



TOWN OF FAIRFAX

STAFF REPORT

May 4, 2016

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager *GT*

SUBJECT: Receive the preliminary Operating and Capital Improvement budget for FY16-17

RECOMMENDATION

Receive the preliminary FY16-17 Operating and Capital Improvement budget

DISCUSSION

Staff is in the process of preparing the proposed FY16-17 operating and capital improvement program (CIP) budget for the Council's budget workshop on May 20th from 9:00 am to 2:00 pm in the Women's Club. Typically, we would provide the proposed budget to the Council a few days before the workshop. However, since the Council is conducting a workshop this evening to discuss the extension of the half-cent sales tax (Measure D), staff thought it would be beneficial to the Council to have a preliminary budget of general fund and CIP expenditures and revenues for FY16-17.

The preliminary budget contains the operating expenditures for departments and the proposed CIP Projects. The preliminary budget also serves as the basis for Preliminary Five Year Forecast, which is included as background information for the Measure D workshop. In addition to providing information to allow the Council to better evaluate the need for renewing the sales tax, staff wanted to provide the Council with more opportunity to review the operating and capital budget prior to the workshop.

Please note this preliminary budget does not include all the budget components (e.g., budget message, actuals). However, it does include increases in health and retirement, employee MOU's, and other anticipated increases in cost (e.g., Fire). The Council will receive the full Proposed Operating and CIP Budget prior to the Council workshop. The Proposed Budget will include all the budget components such as the budget message, departmental narratives, Five Year Forecast, and graphs. It should also be noted that there may be some differences between the preliminary budget and proposed budget as the proposed budget will reflect a further refinement of expenditures and revenues.

FISCAL IMPACT

n/a

ATTACHMENT

Preliminary FY16-17 Operating and Capital Improvement Budget

AGENDA ITEM # 8

TOWN OF FAIRFAX

2016 - 2017 Operating and Capital Improvement PRELIMINARY Budget



MAYOR
Renée Goddard

VICE MAYOR
John Reed

COUNCIL MEMBERS
David Weinsoff
Peter Lacques
Barbara Coler

ATTACHMENT 1



Town of Fairfax

2016-17 Operating Budget

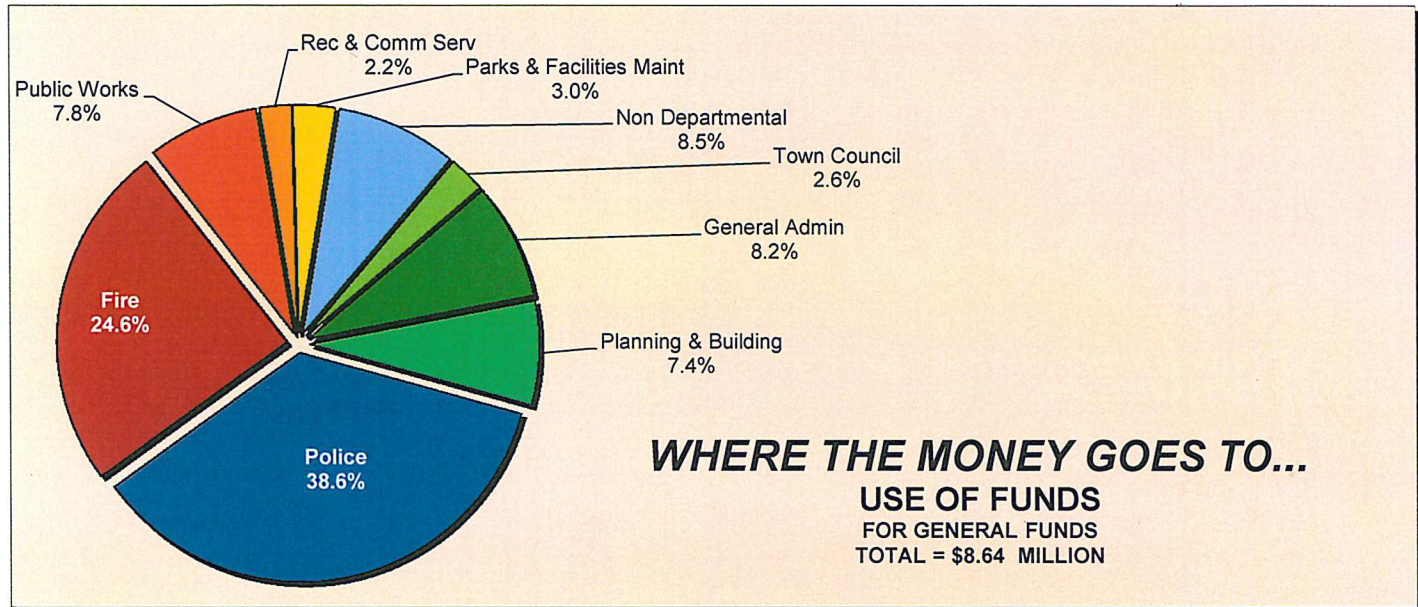
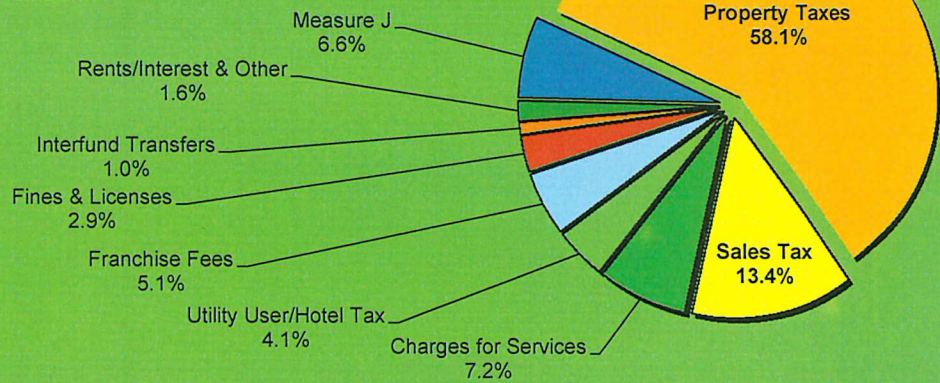
ALL FUNDS FY17 BUDGET

FUND SUMMARY	Balance	FY 2015-16	FY 2015-16	FY 2015-16	Balance	FY 16/17
	30-Jun-15	Revenues	Approp	Transfers	30-Jun-16	ACTIVITY
4/29/16 12:51 PM						
GENERAL FUNDS						
01 General Fund	1,194,387	6,083,000	(8,566,550)	2,546,799	1,257,637	63,249
02 Dry Period Fund	1,000,000	-	-	-	1,000,000	-
03 Equipment Replacement Fund	145,925	-	(58,428)	68,300	155,797	9,872
04 Building & Planning Fund	4,167	466,300	-	(450,000)	20,467	16,300
05 Communication Equip Replace Fund	189	-	-	-	189	-
06 Retirement Fund	37,003	1,319,450	-	(1,300,000)	56,453	19,450
08 Office Equip Replacement Fund	45,524	-	(15,000)	30,000	60,524	15,000
Total General Funds	2,427,196	7,868,750	(8,639,977)	895,099	2,551,068	123,872
					29.5%	43,707
SPECIAL REVENUE FUNDS						
07 Special Police Fund	21,083	100,000	-	(100,000)	21,083	-
11 Recreation Fund						-
12 Fairfax Festival Fund	4,265	36,000	(31,700)	(5,000)	3,565	(700)
20 Measure J - Municipal Svs Tax Fund	3,084	713,600	-	(699,099)	17,585	14,501
21 Gas Tax Fund	11,421	161,968	-	(165,000)	8,389	(3,032)
22 Measure A - Transportation	-	90,000	-	-	90,000	90,000
23 Measure A - Parks	-	54,000	-	-	54,000	54,000
Total Special Revenue Funds	39,853	1,155,568	(31,700)	(969,099)	194,622	154,769
DEBT SERVICE FUNDS						
43-45 Measure K - Debt Service	894,608	448,508	(532,071)	-	811,045	(83,563)
Total Debt Service Funds	894,608	448,508	(532,071)	-	811,045	(83,563)
CAPITAL PROJECTS						
49 Emergency Watershed Protection						-
50 Fairfax Creek Restoration						-
51 Capital Projects - Grants	(638)	982,000	(1,177,000)	-	(195,638)	(195,000)
52 Disaster Fund	(0)	-	-	-	(0)	-
53 Capital Projects - Town	72,969	30,000	(130,000)	50,000	22,969	(50,000)
54 Pavilion Renovation	-	-	-	-	-	-
55 Measure K - Capital Projects	(0)	-	-	-	(0)	-
Total Capital Projects Funds	72,330	1,012,000	(1,307,000)	50,000	(172,670)	(245,000)
FIDUCIARY FUNDS						
73 Open Space	40,057	5,000	(5,000)	24,000	64,057	24,000
Total Fiduciary Funds	40,057	5,000	(5,000)	24,000	64,057	24,000
TOTALS	3,474,044	10,489,826	(10,515,748)	-	3,448,122	(25,922)

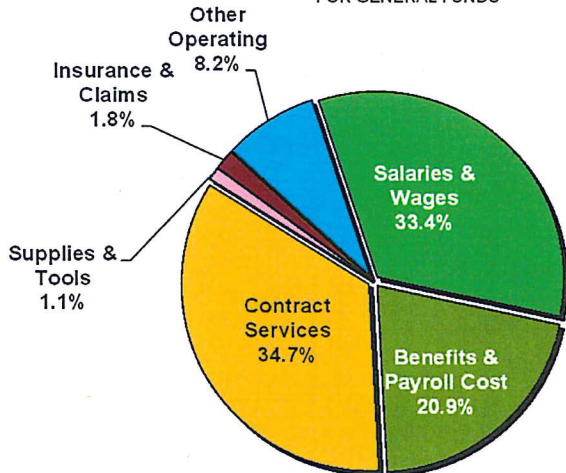


WHERE THE MONEY COMES FROM...

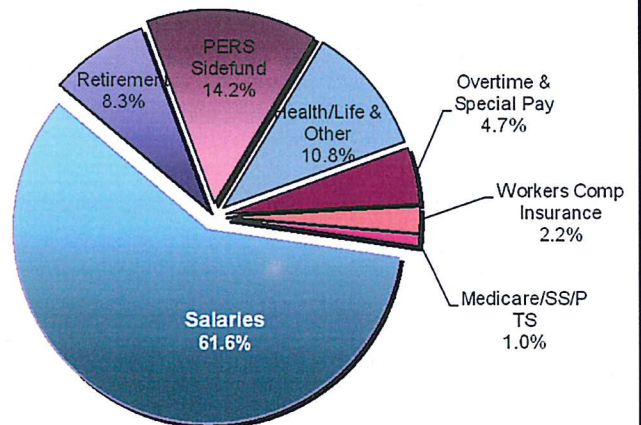
SOURCE OF FUNDS
FOR GENERAL FUNDS
TOTAL = \$8.64 MILLION



EXPENDITURES BY CATEGORY
USE OF FUNDS
FOR GENERAL FUNDS



PERSONNEL EXPENSES
USE OF FUNDS
FOR GENERAL FUNDS





Town of Fairfax

2016-17 Operating Budget

FUND **01 GENERAL FUND**
DEPT

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

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

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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BEGINNING FUND BAL	776,940	971,186		807,124	1,194,387
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REVENUES

PROPERTY TAXES	3,483,036	3,334,711	3,470,100	3,595,669	3,654,600
SALES TAXES	1,093,027	1,098,582	1,080,900	1,151,111	1,148,400
USER FEES (UUT/TOT)	381,527	333,649	375,000	354,084	354,000
FRANCHISE FEES	352,371	352,342	348,000	392,982	439,000
FINES & LICENSES	223,405	245,361	240,000	249,573	250,500
RENTS & INTEREST	33,933	29,911	34,200	29,114	34,700
REVENUES FROM OTHER AGENCIES	78,081	122,635	56,300	74,693	52,500
CHARGES FOR CURRENT SERVICES	77,795	71,392	148,300	146,774	149,300
SUBTOTAL REVENUES	5,723,176	5,588,582	5,752,800	5,994,000	6,083,000

APPROPRIATIONS

100 TOWN COUNCIL	253,011	254,784	222,253	222,253	223,075
200 GENERAL ADMINISTRATION	544,062	564,623	644,655	620,099	703,380
300 DEVELOPMENT SERVICES	581,496	606,364	626,212	596,212	633,993
400 PUBLIC SAFETY	4,670,223	4,581,461	4,931,142	4,930,158	5,164,537
500 PUBLIC WORKS	513,305	469,823	593,057	593,057	670,874
600 RECREATION & COMMUNITY SERVICES	73,797	73,290	172,143	172,143	188,989
600 PARKS & FACILITY MAINTENANCE	209,875	247,410	239,104	239,104	254,116
700 NON DEPARTMENTAL	537,168	684,021	700,374	650,374	727,585
SUBTOTAL APPROPRIATIONS	7,382,937	7,481,776	8,128,939	8,023,399	8,566,550

TRANSFERS

TRANSFERS TO 01-GENERAL FUND	2,239,773	2,147,551	2,441,999	2,573,408	2,697,546
TRANSFERS FROM 01-GENERAL FUND	(385,766)	(418,420)	(96,300)	(156,746)	(150,746)
SUBTOTAL TRANSFER	1,854,007	1,729,131	2,345,699	2,416,662	2,546,800

NET DEPARTMENT ACTIVITY	194,246	(164,063)	(30,440)	387,263	63,250
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ENDING FUND BAL	971,186	807,124		1,194,387	1,257,637
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COMPONENTS OF FUND BALANCE:

Undesignated	971,186	807,124		1,194,387	1,257,637
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NOTES:



Town of Fairfax

2016-17 Operating Budget

GENERAL FUND

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

REVENUE DETAIL	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
01-010-101 Property Taxes - Secured	2,047,927	2,134,024	2,270,000	2,321,617	2,400,000
01-010-102 Property Taxes - Unsecured	43,049	47,729	47,700	47,700	47,700
01-010-103 Property Taxes - Prior	4,921	3,442	5,100	5,100	5,100
01-010-104 Real Estate Transfer Tax	43,482	46,426	51,500	45,626	45,000
01-010-107 \$50 General Municipal Services Tax	179,332	1,428	0		0
01-010-110 Supplemental Property Taxes	46,573	64,906	61,800	52,117	52,000
01-010-112 ERAF Excess Distribution	483,629	388,725	400,000	402,171	400,000
01-010-117 Property Tax In-Lieu of VLF ("VLF Swap")	579,979	615,950	580,000	666,551	650,000
01-060-113 Storm Run-Off Fee	54,144	32,081	54,000	54,787	54,800
Total Property Taxes	3,483,036	3,334,711	3,470,100	3,595,669	3,654,600
01-010-105 In-Lieu Sales Tax ("Triple Flip")	151,496	155,125	110,300	124,767	0
01-010-106 Sales Tax ("Bradley Burns")	462,773	471,116	475,600	542,398	638,000
01-010-111 1/2 cent Sales Tax - Prop. 172	59,373	64,139	70,000	71,768	71,400
01-010-118 1/2 cent Sales Tax - Measure D	419,386	408,202	425,000	412,178	439,000
Total Sales Taxes	1,093,027	1,098,582	1,080,900	1,151,111	1,148,400
01-010-108 Utility Users Tax - Telecom	121,231	104,402	125,000	80,673	81,000
01-010-109 Utility Users Tax - Energy	241,666	195,828	225,000	241,647	241,000
01-010-114 Hotel Users Tax	18,630	33,419	25,000	31,764	32,000
Total User Taxes	381,527	333,649	375,000	354,084	354,000
01-020-201 Garbage	164,679	167,726	160,000	184,484	190,000
01-020-202 Gas & Electric	58,849	57,673	58,000	58,000	58,000
01-020-203 Cable	128,842	126,943	130,000	150,498	191,000
Total Franchise Fees	352,371	352,342	348,000	392,982	439,000
01 - GENERAL FUND TAXES & FEES	5,309,961	5,119,284	5,274,000	5,493,846	5,596,000

NOTES:

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

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

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

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

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

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



Town of Fairfax

2016-17 Operating Budget

GENERAL FUND

REVENUE DETAIL	FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	Actual	Actual	Adopted	Projected	Proposed
01-030-301 Business Licenses	121,251	125,584	125,000	125,000	125,500
01-040-401 Vehicle Code Fines	26,674	20,435	25,000	25,000	25,000
01-040-402 Parking & Other Fines	75,479	99,342	90,000	99,573	100,000
Total Fines & Licenses	223,405	245,361	240,000	249,573	250,500
01-050-501 Rents - Women's Club and Other	10,482	11,762	11,000	12,998	13,000
01-050-504 Rents - CYO - Pavilion	1,700	6,110	12,000	6,317	10,000
01-050-506 Rents - Pavilion - Other	10,482	7,755	6,000	3,968	4,000
01-050-507 Janitor.Maint fees	2,710	1,150	1,700	1,700	1,700
Total Rental & Maintenance Fees	25,374	26,777	30,700	24,983	28,700
01-050-500 Interest Earnings - Bank	6,314	122	1,000	1,000	1,000
01-050-502 Interest Earnings - LAIF	2,245	3,012	2,500	3,131	5,000
Total Investment Earnings	8,559	3,134	3,500	4,131	6,000
01-060-602 Motor Vehicle License Fees	2,239	-	2,500	-	0
01-060-607 Homeowner's Property Tax Rebates (HOPTR)	15,288	13,017	13,000	13,186	13,200
01-060-610 Off Highway/Trailer Coach Vehicle Fees	-	-	0	-	0
01-060-615 Police Training Reimbursement (POST)	1,299	1,965	3,500	718	2,000
01-060-619 SB90 - State Manadated Claims	-	66,161	-	23,530	-
01-060-620 Workers Compensation Reimbursement	-	-	0	-	0
01-060-699 Other & Miscellaneous Revenues & WC	34,497	29,233	25,000	25,000	25,000
01-070-702 Zero Waste Grant	24,758	12,259	12,300	12,259	12,300
Total Revenues From Other Agencies	78,081	122,635	56,300	74,693	52,500
01-080-802 Sale Of Maps & Publications/Copies	2,132	1,478	1,000	723	1,000
01-080-803 Special Police Services (includes booking fees)	11,068	14,600	11,000	14,940	15,000
01-080-804 Police Dispatch Services	45,000	45,000	54,000	54,000	54,000
01-080-814 Miscellaneous - General	19,596	7,019	10,300	11,502	10,300
01-080-903 General Recreation	-	3,295	-	1,047	-
01-090-508 Recreation Rentals & Partnerships	see fund 11	-	40,000	5,000	5,000
01-090-790 Recreation Fundraising	see fund 11	-	4,000	4,970	9,000
01-090-822 Recreation Program Fees (Camp)	see fund 11	-	18,000	15,000	15,000
01-090-904 Recreation Other (Classes)	see fund 11	-	10,000	39,592	40,000
Total Charges For Current Services	77,795	71,392	148,300	146,774	149,300
01 - GENERAL FUND TAXES & FEES	5,309,961	5,119,284	5,274,000	5,493,846	5,596,000
01 - GENERAL FUND TOTAL	5,723,176	5,588,582	5,752,800	5,994,000	6,083,000

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

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

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

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



Town of Fairfax

2016-17 Operating Budget

GENERAL FUND

APPROPRIATIONS SUMMARY		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
111	Town Council	29,134	26,103	28,201	28,201	28,252
112	Town Treasurer	2,233	246	4,052	4,052	4,774
116	Independent Auditor	47,291	54,081	50,000	50,000	50,049
121	Town Attorney	174,354	174,354	140,000	140,000	140,000
Total Town Council		253,011	254,784	222,253	222,253	223,075
211	Town Manager	166,651	158,810	166,066	166,455	195,609
221	Town Clerk	101,187	111,459	130,153	125,608	137,695
222	Elections	8,373	15,250	14,000	1,000	14,000
231	Personnel	18,854	56,482	61,889	54,489	68,462
241	Finance	248,997	222,622	272,547	272,547	287,616
Total General Administration		544,062	564,623	644,655	620,099	703,380
311	Planning	425,847	451,864	460,904	430,904	463,807
321	Building Inspection & Permits	155,649	154,500	165,308	165,308	170,187
Total Development Services		581,496	606,364	626,212	596,212	633,993
411	Police	2,860,264	2,676,118	2,879,442	2,878,458	3,051,487
418	Disaster Preparedness	MOVED	6,029	18,552	6,700	6,700
421	Ross Valley Fire Service	1,803,930	1,886,791	2,045,000	2,045,000	2,106,350
Total Public Safety		4,670,223	4,581,461	4,931,142	4,930,158	5,164,537
510	Public Works Administration	211,701	161,073	197,408	197,408	229,689
511	Street Maintenance	247,820	247,150	334,049	334,049	379,585
512	Street Lighting & Traffic Signals	53,784	61,600	61,600	61,600	61,600
514	Pollution Prevention	-	-	-	-	-
Total Public Works		513,305	469,823	593,057	593,057	670,874
616	Volunteers for Fairfax	MOVED	29,452	25,478	25,735	26,196
617	Recreation	MOVED	44,345	47,812	48,994	50,371
621	Fairfax Recreation (FOCAS)	MOVED	-	-	87,714	98,022
622	Camp Fairfax	MOVED	-	-	9,700	14,400
Total Recreation & Community Services		73,797	73,290	172,143	172,143	188,989
611	Park Maintenance	158,174	184,738	176,624	176,624	200,917
625	Rental Facilities-WC & Ballfield	45,357	59,446	62,089	62,089	65,502
911	Building Maintenance	6,343	3,226	391	391	(12,304)
Total Parks & Facility Maintenance		209,875	247,410	239,104	239,104	254,116
715	Non Departmental	537,168	684,021	700,374	650,374	727,585
TOTAL GENERAL FUND APPROPRIATIONS		7,382,937	7,481,776	8,128,939	8,023,399	8,566,550



Town of Fairfax

2016-17 Operating Budget

GENERAL FUND

APPROPRIATIONS SUMMARY		FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
		Actual	Actual	Adopted	Projected	Proposed
111	Town Council	29,134	26,103	28,201	28,201	28,252
112	Town Treasurer	2,233	246	4,052	4,052	4,774
116	Independent Auditor	47,291	54,081	50,000	50,000	50,049
121	Town Attorney	174,354	174,354	140,000	140,000	140,000
Total Town Council		253,011	254,784	222,253	222,253	223,075
211	Town Manager	166,651	158,810	166,066	166,455	195,609
221	Town Clerk	101,187	111,459	130,153	125,608	137,695
222	Elections	8,373	15,250	14,000	1,000	14,000
231	Personnel	18,854	56,482	61,889	54,489	68,462
241	Finance	248,997	222,622	272,547	272,547	287,616
Total General Administration		544,062	564,623	644,655	620,099	703,380
311	Planning	425,847	451,864	460,904	430,904	463,807
321	Building Inspection & Permits	155,649	154,500	165,308	165,308	170,187
Total Development Services		581,496	606,364	626,212	596,212	633,993
411	Police	2,860,264	2,676,118	2,879,442	2,878,458	3,051,487
418	Disaster Preparedness	MOVED	6,029	18,552	6,700	6,700
421	Ross Valley Fire Service	1,803,930	1,886,791	2,045,000	2,045,000	2,106,350
Total Public Safety		4,670,223	4,581,461	4,931,142	4,930,158	5,164,537
510	Public Works Administration	211,701	161,073	197,408	197,408	229,689
511	Street Maintenance	247,820	247,150	334,049	334,049	379,585
512	Street Lighting & Traffic Signals	53,784	61,600	61,600	61,600	61,600
514	Pollution Prevention	-	-	-	-	-
Total Public Works		513,305	469,823	593,057	593,057	670,874
616	Volunteers for Fairfax	MOVED	29,452	25,478	25,735	26,196
617	Recreation	MOVED	44,345	47,812	48,994	50,371
621	Fairfax Recreation (FOCAS)	MOVED	-	-	87,714	98,022
622	Camp Fairfax	MOVED	-	-	9,700	14,400
Total Recreation & Community Services		73,797	73,290	172,143	172,143	188,989
611	Park Maintenance	158,174	184,738	176,624	176,624	200,917
625	Rental Facilities-WC & Ballfield	45,357	59,446	62,089	62,089	65,502
911	Building Maintenance	6,343	3,226	391	391	(12,304)
Total Parks & Facility Maintenance		209,875	247,410	239,104	239,104	254,116
715	Non Departmental	537,168	684,021	700,374	650,374	727,585
TOTAL GENERAL FUND APPROPRIATIONS		7,382,937	7,481,776	8,128,939	8,023,399	8,566,550



Town of Fairfax

2016-17 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 111 TOWN COUNCIL

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

401 REGULAR SALARIES					
411 REG PART-TIME SALARIES					
415 ACCRUED LEAVE CASHOUT					
421 TEMP EMPLOYEES	18,001	17,523	18,000	18,000	18,000
492 WORKERS COMP	461	466	684	684	623
493 RETIREMENT	2,325	1,982	1,323	1,323	1,236
494 MEDICARE	242	238	244	244	244
496 PERS SIDEFUND			1,650	1,650	1,850
SUBTOTAL PERSONNEL	21,030	20,209	21,901	21,901	21,952

OPERATING EXPENSES

813 OFFICE SUPPLIES			100	100	100
815 PRINTING	113	153	200	200	200
822 OUTSIDE CONTRACT SVS	1,930	2,739	1,500	1,500	1,500
842 SPECIAL DEPT SUPPLIES	303	500	800	800	800
861 BUS.MEET/CONF.	5,758	1,752	3,000	3,000	3,000
862 DUES & SUBSCRIPTIONS	-	750	700	700	700
890 MISCELLANEOUS					
SUBTOTAL OPERATING	8,104	5,894	6,300	6,300	6,300

TOTAL DEPARTMENT APPROPRIATION

29,134	26,103	28,201	28,201	28,252
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Allocation of Positions:

Councilmembers	5.00	5.00	5.00	5.00	5.00
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Total Full Time Equivalent Employees

5.00	5.00	5.00	5.00	5.00
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NOTES: 822 State Lobbyist - Calif League of Cities
 861 LOCC - New Councilmember orientation / MCCMC events



Town of Fairfax

2016-17 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	112 TOWN TREASURER

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

401 REGULAR SALARIES				
411 REG PART-TIME SALARIES				
415 ACCRUED LEAVE CASHOUT				
421 TEMP EMPLOYEES	2,100	-	3,600	3,600
461 OVERTIME				
491 HEALTH INSURANCE				
492 WORKERS COMP	100	91		133
493 RETIREMENT				
494 MEDICARE	33		52	52
495 FICA/PTS				134
SUBTOTAL PERSONNEL	2,233	91	3,652	3,652
			3,652	3,919

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT				
711 OFFICE EQUIP MAINT.				
731 BLDG-GROUNDS MAINT.				
801 WATER				
804 TELEPHONE				
811 POSTAGE				
813 OFFICE SUPPLIES			100	100
815 PRINTING				
822 OUTSIDE CONTRACT SVS				
842 SPECIAL DEPT SUPPLIES				
861 BUS.MEET/CONF.			300	300
862 DUES & SUBSCRIPTIONS		155		155
890 MISCELLANEOUS				
SUBTOTAL OPERATING	-	155	400	400
				855

TOTAL DEPARTMENT APPROPRIATION

	2,233	246	4,052	4,052	4,774
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Allocation of Positions:

TOWN TREASURER	1.00	1.00	1.00	1.00	1.00
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Total Full Time Equivalent Employees

	1.00	1.00	1.00	1.00	1.00
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NOTES:



Town of Fairfax

2016-17 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	116 INDEPENDENT AUDITOR

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

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

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES

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

SEE NOTE
SEE NOTE

	2,850	7,500	7,500	12,499
47,291	51,231	42,500	42,500	37,550

SUBTOTAL OPERATING

47,291 54,081 50,000 50,000 50,049

TOTAL DEPARTMENT APPROPRIATION

47,291 54,081 50,000 50,000 50,049

Allocation of Positions:

Total Full Time Equivalent Employees 0.00 0.00 0.00 0.00 0.00

NOTES:
821 Preparation of State Controller's Report, CAFR assistance & Single Audit
822 Auditor Contract - Maze & Associates



Town of Fairfax

FUND	01 GENERAL FUND
ACTIVITY	121 TOWN ATTORNEY

ACTIVITY DESCRIPTION

The Town Attorney is appointed by the Town Council and is responsible for the administration of legal affairs of the Town. The Attorney represents the Town in lawsuits, litigation and hearings, and reviews all ordinances, contracts and other legal documents and renders legal advice and opinions for the Town. The Town Attorney attends all Council Meetings. The Town Attorney is Janet Coleson of Best, Best & Krieger in Walnut Creek.

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

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

			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES

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

			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
174,354	174,354	140,000	140,000	140,000
			-	
			-	
			-	
			-	
			-	

SUBTOTAL OPERATING

174,354 174,354 140,000 140,000 140,000

TOTAL DEPARTMENT APPROPRIATION

174,354 174,354 140,000 140,000 140,000

Allocation of Positions:

Total Full Time Equivalent Employees 0.00 0.00 0.00 0.00 0.00

NOTES:

821 Attorney fees



Town of Fairfax

2016-17 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 211 TOWN MANAGER

ACTIVITY DESCRIPTION

The Town Manager is responsible for carrying out Town Council policy and directing all Town departments. Specific responsibilities include preparation of the annual budget, representing the Town in negotiations with employee groups, advising the Council on the financial condition and needs of the Town. The Town Manager prepares the agenda for each Town Council meeting and reviews and approves all staff reports in the agenda packet, attends all council meetings. The Manager serves as Human Resource Director, acts as the Public Works Director, and alternates as Executive Officer of the Ross Valley Fire Authority.

DEPARTMENT SUMMARY

FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
Actual	Actual	Adopted	Projected	Proposed

PERSONNEL

401 REGULAR SALARIES	105,386	98,736	101,657	101,657	122,395
415 ACCRUED LEAVE CASHOUT	1,716	4,985	1,685	1,685	2,076
421 TEMP EMPLOYEES	-	-	7,500	7,500	7,500
491 HEALTH INSURANCE	19,284	20,137	18,669	18,669	21,063
492 WORKERS COMP	2,724	2,441	3,997	3,997	4,357
493 RETIREMENT	13,846	12,850	9,154	9,154	11,922
494 MEDICARE	1,493	1,407	1,424	1,424	1,703
495 FICA/PTS	512	(1)			
496 PERS SIDEFUND			6,150	6,150	6,894
611 CAR ALLOWANCE	3,600	3,600	3,600	3,600	3,600
SUBTOTAL PERSONNEL	148,562	144,155	153,836	153,836	181,510

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT	1,132	-	500	500	500
711 OFFICE EQUIP MAINT.			100	100	100
731 BLDG-GROUNDS MAINT.	4,594	3,329	1,280	1,669	2,949
801 WATER	566	490	450	450	450
802 POWER	503	496	800	800	800
804 TELEPHONE	1,606	1,740	1,500	1,500	1,500
811 POSTAGE	659	900	400	400	400
813 OFFICE SUPPLIES	1,122	1,228	600	600	700
821 OUTSIDE CONSULTING SVS	2,631	2,868	-	-	-
822 OUTSIDE CONTRACT SVS	1,232	863	1,000	1,000	1,000
861 BUS.MEET/CONF.	1,734	332	3,500	3,500	3,400
862 DUES & SUBSCRIPTIONS	2,108	2,409	2,100	2,100	2,300
871 LIAB & PROP INSURANCE	203	-	SEE #715	SEE #715	
881 SPECIAL SERVICES	-	-	-	-	-
SUBTOTAL OPERATING	18,090	14,655	12,230	12,619	14,099

SEE NOTE

TOTAL DEPARTMENT APPROPRIATION

166,651 158,810 166,066 166,455 195,609

Allocation of Positions:

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

NOTES:

862 ICMA/CMMF/+



Town of Fairfax

2016-17 Operating Budget

FUND **01 GENERAL FUND**
ACTIVITY **221 TOWN CLERK**

ACTIVITY DESCRIPTION

The Town Clerk is an elected position in Fairfax. The Town Clerk's department provides assistance to the Mayor and Town Council, prepares Council meeting agendas and packets, and gives notice of public hearings. The Department also administers local elections, oversees compliance with legal requirements, and maintains liability claims. It keeps all official town records and authenticates official records on behalf of the Town. In addition, it responds to requests for public records.

