

# **Town of Fairfax**

Fairfax, California

*Basic Financial Statements and  
Independent Auditor's Report*

*For the Year Ended June 30, 2022  
Prepared by: Finance Department*

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**Town of Fairfax**  
**Basic Financial Statements**  
**For the Year Ended June 30, 2022**  
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## INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of the Town Council  
of the Town of Fairfax  
Fairfax, California

### *Opinions*

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Fairfax (Town), California, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the Table of Contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town as of June 30, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with the relevant ethical requirement relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

## ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and other Required Supplementary Information as listed in the Table of Contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The accompanying Supplementary Information, as listed in the Table of Contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Supplementary Information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.



Pleasant Hill, California  
March 13, 2023

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**Town of Fairfax  
Management's Discussion and Analysis  
June 30, 2022**

This discussion and analysis of the Town's financial activities and performance provides an overview for the fiscal year ended June 30, 2022. Please read this in conjunction with the Town's financial statements, which follow this discussion and analysis.

**GOVERNMENT-WIDE HIGHLIGHTS**

- The Government-Wide Statement of Net Position appears as the first statement of the Basic Financial Statements and is summarized in this Management's Discussion and Analysis section. The statement shows the Town's assets to be \$23,505,908, liabilities of \$14,313,940 and net position of \$5,769,823 at June 30, 2022. This compares with assets of \$16,023,523, liabilities of \$22,395,134 and net position of \$1,548,685 at June 30, 2021.
- The Government-Wide Statement of Activities appears as the second statement of the Basic Financial Statements and is summarized in this Management's Discussion and Analysis section. This statement shows an increase in net position of \$4,221,138 for the fiscal year ended June 30, 2022 as compared to an increase in net position of \$742,482 for the fiscal year ended June 30, 2021. Revenues for fiscal 2022 increased by \$1,504,861 from the prior year primarily due to increased revenues from property and sales taxes, operating grants, permits & licenses, and other agencies offset by decreased revenues from charges for services. Expenses for the same period decreased by \$1,973,795 due to increased expenditures in public works, planning & building, and parks and recreation, offset by decreases in general government, debt service interest (due to CalPERS UAL refinancing and decreasing balances), and public safety. All Town debt is at fixed rates and is unaffected by increasing interest rates.
- The Town's long-term debt (including current portion & unamortized premium) totaled \$12,073,100 as of June 30, 2022, which includes the outstanding balance on the 2008 and 2016 General Obligation Revenue Bonds, Revenue Bonds Series 2012, and the lease financing debt from refinancing the Town's Unaccrued Actuarial Liability (UAL) on pensions for Miscellaneous and Safety employees. Additionally, the Town has accrued \$79,623 of current claims payable for uninsured claims.

**FUND HIGHLIGHTS**

At the close of fiscal year 2022, the Town's governmental funds reported a combined ending fund balance of \$7,529,284, an increase of \$1,056,852 from the June 30, 2021 ending fund balance of \$6,472,432. The detailed components of Revenues and Expenditures can be found in the accompanying Statement of Revenues, Expenditures and Changes in Fund Balances.

## **TOWN'S HIGHLIGHTS**

During 2021-2022, the Town accomplished the following key projects and tasks:

- Maintained a strong financial position by controlling costs and receiving more than expected revenues.
- Hired a new Town Manager, the Town's first Climate Action Coordinator under a shared services model with San Anselmo, and recruited a Public Works director.
- Supported Fairfax businesses' transition from COVID-19 emergency operations to normal operations including permitting the on-going use of outdoor public and private spaces such as parking spaces and off-street parking lots for popular outdoor dining.
- Provided information and support to home renters during COVID-19 impacts.
- Completed construction of a temporary skate park.
- Responded to a sink hole emergency on Sir Francis Drake Blvd in December, and a private home collapse that impacted a road in March.
- Prepared for elections (three councilmembers, Treasurer, Clerk, and renewal of paramedic authority funding in November 2022)
- Adopted 12 ordinances and 77 resolutions

## **OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The Town's basic financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the basic financial statements. This report also contains required and other supplementary information in addition to the basic financial statements themselves.

### **Government-wide Financial Statements**

The government-wide financial statements consist of a Statement of Net Position and a Statement of Activities. These statements are designed to provide readers with a broad overview of the Town's finances, in a manner similar to a private-sector business. They provide information about the activities of the Town as a whole and present a longer-term view of the Town's finances.

The Statement of Net Position presents information on all of the Town's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or declining.

The Statement of Activities presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, some of the revenues and expenses reported in this statement may result in cash flows only in future fiscal periods, such as revenues related to uncollected taxes and interest expense incurred but not paid.

## **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other governmental entities, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Funds of governmental entities are divided into two categories: governmental funds and business-type funds.

### Governmental funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on (1) short-term inflows and outflows of spendable resources and (2) the remaining year-end balances available for spending. This information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental fund financial statements is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and statement of revenues, expenditures, and changes in fund balances provide a reconciliation to assist the reader with this comparison between governmental funds and governmental activities.

The Town maintains 22 individual governmental funds. In the governmental funds balance sheet and statement of revenues, expenditures, and changes in fund balances, information is presented as Major Fund and Non-major Governmental Funds. The Major Fund includes the following funds of the General Fund:

- General Fund
- Dry Period Financing Fund
- Equipment Replacement Fund
- Building and Planning Fund
- Building Improvement Fund
- Retirement Fund
- Office Equipment Replacement Fund

The balance of the funds is represented in the Non-major Governmental Funds, and is further broken down into three categories here: Special Revenue, Capital Projects, and Debt Service.

Special Revenue funds generally account for revenues derived from specific sources. These funds are required by statute or ordinance to finance particular functions or activities of government. They include the following funds:

- Gas Tax Fund
- Special Police Fund
- Open Space Fund
- Fairfax Festival Fund
- Measure J Municipal Services Fund
- Measure A/AA Transportation Fund
- Measure A - Parks Fund
- Federal Stimulus Funds (ARPA)

Capital Projects funds are used to account for financial resources used for the acquisition or construction of major capital facilities, infrastructure, and equipment other than those financed by proprietary funds. They include the following funds:

- Grants Fund
- Town Fund
- Storm Projects Fund

Non-major Governmental Funds: Debt Service. The Measure K Debt Service funds are used to account for principal and interest payments on the Town's Measure K bond debts:

- Measure K Debt Service Series 2008 Fund
- Measure K Debt Service Series 2012 Fund
- Measure K Debt Service Series 2016 Fund
- Lease Agreement (CalPERS Refinance)

### Agency Funds

Agency funds are used to account for assets held by the Town in a fiduciary capacity or as an agent for individuals, governmental entities, and others. There are no current Agency Funds.

### Business-type Funds

The Town maintains no business-type funds, or Enterprise funds, which are often used for utility services such as water & sewer, and transportation services, such as ports & airports.

### **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements follow the basic financial statements.

## Required Supplementary Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information other than this discussion and analysis concerning the Town's budgetary comparison schedules and PERS schedule of funding progress.

### GOVERNMENT-WIDE FINANCIAL ANALYSIS

The Town has presented its financial statements in accordance with GASB Statement No. 34, *Basic Financial Statements – Management's Discussion and Analysis – for State and Local Governments*. Please note that the Town does not conduct any business-type activities and therefore, all financial analysis schedules only show governmental activities.

#### Net Position

Net position for the Town are summarized below and an analysis follows:

	Governmental Activities		Percentage Change
	2022	2021	
Cash and investments	\$ 8,254,488	\$ 6,385,876	29.3%
Capital assets, net	9,063,977	8,941,816	1.4%
Other assets	6,187,443	695,831	789.2%
<b>Total assets</b>	<b>23,505,908</b>	<b>16,023,523</b>	<b>46.7%</b>
<b>Deferred outflow of resources</b>	<b>5,856,726</b>	<b>9,179,137</b>	<b>-36.2%</b>
Current liabilities	2,635,159	1,751,694	50.4%
Non-current liabilities	11,678,781	20,643,440	-43.4%
<b>Total liabilities</b>	<b>14,313,940</b>	<b>22,395,134</b>	<b>-36.1%</b>
<b>Deferred inflow of resources</b>	<b>9,278,871</b>	<b>1,258,841</b>	<b>637.1%</b>
Invested in capital assets, net	5,970,877	5,260,116	13.5%
Restricted	1,047,267	858,858	21.9%
Unrestricted	(1,248,321)	(4,570,289)	-72.7%
<b>Net position</b>	<b>\$ 5,769,823</b>	<b>\$ 1,548,685</b>	<b>272.6%</b>

Net position invested in capital assets (e.g. land, buildings, equipment, and infrastructure) of \$5,970,877 at the end of fiscal year 2022 represents the cost of these assets less any outstanding debt used to acquire those assets. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Resources needed to repay the outstanding debt must be provided from other sources other than the related assets, because the capital assets themselves cannot be used to repay these debts.

Restricted net position of \$1,047,267 at the end of fiscal 2022 represent resources that are subject to external restrictions on how they may be used. The remaining unrestricted net assets is available to finance day-to-day operations without constraints.

## Changes in Net Position

Changes in net position for the Town are summarized below and an analysis follows:

	Governmental Activities		Percentage Change
	2022	2021	
<b>Revenues:</b>			
Program revenues:			
Charges for services	\$ 1,508,313	\$ 1,524,050	-1.0%
Operating grants & contributions	1,403,777	821,734	70.8%
General revenues:			
Taxes	11,005,566	10,199,313	7.9%
Intergovernmental			0.0%
Use of Money & Property	34,410	14,803	132.5%
Miscellaneous	664,973	552,278	20.4%
Transfers	-	-	
<b>Total revenues</b>	<b>14,617,039</b>	<b>13,112,178</b>	<b>11.5%</b>
<b>Expenses:</b>			
General government	794,935	3,256,107	-75.6%
Public safety	6,075,546	6,090,813	-0.3%
Public works	1,276,895	1,044,241	22.3%
Planning & Building	1,027,895	826,358	24.4%
Parks and recreation	760,040	615,453	23.5%
Debt Service	460,590	536,724	-14.2%
<b>Total expenses</b>	<b>10,395,901</b>	<b>12,369,696</b>	<b>-16.0%</b>
<b>Change in net position</b>	<b>4,221,138</b>	<b>742,482</b>	<b>468.5%</b>
<b>Net position - beginning of year</b>	<b>1,548,685</b>	<b>806,203</b>	<b>92.1%</b>
<b>Net position - end of year</b>	<b>\$ 5,769,823</b>	<b>\$ 1,548,685</b>	<b>272.6%</b>

Net position increased \$4,221,138 during the fiscal year ended June 30, 2022. Total revenues for fiscal year 2022 were \$14,617,039 as compared to \$13,112,178 for fiscal year 2021.

The \$1,504,871 (11.5%) increase in revenues the fiscal year ended June 30, 2022 is attributed to a 7.9% increase in tax receipts, a 70.8% increase in operating grants & contributions, and a 132.5% increase in investment earnings; and increased miscellaneous revenues. Only current charges decreased slightly.

Total expenses for the year ended June 30, 2022 were \$10,395,901 compared with \$12,369,696 for the same period in 2021. The 16.0% decrease of \$1,973,795 in expenses primarily reflects decreased expenses for PERS UAL due to refinancing in 2021 and a significant reduction in OPEB expenses this year. The interest on long term debt decreased by 14.2% because of paying down principal.

## ANALYSIS OF MAJOR GOVERNMENTAL FUNDS

### **General Fund**

The general fund is the chief operating fund of the Town of Fairfax. At the end of the current fiscal year, the unassigned fund balance of the general fund was \$6,540,706.

General Fund revenue during the FY 2021-22 year totaled \$11,163,853 which was more than the final budgeted amount by \$611,845 or 5.8%. This revenue increase primarily relates to the Town's projection of sales & property taxes, assessments, franchise fees and revenue from other agencies which were lower than actual receipts.

General Fund expenditures for FY 2021-22 totaled \$10,918,452 and were lower than the final budgeted amount by \$710,849 or 6.1%. This is in part due to delaying certain expenditures, such as hiring the Public Works Director and Planning Director and savings in budgeted contract services, and capital outlay. Expenditures also decreased during the year due to continued Covid restrictions.

### **Federal Stimulus Special Revenue Fund**

The Federal Stimulus Fund is the largest special revenue fund for the Town of Fairfax. Fund receipts during the FY 2021-22 year totaled \$899,711, which was \$289 less the budgeted amount of \$900,000.

\$866,338 of these receipts were classified as a "deferred, or unearned revenue" (a liability account) for the amounts in excess of current expenditures. The current revenue recognized was \$33,373 which matched the amount expended during the period.

At the end of the current fiscal year, the fund balance was \$0 due to the deferral of the greater portion of the receipts until such time as they are committed.

### **Grants Capital Projects Fund**

The Grants Capital Projects fund is the main capital project fund for the Town of Fairfax. At the end of the current fiscal year, the committed fund balance was \$916,665.

Grant Capital Projects Fund revenue during the FY 2021-22 year totaled \$405,806 which was under the final budgeted amount of \$3,615,893 by \$3,065,172. This revenue decrease primarily relates to the Town's projection of the timing of projects which were delayed to future fiscal periods. Revenues are received primarily on a reimbursement basis.

Grant Capital Projects Fund expenditures for FY 2021-22 totaled \$708,372, and were lower than the final budgeted amount by \$3,951,783. This is in part due to extending the timing of road & bridge projects; delaying certain expenditures, such as hiring a Public Works Director, and Covid-19 related delays.

### **Storm Capital Projects Fund**

The Storm Capital Projects Fund is for the storm recovery capital projects partially or fully funded by federal and state grants. At the end of the current fiscal year, the fund deficit was (\$905,041), up \$337,313 from the prior year.

Storm Capital Projects Fund revenue during the FY 2021-22 year totaled \$188,878 which was more than the final budgeted amount of \$0. Expenditures for FY 2021-22 totaled \$526,191, and were higher than the final budgeted amount by the same amount. Expenses not reimbursed will be covered by transfers from the General Fund.

### **Town Capital Projects Fund**

The Town Capital Projects fund is for capital projects funded by the Town of Fairfax, Measure F and Measure A. At the end of the current fiscal year, the fund deficit was (\$227,461) compared with the prior year deficit of (\$818,604).

