICARE	2,900	3,095	3,338	3,206	3,414
495 FICA/PTS					188
496 PERS SIDEFUND					37,600
SUBTOTAL PERSONNEL	294,042	322,534	344,904	333,458	388,907

SEE NOTE

OPERATING EXPENSES

731 BLDG-GROUNDS MAINT.	5,485	6,161	5,485	3,780	3,357
802 POWER	238	251	250	241	250
804 TELEPHONE	1,416	1,356	1,500	1,291	1,500
811 POSTAGE	523	4,649	500	1,025	2,000
812 REPRODUCTION	421	741	1,000	1,041	1,000
813 OFFICE SUPPLIES	1,450	1,398	1,500	1,791	1,500
814 LEGAL ADS	46	954	-	1,894	400
815 PRINTING	1,902	126	1,500	380	1,500
821 OUTSIDE CONSULTING SVS	70,894	75,547	80,000	79,093	55,700
822 OUTSIDE CONTRACT SVS	226	8,834	10,800	3,374	3,300
842 SPECIAL DEPT SUPPLIES	-	25	2,000	2,005	2,000
861 BUS.MEET/CONF.	1,931	3,271	2,000	2,400	2,000
862 DUES & SUBSCRIPTIONS	-	-	425	115	325
871 LIAB & PROP INSURANCE	2,341	-	SEE #715	-	SEE #715
SUBTOTAL OPERATING	86,873	103,313	106,960	98,429	74,832

SEE NOTE

SEE NOTE

TOTAL DEPARTMENT APPROPRIATION

380,915	425,847	451,864	431,887	463,740
				(763)

Allocation of Positions:

PLANNING DIRECTOR	1.00	1.00	1.00	1.00	1.00
PRINCIPAL PLANNER	-	-	1.00	1.00	1.00
SENIOR PLANNER	1.00	1.00	-	-	-
ADMIN ASSISTANT II	-	-	0.25	0.25	0.25
PLANNING TECH			0.20		0.10
ZONING TECH					0.50

Total Full Time Equivalent Employees

2.00	2.00	2.45	2.25	2.85
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NOTES: 411 Planning Commission minutes / FY15 - PT Zoning Tech
 821 Town Center plan dev process (LAK, Parisi, SD,al)
 822 Televis Planning Commission meetings 3,300



Town of Fairfax

2015-16 Operating Budget

FUND **01 GENERAL FUND**
ACTIVITY **321 BUILDING INSPECTION & PERMITS**

ACTIVITY DESCRIPTION

The Building Inspection Division provides "building" permits for construction activity and and code enforcement related to the California Building Code.

DEPARTMENT SUMMARY

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

401 REGULAR SALARIES	87,469	93,115	93,298	95,018	96,878
415 ACCRUED LEAVE CASHOUT	-	-	1,553	-	1,585
421 TEMP EMPLOYEES	1,974				
461 OVERTIME	-	-	-	-	-
491 HEALTH INSURANCE	9,784	17,684	11,880	19,298	19,252
492 WORKERS COMP.	2,106	2,379	2,422	2,422	3,634
493 RETIREMENT	17,372	17,300	18,670	17,210	9,627
494 MEDICARE	1,216	1,256	1,267	1,273	1,306
496 PERS SIDEFUND					14,750
SUBTOTAL PERSONNEL	119,921	131,734	129,090	135,220	147,032

OPERATING EXPENSES

711 OFFICE EQUIP MAINT.	-	-	-	-	-
722 VEHICLE MAINTENANCE	6,375	3,803	3,500	3,450	3,500
731 BLDG-GROUNDS MAINT.	3,085	2,640	3,085	2,126	2,451
802 POWER	238	251	500	276	500
804 TELEPHONE	1,416	1,356	1,500	1,421	1,500
811 POSTAGE	744	730	300	953	300
812 REPRODUCTION	-	-	-	-	-
813 OFFICE SUPPLIES	1,123	2,718	1,500	803	1,500
815 PRINTING	-	-	-	-	-
821 OUTSIDE CONSULTING SVS	825	8,227	5,000	10,687	5,000
822 OUTSIDE CONTRACT SVS		2,160	8,750	-	3,750
851 CLOTHING	-	-	-	-	-
861 BUS.MEET/CONF.	604	879	1,000	215	1,000
862 DUES & SUBSCRIPTIONS	257	1,151	275	560	275
871 LIAB & PROP INSURANCE	-	-	SEE #715	-	SEE #715
SUBTOTAL OPERATING	14,667	23,915	25,410	20,491	19,776

TOTAL DEPARTMENT APPROPRIATION

134,588 155,649 154,500 155,712 166,807

Allocation of Positions:

BUILDING OFFICIAL	0.87	0.75	0.75	0.75	0.75
ADMIN ASSISTANT II	-	0.25	0.25	0.25	0.25

Total Full Time Equivalent Employees

0.87 1.00 1.00 1.00 1.00

NOTES:	722 Fuel & upkeep on Building Official Vehicle
	821 Coastland Engineering plan check, Town Engineer
	822 Janitorial allocation; scanning building plans /relief building inspector
	861 Building official/ICBO meetings
	862 Professional membership renewals for Building Official

POLICE BUDGET MESSAGE

ORGANIZATION:

The department is comprised of the following personnel:

- 1 police chief
- 3 sergeants
- 3 corporals
- 4 patrol officers
- 1 Frozen police officer position (unfilled since 10/2005)
- 4 dispatchers
- 1 police service technician
- 2 reserve police officers (part time /hourly as needed)
- 4 reserve dispatcher (part time/hourly as needed)
- 1 Part Time Community Service Officer/Dispatcher (hourly as needed)
- 1 police cadet (part time/hourly as needed)

Total: 16 full time employees (FTE's)
8 part time reserve employees

THE DEPARTMENT

The police department has the overall responsibility for all criminal investigations, criminal apprehension, crime prevention, traffic enforcement and safety, parking enforcement and related programs, public safety awareness programs, computer aided 911 dispatch center (Which also serves The communities of Ross and the College of Marin). We operate a staffed police lobby open to public 24 hours a day; comprehensive records management; information technology within the police network; property and evidence management; special event management; ABC evaluations and approvals; emergency management/disaster planning; personnel services, including payroll management, recruitment and departmental training.

MISSION:

Preventing Crime; Enforcing laws; Arresting offenders; Resolving community problems; Improving the quality of life.

2014-15 ACCOMPLISHMENTS

- Reviewed/updated Town Emergency Operation Plan to ensure it's every 4 year compliance
- Procured and installed with existing budgeted funds (through salary savings) new 911 dispatch logging recorder for telephones and police radio
- Procured and implemented with existing funds Body Worn Cameras for all sworn officers
- Added a Police Cadet to our part-time staff to handle a variety of assignments including parking enforcement.
- Completed and passed a POST (California Police Officers Standards and Training) annual audit of all mandated personnel training and personnel background files.

2015–2016 GOALS AND OBJECTIVES:

Provide Outstanding service to our community:

- Update the Police Officer Field Officer Training Program to meet current POST guidelines/standards.
- Continue to work with Town Staff on upgrading EOC Center and ongoing EOC training
- Maintaining the County's only police lobby that is open and staffed 24/7 by our 911 dispatchers.
- Continue our program of residential vacation checks
- On-going public awareness campaigns (Share the Road, DUI Checkpoints, Pedestrian Stings, School Resource/outreach etc)
- Maintain and develop partnerships with other agencies to address criminal justice needs
- Continue to explore sharing of personnel with other agencies



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 411 POLICE

ACTIVITY DESCRIPTION

The police department has the overall responsibility for all criminal investigations, criminal apprehension, crime prevention, traffic enforcement and safety, parking enforcement and related programs, public safety awareness programs, computer aided 911 dispatch center (Which also serves The communities of Ross and the College of Marin). We operate a staffed police lobby open to public 24 hours a day; comprehensive records management; information technology within the police network; property and evidence management; special event management; ABC evaluations and approvals; emergency management/disaster planning; personnel services, including payroll management, recruitment and departmental training.

DEPARTMENT SUMMARY

FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Actual	Actual	Adopted	Projected	Adopted

PERSONNEL

401 REGULAR SALARIES	SEE NOTE	321,052	328,165	346,721	335,469	343,276
402 SAFETY SALARIES	SEE NOTE	996,089	1,026,770	1,020,197	978,044	1,029,813
402 SALARY VACANCY SAVINGS		-	-		-	
415 ACCRUED LEAVE CASHOUT		2,698	40,915	3,000	12,873	3,000
421 TEMP EMPLOYEES		87,864	88,733	40,000	99,194	50,000
461 OVERTIME		78,045	125,711	130,000	175,435	130,000
481 HOLIDAY PAY		68,868	71,400	68,058	64,711	71,971
491 HEALTH INSURANCE		270,335	291,619	316,155	264,761	260,846
492 WORKERS COMP.		34,018	34,018	34,018	34,018	55,500
493 RETIREMENT		537,937	553,423	520,322	428,568	214,655
494 MEDICARE		19,797	20,740	23,858	21,885	23,782
495 FICA/PTS			6,599		-	
496 PERS SIDEFUND		-	-		-	428,350
497 OVERTIME REIMBURSABLE	SEE NOTE	(3,105)	(300)	(15,000)	(15,000)	(15,000)
SUBTOTAL PERSONNEL		2,413,598	2,587,792	2,487,329	2,399,958	2,596,193

Allocation of Positions:

POLICE CHIEF	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE SERGEANT	1.00	1.00	-	-	-
SERGEANT	2.00	2.00	3.00	3.00	3.00
DETECTIVE / JUVENILE OFFICER	-	-	1.00	1.00	
CORPORAL	1.00	1.00	2.00	2.00	3.00
POLICE OFFICER	6.00	6.00	4.00	4.00	4.00
DISPATCHER	4.25	4.25	4.00	4.00	4.00
POLICE SERVICES TECH / CSO	1.00	1.00	1.00	1.00	1.00

Total Full Time Equivalent Employees 16.25 16.25 16.00 16.00 16.00

DISPATCHER, RESERVE			4.00		4.00
POLICE OFFICER, RESERVE			2.00		2.00
POLICE CADET					1.00

NOTES:

- 401 Reflects 12 months of contractual salary increase for 1 dispatcher
- 402 Reflects 1 sgt contractual education increase by 2.5% for 12 months
1 officer contractual salary increase of 5% for 12 months
Reflect acting pay for 1 police officer of 7.5% for 12 months
- 497 FFX Festival \$3,500 Other \$5,600
Reimbursible Overtime - Fairfax Festival \$9,100; Other \$5,900



Town of Fairfax

2015-16 Operating Budget

FUND **01 GENERAL FUND**
ACTIVITY **411 POLICE**

DEPARTMENT SUMMARY	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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OPERATING EXPENSES

611 AUTO/PHONE ALLOWANCE			-	2,000	1,800
631 COMM EQUIP REPLACE			4,000	-	4,000
711 OFFICE EQUIP MAINTENANCE	1,940	2,640	1,500	-	1,500
712 COMPUTER EQUIP MAINTENANCE	25,454	27,253	28,000	26,282	28,000
721 FIELD EQUIP MAINTENANCE	710	971	1,000	1,631	1,000
722 VEHICLE MAINTENANCE	22,885	16,444	20,000	6,506	20,000
723 COMMUNICATION EQUIP MAINT	6,677	2,869	3,000	2,236	3,000
725 MERA DEBT SERVICE	38,302	41,945	38,297	38,297	38,301
726 MERA MEMBERSHIP FEE	25,883	26,906	26,688	27,764	29,448
731 BLDG-GROUNDS MAINTENANCE	24,882	25,485	26,000	17,917	26,000
801 WATER	1,135	1,759	1,900	1,245	1,900
802 POWER	952	1,005	2,000	963	2,000
804 TELEPHONE	17,080	17,604	17,000	15,002	17,000
806 FUEL	20,730	20,081	18,000	14,743	18,000
811 POSTAGE	1,673	2,030	2,000	970	2,000
812 REPRODUCTION	1,998	3,490	2,500	2,562	2,500
813 OFFICE SUPPLIES	1,551	1,543	1,300	233	1,300
815 PRINTING	2,975	3,304	3,000	1,942	3,000
822 OUTSIDE CONTRACT SVS	39,447	33,927	35,000	36,169	35,000
841 SMALL TOOLS	409	329	500	125	500
842 SPECIAL DEPT SUPPLIES	8,660	9,654	12,500	6,823	12,500
851 UNIFORM	13,325	16,514	15,200	17,538	15,200
861 BUS.MEET/CONF.	233	565	500	303	500
862 DUES & SUBSCRIPTIONS	5,798	6,847	6,800	4,652	6,800
871 LIAB & PROP INSURANCE	2,503			-	
883 P.O.S.T.	14,190	8,406	10,000	3,783	9,000
889 BOOKING FEES	887	902	3,000	1,697	3,000
SUBTOTAL OPERATING	280,278	272,471	279,685	231,381	283,249
TOTAL DEPARTMENT APPROPRIATION	2,693,876	2,860,264	2,767,014	2,631,339	2,879,442

NOTES:

712 Includes Records Management System maintenance contract and maintenance and repair of extensive in-house and mobile computer network.

725 Includes \$3,659 to Marin Emergency Services and \$34,638 to Bank of New York for 2010 notes
 Costs are split with Public Works Dept 511

822 Firing range costs, blood analysis, website maintenance, evidence room alarm security, routine janitorial services, Major Crimes Task Force and the Prandi Childrens Center (forensic interview for child victims of violent crimes).

862 Includes Lexipol police policy manual updates



Town of Fairfax
2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 418 DISASTER PREP & EOC

ACTIVITY DESCRIPTION

The Disaster Council was created by resolution and was reactivated as a result of the 2005/06 flood. It is charged with reviewing the Town policies and procedures for emergencies and providing outreach and education to the residents & businesses of Fairfax. The Council is made up of representatives of local public safety agencies including the Sheriff's Office of Emergency Services, and disaster relief agencies such as the American Red Cross. The Emergency Operations Center (EOC) is located in the Firehouse and is manned by key Town staff in the event of declared emergencies.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

- 411 REGULAR PT SALARIES
- 492 WORKERS COMP
- 493 RETIREMENT
- 494 MEDICARE
- 496 PERS SIDEFUND

			-	
			-	
			-	
			-	
			-	

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES

- 804 TELEPHONE
- 811 POSTAGE
- 813 OFFICE SUPPLIES
- 821 OUTSIDE CONSULTING
- 842 SPECIAL DEPT SUPPLIES
- 881 SPECIAL SERVICES

see note

			-	
			-	
		100	-	100
			13,466	4,500
	1,707	5,000	4,472	2,000
	4,322	3,600	-	3,600

SUBTOTAL OPERATING

- 6,029 8,700 17,938 10,200

TOTAL DEPARTMENT APPROPRIATION

- 6,029 8,700 17,938 10,200

Allocation of Positions:

Total Full Time Equivalent Employees 0.00 0.00 0.00 0.00 0.00

NOTES:	This department was formerly 218
	821 Marin County Sheriff Dept EOC (FY15 - Emerg generator repairs)
	842 Update data equipment in EOC
	881 Agility Recovery \$3600/yr

ROSS VALLEY FIRE DEPARTMENT BUDGET MESSAGE

BACKGROUND: July 1, 1982, the Fairfax Fire Department merged with the San Anselmo Fire Department to form the Ross Valley Fire Department (RVFD), which is administered under joint powers agreement (JPA) to provide fire protection to Fairfax, San Anselmo, and the unincorporated county area known as Sleepy Hollow. Through June 30, 2010, the Department provided service to Sleepy Hollow through a contract for service with the Town of San Anselmo.

July 1, 2010, the Sleepy Hollow Fire Protection District became a full member of the joint powers agreement. With the addition of Sleepy Hollow, the percentage shares of the Fire Department budget for the three members were set at: Fairfax 30.4%, San Anselmo 52.9%, and Sleepy Hollow 16.7%.

July 1, 2012, the joint powers agreement was amended to include the Town of Ross. With the addition of the Town of Ross the percentage shares of the Fire Department budget for the four members are: Fairfax 23.95%, San Anselmo 41.68%, Ross 21.21% and Sleepy Hollow 13.6%.

ORGANIZATION: The JPA is governed by a Board of Directors consisting of eight (8) Directors, two from each agency. An Executive Officers position rotates between the Town Managers of each of the towns. The Executive Officer and the Fire Chief report directly to the Board of Directors.

The department is comprised of the following personnel:

- 1 Fire Chief
- 3 Battalion Chiefs
- 12 Captains*
- 15 Engineers*
- 1 Administrative Assistant
- 1 Fire Inspector
- 17 Volunteer Firefighters

* 3 Captains and 6 Engineers are certified Paramedics

Total: 33 full time employees and 17 volunteers

2015-16 BUDGET:

The Ross Valley Fire Department operating budget for FY 2015-16 is \$8,788,476. The budget is funded through member contributions (\$8,347,335), outside revenues in the form of contracts for service provided to County of Marin (\$144,863) and Ross Valley Paramedic Authority (\$199,091), fees for service related to plan checks and inspections of (\$130,000), and other revenues (\$101,087). The Town's total contribution to the JPA for FY 2015-16, is \$2,023,092.

Additional information regarding the Ross Valley Department is available at www.rossvalleyfire.org.



Town of Fairfax

2015-16 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	421 ROSS VALLEY FIRE DEPT

ACTIVITY DESCRIPTION

The Fairfax Fire Department was merged with the San Anselmo Fire Department to form the Ross Valley Fire Authority in July 1982. The Sleepy Hollow Fire Protection District subsequently joined, as did the The Town of Ross in July, 2012. The Authority is governed by a eight person board consisting of two representatives from each area. The annual budget is formulated by the Fire Chief and the Executive Officer. Funding for the Ross Valley Fire Dept operation budget is divided between the participating agencies. Fairfax's share is approximately 24.2% of the total. Each town owns and maintains their fire stations and is responsible for budgeting equipment replacement reserves and insurance on the station houses.