DEPARTMENT SUMMARY

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

401 REGULAR SALARIES	58,025	64,725	68,487	68,487	76,485
411 REG PART-TIME SALARIES	-	-			
415 ACCRUED LEAVE CASHOUT	-	-	1,317	1,317	1,472
421 TEMP EMPLOYEES	-	-	3,750	3,750	3,750
491 HEALTH INSURANCE	23,974	24,906	25,899	25,899	27,038
492 WORKERS COMP	1,611	1,625	2,659	2,659	2,707
493 RETIREMENT	3,992	4,371	4,609	4,609	5,300
494 MEDICARE	782	873	947	947	1,058
496 PERS SIDEFUND			-	-	
SUBTOTAL PERSONNEL	88,385	96,500	107,668	107,668	117,809

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT	(78)		600	600	200
711 OFFICE EQUIP MAINT.					
731 BLDG-GROUNDS MAINT.	3,521	2,778	2,677	2,677	2,677
801 WATER			100	100	100
804 TELEPHONE	603	694	108	108	108
811 POSTAGE	540	809	900	900	900
813 OFFICE SUPPLIES	1,231	552	1,000	500	500
814 LEGAL ADS	183	87	400	100	400
815 PRINTING	-	-	200	-	-
821 OUTSIDE CONSULTING SVS	180		200	200	200
822 OUTSIDE CONTRACT SVS	6,118	9,023	14,400	12,000	14,000
842 SPECIAL DEPT SUPPLIES		26	200	200	200
861 BUS.MEET/CONF.	358	855	1,300	400	400
862 DUES & SUBSCRIPTIONS	145	135	400	155	200
SUBTOTAL OPERATING	12,802	14,959	22,485	17,940	19,885

TOTAL DEPARTMENT APPROPRIATION

101,187 111,459 130,153 125,608 137,695

Allocation of Positions:

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

Total Full Time Equivalent Employees

1.00 1.00 1.06 1.06 1.06

NOTES:

821 Website hosting
 822 Code updates; Minutes Clerk; Peak Democracy



Town of Fairfax

2016-17 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	222 ELECTIONS

ACTIVITY DESCRIPTION

Councilmember elections are held at least every two years in November of odd number years.
By law elections are administered by the Town Clerk.

DEPARTMENT SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

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

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT					
711 OFFICE EQUIP MAINT.					
731 BLDG-GROUNDS MAINT.					
801 WATER					
804 TELEPHONE					
811 POSTAGE					
813 OFFICE SUPPLIES	77				
814 LEGAL ADS	60	250	250	-	
815 PRINTING					
821 OUTSIDE CONSULTING SVS					
822 OUTSIDE CONTRACT SVS	8,237	14,000	12,750	-	14,000
842 SPECIAL DEPT SUPPLIES	-				
861 BUS.MEET/CONF.	-				
862 DUES & SUBSCRIPTIONS					
890 MISCELLANEOUS		1,000	1,000	1,000	
SUBTOTAL OPERATING	8,373	15,250	14,000	1,000	14,000

TOTAL DEPARTMENT APPROPRIATION

	8,373	15,250	14,000	1,000	14,000
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Allocation of Positions:

TOWN CLERK/ASST TO TOWN MANAGER	-	-	-	-	-
DEPUTY TOWN CLERK	-	-	-	-	-

Total Full Time Equivalent Employees

	0.00	0.00	0.00	0.00	0.00
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NOTES:



Town of Fairfax

2016-17 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 231 PERSONNEL

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

401 REGULAR SALARIES		26,266	24,984	24,984	30,427
411 REG PART-TIME SALARIES	2,208	6,820	8,112	8,112	8,564
415 ACCRUED LEAVE CASHOUT		831	480	480	584
421 TEMP EMPLOYEES	4,640	-			
461 OVERTIME					
491 HEALTH INSURANCE	(22)	537	4,874	4,874	5,277
492 WORKERS COMP	127	879	879	879	1,382
493 RETIREMENT	536	3,677	4,099	4,099	3,587
494 MEDICARE	93	452	460	460	540
496 PERS SIDEFUND					
SUBTOTAL PERSONNEL	7,582	39,462	43,889	43,889	50,362

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT					
711 OFFICE EQUIP MAINT.					
731 BLDG-GROUNDS MAINT.					
801 WATER					
804 TELEPHONE					
811 POSTAGE					
813 OFFICE SUPPLIES					
814 LEGAL ADS			500	500	500
815 PRINTING					
821 OUTSIDE CONSULTING SVS	SEE NOTE	10,312	16,659	15,000	7,500
822 OUTSIDE CONTRACT SVS				100	100
842 SPECIAL DEPT SUPPLIES	SEE NOTE	959	361	600	600
861 BUS.MEET/CONF.			1,500	1,500	1,500
862 DUES & SUBSCRIPTIONS			400	400	400
890 MISCELLANEOUS					
SUBTOTAL OPERATING		11,271	17,020	18,000	10,600
TOTAL DEPARTMENT APPROPRIATION		18,854	56,482	61,889	68,462

Allocation of Positions:

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

Total Full Time Equivalent Employees 0.00 0.30 0.30 0.30 0.30

NOTES:

- 821 Preemployment services, Attorney Fees & HR Consultant
- 822 Section 125 Plan risk insurance employer cost
- 842 Staff recognition



Town of Fairfax

2016-17 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 241 FINANCE

ACTIVITY DESCRIPTION

The Finance Department is responsible for all the Town financial and accounting operations, payables, receivables, retirement, payroll, and managing portions of the insurance requirements for the town. They oversee business license collection, prepare monthly revenue & expenditure reports, and maintain the fixed asset inventories on an annual basis. The director is also responsible for all financial reports required by the State of California and the County of Marin. The Finance Department also prepares and oversees budget preparation.

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

401 REGULAR SALARIES	117,503	107,782	112,787	112,787	114,530
411 REG PART-TIME SALARIES	13,410	36,260	42,819	42,819	43,245
415 ACCRUED LEAVE CASHOUT	2,271		2,116	2,116	2,137
421 TEMP EMPLOYEES	30,757	941	5,000	5,000	15,000
491 HEALTH INSURANCE	23,872	22,594	20,608	20,608	21,415
492 WORKERS COMP	4,272	3,953	5,927	5,927	6,095
493 RETIREMENT	17,148	16,324	13,692	13,692	14,138
494 MEDICARE	2,219	1,995	2,130	2,130	2,382
495 FICA/PTS	6,209	(1)	92	92	691
496 PERS SIDEFUND			5,000	5,000	5,605
SUBTOTAL PERSONNEL	217,660	189,848	210,170	210,170	225,239

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT	SEE NOTE		10,000	10,000	10,000
711 OFFICE EQUIP MAINT.			300	300	300
731 BLDG-GROUNDS MAINT.		3,521	1,124	2,677	2,677
804 TELEPHONE		1,176	708	1,500	1,500
811 POSTAGE		520	871	700	700
813 OFFICE SUPPLIES		1,816	1,246	1,500	1,500
815 PRINTING		712	784	1,200	1,200
821 OUTSIDE CONSULTING SVS	SEE NOTE	4,855	6,921	15,000	15,000
822 CONTRACT SERVICES	SEE NOTE	18,206	20,417	25,000	25,000
861 BUS.MEET/CONF.		201	428	500	500
862 DUES & SUBSCRIPTIONS		110	110	1,000	1,000
890 MISCELLANEOUS		219	165	3,000	3,000
SUBTOTAL OPERATING		31,337	32,774	62,377	62,377

TOTAL DEPARTMENT APPROPRIATION 248,997 222,622 272,547 272,547 287,616

Allocation of Positions:

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

Total Full Time Equivalent Employees 2.00 1.50 1.50 1.50 1.50

NOTES: 636 Replace BDS accounting software using lease-purchase financing. Based on cost of \$80,000
821 Bank charges/analysis, GASB 34 compliance, tax audits, actuarial study, CPA review, Asistance with implementaion of accounting software
822 Payroll service, Sales tax analysis,merchant fees, bank analysis
Accounting Software (BDS, AssetMaxx)



Town of Fairfax

2016-17 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	311 PLANNING

ACTIVITY DESCRIPTION

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

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

401 REGULAR SALARIES		227,656	236,200	245,956	245,956	248,413
411 REG PART-TIME SALARIES	SEE NOTE		540	5,000	5,000	5,000
415 ACCRUED LEAVE CASHOUT		4,118	4,274	4,460	4,460	4,403
421 TEMP EMPLOYEES		1,298	1,753	15,000	15,000	15,000
491 HEALTH INSURANCE		38,278	39,861	42,318	42,318	45,420
492 WORKERS COMP.		5,918	6,291	9,592	9,592	8,638
493 RETIREMENT		42,171	43,388	24,615	24,615	24,859
494 MEDICARE		3,095	3,206	3,417	3,417	3,376
495 FICA/PTS				188	188	189
496 PERS SIDEFUND				37,600	37,600	42,150
SUBTOTAL PERSONNEL		322,534	335,513	388,144	388,144	397,447

OPERATING EXPENSES

731 BLDG-GROUNDS MAINT.		6,161	4,135	1,285	1,285	1,285
802 POWER		251	248	250	250	250
804 TELEPHONE		1,356	1,479	1,500	1,500	1,500
811 POSTAGE		4,649	977	2,000	2,000	2,000
812 REPRODUCTION		741	1,041	1,000	1,000	1,000
813 OFFICE SUPPLIES		1,398	1,642	1,500	1,500	1,500
814 LEGAL ADS	SEE NOTE	954	1,852	400	400	1,500
815 PRINTING		126	523	1,500	1,500	2,000
821 OUTSIDE CONSULTING SVS	SEE NOTE	75,547	64,520	55,700	25,700	45,000
822 OUTSIDE CONTRACT SVS	SEE NOTE	8,834	3,423	3,300	3,300	5,000
842 SPECIAL DEPT SUPPLIES		25	2,030	2,000	2,000	2,000
861 BUS.MEET/CONF.		3,271	2,898	2,000	2,000	3,000
862 DUES & SUBSCRIPTIONS		-	115	325	325	325
871 LIAB & PROP INSURANCE		-	SEE #715	SEE #715	SEE #715	
SUBTOTAL OPERATING		103,313	106,960	72,760	42,760	66,360

TOTAL DEPARTMENT APPROPRIATION

	425,847	451,864	460,904	430,904	463,807
			2,072	32,072	(830)

Allocation of Positions:

PLANNING DIRECTOR		1.00	1.00	1.00	1.00	1.00
PRINCIPAL PLANNER		-	1.00	1.00	1.00	1.00
SENIOR PLANNER		1.00	-	-	-	-
ADMIN ASSISTANT II		-	0.25	0.25	0.25	0.25
PLANNING TECH			0.20	0.10	0.10	0.10
ZONING TECH				0.50	0.50	0.50
Total Full Time Equivalent Employees		2.00	2.45	2.85	2.85	2.85

NOTES:	411 Planning Commission minutes / FY15 - Planning Tech @25/hr & Intern
	814 GP & zone changes updates
	821 Town Center plan dev process (LAK, Parisi, SD,al)
	822 Televis Planning Commission meetings
	3,300



Town of Fairfax

2016-17 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	321 BUILDING INSPECTION & PERMITS

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

401 REGULAR SALARIES	93,115	95,079	96,471	96,471	97,657
415 ACCRUED LEAVE CASHOUT	-		1,585	1,585	1,585
421 TEMP EMPLOYEES					
461 OVERTIME	-	-	-	-	-
491 HEALTH INSURANCE	17,684	19,439	19,252	19,252	21,161
492 WORKERS COMP.	2,379	2,422	3,676	3,676	3,375
493 RETIREMENT	17,300	17,416	9,655	9,655	9,945
494 MEDICARE	1,256	1,273	1,310	1,310	1,319
496 PERS SIDEFUND			14,750	14,750	16,535
SUBTOTAL PERSONNEL	131,734	129,090	146,698	146,698	151,577

OPERATING EXPENSES

711 OFFICE EQUIP MAINT.	-				
722 VEHICLE MAINTENANCE	3,803	3,377	3,500	3,500	3,500
731 BLDG-GROUNDS MAINT.	2,640	2,326	1,285	1,285	1,285
802 POWER	251	248	500	500	500
804 TELEPHONE	1,356	1,479	1,500	1,500	1,500
811 POSTAGE	730	987	300	300	300
812 REPRODUCTION	-	-	-	-	-
813 OFFICE SUPPLIES	2,718	764	1,500	1,500	1,500
815 PRINTING	-	-	-	-	-
821 OUTSIDE CONSULTING SVS	8,227	10,687	5,000	5,000	5,000
822 OUTSIDE CONTRACT SVS	2,160		3,750	3,750	3,750
851 CLOTHING	-				
861 BUS.MEET/CONF.	879	215	1,000	1,000	1,000
862 DUES & SUBSCRIPTIONS	1,151	560	275	275	275
871 LIAB & PROP INSURANCE	-	SEE #715	SEE #715	SEE #715	
SUBTOTAL OPERATING	23,915	25,410	18,610	18,610	18,610

TOTAL DEPARTMENT APPROPRIATION

155,649	154,500	165,308	165,308	170,187
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Allocation of Positions:

BUILDING OFFICIAL	0.75	0.75	0.75	0.75	0.75
ADMIN ASSISTANT II	0.25	0.25	0.25	0.25	0.25

Total Full Time Equivalent Employees

1.00	1.00	1.00	1.00	1.00
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NOTES:	722 Fuel & upkeep on Building Official Vehicle
	821 Coastland Engineering plan check, Town Engineer
	822 Janitorial allocation; scanning building plans /relief building inspector
	861 Building official/ICBO meetings
	862 Professional membership renewals for Building Official



Town of Fairfax

2016-17 Operating Budget

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

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

401 REGULAR SALARIES	SEE NOTE	328,165	339,050	343,276	340,412	358,190
402 SAFETY SALARIES	SEE NOTE	1,026,770	972,784	1,029,813	1,000,000	1,066,916
402 SALARY VACANCY SAVINGS		-				
415 ACCRUED LEAVE CASHOUT		40,915	23,897	3,000	6,464	3,000
421 TEMP EMPLOYEES		88,733	98,193	50,000	62,000	50,000
461 OVERTIME		125,711	163,531	130,000	130,000	140,000
481 HOLIDAY PAY		71,400	64,711	71,971	69,000	74,894
491 HEALTH INSURANCE		291,619	266,723	260,846	257,000	253,688
492 WORKERS COMP.		34,018	34,018	55,500	55,500	55,500
493 RETIREMENT		553,423	435,045	214,655	214,545	207,317
494 MEDICARE		20,740	21,463	23,782	22,000	24,300
495 FICA/PTS		6,599			400	
496 PERS SIDEFUND		-		428,350	428,350	530,644
497 OVERTIME REIMBURSABLE	SEE NOTE	(300)	(2,213)	(15,000)	-	(15,000)
SUBTOTAL PERSONNEL		2,587,792	2,417,202	2,596,193	2,585,671	2,749,449
						1.23881

Allocation of Positions:

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

Total Full Time Equivalent Employees	16.25	16.00	16.00	16.00	16.00
DISPATCHER, RESERVE		4.00	4.00		4.00
POLICE OFFICER, RESERVE		2.00	2.00		2.00
POLICE CADET			1.00		1.00

NOTES:

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



Town of Fairfax

2016-17 Operating Budget

FUND 01 GENERAL FUND

ACTIVITY 411 POLICE

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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OPERATING EXPENSES