The Town Capital Projects Fund revenue during the FY 2021-22 year totaled \$254,975. This revenue decrease from budget primarily is from the Town's projection of the timing of projects which were delayed to future fiscal periods. Measure A Transportation funds designated for reimbursement of related expenses have not been transferred. Grant Capital Projects Fund expenditures for FY 2021-22 totaled \$708,372 due to extending the timing of projects. Expenses not reimbursed will be covered by the General Fund.

### **ECONOMIC OUTLOOK AND NEXT YEAR'S BUDGET**

Fairfax continued to experience the strong economic growth of the Bay Area despite the effects of COVID-19 in 2021-2022. Record high property values and robust real estate sales resulting from population shifts influenced by the work-from-home policies benefitted Town revenue streams in 2021-2022. Some cooling of property taxes is anticipated in 2023-2024 due to possible recession and local factors. Sales Tax revenues have declined in some sectors impacted by COVID policies but soared in others, as with add-on district sales tax revenues from internet sales. In 2023-2024 sales tax is projected to decline somewhat, however sales tax is a much smaller portion of overall revenues than property taxes are in Fairfax. Overall, next year revenues are expected to be strong for the Town.

The Town could face challenges with increasing pension costs due in part to anticipated actions at the state level to decrease the discount rate on projected CalPERS earnings and unaccrued liability charges to member agencies. The Town has buffered itself from this impact by financing its unaccrued liability (UAL) previously. The Town has eliminated or reduced many of the other post-employment benefits (OPEB) for new employees (hired after July 1, 2013) which will lower future costs for retiree health care.

The budget for 2022-2023 projects and contracting services increased expenditures for critical projects. For example, the State mandated Housing Element Update. In 2023-2024, a new Planning and Building Services Director will be hired, and other staffing or consulting services may be needed in Planning to complete the rezoning and program implementation needed. A full-time Deputy Clerk/Administrative Analyst position was created, but the Communications Coordinator and shared services Administrative Analyst with Corte Madera are not funded, making this change cost neutral.



The Town has budgeted \$5.78 million in its 2022-23 capital improvement program, this amount will not be completely expended in in 2022-23 due to staff changes. Capital expenditures include road repairs and bridge replacements. Funding for the Pavilion seismic retrofit has been suspended, but a smaller kitchen renovation is still planned. \$1.34 million has been earmarked for road maintenance and improvement projects for approximately \$286,000, the majority of which will be grant funded. \$1.85 million is being provided for bridge renovation, and planned projects include sidewalk repair, park and trail improvements and storm drains. The impacts of inflation and lingering COVID-19 impacts on the local economy make it difficult to estimate the true long term fiscal impact on our financial resources. Such factors as the diminishing availability and increasing cost of labor and services provide a challenge to the Town for the upcoming year.

### **REQUESTS FOR INFORMATION**

This financial report is designed to provide our residents, taxpayers, creditors and government regulators with a general overview of the Town's finances and to demonstrate the Town's accountability for the money it receives. Below is the contact address for questions about this report or requests for additional financial information.

Finance Director  
Town of Fairfax  
142 Bolinas Road  
Fairfax, CA 94930  
(415) 458-2350

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## **BASIC FINANCIAL STATEMENTS**

TOWN OF FAIRFAX  
STATEMENT OF NET POSITION  
JUNE 30, 2022

	Governmental-Type Activities
<b>ASSETS</b>	
Cash and investments (Note 2)	\$7,496,226
Restricted cash and investments (Note 2)	758,262
Accounts receivable	554,172
Taxes receivable	81,370
Interest receivable	13,742
Capital assets:	
Land and construction in progress (Note 4)	3,789,779
Depreciable capital assets, net of accumulated depreciation (Note 4)	5,274,198
Net pension asset (Note 6)	5,538,159
Total Assets	23,505,908
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Related to pension (Note 6)	5,287,187
Related to OPEB (Note 8)	569,539
Total Deferred Outflows of Resources	5,856,726
<b>LIABILITIES</b>	
Accounts payable	319,609
Accrued payroll	44,612
Deposits payable	89,929
Interest payable	158,258
Unearned revenue	920,338
Compensated absences payable (Note 1G):	
Due within one year	85,190
Due in more than one year	273,688
Claims payable (Note 9):	
Due within one year	79,623
Long-term debt (Note 5):	
Due within one year	937,600
Due in more than one year	11,135,500
Net OPEB liability (Note 8):	
Due in more than one year	269,593
Total Liabilities	14,313,940
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Related to pension (Note 6)	7,911,003
Related to OPEB (Note 8)	1,367,868
Total Deferred Inflows of Resources	9,278,871
<b>NET POSITION (Note 1K):</b>	
Net investment in capital assets	5,970,877
Restricted for:	
Special projects	445,990
Debt service	601,277
Total Restricted Net Position	1,047,267
Unrestricted	(1,248,321)
Total Net Position	\$5,769,823

See accompanying notes to financial statements

TOWN OF FAIRFAX  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2022

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	
<b>Governmental Activities:</b>				
General government	\$794,935	\$559,293	\$222,411	(\$13,231)
Public safety	6,075,546	130,994	365,111	(5,579,441)
Public works	1,276,895	2,053	113,883	\$693,644 (467,315)
Planning and building	1,027,895	689,533		(338,362)
Parks and recreation	760,040	126,440		8,728 (624,872)
Interest and fiscal charges	460,590			(460,590)
Total Governmental Activities	<u>\$10,395,901</u>	<u>\$1,508,313</u>	<u>\$701,405</u>	<u>\$702,372</u> (7,483,811)
<b>General revenues:</b>				
Property taxes				7,372,470
Utility user tax				412,371
Sales taxes				2,037,808
Other taxes				1,182,917
Investment earnings				34,410
Miscellaneous				664,973
Total General Revenues				<u>11,704,949</u>
Change in Net Position				4,221,138
Net Position-Beginning				<u>1,548,685</u>
Net Position-Ending				<u>\$5,769,823</u>

See accompanying notes to financial statements

TOWN OF FAIRFAX  
GOVERNMENTAL FUNDS  
BALANCE SHEET  
JUNE 30, 2022

	General Fund	Federal Stimulus Special Revenue Fund	Grants Capital Projects Fund	Storm Capital Projects Fund
<b>ASSETS</b>				
Cash and investments (Note 2)	\$6,134,735	\$866,338	\$60,432	
Restricted cash and investments (Note 2)	160,563			
Receivables (net of allowances):				
Accounts	508,700			
Taxes	81,370			
Interest	13,742			
Due from other funds (Note 3)	210,815		949,559	
	<u>\$7,109,925</u>	<u>\$866,338</u>	<u>\$1,009,991</u>	
<b>LIABILITIES AND FUND BALANCES</b>				
<b>Liabilities:</b>				
Accounts payable	\$220,115		\$93,326	\$3,979
Accrued payroll	44,612			
Deposits payable	89,929			
Unearned revenue	54,000	\$866,338		
Due to other funds (Note 3)				901,062
	<u>408,656</u>	<u>866,338</u>	<u>93,326</u>	<u>905,041</u>
<b>Fund Balances (Note 1L):</b>				
Restricted	160,563			
Committed			916,665	
Unassigned	6,540,706			(905,041)
	<u>6,701,269</u>		<u>916,665</u>	<u>(905,041)</u>
Total Fund Balances (Deficits)	<u>6,701,269</u>		<u>916,665</u>	<u>(905,041)</u>
Total Liabilities and Fund Balances	<u>\$7,109,925</u>	<u>\$866,338</u>	<u>\$1,009,991</u>	

See accompanying notes to financial statements

Town Capital Projects Fund	Non-Major Governmental Funds	Total
	\$434,721	\$7,496,226
	597,699	758,262
	45,472	554,172
		81,370
		13,742
		1,160,374
	<u>\$1,077,892</u>	<u>\$10,064,146</u>
\$299	\$1,890	\$319,609
		44,612
		89,929
		920,338
<u>227,162</u>	<u>32,150</u>	<u>1,160,374</u>
<u>227,461</u>	<u>34,040</u>	<u>2,534,862</u>
	1,077,892	1,238,455
		916,665
<u>(227,461)</u>	<u>(34,040)</u>	<u>5,374,164</u>
<u>(227,461)</u>	<u>1,043,852</u>	<u>7,529,284</u>
	<u>\$1,077,892</u>	<u>\$10,064,146</u>

TOWN OF FAIRFAX  
 Reconciliation of the  
 GOVERNMENTAL FUNDS - BALANCE SHEETS  
 with the  
 STATEMENT OF NET POSITION  
 JUNE 30, 2022

Total fund balances reported on the governmental funds balance sheet \$7,529,284

Amounts reported for Governmental Activities in the Statement of Net Position  
 are different from those reported in the Governmental Funds above because of the following:

CAPITAL ASSETS

Capital assets used in Governmental Activities are not current assets or financial resources and  
 therefore are not reported in the Governmental Funds. 9,063,977

LONG-TERM ASSETS AND LIABILITIES

The assets and liabilities below are not due and payable in the current period and therefore are not  
 reported in the Funds:

Interest payable	(158,258)
Compensated absences	(358,878)
Claims payable	(79,623)
Long-term debt	(12,073,100)
Net pension asset and pension-related deferred outflows and inflows of resources	2,914,343
Net OPEB liability and OPEB-related deferred outflows and inflows of resources	<u>(1,067,922)</u>

NET POSITION OF GOVERNMENTAL ACTIVITIES \$5,769,823

See accompanying notes to financial statements



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TOWN OF FAIRFAX  
GOVERNMENTAL FUNDS  
STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE FOR THE YEAR ENDED JUNE 30, 2022

	General Fund	Federal Stimulus Special Revenue Fund	Grants Capital Projects Fund	Storm Capital Projects Fund
<b>REVENUES</b>				
Property taxes	\$5,913,066			
Special assessments	465,983			
Sales taxes	2,037,808			
Permits, licenses and fees	698,858			
Fines, forfeitures and penalties	69,111			
From other agencies	1,175,613	\$33,373	\$405,806	\$188,878
Franchise fees	457,185			
Services charges	156,719			
Use of money and property	51,362			
Other revenue	138,148			
<b>Total Revenues</b>	<b>11,163,853</b>	<b>33,373</b>	<b>405,806</b>	<b>188,878</b>
<b>EXPENDITURES</b>				
Current:				
General government	2,114,049			
Public safety	6,032,035			
Public works	957,672			
Planning and building	958,280			
Parks and recreation	694,849			
Capital outlay	30,834	33,373	708,372	526,191
Debt service:				
Principal	116,600			
Interest and fiscal charges	14,133			
<b>Total Expenditures</b>	<b>10,918,452</b>	<b>33,373</b>	<b>708,372</b>	<b>526,191</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>245,401</b>		<b>(302,566)</b>	<b>(337,313)</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in (Note 3)	970,000		233,751	
Transfers (out) (Note 3)	(318,319)			
<b>Total Other Financing Sources (Uses)</b>	<b>651,681</b>		<b>233,751</b>	
<b>Net change in fund balance</b>	<b>897,082</b>		<b>(68,815)</b>	<b>(337,313)</b>
<b>FUND BALANCE (DEFICIT)</b>				
Beginning of the year	5,804,187		985,480	(567,728)
End of the year	<b>\$6,701,269</b>		<b>\$916,665</b>	<b>(\$905,041)</b>

See accompanying notes to financial statements

Town Capital Projects Fund	Non-Major Governmental Funds	Total
	\$524,153	\$6,437,219
		465,983
		2,037,808
		698,858
		69,111
\$254,975	1,438,711	3,497,356
		457,185
	53,550	210,269
		51,362
	553,740	691,888
<u>254,975</u>	<u>2,570,154</u>	<u>14,617,039</u>
		2,114,049
		6,032,035
		957,672
		958,280
	66,424	761,273
183,832		1,482,602
	709,000	825,600
	414,543	428,676
<u>183,832</u>	<u>1,189,967</u>	<u>13,560,187</u>
<u>71,143</u>	<u>1,380,187</u>	<u>1,056,852</u>
520,000	3,319	1,727,070
	(1,408,751)	(1,727,070)
<u>520,000</u>	<u>(1,405,432)</u>	
591,143	(25,245)	1,056,852
<u>(818,604)</u>	<u>1,069,097</u>	<u>6,472,432</u>
<u>(\$227,461)</u>	<u>\$1,043,852</u>	<u>\$7,529,284</u>

TOWN OF FAIRFAX  
Reconciliation of the  
NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS  
with the  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2022

The schedule below reconciles the Net Changes in Fund Balances reported on the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balance, which measures only changes in current assets and current liabilities on the modified accrual basis, with the Change in Net Position of Governmental Activities reported in the Statement of Activities, which is prepared on the full accrual basis.

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	\$1,056,852
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CAPITAL ASSETS TRANSACTIONS

Governmental Funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is capitalized and allocated over their estimated useful lives and reported as depreciation expense.

The capitalized expenditures are therefore added back to fund balance (Capitalized expenditures is the net of total capital outlay of \$1,482,602 and non-capitalized capital outlay expenditures of \$795,888)	686,714
Depreciation expense is deducted from the fund balance	(564,553)

LONG-TERM DEBT PROCEEDS AND PAYMENTS

Bond proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Repayment of bond principal is an expenditure in the governmental funds, but in the Statement of Net Position the repayment reduces long-term liabilities.

Repayment of debt principal is added back to fund balance	825,600
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ACCRUAL OF NON-CURRENT ITEMS

The amounts below included in the Statement of Activities do not provide or (require) the use of current financial resources and therefore are not reported as revenue or expenditures in governmental funds (net change):

Compensated absences	(29,402)
Net OPEB liability and OPEB-related deferred outflows and inflows of resources	209,976
Claims payable	4,014
Interest payable	(31,914)
Collective net pension asset and pension-related deferred outflows and inflows of resources	<u>2,063,851</u>

CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u><u>\$4,221,138</u></u>
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See accompanying notes to financial statements

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**1. SIGNIFICANT ACCOUNTING POLICIES**

The basic financial statements of the Town of Fairfax (Town), California, have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental agencies. The Governmental Accounting Standards Boards (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the Town’s accounting policies are described below.

**A. Financial Reporting Entity**

The Town was incorporated in 1931 and is situated near the cities of San Anselmo and San Rafael in the North Bay of the San Francisco Bay Area. The Town operates under the Council-Manager form of government, incorporated under general law in 1931 and provides the following services: public safety (police), planning and building, public works and streets, park services, and general administration services.