DEPARTMENT SUMMARY

FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Actual	Actual	Adopted	Projected	Adopted

PERSONNEL

401 REGULAR SALARIES					
415 ACCRUED LEAVE CASHOUT			-		
491 HEALTH INSURANCE			-		
492 WORKERS COMP.			-		
493 RETIREMENT			-		
494 MEDICARE			-		

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES (TOWN SHARE)

493 RVFS RETIREMENT	SEE NOTE	406,824	167,015	176,263	172,037	276,099
721 FIELD EQ MAINT			7,841		31,199	
724 RVFS DEBT SERVICE			88,959	73,341	77,311	89,778
731 BUILDINGS & GROUNDS MAINT		638	638	6,880	11,619	-
871 LIAB & PROP INSURANCE		3,357		5,135	-	-
881 RVFS CONTRACT	SEE NOTE	1,363,182	1,539,477	1,624,716	1,594,625	1,679,123

SUBTOTAL OPERATING

1,774,001 1,803,930 1,886,335 1,886,791 2,045,000

TOTAL DEPARTMENT APPROPRIATION

1,774,001 1,803,930 1,886,335 1,886,791 2,045,000

Allocation of Expenses

San Anselmo	40.53%	40.53%	41.68%	42.17%
Fairfax	23.30%	23.30%	23.95%	24.24%
Ross	23.37%	23.37%	21.21%	20.27%
Sleepy Hollow	<u>12.80%</u>	<u>12.80%</u>	<u>13.16%</u>	<u>13.32%</u>

Total Full Time Equivalent Employees

100.00% 100.00% 100.00% 100.00%

NOTES:

493 The Ross Valley Fire Department participates in CalPERS with two plans in effect:

	CalPERS Plan	Employer Rate	Employee Rate	Employee Paid share	Employer Paid share
Safety	3.0%@55	23.397%	9.00%	0.00%	9.00%
Miscellaneous	2.7%@55	10.843%	8.00%	0.00%	8.00%

The Town's share is allocated to:

	FY13	FY14	FY15	Increase	FY16
- Contribution	1,506,829	1,540,115	1,589,034	90,089	1,679,123
- Side Fund	167,015	167,015	172,037	5,567	177,604
- Retirement Unfunded Liability	26,168	26,168	26,139	72,356	98,495
- Apparatus Replacement	7,841	7,841	31,199	-	31,199
- OPEB Prior Liability	51,172	51,172	51,172	(4,212)	46,960
- Mera Bond	11,619	11,619	11,619	-	11,619
Total	<u>1,770,644</u>	<u>1,803,930</u>	<u>1,881,200</u>	<u>163,800</u>	<u>2,045,000</u>
% Change			4.28%		8.71%

871 Department share of Town Liability Insurance (Prior Years)

PUBLIC WORKS ADMINISTRATION BUDGET MESSAGE

ORGANIZATION:

The Public Works Director position is filled with a combination of consultants and Town staff. The budget reflects the time the Town Manager and Building Official/PW Manager spend to perform duties of the position. The Town also retains an engineering consultant to assist with the Public Works Director functions in an amount not to exceed \$50,000 per year.

The one major organizational change is that this year's budget adds a full-time Maintenance Worker I position. The corresponding budget increase is partially offset (approx. 40%) by the elimination of the funding for part-time, seasonal help. Below are the accomplishments and goals for the entire Public Works Department which consist of Street Maintenance, Parks, and Street Lighting divisions.

2014-15 ACCOMPLISHMENTS:

- Reconstructed Bank St (Pavilion) parking lot
- Upgraded Woman's Club bathroom to meet current ADA standards
- Installed bike racks at various locations
- Installed temporary bike rack at the loading zone on Broadway @ Bolinas
- Paved bad section of Bolinas Road
- Fixed potholes on Hickory Road
- Set up numerous meetings at Woman's Club
- Placed Signage for Festival, Car Show, Halloween Parade, Little League, etc.
- Conducted storm cleanup and preparation
- Provided temporary street sweeping for San Anselmo
- Street sweeping once a week and more often when needed.
- Submitted application for FEMA's Community Rating System (CRS) in order to reduce flood insurance rates

FY 2015-16 GOALS AND OBJECTIVES:

- Oversee major PG&E pipeline replacement project Frustuck, Mountain View, Manzanita, Walsh Lane, and Wreden.
- Slurry seal selected streets and install thermoplastic striping at selected crosswalks in Town
- Install flashing beacon system at Taylor and Sir Francis Drake
- Design and complete Class I bike lane to complete Bike Spine project
- Repair Manzanita slide
- Continue bike rack installations
- Re-concrete floor of Meerna debris box
- Replace Community Center railing
- Replace Pavilion roof
- Repair Women's Club kitchen roof
- Construct improvements to make the Women's Club stage ADA accessible and available for recreational uses
- Repair the tables and the stage in Peri Park
- Retrofit streetlights in the downtown area with LED lighting



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 510 PUBLIC WORKS ADMIN

ACTIVITY DESCRIPTION

Administration is responsible for the oversight of all maintenance divisions, encroachment permits, contract administration and capital projects. Staff participates in community and multiple joint-agency coordination efforts including neighborhood traffic calming, MCSTOPPP, MarinMap, ICLEI and others. Staff is responsible for writing grant proposals and submitting required documentation and invoices, and corresponding with FEMA and Caltrans. The Division is also responsible for staffing Open Space, Measure K and Measure F committees and reviewing development plans for compliance with Town Codes relating to Public Works.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

401 REGULAR SALARIES	15,068	65,910	65,933	67,554	67,611
415 ACCRUED LEAVE CASHOUT	-	736	1,268	808	1,371
421 TEMP EMPLOYEES				-	8,750
491 HEALTH INSURANCE	1,601	12,133	10,295	12,966	13,221
492 WORKERS COMP.	315	1,711	1,762	1,762	2,762
493 RETIREMENT	2,596	9,467	10,367	9,608	6,983
494 MEDICARE	182	914	922		922
496 PERS SIDEFUND					6,200
497 PAYROLL TRANSFER	-	-			
611 CAR ALLOWANCE			-		-
SUBTOTAL PERSONNEL	19,762	90,871	90,547	92,697	107,820

SEE NOTE

OPERATING EXPENSES

711 OFFICE EQUIP MAINTENANCE	-	-	100	-	100
731 BLDG-GROUNDS MAINTENANCE	2,400	3,521	2,400	1,654	907
804 TELEPHONE	-	-	500	-	500
811 POSTAGE	501	500	350	786	350
813 OFFICE SUPPLIES		53	308	-	308
815 PRINTING			100	-	100
821 OUTSIDE CONSULTING SVS	49,909	94,916	85,000	37,016	60,000
822 OUTSIDE CONTRACT SVS	2,214	877	2,000	3,377	3,000
823 STORMWATER POLLUTION	see dept 514	20,939	32,000	21,916	20,000
842 SPECIAL DEPT SUPPLIES		24	1,000	-	1,000
861 BUS.MEET/CONF.	39			-	
SUBTOTAL OPERATING	55,062	120,830	123,758	64,750	86,265

SEE NOTE

SEE NOTE

SEE NOTE

TOTAL DEPARTMENT APPROPRIATION

74,824 211,701 214,305 157,447 194,085

Allocation of Positions:

TOWN MANAGER/PUBLIC WORKS DIRECTOR	-	-	0.30	0.30	0.30
BUILDING OFFICIAL/PW MANAGER			0.25	0.25	0.25
ADMINISTRATIVE ASSISTANT II	-	-	-	-	-
MANAGEMENT ANALYST	0.25	0.25	-	-	-
ADMINISTRATIVE ASSISTANT PT					0.0625

Total Full Time Equivalent Employees

0.25 0.25 0.55 0.55 0.61

NOTES:

- 421 Intern / .25% Admin Asst (PT)
- 821 Consulting PW Dir & Outside Engineering services
- 822 One-half Fairfax share of annual Marin Map \$3,000
- 823 Formerly 01-514-822

STREET MAINTENANCE BUDGET MESSAGE

ORGANIZATION:

This division is comprised of the following personnel:

- 1 Senior Maintenance Worker
- 1 Maintenance Worker III
- .50 Maintenance Worker I

Total = 2.5 FTE

This Division is responsible for maintenance and repair of streets including storm drains, sidewalks, parking lots, and trees. The Division also maintains all Town facilities such as Town Hall, Pavilion, and Women's Club.

ACCOMPLISHMENTS/GOALS

See DPW Administration narrative



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 511 STREET MAINT & PUBLIC WORKS

ACTIVITY DESCRIPTION

The street maintenance division is responsible for preventive maintenance of storm water systems, traffic signs, streets, sidewalk and bike path maintenance. Routine activities include responding to citizen requests, patching pot holes, sweeping the downtown area and changing advertising and holiday banners weekly, and repainting the street markings and lane lines annually. Many hours are spent responding to emergency flooding and felled trees during the winter months while summer months are used to freshen up the town.

DEPARTMENT SUMMARY

PERSONNEL

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
401 REGULAR SALARIES	105,188	109,897	112,095	117,154	135,880
421 TEMP. EMPLOYEES			1,000	-	1,000
461 OVERTIME	2,745	2,923	1,500	1,428	1,500
491 HEALTH INSURANCE	26,912	23,188	23,474	23,662	29,564
492 WORKERS COMP.	2,660	2,706	2,858	2,858	5,250
493 RETIREMENT	21,040	20,587	22,431	20,548	12,933
494 MEDICARE	1,563	1,580	1,495	1,637	1,803
496 PERS SIDEFUND					17,500
497 OVERTIME REIMBURSABLE SEE NOTE	(344)		(1,000)	-	(1,000)
SUBTOTAL PERSONNEL	159,764	160,883	163,853	167,287	204,431

OPERATING EXPENSES

641 EQUIPMENT RENTAL SEE NOTE	-	-	500	-	500
721 FIELD EQUIP MAINTENANCE	17,694		500	1,269	500
722 VEHICLE MAINTENANCE	14,185	14,737	16,500	5,883	16,500
723 COMMUNICATION EQUIP MAINT	-	-	500	-	500
725 MERA DEBT SERVICE		5,199	8,703	8,857	8,699
726 MERA MEMBERSHIP FEE		6,157	8,312	6,424	5,552
731 BLDG-GROUNDS MAINTENANCE	3,536	5,144	3,500	3,841	1,322
802 POWER			1,500	-	1,500
803 DUMP FEES			300	-	300
804 TELEPHONE	1,073	1,088	1,000	1,052	1,000
806 FUEL	18,300	17,116	14,000	15,475	14,000
813 OFFICE SUPPLIES	98		2,000	431	2,000
821 OUTSIDE CONSULTING SVS SEE NOTE	29,626	24,186	40,000	10,031	35,000
841 SMALL TOOLS			4,000	448	4,000
842 SPECIAL DEPT SUPPLIES SEE NOTE	21,726	12,449	40,000	18,624	35,000
851 UNIFORM	1,275	850	1,000	1,240	1,063
861 TRAVEL/TOLLS	5	10	500	10	500
871 LIAB & PROP INSURANCE	(328)		SEE #715	-	SEE #715
SUBTOTAL OPERATING	107,191	86,937	142,815	73,584	127,936

TOTAL DEPARTMENT APPROPRIATION

266,955 247,820 306,668 240,871 332,367

Allocation of Positions:

SENIOR MAINTENANCE WORKER	1.00	1.00	1.00	1.00	1.00
MAINT. LEADWORKER	1.00	1.00	-	-	-
MAINT. WORKER III					1.00
MAINT. WORKER II	1.00	1.00	-	-	-
MAINT. WORKER I	1.00	1.00	1.00	1.00	0.50

Total Full Time Equivalent Employees

4.00 4.00 2.00 2.00 2.50

NOTES: 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. inhouse contracted services for maint of pavement sections (digouts), retaining walls, and drainage.
842 Maint materials including pipe, asphalt, concrete and hardware; required Hazardous Materials response, street signs, and paint for curbs, crosswalks, street markings, replacing barricades etc... includes supplies & materials for Gardening Alliance for Center St (up to \$10,000)



Town of Fairfax

2015-16 Operating Budget

FUND **01 GENERAL FUND**
ACTIVITY **512 STREET LIGHTING**

ACTIVITY DESCRIPTION

This budget is for the ongoing operation and maintenance for street lights and traffic signals through contractual services as negotiated by the Marin General Services Authority. The maintenance budget for streetlights has increased due to the inspection of all streetlight poles identifying 95 lights omitted from the previous inventory. In addition, the inspection of All Marin County member agencies will share the cost of pole replacements.
 The costs of providing and maintaining street lighting is partially funded by Gas Tax funds.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

- 401 REGULAR SALARIES
- 415 ACCRUED LEAVE CASHOUT
- 421 TEMP. EMPLOYEES
- 461 OVERTIME
- 491 HEALTH INSURANCE
- 492 WORKERS COMP.
- 493 RETIREMENT
- 494 MEDICARE

			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES

- 802 POWER
- 821 OUTSIDE CONSULTING SVS
- 822 OUTSIDE CONTRACT SVS

SEE NOTE
SEE NOTE

29,802	30,723	26,000	30,776	26,000
66,828	22,461	35,000	47,409	35,000
600	600	600	-	600

SUBTOTAL OPERATING

97,230 53,784 61,600 78,185 61,600

TOTAL DEPARTMENT APPROPRIATION

97,230 53,784 61,600 78,185 61,600

Allocation of Positions:

- MAINT. LEADWORKER
- SENIOR MAINTENANCE WORKER

Total Full Time Equivalent Employees

0.00 0.00 0.00 0.00 0.00

NOTES: 802 Street lighting and signal charges by PG&E
 821 Contract with SIEMENS Industries (formerly Republic Electric) to provide maintenance of light poles and traffic signal maintenance costs. FY14 includes replacement of LED lights



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 514 STORMWATER POLLUTION PREVENTION

ACTIVITY DESCRIPTION

This budget is for the Marin County Stormwater Pollution Prevention Program.
 The agreement is funded at the same level as prior year.
 The 514 account is shown for historical expenditure purposes only.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

401 REGULAR SALARIES	-	-	-	-	-
415 ACCRUED LEAVE CASHOUT	-	-	-	-	-
421 TEMP. EMPLOYEES	-	-	-	-	-
461 OVERTIME	-	-	-	-	-
491 HEALTH INSURANCE	-	-	-	-	-
492 WORKERS COMP.	-	-	-	-	-
493 RETIREMENT	-	-	-	-	-
494 MEDICARE	-	-	-	-	-
SUBTOTAL PERSONNEL	-	-	-	-	-

OPERATING EXPENSES

802 POWER	-	-	-	-	-
821 OUTSIDE CONSULTING SVS	-	-	-	-	-
822 OUTSIDE CONTRACT SVS	SEE NOTE	22,362	SEE #510		

SUBTOTAL OPERATING

22,362	-	-	-	-
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TOTAL DEPARTMENT APPROPRIATION

22,362	-	-	-	-
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Allocation of Positions:

MAINT. LEADWORKER
 SENIOR MAINTENANCE WORKER

Total Full Time Equivalent Employees	0.00	0.00	0.00	0.00	0.00
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NOTES:

822 Marin County Stormwater Pollution Prevention Program contribution/NPDES State of California fees.
 Moved to Public Works Adm 01-510-823

PARKS MAINTENANCE BUDGET MESSAGE

ORGANIZATION:

This division is comprised of the following personnel:

- 1 Senior Maintenance Worker
- .25 Maintenance Worker I

Total = 1.25 FTE

Staff maintains all the Town owned parks, parking lots, and landscaped areas. Repairs park equipment as needed. Assists with Town sponsored events such as the Fairfax Festival. Provides assistance to the streets division as needed.

ACCOMPLISHMENTS/GOALS

See the DPW administration narrative



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 611 PARK MAINTENANCE

ACTIVITY DESCRIPTION

The Park Maintenance Division responsibilities include the oversight of the Town-owned parks including Peri Park, Bolinas Park, and several pocket parks in the neighborhoods. This position is responsible for turf maintenance, irrigation management, weed abatement, trash removal and general clean-up of the downtown.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

401 REGULAR SALARIES	58,628	61,009	62,229	62,179	72,401
415 ACCRUED LEAVE CASHOUT	-	-	-	-	-
461 OVERTIME	933	1,408	-	763	-
491 HEALTH INSURANCE	19,874	21,286	21,439	21,472	25,061
492 WORKERS COMP.	1,323	1,465	1,587	1,587	2,803
493 RETIREMENT	11,705	11,421	12,453	11,399	7,013
494 MEDICARE	859	871	830	878	974
496 PERS SIDEFUND	-	-	-	-	9,700
497 OVERTIME REIMBURSABLE SEE NOTE	(251)	-	-	-	-
SUBTOTAL PERSONNEL	93,070	97,460	98,538	98,277	117,953

OPERATING EXPENSES

641 EQUIPMENT RENTAL	-	-	500	-	500
721 FIELD EQUIP MAINT.	-	-	500	-	500
722 VEHICLE MAINTENANCE	-	-	1,000	-	1,000
801 WATER	16,808	13,422	15,000	14,534	10,000
802 POWER	1,107	1,386	2,300	1,197	2,300
821 OUTSIDE CONSULTING SVS SEE NOTE	15,776	30,324	55,000	16,681	30,000
841 SMALL TOOLS	-	167	1,000	-	1,000
842 SPECIAL DEPT SUPPLIES	15,388	14,691	10,000	14,582	10,000
851 UNIFORM	-	425	900	425	531
871 LIAB & PROP INSURANCE	3,456	299	SEE #715	-	SEE #715
881 SPECIAL SERVICES	-	-	-	-	-
SUBTOTAL OPERATING	52,535	60,715	86,200	47,419	55,831

TOTAL DEPARTMENT APPROPRIATION

145,605	158,174	184,738	145,696	173,784
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Allocation of Positions:

SENIOR MAINTENANCE WORKER	1.00	1.00	1.00	1.00	1.00
MAINT. LEADWORKER					
MAINT. WORKER II					
MAINT. WORKER I					0.25

Total Full Time Equivalent Employees

1.00	1.00	1.00	1.00	1.25
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NOTES:

497 Overtime charged to Festival Fund for annual festival.

821 Tree trimming and replacement of sidewalk trees.

Town tree survey - streets & parks

Trail Maintenance

\$ 25,000 Moved to Fund 23 Meas A Parks

Fairfax Recreation and Community Services Department BUDGET MESSAGE

ORGANIZATION:

This department is comprised of the following personnel:

- 1 Recreation and Community Services Manager- Programs – part-time hourly
 - 1 Recreation and Community Services Manger – Events – part-time hourly
 - 1 Recreation and Community Service Manager - Marketing – part-time hourly
- = 3 FTE hourly/ part-time employees.

Fairfax Recreation and Community Services Department (formerly FOCAS) is a newly formed department that brings together the resources of town staff who all focus on community services, classes and events.

The Events Manager focuses on coordinating Parks and Recreation Commission (PARC) and Volunteer Board activities while the Programs Manager oversees the classes and recreational activities.

The Marketing Manager works on website development and promotional aspects of the department. As a department we produce a **Town of Fairfax** seasonal guide twice a year that showcases all our events, services and programs, including our Partnerships.

Fairfax Recreation has appreciated the ability to improve local community services, enhance utilization of our buildings and parks, and increase revenue for the Town of Fairfax. With the help of the Measure I and the General Fund we are able to establish high quality and affordable events and programs for the community and pay 3 part time employees to administer the program.

2014-15 ACCOMPLISHMENTS:

- Published two **Town of Fairfax Recreation** catalogs.
- Expanded PR outreach by increasing mailing list from 100 to 2,500 addresses.
- Increased Partnership revenue by 45% by adding popular Gymnastics Program and increasing hourly rate.
- Planned and hosted successful events, including Holiday Craft Faire with Sustainable Fairfax, Annual town wide picnic with Fairfax Volunteers, Alice in Wonderland Tea Party with PARC, and Spring Egg Hunt with Chamber of Commerce, two Peri Park clean ups.
- Established 6th annual Camp Fairfax program for school-aged youth and worked with local middle school youth through the Counselor in Training (CIT) program.