611 AUTO/PHONE ALLOWANCE		2,100	1,800	2,652	1,800
631 COMM EQUIP REPLACE			6,777	4,000	7,000
711 OFFICE EQUIP MAINTENANCE		2,640	15	1,500	1,500
712 COMPUTER EQUIP MAINTENANCE	SEE NOTE	27,253	28,133	28,000	29,000
721 FIELD EQUIP MAINTENANCE		971	2,212	1,000	1,000
722 VEHICLE MAINTENANCE		16,444	8,313	20,000	20,000
723 COMMUNICATION EQUIP MAINT		2,869	2,808	3,000	3,000
725 MERA DEBT SERVICE	SEE NOTE	41,945	38,297	38,301	38,340
726 MERA MEMBERSHIP FEE		26,906	27,764	29,448	30,698
731 BLDG-GROUNDS MAINTENANCE		25,485	20,141	26,000	26,000
801 WATER		1,759	1,507	1,900	1,900
802 POWER		1,005	993	2,000	2,000
804 TELEPHONE		17,604	17,368	17,000	17,000
806 FUEL		20,081	15,850	18,000	18,000
811 POSTAGE		2,030	959	2,000	2,000
812 REPRODUCTION		3,490	2,789	2,500	2,500
813 OFFICE SUPPLIES		1,543	1,252	1,300	1,300
815 PRINTING		3,304	3,695	3,000	3,000
822 OUTSIDE CONTRACT SVS	SEE NOTE	33,927	36,964	35,000	44,000
841 SMALL TOOLS		329	198	500	500
842 SPECIAL DEPT SUPPLIES		9,654	10,643	12,500	12,500
851 UNIFORM		16,514	18,553	15,200	16,100
861 BUS.MEET/CONF.		565	558	500	500
862 DUES & SUBSCRIPTIONS	SEE NOTE	6,847	4,969	6,800	9,400
871 LIAB & PROP INSURANCE				-	
883 P.O.S.T.		8,406	4,370	9,000	11,000
889 BOOKING FEES		902	1,688	3,000	3,000
SUBTOTAL OPERATING		272,471	258,916	283,249	292,787

TOTAL DEPARTMENT APPROPRIATION

2,860,264 2,676,118 2,879,442 2,878,458 3,051,487

NOTES:

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

725 Includes \$3,659 to Marin Emergency Services and \$34,681 to Bank of New York for 2007 notes Costs are split with Public Works Dept 511

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

862 Includes Lexipol police policy manual updates



Town of Fairfax

2016-17 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	418 DISASTER PREP & EOC

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

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

			-	
			-	
			-	
			-	
			-	

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES

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

SEE NOTE
SEE NOTE

		100	100	100
	13,466			
1,707	5,086	3,000	3,000	3,000
4,322		3,600	3,600	3,600

SUBTOTAL OPERATING

6,029 18,552 6,700 6,700 6,700

TOTAL DEPARTMENT APPROPRIATION

6,029 18,552 6,700 6,700 6,700

Allocation of Positions:

Total Full Time Equivalent Employees	0.00	0.00	0.00	0.00	0.00
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NOTES:	This department was formerly 218
	842 Update data equipment in EOC
	881 Agility Recovery \$3600/yr



Town of Fairfax

2016-17 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	421 ROSS VALLEY FIRE DEPT

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
Actual	Actual	Adopted	Projected	Proposed

PERSONNEL

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

SUBTOTAL PERSONNEL

-	-	-	-	-
				+3%

OPERATING EXPENSES (TOWN SHARE)

493 RVFS RETIREMENT	SEE NOTE	167,015	172,037	276,099	276,099	284,382
721 FIELD EQ MAINT		7,841	31,199			
724 RVFS DEBT SERVICE		88,959	88,930	89,778	89,778	92,471
731 BUILDINGS & GROUNDS MAINT		638	-	-	-	
881 RVFS CONTRACT		1,539,477	1,594,625	1,679,123	1,679,123	1,729,497

SUBTOTAL OPERATING

1,803,930	1,886,791	2,045,000	2,045,000	2,106,350
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TOTAL DEPARTMENT APPROPRIATION

1,803,930	1,886,791	2,045,000	2,045,000	2,106,350
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Allocation of Expenses

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

Total Full Time Equivalent Employees

100.00%	100.00%	100.00%		0.00%
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NOTES:					
493 The Ross Valley Fire Department participates in CalPERS with two plans in effect:					
	CalPERS	Employer	Employee	Employee	Employer
	Plan	Rate	Rate	Paid share	Paid share
Safety	3.0%@55	23.397%	9.00%	0.00%	9.00%
Miscellaneous	2.7%@55	10.843%	8.00%	0.00%	8.00%
The Town's share is allocated to:					
	FY13	FY14	FY15	Increase	FY16
- Contribution	1,506,829	1,540,115	1,589,034	90,089	1,679,123
- Side Fund	167,015	167,015	172,037	5,567	177,604
- Retirement Unfunded Liability	26,168	26,168	26,139	72,356	98,495
- Apparatus Replacement	7,841	7,841	31,199	-	31,199
- OPEB Prior Liability	51,172	51,172	51,172	(4,212)	46,960
- Mera Bond	11,619	11,619	11,619	-	11,619
Total	<u>1,770,644</u>	<u>1,803,930</u>	<u>1,881,200</u>	<u>163,800</u>	<u>2,045,000</u>
% Change			4.28%		8.71%



Town of Fairfax

2016-17 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 510 PUBLIC WORKS ADMIN

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

401 REGULAR SALARIES	65,910	67,659	71,271	71,271	81,734
NEW 402 REG PART-TIME SALARIES [PT PW DIR]					30,000
415 ACCRUED LEAVE CASHOUT	736	2,492	1,371	1,371	1,572
421 TEMP EMPLOYEES			8,750	8,750	8,750
491 HEALTH INSURANCE	12,133	13,058	13,221	13,221	14,612
492 WORKERS COMP.	1,711	1,762	2,786	2,786	4,021
493 RETIREMENT	9,467	10,085	6,623	6,623	8,089
494 MEDICARE	914	964	922	922	1,571
495 FICA/PTS					1,125
496 PERS SIDEFUND			6,200	6,200	6,950
SUBTOTAL PERSONNEL	90,871	96,020	111,143	111,143	158,424

OPERATING EXPENSES

711 OFFICE EQUIP MAINTENANCE	-		100	100	100
731 BLDG-GROUNDS MAINTENANCE	3,521	1,809	907	907	907
804 TELEPHONE	-		500	500	500
811 POSTAGE	500	714	350	350	350
813 OFFICE SUPPLIES	53		308	308	308
815 PRINTING			100	100	100
821 OUTSIDE CONSULTING SVS	94,916	37,204	60,000	60,000	40,000
822 OUTSIDE CONTRACT SVS	877	3,410	3,000	3,000	3,000
823 STORMWATER POLLUTION	20,939	21,916	20,000	20,000	20,000
842 SPECIAL DEPT SUPPLIES	24		1,000	1,000	1,000
890 MISCELLANEOUS					5,000
SUBTOTAL OPERATING	120,830	65,053	86,265	86,265	71,265

TOTAL DEPARTMENT APPROPRIATION 211,701 161,073 197,408 197,408 229,689

Allocation of Positions:

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

Total Full Time Equivalent Employees 0.25 0.55 0.61 0.61 0.86

NOTES:	402 Public Works Dir (PT) 1/2 time
	421 Intern / .25% Admin Asst (PT)
	821 Consulting PW Dir & Outside Engineering services
	822 One-half Fairfax share of annual Marin Map \$3,000
	890 PW Office remodel



Town of Fairfax

2016-17 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 511 STREET MAINT & PUBLIC WORKS

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

401	REGULAR SALARIES	109,897	118,159	136,306	136,306	151,105
NEW 402	REG PART-TIME SALARIES [PT PW DIR]					15,000
421	TEMP. EMPLOYEES			1,000	1,000	1,000
461	OVERTIME	2,923	1,663	1,500	1,500	1,500
491	HEALTH INSURANCE	23,188	23,795	30,796	30,796	39,630
492	WORKERS COMP.	2,706	2,858	5,154	5,154	5,734
493	RETIREMENT	20,587	20,793	13,021	13,021	13,758
494	MEDICARE	1,580	1,648	1,836	1,836	2,241
495	FICA/PTS		5,301			916
496	PERS SIDEFUND			17,500	17,500	19,618
497	OVERTIME REIMBURSABLE		(875)	(1,000)	(1,000)	(1,000)
	SEE NOTE					
SUBTOTAL PERSONNEL		160,883	173,342	206,113	206,113	249,501

OPERATING EXPENSES

641	EQUIPMENT RENTAL	SEE NOTE	-	500	500	500
721	FIELD EQUIP MAINTENANCE			1,269	500	500
722	VEHICLE MAINTENANCE		14,737	6,374	16,500	16,500
723	COMMUNICATION EQUIP MAINT		-	500	500	500
725	MERA DEBT SERVICE		5,199	8,857	8,699	8,699
726	MERA MEMBERSHIP FEE		6,157	6,424	5,552	5,552
731	BLDG-GROUNDS MAINTENANCE		5,144	4,096	1,322	1,322
802	POWER			1,500	1,500	1,500
803	DUMP FEES			300	300	300
804	TELEPHONE		1,088	1,107	1,000	1,000
806	FUEL		17,116	15,198	14,000	14,000
813	OFFICE SUPPLIES			431	2,000	2,000
821	OUTSIDE CONSULTING SVS	SEE NOTE	24,186	9,531	35,000	35,000
841	SMALL TOOLS			448	4,000	4,000
842	SPECIAL DEPT SUPPLIES	SEE NOTE	12,449	18,823	35,000	35,000
851	UNIFORM		850	1,240	1,063	1,063
861	TRAVEL/TOLLS		10	10	500	500
871	LIAB & PROP INSURANCE					
				SEE #715	SEE #715	SEE #715
SUBTOTAL OPERATING			86,937	73,808	127,936	127,936

TOTAL DEPARTMENT APPROPRIATION

247,820 247,150 334,049 334,049 379,585

Allocation of Positions:

PT PUBLIC WORKS DIR						0.125
SENIOR MAINTENANCE WORKER	1.00	1.00	1.00	1.00	1.00	1.00
MAINT. LEADWORKER	1.00	-	-	-	-	-
MAINT. WORKER III			1.00	1.00	1.00	1.00
MAINT. WORKER II	1.00	-	-	-	-	-
MAINT. WORKER I	1.00	1.00	0.50	0.50	0.50	0.50
Total Full Time Equivalent Employees	4.00	2.00	2.50	2.50	2.50	2.63

NOTES: 497 Overtime charged to Festival Fund for annual festival.

641 Rental of equipment

821 Use of County equipment, outside labor for right-of-way clearing & Biennial street markings.

inhouse contracted services for maint of pavement sections (digouts), retaining walls, and drainage.

842 Maint materials including pipe, asphalt, concrete and hardware; required Hazardous Materials

response, street signs, and paint for curbs, crosswalks, street markings, replacing barricades etc...

includes supplies & materials for Gardening Alliance Center St (up to \$10,000)



Town of Fairfax

2016-17 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	512 STREET LIGHTING

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

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

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES

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

SEE NOTE
SEE NOTE

30,723	32,008	26,000	26,000	26,000
22,461	33,288	35,000	35,000	35,000
600		600	600	600

SUBTOTAL OPERATING

53,784 61,600 61,600 61,600 61,600

TOTAL DEPARTMENT APPROPRIATION

53,784 61,600 61,600 61,600 61,600

Allocation of Positions:

- MAINT. LEADWORKER
- SENIOR MAINTENANCE WORKER

Total Full Time Equivalent Employees

0.00 0.00 0.00 0.00 0.00

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



Town of Fairfax

2016-17 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 514 STORMWATER POLLUTION PREVENTION

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

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

SUBTOTAL PERSONNEL

OPERATING EXPENSES

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

SEE NOTE

SUBTOTAL OPERATING

- - - - -

TOTAL DEPARTMENT APPROPRIATION

- - - - -

Allocation of Positions:

- MAINT. LEADWORKER
- SENIOR MAINTENANCE WORKER

Total Full Time Equivalent Employees 0.00 0.00 0.00 0.00 0.00

NOTES:

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



Town of Fairfax

2016-17 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 611 PARK MAINTENANCE

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

NEW 401	REGULAR SALARIES	61,009	62,229	74,459	74,459	76,353
402	REG PART-TIME SALARIES [PT PW DIR]					15,000
415	ACCRUED LEAVE CASHOUT	-				
461	OVERTIME	1,408	1,402			
491	HEALTH INSURANCE	21,286	21,639	25,677	25,677	30,342
492	WORKERS COMP.	1,465	1,587	2,813	2,813	3,185
493	RETIREMENT	11,421	11,535	7,141	7,141	7,524
494	MEDICARE	871	887	1,002	1,002	1,245
495	FICA/PTS					563
496	PERS SIDEFUND			9,700	9,700	10,874
497	OVERTIME REIMBURSABLE					
SUBTOTAL PERSONNEL		97,460	98,538	120,793	120,793	145,086

OPERATING EXPENSES

641	EQUIPMENT RENTAL			500	500	500
721	FIELD EQUIP MAINT.	-		500	500	500
722	VEHICLE MAINTENANCE	-		1,000	1,000	1,000
801	WATER	13,422	13,705	10,000	10,000	10,000
802	POWER	1,386	1,140	2,300	2,300	2,300
821	OUTSIDE CONSULTING SVS	30,324	17,749	30,000	30,000	30,000
841	SMALL TOOLS	167	-	1,000	1,000	1,000
842	SPECIAL DEPT SUPPLIES	14,691	22,279	10,000	10,000	10,000
851	UNIFORM	425	425	531	531	531
871	LIAB & PROP INSURANCE	299	SEE #715	SEE #715	SEE #715	SEE #715
881	SPECIAL SERVICES	-	-	-	-	-
SUBTOTAL OPERATING		60,715	86,200	55,831	55,831	55,831

TOTAL DEPARTMENT APPROPRIATION

158,174	184,738	176,624	176,624	200,917
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Allocation of Positions:

PT PUBLIC WORKS DIR					0.125
SENIOR MAINTENANCE WORKER	1.00	1.00	1.00	1.00	1.00
MAINT. LEADWORKER					
MAINT. WORKER II					
MAINT. WORKER I			0.25	0.25	0.25

Total Full Time Equivalent Employees

1.00	1.00	1.25	1.25	1.38
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NOTES:

821 Tree trimming and replacement of sidewalk trees.
Town tree survey - streets & parks
Trail Maintenance



Town of Fairfax

2016-17 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	616 COMMUNITY SERVICES

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

411 REGULAR PT SALARIES	SEE NOTE	16,170	18,360	15,506	15,506	16,122
492 WORKERS COMP		471	476	580	580	550
493 RETIREMENT		3,394	3,343	2,017	2,017	1,598
494 MEDICARE		220	249	207	207	215
495 FICA/PTS		6,093				
496 PERS SIDEFUND				2,375	2,375	2,662
SUBTOTAL PERSONNEL		26,348	22,428	20,685	20,685	21,146

OPERATING EXPENSES

711 OFFICE EQUIP MAINT.			150	150	150	150
801 WATER	SEE NOTE	193	200	200	200	200
804 TELEPHONE		262	700	700	700	700
811 POSTAGE		737	400	400	400	400
813 OFFICE SUPPLIES		588	500	500	500	500
842 SPECIAL DEPT SUPPLIES	SEE NOTE	1,324	1,100	3,100	3,100	3,100
SUBTOTAL OPERATING		3,103	3,050	5,050	5,050	5,050

TOTAL DEPARTMENT APPROPRIATION	29,452	25,478	25,735	25,735	26,196
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Allocation of Positions:

Community Resources Coord	0.30	0.30	0.30	0.30	0.30
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Total Full Time Equivalent Employees	0.30	0.30	0.30	0.30	0.30
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NOTES: This department was formerly 216

411 One half of part-time Community Resources Coord

801 Water for Community Garden

842 Includes additional \$2,000 for volunteer activities ie. Electronic Newsletter & outreach



Town of Fairfax

2016-17 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	617 RECREATION EVENTS