The Town is governed by a five-member council elected by Town residents. The Town is legally separate and fiscally independent, which means it can issue debt, set and modify budgets and fees and sue or be sued. The accompanying basic financial statements include the financial activities of the Town, as the primary government.

**Blended Component Unit – The Fairfax Financing Authority**

The Fairfax Financing Authority (Authority) is a separate government entity whose purpose is to assist with the financing or refinancing of certain public capital facilities within the Town. The Authority has the power to purchase bonds issued by any local agency at public or negotiated sale and may sell such bonds to public or private purchasers at public or negotiated sale. The Authority is controlled by the Town and has the same governing body as the Town, which also performs all accounting and administrative functions for the Authority. The financial activities of the Authority are included in the 2008, 2012, 2016, and 2020 Lease Financing Series Debt Service Funds.

**B. Basis of Accounting and Measurement Focus**

The accounts of the Town are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

**Government – Wide Financial Statements**

The Town’s government-wide financial statements include a Statement of Net Position and a Statement of Activities. These statements present summaries of the governmental activities for the Town, the primary government, accompanied by a total column.

These financial statements are presented on an “*economic resources*” measurement focus and the accrual basis of accounting. Accordingly, all of the Town’s assets and deferred outflows of resources, and liabilities and deferred inflows of resources, including capital assets and related current year infrastructure asset additions and long-term liabilities, are included in the accompanying Statement of Net Position. The Statement of Activities presents changes in net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**B. Basis Accounting and Measurement Focus (Continued)**

Certain types of transactions are reported as program revenues for the Town and are presented in the following categories:

- Charges for services
- Operating grants and contributions
- Capital grants and contributions

Certain eliminations have been made as prescribed by GASB Statement No. 34 in regards to interfund activities, payables and receivables. The following interfund activities have been eliminated:

- Due to/from other funds
- Transfers in/out

**Governmental Fund Financial Statements**

Governmental fund financial statements include a Balance Sheet and a Statement of Revenues, Expenditures and Changes in Fund Balances for all major governmental funds and non-major funds aggregated. The Town has presented all major funds that met the applicable criteria.

All governmental funds are accounted for on a spending or “*current financial resources*” measurement focus. Accordingly, only current assets and deferred outflows of resources, and current liabilities and deferred inflows of resources, generally are included on the balance sheets. The Statement of Revenues, Expenditures and Changes in Fund Balances present increases (revenues and other financial sources) and decreases (expenditures and other financial uses) in net current assets. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period.

Revenues are recorded when received in cash, except those revenues subject to accrual (generally 60 days after year-end) are recognized when due. The primary revenue sources, which have been treated as susceptible to accrual by the Town, are property taxes, charges for services, federal and state grants, sales tax, and interest. Expenditures are recognized in the accounting period in which the related fund liability is incurred.

Deferred revenues arise when potential revenues do not meet both the “measurable” and “available” criteria for recognition in the current period. Deferred revenues also arise when the government receives resources before it has a legal claim to them, as when grant monies are received prior to incurring qualifying expenditures. In subsequent periods when both revenue recognition criteria are met or when the government has a legal claim to the resources, the deferred revenue is removed from the balance sheet and revenue is recognized.

**C. Recognition of Interest Liability**

In the government-wide financial statements, interest payable on long-term debt is recognized as the liability is incurred for governmental activities.

In the fund financial statements, interest payable on long-term debt is recognized as the liability is incurred.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***D. Use of Restricted and Unrestricted Net Position***

When an expense is incurred for purposes for which both restricted and unrestricted net position is available, the Town’s policy is to apply restricted net position first.

***E. Cash, Cash Equivalents and Investments***

The Town pools cash and investments from all sources, for the purpose of increasing income through investment activities. Interest income on investments is allocated on the basis of average month-end cash and investment balances in each fund. Cash and cash equivalents represent cash and investments and restricted cash and investments with an original maturity term of three months or less.

***F. Capital Assets***

Capital assets are valued at historical cost or estimated historical cost if actual historical cost was not available. Donated fixed assets are valued at their estimated fair value on the date donated. Town policy has set the capitalization threshold for reporting capital assets at \$5,000. Depreciation is recorded on a straight-line basis over estimated useful lives of the assets as follows:

Buildings	25-50 years
Improvements other than buildings	20 years
Vehicles	6-15 years
Machinery and equipment	5-20 years
Infrastructure	20-65 years

Assets are grouped by asset type into one of the following accounts – land, other improvements, infrastructure (e.g. roads, bridges, sidewalks, and similar items), buildings (and improvements), machinery and equipment, vehicles, and construction in progress.

The Town defines infrastructure as the basic physical assets that allow the Town to function. The assets include streets and park lands. Each major infrastructure system can be divided into subsystems. For example, the street system can be subdivided into pavement, curb and gutters, sidewalks, medians, streetlights, landscaping and land. These subsystems are not delineated in the basic financial statements. The appropriate operating department maintains information regarding the subsystems.

***G. Compensated Absences***

**Government-Wide Financial Statements**

For governmental activities, compensated absences are recorded as incurred and the related expenses and liabilities are recorded in the Government-Wide Financial Statements.

**Fund Financial Statements**

In governmental funds, compensated absences are recorded as expenditures in the years paid, as it is the Town’s policy to liquidate any unpaid compensated absences at June 30 from future resources, rather than currently available financial resources.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**G. Compensated Absences (Continued)**

Compensated absences include vacation and sick leave. It is the policy of the Town to pay 100% of the accumulated vacation leave when an employee retires or terminates employment. The Town recognizes the liability for its compensated absences in the governmental activities, which is liquidated by the General Fund. The following is a summary of compensated absences transactions during the fiscal year ended June 30, 2022:

	Governmental Activities
Beginning Balance	\$329,476
Additions	105,446
Payments	(76,044)
Ending Balance	<u>\$358,878</u>
Current Portion	<u>\$85,190</u>

**H. Property Tax Levy Collection and Maximum Rates**

The State of California (State) Constitution Article XIII A provides that the combined maximum property tax rate on any given property may not exceed one percent (1%) of its assessed value unless an additional amount for general obligation debt has been approved by voters. Assessed value is calculated at 100% of market value as defined by Article XIII A and may be adjusted by no more than two percent (2%) per year unless the property is sold, transferred, or improved. The State Legislature has determined the method of distribution of receipts from a one percent (1%) tax levy among the counties, cities, school districts, and other districts.

Marin County assesses, bills for, and collects property taxes as follows:

	Secured	Unsecured
Lien dates	January 1	January 1
Levy dates	July 1	July 1
Due dates	50% on November 1 and 50% on February 1	July 1
Delinquent as of	December 10 (for November) April 10 (for February)	August 31

The term “unsecured” refers to taxes on personal property other than real estate, land, and buildings. These taxes are secured by liens on the property being taxed.



**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***H. Property Tax Levy Collection and Maximum Rates (Continued)***

Property taxes levied are recorded as revenue when received in the fiscal year of levy because of the adoption of the “alternate method of property tax distribution,” known as the Teeter Plan, by the Town and the County of Marin. The Teeter Plan authorizes the auditor-controller of the County of Marin to allocate 100% of the secured property taxes billed, but not yet paid. The County of Marin remits tax monies to the Town in four installments, as follows:

55% remitted on December 15  
40% remitted on April 15  
4.5% remitted on June 30  
0.5% remitted on July 30

***I. Post Employment Benefits Other than Pensions***

The Town provides post-retirement health care benefits to management and miscellaneous employees starting at 10 years of service and increasing the contribution with years of service as required by current association and management agreements for employees hired after June 30, 2013. The post-retirement health benefits are either eliminated or reduced by 50%. The Town makes premium payments on a “pay-as-you-go” basis.

***J. Use of Estimates***

The preparation of financial statements in conformity with generally accepted accounting principles (GAAP) requires Town management to make estimates and assumptions that affect the reported amounts of assets and liabilities, as well as disclosure of contingent assets and liabilities, at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

***K. Net Position***

**Government-Wide Financial Statements**

In the government-wide financial statements, net position is classified in the following categories:

*Net Investment in Capital Assets* – This amount consists of capital assets net of accumulated depreciation and reduced by outstanding debt that attributed to the acquisition, construction, or improvement of the assets.

*Restricted Net Position* – This amount is restricted by external creditors, grantors, contributors, or laws or regulations of other governments.

*Unrestricted Net Position* – This amount is all net position that do not meet the definition of “net investment in capital assets” or “restricted net position.”

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**L. Fund Balances**

Governmental fund balances represent the net current assets of each fund. Net current assets generally represent a fund's cash and receivables, less its liabilities.

The Town's fund balances are classified in accordance with Governmental Accounting Standards Board Statement Number 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*, which requires the Town to classify its fund balances based on spending constraints imposed on the use of resources. For programs with multiple funding sources, the Town prioritizes and expends funds in the following order: Restricted, Committed, Assigned, and Unassigned. Each category in the following hierarchy is ranked according to the degree of spending constraint:

*Nonspendables* represents balances set aside to indicate items do not represent available, spendable resources even though they are a component of assets. Fund balances required to be maintained intact, such as Permanent Funds, and assets not expected to be converted to cash, such as prepaids, notes receivable, and land held for redevelopment are included. However, if proceeds realized from the sale or collection of nonspendable assets are Restricted, Committed or Assigned, then Nonspendable amounts are required to be presented as a component of the applicable category.

*Restricted* fund balances have external restrictions imposed by creditors, grantors, contributors, laws, regulations, or enabling legislation which requires the resources to be used only for a specific purpose. Nonspendable amounts subject to restrictions are included along with spendable resources.

*Committed* fund balances have constraints imposed by formal action of the Town Council which may be altered only by formal action of the Town Council. The Town Council can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Nonspendable amounts subject to Council commitments are included along with spendable resources.

*Assigned* fund balances are amounts constrained by the Town's intent to be used for a specific purpose, but are neither Restricted nor Committed. Intent is expressed by the Town Council or its designee and may be changed at the discretion of the Town Council or its designee. This category includes nonspendables, when it is the Town's intent to use proceeds or collections for a specific purpose, and residual fund balances, if any, of Special Revenue, Capital Projects and Debt Service Funds which have not been Restricted or Committed.

*Unassigned* fund balance represents residual amounts that have not been Restricted, Committed, or Assigned. This includes the residual General Fund balance and residual fund deficits, if any, of other governmental funds.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**L. Fund Balances (Continued)**

Detailed classifications of the Town’s Fund Balances, as of June 30, 2022, are below:

<u>Fund Balance Classifications</u>	<u>General Fund</u>	<u>Grants Capital Projects Fund</u>	<u>Storm Capital Projects Fund</u>	<u>Town Capital Projects Fund</u>	<u>Non-Major Governmental Funds</u>	<u>Total</u>
<b>Restricted for:</b>						
Special projects					\$476,615	\$476,615
Debt service					601,277	601,277
PARS trust - retirement benefits	\$160,563					160,563
<b>Total Restricted Fund Balances</b>	<u>160,563</u>				<u>1,077,892</u>	<u>1,238,455</u>
<b>Committed for:</b>						
Special projects		\$916,665				916,665
<b>Total Committed Fund Balances</b>		<u>916,665</u>				<u>916,665</u>
<b>Unassigned:</b>						
General Fund	6,540,706					6,540,706
Other major funds			(\$905,041)	(\$227,461)		(1,132,502)
Non-major funds					(34,040)	(34,040)
<b>Total Unassigned Fund Balances</b>	<u>6,540,706</u>		<u>(905,041)</u>	<u>(227,461)</u>	<u>(34,040)</u>	<u>5,374,164</u>
<b>Total Fund Balances (Deficits)</b>	<u>\$6,701,269</u>	<u>\$916,665</u>	<u>(\$905,041)</u>	<u>(\$227,461)</u>	<u>\$1,043,852</u>	<u>\$7,529,284</u>

General Fund Reserve Policy

The Town’s General Fund Reserve Policy requires the Town to strive to maintain a goal of 20% of projected General Fund expenditures for each fiscal year and an additional 5% for emergency situations (excluding debt service, fund transfers, and encumbered funds).

The following funds had fund balance deficits at June 30, 2022: Storm Capital Projects Fund, Town Capital Projects Fund, and Fairfax Festival Special Revenue Fund in the amounts of \$905,041, \$227,461 and \$34,040, respectively.

**M. Fair Value Measurements**

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels based on the extent to which inputs used in measuring fair value are observable in the market.

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 inputs are inputs – other than quoted prices included within level 1 – that are observable for an asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for an asset or liability.

If the fair value of an asset or liability is measured using inputs from more than one level of the fair value hierarchy, the measurement is considered to be based on the lowest priority level input that is significant to the entire measurement.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*N. New GASB Pronouncements*

The following Governmental Accounting Standards Board (GASB) pronouncements were effective in fiscal year 2021-22:

GASB Statement No. 87 - In June 2017, GASB issued Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement requires recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The provisions of this Statement were implemented during fiscal year 2022. The implementation had no material effect on the Town's financial statements.

GASB Statement No. 89 - In June 2018, GASB issued Statement No. 89, *Accounting for Interest Cost Incurred Before the End of a Construction Period*. The objectives of this Statement are to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and to simplify accounting for certain interest costs. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in the financial statements. The provisions of this Statement were implemented during fiscal year 2022. The implementation had no effect on the Town's financial statements.

GASB Statement No. 93 - In March 2020, GASB issued Statement No. 93, *Replacement of Interbank Offered Rates*. The primary objective of this Statement is to address accounting and financial reporting implications that result from the replacement of an interbank offered rate. The provisions of this Statement were implemented during fiscal year 2022. The implementation had no effect on the Town's financial statements.

GASB Statement No. 97 - In June 2020, GASB issued Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*. The primary objectives of this Statement are to (1) increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (2) mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans as fiduciary component units in fiduciary fund financial statements; and (3) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans that meet the definition of a pension plan and for benefits provided through those plans. The provisions of this Statement were implemented during fiscal year 2022. This Statement had no material effect on the financial statements.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***O. Deferred Outflows/Inflows of Resources***

In addition to assets, the statement of net position or balance sheet reports a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of net position or balance sheet reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

***P. New Fund***

During the year ended June 30, 2022, the Town created a new fund to account for federal stimulus funds, the *Federal Stimulus Special Revenue Fund*.

**2. CASH AND INVESTMENTS**

The Town maintains a cash and investment pool, which includes cash balances and authorized investments of all funds, which the Town invests to enhance interest earnings. The pooled interest earned is allocated to the funds monthly, based on average daily cash and investment balances in these funds.