- Expanded programming for all ages---namely the Fairfax Youth Club for tweens and piloting a senior program.
- Implemented successful Artist in Residence (AIR) program.
- Provided set up and meal preparation at monthly Ross Valley Seniors Luncheon for approximately 60 senior citizens.
- Attended Age- Friendly Task Force, PARC, Volunteer Board and staff meetings, among others.
- Provided logistical support for trail improvements at Power Lane.
- Coordinated Red Cross on Disaster Drill exercise for community and supported re-convened Disaster Council.
- Administered FOCAS/PARC Survey between September and December 2014. Community members were invited to participate by either direct email, an open survey link on the FOCAS website and Facebook, and by an open survey link printed on postcards. Data collected from 234 respondents.
- Changed branding of program from FOCAS to Fairfax Recreation and revamped operating structure of Recreation and Community Services Department.

FY 2015-16 GOALS AND OBJECTIVES:

- Publish two Town of Fairfax Recreation catalogs
- Increase outreach by mailing to all Fairfax residents the catalog twice each year; 3,000 households
- Continue successful Partnership programs
- Expand and enhance class offering for all age groups
- Continue Holiday Craft Faire fundraising event with Sustainable Fairfax
- Continue Camp Fairfax program – school aged youth and middle school Counselor in Training students
- Continue Fairfax Youth Club – middle school and high school program
- Expand Senior programming and host Senior Saturday Social and Fair event
- Continue to provide support for trails programs via the Fairfax Volunteers
- Work with Ross Valley Fire Department to provide chipper service to residents in the neighborhoods as part of wildfire safety prevention
- Continue to recruit more volunteers
- Improve building facilities by upgrading stage at Women’s Club, redwood stage by Peri Park and picnic tables near Women’s Club
- Extend AIR contract for additional year



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 616 COMMUNITY SERVICES

ACTIVITY DESCRIPTION

Formerly "Volunteers for Fairfax", program is designed to accomplish a variety of community involvement projects through a program of recruiting community volunteers. The program is overseen by the Community Services Manager working with the Volunteer Board. Volunteers participate in creek cleanup for flood prevention, trail marking & maintenance, brush clearing for fire prevention and community service. On the fun side, Volunteers host the annual town-wide picnic, and the holiday caroling & wreath making event.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

411 REGULAR PT SALARIES	SEE NOTE	16,300	16,170	18,360	16,615	15,962
492 WORKERS COMP		391	471	476	476	592
493 RETIREMENT		3,303	3,394	3,343	3,527	1,598
494 MEDICARE		225	220	249	229	213
495 FICA/PTS			6,093			
496 PERS SIDEFUND						2,375
SUBTOTAL PERSONNEL		20,219	26,348	22,428	20,847	20,740

OPERATING EXPENSES

711 OFFICE EQUIP MAINT.		142		150	-	150
801 WATER	SEE NOTE	-	193	200	-	200
804 TELEPHONE		259	262	700	255	700
811 POSTAGE		727	737	400	940	400
813 OFFICE SUPPLIES		732	588	500	514	500
842 SPECIAL DEPT SUPPLIES	SEE NOTE	1,055	1,324	1,100	1,077	3,100
SUBTOTAL OPERATING		2,915	3,103	3,050	2,786	5,050

TOTAL DEPARTMENT APPROPRIATION

23,134	29,452	25,478	23,633	25,790
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Allocation of Positions:

Community Resources Coord	0.30	0.30	0.30	0.30	0.30
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Total Full Time Equivalent Employees

0.30	0.30	0.30	0.30	0.30
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NOTES: This department was formerly 216
411 - One half of part-time Community Resources Coord
801 Water for Community Garden
842 Includes additional \$2,000 for volunteer activities ie. Electronic Newsletter & outreach



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 617 RECREATION EVENTS

ACTIVITY DESCRIPTION

The Recreation Department provides recreational activities and events for the citizens of Fairfax. The program is overseen by the Community Resources Corordinator working with the Parks & Recreation Commission (PARC). Special Events include music festivals, winter ice skating, the Spring Egg hunt, monthly senior lunch gatherings and park clean-up days.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

411 REGULAR PT SALARIES	SEE NOTE	16,836	29,681	30,860	30,437	30,156
491 HEALTH INSURANCE			2,697	2,929	2,859	3,037
492 WORKERS COMP		391	797	794	-	1,104
493 RETIREMENT		3,303	5,800	5,844	6,025	2,977
494 MEDICARE		225	409	415	421	397
496 PERS SIDEFUND						4,500
SUBTOTAL PERSONNEL		20,755	39,384	40,842	39,742	42,170

OPERATING EXPENSES

804 TELEPHONE		-	-		-	
811 POSTAGE		-	-	200	-	200
813 OFFICE SUPPLIES			170	120	153	120
821 OUTSIDE CONSULTING SVS					-	
881 SPECIAL SERVICES	SEE NOTE	7,050	4,791	6,650	2,586	6,650
SUBTOTAL OPERATING		7,050	4,962	6,970	2,739	6,970

TOTAL DEPARTMENT APPROPRIATION

27,805 44,345 47,812 42,481 49,140

Allocation of Positions:

Community Resources Coord	0.30	0.30	0.30	0.30	0.30
Admin Asst II					0.25

Total Full Time Equivalent Employees

0.30 0.30 0.30 0.30 0.55

NOTES: This department was formerly 217	
411 - One half of part-time Community Resources Coord & 1/4 Admin Asst II	
881 Easter egg hunt	400
Artist in Residence	400
English Tea	2,500
Fairfax Theater Co	3,350



Town of Fairfax

2015-16 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	621 RECREATION CLASSES/ACTIVITIES

ACTIVITY DESCRIPTION

Fairfax Recreation and Community Services Department (formerly FOCAS and Volunteers) is a newly formed department that brings together and better coordinates the resources of town staff who all focus on community services, classes, recreational activities, and events. Fairfax Recreation and Community Services's (RCS) mission is to improve community services and activities for youth, adults, and senior as well as enhance utilization of our buildings and parks within our budgetary resources.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

- 411 REGULAR PT SALARIES
- 492 WORKERS COMP.
- 494 MEDICARE
- 495 FICA/PTS

SEE FUND 11 FOR PRIOR YEAR ACTIVITY

					42,623
					1,720
					618
					1,598
SUBTOTAL PERSONNEL	-	-	-	-	46,560

OPERATING EXPENSES

- 804 TELEPHONE
- 805 CABLE
- 813 OFFICE SUPPLIES
- 821 OUTSIDE CONSULTING SVS
- 822 CONTRACTED SERVICES
- 842 SPECIAL DEPT SUPPLIES
- 843 SENIOR PROGRAMS
- 861 MEETING/CONF & TRAVEL
- 881 SPECIAL SERVICES
- 890 MISCELLANEOUS

					840
					26,000
					600
					3,000
					5,000
					200
					5,000
					500
SUBTOTAL OPERATING	-	-	-	-	41,140

TOTAL DEPARTMENT APPROPRIATION

	-	-	-	-	87,700
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Allocation of Positions:

RECREATION COORDINATORS (2)		1.00
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Total Full Time Equivalent Employees

1.00

NOTES: This department was formerly in Fund 11



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
 ACTIVITY 622 CAMP FAIRFAX

ACTIVITY DESCRIPTION

Camp Fairfax is a summer camp offered through the Recreation & Community Services.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

- 411 REGULAR PT SALARIES
- 492 WORKERS COMP.
- 494 MEDICARE
- 495 FICA/PTS
- 492 WORKERS COMP.

SUBTOTAL PERSONNEL

SEE FUND 11 FOR PRIOR YEAR ACTIVITY

- - - - -

OPERATING EXPENSES

- 821 OUTSIDE CONSULTING SVS
- 822 CONTRACTED SERVICES
- 842 SPECIAL DEPT SUPPLIES
- 890 MISCELLANEOUS

SUBTOTAL OPERATING

			-	8,000
			-	600
			-	1,000
			-	100
			-	
			-	
			-	
			-	
			-	
			-	

- - - - 9,700

TOTAL DEPARTMENT APPROPRIATION

- - - - 9,700

Allocation of Positions:

Total Full Time Equivalent Employees

0.00

NOTES: This department was formerly in Fund 11



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 625 RENTAL FACILITIES

ACTIVITY DESCRIPTION

Formerly separated in two departments: 625-Rental Facilities-Women's Club & Ballpark and 626-Rental Facilities-Pavilion
 This division is responsible for the care and maintenance of the Women's Club, Ballfield and Pavilion.
 Duties include setting up for all Town meetings including the Town Council and Planning Commission.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

401 REGULAR SALARIES	-	-	-	8,615
421 TEMP LABOR	6,656	9,590	12,180	420
415 ACCRUED LEAVE CASHOUT	-	-	-	-
461 OVERTIME	-	-	100	-
491 HEALTH INSURANCE	-	-	-	2,464
492 WORKERS COMP.	110	340	339	340
493 RETIREMENT	-	-	-	587
494 MEDICARE	92	154	177	9
495 FICA/PTS	-	-	-	40
SUBTOTAL PERSONNEL	6,859	10,084	12,796	810

OPERATING EXPENSES

731 BLDG-GROUNDS MAINT.	6,415	-	12,800	8,820	17,636
801 WATER	390	770	800	842	800
802 POWER	20,749	25,096	16,500	23,741	16,500
803 SANITARY	-	-	-	-	-
804 TELEPHONE	-	375	400	403	400
821 OUTSIDE CONSULTING SVS	1,087	1,276	8,500	347	8,500
822 OUTSIDE CONTRACT SVS	2,807	1,579	1,600	1,315	1,600
841 SMALL TOOLS	-	-	-	348	-
842 SPECIAL DEPT SUPPLIES	20,830	6,252	6,000	1,988	6,000
851 UNIFORM	-	-	50	-	106
871 LIAB & PROP INSURANCE	2,699	(75)	SEE #715	-	SEE #715
SUBTOTAL OPERATING	54,978	35,273	46,650	37,805	51,543

TOTAL DEPARTMENT APPROPRIATION

61,837 45,357 59,446 38,614 63,747

Allocation of Positions:

MAINT. LEADWORKER	0.50	0.50	0.50	0.50	0.25
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Total Full Time Equivalent Employees

0.50 0.50 0.50 0.50 0.25

NOTES:

822 Includes pest control. Janitor moved to 731

842 Supplies necessary for the upkeep of the rental buildings including cleaning supplies.
 Repainting and exterior repairs - Includes landscaping



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 715 NON DEPARTMENTAL

ACTIVITY DESCRIPTION

This activity is to cover General Fund expenditures for items not funded by another department.
 Formerly titled "Miscellaneous"

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

401 REGULAR SALARIES	48,101			-	
491 HEALTH INSURANCE	7,712	7,712		-	
491 RETIREE HEALTH BENEFITS SEE NOTE	29,996	39,845	52,788	51,497	60,000
492 WORKERS COMP.	1,171	-		19,896	
493 RETIREMENT	9,962	4,205	566	-	
494 MEDICARE	726			-	
495 FICA/PTS		7,389			
496 PERS SIDEFUND					SEE DEPTS
SUBTOTAL PERSONNEL	97,667	59,151	53,354	71,393	60,000

OPERATING EXPENSES

821 OUTSIDE CONTRACT SVS	-	7,635		605	
822 CONTRACTED SVCS SEE NOTE	217,823	162,256	205,000	184,857	223,000
841 SMALL TOOLS	-	-	-	-	-
842 SPECIAL DEPT SUPPLIES	2,288	2,736	4,000	1,309	4,000
871 LIAB & PROP INSURANCE	268	114,062	110,000	109,445	120,390
881 SPECIAL SERVICES SEE NOTE	23,650	21,181	17,000	16,454	17,000
890 MISCELLANEOUS	95	1,451	1,000	1,807	1,000
891 CLAIMS - WC / SETTLEMENTS SEE NOTE	173,251	76,530	150,000	157,096	150,000
895 TRAN INTEREST SEE NOTE	2,701	2,166	3,000	1,199	3,000
896 CERTB/OPEB	60,000	90,000	120,000	120,000	120,000
SUBTOTAL OPERATING	480,076	478,017	610,000	592,771	638,390

TOTAL DEPARTMENT APPROPRIATION

577,744	537,168	663,354	664,164	698,390
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Allocation of Positions:

ADMINISTRATIVE ASSISTANT II	1.00	1.00	-	-	-
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Total Full Time Equivalent Employees

1.00	1.00	0.00	0.00	0.00
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NOTES:

	FY13	FY14	FY15 bud	FY14	FY15 bud
822 ASSOC OF BAY AREA GOVERNMENTS (ABAG)	1,991	2,200	2,400	2,261	2,400
CITTASLOW USA	2,825			-	
CMCM (WEBCAST)		7,450	7,700	5,925	8,400
COUNTY OF MARIN MIDAS ACCOUNT	17,775	19,375	20,000	19,200	20,000
FAIRFAX CHAMBER OF COMMERCE	210		-	210	-
GOLSCH, C (WEBPAGE SERVICES)	9,000	9,000	11,700	11,700	11,700
HOMELESS				-	11,181
LEAGUE OF CALIFORNIA CITIES	4,348	4,598	4,600	4,048	4,800
MARIN COUNTY ADMIN (ANIMAL CONTROL)	65,907	73,703	72,687	72,687	78,668
MARIN COUNTY SHERIFFS DEPT	4,322			-	
MARIN COUNTY TAX COLLECTOR (LAFCO)	3,469	3,597	4,500	4,851	5,024
MARIN GENERAL SERVICES AUTHORITY	2,000	13,508	11,511	11,511	11,511
MARIN IT, INC	11,344	15,969	16,000	18,672	16,000
RVHCC				-	2,500
SOLID WASTE RATE STUDY Moved from 211				-	15,000
SUSTAINABLE FAIRFAX Moved from Fund 51			25,000	14,370	25,000
OTHER	94,632	-	28,902	19,421	10,816
	217,823	149,400	205,000	184,857	223,000

491 includes CalPERS PEMHCA payments (\$10,122) and OPEB retiree payments(\$42,666)

881 Chipper services - \$10,000 Other \$7,000

891 Allocation for Worker's Comp claims and settlements

895 TRAN (Tax and Revenue Anticipation Notes) interest & fees



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 911 BUILDING MAINTENANCE

ACTIVITY DESCRIPTION

Provide daily maintenance of buildings, set up for public meetings, and respond to citizen complaints.
 Also responsible for minor building repairs including but not limited to plumbing, lighting, doors and windows.

DEPARTMENT SUMMARY

FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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PERSONNEL

401 REGULAR SALARIES				-	
421 TEMP EMPLOYEES	12,893	9,590	12,180	420	-
415 ACCRUED LEAVE CASHOUT				-	
461 OVERTIME	210	1,155		455	
491 HEALTH INSURANCE				-	
492 WORKERS COMP.	136	340	338	338	
494 MEDICARE	185	154	177	9	
495 FICA/PTS		5,301		40	
497 PAYROLL TSFR	(210)			-	
SUBTOTAL PERSONNEL	13,213	16,540	12,695	1,263	-

OPERATING EXPENSES

803 SANITARY/DUMP	2,552	1,914	2,552	-	2,552
821 OUTSIDE CONSULTING SVS	3,708	1,223	4,000	4,195	4,000
822 OUTSIDE CONTRACT SVS	27,788	27,920	35,000	35,000	35,000
842 SPECIAL DEPT SUPPLIES	4,257	10,587	7,000	4,000	7,000
851 CLOTHING	-	-	100	-	100
SUBTOTAL OPERATING	38,305	41,644	48,652	43,195	48,652
SUBTOTAL APPROPRIATION	51,518	58,183	61,347	44,458	48,652

SEE NOTE
SEE NOTE

ALLOCATION TO DEPARTMENTS

731 BLDG-GROUNDS MAINT.	(60,956)	(51,840)	(60,956)	(44,457)	(48,652)
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TOTAL DEPARTMENT APPROPRIATION

(9,438) 6,343 391 0 -

Allocation of Positions:

MAINT. LEADWORKER 0.50 0.50 0.50 0.50 0.50

Total Full Time Equivalent Employees

0.50 0.50 0.50 0.50 0.50

ALLOCATION OF BUILDING MAINTENANCE

TO DEPARTMENTS:		FY 15	JANITOR	OTHER	FY 16
211 TOWN MANAGER		4,416	1,280	1,669	2,949
221 TOWN CLERK		3,685	1,285	1,392	2,677
241 FINANCE		3,685	1,285	1,392	2,677
311 PLANNING		5,485	1,285	2,072	3,357
321 BUILDING INSP		3,085	1,285	1,166	2,451
411 POLICE		21,900	6,400	8,275	14,675
510 PUBLIC WORKS ADM		2,400		907	907
511 STREET MAINT/PW		3,500		1,322	1,322
625 RENTAL - W/C		12,800	12,800	4,836	17,636
626 RENTAL - PAVILION				-	
		60,956	25,620	23,032	48,652

NOTES:	822 Sewer service - Ross Valley Sanitary District	10,000
	Janitorial Service - San Rafael Building Maint	25,620
	842 Supplies needed for upkeep of town-owned buildings	



Town of Fairfax

2015-16 Operating Budget

FUND **02 DRY PERIOD FUND**
DEPT **715 MISCELLANEOUS**

The Dry Period fund is a reserve account of the General Fund used to provide for emergencies or economic downturns. Town policy (Resolution 11-9 adopted 3/2/11) is to maintain a reserve balance 25% of General Funds expenditures. Council identified the optimal balance to be \$1,000,000. This reserve is part of the overall reserves for General Funds.

FUND SUMMARY	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
BEGINNING FUND BAL	631,217	858,053		858,053	1,000,000
REVENUES					
050 502 INVESTMENT EARNINGS				-	
				-	
SUBTOTAL REVENUES	-	-	-	-	-
APPROPRIATIONS					
				-	
				-	
				-	
SUBTOTAL APPROPRIATIONS	-	-	-	-	-
TRANSFERS					
715 901 TSFR TO 01-GENERAL FUND					
100 931 TSFR FROM 01-GENERAL FUND	226,836	-	141,947	141,947	
SUBTOTAL TRANSFER	226,836	-	141,947	141,947	-
NET DEPARTMENT ACTIVITY	226,836	-	141,947	141,947	-
ENDING FUND BAL	858,053	858,053		1,000,000	1,000,000

COMPONENTS OF FUND BALANCE:

NOTES:		
CALCULATION OF RESERVE BALANCE		
General Funds Appropriations	8,211,437	100.0%
Dry Period Reserve	1,000,000	12.2%
Other General Fund Balances	1,068,883	13.0%
Total General Fund Reserves	2,068,884	25.2%



Town of Fairfax

2015-16 Operating Budget

FUND 03 EQUIP REPLACEMENT
DEPT 923 EQUIP REPLACEMENT

The Equipment Replacement fund is a component of the General Fund used to provide financing for major equipment purchases and leases. Fund Balance represents reserve for future equipment purchases.