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

411 REGULAR PT SALARIES	SEE NOTE	29,681	30,860	29,563	29,563	30,541
491 HEALTH INSURANCE		2,697	2,929	3,037	3,037	3,315
492 WORKERS COMP		797	794	1,106	1,106	1,025
493 RETIREMENT		5,800	5,844	3,424	3,424	3,075
494 MEDICARE		409	415	394	394	400
496 PERS SIDEFUND				4,500	4,500	5,045
SUBTOTAL PERSONNEL		39,384	40,842	42,024	42,024	43,401

OPERATING EXPENSES

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

TOTAL DEPARTMENT APPROPRIATION	44,345	47,812	48,994	48,994	50,371
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Allocation of Positions:

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

Total Full Time Equivalent Employees	0.30	0.30	0.55	0.55	0.55
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NOTES: This department was formerly 217	
411 - One half of part-time Community Resources Coord & 1/4 Admin Asst II	
881 Easter egg hunt	400
Artist in Residence	400
English Tea	2,500
Fairfax Theater Co	3,350



Town of Fairfax

2015-16 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 621 RECREATION CLASSES/ACTIVITIES

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

SEE FUND 11 FOR PRIOR YEAR ACTIVITY

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

		42,623	42,623	43,047
		1,735	1,735	1,597
		618	618	624
		1,598	1,598	1,614

SUBTOTAL PERSONNEL

- - 46,574 46,574 46,882

OPERATING EXPENSES

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

SEE NOTE

SEE NOTE

		840	840	840
		26,000	26,000	31,000
		600	600	600
		3,000	3,000	3,000
		5,000	5,000	8,000
		200	200	200
		5,000	5,000	7,000
		500	500	500

SUBTOTAL OPERATING

- - 41,140 41,140 51,140

TOTAL DEPARTMENT APPROPRIATION

- - 87,714 87,714 98,022

Allocation of Positions:

RECREATION COORDINATORS (2)

1.00 1.00 1.00

Total Full Time Equivalent Employees

1.00 1.00 1.00

NOTES: This department was formerly in Fund 11

821 Includes class instructors for newborn to seniors including art class, music, dance, mom group, Instructors are compensated based on a 70/30 split of class revenues
 Classes are held at Womens Club, Pavilion, and youth center
 Includes \$10,000 of expenses for Grant (\$5,000 from Age Friendly Taskforce + \$5,000 match)

843 In FY17, Town is expanding senior programs to include Chair Yoga & Movement Dance and support for Age Friendly Fairfax Taskforce. Senior programs are free to participants and subsidised by Measure J.



Town of Fairfax

2016-17 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	622 SUMMER CAMPS

ACTIVITY DESCRIPTION

Camp Fairfax is a summer camp for children 5-10 years old offered through the Recreation & Community Services. In Summer 2016 Town will begin adding Spanish Camp for bilingual families.children 5-8 years old

DEPARTMENT SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

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

SUBTOTAL PERSONNEL

SEE FUND 11 FOR PRIOR YEAR ACTIVITY

- - - - -

OPERATING EXPENSES

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

SEE NOTE

		8,000	8,000	12,500
		600	600	600
		1,000	1,000	1,200
		100	100	100

SUBTOTAL OPERATING

- - **9,700** **9,700** **14,400**

TOTAL DEPARTMENT APPROPRIATION

- - **9,700** **9,700** **14,400**

Allocation of Positions:

Total Full Time Equivalent Employees

0.00

0.00

NOTES: This department was formerly in Fund 11

821 Summer camp staff (6) including Camp Director, 3 councilors, 1 credentialed bilingual teacher & assistant
Expenses are offset by tuition fees & community grants

- Camp Fairfax (25 per week @ \$215) for 3.5 weeks
- Spanish Camp (\$285 x 8) for two weeks



Town of Fairfax

2016-17 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	625 RENTAL FACILITIES

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

401 REGULAR SALARIES			10,984	10,984	10,359
421 TEMP LABOR	9,590	420			
415 ACCRUED LEAVE CASHOUT					
461 OVERTIME					
491 HEALTH INSURANCE			3,080	3,080	7,208
492 WORKERS COMP.	340	340	422	422	363
493 RETIREMENT			746	746	725
494 MEDICARE	154	9	150	150	142
495 FICA/PTS		40			
SUBTOTAL PERSONNEL	10,084	12,796	15,383	15,383	18,796

OPERATING EXPENSES

731 BLDG-GROUNDS MAINT.			12,800	12,800	12,800
801 WATER	770	837	800	800	800
802 POWER	25,096	25,954	16,500	16,500	16,500
803 SANITARY	1,276	-	-	-	-
804 TELEPHONE	375	403	400	400	400
821 OUTSIDE CONSULTING SVS		764	8,500	8,500	8,500
822 OUTSIDE CONTRACT SVS	1,579	1,418	1,600	1,600	1,600
841 SMALL TOOLS	6,252				
842 SPECIAL DEPT SUPPLIES		2,616	6,000	6,000	6,000
851 UNIFORM		-	106	106	106
871 LIAB & PROP INSURANCE	(75)	SEE #715	SEE #715	SEE #715	SEE #715
SUBTOTAL OPERATING	35,273	46,650	46,706	46,706	46,706

TOTAL DEPARTMENT APPROPRIATION

	45,357	59,446	62,089	62,089	65,502
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Allocation of Positions:

MAINT. WORKER I			0.25	0.25	0.25
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Total Full Time Equivalent Employees

	0.50	0.50	0.25	0.25	0.25
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NOTES:

822 Includes pest control. Janitor moved to 731
 842 Supplies necessary for the upkeep of the rental buildings including cleaning supplies.
 Repainting and exterior repairs - Includes landscaping



Town of Fairfax

2016-17 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 715 NON DEPARTMENTAL

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

491 HEALTH INSURANCE	7,712	7,712			
491 RETIREE HEALTH BENEFITS SEE NOTE	39,845	40,936	60,000	60,000	63,600
492 WORKERS COMP.	-	19,896			
493 RETIREMENT	4,205	6,573			
495 FICA/PTS	7,389	(7,389)			
496 PERS SIDEFUND			SEE DEPTS	SEE DEPTS	SEE DEPTS
SUBTOTAL PERSONNEL	59,151	67,728	60,000	60,000	63,600

OPERATING EXPENSES

821 OUTSIDE CONTRACT SVS	7,635	605			
822 CONTRACTED SVCS SEE NOTE	162,256	186,979	225,000	225,000	245,000
842 SPECIAL DEPT SUPPLIES	2,736	1,151	4,000	4,000	4,000
871 LIAB & PROP INSURANCE	114,062	109,431	120,374	120,374	123,985
881 SPECIAL SERVICES SEE NOTE	21,181	17,196	17,000	17,000	17,000
890 MISCELLANEOUS	1,451	1,472	1,000	1,000	1,000
891 CLAIMS - WC / SETTLEMENTS SEE NOTE	76,530	178,260	150,000	100,000	150,000
895 TRAN INTEREST SEE NOTE	2,166	1,199	3,000	3,000	3,000
896 CERTB/OPEB	90,000	120,000	120,000	120,000	120,000
SUBTOTAL OPERATING	478,017	616,293	640,374	590,374	663,985

TOTAL DEPARTMENT APPROPRIATION 537,168 684,021 700,374 650,374 727,585

Allocation of Positions:

ADMINISTRATIVE ASSISTANT II 1.00 - - - -

Total Full Time Equivalent Employees 1.00 0.00 0.00 0.00 0.00

NOTES:	FY14	FY15	FY16 BUD	FY16 PROJ	FY17 BUD
822 ASSOC OF BAY AREA GOVERNMENTS (ABAG)	2,220	2,261	2,400	2,400	2,400
CMCM (WEBCAST)	7,525	6,525	8,400	8,400	8,400
COUNTY OF MARIN MIDAS ACCOUNT	19,375	19,200	20,000	20,000	20,000
FAIRFAX CHAMBER OF COMMERCE		210	-	-	-
GOLSCH, C (WEBPAGE SERVICES)	9,900	11,700	11,700	11,700	11,700
HF&H CONSULTANTS (SOLID WASTE RATE STUDY)	1,494	12,640	15,000	15,000	15,000
HOMELESS			11,181	11,181	11,181
LEAGUE OF CALIFORNIA CITIES	4,598	4,048	4,800	4,800	4,800
MARIN COUNTY ADMIN (ANIMAL CONTROL)	73,703	72,687	78,668	78,668	78,668
MARIN COUNTY TAX COLLECTOR (LAFCO)	3,728	4,851	5,024	5,024	6,029
MARIN GENERAL SERVICES AUTHORITY	13,508	8,511	11,511	11,511	11,511
MARIN IT, INC	16,075	21,450	16,000	16,000	16,000
RV HEALTHY COMMUNITY COLLABERATION			2,500	2,500	2,500
SUSTAINABLE FAIRFAX	10,128	17,801	25,000	25,000	25,000
RVSD (CONTRIB TO SCHOOL BUS)	-	-	-	-	10,000
OTHER	-	5,096	12,816	12,816	21,811
	162,255	186,980	225,000	225,000	245,000
491 includes CalPERS PEMHCA payments (\$10,122) and OPEB retiree payments(\$42,666)					
881 Chipper services - \$10,000 Other \$7,000					
891 Allocation for Worker's Comp claims and settlements					
895 TRAN (Tax and Revenue Anticipation Notes) interest & fees					



Town of Fairfax

2016-17 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 911 BUILDING MAINTENANCE

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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PERSONNEL

401 REGULAR SALARIES				
421 TEMP EMPLOYEES	9,590	420		
415 ACCRUED LEAVE CASHOUT		-		
461 OVERTIME	1,155	455		
491 HEALTH INSURANCE		-		
492 WORKERS COMP.	340	338		
494 MEDICARE	154	9		
495 FICA/PTS	5,301	40		
497 PAYROLL TSFR		-		
SUBTOTAL PERSONNEL	16,540	1,263	-	-

OPERATING EXPENSES

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

SEE NOTE
SEE NOTE

ALLOCATION TO DEPARTMENTS

731 BLDG-GROUNDS MAINT.	(51,840)	(41,231)	(60,956)	(60,956)
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TOTAL DEPARTMENT APPROPRIATION

6,343 3,226 391 391 (12,304)

Allocation of Positions:

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

0.50 0.50 0.50 0.50 0.50

ALLOCATION OF BUILDING MAINTENANCE

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

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



Town of Fairfax

2016-17 Operating Budget

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

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

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
BEGINNING FUND BAL	858,053	858,053		1,000,000	1,000,000
REVENUES					
050 502 INVESTMENT EARNINGS				-	
SUBTOTAL REVENUES	-	-	-	-	-
APPROPRIATIONS					
				-	
SUBTOTAL APPROPRIATIONS	-	-	-	-	-
TRANSFERS					
715 901 TSFR TO 01-GENERAL FUND					
100 931 TSFR FROM 01-GENERAL FUND	-	141,947			
SUBTOTAL TRANSFER	-	141,947	-	-	-
NET DEPARTMENT ACTIVITY	-	141,947	-	-	-
ENDING FUND BAL	858,053	1,000,000		1,000,000	1,000,000

COMPONENTS OF FUND BALANCE:

NOTES:		
CALCULATION OF RESERVE BALANCE		
General Funds Appropriations	8,566,550	100.0%
Dry Period Reserve	1,000,000	11.7%
Other General Fund Balances	1,236,674	14.4%
Total General Fund Reserves	<u>2,236,674</u>	<u>26.1%</u>



Town of Fairfax

2016-17 Operating Budget

FUND 03 EQUIP REPLACEMENT
DEPT 923 EQUIP REPLACEMENT

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

FUND SUMMARY	FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	Actual	Actual	Adopted	Projected	Proposed
BEGINNING FUND BAL	-	(10,455)		145,925	155,797
REVENUES					
050 502 INVESTMENT EARNINGS		-			
090 901 SALE OF ASSETS	6,528	100	-		
SUBTOTAL REVENUES	6,528	100	-	-	-
APPROPRIATIONS					
903 996 SOLAR PANEL LEASE	16,600	16,600	16,600	16,600	16,600
903 996 INTEREST	3,912				
923 921 FIELD EQUIPMENT SEE NOTE	178,714	132,480	41,828	41,828	41,828
SUBTOTAL APPROPRIATIONS	199,226	149,080	92,422	58,428	58,428
TRANSFERS					
100 910 CAPITAL LEASE FINANCING	110,643	100,425	-		
100 931 TSFR FROM 01-GENERAL FUND	71,600	204,935	68,300	68,300	68,300
715 971 TSFR TO 01-GENERAL FUND		-			
SUBTOTAL TRANSFER	182,243	305,360	100,000	68,300	68,300
NET DEPARTMENT ACTIVITY	(10,455)	156,380	7,578	9,872	9,872
ENDING FUND BAL	(10,455)	145,925		155,797	165,669

COMPONENTS OF FUND BALANCE:

NOTES:	LAST PMT				
921 MOBILE COMPUTING		15,683		28,818	
LEASE - SERVERS (2) - COMPELLENT	03/25/14	7,574			-
FY15 BODY CAMERAS				16,522	
FY15 VEHICLE PURCHASE	4/8/2015			24,818	
FY10 VEHICLE LOAN - ALLY	01/01/15	8,910	8,910		-
FY12 VEHICLE LOAN - FORD	05/01/15	20,494	20,494	20,495	-
FY13 VEHICLE LOAN - FORD 43,241	02/01/16	12,247	11,712	11,725	11,725
FY14 VEHICLE LOAN - FORD 110,643	01/01/17		31,002	30,103	30,103
FY16 POLICE COPIER	08/01/19				
TOTAL		64,908	72,118	132,481	41,828



Town of Fairfax
2016-17 Operating Budget

FUND 04 BUILDING & PLANNING
DEPT 715 MISCELLANEOUS

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

FUND SUMMARY		FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
		Actual	Actual	Adopted	Projected	Proposed
BEGINNING FUND BAL		(68,218)	(27,817)		(40,664)	4,167
REVENUES						
030	311 BUILDING PERMITS	171,333	151,570	150,000	160,333	160,000
030	312 GENERAL PLAN MAINTENANCE FEES	2,987	5,205	3,000	5,397	5,400
030	313 TECHNOLOGY IMPROVEMENT FEES	4,709	7,485	4,000	8,152	8,200
030	314 ENCROACHMENT FEES	-	-	-	-	-
030	315 HOUSING INSPECTIONS	39,596	29,513	30,000	36,745	36,700
030	317 SEISMIC FEES	(301)	1,273	1,000	9	-
030	318 PLAN RETENTION	63	37	-	49	-
030	319 STREET OPENING	43,199	28,243	30,000	38,224	38,000
030	320 ROAD IMPACT FEES	116,398	125,312	120,000	124,567	125,000
030	321 INFRASTRUCTURE IMPROV FEES	4,720	7,417	4,000	8,151	8,000
030	904 MISCELLANEOUS SEE NOTE	-	-	2,000	-	-
030	904 COUNTY - OTHER	-	-	-	-	-
	TOTAL PERMITS AND FEES	382,704	356,055	344,000	381,628	381,300
080	801 ZONING & FILING FEES	79,135	61,733	50,000	100,713	50,000
080	805 BUILDING PLAN CHECK FEES	17,827	19,738	14,000	21,824	20,000
080	806 ENGINEERING PLAN CHECKS	110,735	(10,373)	18,000	15,665	15,000
	TOTAL CURRENT CHARGES	207,698	71,098	82,000	138,203	85,000
	SUBTOTAL REVENUES	590,401	427,153	426,000	519,831	466,300
APPROPRIATIONS						
					-	
					-	
					-	
	SUBTOTAL APPROPRIATIONS	-	-	-	-	-
TRANSFERS						
715	971 TSFR TO 01-GENERAL FUND	(550,000)	(440,000)	(426,000)	(475,000)	(450,000)
	SUBTOTAL TRANSFER	(550,000)	(440,000)	(426,000)	(475,000)	(450,000)
	NET DEPARTMENT ACTIVITY	40,401	(12,847)	-	44,831	16,300
	ENDING FUND BAL	(27,817)	(40,664)		4,167	20,467
COMPONENTS OF FUND BALANCE:						
	RESERVE - PLANNING DEPOSITS	14,417	11,941		21,050	21,050
	UNRESERVED	(42,234)	(52,605)		(16,883)	(583)