***A. Summary of Cash and Investments***

The following is a summary of cash and investments at June 30, 2022:

	Governmental Activities
Cash and investments	\$7,496,226
Restricted cash and investments	758,262
Grand Total	<u>\$8,254,488</u>

Cash and investments were categorized as follows at June 30, 2022:

	Credit Quality Ratings	Fair Value	Days to Maturity
<b>Town Treasury Deposits:</b>			
Deposits	Not Rated	\$181,260	N/A
Petty cash	Not Rated	300	N/A
<b>Total Town Treasury Deposits</b>		<u>181,560</u>	
<b>Town Treasury Investments:</b>			
Local Agency Investment Fund	Not Rated	7,912,365	N/A
PARS Trust - Mutual Funds	Not Rated	160,563	N/A
<b>Total Treasury Investments</b>		<u>8,072,928</u>	
<b>Total Cash and Investments</b>		<u>\$8,254,488</u>	

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**2. CASH AND INVESTMENTS (Continued)**

***B. Cash Deposits***

The California Government Code requires California banks and savings and loan associations to secure the Town's cash deposits by pledging securities as collateral. This Code states that collateral pledged in this manner shall have the effect of perfecting a security interest in such collateral superior to those of a general creditor. Thus, collateral for cash deposits is considered to be held in the Town's name.

According to California law, the market value of pledged securities with banking institutions must equal at least 110% of the Town's cash deposits. California law also allows institutions to secure Town deposits by pledging first trust deed mortgage notes having a value of 150% of the Town's total cash deposits. The Town may waive collateral requirements for cash deposits, which are fully insured up to \$250,000 by the Federal Deposit Insurance Corporation. The Town, however, has not waived the collateralization requirements.

The Town follows the practice of pooling cash and investments of all funds, except for funds required to be held by fiscal agents under the provisions of bond indentures. Interest income earned on pooled cash and investments is allocated on a monthly basis to the various funds based on average daily cash and investment balances.

***C. Investments***

The Town is authorized by State statutes and in accordance with the Town's Investment Policy (Policy) to invest in the following:

- State Local Agency Investment Fund (LAIF)
- Insured and/or collateralized certificates of deposit
- U.S. Treasury obligations which carry the full faith and credit guarantee of the United States government and are considered to be the most secure instruments available
- U.S. government agency and instrumentality obligations that have a liquid market with a readily determinable market value
- Bankers' acceptances
- Commercial paper, rated in the highest tier by a nationally recognized rating agency
- Investment-grade obligations of state, local governments and public authorities
- Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of dollar-denominated securities

In addition, investments of debt proceeds held by bond trustees are governed by the provisions of the debt agreements of the Town rather than the general provisions of the Town's Investment Policy.

***D. Investments in Local Agency Investment Funds***

The Town is a voluntary participant in LAIF that is regulated by the California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The fair value of the Town's investment in this pool as reported in the accompanying financial statements is based upon the Entity's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio).

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

**2. CASH AND INVESTMENTS (Continued)**

**D. Investments in Local Agency Investment Funds (Continued)**

The balance is available for withdrawal on demand, and is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. Included in LAIF’s investment portfolio are U.S. Treasuries, Federal Agency obligations, time deposits, negotiable certificates of deposits, commercial paper, corporate bonds, and security loans. At June 30, 2022, the average life on investment funds invested by LAIF was 311 days.

**E. Fair Value Hierarchy**

The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure fair value of the assets. Level 1 inputs are quoted prices in an active market for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

The following is a summary of the fair value hierarchy of the fair value of investments of the Town as of June 30, 2022:

Investment Type	Exempt	Total
California Local Agency Investment Fund	\$7,912,365	\$7,912,365
PARS Trust - Mutual Funds	160,563	160,563
Total Investments	<u>\$8,072,928</u>	<u>8,072,928</u>
Cash in banks and on hand		181,560
Total Cash and investments		<u>\$8,254,488</u>

Section 115 Pension Trust with Public Agency Retirement Services (PARS) and the California Local Agency Investment Fund (LAIF) investments are measured at amortized cost and, therefore, are exempt from being classified under GASB 72.

**3. INTERFUND TRANSACTIONS**

**A. Interfund Transfers**

Transfers during the fiscal year ended June 30, 2022, were comprised of the following:

Fund Receiving Transfers	Fund Making Transfers	Amount
General Fund	Non-Major Governmental Funds	\$970,000
Grants Capital Projects Fund	Non-Major Governmental Funds	233,751
Town Capital Projects Fund	General Fund	315,000
Non-Major Governmental Funds	Non-Major Governmental Funds	205,000
	General Fund	3,319
Total Interfund Transfers		<u>\$1,727,070</u>

Transfers to the General Fund were for administrative costs and claims liabilities. Transfers to all other funds were for administrative costs, capital projects and special projects.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

**3. INTERFUND TRANSACTIONS (Continued)**

**B. Current Interfund Balances**

Current interfund balances arise in the normal course of business and are expected to be repaid shortly after end of the fiscal year. At June 30, 2022, interfund balances were as follows:

Due from Other Funds	Due to Other Funds	Amount
General Fund	Town Capital Projects Fund	\$210,815
Grants Capital Projects Fund	Storm Capital Projects Fund	901,062
	Town Capital Projects Fund	16,347
	Non-Major Governmental Funds	<u>32,150</u>
Total Due From Other Funds		<u><u>\$1,160,374</u></u>

**4. CAPITAL ASSETS**

The Town has reported all capital assets including infrastructure in the Government-Wide Statement of Net Position. The Town has elected to use the basic approach as defined by GASB Statement No. 34 for all infrastructure reporting, whereby depreciation expense and accumulated depreciation have been recorded.

Infrastructure includes roads, bridges, curbs, sidewalks, drainage systems, street and traffic lights, park improvements and other improvements.

The following is a summary of capital assets for governmental activities:

	Balance June 30, 2021	Additions	Retirements	Transfers	Balance June 30, 2022
Capital assets not being depreciated:					
Land	\$255,988				\$255,988
Construction in progress	2,927,660	\$623,316		(\$17,185)	3,533,791
Total capital assets not being depreciated	<u>3,183,648</u>	<u>623,316</u>		<u>(17,185)</u>	<u>3,789,779</u>
Capital assets being depreciated:					
Buildings	423,974				423,974
Other improvements	2,309,098				2,309,098
Vehicles	757,365	63,398	(\$83,800)		736,963
Machinery and equipment	439,057				439,057
Infrastructure	13,355,212			17,185	13,372,397
Total capital assets being depreciated	<u>17,284,706</u>	<u>63,398</u>	<u>(83,800)</u>	<u>17,185</u>	<u>17,281,489</u>
Less accumulated depreciation for:					
Buildings	(307,840)	(3,071)			(310,911)
Other improvements	(1,359,321)	(110,162)			(1,469,483)
Vehicles	(627,211)	(51,351)	83,800		(594,762)
Machinery and equipment	(368,596)	(13,267)			(381,863)
Infrastructure	(8,863,570)	(386,702)			(9,250,272)
Total accumulated depreciation	<u>(11,526,538)</u>	<u>(564,553)</u>	<u>83,800</u>		<u>(12,007,291)</u>
Net capital assets being depreciated	<u>5,758,168</u>	<u>(501,155)</u>		<u>17,185</u>	<u>5,274,198</u>
Governmental activity capital assets, net	<u><u>\$8,941,816</u></u>	<u><u>\$122,161</u></u>			<u><u>\$9,063,977</u></u>



**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2021**

**4. CAPITAL ASSETS (Continued)**

Depreciation expense for governmental activities depreciation expenses on capital assets for the year ended June 30, 2022, were as follows:

	<u>Depreciation Expense</u>
General Government	\$189,418
Public Safety	55,697
Public Works	<u>319,438</u>
Total Governmental Activities	<u><u>\$564,553</u></u>

**5. LONG-TERM DEBT**

The following is a summary of long-term debt transactions during the fiscal year ended June 30, 2022:

<b>Governmental Activity Debt:</b>	<u>Original Issue Amount</u>	<u>Balance June 30, 2021</u>	<u>Retirements</u>	<u>Balance June 30, 2022</u>	<u>Amount Due within One Year</u>	<u>Due in More than One Year</u>
<i>Authority Debt:</i>						
2008 General Obligation Revenue Bonds						
1.50-4.70%, due 8/1/2025	\$2,231,000	\$987,000	(\$167,000)	\$820,000	\$180,000	\$640,000
Revenue Bonds, Series 2012						
2.00-3.00%, due 8/1/2027	2,880,000	1,641,500	(195,000)	1,446,500	210,000	1,236,500
<i>Direct Borrowings:</i>						
2020 PERS Refinancing Lease Agreement						
3.45%, due 8/1/2036	9,402,000	9,217,000	(237,000)	8,980,000	320,000	8,660,000
<i>Town Debt:</i>						
General Obligation Refunding Bonds						
Series 2016 2.10%, due 8/1/2027	1,239,000	820,000	(110,000)	710,000	111,000	599,000
<i>Direct Borrowings:</i>						
Capital Leases:						
Solar Panel Lease	249,000	33,200	(16,600)	16,600	16,600	
Notes:						
Capital Improvement Notes	500,000	<u>200,000</u>	<u>(100,000)</u>	<u>100,000</u>	<u>100,000</u>	
Total Government Activity Debt - Net		<u>\$12,898,700</u>	<u>(\$825,600)</u>	<u>\$12,073,100</u>	<u>\$937,600</u>	<u>\$11,135,500</u>

*2008 General Obligation Revenue Bonds*

2008 General Obligation Revenue Bonds in the principal amount of \$2,231,000 were issued on August 21, 2008, by the Fairfax Financing Authority to provide funds to acquire the 2008 General Obligation Refunding Bonds (2008 Town Bonds) concurrently issued by the Town. Proceeds from these 2008 Town Bonds were used to refund the 2000 General Obligations Bonds as well as to fund certain capital projects within the Town. The 2008 Town Bonds are general obligations of the Town repayable from ad valorem property taxes levied by the County. Annual principal and interest payments on the 2008 Town Bonds are expected to require less than 10 percent of property tax revenues. 2008 Town Bonds debt service remittances by the Town are pledged for and used by the Authority to make debt service payments on the 2008 General Obligation Revenue Bonds to third party bond holders.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**5. LONG-TERM DEBT (Continued)**

The substance of these two bond issues is that the Town and Authority are obligated to repay debt service from property tax collections. Under generally accepted accounting principles, the activities of the Town and Authority have been consolidated together (termed “blended”) and transactions and balances of the 2008 Town Bonds have been eliminated for financial reporting purposes.

2008 Revenue Bond principal payments are payable on August 1 of each year and interest payments are payable semi-annually on February 1 and August 1. 2008 Revenue Bonds maturing on or after August 1, 2017, are subject to call on any interest payment date at par, plus a premium of 1% to 2% of the principal amount. 2008 Revenue Bonds maturing on August 1, 2026, are subject to early redemption without premium on or after August 1, 2025, from the mandatory sinking fund redemptions. Term 2008 Revenue Bonds maturing August 1, 2031, are also subject to mandatory early redemptions from the sinking fund payments commencing August 1, 2028.

The 2008 General Obligation Revenue Bonds are general obligations of the Town and Authority, payable solely from ad valorem property taxes levied by the Town and collected by Marin County. The bond covenants contain events of default that require the revenue of the Town to be applied by the Trustee as specified in the terms of the agreement if any of the following conditions occur: default on debt service payments; the failure of the Town to observe or perform the conditions, covenants, or agreement terms of the debt; bankruptcy filing by the Town; or if any court or competent jurisdiction shall assume custody or control of the Town. No such events occurred during the fiscal year ending June 30, 2022.

Revenue Bonds, Series 2012

Revenue Bonds, Series 2012 in the principal amount of \$2,880,000 were issued on March 1, 2012, by the Fairfax Financing Authority to provide funds to acquire the 2012 General Obligation Refunding Bonds (2012 Town Bonds) concurrently issued by the Town. Proceeds from these 2012 Town Bonds were used to repay the 2002 General Obligations Bonds as well as to fund certain capital projects within the Town. The 2012 Town Bonds are general obligations of the Town repayable from ad valorem property taxes levied by the County and debt service remittances by the Town are pledged for and used by the Authority to make debt service payments on the Revenue Bonds, Series 2012 to third party bond holders.

The substance of these two bond issues is that the Town and Authority are obligated to repay debt service from property tax collections. Under generally accepted accounting principles, the activities of the Town and Authority have been consolidated together (termed “blended”) and transactions and balances of the 2012 Town Bonds have been eliminated for financial reporting purposes.

Revenue Bond principal payments are payable on August 1 of each year and interest payments are payable bi-annually on February 1 and August 1. Revenue Bonds maturing on or after August 1, 2021, are subject to call on any interest payment date at par, plus a premium of 1% to 2% of the principal amount. Revenue Bonds maturing on August 1, 2022, are subject to early redemption without premium on or after August 1, 2021, from the mandatory sinking fund redemptions.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**5. LONG-TERM DEBT (Continued)**

The Revenue Bonds, Series 2012 are general obligations of the Town and Authority, payable solely from ad valorem property taxes levied by the Town and collected by Marin County. The bond covenants contain events of default that require the revenue of the Town to be applied by the Trustee as specified in the terms of the agreement if any of the following conditions occur: default on debt service payments; the failure of the Town to observe or perform the conditions, covenants, or agreement terms of the debt; bankruptcy filing by the Town; or if any court or competent jurisdiction shall assume custody or control of the Town. No such events occurred during the fiscal year ending June 30, 2022.

2020 PERS Refinancing Lease Agreement – Direct Borrowing

On September 29, 2020, the Town entered into a lease agreement with the Fairfax Financing Authority, in the amount of \$9,402,000, to finance all or a portion of the existing Unfunded Actuarially Accrued Liability of the Town to CalPERS and refinance the Town’s obligations under a 2017 Lease Agreement. The agreement was assigned to Capital One Public Funding LLC on September 29, 2020. The agreement carries an interest rate of 3.45%. Principal and interest rates are payable semi-annually on February 1 and June 30, commencing February 1, 2021. The refinancing resulted in a net present value savings over the life of the lease in the amount of \$2,257,124. As a result, the 2017 PERS Refinancing Lease Agreement is considered defeased and the liability for that lease has been removed from the Town’s Statement of Net Position.