FUND SUMMARY	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
BEGINNING FUND BAL	(65,266)	12,262		1,808	828
REVENUES					
050 502 INVESTMENT EARNINGS				-	
090 901 SALE OF ASSETS	6,090	6,528	-	100	
SUBTOTAL REVENUES	3,460	6,528	-	100	-
APPROPRIATIONS					
903 996 SOLAR PANEL LEASE	16,600	16,600	16,600	16,600	16,600
903 996 INTEREST		3,912			
923 921 FIELD EQUIPMENT SEE NOTE	53,728	68,070	75,822	132,480	41,828
SUBTOTAL APPROPRIATIONS	70,328	88,582	92,422	149,080	58,428
TRANSFERS					
100 910 CAPITAL LEASE FINANCING			-		
100 931 TSFR FROM 01-GENERAL FUND	144,396	71,600	100,000	148,000	68,300
715 971 TSFR TO 01-GENERAL FUND	4,091			-	
SUBTOTAL TRANSFER	144,396	71,600	100,000	148,000	68,300
NET DEPARTMENT ACTIVITY	77,528	(10,454)	7,578	(980)	9,872
ENDING FUND BAL	12,262	1,808		828	10,700
COMPONENTS OF FUND BALANCE:					

NOTES:	LAST PMT				
921 MOBILE COMPUTING		15,683		28,818	
LEASE - SERVERS (2) - COMPELLENT	03/25/14	7,574			-
FY15 BODY CAMERAS				16,522	
FY15 VEHICLE PURCHASE	4/8/2015			24,818	
FY10 VEHICLE LOAN - ALLY	01/01/15	8,910	8,910		-
FY12 VEHICLE LOAN - FORD	05/01/15	20,494	20,494	20,495	-
FY13 VEHICLE LOAN - FORD	43,241 02/01/16	12,247	11,712	11,725	11,725
FY14 VEHICLE LOAN - FORD	110,643 01/01/17		31,002	30,103	30,103
TOTAL		64,908	72,118	132,481	41,828



Town of Fairfax

2015-16 Operating Budget

FUND 04 BUILDING & PLANNING
DEPT 715 MISCELLANEOUS

The Building & Planning Fund is used to collect all Building and Planning fees for transfer to the General Fund

FUND SUMMARY		FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
		Actual	Actual	Adopted	Projected	Adopted
BEGINNING FUND BAL		25,004	(9,415)		30,987	23,502
REVENUES						
030 311	BUILDING PERMITS	112,144	171,333	150,000	150,204	150,000
030 312	GENERAL PLAN MAINTENANCE FEES	2,041	2,987	3,000	5,173	3,000
030 313	TECHNOLOGY IMPROVEMENT FEES	3,383	4,709	4,000	7,436	4,000
030 314	ENCROACHMENT FEES	1,263	-	-	1,188	-
030 315	HOUSING INSPECTIONS	37,243	39,596	30,000	29,163	30,000
030 317	SEISMIC FEES	717	(301)	1,000	1,249	1,000
030 318	PLAN RETENTION	(1,894)	63	-	45	-
030 319	STREET OPENING	16,785	43,199	30,000	27,743	30,000
030 320	ROAD IMPACT FEES	93,052	116,398	120,000	124,126	120,000
030 321	INFRASTRUCTURE IMPROV FEES	2,978	4,720	4,000	7,356	4,000
030 904	MISCELLANEOUS SEE NOTE	2,051		2,000	-	2,000
030 904	COUNTY - OTHER	10,000			-	
TOTAL PERMITS AND FEES		279,764	382,704	344,000	353,684	344,000
080 801	ZONING & FILING FEES	61,848	79,135	60,000	58,053	50,000
080 805	BUILDING PLAN CHECK FEES	9,338	17,827	16,000	14,638	14,000
080 806	ENGINEERING PLAN CHECKS	14,632	110,735	30,000	6,141	18,000
TOTAL CURRENT CHARGES		85,818	207,698	106,000	78,831	82,000
SUBTOTAL REVENUES		365,582	590,401	450,000	432,515	426,000
APPROPRIATIONS						
					-	
					-	
SUBTOTAL APPROPRIATIONS		-	-	-	-	-
TRANSFERS						
715 971	TSFR TO 01-GENERAL FUND	(400,000)	(550,000)	(450,000)	(440,000)	(426,000)
SUBTOTAL TRANSFER		(400,000)	(550,000)	(450,000)	(440,000)	(426,000)
NET DEPARTMENT ACTIVITY		(34,418)	40,401	-	(7,485)	-
ENDING FUND BAL		(9,415)	30,987	-	23,502	23,502
COMPONENTS OF FUND BALANCE:						
RESERVE - PLANNING DEPOSITS		108,280	108,280		21,050	21,050
UNRESERVED		(117,694)	(77,293)		2,452	2,452

NOTES:



Town of Fairfax

2015-16 Operating Budget

FUND 05 COMMUNICATION EQUIP REPLACEMENT
DEPT 924 COMM EQUIP REPLACEMENT

The Communication Equipment Replacement fund is a component of the General Fund used to provide financing for major communication equipment purchases and leases. Police and Public Works have about 25 radios costing in excess of \$100,000

FUND SUMMARY		FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
BEGINNING FUND BAL		25,257	25,257		189	189
REVENUES						
050 502 INVESTMENT EARNINGS					-	
SUBTOTAL REVENUES		-	-	-	-	-
APPROPRIATIONS						
921 FIELD EQUIPMENT	SEE NOTE		7,811			6,000
SUBTOTAL APPROPRIATIONS		-	7,811	-	-	6,000
TRANSFERS						
715 971 TSFR TO 01-GENERAL FUND			(17,257)			
TSFR FROM 01-GENERAL FUND						6,000
SUBTOTAL TRANSFER		-	(17,257)	-	-	6,000
NET DEPARTMENT ACTIVITY		-	(25,068)	-	-	-
ENDING FUND BAL		25,257	189		189	189

COMPONENTS OF FUND BALANCE:

NOTES:
921 Replace radios for Police & DPW as needed



Town of Fairfax

2015-16 Operating Budget

FUND 06 RETIREMENT FUND
DEPT 715 MISCELLANEOUS

The Retirement Fund is the repository for retirement funds collected from the Pension Obligation Parcel Tax. The Pension Obligation Tax of .091 per \$100 of Assessed Valuation was established in the 1960's. Proceeds are transferred as needed to the General Fund to offset retirement expenses. The Town participates in the California Public Employee Retirement System (PERS) and has two plans: Safety, for sworn Police and Fire and Miscellaneous for those working over half time. To address rising pension costs, the Town adopted a second lower tier for employees hired after July 1, 2009. In 2012, The state created a third lower tier (PEPRA) for employees hired after January 1, 2013. As of FY14, Town employees contribute their full employee share of pension ranging from 6.5% to 9% of salary.

FUND SUMMARY	FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	Actual	Actual	Adopted	Projected	Adopted

BEGINNING FUND BAL	31,459	(7,443)		28,630	8,534
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REVENUES

010 101 PROPERTY TAX - CURRENT SEC	1,015,231	1,103,281	1,100,000	1,116,430	1,133,000
010 102 PROPERTY TAX - CURRENT UNSEC	5,736	8,703	9,000	9,465	9,270
010 103 PROPERTY TAX - PRIOR YEARS	884	516	1,000	551	1,030
010 110 SUPPLEMENTAL PROPERTY TAX	10,685	19,099	10,000	32,245	10,300
050 607 SECURED HOPTR	53,562	11,473	10,000	11,213	10,300
SUBTOTAL REVENUES	1,086,098	1,143,073	1,130,000	1,169,905	1,163,900

TRANSFERS

715 971 TSFR TO 01-GENERAL FUND	(1,125,000)	(1,107,000)	(1,130,000)	(1,190,000)	(1,163,900)
100 931 TSFR FROM 01-GENERAL FUND					
SUBTOTAL TRANSFER	(1,125,000)	(1,107,000)	(1,130,000)	(1,190,000)	(1,163,900)

NET DEPARTMENT ACTIVITY	(38,902)	36,073	-	(20,095)	-
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ENDING FUND BAL	(7,443)	28,630		8,534	8,534
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Recap by Department	FY15	FY16	FY16	FY16	%
	ER PERS	ER PERS	SIDEFUND	TOTAL	
111 Council	2,402	1,323	1,650	2,973	23.8%
211 Town Manager	11,983	9,847	6,150	15,997	33.5%
221 Town Clerk	4,318	4,609	-	4,609	6.7%
231 Personnel	3,395	3,189	1,225	4,414	30.0%
241 Finance	15,018	13,692	5,000	18,692	24.5%
311 Planning/Building	42,873	24,615	37,600	62,215	45.1%
321 Building Inspector	17,210	9,627	14,750	24,377	41.6%
411 Police	428,568	214,655	428,350	643,005	50.0%
510 Public Works Admin	9,608	6,983	6,200	13,183	37.2%
511 Street Maint	20,548	12,933	17,500	30,433	48.1%
611 Park Maint	11,399	7,013	9,700	16,713	46.6%
616 Volunteer	3,527	1,598	2,375	3,973	12.6%
617 Recreation	6,025	2,977	4,500	7,477	24.1%
625 Rental - Womens Club	-	587	-	587	
	576,874	313,647	535,000	848,647	47.1%

NOTES:	Total	Employee	Town	Town %
	Paid	Paid	Paid	
Retirement Costs				
- FY 2012/13	\$ 1,229,554	\$ 147,110	\$ 1,082,444	88.0%
- FY 2013/14	\$ 1,352,435	\$ 236,950	\$ 1,115,484	82.5%
- FY 2014/15	\$ -	\$ -	\$ -	0.0%
(1) Applies to Salary and Special Compensation (ie longevity, holiday pay, uniform). Excludes overtime				



Town of Fairfax

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FUND 07 SPECIAL POLICE FUND
DEPT 715 MISCELLANEOUS

The Special Police Fund is the repository for special police revenues which are transferred to the General Fund to offset related police expenses.
 COPS (Citizens' Option for Public Safety) is part of the state SLESF (Supplemental Law Enforcement Services Fund).

FUND SUMMARY	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
BEGINNING FUND BAL	6,902	31,902		4,469	33,923
REVENUES					
070 733 COPS GRANT	100,000	97,567	100,000	129,454	100,000
SUBTOTAL REVENUES	100,000	97,567	100,000	129,454	100,000
APPROPRIATIONS					
741 842 SPECIAL DEPT SUPPLIES					
SUBTOTAL APPROPRIATIONS	-	-	-	-	-
TRANSFERS					
715 971 TSFR TO 01-GENERAL FUND	(75,000)	(125,000)	(100,000)	(100,000)	(100,000)
100 931 TSFR FROM 01-GENERAL FUND					
SUBTOTAL TRANSFER	(75,000)	(125,000)	(100,000)	(100,000)	(100,000)
NET DEPARTMENT ACTIVITY	25,000	(27,433)	-	29,454	-
ENDING FUND BAL	31,902	4,469		33,923	33,923

COMPONENTS OF FUND BALANCE:

NOTES:



Town of Fairfax

2015-16 Operating Budget

FUND 08 OFFICE EQUIP REPLACEMENT
DEPT 928 OFFICE EQUIP REPLACEMENT

The Office Equipment Replacement fund is a component of the General Fund used to provide financing for major office equipment purchases and leases.

FUND SUMMARY	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
BEGINNING FUND BAL	25,324	31,247		36,036	64,346
REVENUES					
050 502 INVESTMENT EARNINGS				-	
SUBTOTAL REVENUES	-	-	-	-	-
APPROPRIATIONS					
911 OFFICE EQUIPMENT SEE NOTE	14,076	15,211	25,000	21,690	20,000
SUBTOTAL APPROPRIATIONS	14,076	15,211	25,000	21,690	20,000
TRANSFERS					
715 971 TSFR TO 01-GENERAL FUND					
100 931 TSFR FROM 01-GENERAL FUND	20,000	20,000	50,000	50,000	30,000
SUBTOTAL TRANSFER	20,000	20,000	50,000	50,000	30,000
NET DEPARTMENT ACTIVITY	5,924	4,789	25,000	28,310	10,000
ENDING FUND BAL	31,247	36,036	65,891	64,346	74,346
COMPONENTS OF FUND BALANCE:					
DESIGNATED FOR FINANCIAL SOFTWARE	20,000	40,000		60,000	70,000
UNDESIGNATED	11,247	(3,964)		4,346	4,346

NOTES:	
911 Copier leases/Docstar license	20,000
	20,000



Town of Fairfax

2015-16 Operating Budget

FUND 11 RECREATION
DEPT 621 FAIRFAX RECREATION

The Town contributes to the operation of youth programs, including FOCAS (Fairfax Open Circle Arts & Sports). Through Measure I, the Town contributes to the annual operation up to \$18,000 within certain operational guidelines, with some of this funding to be used for Youth Commission activities. The summer camp program, Camp Fairfax, receives revenues from fees which offset the costs of the program. **NOW IN GENERAL FUND - SEE 01-621 & 01-622**

FUND SUMMARY		FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
BEGINNING FUND BAL		(9,709)	(7,712)		(20,154)	(0)
REVENUES						
030 814 MISCELLANEOUS	SEE NOTE	1,418			-	
070 817 RESTRICTED DONATIONS			14,805		1,000	
090 508 RENTALS		6,779	13,255	30,000	5,425	
090 790 FUNDRAISING		5,086	5,780	4,000	2,168	
090 822 PROGRAM FEES - CAMP		13,830	12,770	22,000	12,870	
090 904 OTHER (CLASSES)		18,131	10,848	26,000	28,460	
SUBTOTAL REVENUES		43,826	57,458	82,000	49,923	-
APPROPRIATIONS						
620 842 SPECIAL DEPARTMENT SUPPLIES		149		1,000	-	
620 843 SENIOR PROGRAMS	NOTE 1			3,000	-	
624 731 BUILDING & GROUNDS MAINT			4,926		829	
621 - FOCAS						
411 REGULAR PT SALARIES		32,320	40,530	46,176	42,583	
492 WORKERS COMP.				1,273	1,326	
494 MEDICARE/PTS		468	579	670	617	
804 TELEPHONE		749	817	800	1,567	
813 OFFICE SUPPLIES		82	-		-	
821 OUTSIDE CONSULTING SVS	SEE NOTE	12,971	11,078	25,000	24,432	
822 CONTRACTED SERVICES	SEE NOTE	869	765	600	979	
842 SPECIAL DEPT SUPPLIES	SEE NOTE	2,373	21,351	3,000	3,846	
861 MEETING/CONF & TRAVEL			54		-	
881 SPECIAL SERVICES			4,276	5,000	1,483	
890 MISCELLANEOUS				100	-	
622 - CAMP FAIRFAX						
821 OUTSIDE CONSULTING SVS			1,310	8,000	7,732	
822 CONTRACTED SERVICES		8,985	7,882	600	1,174	
842 SPECIAL DEPT SUPPLIES		711	896	1,000	711	
890 MISCELLANEOUS		150	136	200	675	
SUBTOTAL APPROPRIATIONS		59,828	94,600	96,419	87,954	-
TRANSFERS						
100 931 TSFR FROM 01-GENERAL FUND		18,000	23,000	25,000	58,185	
SUBTOTAL TRANSFER		18,000	23,000	25,000	58,185	-
NET DEPARTMENT ACTIVITY		1,997	(14,142)	10,581	20,153	-
ENDING FUND BAL		(7,712)	(21,854)		(0)	(0)
Allocation of Positions:						
RECREATION COORDINATORS (2)			0.75	0.75	0.75	
Total Full Time Equivalent Employees		0.00	0.75	0.75	0.75	

NOTES:

- 1 Pilot Senior program featuring Book Club / Exercise classes / Computer classes
- 821 Instructors (70% of class revenue)
- 822 Website fees - Constant Contact, CitiMax
- 842 Peri Park playground equipment upgrade \$32,700



Town of Fairfax

2015-16 Operating Budget

FUND 12 RECREATION
DEPT 632 FAIRFAX FESTIVAL

The Fairfax Festival fund is a special revenue fund which raises funds to support the production of the annual festival. The Fairfax Festival reimburses all Police and Public Works overtime associated with Festival activities. In 2016, The festival will be held on June 11 & 12

FUND SUMMARY		FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
		Actual	Actual	Adopted	Projected	Adopted
BEGINNING FUND BAL		10,069	5,746		(7,621)	0
REVENUES						
090 882 FESTIVAL REVENUE		44,995	30,017		45,790	
090 823 SPONSORS				3,000	-	3,000
090 824 VENDORS/BOOTH				30,000	-	30,000
090 825 MERCHANDISE SALES	SEE NOTE			3,000	-	3,000
070 699 OTHER						
SUBTOTAL REVENUES		44,995	30,017	36,000	45,790	36,000
APPROPRIATIONS						
497 OVERTIME REIMB	SEE NOTE	3,911		5,000	5,000	5,000
814 ADVERTISING			2,459	2,500	1,907	2,500
815 PRINTING	SEE NOTE		399	300	194	300
821 OUTSIDE CONSULTING SVS	SEE NOTE		11,651	2,500	10,512	2,500
822 CONTRACT SERVICES			4,550	7,000	7,805	7,000
882 FAIRFAX FESTIVAL - OTHER		39,318	12,208	4,000	4,375	4,000
890 MISCELLANEOUS			7,118	10,700	5,076	10,400
SUBTOTAL APPROPRIATIONS		43,229	38,384	32,000	34,869	31,700
TRANSFERS						
715 971 TSFR TO 01-GENERAL FUND		(6,089)	(5,000)	(5,000)	(3,300)	(4,300)
100 931 TSFR FROM 01-GENERAL FUND						
SUBTOTAL TRANSFER		(6,089)	(5,000)	(5,000)	(3,300)	(4,300)
NET DEPARTMENT ACTIVITY		(4,323)	(13,367)	(1,000)	7,621	-
ENDING FUND BAL		5,746	(7,621)		0	0

NOTES:	In prior years, this was Dept 622
	825 Shirts, food & drinks
	497 Reimburse Town for Police & Public Works overtime
	Actual overtime expenses in 2011 were 1,089 for Public Works and \$4,500 for Police
	815 Posters/Tee shirts
	821 Music
	Performers
	Website



Town of Fairfax

2015-16 Operating Budget

FUND 20 MEASURE J - MUNICIPAL SERVICES
DEPT 715 MISCELLANEOUS

Measure J "Special Purpose Tax" is a voter approved Municipal Services tax providing funding for:

- (1) extended 24/7 staffing of Police and Fire department
- (2) perform Public Works safety improvements,
- (3) providing matching funds for state and federal grants, and
- (4) revitalizing Youth & Senior Programs.

Measure J is five-year tax effective July 2015 expiring June 2020. The tax renews Measure I (\$125 per unit) and replaces the "General Purpose" tax (\$50 per unit). The renewed rate is \$195 per unit.

Programs are overseen by a citizen committee.

