



# TOWN OF FAIRFAX

## STAFF REPORT

### July 12, 2017

**TO:** Mayor and Town Council

**FROM:** Garrett Toy, Town Manager   
Michael Vivrette, Finance Director

**SUBJECT:** Adoption of a Resolution Adopting the FY17-18 Operating and Capital Improvement budgets for Fiscal Year July 1, 2017 through June 30, 2018 and Providing for the Appropriation of Expenditures in Said Budgets and Repealing All Resolutions in Conflict Herewith

---

#### **RECOMMENDATION**

Adopt the Resolution adopting the FY17-18 Operating and Capital Improvement budgets for Fiscal Year July 1, 2017 through June 30, 2018 and Providing for the Appropriation of Expenditures in Said Budgets and Repealing All Resolutions in Conflict Herewith

#### **DISCUSSION**

On May 25th, the Council conducted a budget workshop to discuss the draft FY17-18 Operating and Capital Improvement budget. The proposed revisions made by the Council at the budget workshop were incorporated into the proposed budget discussed at the June 7<sup>th</sup> public hearing. At the budget workshop, the Council allocated \$250,000 toward road repair and maintenance to implement the Pavement Management System (see appendix for the list of streets and type of repair) with the goal of stabilizing/improving the Town's overall road conditions.

The total budget is approximately \$13.4 million of which \$9.5 million is allocated for general fund operations, \$2.9 million for capital improvement projects, and \$1.0 M for special fund expenses/debt service. The budget includes a new table comparing the adopted FY16-17 budget to the proposed FY17-18 budget. The budget message has also been revised to reflect the revisions to the initial proposed budget.

At the June 7<sup>th</sup> Council meeting, staff indicated that we would be reallocating funds within the Capital Improvement Program (CIP) to reflect the optimal use of the various funds and the revised list of projects eligible for disaster assistance funding (e.g., FEMA). Specifically, the CIP more clearly defines the use of a 5-year loan of \$500,000 from the County of Marin to finance street improvements (see appendix for use and repayment schedule). The first annual repayment of \$103,500 is now clearly shown in the operating budget under Fund 01-715 Non-Departmental. The source of the repayment are Measure C funds (General Funds). The most significant change to the CIP is that the Bolinas Road project was replaced with the Pavement Management projects. There was insufficient funding available to finance the Bolinas Road project this year.

#### **FISCAL IMPACT**

n/a

#### **ATTACHMENTS**

1. Resolution
2. FY17-18 Budget

AGENDA ITEM # 13

RESOLUTION 17-\_\_

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX  
ADOPTING THE TOWN OF FAIRFAX OPERATING AND CAPITAL IMPROVEMENT BUDGETS  
FOR FISCAL YEAR JULY 1, 2017 THROUGH JUNE 30, 2018 AND PROVIDING FOR THE  
APPROPRIATION OF EXPENDITURES IN SAID BUDGETS AND  
REPEALING ALL RESOLUTIONS IN CONFLICT HEREWITH**

**WHEREAS**, the Town Council of the Town of Fairfax has reviewed the proposed Operating Budget for FY 2017-18 and Capital Improvement Program for FY 2017-18 and has held such public hearings as are necessary prior to adoption of the Final Budget; and

**WHEREAS**, the Town shall adopt a position classification and compensation plan covering all positions per CalPERS requirements;

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

1. "The Town of Fairfax 2017-18 Operating and Capital Improvement Adopted Budget" presented by the Town Manager is hereby approved and adopted and incorporated herein by reference;
2. That the total General Fund Operating Budget is \$ 9,403,192 and is hereby appropriated for Department expenses as follows:

Town Council	\$ 271,516
General Administration	775,795
Developmental Services	674,132
Public Safety	5,412,202
Public Works	722,442
Recreation & Community Services	207,151
Parks & Facility Maintenance	287,454
Non Departmental	<u>1,052,500</u>

**TOTAL OPERATING BUDGET \$ 9,403,192**

3. That \$ 649,100 is hereby appropriated for the retirement fund, special non-general fund programs and replacement funds.
4. That \$ 2,884,087 is hereby appropriated for Capital Improvement Programs (CIP) for Fiscal Year 2017-18.
5. The Salary Schedule for Fiscal Year 2017-18 presented in the budget appendix is adopted as part of the budget approval.
6. The allocation of Measure A funds from the Transportation Authority of Marin as shown in the Fiscal Year 2017-18 CIP is adopted as part of the budget approval

The foregoing Resolution was duly passed and adopted at a meeting of the Town Council of the Town of Fairfax held in said Town on the 12th day of July 2017 by the following vote:

AYES:

NOES:

ABSENT:

Attest: \_\_\_\_\_  
Michele Gardner, Town Clerk

\_\_\_\_\_  
John Reed, Mayor