2016 General Obligation Refunding Bonds

In 2016, the Town issued \$1,239,000 in General Obligation Refunding Bonds with an interest rate 2.10%. The proceeds were used to advance refund \$1,330,000 of the Town’s outstanding 2006 General Obligation Bonds. The net proceeds, together with an additional \$110,263, were deposited in an irrevocable trust with an escrow agent to provide funds for the future debt service payment on the refunded bonds. As a result, the 2006 General Obligation Bonds are considered defeased and the liability for those bonds has been removed from the Town’s Statement of Net Position.

The Refunding Bonds, Series 2016, are general obligations of the Town, payable solely from ad valorem property taxes levied by the Town and collected by Marin County. The bond covenants contain events of default that require the revenue of the Town to be applied by the Trustee as specified in the terms of the agreement if any of the following conditions occur: default on debt service payments; the failure of the Town to observe or perform the conditions, covenants, or agreement terms of the debt; bankruptcy filing by the Town; or if any court or competent jurisdiction shall assume custody or control of the Town. No such events occurred during the fiscal year ending June 30, 2022.

Capital Lease

The Town has entered into a capital lease as of June 30, 2022. Under the lease agreement, ownership of the assets are passed to the Town at the end of the lease. Since the lease is in essence a financing arrangement, the cost of acquiring the asset and the amount of the lease has been included in the Town’s financial statements.

Capital Improvement Notes

On February 13, 2018, the Town entered into five promissory notes with the County of Marin, in the total amount of \$500,000, to finance infrastructure projects associated with the Town’s Capital Improvement Program. The promissory notes carry various interest rates from 3.50% to 4.00%. Principal and interest payments are payable annually on February 1 over five years, commencing February 1, 2019.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

**5. LONG-TERM DEBT (Continued)**

*Debt Service Requirements*

The Town’s annual debt service requirements through maturity are as follows:

For The Year Ending June 30	Other Long-Term Debt		Direct Borrowings		Total
	Principal	Interest	Principal	Interest	
2023	\$501,000	\$59,477	\$436,600	\$323,231	\$1,320,308
2024	531,000	62,301	375,000	293,198	1,261,499
2025	564,000	45,616	435,000	279,311	1,323,927
2026	597,000	27,521	472,000	263,770	1,360,291
2027	381,000	13,755	515,000	246,848	1,156,603
2028 - 2032	402,500	4,698	3,257,000	927,326	4,591,524
2033 - 2037			3,606,000	302,168	3,908,168
	<u>\$2,976,500</u>	<u>\$213,368</u>	<u>\$9,096,600</u>	<u>\$2,635,852</u>	<u>\$14,922,320</u>

**6. EMPLOYEE RETIREMENT PLAN**

**A. General Information about the Pension Plan**

**Plan Description** – All qualified permanent, probationary and part-time employees are eligible to participate in the Town’s Safety (police and fire) and Miscellaneous (all other) Employee Pension Rate Plans. The Town’s Miscellaneous and Safety Rate Plans are part of the public agency cost-sharing multiple-employer defined benefit pension plan (PERF C), which is administered by the California Public Employees’ Retirement System (CalPERS). PERF C consists of a miscellaneous pool and a safety pool (also referred to as “risk pools”), which are comprised of individual employer miscellaneous and safety rate plans, respectively. Individual employers may sponsor more than one miscellaneous and safety rate plan. The employer participates in one cost-sharing multiple-employer defined benefit pension plan regardless of the number of rate plans the employer sponsors. The Town sponsors six rate plans (three miscellaneous and three safety). Benefit provisions under the Plan are established by State statute and Town resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

**Benefits Provided** – CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees’ Retirement Law.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

**6. EMPLOYEE RETIREMENT PLAN (Continued)**

**A. General Information about the Pension Plan (Continued)**

The Plan’s provisions and benefits in effect at June 30, 2022, are summarized as follows:

	<b>Miscellaneous</b>		
	<u>Classic Tier I</u>	<u>Classic Tier II</u>	<u>PEPRA</u>
	Prior to October 30, 2012	On or after October 30, 2012	On or after January 1, 2013
Hire date			
Benefit formula	2.5% @ 55	2.0% @ 55	2.0% @ 62
Benefit vesting schedule	5 years service	5 years service	5 years service
Benefit payments	monthly for life	monthly for life	monthly for life
Retirement age	50 - 55	50 - 63	52 - 67
Monthly benefits, as a % of eligible compensation	2.0% - 2.5%	1.426% - 2.418%	1.0% - 2.5%
Required employee contribution rates	8%	7%	7.250%
Required employer contribution rates	12.380%	11.060%	7.730%
	<b>Safety</b>		
	<u>Classic Tier I</u>	<u>Classic Tier II</u>	<u>PEPRA</u>
	Prior to October 30, 2012	On or after October 30, 2012	On or after January 1, 2013
Hire date			
Benefit formula	3% @ 50	3% @ 55	2.7% @ 57
Benefit vesting schedule	5 years service	5 years service	5 years service
Benefit payments	monthly for life	monthly for life	monthly for life
Retirement age	50	50 - 55	50 - 57
Monthly benefits, as a % of eligible compensation	3%	2.4% - 3%	2.0% - 2.7%
Required employee contribution rates	9%	9%	13.750%
Required employer contribution rates	24.360%	22.470%	13.980%

CalPERS collects employer contributions for the Plan as a percentage of payroll for the normal cost portion as noted in the rates above and as a dollar amount for contributions toward the unfunded liability and side fund. The dollar amounts are billed on a monthly basis. The Town’s required contribution for the unfunded liability and side fund was \$12,454 in fiscal year 2022.

**Contributions** – Section 20814(c) of the California Public Employees’ Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Town is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2022, the contributions to the Plan were as follows:

	<u>Miscellaneous</u>	<u>Safety</u>	<u>Total</u>
Contributions - employer	\$187,860	\$220,732	\$408,592

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**6. EMPLOYEE RETIREMENT PLAN (Continued)**

***B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions***

For purposes of measuring the net pension asset and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Plan and additions to/deductions from the Plan’s fiduciary net position have been determined on the same basis as they are reported by the CalPERS Financial Office. For this purpose, benefit payments (including refunds of employee contributions) are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

As of June 30, 2022, the Town reported a net pension asset for its proportionate share of the net pension asset of the Plan as follows:

	<u>Proportionate Share of Net Pension Asset</u>
Miscellaneous	\$2,185,481
Safety	<u>3,352,678</u>
Total Net Pension Asset	<u><u>\$5,538,159</u></u>

The Town’s net pension asset for the Plan is measured as the proportionate share of the net pension asset. The net pension asset of the Plan is measured as of June 30, 2021, and the total pension liability for the Plan used to calculate the net pension asset was determined by an actuarial valuation as of June 30, 2020 rolled forward to June 30, 2021 using standard update procedures. The Town’s proportion of the net pension asset was based on a projection of the Town’s long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The Town’s proportionate share of the net pension liability (asset) for the Plan as of June 30, 2020 and 2021 was as follows:

	<u>Miscellaneous</u>
Proportion - June 30, 2020	0.06003%
Proportion - June 30, 2021	<u>-0.11510%</u>
Change - Increase (Decrease)	<u><u>-0.17513%</u></u>
	<u>Safety</u>
Proportion - June 30, 2020	0.06113%
Proportion - June 30, 2021	<u>-0.09553%</u>
Change - Increase (Decrease)	<u><u>-0.15666%</u></u>
	<u>Total</u>
Proportion - June 30, 2020	0.12116%
Proportion - June 30, 2021	<u>-0.21063%</u>
Change - Increase (Decrease)	<u><u>-0.33179%</u></u>

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

**6. EMPLOYEE RETIREMENT PLAN (Continued)**

***B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)***

For the year ended June 30, 2022, the Town recognized pension expense of (\$1,655,259). At June 30, 2022, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

**Miscellaneous:**

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Pension contributions subsequent to measurement date	\$187,860	
Differences between actual and expected experience	245,078	
Differences between actual contributions and proportionate share of contributions	1,551,876	(\$159,353)
Change in employer's proportion and differences between the employer's contributions and the employer's proportionate share of contributions	120,510	(1,257,469)
Net differences between projected and actual earnings on plan investments		<u>(1,907,809)</u>
Total	<u>\$2,105,324</u>	<u>(\$3,324,631)</u>

**Safety:**

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Pension contributions subsequent to measurement date	\$220,732	
Differences between actual and expected experience	572,802	
Differences between actual contributions and proportionate share of contributions	2,203,692	(\$345,012)
Change in employer's proportion and differences between the employer's contributions and the employer's proportionate share of contributions	184,637	(2,245,872)
Net differences between projected and actual earnings on plan investments		<u>(1,995,488)</u>
Total	<u>\$3,181,863</u>	<u>(\$4,586,372)</u>
<b>Combined Total</b>	<u>\$5,287,187</u>	<u>(\$7,911,003)</u>

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

**6. EMPLOYEE RETIREMENT PLAN (Continued)**

***B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)***

\$408,592 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2023. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ended June 30	<u>Miscellaneous:</u>	<u>Safety:</u>	<u>Total:</u>
	Annual Amortization	Annual Amortization	Annual Amortization
2023	(\$259,547)	(\$332,883)	(\$592,430)
2024	(275,494)	(333,214)	(608,708)
2025	(344,906)	(410,014)	(754,920)
2026	(527,220)	(549,130)	(1,076,350)
Total	<u>(\$1,407,167)</u>	<u>(\$1,625,241)</u>	<u>(\$3,032,408)</u>

***Actuarial Assumptions*** – For the measurement period ended June 30, 2021, the total pension liability was determined by rolling forward the June 30, 2020 total pension liability. The June 30, 2020 total pension liability was based on the following actuarial methods and assumptions for all rate plans:

Valuation Date	June 30, 2020
Measurement Date	June 30, 2021
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Payroll Growth	3.00%
Projected Salary Increase	Varies by Entry Age and Service (1)
Investment Rate of Return	7.15% (2)
Mortality	Derived using CalPers Membership Data for all Funds (3)
Post Retirement Benefit Increase	

Contract COLA up to 2.50% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.50% thereafter

- (1) Depending on age, service and type of employment
- (2) Net of pension plan investment expenses, includes inflation
- (3) The mortality table used was developed based on CalPERS' specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90% of Scale MP 2016. For more details on this table, please refer to the CalPERS December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.

All other actuarial assumptions used in the June 30, 2020 valuation were based on the results of a December 2017 actuarial experience study for the period 1997 to 2015, including updates to salary increase, mortality and retirement rates. Further details of the Experience Study can be found on the CalPERS website under Forms and Publications.



**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

**6. EMPLOYEE RETIREMENT PLAN (Continued)**

***B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)***

***Discount Rate*** – The discount rate used to measure the total pension liability for the Plan was 7.15%. The projection of cash flows used to determine the discount rate for the Plan assumed that contributions from all plan members in the Public Employees Retirement Fund (PERF) will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The table below reflects the expected real rates of return by asset class.

Asset Class(a)	Assumed Asset Allocation	Real Return Years 1 - 10(b)	Real Return Years 11+(c)
Public Equity	50.0%	4.80%	5.98%
Fixed Income	28.0%	1.00%	2.62%
Inflation Assets	0.0%	0.77%	1.81%
Private Equity	8.0%	6.30%	7.23%
Real Assets	13.0%	3.75%	4.93%
Liquidity	1.0%	0.00%	-0.92%
Total	<u>100%</u>		

(a) In the CalPERS ACFR, Fixed Income is included in Global Debt Securities; Liquidity is included in Short-Term Investments; Inflation Assets are included in both Global Equity Securities and Global Debt Securities.

(b) An expected inflation of 2.0% used for this period.

(c) An expected inflation of 2.92% used for this period.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

**6. EMPLOYEE RETIREMENT PLAN (Continued)**

***B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)***

On July 12, 2021, CalPERS reported a preliminary 21.3% net return on investments for fiscal year 2020-21. Based on the thresholds specified in CalPERS Funding Risk Mitigation policy approved by the CalPERS Board in 2015, the excess return of 14.3% prescribes a reduction in investment volatility that corresponds to a reduction in the discount rate used for funding purposes of 0.20%, from 7.00% to 6.80%. Since CalPERS was in the final stages of the four-year Asset Liability Management (ALM) cycle, the CalPERS Board elected to defer any changes to the asset allocation until the ALM process concluded, and the board could make its final decision on the asset allocation in November 2021.

On November 17, 2021, the board adopted a new strategic asset allocation. The new asset allocation along with the new capital market assumptions, economic assumptions and administrative expense assumption support a discount rate of 6.90% (net of investment expense, but without a reduction for administrative expense) for financial reporting purposes. This includes a reduction in the price inflation assumption from 2.50% to 2.30% as recommended in the November 2021 CalPERS Experience Study and Review of Actuarial Assumptions. This study also recommended modifications to retirement rates, termination rates, mortality rates and rates of salary increases that were adopted by the CalPERS Board. These new assumptions will be reflected in the CalPERS GASB 68 accounting valuation reports for the June 30, 2022, measurement date.

In July 2018, the Town established a Section 115 Pension Trust with Public Agency Retirement Services (PARS). PARS, the trust administrator, partners with U.S. Bank and HighMark Capital Management to provide trustee and investment advisory services, respectively. This trust was established to set aside moneys to meet the Town’s future pension contributions or unfunded liabilities. Financial statements of PARS may be obtained from PARS, 4350 Von Karman Avenue, Suite 100, Newport Beach, CA 92660.

***Sensitivity of the Proportionate Share of the Net Pension Asset to Changes in the Discount Rate*** – The following presents the Town’s proportionate share of the net pension asset for the Plan, calculated using the discount rate for the Plan, as well as what the Town’s proportionate share of the net pension asset would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	Miscellaneous	Safety	Total
1% Decrease	6.15%	6.15%	6.15%
Net Pension Asset	\$173,466	\$266,967	\$440,433
Current Discount Rate	7.15%	7.15%	7.15%
Net Pension Asset	\$2,185,481	\$3,352,678	\$5,538,159
1% Increase	8.15%	8.15%	8.15%
Net Pension Asset	\$3,848,786	\$5,887,207	\$9,735,993

***Pension Plan Fiduciary Net Position*** – Detailed information about each pension plan’s fiduciary net position is available in the separately issued CalPERS financial reports.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**7. DEFINED CONTRIBUTION RETIREMENT PLAN**

The Town contributes to VantageTrust, which administers a defined contribution retirement plan. A deferred compensation retirement plan provides retirement benefits in return for services rendered, provides an individual account for each participant, and specifies how contributions to the individual's accounts are determined instead of specifying the amount of benefits the individual is to receive. The benefits a participant will receive depend on the amount contributed to the participant's account, and the returns earned on investments on those contributions. The Plan's trust administrator is The International City Management Association Retirement Corporation (ICMA-RC), 777 North Capitol Street, N.E., Suite 600, Washington, D.C., 20002-4240.