FUND SUMMARY	FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	Actual	Actual	Adopted	Projected	Adopted

BEGINNING FUND BAL	(18,562)	(14,088)		-	56,500
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REVENUES

010 120 \$125 SPECIAL MUNI SERV TAX	456,474	456,382	460,000	456,500	712,099
SUBTOTAL REVENUES	456,474	456,382	460,000	456,500	712,099

APPROPRIATIONS

SUBTOTAL APPROPRIATIONS

	-	-	-	-	-

TRANSFERS

951 TSFR TO FUND 51 - CIP GRANTS	(68,000)	(130,000)	(117,000)	(57,000)	(125,745)
952 TSFR TO FUND 52 - CIP STORM		(65,000)			
953 TSFR TO FUND 53 - CIP TOWN	(49,000)	(34,781)	(20,000)	(20,000)	(74,255)
971 TSFR TO FUND 01 - GENERAL FUND	(335,000)	(212,513)	(323,000)	(323,000)	(562,099)
SUBTOTAL TRANSFER	(452,000)	(442,294)	(460,000)	(400,000)	(762,099)

NET DEPARTMENT ACTIVITY

	4,474	14,088	-	56,500	(50,000)
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ENDING FUND BAL

	(14,088)	-		56,500	6,500
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DESIGNATION OF REVENUES:

POLICE SERVICES	167,000	157,294	148,000	148,000	384,099
FIRE SERVICES	150,000	150,000	150,000	150,000	150,000
YOUTH/SENIOR PROGRAMS	18,000	18,000	25,000	25,000	28,000
PUBLIC WORKS IMPROVEMENTS	49,000	49,000	69,000	20,000	132,000
MATCHING FUNDS FOR GRANTS	68,000	68,000	68,000	57,000	68,000
TOTAL	452,000	442,294	460,000	400,000	762,099

DESIGNATION OF FUND BALANCE:

CIP - MEADOWWAY & BPMP				60,000	
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NOTES: Measure J funds are transferred and spent from other funds



Town of Fairfax

2015-16 Operating Budget

FUND 21 GAS TAX FUND
DEPT 715 MISC

This fund is required by State law to account for gas tax revenues received from the State and expended for construction and maintenance of City streets. Gas tax is collected by the state through taxes on fuel sales and distributed to local agencies monthly on a per capita basis. Cities receive 15.9% of the tax collected, which is currently 18 cents per gallon,

FUND SUMMARY	FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	Actual	Actual	Adopted	Projected	Adopted
BEGINNING FUND BAL	26,049	17,428		200	51,900
REVENUES					
060 604 Gas Tax - Section 2106	32,939	32,644	33,582	29,106	27,012
060 605 Gas Tax - Section 2107	52,451	52,610	45,443	54,038	58,903
060 606 Gas Tax - Section 2107.5	2,000	2,000	2,000	2,000	2,000
060 608 Gas Tax - Section 2105	33,072	49,444	36,984	34,073	43,083
060 611 Gas Tax - Section 2103 (Prop 42) SEE NOTE	65,417	99,573	80,476	104,483	34,152
TOTAL REVENUES	185,879	236,272	198,485	223,700	165,150
APPROPRIATIONS					
SUBTOTAL	-	-	-	-	-
TRANSFERS					
951 TSFR TO FUND 51 - CIP GRANTS	(50,000)	(25,000)	(35,000)	-	(30,000)
953 TSFR TO FUND 53 - CIP TOWN	-	(44,000)	(45,000)	(45,000)	-
971 TSFR TO FUND 01 - GENERAL FUND	(144,500)	(184,500)	(127,000)	(127,000)	(185,000)
SUBTOTAL	(194,500)	(253,500)	(207,000)	(172,000)	(215,000)
NET DEPARTMENT ACTIVITY	(8,621)	(17,228)	(8,515)	51,700	(49,850)
ENDING FUND BAL	17,428	200		51,900	2,050

NOTES:
 Revenue projections provided by California City Finance
 Effective 7/1/15 the State Board of Equalization approved a 6 cent reduction in the variable gas tax rate



Town of Fairfax
2015-16 Operating Budget

MEASURE A -
FUND 22 TRANSPORTATION
DEPT 715 MISCELLANEOUS **NEW**

Measure A transportation funds are generated from a 20 year 1/2 cent sales tax passed in November 2004. The tax is administered by the Transportation Authority of Marin (TAM) which is a joint powers agency (JPA) consisting of the 11 cities and towns in the County of Marin. Additional funding was added in November 2010 with the passing of Measure B which added \$10 per vehicle to the annual Vehicle Licence Fee to fund transportation programs.

FUND SUMMARY	FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	Actual	Actual	Adopted	Projected	Adopted
BEGINNING FUND BAL					-
REVENUES					
060 920 MEASURE A FUNDS			75,219	96,554	85,745
SUBTOTAL REVENUES					85,745
APPROPRIATIONS					
SUBTOTAL APPROPRIATIONS					-
TRANSFERS					
715 951 TSFR TO FUND 51 - CIP GRANTS					(85,745)
715 953 TSFR TO FUND 53 - CIP TOWN					
715 971 TSFR TO FUND 01 - GENERAL FUND					
SUBTOTAL TRANSFER					(85,745)
NET DEPARTMENT ACTIVITY					-
ENDING FUND BAL					-

FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
Actual	Adopted	Projected	Proposed

MEASURE A TRANSPORTATION - APPROPRIATIONS

51 897 BANK ST PARKING LOT	75,219			
53 819 MANZANITA RD RECONSTRUCTION			96,554	
53 894 PARKADE IMPR				85,745
	<hr/>		<hr/>	<hr/>
	75,219		96,554	85,745

NOTES: Funds are transferred to Capital Improvement funds for expenditure



Town of Fairfax

2015-16 Operating Budget

FUND
DEPT

23 MEASURE A - PARKS
715 MISCELLANEOUS

NEW

Measure A funds are generated from a 1/4 cent sales tax passed in November 2012 to care for Marin's existing parks and open spaces, support regional community parks projects and programs, and further farmland preservation. 15% of the revenue generated is available to the cities and towns to enhance and manage their parks, nature preserves, recreation programs, and vegetation to reduce wildfire risk. A Measure A committee consisting of councilmembers and representatives of FOSC, PARC and the Volunteer Board make annual workplan recommendations to the council for the use of funds. The council must approve and submit a workplan to the county each year.

FUND SUMMARY	FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	Actual	Actual	Adopted	Projected	Adopted
BEGINNING FUND BAL					-
REVENUES					
060 920 MEASURE A FUNDS			73,771	82,664	54,107
SUBTOTAL REVENUES				82,664	54,107
APPROPRIATIONS					
715 VARIOUS			73,771	63,771	
SUBTOTAL APPROPRIATIONS				63,771	-
TRANSFERS					
100 941 TSFR FROM FUND 51 - CIP GRANTS					18,893
715 951 TSFR TO FUND 51 - CIP GRANT					(58,000)
715 972 TSFR TO FUND 73 - OPEN SPACE					(15,000)
SUBTOTAL TRANSFER					(54,107)
NET DEPARTMENT ACTIVITY				18,893	-
ENDING FUND BAL					-

PRIOR YEAR ACTIVITY FOR ILLUSTRATIVE PURPOSES

MEASURE A PARKS - APPROPRIATIONS

	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Proposed
73 673 931 PARKLAND ACQUISITION	50,000	50,000	10,000
73 673 PARKLAND RESTORATION			5,000
51 894 REPAIR OF PARK EQUIPMENT	SEE NOTE	6,500	21,500
51 894 TRAIL REPAIR	SEE NOTE	10,000	50,000
51 894 RENOVATION OF WOMENS CLUB STAGE			10,000
51 894 RENOVATION OF CLAUS CIRCLE PARK			12,500
PAVILION PARKING IMPROVEMENTS	4,271	13,771	
DEVELOP DOG PARK	3,000		
	73,771	63,771	109,000

NOTES:

894 A portion of the park equipment funding (\$5,000) is contingent on Measure A receipts received

A portion of the trail repair funding (\$4,000) is contingent on actual Measure A receipts received

An additional \$26,000 of Measure J funds has been added for trail repair.

Additional \$10,000 has been added for equipment repair



Town of Fairfax

2015-16 Operating Budget

FUND 43-45 DEBT SERVICE MEASURE K
DEPT 716 DEBT SERVICE

Measure K General Obligation bonds were issued in FY2000-2006 to fund capital improvements to community facilities, streets, and storm drains within the Town. Expenditure of funds is based on recommendation from the Measure K oversight committee. The 2002 series of the bonds were refunded in 2012 which provided \$193,726 of additional capital to be used for Measure K street purposes.

FUND SUMMARY	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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BEGINNING FUND BAL	713,311	756,702		851,632	792,179
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REVENUES

010 101 PROPERTY TAX - CURRENT SEC	515,776	529,760	442,632	411,656	442,632
010 102 PROPERTY TAX - CURRENT UNSEC	2,868	70	-	8,054	-
010 103 PROPERTY TAX - PRIOR YEARS	288	6,869	-	486	-
010 110 SUPPLEMENTAL PROPERTY TAX	5,322	9,451	2,876	12,038	2,876
050 607 SECURED HOPTR	5,690	5,642	3,000	4,393	3,000
100 OTHER		34,970		-	-
SUBTOTAL REVENUES	529,944	586,761	448,508	436,627	448,508

APPROPRIATIONS

FUND 43 - 2006 GENERAL OBLIGATION BONDS

995 PRINCIPAL	65,000	65,000	70,000	70,000	75,000
996 INTEREST	80,950	78,350	75,475	75,475	72,213
	145,950	143,350	145,475	145,475	147,213

FUND 44 - 2008 GENERAL OBLIGATION REFUNDING BONDS

995 PRINCIPAL	78,000	87,000	96,000	76,600	86,900
996 INTEREST	83,368	80,991	78,150	89,334	92,628
	161,368	167,991	174,150	165,934	179,528

FUND 45 - 2012 GENERAL OBLIGATION REFUNDING BONDS

995 PRINCIPAL	105,000	98,500	108,000	108,000	117,400
996 INTEREST	71,265	78,765	75,266	74,266	70,942
	176,265	177,265	183,266	182,266	188,342

828 BOND ISSUANCE COSTS					
871 INSURANCE & FEES	2,970	3,225	2,000	2,405	2,500
821 CONTRACT SERVICES SEE NOTE					2,700
SUBTOTAL APPROPRIATIONS	486,553	491,831	504,891	496,080	520,282

TRANSFERS

TRANSFER TO FUND 55 MEAS K CIP					
SUBTOTAL TRANSFER	-	-	-	-	-

NET DEPARTMENT ACTIVITY	43,391	94,931	(56,383)	(59,453)	(71,774)
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ENDING FUND BAL	756,702	851,632		792,179	720,405
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NOTES:		Original	Balance	Final
		Issue	6/30/2015	Payment
Fund 43	General Obligation Bonds Series 2006	\$ 1,765,000	\$ 1,330,000	8/1/2028
Fund 44	General Obligation Refunding Bonds Series 2008	\$ 1,977,600	\$ 1,553,800	8/1/2025
Fund 45	General Obligation Refunding Bonds Series 2012	\$ 2,772,800	\$ 2,574,100	8/1/2027
Note 1	Disclosure & dissemination compliance services			



Town of Fairfax

2015-16 Operating Budget

FUND 51 CIP - GRANTS
DEPT CAPITAL PROJECTS

This activity encompasses the costs of capital projects partially or fully funded by federal and state grants.
 Additional funding is provided by transfers from Measure A - Parks & Transportation, Measure J and Gas Tax funds.

FUND SUMMARY	FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	Actual	Actual	Adopted	Projected	Adopted

BEGINNING FUND BAL	(22,477)	(22,909)		(71,703)	170,997
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT		15,303		-	-
060 920 MEASURE A PARK & TRANSP	43,967	54,914	23,771	87,577	264,255
070 695 COUNTY				-	37,500
070 699 FEDERAL/STATE GRANT REVENUE	34,752	181,067	664,000	213,699	122,000
070 704 RECYCLING GRANT				5,000	-
070 710 HIGHWAY BRIDGE PROGRAM (HBP)		442,141	951,000	334,488	631,000
SUBTOTAL REVENUES	78,719	693,425	1,750,774	640,764	1,054,755

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	56,111	15,715	-	264	60,000
825 ENVIRONMENTAL & PERMITS	150	22	70,000	-	75,000
826 ENGINEERING & DESIGN	22,390	510,006	1,376,000	401,561	861,000
827 CONSTRUCTION	151,096	197,506	585,771	183,001	447,000
828 CONSTRUCTION ENGINEERING OTHER	-	-	-	-	-
	371	468	-	-	8,745
SUBTOTAL APPROPRIATIONS	230,118	723,716	2,031,771	584,826	1,451,745

TRANSFERS

100 941 TSFR FROM FUND 20 - MEASURE J	68,000	130,000	117,000	57,000	125,745
100 942 TSFR FROM FUND 21 - GAS TAX	50,000	25,000	35,000	-	30,000
100 TSFR FROM FUND 22 - MEAS A TRANS					85,745
100 TSFR FROM FUND 23 - MEAS A PARK					58,000
100 951 TSFR FROM FUND 54 - PAVILION RESTOR		(150,000)	150,000	150,765	
100 951 TSFR FROM FUND 55 - MEASURE K	32,967		-		
100 751 TSFR FROM FUND 01 - GENERAL FUND		(23,503)	(21,003)	(21,003)	
715 TSFR TO FUND 23 - MEAS A PARK					(18,893)
715 TSFR TO FUND 51 - CIP TOWN					(40,000)
SUBTOTAL TRANSFER	150,967	(18,503)	280,997	186,762	240,597

NET DEPARTMENT ACTIVITY

	(432)	(48,794)	-	242,700	(156,393)
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ENDING FUND BAL

	(22,909)	(71,703)		170,997	14,604
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ALLOCATION OF APPROPRIATIONS:

51- 856 MEADOW WAY BRIDGE	-	141,281	400,000	49,915	290,000
51- 873 CREEK ROAD BRIDGE	-	249,981	280,000	203,488	193,000
51- 871 BPMP - SPRUCE, MARIN, CANYON BRIDGE	-	114,935	270,000	118,250	150,000
51- 820 WOMENS CLUB REHABILITATION	-	-	28,000	37,313	28,745
51- BIKE SPINE CLASS 1 BIKE LANE					363,000
51- 909 PAVILION SEISMIC RETROFIT	14,347	599	585,000	711	50,000
51- PAVILION ROOF					70,000
51- 841 MISC PARK & TRAIL IMPROVEMENTS	-	-	30,771	8,948	84,000
51- 843 AZALEA AVENUE BRIDGE			350,000		223,000
51- 755 FFX BIKE SPINE	15,898	91,896		336	
51- 756 ZERO WASTE GRANT	13,136	-	-	-	
51- 760 BALLFIELD RESTROOMS	-	52,934			
51- 821 PAVILION FLOOR & KITCHEN			88,000		
51- 870 PARK PATHWAY IMP	150	22			
51- 891 SFD BIKE LAKE STRIPING	19,537	71,149			
51- 892 PASTORI SIDEWALK	167,051	920			
51- 897 BANK ST PARKING LOT					165,865
Totals	230,118	723,716	2,031,771	584,826	1,451,745



Town of Fairfax

2015-16 Operating Budget

FUND 52 CIP - STORM DAMAGE RECOVERY
DEPT CAPITAL PROJECTS

This activity encompasses the costs of capital projects partially or fully funded by federal and state grants. FEMA and Cal OES are reviewing storm related expenditures and reimbursements from 2005-2011 which may result in the town refunding a portion of the \$1.6m of funds received through 2011.

FUND SUMMARY		FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
		Actual	Actual	Adopted	Projected	Adopted
BEGINNING FUND BAL		40,561	5,755		22	(0.00)
REVENUES						
050 502 INVESTMENT EARNINGS					-	
070 600 FEDERAL/STATE GRANT REVENUE			19,507			
070 699 OTHER						
SUBTOTAL REVENUES		-	19,507	-	-	-
APPROPRIATIONS						
821 OUTSIDE CONSULTING SVS		99,441	56,714			
822 CONTRACT SERVICES			22,038			
825 ENVIRONMENTAL & PERMITS			1,706			
826 ENGINEERING & DESIGN		6,105	17,068			
827 CONSTRUCTION			241,285			
828 CONSTRUCTION ENGINEERING						
699 OTHER						
SUBTOTAL APPROPRIATIONS		105,546	338,811	-	-	-
TRANSFERS						
100 941 TSFR FROM FUND 01 - GENERAL FUND		70,740	248,570		(22)	
100 941 TSFR FUND 20 - MEASURE I			65,000			
100 941 TSFR FROM FUND 51 - CIP TOWN						
SUBTOTAL TRANSFER		70,740	313,570	-	(22)	-
NET DEPARTMENT ACTIVITY		(34,806)	(5,733)	-	(22)	-
ENDING FUND BAL		5,755	22		(0)	(0.00)
ALLOCATION OF APPROPRIATIONS:						
52- 522 PERI PARK BRIDGE						
52- 523 PERI PARK TENNIS CT/BANK						
52- 524 PASTORI OUTFALL PIPE		105,546	316,773			
52- 861 ELECTRIC CHARGING STATION			22,038			
Totals		105,546	338,811			-

NOTES: No projects are currently budgeted



Town of Fairfax

2015-16 Operating Budget

FUND 53 CIP - TOWN
DEPT CAPITAL PROJECTS

This activity encompasses the costs of capital projects funded by Town General Fund revenue
 Additional sources include Measure A (TAM Transportation tax) and Measure J

FUND SUMMARY	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
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BEGINNING FUND BAL	-	(192,535)		(26,310)	96,554
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REVENUES

070 695 COUNTY - OTHER	15,000				-
070 600 FEDERAL/STATE GRANT REVENUE			-		300,000
060 920 MEASURE A TAM TRANSP TAX		138,339	96,554	96,554	110,745
070 699 OTHER SEE NOTE		49,029		-	
SUBTOTAL REVENUES	15,000	187,368	96,554	96,554	410,745

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	1,231	3,832	20,000	5,000	-
825 ENVIRONMENTAL & PERMITS			-		-
826 ENGINEERING & DESIGN	11,716	4,681	22,000	25,000	95,000
827 CONSTRUCTION	241,221	75,879	119,554	25,000	575,000
828 CONSTRUCTION ENGINEERING			-		-
814 OTHER	368	532	-	-	-
903 996 SOLAR PANEL LEASE SEE NOTE					
SUBTOTAL APPROPRIATIONS	254,535	84,924	161,554	55,000	670,000

TRANSFERS

100 941 TSFR FUND 20 - MEASURE J	49,000	34,781	20,000	20,000	74,255
100 942 TSFR FUND 21 - GAS TAX		44,000	45,000	45,000	-
100 TSFR FUND 51 - CIP GRANTS					40,000
715 TSFR FUND 01 - GENERAL FUND		(15,000)	-	16,310	48,446
SUBTOTAL TRANSFER	49,000	63,781	65,000	81,310	162,701

NET DEPARTMENT ACTIVITY	(192,535)	166,225	-	122,864	(96,554)
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ENDING FUND BAL	(192,535)	(26,310)		96,554	(0)
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ALLOCATION OF APPROPRIATIONS:

53- 761 PAVEMENT MGMT PLAN ASST PROG					
53- 804 SIDEWALK REPLACE/REPAIR & TREE TRIM		15,475	33,000	16,857	30,000
53- 819 MANZANITA ROAD SLIDE REPAIR				15,000	145,000
53- 830 DOWNTOWN IMPROVEMENTS					
53- 867 TREE MAINT PROGRAM	225	-			
53- 887 STREET RESURFACING/REPAIR	254,310	69,449	128,554	23,143	95,000
53- 894 PARKADE IMPROVEMENTS					400,000
SOLAR PANEL					
Totals	254,535	84,924	161,554	55,000	670,000

NOTES:
699 IN KIND CONTRIBUTION (STAFF TIME)
996 SOLAR PANAL LEASE PAYMENT MOVED TO FUND 3



Town of Fairfax

2015-16 Operating Budget

FUND 54 CIP - PAVILION
DEPT CAPITAL PROJECTS

FUND SUMMARY	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Adopted	FY 2014-15 Projected	FY 2015-16 Adopted
BEGINNING FUND BAL	-	765		150,765	(0)
REVENUES					
050 502 INVESTMENT EARNINGS	765				
070 600 FEDERAL/STATE GRANT REVENUE					
060 920 MEASURE A TAM TRANSP TAX					
070 699 OTHER					
SUBTOTAL REVENUES	765	-	-	-	-
APPROPRIATIONS					
821 OUTSIDE CONSULTING SVS					
825 ENVIRONMENTAL & PERMITS					
826 ENGINEERING & DESIGN					
827 CONSTRUCTION					
828 CONSTRUCTION ENGINEERING					
842 SPECIAL DEPT SUPPLIES					
903 996 SOLAR PANEL LEASE					
SUBTOTAL APPROPRIATIONS	-	-	-	-	-
TRANSFERS					
TSFR FUND 01 - GENERAL FUND					
715 951 TSFR FUND 51 - CIP TOWN			(150,000)	(150,765)	
100 941 TSFR FUND 51 - CIP TOWN		150,000			
100 942 TSFR FUND 21 - GAS TAX					
SUBTOTAL TRANSFER	-	150,000	(150,000)	(150,765)	-
NET DEPARTMENT ACTIVITY	765	150,000	(150,000)	(150,765)	-
ENDING FUND BAL	765	150,765		(0)	(0)

NOTES:



Town of Fairfax

2015-16 Operating Budget

FUND **55 CIP- MEASURE K**
DEPT **719 MEASURE K**

Measure K General Obligation bonds were issued in FY2000-2006 to fund capital improvements to community facilities, streets, and storm drains within the Town. Expenditure of funds is based on recommendation from the Measure K oversight committee. The 2006 series of the bonds were refunded in 2012 which provided \$193,726 of additional capital to be used for Measure K purposes. The Measure K fund tracks the expenditure of the capital funds.