NOTES:
904 OLEMA ROAD FEASABILITY STUDY



Town of Fairfax

2016-17 Operating Budget

FUND **05 COMMUNICATION EQUIP REPLACEMENT**
DEPT **924 COMM EQUIP REPLACEMENT**

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

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
BEGINNING FUND BAL	25,257	189		189	189
REVENUES					
050 502 INVESTMENT EARNINGS				-	
SUBTOTAL REVENUES	-	-	-	-	-
APPROPRIATIONS					
921 FIELD EQUIPMENT SEE NOTE	7,811		6,000	6,000	
SUBTOTAL APPROPRIATIONS	7,811	-	6,000	6,000	-
TRANSFERS					
715 971 TSFR TO 01-GENERAL FUND	(17,257)				
TSFR FROM 01-GENERAL FUND			6,000	6,000	
SUBTOTAL TRANSFER	(17,257)	-	6,000	6,000	-
NET DEPARTMENT ACTIVITY	(25,068)	-	-	-	-
ENDING FUND BAL	189	189		189	189

COMPONENTS OF FUND BALANCE:

NOTES:
921 Replace radios for Police & DPW as needed



Town of Fairfax

2016-17 Operating Budget

FUND 06 RETIREMENT FUND
DEPT 715 MISCELLANEOUS

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

FUND SUMMARY	FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	Actual	Actual	Adopted	Projected	Proposed

BEGINNING FUND BAL	(7,443)	28,630		5,965	37,004
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REVENUES

010 101 PROPERTY TAX - CURRENT SEC	1,103,281	1,114,982	1,133,000	1,227,115	1,264,000
010 102 PROPERTY TAX - CURRENT UNSEC	8,703	8,992	9,270	9,262	9,500
010 103 PROPERTY TAX - PRIOR YEARS	516	524	1,030	540	550
010 110 SUPPLEMENTAL PROPERTY TAX	19,099	31,624	10,300	32,573	33,500
050 607 SECURED HOPTR	11,473	11,213	10,300	11,549	11,900
SUBTOTAL REVENUES	1,143,073	1,167,335	1,163,900	1,281,039	1,319,450

TRANSFERS

715 971 TSFR TO 01-GENERAL FUND	(1,107,000)	(1,190,000)	(1,163,900)	(1,250,000)	(1,300,000)
100 931 TSFR FROM 01-GENERAL FUND					
SUBTOTAL TRANSFER	(1,107,000)	(1,190,000)	(1,163,900)	(1,250,000)	(1,300,000)

NET DEPARTMENT ACTIVITY	36,073	(22,665)	-	31,039	19,450
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ENDING FUND BAL	28,630	5,965		37,004	56,454
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Recap by Department	FY16	FY17		FY17	%
	PERS	ER PERS	SIDEFUND	TOTAL	
111 Council	2,973	1,236	1,850	3,086	3.8%
211 Town Manager	15,997	11,922	6,894	18,816	17.6%
221 Town Clerk	4,609	5,300	-	5,300	15.0%
231 Personnel	4,414	3,587	-	3,587	-18.7%
241 Finance	18,692	14,138	5,605	19,743	5.6%
311 Planning/Building	62,215	24,859	42,150	67,009	7.7%
321 Building Inspector	24,377	9,945	16,535	26,480	8.6%
411 Police	643,005	207,317	530,644	737,961	14.8%
510 Public Works Admin	13,183	8,089	6,950	15,039	14.1%
511 Street Maint	30,433	13,758	19,618	33,375	9.7%
611 Park Maint	16,713	7,524	10,874	18,398	10.1%
616 Volunteer	3,973	1,598	2,662	4,260	7.2%
617 Recreation	7,477	3,075	5,045	8,119	8.6%
625 Rental - Womens Club	587	725	-	725	23.5%
	848,648	313,073	648,825	961,899	13.3%

NOTES:	Total	Employee	Town	Town %
	Paid	Paid	Paid	
Retirement Costs				
- FY 2012/13	\$ 1,228,475	\$ 147,110	\$ 1,081,365	88.0%
- FY 2013/14	\$ 1,352,946	\$ 236,950	\$ 1,115,995	82.5%
- FY 2014/15	\$ -	\$ -	\$ -	0.0%
(1) Applies to Salary and Special Compensation (ie longevity, holiday pay, uniform). Excludes overtime				



Town of Fairfax

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FUND **07 SPECIAL POLICE FUND**
DEPT **715 MISCELLANEOUS**

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

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
BEGINNING FUND BAL	31,902	4,469		21,083	1,083
REVENUES					
070 733 COPS GRANT	97,567	116,614	100,000	100,000	100,000
SUBTOTAL REVENUES	97,567	116,614	100,000	100,000	100,000
APPROPRIATIONS					
741 842 SPECIAL DEPT SUPPLIES					
SUBTOTAL APPROPRIATIONS	-	-	-	-	-
TRANSFERS					
715 971 TSFR TO 01-GENERAL FUND	(125,000)	(100,000)	(100,000)	(120,000)	(100,000)
100 931 TSFR FROM 01-GENERAL FUND					
SUBTOTAL TRANSFER	(125,000)	(100,000)	(100,000)	(120,000)	(100,000)
NET DEPARTMENT ACTIVITY	(27,433)	16,614	-	(20,000)	-
ENDING FUND BAL	4,469	21,083		1,083	1,083

COMPONENTS OF FUND BALANCE:

NOTES:



Town of Fairfax

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FUND 08 OFFICE EQUIP REPLACEMENT
DEPT 928 OFFICE EQUIP REPLACEMENT

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

FUND SUMMARY		FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
		Actual	Actual	Adopted	Projected	Proposed
BEGINNING FUND BAL		11,248	16,037		35,623	45,623
REVENUES						
050 502 INVESTMENT EARNINGS					-	
					-	
SUBTOTAL REVENUES		-	-	-	-	-
APPROPRIATIONS						
911 OFFICE EQUIPMENT	SEE NOTE	15,211	30,413	20,000	20,000	15,000
					-	
					-	
SUBTOTAL APPROPRIATIONS		15,211	30,413	20,000	20,000	15,000
TRANSFERS						
715 971 TSFR TO 01-GENERAL FUND						
100 931 TSFR FROM 01-GENERAL FUND		20,000	50,000	30,000	30,000	30,000
SUBTOTAL TRANSFER		20,000	50,000	30,000	30,000	30,000
NET DEPARTMENT ACTIVITY		4,789	19,587	10,000	10,000	15,000
ENDING FUND BAL		16,037	35,623		45,623	60,623
COMPONENTS OF FUND BALANCE:						
DESIGNATED FOR FINANCIAL SOFTWARE		40,000	60,000		70,000	80,000
UNDESIGNATED		11,247	(24,377)		(24,377)	(19,377)

NOTES:	
911 Copier leases/Docstar license	15,000
	15,000



Town of Fairfax

2016-17 Operating Budget

FUND 11 RECREATION
DEPT 621 FAIRFAX RECREATION

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

FUND SUMMARY		FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
		Actual	Actual	Adopted	Projected	Proposed
BEGINNING FUND BAL		(6,294)	(20,154)			
REVENUES						
030 814 MISCELLANEOUS	SEE NOTE	282				
070 817 RESTRICTED DONATIONS		14,805	1,000			
090 508 RENTALS		13,255	22,125			
090 790 FUNDRAISING		5,780	2,168			
090 822 PROGRAM FEES - CAMP		12,770	12,870			
090 904 OTHER (CLASSES)		10,848	11,860			
SUBTOTAL REVENUES		57,740	50,023	-	-	-
APPROPRIATIONS						
620 842 SPECIAL DEPARTMENT SUPPLIES						
620 843 SENIOR PROGRAMS	NOTE 1					
624 731 BUILDING & GROUNDS MAINT		4,926	829			
621 - FOCAS						
411 REGULAR PT SALARIES		40,530	43,942			
492 WORKERS COMP.			1,273			
494 MEDICARE/PTS		579	642			
804 TELEPHONE		817	1,633			
813 OFFICE SUPPLIES		-	-			
821 OUTSIDE CONSULTING SVS	SEE NOTE	11,078	24,441			
822 CONTRACTED SERVICES	SEE NOTE	765	1,019			
842 SPECIAL DEPT SUPPLIES	SEE NOTE	21,351	4,044			
861 MEETING/CONF & TRAVEL		54	-			
881 SPECIAL SERVICES		4,276	1,400			
890 MISCELLANEOUS		136				
622 - CAMP FAIRFAX						
821 OUTSIDE CONSULTING SVS		1,310	7,622			
822 CONTRACTED SERVICES		7,882	1,174			
842 SPECIAL DEPT SUPPLIES		896	1,543			
890 MISCELLANEOUS			675			
SUBTOTAL APPROPRIATIONS		94,600	90,236	-	-	-
TRANSFERS						
100 931 TSFR FROM 01-GENERAL FUND		23,000	58,185			
SUBTOTAL TRANSFER		23,000	58,185			
NET DEPARTMENT ACTIVITY		(13,860)	17,972			
ENDING FUND BAL		(20,154)	(2,182)			
Allocation of Positions:						
RECREATION COORDINATORS (2)			0.75			
Total Full Time Equivalent Employees		0.00	0.75			

NOTES:	699 KABOOM grant for park equipment (\$20,000) / County Youth
	821 Instructors (70% of class revenue)
	822 Website fees - Constant Contact, CitiMax
	842 Peri Park playground equipment upgrade \$32,700
NOTE 1	Pilot Senior program featuring Book Club / Exercise classes / Computer classes



Town of Fairfax

2016-17 Operating Budget

FUND 12 RECREATION
DEPT 622 FAIRFAX FESTIVAL

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

FUND SUMMARY		FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
		Actual	Actual	Adopted	Projected	Proposed
BEGINNING FUND BAL		5,746	(7,621)		4,965	4,265
REVENUES						
090 882 FESTIVAL REVENUE		30,017	58,127			
090 823 SPONSORS				3,000	3,000	3,000
090 824 VENDORS/BOOTH				30,000	30,000	30,000
090 825 MERCHANDISE SALES	SEE NOTE			3,000	3,000	3,000
070 699 OTHER						
SUBTOTAL REVENUES		30,017	58,127	36,000	36,000	36,000
APPROPRIATIONS						
497 OVERTIME REIMB	SEE NOTE		1,770	5,000	5,000	5,000
814 ADVERTISING		2,459	2,465	2,500	2,500	2,500
815 PRINTING	SEE NOTE	399	1,017	300	300	300
821 OUTSIDE CONSULTING SVS	SEE NOTE	11,651	10,162	2,500	2,500	2,500
822 CONTRACT SERVICES		4,550	7,805	7,000	7,000	7,000
882 FAIRFAX FESTIVAL - OTHER		12,208	12,007	4,000	4,000	4,000
890 MISCELLANEOUS		7,118	5,315	10,400	10,400	10,400
SUBTOTAL APPROPRIATIONS		38,384	40,541	31,700	31,700	31,700
TRANSFERS						
715 971 TSFR TO 01-GENERAL FUND		(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
100 931 TSFR FROM 01-GENERAL FUND						
SUBTOTAL TRANSFER		(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
NET DEPARTMENT ACTIVITY		(13,367)	12,586	(700)	(700)	(700)
ENDING FUND BAL		(7,621)	4,965		4,265	3,565

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



Town of Fairfax

2016-17 Operating Budget

FUND 20 MEASURE J - MUNICIPAL SERVICES
DEPT 715 MISCELLANEOUS

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

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

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

Programs are overseen by a citizen committee.

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
BEGINNING FUND BAL	(14,180)	(0)		53,084	67,585
REVENUES					
010 120 \$125 SPECIAL MUNI SERV TAX	456,382	456,384	712,099	713,600	713,600
SUBTOTAL REVENUES	456,474	456,384	712,099	713,600	713,600
APPROPRIATIONS					
SUBTOTAL APPROPRIATIONS	-	-	-	-	-
TRANSFERS					
951 TSFR TO FUND 51 - CIP GRANTS	(130,000)	(57,000)	(125,745)	(117,000)	(117,000)
952 TSFR TO FUND 52 - CIP STORM	(65,000)	-			
953 TSFR TO FUND 53 - CIP TOWN	(34,781)	(20,000)	(74,255)	(20,000)	(20,000)
971 TSFR TO FUND 01 - GENERAL FUND	(212,513)	(326,300)	(562,099)	(562,099)	(562,099)
SUBTOTAL TRANSFER	(442,294)	(403,300)	(762,099)	(699,099)	(699,099)
NET DEPARTMENT ACTIVITY	14,180	53,084	(50,000)	14,501	14,501
ENDING FUND BAL	(0)	53,084		67,585	82,086

DESIGNATION OF REVENUES:

- POLICE SERVICES
- FIRE SERVICES
- YOUTH/SENIOR PROGRAMS
- PUBLIC WORKS IMPROVEMENTS
- MATCHING FUNDS FOR GRANTS
- TOTAL**

DESIGNATION OF FUND BALANCE:

CIP - MEADOWWAY & BPMP 60,000

NOTES: Measure J funds are transferred and spent from other funds



Town of Fairfax

2016-17 Operating Budget

FUND 21 GAS TAX FUND
DEPT 715 MISC

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

FUND SUMMARY	FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	Actual	Actual	Adopted	Projected	Proposed
BEGINNING FUND BAL	17,428	200		51,080	11,421
REVENUES					
060 604 Gas Tax - Section 2106	32,644	36,823	27,012	27,346	28,073
060 605 Gas Tax - Section 2107	52,610	57,564	58,903	64,148	66,210
060 606 Gas Tax - Section 2107.5	2,000	4,000	2,000	2,000	2,000
060 608 Gas Tax - Section 2105	49,444	44,701	43,083	46,247	47,679
060 611 Gas Tax - Section 2103 (Prop 42) SEE NOTE	99,573	79,792	34,152	35,600	18,006
TOTAL REVENUES	236,272	222,880	165,150	175,341	161,968
					SEE NOTE 1
APPROPRIATIONS					
SUBTOTAL	-	-	-	-	-
TRANSFERS					
951 TSFR TO FUND 51 - CIP GRANTS	(25,000)	-	(30,000)	(30,000)	
953 TSFR TO FUND 53 - CIP TOWN	(44,000)	(45,000)	-		
971 TSFR TO FUND 01 - GENERAL FUND	(184,500)	(127,000)	(185,000)	(185,000)	(165,000)
SUBTOTAL	(253,500)	(172,000)	(215,000)	(215,000)	(165,000)
NET DEPARTMENT ACTIVITY	(17,228)	50,880	(49,850)	(39,659)	(3,032)
ENDING FUND BAL	200	51,080		11,421	8,389

NOTES:

NOTE 1 May increase if Governors proposal is passed \$ 40,491

Revenue projections provided by California City Finance

Effective 7/1/15 the State Board of Equalization approved a 6 cent reduction in the variable gas tax rate



Town of Fairfax

2016-17 Operating Budget

MEASURE A -
FUND 22 TRANSPORTATION
DEPT 715 MISCELLANEOUS

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

FUND SUMMARY	FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	Actual	Actual	Adopted	Projected	Proposed
BEGINNING FUND BAL					-
REVENUES					
060 920 MEASURE A FUNDS		96,554	85,745	85,745	90,000
SUBTOTAL REVENUES					90,000
APPROPRIATIONS					
SUBTOTAL APPROPRIATIONS					-
TRANSFERS					
715 951 TSFR TO FUND 51 - CIP GRANTS			(85,745)	(85,745)	
715 953 TSFR TO FUND 53 - CIP TOWN					
715 971 TSFR TO FUND 01 - GENERAL FUND					
SUBTOTAL TRANSFER					-
NET DEPARTMENT ACTIVITY					90,000
ENDING FUND BAL					90,000

FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
Actual	Actual	Budget	Projected	Proposed