As established by the plan, all eligible part-time, seasonal, and temporary employees of the Town become participants in the plan effective July 1, 2014 or upon starting date as an employee.

As determined by the plan, 3.75% of gross earnings to the plan. The Town contributes an additional 3.75% of the employee's gross earnings. Contributions made by an employee and the employer vest immediately. No forfeitures were noted during the current period.

During the year, the Town and employees each contributed \$136,146 and \$158,413 respectively. The total covered payroll of employees participating in the plan for the year ended June 30, 2022 was \$294,559. The total payroll for the year was \$3,144,750.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**8. OTHER POST-EMPLOYMENT BENEFITS**

**A. Plan Description and Funding Policy**

The Town provides full health insurance benefits to Miscellaneous employees who retire with at least 25 years of service (20 years in Management). The Town will pay up to the one-party Kaiser basic rate for retirees. For those with 10 or more years of service, there are partial benefits. For Public Safety Employees hired on or after July 1, 2013 the Town will contribute 1% of the employee’s regular rate of pay into a Retirement Health Savings plan (RHS). Contributions to the RHS began on July 1, 2018 and continue with each pay period based on the employee’s regular rate of pay at that time. Miscellaneous employees hired after July 1, 2013 are no longer eligible for retiree benefits. For retirees not eligible for the premium-based benefit, the Town will pay the CalPERS minimum employer contribution towards premiums, which is \$143 per month from July to December 2021 and \$149 from January to June 2022. The cost of the benefits provided by the Plan is currently being paid along with the annual required contribution. The long-term strategy for funding the benefits provided under the Plan is currently being evaluated.

The Town participates in the California Employers Retirees Benefit Trust (CERBT), an irrevocable trust established to fund OPEB. CERBT is administrated by CALPERS, and is managed by an appointed board not under the control of Town Council. This Trust is not considered a component unit by the Town and has been excluded from these financial statements. The CERBT issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained from the California Public Employees’ Retirement System, CERBT, P.O. Box 942703, Sacramento, CA 94229-2703.

The Town’s Policy is to fund these benefits by accumulating assets with CERBT discussed above pursuant to Council Resolution 09-48. For the year ended June 30, 2022, the Town’s contributions to the Plan were \$120,000.

**Employees Covered by Benefit Terms** – Membership in the plan consisted of the following at the measurement date of June 30, 2021:

Active employees	36
Inactive employees or beneficiaries currently receiving benefit payments	11
Inactive employees entitled to but not yet receiving benefit payments	14
Total	61

**B. Net OPEB Liability**

**Actuarial Methods and Assumptions** – The Town’s net OPEB liability was measured as of June 30, 2021 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2021 based on the following actuarial methods and assumptions: (a) 6.50% investment return; (b) 2.80% projected annual salary increase; and (c) health care cost trend rate increases between -2.70% - 6.80% in future years.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**8. OTHER POST-EMPLOYMENT BENEFITS (Continued)**

**B. Net OPEB Liability (Continued)**

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the Town and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the Town and plan members to that point. The actuarial methods and assumptions used include techniques that smooth the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets. Actuarial calculations reflect a long-term perspective and actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to revision at least once every three years as results are compared to past expectations and new estimates are made about the future. The Town’s OPEB unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll using a closed twenty year amortization period.

The underlying mortality assumptions were based on the CalPERS Experience Study and Review of Actuarial Assumptions published in November 2021 for Public Agency Miscellaneous and Police members.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Global Equity	59%	4.10%
Fixed Income	25%	1.05%
TIPS	5%	0.20%
Commodities	3%	1.79%
REITs	8%	3.54%
Total	100%	

**Discount Rate** – The discount rate used to measure the total OPEB liability was 6.50%. The projection of cash flows used to determine the discount rate assumed that Town contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan’s fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

**8. OTHER POST-EMPLOYMENT BENEFITS (Continued)**

**C. Changes in Net OPEB Liability**

The changes in the net OPEB liability is shown in the following table:

	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability/(Asset)
	(a)	(b)	(a) - (b)
Balance at June 30, 2020 (Measurement Date)	\$2,900,654	\$1,157,679	\$1,742,975
Changes Recognized for the Measurement Period:			
Service Cost	217,386		217,386
Interest on the total OPEB liability	122,717		122,717
Differences between expected and actual experience	(552,481)		(552,481)
Changes of assumptions	(695,226)		(695,226)
Contributions:			
Employer - Town's Contribution		221,216	(221,216)
Net investment income		345,040	(345,040)
Benefit payments, including refunds of employee contributions	(101,216)	(101,216)	
Administrative expenses		(478)	478
Net changes	(1,008,820)	464,562	(1,473,382)
Balance at June 30, 2021 (Measurement Date)	\$1,891,834	\$1,622,241	\$269,593

Detailed information about the OPEB plan's fiduciary net position is available in the separately issued plan financial report that may be obtained from CalPERS.

**D. Sensitivity of the Net OPEB Liability to Changes in the Discount Rate and Healthcare Cost Trend Rates**

The following presents the net OPEB liability of the Town, as well as what the Town's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.50%) or 1-percentage-point higher (7.50%) than the current discount rate:

Net OPEB Liability		
Discount Rate -1%	Discount Rate	Discount Rate +1%
5.50%	6.50%	7.50%
\$512,516	\$269,593	\$26,670

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

**8. OTHER POST-EMPLOYMENT BENEFITS (Continued)**

***D. Sensitivity of the Net OPEB Liability to Changes in the Discount Rate and Healthcare Cost Trend Rates (Continued)***

The following presents the net OPEB liability of the Town, as well as what the Town's net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower (-3.70% to 5.80%, decreasing to an ultimate rate of 3.04%) or 1-percentage-point higher (-1.70% to 7.80%, decreasing to an ultimate rate of 5.04%) than the current healthcare cost trend rates (-2.70% to 6.80%, decreasing to an ultimate rate of 4.04%):

<b>Net OPEB Liability</b>		
<b>Healthcare Cost</b>		
<b>1% Decrease</b>	<b>Trend Rates</b>	<b>1% Increase</b>
\$482,969	\$269,593	\$90,052

***E. OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB***

For the year ended June 30, 2022, the Town recognized \$96,909 of OPEB expense. At June 30, 2022, the Town reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between actual and expected experience	\$8,712	(\$581,683)
Changes of assumptions	253,942	(588,365)
Net differences between projected and actual earnings on OPEB plan investments		(197,820)
Contributions Subsequent to the Measurement Date	306,885	
Total	\$569,539	(\$1,367,868)

\$306,885 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as reduction in the net OPEB liability in the year ended June 30, 2023. Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as part of OPEB expense as follows:

Year Ended June 30	Annual Amortization
2023	(\$237,297)
2024	(228,760)
2025	(231,201)
2026	(206,003)
2027	(201,953)
Total	(\$1,105,214)

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**9. RISK MANAGEMENT**

**A. Risk Pool**

The Town is a participant in the Bay Cities Joint Powers Insurance Authority (BCJPIA), which covers general liability claims in an amount up to \$1,000,000. The Town has a deductible or uninsured liability of up to \$50,000 per claim. Once the Town’s deductible is met, BCJPIA becomes responsible for payment of all claims up to the limit. Other coverage includes excess insurance for claims over \$1,000,000.

The Town also participates in the BCJPIA for worker’s compensation insurance. BCJPIA participates in the Local Agency Worker’s Compensation Excess Insurance Joint Powers Authority’s (LAWCX) risk pool which in turn purchases coverage above \$1,000,000. The Town has a deductible or uninsured liability of up to \$150,000 per claim. BCJPIA pool covers claims from \$150,000 to \$1,000,000. Claims from \$1,000,000 up to statutory are covered by LAWCX. Once the Town’s deductible is met, then BCJPIA Plan becomes responsible for payment of all claims up to the limit. Settled claims have not exceeded insurance coverage in any of the past three fiscal years by any significant amount.

Each risk pool is governed by a board consisting of representatives from member municipalities. The board controls the operations of each risk pool, including selection of management and approval of operating budgets, independent of any influence by member municipalities beyond their representation on the board. The Town’s contributions to each risk pool equal the ratio of the Town’s payroll to the total payrolls of all entities participating in the same layer of each program, in each program year. Actual surpluses or losses are shared according to a formula developed from overall loss costs and spread to member entities on a percentage basis after a retrospective rating.

**B. Liability for Uninsured Claims**

Municipalities are required to record their liability for uninsured claims and to reflect the current portion of this liability as an expenditure in their financial statements. As discussed above, the Town has coverage for such claims, but it has retained the risk for the deductible or uninsured portion of these claims. The Town’s liability for uninsured claims based on claims experience was computed as follows:

	June 30	
	2022	2021
Balance at beginning of year	\$83,637	\$180,208
Change in liability for prior fiscal year claims and claims incurred but not reported	14,569	(94,749)
Claims paid	(18,583)	(1,822)
Balance at end of year	<u>\$79,623</u>	<u>\$83,637</u>
Due in one year	<u>\$79,623</u>	<u>\$83,637</u>

During the past three years there have been no significant reductions in any of the Town’s Insurance coverage and no settlement amounts have exceeded insurance coverage.



**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**10. JOINTLY GOVERNED ORGANIZATIONS**

The Town participates in several active jointly governed organizations through formally organized and separate entities established under the Joint Exercise of Powers Act of the State of California. As separate legal entities, these entities exercise full powers and authorities within the scope of the related Joint Powers Agreements (JPA), including selection of management and approval of operating budgets, independent of any influence by each member beyond representation on each Board. Obligations and liabilities of these jointly governed organizations are not the Town's responsibility, and the Town does not have an equity interest in the assets of each jointly governed organization except upon dissolution.

**A. *Ross Valley Fire Service***

The Ross Valley Fire Service (Fire Service) was established under a 1982 Joint Exercise of Powers Agreement between the Town of Fairfax, the Town of San Anselmo, the Town of Ross and the County of Marin (for Sleepy Hollow) for the purpose of providing fire protection, emergency medical, and related services within the covered area. Members of the Fire Service pay their pro rata share of the total annual contributions. Financial statements for the Fire Service may be found at [www.rossvalleyfire.org](http://www.rossvalleyfire.org).

**B. *Ross Valley Paramedic Authority (Authority)***

The Authority is a joint powers agreement formed on December 14, 1982, by the Town of Fairfax, Town of Corte Madera, Kentfield Fire Protection District, Town of Larkspur, County of Marin, Town of Ross, Town of San Anselmo, and Sleepy Hollow Fire Protection District for the purpose of providing paramedic services. The Authority is controlled by an eight member board consisting of a member from each entity. Services are provided by the County of Marin Fire Department to the Authority. The Authority's operations are financed by its members, through property taxes on each residential unit and commercial property. The books and records are maintained by the Town of Larkspur. Financial statements for the Ross Valley Paramedic Authority may be found at [www.rossvalleyppa.org](http://www.rossvalleyppa.org).

**C. *Marin Telecommunications Agency (Agency)***

The Agency was established to regulate the rates for cable television service and equipment and to advise the participants of their license authority. The Governing Board of the Marin Telecommunications Agency consists of one member from each of the eleven participating agencies. Financial statements of the Agency can be obtained at 555 Northgate Drive, Suite 230, San Rafael, California 94903.

**D. *Marin General Services Authority (MGSA)***

The MGSA was established on April 26, 2005, to replace the Marin Street Light Acquisition Authority. All the original members of the Marin Street Light Acquisition Authority are eligible for membership. The Authority is established to finance, implement, and manage various municipal services with the member agencies including taxicab regulation and information management services. All assets and funds of the Marin Street Light Acquisition Authority were transferred to the MGSA. The financial responsibility of each member is based on a relative population and assessed value formula. Audited financial statements may be obtained by a request to the Marin General Services Authority at Marin County Auditor-Controller, County of Marin, 3501 Civic Center Drive, Room 225, San Rafael, CA 94903.

**Town of Fairfax**  
**Notes to Basic Financial Statements**  
**For the Year Ended June 30, 2022**

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**10. JOINTLY GOVERNED ORGANIZATIONS (Continued)**

***E. Marin Emergency Radio Authority (MERA)***

The Town is a member of MERA, along with the County of Marin and twenty-four local government agencies. The purpose of MERA is to plan, finance, implement, own, and operate a multi-jurisdictional and countywide public safety and emergency radio system. To finance this system, in 1999 MERA issued approximately \$27 million in revenue bonds. Audited financial statements may be obtained by a request to the Marin Emergency Radio Authority at Marin County Auditor-Controller, County of Marin, 3501 Civic Drive, Room 225, San Rafael, CA 94903.

***F. Marin County Major Crimes Task Force***

The Marin County Major Crimes Task Force, established in 1977, is a specialized undercover law enforcement unit focused on drug related and major criminal activity throughout the County of Marin. The Task Force Oversight Committee is comprised of member cities and the Marin County Sheriff.

**11. COMMITMENTS AND CONTINGENCIES**

The Town is subject to litigation arising in the normal course of business. In the opinion of the Town Attorney, there is no pending litigation which is likely to have a material adverse effect on the financial position of the Town.