FUND SUMMARY	FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	Actual	Actual	Adopted	Projected	Adopted

BEGINNING FUND BAL	252,714	(4,751)		10,249	(0)
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REVENUES

050 502 INVESTMENT EARNINGS	91				
010 115 MEASURE K PROCEEDS					
SUBTOTAL REVENUES	91	-	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	3,260				
825 ENVIRONMENTAL & PERMITS	50				
826 ENGINEERING & DESIGN					
827 CONSTRUCTION	203,961				
828 CONSTRUCTION ENGINEERING	17,318				
994 BOND ADMIN COSTS					
SUBTOTAL APPROPRIATIONS	224,589	-	-	-	-

TRANSFERS

100 931 TRANSFER FROM FUND 45 - BOND					
715 953 TSFR TO FUND 51 CIP - GRANTS	(32,967)				
715 971 TSFR TO 01-GENERAL FUND				(10,249)	
100 931 TSFR FROM FUND 01 GENERAL FUND		15,000			
SUBTOTAL TRANSFER	(32,967)	15,000	-	(10,249)	-

NET DEPARTMENT ACTIVITY

(257,465)	15,000	-	(10,249)	-
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ENDING FUND BAL

(4,751)	10,249		(0)	(0)
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ALLOCATION OF APPROPRIATIONS:

- 10 55-719 Street Resurfacing 11/12
- 11 55-720 Street Resurfacing 12/13
- 12 55-828 Downtown Sidewalks

Totals

-	-	-	-	-
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NOTES:



Town of Fairfax

2015-16 Operating Budget

FUND 73 OPEN SPACE
DEPT 673 OPEN SPACE

The Open Space Fund was established in June 2004. It is a fiduciary type fund whose activities are managed by the Open Space Committee. In March 2005, the Town purchased the Melvin Property from donations and an advance from the General Fund, which was paid back. In July 2008, the Town Council authorized transferring \$29,996 from the proceeds from the sale of 32 Powers Ln (Dunn) to the Open Space fund to be used for Capital Acquisition.

FUND SUMMARY	FY 2012-13	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16
	Actual	Actual	Adopted	Projected	Adopted

BEGINNING FUND BAL	11,424	20,765		10,390	17,437
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REVENUES

070 815 COUNTY OPEN SPACE GRANT		10,000			
070 923 COUNTY MEASURE A PARK			50,000	50,000	
070 816 DONATIONS	SEE NOTE	13,107	16,605	5,000	14,070
SUBTOTAL REVENUES		13,107	26,605	55,000	64,070
					5,000

**APPROPRIATIONS
COMMITTEE**

811 POSTAGE			3,000		3,000
812 REPRODUCTION			-		-
815 PRINTING	659	25	-		-
879 FUNDRAISING COST		660	2,000	1,023	2,000
890 MISCELLANEOUS			-		-
931 BLDGS & LAND	SEE NOTE	3,108	43,890		60,000
SUBTOTAL APPROPRIATIONS		3,767	44,576	5,000	61,023
					5,000

TRANSFERS

100 931 TSFR FROM GENERAL FUND	SEE NOTE		3,596	4,000	4,000
100 TSFR FROM FUND 23 - MEAS A PARK					15,000
100 699 LOAN FROM GENERAL FUND	SEE NOTE		4,000		
SUBTOTAL TRANSFER		-	7,596	4,000	4,000
					19,000

NET DEPARTMENT ACTIVITY

NET DEPARTMENT ACTIVITY	9,341	(10,375)	54,000	7,047	19,000
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ENDING FUND BAL

ENDING FUND BAL	20,765	10,390		17,437	36,437
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ALLOCATION OF FUND BALANCE:

Designated for Wall Property		12,070	12,070		-
Designated for Sky Ranch Restoration	SEE NOTE 1				5,000
Designated for Capital Acquisition	SEE NOTE 2	300	300		10,000
Undesignated Balance		20,465	10,090		17,437
		32,835	22,460		36,437

Property Acquisitions

Melvin Property (APN: 197-070-05)	2005	200,000
Tax Default (Toyon) (APN: 03-673-931)	2009	6,100
Upper Ridgeway (APN #001-193-07)	2013	48,283
Skyranch	2014	60,000

NOTES:

- 816 FY14 - County (\$10,000); San Anselmo Open Space (\$5,000); and Marin Open Space (\$2,000)
- 931 FY14 Purchase of Upper Ridge property
- Note 1 - Measure A (\$5,000)
- Note 2 - Measure A (\$10,000) & Donations (\$12,807)

TOWN OF FAIRFAX

FY2015-16 TO FY2019-20

ADOPTED Five Year Capital Improvement Program



MAYOR

Barbara Coler

VICE MAYOR

Renée Goddard

COUNCIL MEMBERS

John Reed

David Weinsoff

Peter Lacques

TOWN OF FAIRFAX

CAPITAL IMPROVEMENT PROGRAM BUDGET FY 2014/15

EXPENDITURES		FUNDING SOURCE 2014/15									
Account No:	PROJECT	Project Phase	Estimated Total Project Costs FY15	Federal / State Funding	Gas Tax	Measure I Match Grant Funds	Measure A & B TAM Transport Tax	Transfers General Fund & Other	2002 Parks Bond Act	Pavilion Fund	
51-856	MEADOW WAY BRIDGE	Design & Const	400,000	341,000	35,000	24,000					
51-873	CREEK ROAD BRIDGE	Design & Const	280,000	260,000		20,000		-			
51-871	BRIDGE PREVENTIVE MAINT PROG - SPRUCE, MARIN CANYON BRIDGES	Design & Const	270,000	214,000		56,000					
51-820	PARK FACILITY IMPROVEMENTS: WOMEN'S CLUB REHABILITATION	Design & Const	28,000			10,000		(1,903)	19,903		
51-821	PARK FACILITY IMPROVEMENTS: PAVILION FLOOR & KITCHEN	Design & Const	88,000					(4,100)	-	92,100	
51-909	PAVILION SEISMIC RETROFIT	Design & Const	585,000	450,000				(15,000)	92,100	57,900	
51-841	MISC PARK & TRAIL IMPROVEMENTS	Design & Const	30,771			7,000			23,771		
51-843	AZALEA AVENUE BRIDGE	Design & Const	350,000	350,000							
53-804	SIDEWALK REPLACE/REPAIR & TREE TRIMMING	Annual Program	33,000		23,000	10,000					
53-887	STREET RESURFACING & REPAIR	Annual Program	128,554		22,000	10,000	96,554				
53-830	DOWNTOWN IMPROVEMENTS	Design & Const	-								
53-894	PARKADE IMPROVEMENTS	Design & Const	-	-		-		-			
	TOTALS		\$ 2,193,325	\$ 1,615,000	\$ 80,000	\$ 137,000	\$ 96,554	\$ (21,003)	\$ 135,774	\$ 150,000	

TOWN OF FAIRFAX

CAPITAL IMPROVEMENT PROGRAM BUDGET FY 2015/16

EXPENDITURES		FUNDING SOURCE 2015/16									
Account No:	PROJECT	Project Phase	Estimated Total Project Costs FY16	Federal / State Funding	Gas Tax	Measure J Match Grant Funds	Measure A & B TAM Transport Tax	Measure A Parks	Transfers General Fund & Other	Pavilion Fund	
51-856	MEADOW WAY BRIDGE	Design & Const	290,000	246,000	30,000	14,000					
51-873	CREEK ROAD BRIDGE	Design & Const	193,000	177,000		16,000			-		
51-871	BRIDGE PREVENTIVE MAINT PROG - SPRUCE, MARIN CANYON BRIDGES	Design & Const	150,000	122,000		28,000					
51-820	PARK FACILITY IMPROVEMENTS: WOMEN'S CLUB REHABILITATION	Design & Const	28,745			18,745		10,000	-		
51-875	BIKE SPINE CLASS I BIKE LANE	Design & Const	363,000			13,000	350,000		-	12,500	
51-909	PAVILION SEISMIC RETROFIT	Design & Const	50,000	37,500		-			-	70,000	
51-872	PAVILION ROOF REPAIR	Design & Const	70,000							70,000	
51-841	MISC PARK & TRAIL IMPROVEMENTS	Design & Const	84,000			36,000		48,000			
51-843	AZALEA AVENUE BRIDGE	Design & Const	223,000	208,000							
53-804	SIDEWALK REPLACE/REPAIR & TREE TRIMMING	Annual Program	30,000		-	30,000					
53-819	MANZANITA ROAD SLIDE REPAIR	Design & Const	145,000				96,554		48,446		
53-887	STREET RESURFACING & REPAIR	Annual Program	95,000		-	30,000	25,000		40,000		
53-830	DOWNTOWN IMPROVEMENTS	Design & Const	-								
53-894	PARKADE IMPROVEMENTS	Design & Const	400,000	300,000		14,255	85,745		-		
	TOTALS		\$ 2,121,745	\$ 1,090,500	\$ 30,000	\$ 200,000	\$ 557,299	\$ 58,000	\$ 88,446	\$ 82,500	

TOWN OF FAIRFAX

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM BY FUNDING SOURCE

Account No:	PROJECT	TOTAL ESTIMATED FIVE YEAR COST	Federal / State Funding	Gas Tax	Measure J Match Grant Funds	Meas A & B TAMTransp ort Tax	Measure A Parks	NMTPP Grant Funding	Transfers - General Fund & Other	Pavilion Fund	OTHER
51-856	MEADOW WAY BRIDGE	3,218,000	3,095,000	30,000	93,000						
51-873	CREEK ROAD BRIDGE	1,902,000	1,804,000		98,000				-		
51-871	BRIDGE PREVENTIVE MAINT PROG - SPRUCE, MARIN CANYON BRIDGES	749,000	627,000		122,000						
51-820	PARK FACILITY IMPROVEMENTS: WOMEN'S CLUB REHABILITATION	28,745			18,745		10,000		-		
51-875	BIKE SPINE CLASS I BIKE LANE	363,000			13,000	350,000	-		-	-	
51-909	PAVILION SEISMIC RETROFIT	569,621	419,621		70,000		-		-	80,000	
51-872	PAVILION ROOF REPAIR	70,000					-		-	70,000	
51-841	MISC PARK & TRAIL IMPROVEMENTS	84,000			36,000		48,000				
51-843	AZALEA AVENUE BRIDGE	2,357,000	2,327,000		-						30,000
53-804	SIDEWALK REPLACE/REPAIR & TREE TRIMMING	140,000		40,000	100,000						
53-819	MANZANITA ROAD SLIDE REPAIR	145,000				96,554			48,446		
53-887	STREET RESURFACING & REPAIR	624,370		-	100,000	395,000			80,000		49,370
53-830	DOWNTOWN IMPROVEMENTS	525,000		-	-						525,000
53-894	PARKADE IMPROVEMENTS	400,000	300,000		14,255	85,745					
	TOTALS	\$ 11,175,736	\$ 8,572,621	\$ 70,000	\$ 665,000	\$ 927,299	\$ 58,000	\$ -	\$ 128,446	\$ 150,000	\$ 604,370

TOWN OF FAIRFAX

PROJECTED CAPITAL IMPROVEMENT PROGRAM COSTS BY PROJECT

Account No:	PROJECT	TOTAL PROJECT COSTS	PRIOR YEARS	PROPOSED FY 15/16	ESTIMATED FY 16/17	ESTIMATEDF Y 17/18	ESTIMATEDF Y 18/19	ESTIMATEDF Y 19/20
51-856	MEADOW WAY BRIDGE	3,272,000	54,000	290,000	290,000	174,000	2,464,000	-
51-873	CREEK ROAD BRIDGE	2,092,000	190,000	193,000	193,000	1,516,000	-	-
51-871	BRIDGE PREVENTIVE MAINT PROG - SPRUCE, MARIN CANYON BRIDGES	869,000	120,000	150,000	75,000	524,000	-	-
51-820	PARK FACILITY IMPROVEMENTS: WOMEN'S CLUB REHABILITATION	28,745	-	28,745	-	-	-	-
51-875	BIKE SPINE CLASS I BIKE LANE	363,000	-	363,000	-	-	-	-
51-909	PAVILION SEISMIC RETROFIT	600,000	30,379	50,000	100,000	419,621	-	-
51-872	PAVILION ROOF REPAIR	70,000	-	70,000	-	-	-	-
51-841	MISC PARK & TRAIL IMPROVEMENTS	84,000	-	84,000	-	-	-	-
51-843	AZALEA AVENUE BRIDGE	2,357,000	-	223,000	223,000	1,911,000	-	-
53-804	SIDEWALK REPLACE/REPAIR & TREE TRIMMING	140,000	-	30,000	30,000	20,000	30,000	30,000
53-819	MANZANITA ROAD SLIDE REPAIR	160,000	-	160,000	-	-	-	-
53-887	STREET RESURFACING & REPAIR	624,370	-	95,000	154,370	110,000	130,000	135,000
53-830	DOWNTOWN IMPROVEMENTS	525,000	-	-	-	175,000	175,000	175,000
53-894	PARKADE IMPROVEMENTS	400,000	-	400,000	-	-	-	-
	TOTALS	\$ 11,585,115	\$ 394,379	\$ 2,136,745	\$ 1,065,370	\$ 4,849,621	\$ 2,799,000	\$ 340,000



Town of Fairfax
2015-16 Capital Budget

PROJECT 51-820 PARK FACILITY IMPROVEMENTS
WOMEN'S CLUB REHABILITATION

Funds for this project will be used to make the stage more accessible by: 1) installing a lift for the stage, and 2) replacing the permanent dais with mobile modular tables for Council meetings, 3) removing the permanent backdrop for Council meetings and replacing with a curtain, and 4) repair kitchen roof.

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-					
060 920 MEASURE A PROCEEDS	10,000	10,000				
070 699 FEDERAL/STATE GRANT REVENUE	-					
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY	-					
TO BE DETERMINED	-					
SUBTOTAL REVENUES	10,000	10,000	-	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	-					
827 CONSTRUCTION	20,000	20,000				
828 CONSTRUCTION ENGINEERING	-					
OTHER	8,745	8,745				
SUBTOTAL APPROPRIATIONS	28,745	28,745	-	-	-	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-					
100 941 TSFR FUND 20 - MEASURE J	18,745	18,745				
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	18,745	18,745	-	-	-	-

NET DEPARTMENT ACTIVITY

NOTES:	FINANCED FROM MEASURE A & MEASURE J FUNDS					



Town of Fairfax

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PROJECT 51-856 MEADOW WAY BRIDGE

The Meadow Way Bridge is eligible for replacement under the Federal Highway Bridge Program (HBP) administered by Caltrans. The total project costs and funding includes construction and design costs. Phase I and the design process will take approximately 24-36 months to complete. Phase I includes preliminary engineering, community outreach, and environmental for the Meadow Way. No decision has been made with regard to bridge replacement or repair. HBP has a matching fund requirement and does not cover CEQA costs.

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-					
060 920 MEASURE A PROCEEDS	-					
070 699 FEDERAL/STATE GRANT REVENUE	-					
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	3,149,000	44,000	246,000	149,000	2,464,000	
070 720 FEMA	-					
070 695 COUNTY TO BE DETERMINED	-					
SUBTOTAL REVENUES	3,149,000	44,000	246,000	149,000	2,464,000	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	30,000		12,000	6,000		
826 ENGINEERING & DESIGN	778,000	54,000	278,000	168,000		
827 CONSTRUCTION	2,464,000				2,464,000	
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	3,272,000	54,000	290,000	174,000	2,464,000	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-					
100 941 TSFR FUND 20 - MEASURE J	93,000	10,000	14,000	44,000	25,000	
100 942 TSFR FUND 21 - GAS TAX	30,000		30,000	-		
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	123,000	10,000	44,000	44,000	25,000	-

NET DEPARTMENT ACTIVITY

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NOTES:



Town of Fairfax

2015-16 Capital Budget

PROJECT 51-871 BRIDGE PREVENTIVE MAINTENANCE PROGRAM

This project is the repair of the Spruce, Marin and Canyon Rd bridges under the Federal Bridge Preventive Maintenance Program administered by Caltrans. The project has been funded for Phase I and all design work. Phase I includes preliminary engineering, environmental, and community outreach works for the project. The Federal BPMP program has a matching requirement of 11.5% and does not cover CEQA costs.