MEASURE A TRANSPORTATION - APPROPRIATIONS

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

NOTES: Funds are transferred to Capital Improvement funds for expenditure



Town of Fairfax

2016-17 Operating Budget

FUND 23 MEASURE A - PARKS
DEPT 715 MISCELLANEOUS

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

FUND SUMMARY		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
BEGINNING FUND BAL						-
REVENUES						
060	920 MEASURE A FUNDS		73,771	54,107	54,107	54,000
SUBTOTAL REVENUES				54,107	54,107	54,000
APPROPRIATIONS						
715	VARIOUS		73,771			
SUBTOTAL APPROPRIATIONS				-	-	-
TRANSFERS						
100	941 TSFR FROM FUND 51 - CIP GRANTS			18,893	18,893	
715	951 TSFR TO FUND 51 - CIP GRANT			(58,000)	(58,000)	
715	972 TSFR TO FUND 73 - OPEN SPACE			(15,000)	(15,000)	
SUBTOTAL TRANSFER				(54,107)	(54,107)	-
NET DEPARTMENT ACTIVITY				-	-	54,000
ENDING FUND BAL						54,000

PRIOR YEAR ACTIVITY FOR ILLUSTRATIVE PURPOSES

MEASURE A PARKS - APPROPRIATIONS

		FY 2014-15 Actual	FY 2015-16 Proposed	FY 2015-16 Projected	FY 2016-17 Proposed
73	673 931 PARKLAND ACQUISITION	50,000	50,000	10,000	
73	673 PARKLAND RESTORATION			5,000	
51	894 REPAIR OF PARK EQUIPMENT	SEE NOTE	6,500	21,500	
51	894 TRAIL REPAIR	SEE NOTE	10,000	50,000	
51	894 RENOVATION OF WOMENS CLUB STAGE			10,000	
51	894 RENOVATION OF CLAUD CIRCLE PARK			12,500	
	PAVILION PARKING IMPROVEMENTS	4,271	13,771		
	DEVELOP DOG PARK	3,000			
		73,771	63,771	109,000	-

NOTES:

894 A portion of the park equipment funding (\$5,000) is contingent on Measure A receipts received
 A portion of the trail repair funding (\$4,000) is contingent on actual Measure A receipts received
 An additional \$26,000 of Measure J funds has been added for trail repair.
 Additional \$10,000 has been added for equipment repair



Town of Fairfax

2016-17 Operating Budget

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

Measure K General Obligation bonds were issued in FY2000-2006 to fund capital improvements to community facilities, streets, and storm drains within the Town. Expenditure of funds is based on recommendation from the Measure K oversight committee. The 2002 series of the bonds were refunded in 2012 which provided \$193,726 of additional capital to be used for Measure K street purposes. The Town is refunding the 2006 issue in 2016-17 which will reduce debt service (interest) cost to ratepayers.

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Proposed
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BEGINNING FUND BAL	756,702	851,633		852,658	894,609
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REVENUES

010 101 PROPERTY TAX - CURRENT SEC	529,760	473,683	442,632	538,180	442,632
010 102 PROPERTY TAX - CURRENT UNSEC	70	4,430		6,799	
010 103 PROPERTY TAX - PRIOR YEARS	6,869	267		397	
010 110 SUPPLEMENTAL PROPERTY TAX	9,451	12,001	2,876	11,987	2,876
050 607 SECURED HOPTR	5,642	6,725	3,000	4,804	3,000
100 OTHER	34,970				

SUBTOTAL REVENUES	586,761	497,106	448,508	562,167	448,508
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APPROPRIATIONS

FUND 43 - 2006 GENERAL OBLIGATION BONDS

995 PRINCIPAL	65,000	70,000	75,000	75,000	75,000
996 INTEREST	78,350	75,475	72,213	72,213	68,838
	143,350	145,475	147,213	147,213	143,838

FUND 44 - 2008 GENERAL OBLIGATION REFUNDING BONDS

995 PRINCIPAL	87,000	76,600	86,900	86,900	97,100
996 INTEREST	80,991	89,334	92,628	92,628	87,292
	167,991	165,934	179,528	179,528	184,392

FUND 45 - 2012 GENERAL OBLIGATION REFUNDING BONDS

995 PRINCIPAL	98,500	108,000	117,400	117,400	126,600
996 INTEREST	78,765	74,266	70,942	70,942	70,942
	177,265	182,266	188,342	188,342	197,542

828 BOND ISSUANCE COSTS					
871 INSURANCE & FEES	3,225	2,405	2,500	3,585	3,600
821 CONTRACT SERVICES			2,700	1,550	2,700
SUBTOTAL APPROPRIATIONS	491,831	496,080	520,282	520,217	532,071

TRANSFERS

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

NET DEPARTMENT ACTIVITY	94,931	1,026	(71,774)	41,950	(83,563)
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ENDING FUND BAL	851,633	852,658		894,609	811,046
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NOTES:		Original	Balance	Final
		Issue	6/30/2015	Payment
Fund 43	General Obligation Bonds Series 2006	\$ 1,765,000	\$ 1,330,000	8/1/2028
Fund 44	General Obligation Refunding Bonds Series 2008	\$ 1,977,600	\$ 1,553,800	8/1/2025
Fund 45	General Obligation Refunding Bonds Series 2012	\$ 2,772,800	\$ 2,574,100	8/1/2027
Note 1	Disclosure & dissemination compliance services			



Town of Fairfax

2015-16 Operating Budget

FUND 73 OPEN SPACE

DEPT 673 OPEN SPACE

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

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

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

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

APPROPRIATIONS COMMITTEE

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

TRANSFERS

100 931 TSFR FROM GENERAL FUND	SEE NOTE		3,596	4,000	4,000
100 TSFR FROM FUND 23 - MEAS A PARK					20,000
100 699 LOAN FROM GENERAL FUND	SEE NOTE		4,000		
SUBTOTAL TRANSFER		-	7,596	4,000	4,000
					24,000

NET DEPARTMENT ACTIVITY

NET DEPARTMENT ACTIVITY	9,341	(10,375)	54,000	7,047	24,000
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ALLOCATION OF FUND BALANCE:

Designated for Wall Property		12,070	12,070		-
Designated for Skyranch Property					-
Designated for Parkland Restoration	SEE NOTE 1				5,000
Designated for Capital Acquisition	SEE NOTE 2	300	300		12,807
Undesignated Balance		8,395	(1,980)		4,630
		20,765	10,390		17,437
					41,437

Property Acquisitions

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

** NOT YET UPDATED **

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

TOWN OF FAIRFAX

FY2016-17 TO FY2020-21

PRELIMINARY Five Year Capital Improvement Program



MAYOR

Renée Goddard

VICE MAYOR

John Reed

COUNCIL MEMBERS

David Weinsoff

Peter Lacques

Barbara Coler

TOWN OF FAIRFAX

CAPITAL IMPROVEMENT PROGRAM BUDGET FY 2014/15

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

TOWN OF FAIRFAX

CAPITAL IMPROVEMENT PROGRAM BUDGET FY 2016/17

EXPENDITURES		FUNDING SOURCE 2016/17								
Account No.	PROJECT	Project Phase	Estimated Total Project Costs FY17	Federal / State Funding	Gas Tax	Measure J Match Grant Funds	Measure A & B TAM Transport Tax	Measure A Parks	Transfers General Fund & Other	County
51-820	PARK FACILITY IMPROVEMENTS: WOMEN'S CLUB REHABILITATION	Design & Const	20,000			-		15,000	5,000	
51-875	BIKE SPINE CLASS I BIKE LANE	Design & Const	308,000			13,000	295,000	-	-	-
51-856	MEADOW WAY BRIDGE	Design & Const	290,000	246,000	-	44,000				
51-871	BRIDGE PREVENTIVE MAINT PROG - SPRUCE, MARIN CANYON BRIDGES	Design & Const	75,000	56,000		19,000				
51-873	CREEK ROAD BRIDGE	Design & Const	193,000	177,000		16,000			-	
51-909	PAVILION SEISMIC RETROFIT	Design & Const	48,000	-		-		-	48,000	
51-841	MISC PARK & TRAIL IMPROVEMENTS	Design & Const	-			TBD		TBD		
51-843	AZALEA AVENUE BRIDGE	Design & Const	243,000	208,000						35,000
51-NEW1	STREET RESURFACING & REPAIR SELECTED AREAS OF SFD	Design & Const	155,000							
51-NEW2	STREET RESURFACING & REPAIR TAMALPIAS RD	Design & Const	79,000							
51-NEW3	STREET RESURFACING & REPAIR MOUNTAIN VIEW RD	Design & Const	155,000							
51-NEW4	STREET RESURFACING & REPAIR CANYON RD STABILIZATION	Design & Const	85,000							
53-804	SIDEWALK REPLACE/REPAIR & TREE TRIMMING	Annual Program	30,000		10,000	20,000				
53-830	DOWNTOWN IMPROVEMENTS	Design & Const	-							
53-887	STREET RESURFACING & REPAIR	Annual Program	60,000		-	20,000	-	-	40,000	
53-894	PARKADE IMPROVEMENTS	Design & Const	40,000	30,000		-	-		10,000	
	TOTALS		\$ 1,453,000	\$ 717,000	\$ 10,000	\$ 119,000	\$ -	\$ -	\$ 98,000	\$ 35,000

TOWN OF FAIRFAX

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM BY FUNDING SOURCE

Account No.	PROJECT	TOTAL ESTIMATED FIVE YEAR COST	Federal / State Funding	Gas Tax	Measure J Match Grant Funds	Meas A & B TAMTransp ort Tax	Measure A Parks	NMTPP Grant Funding	Transfers - General Fund & Other	Pavilion Fund	OTHER
51-820	PARK FACILITY IMPROVEMENTS: WOMEN'S CLUB REHABILITATION	20,000			-		15,000		5,000		
51-875	BIKE SPINE CLASS I BIKE LANE	308,000			13,000	295,000	-		-		
51-856	MEADOW WAY BRIDGE	2,982,000	2,903,000	-	79,000						
51-871	BRIDGE PREVENTIVE MAINT PROG - SPRUCE, MARIN CANYON BRIDGES	719,000	625,000		94,000						
51-873	CREEK ROAD BRIDGE	1,899,000	1,817,000		82,000				-		
51-909	PAVILION SEISMIC RETROFIT	600,000	450,000		60,000				90,000		
51-841	MISC PARK & TRAIL IMPROVEMENTS	94,000			36,000		58,000				
51-843	AZALEA AVENUE BRIDGE	2,392,000	2,327,000		-				-		65,000
51-NEW1	STREET RESURFACING & REPAIR SELECTED AREAS OF SFD	155,000			155,000						
51-NEW2	STREET RESURFACING & REPAIR TAMALPIAS RD	79,000			4,630						74,370
51-NEW3	STREET RESURFACING & REPAIR MOUNTAIN VIEW RD	155,000			40,000	90,000			25,000		
51-NEW4	STREET RESURFACING & REPAIR CANYON RD STABILIZATION	85,000				85,000					
53-804	SIDEWALK REPLACE/REPAIR & TREE TRIMMING	140,000		50,000	90,000						
53-830	DOWNTOWN IMPROVEMENTS	700,000		-	-						700,000
53-887	STREET RESURFACING & REPAIR	589,370		-	90,000	370,000			80,000		49,370
53-894	PARKADE IMPROVEMENTS	400,000	300,000		-	75,000			25,000		
	TOTALS	\$ 10,989,370	\$ 8,422,000	\$ 50,000	\$ 730,630	\$ 620,000	\$ 58,000	\$ -	\$ 220,000	\$ -	\$ 888,740

TOWN OF FAIRFAX

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM EXPENSES BY PROJECT

Account No.	PROJECT	TOTAL FIVE YEAR PROJECT COSTS	PRIOR YEARS	PROPOSED FY 16/17	ESTIMATEDF Y 17/18	ESTIMATEDF Y 18/19	ESTIMATEDF Y 19/20	ESTIMATEDF Y 20/21
51-820	PARK FACILITY IMPROVEMENTS: WOMEN'S CLUB REHABILITATION	20,000	-	20,000	-	-	-	-
51-875	BIKE SPINE CLASS I BIKE LANE	308,000	-	308,000	-	-	-	-
51-856	MEADOW WAY BRIDGE	2,982,000	54,000	290,000	174,000	2,464,000	-	-
51-871	BRIDGE PREVENTIVE MAINT PROG- SPRUCE, MARIN CANYON BRIDGES	719,000	120,000	75,000	524,000	-	-	-
51-873	CREEK ROAD BRIDGE	1,899,000	190,000	193,000	1,516,000	-	-	-
51-909	PAVILION SEISMIC RETROFIT	600,000	30,379	48,000	102,000	419,621	-	-
51-841	MISC PARK & TRAIL IMPROVEMENTS	94,000	94,000	-	-	-	-	-
51-843	AZALEA AVENUE BRIDGE	2,392,000	-	243,000	238,000	1,911,000	-	-
51-NEW1	STREET RESURFACING & REPAIR SELECTED AREAS OF SFD	155,000		155,000				
51-NEW2	STREET RESURFACING & REPAIR TAMALPIAS RD	79,000		79,000				
51-NEW3	STREET RESURFACING & REPAIR MOUNTAIN VIEW RD	155,000		155,000				
51-NEW4	STREET RESURFACING & REPAIR CANYON RD STABILIZATION	85,000		85,000				
53-804	SIDEWALK REPLACE/REPAIR & TREE TRIMMING	140,000	-	30,000	30,000	20,000	30,000	30,000
53-830	DOWNTOWN IMPROVEMENTS	700,000	-	-	175,000	175,000	175,000	175,000
53-887	STREET RESURFACING & REPAIR	589,370	-	60,000	154,370	110,000	130,000	135,000
53-894	PARKADE IMPROVEMENTS	400,000	-	40,000	360,000	-	-	-
	TOTALS	\$ 10,989,370	\$ 488,379	\$ 1,453,000	\$ 3,273,370	\$ 5,099,621	\$ 335,000	\$ 340,000



Town of Fairfax
2016-17 Capital Budget

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

Funds for this project will be used to make the stage more accessible by: 1) installing a lift for the stage, and 2) paint Womens Club & 3) improve lighting

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES	ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
060 915 NON MOTORIZED TRANSP GRANT	-	-	-	-	-	-	-
060 920 MEASURE A PROCEEDS	-	-	-	-	-	-	-
070 699 FEDERAL/STATE GRANT REVENUE	-	-	-	-	-	-	-
070 699 FEDERAL BPMP	-	-	-	-	-	-	-
070 864 STATE PARK BOND REVENUE	-	-	-	-	-	-	-
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-	-	-	-	-	-	-
070 720 FEMA	-	-	-	-	-	-	-
070 695 COUNTY	-	-	-	-	-	-	-
TO BE DETERMINED	-	-	-	-	-	-	-
SUBTOTAL REVENUES	-	-	-	-	-	-	-

APPROPRIATIONS

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

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	5,000	-	5,000	-	-	-	-
100 941 TSFR FUND 20 - MEASURE J	-	-	-	-	-	-	-
100 942 TSFR FUND 21 - GAS TAX	-	-	-	-	-	-	-
100 951 TSFR FUND 23 - MEASURE A PARKS	15,000	-	15,000	-	-	-	-
100 951 TSFR FUND 55 - MEASURE K	-	-	-	-	-	-	-
SUBTOTAL TRANSFER	20,000	-	20,000	-	-	-	-

NET DEPARTMENT ACTIVITY

-	-	-	-	-	-	-	-
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NOTES: FINANCED FROM MEASURE A & MEASURE J FUNDS



Town of Fairfax

2016-17 Capital Budget

PROJECT 51-875 STREET IMPROVEMENTS BIKE SPINE CLASS I BIKE LANE

This project designs and constructs a Class I bike lane (i.e., both "to and from" lanes on the same side of the street separated from traffic) which completes the Bike Spine project from Glenn Dr. to the school athletic field. The crosswalk at Glenn Dr. and Sir Francis Drake Blvd. will be enhanced to create a high-visibility crosswalk.