**REQUIRED SUPPLEMENTARY INFORMATION**

**Town of Fairfax  
Required Supplementary Information  
For the Year Ended June 30, 2022**

**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE  
OF THE NET PENSION LIABILITY (ASSET)  
A Cost Sharing-Employer Defined Pension Plan  
Last 10 Years\***

	<b>Miscellaneous</b>		
Measurement Date	<b>6/30/2014</b>	<b>6/30/2015</b>	<b>6/30/2016</b>
Plan's Proportion of the Net Pension Liability (Asset)	0.07748%	0.09126%	0.09001%
Plan's Proportionate Share of the Net Pension Liability (Asset)	\$1,914,846	\$2,503,788	\$3,126,781
Plan's Covered Payroll	\$1,247,851	\$1,241,911	\$1,287,995
Plan's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Payroll	153.45%	201.61%	242.76%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	81.08%	76.61%	72.56%
	<b>Safety</b>		
Measurement Date	<b>6/30/2014</b>	<b>6/30/2015</b>	<b>6/30/2016</b>
Plan's Proportion of the Net Pension Liability (Asset)	0.11099%	0.10852%	0.01031%
Plan's Proportionate Share of the Net Pension Liability (Asset)	\$4,163,196	\$4,471,432	\$5,341,602
Plan's Covered Payroll	\$809,319	\$1,014,302	\$1,112,774
Plan's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Payroll	514.41%	440.84%	480.03%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	72.14%	73.40%	72.69%
	<b>Combined Total</b>		
Measurement Date	<b>6/30/2014</b>	<b>6/30/2015</b>	<b>6/30/2016</b>
Plan's Proportion of the Net Pension Liability (Asset)	0.18847%	0.19978%	0.10032%
Plan's Proportionate Share of the Net Pension Liability (Asset)	\$6,078,042	\$6,975,220	\$8,468,383
Plan's Covered Payroll	\$2,057,170	\$2,256,213	\$2,400,769
Plan's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Payroll	295.46%	309.16%	352.74%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	75.75%	74.65%	74.06%

**Notes to Schedule:**

\* Fiscal year 2015 was the 1st year of implementation.

**Town of Fairfax**  
**Required Supplementary Information**  
**For the Year Ended June 30, 2022**

**Miscellaneous**

<b>6/30/2017</b>	<b>6/30/2018</b>	<b>6/30/2019</b>	<b>6/30/2020</b>	<b>6/30/2021</b>
0.05890%	0.05022%	0.05510%	0.06003%	-0.11510%
\$2,045,987	\$1,892,771	\$2,206,385	\$2,532,177	(\$2,185,481)
\$1,307,451	\$1,422,171	\$1,731,683	\$1,795,191	\$1,713,955
156.49%	133.09%	127.41%	141.05%	-127.51%
84.04%	85.78%	84.16%	77.71%	110.51%

**Safety**

<b>6/30/2017</b>	<b>6/30/2018</b>	<b>6/30/2019</b>	<b>6/30/2020</b>	<b>6/30/2021</b>
0.00632%	0.05147%	0.05555%	0.06113%	-0.00096%
\$3,272,224	\$3,020,302	\$3,467,642	\$4,072,550	(\$3,352,678)
\$1,102,979	\$1,153,546	\$1,169,226	\$1,319,468	\$1,071,305
296.67%	261.83%	296.58%	308.65%	-312.95%
83.16%	85.20%	83.64%	73.12%	115.46%

**Combined Total**

<b>6/30/2017</b>	<b>6/30/2018</b>	<b>6/30/2019</b>	<b>6/30/2020</b>	<b>6/30/2021</b>
0.06521%	0.10170%	0.11065%	0.12116%	-0.11605%
\$5,318,211	\$4,913,073	\$5,674,027	\$6,604,727	(\$5,538,159)
\$2,410,430	\$2,575,717	\$2,900,909	\$3,114,659	\$2,785,260
220.63%	190.75%	195.59%	212.05%	-198.84%
83.51%	85.43%	83.85%	75.10%	113.27%

**Town of Fairfax**  
**Required Supplementary Information**  
**For the Year Ended June 30, 2022**

**SCHEDULE OF CONTRIBUTIONS**  
**A Cost Sharing-Employer Defined Pension Plan**  
**Last 10 Years\***

	<b>Miscellaneous</b>		
For the Year Ended June 30,	<b>2015</b>	<b>2016</b>	<b>2017</b>
Actuarially determined contribution	\$206,873	\$286,615	\$127,013
Contributions in relation to the actuarially determined contributions	(206,873)	(286,615)	(1,692,298)
Contribution deficiency (excess)	\$0	\$0	(\$1,565,285)
Covered payroll	\$1,241,911	\$1,287,995	\$1,307,451
Contributions as a percentage of covered payroll	16.66%	22.25%	129.43%
	<b>Safety</b>		
For the Year Ended June 30,	<b>2015</b>	<b>2016</b>	<b>2017</b>
Actuarially determined contribution	\$379,846	\$544,416	\$174,929
Contributions in relation to the actuarially determined contributions	(379,846)	(544,416)	(2,966,287)
Contribution deficiency (excess)	\$0	\$0	(\$2,791,358)
Covered payroll	\$1,014,302	\$1,112,774	\$1,102,979
Contributions as a percentage of covered payroll	37.45%	48.92%	268.93%
	<b>Combined Total</b>		
For the Year Ended June 30,	<b>2015</b>	<b>2016</b>	<b>2017</b>
Actuarially determined contribution	\$586,719	\$831,031	\$301,942
Contributions in relation to the actuarially determined contributions	(586,719)	(831,031)	(4,658,585)
Contribution deficiency (excess)	\$0	\$0	(\$4,356,643)
Covered payroll	\$2,256,213	\$2,400,769	\$2,410,430
Contributions as a percentage of covered payroll	26.00%	34.62%	193.27%

\*Fiscal year 2015 was the 1st year of implementation.

**Town of Fairfax**  
**Required Supplementary Information**  
**For the Year Ended June 30, 2022**

<b>Miscellaneous</b>				
<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
\$183,010	\$287,457	\$281,856	\$2,811,976	\$187,860
<u>(183,010)</u>	<u>(287,457)</u>	<u>(281,856)</u>	<u>(2,811,976)</u>	<u>(187,860)</u>
<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<u>\$1,422,171</u>	<u>\$1,731,683</u>	<u>\$1,795,191</u>	<u>\$1,713,955</u>	<u>\$2,014,672</u>
12.87%	16.60%	15.70%	164.06%	9.32%
<b>Safety</b>				
<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
\$266,312	\$283,781	\$414,027	\$4,423,693	\$220,732
<u>(266,312)</u>	<u>(283,781)</u>	<u>(414,027)</u>	<u>(4,423,693)</u>	<u>(220,732)</u>
<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<u>\$1,153,546</u>	<u>\$1,169,226</u>	<u>\$1,319,468</u>	<u>\$1,071,305</u>	<u>\$1,130,078</u>
23.09%	24.27%	31.38%	412.93%	19.53%
<b>Combined Total</b>				
<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
\$449,322	\$571,238	\$695,883	\$7,235,669	\$408,592
<u>(449,322)</u>	<u>(571,238)</u>	<u>(695,883)</u>	<u>(7,235,669)</u>	<u>(408,592)</u>
<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<u>\$2,575,717</u>	<u>\$2,900,909</u>	<u>\$3,114,659</u>	<u>\$2,785,260</u>	<u>\$3,144,750</u>
17.44%	19.69%	22.34%	259.78%	12.99%

**Town of Fairfax**  
**Required Supplementary Information**  
**For the Year Ended June 30, 2022**

**SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY AND RELATED RATIOS**

**Schedule of Changes in Net OPEB Liability**

**Last 10 fiscal years\***

**Other Post-Employment Benefits (OPEB) - Agent Multiple Employer Plan**

Measurement Date	<u>2017</u>	<u>2018</u>
Total OPEB Liability		
Service Cost	\$70,686	\$66,761
Interest	136,346	165,840
Changes of assumptions	(58,106)	(45,050)
Differences between expected and actual experience	293,112	
Benefit payments	(40,109)	(64,900)
Implicit Rate Subsidy Fulfilled	(5,453)	(25,787)
Net change in total OPEB liability	<u>396,476</u>	<u>96,864</u>
Total OPEB liability - beginning	<u>1,905,187</u>	<u>2,301,663</u>
Total OPEB liability - ending (a)	<u><u>\$2,301,663</u></u>	<u><u>\$2,398,527</u></u>
OPEB fiduciary net position		
Net investment income	\$62,741	\$59,886
Contributions - Employer - Town's Contribution	160,109	184,900
Contributions - Employer - Implicit Subsidy	5,453	25,787
Administrative expense	(310)	(418)
Benefit payments	(40,109)	(64,900)
Implicit Rate Subsidy Fulfilled	(5,453)	(25,787)
Net change in plan fiduciary net position	<u>182,431</u>	<u>179,468</u>
Plan fiduciary net position - beginning	<u>594,476</u>	<u>776,907</u>
Plan fiduciary net position - ending (b)	<u><u>\$776,907</u></u>	<u><u>\$956,375</u></u>
Net OPEB liability - ending (a)-(b)	<u><u>\$1,524,756</u></u>	<u><u>\$1,442,152</u></u>
Plan fiduciary net position as a percentage of the total OPEB liability	33.75%	39.87%
Covered-employee payroll	<u><u>\$1,983,474</u></u>	<u><u>\$2,038,020</u></u>
Net OPEB liability as a percentage of covered-employee payroll	<u><u>76.87%</u></u>	<u><u>70.76%</u></u>

\* Fiscal year 2018 was the first year of implementation.



**Town of Fairfax**  
**Required Supplementary Information**  
**For the Year Ended June 30, 2022**

<u>2019</u>	<u>2020</u>	<u>2021</u>
\$69,283	\$209,347	\$217,386
176,301	99,805	122,717
32,801	12,962	(552,481)
(238,657)	353,019	(695,226)
(55,133)	(85,929)	(101,216)
(37,062)	(34,610)	
<u>(52,467)</u>	<u>554,594</u>	<u>(1,008,820)</u>
2,398,527	2,346,060	2,900,654
<u>\$2,346,060</u>	<u>\$2,900,654</u>	<u>\$1,891,834</u>
\$62,528	\$39,531	\$345,040
155,133	85,929	221,216
37,062	34,610	
(208)	(547)	(478)
(55,133)	(34,610)	(101,216)
(37,062)	(85,929)	
<u>162,320</u>	<u>38,984</u>	<u>464,562</u>
956,375	1,118,695	1,157,679
<u>\$1,118,695</u>	<u>\$1,157,679</u>	<u>\$1,622,241</u>
<u>\$1,227,365</u>	<u>\$1,742,975</u>	<u>\$269,593</u>
47.68%	39.91%	85.75%
<u>\$2,518,122</u>	<u>\$2,924,356</u>	<u>\$2,595,720</u>
<u>48.74%</u>	<u>59.60%</u>	<u>10.39%</u>

**Town of Fairfax**  
**Required Supplementary Information**  
**For the Year Ended June 30, 2022**

**SCHEDULE OF CONTRIBUTIONS**  
**AGENT MULTIPLE EMPLOYER OPEB PLAN**  
 Last 10 fiscal years\*

<b>Fiscal Year Ended June 30,</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Actuarially determined contribution	\$65,854	\$195,302	\$126,146
Contributions in relation to the actuarially determined contribution	<u>165,562</u>	<u>194,535</u>	<u>94,752</u>
Contribution deficiency (excess)	<u>(\$99,708)</u>	<u>\$767</u>	<u>\$31,394</u>
Covered-employee payroll	<u>\$1,983,474</u>	<u>\$2,038,020</u>	<u>\$2,518,122</u>
Contributions as a percentage of covered-employee payroll	8.35%	9.55%	3.76%

Methods and assumptions used to determine contribution rates:

Measurement Date	June 30, 2021
Actuarial Cost Method	Entry age normal, level percent of pay
Amortization Period	20 years
Actuarial Assumptions:	Closed period, level percent of pay
Discount Rate	6.50%
Inflation	2.50%
Assumed Payroll Growth	2.800%
Healthcare Trend Rates	5.75%, trending down to 4.04%
Rate of Return on Assets	6.50%
Mortality Rate	CalPERS rates
Retirement rates	CalPERS rates

\* Fiscal year 2018 was the first year of implementation.

**Town of Fairfax**  
**Required Supplementary Information**  
**For the Year Ended June 30, 2022**

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<u>2021</u>	<u>2022</u>
\$300,289	\$100,296
<u>242,513</u>	<u>306,885</u>
<u>\$57,776</u>	<u>(\$206,589)</u>
<u><u>\$2,924,356</u></u>	<u><u>\$3,418,905</u></u>
8.29%	8.98%

TOWN OF FAIRFAX  
GENERAL FUND  
SCHEDULE OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2022

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget
	<u>Original</u>	<u>Final</u>		Positive (Negative)
<b>REVENUES</b>				
Property taxes	\$5,042,300	\$5,793,700	\$5,913,066	\$119,366
Special assessments	350,000	391,200	465,983	74,783
Sales tax	1,642,200	1,642,200	2,037,808	395,608
Permits licenses and fees	120,000	601,000	698,858	97,858
Fines, forfeitures and penalties	130,000	130,000	69,111	(60,889)
From other agencies	257,200	1,223,600	1,175,613	(47,987)
Franchise fees	480,000	480,000	457,185	(22,815)
Services charges	187,708	164,500	156,719	(7,781)
Use of money and property	21,300	35,600	51,362	15,762
Other revenue	14,300	90,208	138,148	47,940
<b>Total Revenues</b>	<u>8,245,008</u>	<u>10,552,008</u>	<u>11,163,853</u>	<u>611,845</u>
<b>EXPENDITURES</b>				
Current:				
General government	2,407,302	2,293,171	2,114,049	179,122
Public safety	6,202,951	6,202,951	6,032,035	170,916
Public works and facilities	879,644	879,644	957,672	(78,028)
Planning and building	1,321,191	1,321,191	958,280	362,911
Parks and recreation	571,612	571,611	694,849	(123,238)
Capital outlay	130,000	130,000	30,834	99,166
Debt service:				
Principal	116,600	216,600	116,600	100,000
Interest and fiscal charges		14,133	14,133	
<b>Total Expenditures</b>	<u>11,629,300</u>	<u>11,629,301</u>	<u>10,918,452</u>	<u>710,849</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>(3,384,292)</u>	<u>(1,077,293)</u>	<u>245,401</u>	<u>1,322,694</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	3,881,832	3,255,000	970,000	(2,285,000)
Transfers (out)	(1,359,369)	(2,597,537)	(318,319)	2,279,218
<b>Total Other Financing Sources (Uses)</b>	<u>2,522,463</u>	<u>657,463</u>	<u>651,681</u>	<u>(5,782)</u>
<b>Net change in fund balance</b>	<u>(\$861,829)</u>	<u>(\$419,830)</u>	897,082	<u>\$1,316,912</u>
<b>FUND BALANCE</b>				
Beginning of year			<u>5,804,187</u>	
End of year			<u>\$6,701,269</u>	

TOWN OF FAIRFAX  
 FEDERAL STIMULUS SPECIAL REVENUE FUND  
 SCHEDULE OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCE  
 BUDGET AND ACTUAL  
 FOR THE YEAR ENDED JUNE 30, 2022

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget
	<u>Original</u>	<u>Final</u>		Positive (Negative)
<b>REVENUES</b>				
From other agencies	\$900,000	\$900,000	\$33,373	(\$866,627)
<b>Total Revenues</b>	<u>900,000</u>	<u>900,000</u>	<u>33,373</u>	<u>(866,627)</u>
<b>EXPENDITURES</b>				
Capital outlay	133,000	133,000	33,373	99,627
<b>Total Expenditures</b>	<u>133,000</u>	<u>133,000</u>	<u>33,373</u>	<u>99,627</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>767,000</u>	<u>767,000</u>		<u>(767,000)</u>
<b>Net change in fund balance</b>	<u>\$767,000</u>	<u>\$767,000</u>		<u>(\$767,000)</u>
<b>FUND BALANCE</b>				
Beginning of year			_____	
End of year			=====	

**Town of Fairfax  
Required Supplementary Information  
For the Year Ended June 30, 2022**

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**1. BUDGETARY PRINCIPLES**

The Town follows these procedures in establishing the budgetary data reflected in the financial statements:

- By June 30, the Town Manager submits to the Town Council a proposed operating budget for the year commencing July 1. The operating budget includes proposed expenditures and the means of financing them. Continuing appropriations are rebudgeted by the Town Council as part of the adoption of subsequent year’s budgets.
- Public hearings are conducted to obtain taxpayer comments.
- The budget is legally enacted through passage of a resolution during a Town Council meeting July – September.
- Department Heads are responsible for ensuring department expenditures stay within the department's budgeted appropriation. Approval from the Town Manager is required to move funds between personnel and operating expense sections of each department budget. Any increase to the total departmental/fund appropriation will require prior approval by the Town Council.
- Formal budgeting is employed as a management control device during the year for the general, certain special revenue and debt service funds.
- Budgets for the general, special revenue and debt service funds are adopted on a basis consistent with generally accepted accounting principles (GAAP), except Special Police Special Revenue Fund.
- Budgets for capital projects funds are adopted on a project-life basis.