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-					
060 920 MEASURE A & B PROCEEDS	-					
070 699 FEDERAL/STATE GRANT REVENUE	-					
070 699 FEDERAL BPMP	747,000	106,000	122,000	56,000	463,000	
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY TO BE DETERMINED	-					
SUBTOTAL REVENUES	747,000	106,000	122,000	56,000	463,000	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	24,000		12,000	12,000		
826 ENGINEERING & DESIGN	321,000	120,000	138,000	63,000		
827 CONSTRUCTION	524,000			524,000		
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	869,000	120,000	150,000	75,000	524,000	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-					
100 941 TSFR FUND 20 - MEASURE J	122,000	14,000	28,000	19,000	61,000	
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	122,000	14,000	28,000	19,000	61,000	-

NET DEPARTMENT ACTIVITY

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NOTES: Carryover of Measure I funds from FY14-15 used to fund FY15-16



Town of Fairfax

2015-16 Capital Budget

PROJECT 51-873 CREEK ROAD BRIDGE

The Creek Road Bridge is eligible for seismic retrofit work under the Federal Highway Bridge Program (HBP) administered by Caltrans. The total project costs and funding includes construction and design costs. Design will take about 18-24 months to complete. The Creek Road Bridge is almost 100% covered by the HBP funding, but does not cover CEQA and a minor portion of preliminary design costs

PROJECT SUMMARY

	ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
1,994,000	1,994,000	168,000	177,000	177,000	1,472,000	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
1,994,000	1,994,000	168,000	177,000	177,000	1,472,000	-	-

REVENUES

060 915 NON MOTORIZED TRANSP GRANT	
060 920 MEASURE A PROCEEDS	
070 699 FEDERAL/STATE GRANT REVENUE	
070 699 FEDERAL BPMP	
070 864 STATE PARK BOND REVENUE	
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	
070 720 FEMA	
070 695 COUNTY	
TO BE DETERMINED	
SUBTOTAL REVENUES	1,994,000

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	
825 ENVIRONMENTAL & PERMITS	
826 ENGINEERING & DESIGN	
827 CONSTRUCTION	
828 CONSTRUCTION ENGINEERING OTHER	
SUBTOTAL APPROPRIATIONS	1,933,000

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	
100 941 TSFR FUND 20 - MEASURE J	
100 942 TSFR FUND 21 - GAS TAX	
100 951 TSFR FROM FUND 54 - PAVILION REST	
100 951 TSFR FUND 55 - MEASURE K	
SUBTOTAL TRANSFER	44,000

NET DEPARTMENT ACTIVITY

-	-	-	-	-	-	-	-
98,000	98,000	22,000	16,000	16,000	44,000	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
98,000	98,000	22,000	16,000	16,000	44,000	-	-

NOTES:



Town of Fairfax

2015-16 Capital Budget

PROJECT 51-909 PAVILION SEISMIC RETROFIT

Funds for this project will be used to provide seismic retrofit improvements including ADA improvements at the Pavilion including restrooms and path of travel.

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEARS ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-					
060 920 MEASURE A & B PROCEEDS	-					
070 699 FEDERAL/STATE GRANT REVENUE	450,000	23,930	37,500	75,000	313,570	
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY TO BE DETERMINED	-					
SUBTOTAL REVENUES	450,000	23,930	37,500	75,000	313,570	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	25,000					
825 ENVIRONMENTAL & PERMITS	25,000		25,000			
826 ENGINEERING & DESIGN	130,379	30,379		100,000		
827 CONSTRUCTION	419,621				419,621	
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	600,000	30,379	50,000	100,000	419,621	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-					
100 941 TSFR FUND 20 - MEASURE J	70,000				70,000	
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FROM FUND 54 - PAVILION REST	80,000	6,449	12,500	25,000	36,051	
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	150,000	6,449	12,500	25,000	106,051	-

NET DEPARTMENT ACTIVITY

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NOTES: In FY15-16, negotiate and complete agreements with FEMA, Tribe, and state. Begin design in FY16-17.

Replace and/or repair the leaking roof at the Pavilion

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEARS ACTUAL	FY 2016-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
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REVENUES							
060 915 NON MOTORIZED TRANSP GRANT	-						
060 920 COUNTY MEASURE A PARK FUNDS	-						
070 699 FEDERAL/STATE GRANT REVENUE	-						
070 699 FEDERAL BPMP	-						
070 864 STATE PARK BOND REVENUE	-						
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-						
070 720 FEMA	-						
070 695 COUNTY TO BE DETERMINED	-						
SUBTOTAL REVENUES	-	-	-	-	-	-	-

APPROPRIATIONS							
821 OUTSIDE CONSULTING SVS	-						
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	-						
827 CONSTRUCTION	70,000		70,000				
828 CONSTRUCTION ENGINEERING OTHER	-						
SUBTOTAL APPROPRIATIONS	70,000	-	70,000	-	-	-	-

TRANSFERS							
100 941 TSFR FUND 01 - GENERAL FUND	-						
100 941 TSFR FUND 20 - MEASURE J	-						
100 942 TSFR FUND 21 - GAS TAX	-						
100 951 TSFR FROM FUND 54 - PAVILION REST	70,000		70,000				
100 951 TSFR FUND 55 - MEASURE K	-						
SUBTOTAL TRANSFER	70,000	-	70,000	-	-	-	-

NET DEPARTMENT ACTIVITY	-	-	-	-	-	-	-
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NOTES:



Town of Fairfax

2015-16 Capital Budget

PROJECT 51-841 MISC PARK & TRAIL IMPROVEMENTS

Park improvements & pedestrian trail improvements funded by Measure A & Measure J funding

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-					
060 920 COUNTY MEASURE A PARK FUNDS	48,000	48,000				
070 699 FEDERAL/STATE GRANT REVENUE	-					
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY	-					
TO BE DETERMINED	-					
SUBTOTAL REVENUES	48,000	48,000	-	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	-					
827 CONSTRUCTION	84,000	84,000				
828 CONSTRUCTION ENGINEERING	-					
OTHER	-					
SUBTOTAL APPROPRIATIONS	84,000	84,000	-	-	-	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-					
100 941 TSFR FUND 20 - MEASURE J	36,000	36,000				
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	36,000	36,000	-	-	-	-

NET DEPARTMENT ACTIVITY

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NOTES:

See FUND 23 for detail on the use per adopted Measure A workplan
\$26,000 from Measure J to be used to supplement trail improvements (total \$50,000)
Repair & replace park equipment - \$10,000 (Meas J) & \$11,500 (Meas A)
Claus Cr Park \$12,500 (Meas A)



Town of Fairfax

2015-16 Capital Budget

PROJECT 51-843 AZALEA AVENUE BRIDGE

The Azalea Avenue Bridge is eligible for replacement under the Federal Highway Bridge Program (HBP) administered by CalTrans. The total project costs and funding includes construction and design costs. Phase I design will include preliminary environmental assessments, community outreach, conceptual design, and cost estimates. Phase II is engineering design. Overall Ph I&II would be complete in 18-24 months. The project is 100% funded by State and Federal grants with the exception of CEQA costs.

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
-						
-						
-						
-						
2,327,000		208,000	208,000	1,911,000		
30,000		15,000	15,000			
2,357,000	-	223,000	223,000	1,911,000	-	-

REVENUES

060 915 NON MOTORIZED TRANSP GRANT	
060 COUNTY MEASURE A PARK FUNDS	
070 699 FEDERAL/STATE GRANT REVENUE	
070 699 FEDERAL BPMP	
070 864 STATE PARK BOND REVENUE	
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	
070 720 FEMA	
070 695 COUNTY	
TO BE DETERMINED	
SUBTOTAL REVENUES	1,911,000

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	
825 ENVIRONMENTAL & PERMITS	15,000
826 ENGINEERING & DESIGN	208,000
827 CONSTRUCTION	1,911,000
828 CONSTRUCTION ENGINEERING OTHER	
SUBTOTAL APPROPRIATIONS	2,357,000

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	
100 941 TSFR FUND 20 - MEASURE J	
100 942 TSFR FUND 21 - GAS TAX	
100 951 TSFR FROM FUND 54 - PAVILION REST	
100 951 TSFR FUND 55 - MEASURE K	
SUBTOTAL TRANSFER	-

NET DEPARTMENT ACTIVITY

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NOTES:



Town of Fairfax

2015-16 Capital Budget

PROJECT 53-804 SIDEWALK REPLACEMENT/REPAIR & TREE TRIMMING

This project is for annual sidewalk repair /replacement & tree trimming

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-	-	-	-	-	-
060 920 MEASURE A & B PROCEEDS	-	-	-	-	-	-
070 699 FEDERAL/STATE GRANT REVENUE	-	-	-	-	-	-
070 699 FEDERAL BPMP	-	-	-	-	-	-
070 864 STATE PARK BOND REVENUE	-	-	-	-	-	-
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-	-	-	-	-	-
070 720 FEMA	-	-	-	-	-	-
070 695 COUNTY	-	-	-	-	-	-
TO BE DETERMINED	-	-	-	-	-	-
SUBTOTAL REVENUES	-	-	-	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	40,000	-	10,000	10,000	10,000	10,000
825 ENVIRONMENTAL & PERMITS	-	-	-	-	-	-
826 ENGINEERING & DESIGN	-	-	-	-	-	-
827 CONSTRUCTION	100,000	30,000	20,000	10,000	20,000	20,000
828 CONSTRUCTION ENGINEERING OTHER	-	-	-	-	-	-
SUBTOTAL APPROPRIATIONS	140,000	30,000	30,000	20,000	30,000	30,000

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-	-	-	-	-	-
100 941 TSFR FUND 20 - MEASURE J	100,000	-	20,000	10,000	20,000	20,000
100 942 TSFR FUND 21 - GAS TAX	40,000	30,000	10,000	10,000	10,000	10,000
100 951 TSFR FROM FUND 54 - PAVILION REST	-	-	-	-	-	-
100 951 TSFR FUND 55 - MEASURE K	-	-	-	-	-	-
SUBTOTAL TRANSFER	140,000	30,000	30,000	20,000	30,000	30,000

NET DEPARTMENT ACTIVITY

-	-	-	-	-	-	-
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NOTES: 821 - tree trimming also covered in DPW parks maintenance

827 - sidewalk replacement & repair. Town will develop a sidewalk & replacement program up to \$10,000 also includes up to \$15,000 for new recycling containers in downtown if grants are not available.



Town of Fairfax

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PROJECT 53-819 MANZANITA ROAD SLIDE REPAIR

Funds for this project will be used to make the stage more accessible by: 1) installing a lift for the stage, and 2) replacing the permanent dais with mobile modular tables for Council meetings, 3) removing the permanent backdrop for Council meetings and replacing with a curtain, and 4) repair kitchen roof.

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-					
060 920 MEASURE A PROCEEDS	-					
070 699 FEDERAL/STATE GRANT REVENUE	-					
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY	-					
TO BE DETERMINED	-					
SUBTOTAL REVENUES	-	-	-	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	40,000	15,000	25,000			
827 CONSTRUCTION	120,000		120,000			
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	160,000	15,000	145,000	-	-	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	63,446	15,000	48,446			
100 941 TSFR FUND 20 - MEASURE J	-					
100 942 TSFR FUND 22 - MEASURE A	96,554		96,554			
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	160,000	15,000	145,000	-	-	-

NET DEPARTMENT ACTIVITY

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NOTES: Funded by savings from FY14/15 General Fund and Measure A (TAM)



Town of Fairfax

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PROJECT 53-830 DOWNTOWN IMPROVEMENTS

This project is to identify funds for downtown improvements based on the Town Center Plan. The amounts budgeted are placeholder amounts to be used as matching funds for grants and/or for design /consulting services required for environmental clearance or to develop plans to apply for grants.

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
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REVENUES	ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
060 915 NON MOTORIZED TRANSP GRANT	-						
060 920 MEASURE A & B PROCEEDS	-						
070 699 FEDERAL/STATE GRANT REVENUE	-						
070 699 FEDERAL BPMP	-						
070 864 STATE PARK BOND REVENUE	-						
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-						
070 720 FEMA	-						
070 695 COUNTY	-						
TO BE DETERMINED	525,000	-	-	-	175,000	175,000	175,000
SUBTOTAL REVENUES	525,000				175,000	175,000	175,000

APPROPRIATIONS	ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
821 OUTSIDE CONSULTING SVS	105,000				35,000	35,000	35,000
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	120,000				40,000	40,000	40,000
827 CONSTRUCTION	300,000				100,000	100,000	100,000
828 CONSTRUCTION ENGINEERING OTHER	-						
SUBTOTAL APPROPRIATIONS	525,000				175,000	175,000	175,000

TRANSFERS	ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
100 941 TSFR FUND 01 - GENERAL FUND	-						
100 941 TSFR FUND 20 - MEASURE J	-						
100 942 TSFR FUND 21 - GAS TAX	-						
100 951 TSFR FROM FUND 54 - PAVILION REST	-						
100 951 TSFR FUND 55 - MEASURE K	-						
SUBTOTAL TRANSFER	-						

NET DEPARTMENT ACTIVITY	ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
	-						
	-						

NOTES:



Town of Fairfax

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PROJECT 53-887 STREET RESURFACING AND REPAIR

This project is for street repair based on the recommendations of the pavement management study. The work will vary from maintenance, repair, and reconstruction activities. Some of the work may be performed in-house.

PROJECT SUMMARY		ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
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REVENUES	ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
060 915 NON MOTORIZED TRANSP GRANT	-						
060 920 MEASURE A & B PROCEEDS	395,000		25,000	85,000	90,000	95,000	100,000
070 699 FEDERAL/STATE GRANT REVENUE	-						
070 699 FEDERAL BPMP	-						
070 864 STATE PARK BOND REVENUE	-						
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-						
070 720 FEMA	-						
070 695 COUNTY TO BE DETERMINED	49,370			49,370			
SEE NOTE	-						
SUBTOTAL REVENUES	444,370	-	25,000	134,370	90,000	95,000	100,000

APPROPRIATIONS	ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
821 OUTSIDE CONSULTING SVS	40,000			10,000	10,000	10,000	10,000
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	105,370		10,000	25,370	15,000	25,000	30,000
827 CONSTRUCTION	479,000		85,000	119,000	85,000	95,000	95,000
828 CONSTRUCTION ENGINEERING OTHER	-						
SUBTOTAL APPROPRIATIONS	624,370	-	95,000	154,370	110,000	130,000	135,000

TRANSFERS	ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
100 941 TSFR FUND 01 - GENERAL FUND	-						
100 941 TSFR FUND 20 - MEASURE J	100,000		30,000	10,000	10,000	25,000	25,000
100 942 TSFR FUND 21 - GAS TAX	-						
100 951 TSFR FROM FUND 51 - CIP GRANTS	80,000		40,000	10,000	10,000	10,000	10,000
100 951 TSFR FUND 55 - MEASURE K	-						
SUBTOTAL TRANSFER	180,000	-	70,000	20,000	20,000	35,000	35,000

NET DEPARTMENT ACTIVITY

821 - construction management services	-	-	-	-	-	-	-
826 - engineering design for street resurfacing work; \$25,000 for Rapid Flashing Beacon System (SR2S)	-	-	-	-	-	-	-
695 - County "swap of STP" funds	-	-	-	-	-	-	-



Town of Fairfax

2015-16 Capital Budget

PROJECT 53-894 PARKADE IMPROVEMENTS

Funds for this project will be used to make sidewalk, parking, landscaping and ADA improvements in the Parkade
 Funding is provided by a OBAG grant with required matching of \$100,000

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2015-16 ADOPTED	FY 2016-17 ESTIMATED	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-					
060 920 MEASURE A & B PROCEEDS	85,745		85,745			
070 699 FEDERAL/STATE GRANT REVENUE	300,000		300,000			
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY TO BE DETERMINED	-					
SUBTOTAL REVENUES	385,745	-	385,745	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	60,000		60,000			
827 CONSTRUCTION	340,000		340,000			
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	400,000	-	400,000	-	-	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-					
100 941 TSFR FUND 20 - MEASURE J	14,255		14,255			
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	14,255	-	14,255	-	-	-

NET DEPARTMENT ACTIVITY

	-	-	-	-	-	-
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NOTES: The matching requirement is \$100,000 for a total project cost of \$400,000 not including contingencies

The California Transportation Committee has delayed this project for one year (FY14-15)

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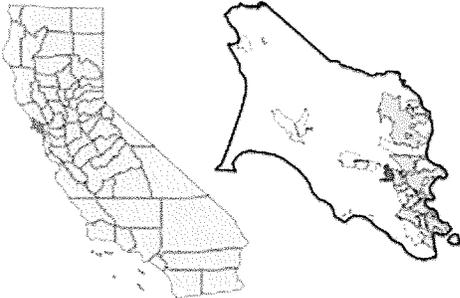
TOWN OF FAIRFAX

2015 - 2016 Operating and Capital Improvement ADOPTED Budget



Appendix

Town of Fairfax, California



Demographics

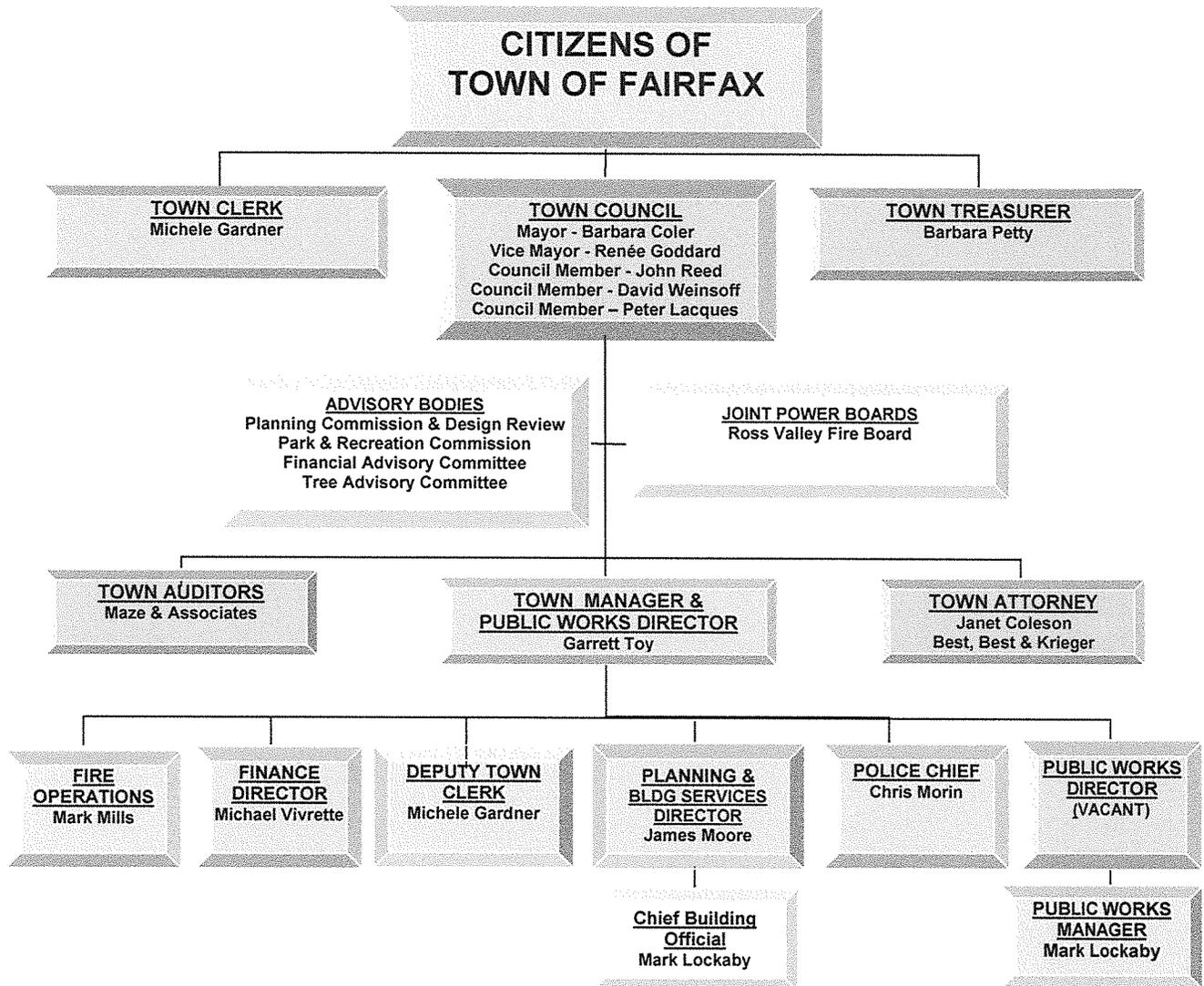
Area	2,204 sq mi (5,707 km ²)
Elevation	115 ft (35 m)
Population (1/1/13)	7,499
Registered Voters (10/22/12)	5,441