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-					
060 920 MEASURE A PROCEEDS	295,000	295,000				
070 699 FEDERAL/STATE GRANT REVENUE	-					
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY	-					
TO BE DETERMINED	-					
SUBTOTAL REVENUES	295,000	295,000	-	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	35,000					
825 ENVIRONMENTAL & PERMITS	-	35,000				
826 ENGINEERING & DESIGN	-	-				
827 CONSTRUCTION	273,000	273,000				
828 CONSTRUCTION ENGINEERING	-					
OTHER	-					
SUBTOTAL APPROPRIATIONS	308,000	308,000	-	-	-	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-					
100 941 TSFR FUND 20 - MEASURE J	13,000	13,000				
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FUND 23 - MEASURE A PARKS	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	13,000	13,000	-	-	-	-

NET PROJECT ACTIVITY

	-	-	-	-	-	-
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NOTES:



Town of Fairfax

2016-17 Capital Budget

PROJECT 51-856 MEADOW WAY BRIDGE

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

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES

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

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS						
825 ENVIRONMENTAL & PERMITS	18,000	12,000	6,000			
826 ENGINEERING & DESIGN	500,000	278,000	168,000			
827 CONSTRUCTION	2,464,000			2,464,000		
828 CONSTRUCTION ENGINEERING OTHER						
SUBTOTAL APPROPRIATIONS	2,982,000	290,000	174,000	2,464,000	-	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND						
100 941 TSFR FUND 20 - MEASURE J	79,000	10,000	44,000	25,000		
100 942 TSFR FUND 21 - GAS TAX						
100 951 TSFR FUND 23 - MEASURE A PARKS						
100 951 TSFR FUND 55 - MEASURE K						
SUBTOTAL TRANSFER	79,000	10,000	44,000	25,000	-	-

NET DEPARTMENT ACTIVITY

	-	-	-	-	-	-
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NOTES:



Town of Fairfax

2016-17 Capital Budget

PROJECT 51-871 BRIDGE PREVENTIVE MAINTENANCE PROGRAM

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

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES

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

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS						
825 ENVIRONMENTAL & PERMITS	12,000	12,000				
826 ENGINEERING & DESIGN	183,000	63,000				
827 CONSTRUCTION	524,000		524,000			
828 CONSTRUCTION ENGINEERING OTHER						
SUBTOTAL APPROPRIATIONS	719,000	120,000	524,000	-	-	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND						
100 941 TSFR FUND 20 - MEASURE J	94,000	14,000	19,000	61,000		
100 942 TSFR FUND 21 - GAS TAX						
100 951 TSFR FUND 23 - MEASURE A PARKS						
100 951 TSFR FUND 55 - MEASURE K						
SUBTOTAL TRANSFER	94,000	14,000	19,000	61,000	-	-

NET DEPARTMENT ACTIVITY

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



Town of Fairfax

2016-17 Capital Budget

PROJECT 51-873 CREEK ROAD BRIDGE

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

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
-						
-						
-						
-						
-	168,000	177,000	1,472,000	-	-	-
-						
-						
-						
1,817,000	168,000	177,000	1,472,000	-	-	-

REVENUES

060 915 NON MOTORIZED TRANSP GRANT	
060 920 MEASURE A PROCEEDS	
070 699 FEDERAL/STATE GRANT REVENUE	
070 699 FEDERAL BPMP	
070 864 STATE PARK BOND REVENUE	
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	
070 720 FEMA	
070 695 COUNTY	
TO BE DETERMINED	
SUBTOTAL REVENUES	1,817,000

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	
825 ENVIRONMENTAL & PERMITS	11,000
826 ENGINEERING & DESIGN	182,000
827 CONSTRUCTION	1,516,000
828 CONSTRUCTION ENGINEERING OTHER	
SUBTOTAL APPROPRIATIONS	1,899,000

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	
100 941 TSFR FUND 20 - MEASURE J	
100 942 TSFR FUND 21 - GAS TAX	44,000
100 951 TSFR FUND 23 - MEASURE A PARKS	
100 951 TSFR FUND 55 - MEASURE K	
SUBTOTAL TRANSFER	44,000

NET DEPARTMENT ACTIVITY

	190,000	193,000	1,516,000	-	-	-
	22,000	16,000	44,000	-	-	-
	22,000	16,000	44,000	-	-	-

NOTES:



Town of Fairfax
2016-17 Capital Budget

PROJECT 51-909 PAVILION SEISMIC RETROFIT

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

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES						
060 915 NON MOTORIZED TRANSP GRANT	-					
060 920 MEASURE A & B PROCEEDS	-					
070 699 FEDERAL/STATE GRANT REVENUE	450,000	23,930	75,000	351,070		
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY TO BE DETERMINED	-					
SUBTOTAL REVENUES	450,000	23,930	75,000	351,070		

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	40,000		40,000			
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	140,379	30,379	8,000	102,000		
827 CONSTRUCTION	419,621			419,621		
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	600,000	30,379	48,000	419,621		

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-					
100 941 TSFR FUND 20 - MEASURE J	60,000			60,000		
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FUND 23 - MEASURE A PARKS	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	60,000			60,000		

NET DEPARTMENT ACTIVITY SEE NOTE (6,449) (48,000) (27,000) (8,551)

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

Net dept activity - To be covered by existing fund balance (From funds transferred from Fund 54 - Pavilion Restoration)



Town of Fairfax
2016-17 Capital Budget

PROJECT 51-872 PAVILION ROOF REPAIR

COMPLETED

Replace and/or repair the leaking roof at the Pavilion

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES

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

APPROPRIATIONS

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

TRANSFERS

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

NET DEPARTMENT ACTIVITY

NET DEPARTMENT ACTIVITY	-	-	-	-	-	-
NOTES:						



Town of Fairfax

2016-17 Capital Budget

PROJECT 51-841 MISC PARK & TRAIL IMPROVEMENTS

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

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-					
060 920 MEASURE A PROCEEDS	58,000	58,000				
070 699 FEDERAL/STATE GRANT REVENUE	-		TBD			
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY	-					
TO BE DETERMINED	-					
SUBTOTAL REVENUES	58,000	58,000	-	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	-					
827 CONSTRUCTION	94,000	94,000	TBD			
828 CONSTRUCTION ENGINEERING	-					
OTHER	-					
SUBTOTAL APPROPRIATIONS	94,000	94,000	-	-	-	-

TRANSFERS

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

NET DEPARTMENT ACTIVITY

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NOTES:

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



Town of Fairfax

2016-17 Capital Budget

PROJECT 51-843 AZALEA AVENUE BRIDGE

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

PROJECT SUMMARY		ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES								
060 915 NON MOTORIZED TRANSP GRANT		-						
060 920 MEASURE A PROCEEDS		-						
070 699 FEDERAL/STATE GRANT REVENUE		-						
070 699 FEDERAL BPMP		-						
070 864 STATE PARK BOND REVENUE		-						
070 710 HIGHWAY BRIDGE PROGRAM (HBP)		2,327,000		208,000	208,000	1,911,000		
070 720 FEMA		-						
070 695 COUNTY TO BE DETERMINED		65,000		35,000	30,000			
SUBTOTAL REVENUES		2,392,000	-	243,000	238,000	1,911,000	-	-

APPROPRIATIONS								
821 OUTSIDE CONSULTING SVS		-						
825 ENVIRONMENTAL & PERMITS		65,000		35,000	30,000			
826 ENGINEERING & DESIGN		416,000		208,000	208,000			
827 CONSTRUCTION		1,911,000				1,911,000		
828 CONSTRUCTION ENGINEERING OTHER		-						
SUBTOTAL APPROPRIATIONS		2,392,000	-	243,000	238,000	1,911,000	-	-

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

NET DEPARTMENT ACTIVITY

NOTES:								



Town of Fairfax
2016-17 Capital Budget

PROJECT 51- STREET RESURFACING & REPAIR
SELECTED AREAS OF SIR FRANCES DRAKE BLVD

NEW

Reconstruction of selected areas of Sir Francis Blvd between Oak Tree Lane and Oak Manor Drive

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES

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

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	25,000					
827 CONSTRUCTION	130,000					
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	155,000	-	-	-	-	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-					
100 941 TSFR FUND 20 - MEASURE J	155,000					
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	155,000	-	-	-	-	-

NET DEPARTMENT ACTIVITY

NET DEPARTMENT ACTIVITY	-	-	-	-	-	-
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NOTES: The area Sir Francis Drake is approx. 70,000 sq ft. Staff is proposing to reconstruct the worst portions of the road. We anticipate approx. 14,000 sq ft.



Town of Fairfax
2016-17 Capital Budget

Reconstruction of Tamalpais Road from Mountain View to Scenic Rd

PROJECT 51- STREET RESURFACING & REPAIR
TAMALPAIS RD

NEW

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-					
060 920 MEASURE A PROCEEDS	-					
070 699 FEDERAL/STATE GRANT REVENUE	-					
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY	49,370	49,370				
TO BE DETERMINED	25,000	25,000				
SUBTOTAL REVENUES	74,370	74,370				

see note

see note

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	15,000	15,000				
827 CONSTRUCTION	64,000	64,000				
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	79,000	79,000				

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-					
100 941 TSFR FUND 20 - MEASURE J	4,630	4,630				
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	4,630	4,630				

NET DEPARTMENT ACTIVITY

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NOTES: Swap of STIP funds with TAM for Measure A funds
PG& E funds received FY16



Town of Fairfax
2016-17 Capital Budget

Reconstruction of Mountain View Rd from Manzanita to Tamalpais Rd

PROJECT 51- STREET RESURFACING & REPAIR
MOUNTAIN VIEW RD

NEW

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-					
060 920 MEASURE A PROCEEDS	90,000	90,000				
070 699 FEDERAL/STATE GRANT REVENUE	-					
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY TO BE DETERMINED	25,000	25,000				
SUBTOTAL REVENUES	115,000	115,000	-	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	25,000	25,000				
827 CONSTRUCTION	130,000	130,000				
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	155,000	155,000	-	-	-	-

TRANSFERS

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

NET DEPARTMENT ACTIVITY

NOTES:	FINANCED FROM MEASURE A & MEASURE J FUNDS					



Town of Fairfax
2016-17 Capital Budget

**PROJECT 51- STREET RESURFACING & REPAIR
CANYON RD STABILIZATION**

NEW

Stabilization of the roadway and existing retaining wall located approximately at 145 Canyon Road

PROJECT SUMMARY		ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES

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

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-							
825 ENVIRONMENTAL & PERMITS	-							
826 ENGINEERING & DESIGN	20,000			20,000				
827 CONSTRUCTION	65,000			65,000				
828 CONSTRUCTION ENGINEERING OTHER	-							
SUBTOTAL APPROPRIATIONS	85,000			85,000				

TRANSFERS

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

NET DEPARTMENT ACTIVITY

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NOTES:	
Estimated per geotech report for Canyon Rd.	
Reprogram TAM Measure A funds from Parkade to Canyon Rd	



Town of Fairfax
2016-17 Capital Budget

PROJECT 53-804 SIDEWALK REPLACEMENT/REPAIR & TREE TRIMMING

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

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES

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

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	50,000		10,000	10,000	10,000	10,000
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	-					
827 CONSTRUCTION	90,000		20,000	10,000	20,000	20,000
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	140,000	-	30,000	20,000	30,000	30,000

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-					
100 941 TSFR FUND 20 - MEASURE J	90,000		20,000	10,000	20,000	20,000
100 942 TSFR FUND 21 - GAS TAX	50,000		10,000	10,000	10,000	10,000
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	140,000	-	30,000	20,000	30,000	30,000

NET DEPARTMENT ACTIVITY

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NOTES: 821 - tree trimming also covered in DPW parks maintenance
827 - sidewalk replacement & repair. Town will develop a sidewalk & replacement program up to \$10,000



Town of Fairfax

2016-17 Capital Budget

PROJECT 53-819 MANZANITA ROAD SLIDE REPAIR

COMPLETED

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

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES

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

APPROPRIATIONS

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

TRANSFERS

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

NET DEPARTMENT ACTIVITY

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NOTES:

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



Town of Fairfax

2016-17 Capital Budget

PROJECT 53-830 DOWNTOWN IMPROVEMENTS

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

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT						
060 920 MEASURE A & B PROCEEDS						
070 699 FEDERAL/STATE GRANT REVENUE						
070 699 FEDERAL BPMP						
070 864 STATE PARK BOND REVENUE						
070 710 HIGHWAY BRIDGE PROGRAM (HBP)						
070 720 FEMA						
070 695 COUNTY TO BE DETERMINED			175,000	175,000	175,000	175,000
SUBTOTAL REVENUES	-	-	175,000	175,000	175,000	175,000

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS			35,000	35,000	35,000	35,000
825 ENVIRONMENTAL & PERMITS						
826 ENGINEERING & DESIGN			40,000	40,000	40,000	40,000
827 CONSTRUCTION			100,000	100,000	100,000	100,000
828 CONSTRUCTION ENGINEERING OTHER						
SUBTOTAL APPROPRIATIONS	-	-	175,000	175,000	175,000	175,000

TRANSFERS

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

NET DEPARTMENT ACTIVITY

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NOTES:



Town of Fairfax

2016-17 Capital Budget

PROJECT 53-887 STREET RESURFACING AND REPAIR

This project is for street repair based on the recommendations of the pavement management study.

The work will vary from maintenance (IE slurry seal), repair of selected streets. Some of the work may be performed in-house.

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES							
060 915 NON MOTORIZED TRANSP GRANT	-						
060 920 MEASURE A & B PROCEEDS	370,000			85,000	90,000	95,000	100,000
070 699 FEDERAL/STATE GRANT REVENUE	-						
070 699 FEDERAL BPMP	-						
070 864 STATE PARK BOND REVENUE	-						
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-						
070 720 FEMA	-						
070 695 COUNTY	49,370			49,370			
SEE NOTE							
TO BE DETERMINED							
SUBTOTAL REVENUES	419,370	-	-	134,370	90,000	95,000	100,000

APPROPRIATIONS							
821 OUTSIDE CONSULTING SVS	40,000			10,000	10,000	10,000	10,000
SEE NOTE							
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	105,370		10,000	25,370	15,000	25,000	30,000
SEE NOTE							
827 CONSTRUCTION	444,000		50,000	119,000	85,000	95,000	95,000
828 CONSTRUCTION ENGINEERING	-						
OTHER	-						
SUBTOTAL APPROPRIATIONS	589,370	-	60,000	154,370	110,000	130,000	135,000

TRANSFERS							
100 941 TSFR FUND 01 - GENERAL FUND	-						
100 941 TSFR FUND 20 - MEASURE J	90,000		20,000	10,000	10,000	25,000	25,000
100 942 TSFR FUND 21 - GAS TAX	-						
100 951 TSFR FROM FUND 51 - CIP GRANTS	80,000		40,000	10,000	10,000	10,000	10,000
100 951 TSFR FUND 55 - MEASURE K	-						
SUBTOTAL TRANSFER	170,000	-	60,000	20,000	20,000	35,000	35,000

NET DEPARTMENT ACTIVITY

821 - construction management services	-	-	-	-	-	-	-
826 - engineering design for street resurfacing work	-	-	-	-	-	-	-
695 - County "swap of STP" funds	-	-	-	-	-	-	-
In FY 13/14, Measure I funds are dedicated to the bridge projects, and gas tax funds are allocated to projects.	-	-	-	-	-	-	-



Town of Fairfax
2016-17 Capital Budget

PROJECT 53-894 PARKADE IMPROVEMENTS

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

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2016-17 BUDGET	FY 2017-18 ESTIMATED	FY 2018-19 ESTIMATED	FY 2019-20 ESTIMATED	FY 2020-21 ESTIMATED
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT						
060 920 MEASURE A & B PROCEEDS	75,000		75,000			
070 699 FEDERAL/STATE GRANT REVENUE	300,000	30,000	270,000			
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY TO BE DETERMINED	-					
SUBTOTAL REVENUES	375,000	30,000	345,000	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	80,000	40,000	40,000			
827 CONSTRUCTION	320,000		320,000			
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	400,000	40,000	360,000	-	-	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	25,000		15,000			
100 941 TSFR FUND 20 - MEASURE J	-					
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	25,000	10,000	15,000	-	-	-

NET DEPARTMENT ACTIVITY

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

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