Budgeted amounts are as originally adopted or as amended by the Town Council. Budget amendments were not material in relation to the original appropriations.

Under encumbrance accounting, purchase orders, contracts and other commitments for expenditures are recorded to reserve that portion of the applicable appropriation. Encumbrance accounting is employed as an extension of formal budgetary accounting. Since encumbrances do not yet constitute expenditures or liabilities, encumbrances outstanding at year-end are reported as reservations of fund balances.

Expenditures over Appropriations

The following funds had an excess of expenditures over appropriations, but had adequate resources to cover the excess:

	<u>Expenditures in Excess of Budget</u>
General Fund:	
Public works and facilities	\$78,028
Parks and Recreation	123,238
2012 Series Debt Service Fund - debt service	9,322
2020 Lease Financing Debt Service Fund - debt service	2,099

**SUPPLEMENTARY INFORMATION**

TOWN OF FAIRFAX  
NON-MAJOR GOVERNMENTAL FUNDS  
COMBINING BALANCE SHEETS  
JUNE 30, 2022

	SPECIAL REVENUE FUNDS				
	Special Police	Fairfax Festival	Measure J	Gas Tax	Open Space
<b>ASSETS</b>					
Cash and investments	\$30,625		\$3,270	\$12,917	\$54,773
Restricted cash and investments					
Accounts receivable			3,996		
<b>Total Assets</b>	<b>\$30,625</b>	<b></b>	<b>\$7,266</b>	<b>\$12,917</b>	<b>\$54,773</b>
<b>LIABILITIES AND FUND BALANCES</b>					
<b>Liabilities:</b>					
Accounts payable		\$1,890			
Due to other funds		32,150			
<b>Total Liabilities</b>		<b>34,040</b>			
<b>Fund balances:</b>					
Restricted	\$30,625		\$7,266	\$12,917	\$54,773
Unassigned		(34,040)			
<b>Total Fund Balances (Deficits)</b>	<b>30,625</b>	<b>(34,040)</b>	<b>7,266</b>	<b>12,917</b>	<b>54,773</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$30,625</b>	<b></b>	<b>\$7,266</b>	<b>\$12,917</b>	<b>\$54,773</b>



SPECIAL REVENUE FUNDS		DEBT SERVICE FUNDS					
Measure A Parks	Measure A/AA Transportation	2008 Series Debt Service	2012 Series Debt Service	2016 Series Debt Service	2020 Lease Financing Debt Service	Total	
\$304,348	\$28,788	\$271,362	\$238,277	\$83,650	\$4,410	\$434,721	
	37,898			3,578		597,699	
						45,472	
<u>\$304,348</u>	<u>\$66,686</u>	<u>\$271,362</u>	<u>\$238,277</u>	<u>\$87,228</u>	<u>\$4,410</u>	<u>\$1,077,892</u>	
						\$1,890	
						32,150	
						34,040	
\$304,348	\$66,686	\$271,362	\$238,277	\$87,228	\$4,410	1,077,892	
						(34,040)	
<u>304,348</u>	<u>66,686</u>	<u>271,362</u>	<u>238,277</u>	<u>87,228</u>	<u>4,410</u>	<u>1,043,852</u>	
<u>\$304,348</u>	<u>\$66,686</u>	<u>\$271,362</u>	<u>\$238,277</u>	<u>\$87,228</u>	<u>\$4,410</u>	<u>\$1,077,892</u>	

TOWN OF FAIRFAX  
NON-MAJOR GOVERNMENTAL FUNDS  
COMBINING STATEMENTS OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED JUNE 30, 2022

	SPECIAL REVENUE FUNDS				
	Special Police	Fairfax Festival	Measure J	Gas Tax	Open Space
<b>REVENUES</b>					
Property taxes					
From other agencies	\$169,098		\$725,678	\$319,655	\$8,728
Service charges		\$53,550			
Other revenue					
<b>Total Revenues</b>	169,098	53,550	725,678	319,655	8,728
<b>EXPENDITURES</b>					
Current:					
Parks and recreation		63,105			3,319
Debt service:					
Principal					
Interest					
<b>Total Expenditures</b>		63,105			3,319
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	169,098	(9,555)	725,678	319,655	5,409
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers in					3,319
Transfers (out)	(190,000)	(5,000)	(725,000)	(478,347)	
<b>Total Other Financing Sources (Uses)</b>	(190,000)	(5,000)	(725,000)	(478,347)	3,319
<b>NET CHANGE IN FUND BALANCES</b>	(20,902)	(14,555)	678	(158,692)	8,728
<b>FUND BALANCE (DEFICIT)</b>					
<b>Beginning of the year</b>	51,527	(19,485)	6,588	171,609	46,045
<b>End of the year</b>	\$30,625	(\$34,040)	\$7,266	\$12,917	\$54,773

SPECIAL REVENUE FUNDS		DEBT SERVICE FUNDS				Total Nonmajor Governmental Funds
Measure A Parks	Measure A/AA Transportation	2008 Series Debt Service	2012 Series Debt Service	2016 Series Debt Service	2020 Lease Financing Debt Service	
\$143,220	\$69,848	\$191,109 1,178	\$211,903 1,306	\$121,141		\$524,153 1,438,711 53,550 553,740
					\$553,740	553,740
143,220	69,848	192,287	213,209	121,141	553,740	2,570,154
						66,424
		167,000 41,049	195,000 35,685	110,000 21,070	237,000 316,739	709,000 414,543
		208,049	230,685	131,070	553,739	1,189,967
143,220	69,848	(15,762)	(17,476)	(9,929)	1	1,380,187
	(10,404)					3,319 (1,408,751)
	(10,404)					(1,405,432)
143,220	59,444	(15,762)	(17,476)	(9,929)	1	(25,245)
161,128	7,242	287,124	255,753	97,157	4,409	1,069,097
\$304,348	\$66,686	\$271,362	\$238,277	\$87,228	\$4,410	\$1,043,852

TOWN OF FAIRFAX  
 BUDGETED NON-MAJOR GOVERNMENTAL FUNDS  
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCES  
 BUDGET AND ACTUAL  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2022

	Special Police			Measure J		
	Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)
<b>REVENUES</b>						
Property taxes						
From other agencies	\$190,000	\$169,098	(\$20,902)	\$725,515	\$725,678	\$163
Service charges						
<b>Total Revenues</b>	<u>190,000</u>	<u>169,098</u>	<u>(20,902)</u>	<u>725,515</u>	<u>725,678</u>	<u>163</u>
<b>EXPENDITURES</b>						
Current:						
Parks and recreation						
Debt service:						
Principal						
Interest and fiscal charges						
<b>Total Expenditures</b>						
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>190,000</u>	<u>169,098</u>	<u>(20,902)</u>	<u>725,515</u>	<u>725,678</u>	<u>163</u>
<b>OTHER FINANCING SOURCES (USES)</b>						
Transfers in						
Transfers (out)	(190,000)	(190,000)		(725,000)	(725,000)	
<b>Total other financing sources (uses)</b>	<u>(190,000)</u>	<u>(190,000)</u>		<u>(725,000)</u>	<u>(725,000)</u>	
<b>NET CHANGE IN FUND BALANCES</b>		<u>(20,902)</u>	<u>(\$20,902)</u>	<u>\$515</u>	678	<u>\$163</u>
<b>FUND BALANCE (DEFICIT)</b>						
<b>Beginning of the year</b>		<u>51,527</u>			<u>6,588</u>	
<b>End of the year</b>		<u>\$30,625</u>			<u>\$7,266</u>	

Gas Tax			Open Space			Measure A Parks		
Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)
\$329,611	\$319,655	(\$9,956)	\$2,000	\$8,728	\$6,728	\$143,220	\$143,220	
<u>329,611</u>	<u>319,655</u>	<u>(9,956)</u>	<u>2,000</u>	<u>8,728</u>	<u>6,728</u>	<u>143,220</u>	<u>143,220</u>	
			4,000	3,319	681			
			<u>4,000</u>	<u>3,319</u>	<u>681</u>			
<u>329,611</u>	<u>319,655</u>	<u>(9,956)</u>	<u>(2,000)</u>	<u>5,409</u>	<u>7,409</u>	<u>143,220</u>	<u>143,220</u>	
<u>(488,347)</u>	<u>(478,347)</u>	<u>10,000</u>	<u>4,000</u>	<u>3,319</u>	<u>(681)</u>	<u>(294,240)</u>		<u>\$294,240</u>
<u>(488,347)</u>	<u>(478,347)</u>	<u>10,000</u>	<u>4,000</u>	<u>3,319</u>	<u>(681)</u>	<u>(294,240)</u>		<u>294,240</u>
<u>(\$158,736)</u>	<u>(158,692)</u>	<u>\$44</u>	<u>\$2,000</u>	<u>8,728</u>	<u>\$6,728</u>	<u>(\$151,020)</u>	<u>143,220</u>	<u>\$294,240</u>
	<u>171,609</u>			<u>46,045</u>			<u>161,128</u>	
	<u>\$12,917</u>			<u>\$54,773</u>			<u>\$304,348</u>	

(Continued)

TOWN OF FAIRFAX  
 BUDGETED NON-MAJOR GOVERNMENTAL FUNDS  
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCES  
 BUDGET AND ACTUAL  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2022

	Measure A/AA Transportation			2008 Series Debt Service		
	Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)
<b>REVENUES</b>						
Property taxes				\$144,954	\$191,109	\$46,155
From other agencies	\$60,877	\$69,848	\$8,971	942	1,178	236
Service charges						
<b>Total Revenues</b>	<u>60,877</u>	<u>69,848</u>	<u>8,971</u>	<u>145,896</u>	<u>192,287</u>	<u>46,391</u>
<b>EXPENDITURES</b>						
Current:						
Parks and Recreation						
Debt service:						
Principal				167,000	167,000	
Interest and fiscal charges				41,049	41,049	
<b>Total Expenditures</b>				<u>208,049</u>	<u>208,049</u>	
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>60,877</u>	<u>69,848</u>	<u>8,971</u>	<u>(62,153)</u>	<u>(15,762)</u>	<u>46,391</u>
<b>OTHER FINANCING SOURCES (USES)</b>						
Transfers (in)						
Transfers (out)	(109,245)	(10,404)	98,841			
<b>Total other financing sources (uses)</b>	<u>(109,245)</u>	<u>(10,404)</u>	<u>98,841</u>			
<b>NET CHANGE IN FUND BALANCES</b>	<u>(\$48,368)</u>	59,444	<u>\$107,812</u>	<u>(\$62,153)</u>	(15,762)	<u>\$46,391</u>
<b>FUND BALANCE (DEFICIT)</b>						
<b>Beginning of the year</b>		<u>7,242</u>			<u>287,124</u>	
<b>End of the year</b>		<u>\$66,686</u>			<u>\$271,362</u>	

2012 Series Debt Service			2016 Series Debt Service			2020 Lease Financing Debt Service		
Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)
\$242,643	\$211,903	(\$30,740)	\$120,402	\$121,141	\$739			
1,576	1,306	(270)	782		(782)	\$551,640	\$553,740	\$2,100
<u>244,219</u>	<u>213,209</u>	<u>(31,010)</u>	<u>121,184</u>	<u>121,141</u>	<u>(43)</u>	<u>551,640</u>	<u>553,740</u>	<u>2,100</u>
186,400	195,000	(8,600)	110,000	110,000		551,640	237,000	314,640
34,963	35,685	(722)	22,365	21,070	1,295		316,739	(316,739)
<u>221,363</u>	<u>230,685</u>	<u>(9,322)</u>	<u>132,365</u>	<u>131,070</u>	<u>1,295</u>	<u>551,640</u>	<u>553,739</u>	<u>(2,099)</u>
<u>22,856</u>	<u>(17,476)</u>	<u>(40,332)</u>	<u>(11,181)</u>	<u>(9,929)</u>	<u>1,252</u>		<u>1</u>	<u>1</u>
<u>\$22,856</u>	<u>(17,476)</u>	<u>(\$40,332)</u>	<u>(\$11,181)</u>	<u>(9,929)</u>	<u>\$1,252</u>		<u>1</u>	<u>\$1</u>
	<u>255,753</u>			<u>97,157</u>			<u>4,409</u>	
	<u>\$238,277</u>			<u>\$87,228</u>			<u>\$4,410</u>	

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