Census

Census Year	2010	2000
Population	7,441	7,319
Households	3,585	3,306
Average Household Size	2.20	2.20
Number of Families	1,875	1,811
Average Family Size	2.77	2.76
Household Median Income	\$88,929	\$58,465
Median Age	45.9	42

From Wikipedia, the free encyclopedia; California Department of Finance;

ORGANIZATIONAL CHART AND PRINCIPAL OFFICIALS 2015



FIRE

Fire operations performed by Ross Valley Fire Dept through a joint powers agreement with the Town of Fairfax, Town of Ross and Town of San Anselmo

FINANCE

General Accounting
 Financial Services
 Budget Management
 Cash Management & Investments
 Payroll Administration
 Debt Management
 Personnel & Benefit Administration

TOWN MANAGER & TOWN CLERK

Human Resources
 Records Management/
 Elections
 Risk Management
 Recreation/FOCAS

COMMUNITY DEVELOPMENT

PLANNING:
 Design Review
 Environmental Assessment
 General Plan
 Zoning
 BUILDING:
 Permits
 Inspection

POLICE

Patrol
 Investigation
 Dispatch
 Alarm Program
 Neighborhood Services
 Traffic Safety

PUBLIC WORKS

Streets
 Storm Drainage
 Water Wastewater
 Municipal Services

TOWN OF FAIRFAX
SALARY SCHEDULE
FOR FISCAL YEAR 2015/16

	FTE	UNIT	MONTHLY		ANNUAL		
			LOW	HIGH	LOW	HIGH	
FULL TIME EMPLOYEES:							
TOWN MANAGER	note 1	1.00	CONTR	12,167	12,167	146,000	146,000
ASST TO TOWN MANAGER		-	MGMT	6,405	7,415	76,864	88,979
ADMINISTRATIVE ASSISTANT		-	SEIU	3,452	4,406	41,423	52,867
ADMINISTRATIVE ASSISTANT II		1.00	SEIU	3,529	4,504	42,345	54,045
DEPUTY TOWN CLERK		1.00	MGMT	4,830	5,870	57,954	70,444
FINANCE DIRECTOR		1.00	MGMT	8,800	10,187	105,596	122,240
PLANNING DIRECTOR		1.00	MGMT	8,800	10,187	105,596	122,240
PUBLIC WORKS DIRECTOR		-	MGMT	8,800	10,187	105,596	122,240
SENIOR PLANNER		-	MGMT	6,761	7,827	81,133	93,921
PRINCIPAL PLANNER		1.00	MGMT	7,518	8,703	90,216	104,436
CHIEF BUILDING OFFICIAL		1.00	MGMT	7,910	9,157	94,923	109,885
POLICE CHIEF	note 1	1.00	CONTR	-	11,490	-	137,885
POLICE SERGEANT		2.00	POA	6,127	7,819	73,520	93,832
POLICE OFFICER	note 2	8.00	POA	5,089	6,495	61,071	77,944
POLICE SERVICES TECH/CSO		2.00	POA	4,096	5,228	49,155	62,735
DISPATCHER	note 2	3.00	POA	4,096	5,228	49,155	62,735
SR MAINTENANCE WORKER		2.00	SEIU	4,183	5,338	50,192	64,060
MAINTENANCE WORKER III		1.00	SEIU	3,697	4,718	44,365	56,622
MAINTENANCE WORKER II		-	SEIU	3,521	4,494	42,252	53,925
MAINTENANCE WORKER I		1.00	SEIU	3,352	4,278	40,220	51,332

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:

COMMUNITY RESOURCE COORD	0.60
PT ACCOUNTANT	0.60
OFFICE ASSISTANT	0.10
ZONING TECH	0.50
ADMIN ASST	0.25
RECREATION COORDINATOR (2)	1.00
RESERVE POLICE OFFICER (2)	0.25
POLICE CADET	0.25
PT DISPATCHER (4)	1.00
PLANNING TECH	0.10

TOTAL PART TIME (FTE) 4.65

TOTAL FTE 31.65

HOURLY	
LOW	HIGH
	32.13
	41.17
	15.35
	15.30
	30.60
	31.21
	38.22
	15.30
30.76	38.22
	25.50

NOTE: Does not include paid elected positions

Table includes all authorized positions including those which are frozen or vacant
 Salaries shown are "Base Wages" and do not include incentive or premium pay

note 1 - Contract employee

note 2 - Admin Sergeant, Corporal, Detective/Juvenile Officer/Lead Dispatcher receive +5%

TOWN OF FAIRFAX
ALLOCATION OF POSITIONS
FULL TIME EQUIVANTS (FTE) FOR
FISCAL YEAR 2015/16

TOWN MGR
 TOWN CLERK
 PERSONNEL
 FINANCE
 PLAN/BLDG
 POLICE
 BLDG INSP
 PW ADMIN
 STREET MAINT
 PARK MAINT
 VOLUNTEER
 RECREATION
 FOCAS
 RENTALS
 BLDG

FY15

	211	221	231	241	311	321	411	510	511	611	616	617	621	625	911
FTE															
FULL TIME EMPLOYEES:															
TOWN MANAGER	0.60		0.10					0.30							
ADMINISTRATIVE ASSISTANT II	0.25				0.25	0.25						0.25			
DEPUTY TOWN CLERK		1.00													
FINANCE DIRECTOR			0.10	0.90											
PLANNING DIRECTOR					1.00										
PRINCIPAL PLANNER					1.00										
CHIEF BUILDING OFFICIAL						0.75		0.25							
POLICE CHIEF							1.00								
POLICE SERGEANT (2)							2.00								
POLICE OFFICER (6)							6.00								
CORPORAL							2.00								
POLICE SERVICES TECH/CSO							2.00								
DISPATCHER (3)							3.00								
SR MAINTENANCE WORKER (2)									1.00	1.00					
MAINTENANCE WORKER I									1.50	0.25				0.25	
TOTAL FULL TIME (FTE)	0.85	1.00	0.20	0.90	2.25	1.00	16.00	0.55	2.50	1.25	-	0.25	-	0.25	-

PART TIME EMPLOYEES:

COMMUNITY RESOURCE COORD	0.60														
PT ACCOUNTANT	0.60		0.10	0.50								0.30			
OFFICE ASSISTANT	0.10			0.10											
ADMIN ASST	0.25	0.13	0.06					0.06							
PLANNING TECH	0.10				0.10										
ZONING TECH	0.50				0.50										
RECREATION COORDINATOR (2)	1.00												1.00		
RESERVE POLICE OFFICER	0.25						0.25								
POLICE CADET	0.25						0.25								
PT DISPATCHER (8)	1.00						1.00								
TOTAL PART TIME (FTE)	4.65	0.13	0.06	0.10	0.60	0.60	1.50	0.06	-	-	0.30	0.30	1.00	-	-

TOTAL FTE

TOTAL FTE	31.65	0.98	1.06	0.30	1.50	2.85	17.50	0.61	2.50	1.25	0.30	0.55	1.00	0.25	-
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NOTE: DOES NOT INCLUDE PAID ELECTED POSITIONS: COUNCILMEMBERS (5); TREASURER (1)

TOWN OF FAIRFAX
PERS RATE HISTORY

S1 - 3% @ 50 Patrol or Local Safety Member											
8243	EFF	ER RATE	ER PD	EE	EE PD	EE	ER PAID	CURRENT	SIDEFUND	TOTAL	
	7/1/2021	20.300	-		9.000		20.300	100,837	545,100	645,937	2.87%
	7/1/2020	20.300	-		9.000		20.300	99,838	528,048	627,886	6.80%
	7/1/2019	20.300	-		9.000		20.300	98,850	489,079	587,929	6.93%
	7/1/2018	20.300	-		9.000		20.300	97,871	451,932	549,803	7.08%
	7/1/2017	20.300	-		9.000		20.300	96,902	416,534	513,436	8.35%
	7/1/2016	20.300	-		9.000		20.300	91,041	382,813	473,854	37.45%
	7/1/2015	19.263	-		9.000		19.263	288,913	-	288,913	
	7/1/2014	61.741	-		9.000		61.741				10.33%
	7/1/2013	55.960	-		9.000		55.960				0.54%
	7/1/2012	51.657	4.000		5.000		55.657				0.39%
	7/1/2011	48.941	6.500		2.500		55.441				7.75%
	7/1/2010	42.451	9.000		-		51.451				-1.40%
	7/1/2009	43.180	9.000		-		52.180				

S2 - 3% @ 55 Formula for State Peace or Local Safety Member											
8244	EFF	ER RATE	ER PD	EE	EE PD	EE	ER PAID	CURRENT	SIDEFUND	TOTAL	
	7/1/2021	18.200	-		9.000		18.200	73,967	1,218	75,185	1.21%
	7/1/2020	18.200	-		9.000		18.200	73,235	1,053	74,288	1.20%
	7/1/2019	18.200	-		9.000		18.200	72,509	897	73,406	1.19%
	7/1/2018	18.200	-		9.000		18.200	71,792	750	72,542	1.19%
	7/1/2017	18.200	-		9.000		18.200	71,081	610	71,691	6.44%
	7/1/2016	18.200	-		9.000		18.200	66,877	478	67,355	5.23%
	7/1/2015	17.295	-		9.000		17.295	88,306	-	88,306	-25.02%
	7/1/2014	23.065	-		9.000		23.065				2.50%
	7/1/2013	22.502	-		9.000		22.502				-12.79%
	7/1/2012	21.802	4.000		5.000		25.802				-9.66%
	7/1/2011	22.062	6.500		2.500		28.562				8.35%
	7/1/2010	17.360	9.000		-		26.360				2.10%
	7/1/2009	16.817	9.000		-		25.817				

S3 - 2.7% @ 57 Formula for State Peace or Local Safety Member											
	EFF	ER RATE	ER PD	EE	EE PD	EE	ER PAID	CURRENT	SIDEFUND	TOTAL	
	7/1/2021	12.250	-		12.250		12.250	24,741	-	24,741	1.00%
	7/1/2020	12.250	-		12.250		12.250	24,496	-	24,496	1.00%
	7/1/2019	12.250	-		12.250		12.250	24,254	-	24,254	1.00%
	7/1/2018	12.250	-		12.250		12.250	24,013	-	24,013	1.00%
	7/1/2017	12.250	-		12.250		12.250	23,776	-	23,776	
	7/1/2016	12.250	-		12.250		12.250	23,540	-	23,540	0.00%
	1/1/2015	12.250	-		12.250		12.250	23,307		23,307	0.00%
	1/1/2014	12.250	-		12.250		12.250				0.00%
	1/1/2013	12.250	-		12.250		12.250				

TOWN OF FAIRFAX
PERS RATE HISTORY

M1 - 2.5% @ 55 Formula for Local Miscellaneous Members											
8723	EFF	ER RATE	ER PD	EE	EE PD	EE	ER PAID	CURRENT	SIDEFUND	TOTAL	5.96%
	7/1/2021	10.400	-		12.250		10.400	73,967	190,494	264,461	-13.09%
	7/1/2020	10.400	-		12.250		10.400	73,235	231,055	304,290	7.83%
	7/1/2019	10.400	-		12.250		10.400	72,509	209,687	282,196	8.06%
	7/1/2018	10.400	-		12.250		10.400	71,792	189,366	261,158	8.31%
	7/1/2017	10.400	-		12.250		10.400	71,081	170,050	241,131	
	7/1/2016	10.008	-		8.000		10.008		151,701		-52.57%
	7/1/2015	21.100	-		8.000		21.100				5.44%
	7/1/2014	20.011	-		8.000		20.011				9.90%
	7/1/2013	18.208	-		8.000		18.208				-8.07%
note 1	7/1/2012	16.806	3.000		5.000		19.806				-7.07%
note 1	7/1/2011	16.312	5.000		3.000		21.312				7.02%
note 1	7/1/2010	13.414	6.500		1.500		19.914				

M2 - 2% @ 55 Formula for Local Miscellaneous Members											
8624	EFF	ER RATE	ER PD	EE	EE PD	EE	ER PAID	CURRENT	SIDEFUND	TOTAL	
	7/1/2021	9.200	-		7.000		9.200	29,668	-	29,668	1.00%
	7/1/2020	9.200	-		7.000		9.200	29,375	-	29,375	1.00%
	7/1/2019	9.200	-		7.000		9.200	29,084	-	29,084	1.00%
	7/1/2018	9.200	-		7.000		9.200	28,796	-	28,796	1.00%
	7/1/2017	9.200	-		7.000		9.200	28,511	-	28,511	
	7/1/2016	8.844	-		7.000		8.844	27,136	-	27,136	-25.30%
	7/1/2015	11.840	-		7.000		11.840	35,969	-	35,969	0.00%
	7/1/2014	11.840	-		7.000		11.840				6.63%
	7/1/2013	11.104	-		7.000		11.104				-11.30%
note 1	7/1/2012	10.518	2.000		5.000		12.518				-12.71%
note 1	7/1/2011	10.341	4.000		3.000		14.341				-3.49%
note 1	7/1/2010	9.359	5.500		1.500		14.859				

M3 - 2% @ 62 Formula for Local Miscellaneous Members											
	EFF	ER RATE	ER PD	EE	EE PD	EE	ER PAID	CURRENT	SIDEFUND	TOTAL	
	7/1/2021	9.200	-		6.500		9.200	11,034	39	11,073	1.00%
	7/1/2020	9.200	-		6.500		9.200	10,925	38	10,963	1.00%
	7/1/2019	9.200	-		6.500		9.200	10,817	37	10,854	1.01%
	7/1/2018	9.200	-		6.500		9.200	10,710	36	10,746	1.33%
	7/1/2017	9.200	-		6.500		9.200	10,604	1	10,605	
	7/1/2016	8.844	-		6.500		8.844	10,093	-	10,093	31.41%
	1/1/2015	6.730	-		6.500		6.730	7,604	-		0.45%
	1/1/2014	6.700	-		6.500		6.700				0.00%
	1/1/2013	6.700	-		6.500		6.700				

note 1: Amount paid by employees (EE) varied by unit, Displayed number is SEIU & Management

**TABLE F
TOWN OF FAIRFAX
HEALTHCARE RATES
2007 TO 2015**

	2007	2008	2009	2010	2011	2012	2013	2014	2015	INCR	INCR 8 YR	avg year
KAISER (HMO)												
1	431.17	470.67	508.30	532.56	568.99	610.44	668.63	742.72	714.45	11.1%	-3.8%	51.8%
2	862.34	941.34	1,016.60	1,065.12	1,137.96	1,220.88	1,337.26	1,485.44	1,428.90	11.1%	-3.8%	51.8%
3+	1,121.04	1,223.74	1,321.58	1,384.66	1,479.37	1,587.14	1,738.44	1,931.07	1,857.57	11.1%	-3.8%	51.8%
PERS CHOICE (PPO)												
1	455.18	482.48	482.48	508.74	563.40	574.15	667.03	690.77	700.84	3.6%	1.5%	5.7%
2	910.36	964.96	964.96	1,017.48	1,126.80	1,148.30	1,334.06	1,381.54	1,401.68	3.6%	1.5%	5.7%
3+	1,183.47	1,254.45	1,254.45	1,322.72	1,464.84	1,492.79	1,734.28	1,796.00	1,822.18	3.6%	1.5%	5.7%
BLUE SHIELD ACCESS + (HMO)												
1	484.21	532.93	560.57	577.33	675.51	711.10	784.63	836.59	928.87	6.6%	11.0%	9.3%
2	968.42	1,065.86	1,121.14	1,154.66	1,351.02	1,422.20	1,569.26	1,673.18	1,857.74	6.6%	11.0%	9.3%
3+	1,258.95	1,385.62	1,457.48	1,501.06	1,756.33	1,848.86	2,040.04	2,175.13	2,415.06	6.6%	11.0%	9.3%
PERS SELECT (PPO)												
1		467.18	453.16	474.93	492.68	487.39	487.20	661.52	690.43	35.8%	4.4%	6.0%
2		934.36	906.32	949.86	985.36	974.78	974.40	1,323.04	1,380.86	35.8%	4.4%	6.0%
3+		1,214.67	1,178.22	1,234.82	1,280.97	1,267.21	1,266.72	1,719.95	1,795.12	35.8%	4.4%	6.0%
PORAC (ASSOC)												
1	439.00	452.00	484.00	484.00	527.00	556.00	581.00	634.00	675.00	9.1%	6.5%	6.2%
2	822.00	847.00	906.00	906.00	987.00	1,041.00	1,088.00	1,186.00	1,292.00	9.0%	8.9%	6.6%
3+	1,045.00	1,076.00	1,151.00	1,151.00	1,254.00	1,323.00	1,382.00	1,507.00	1,642.00	9.0%	9.0%	6.6%
BLUESHIELD NETVALUE (HMO)												
1		478.22	495.50	500.35	581.24	611.59	670.21	704.01	870.60	5.0%	23.7%	10.3%
2		956.44	991.00	1,000.70	1,162.48	1,223.18	1,340.42	1,408.02	1,741.20	5.0%	23.7%	10.3%
3+		1,243.37	1,288.30	1,300.91	1,511.22	1,590.13	1,742.55	1,830.43	2,263.56	5.0%	23.7%	10.3%
PERSCARE (PPO)												
1	769.50	749.83	749.83	868.17	893.95	1,029.23	1,083.11	720.04	775.08	-33.5%	7.6%	0.4%
2	1,539.00	1,499.66	1,499.66	1,736.34	1,787.90	2,058.46	2,166.22	1,440.08	1,550.16	-33.5%	7.6%	0.4%
3+	2,000.70	1,949.56	1,949.56	2,257.24	2,324.27	2,676.00	2,816.09	1,872.10	2,015.21	-33.5%	7.6%	0.4%