

PUBLIC WORKS ADMINISTRATION

ORGANIZATION:

The Public Works Director position is filled with a combination of consultants and Town staff. The budget reflects the time the Town Manager and Building Official/PW Manager spend to perform duties of the position. The Town also retains an engineering consultant to assist with the management of capital projects.

The one major organizational change is that this year's budget adds funding for a half-time Public Works Director. The corresponding budget increase is partially offset (approx. 30%) by a reduction in outside consultant fees for similar services. The Public Works Director may be a contractual position and would be responsible for managing departmental staff and capital project management.

Below are the accomplishments and goals for the entire Public Works Department which consist of Street Maintenance, Parks, and Street Lighting divisions.

2015-16 ACCOMPLISHMENTS:

CAPITAL IMPROVEMENTS

- Repaved basketball court and installed new backboard
- Completed Manzanita Road slide repair project
- Repaired Pavilion Roof
- Replaced battery back-up systems for traffic signals
- Installed over 20 bike racks at various locations in downtown
- Installed Rapid Flashing Beacon systems at Taylor and SFD
- Started pilot pedestrian flag program
- Restriped SFD and Bolinas center lines
- Reconstructed of redwood stage by Peri Park
- Purchased and installed new recycling and trash cart stations for downtown
- Installed new recycling, compost, and trash stations in Town facilities
- Started renovation of Claus Circle park by grubbing and mulching park
- Refinished Pavilion gym floor and repaired 11 (eleven) gym lights
- Repaired Women's Club roof
- Replaced permanent dais with mobile dais and curtain background and repainted the stage in the Women's Club
- Purchased new chairs and equipment for the Women's Club
- Began design of Class I Bike Spine
- Implemented sidewalk repair program
- Repaired leak on Town Hall/PD roof and repaired water heater in Town Hall
- Installed temporary bike rack area on Center Blvd.
- Continued design of bridges
- Completed trail improvements (Cypress and Tam to Tam)
- Repaired Meadow Way bridge

2015-16 ACCOMPLISHMENTS (CONTINUED):

- Repaired potholes and conducted storm cleanup and preparation
- Oversaw major PG&E pipeline replacement project Frustuck, Mountain View, Manzanita, Walsh Lane, and Wreden.
- Secured funding and issued RFP for design services for the replacement of the Azalea Avenue Bridge
- Repaired concrete walkway between Police and Fire

FY 2016-17 GOALS AND OBJECTIVES:

- Slurry seal selected streets and install thermoplastic striping at selected crosswalks in Town
- Begin design for street improvements identified in the adopted budget
- Construct Class I bike lane to complete Bike Spine project
- Install lift to make the Women's Club stage ADA accessible and available for recreational uses
- Repair the picnic tables in Peri Park
- Continue design for bridges
- Begin design for Azalea Ave. bridge



WOMEN'S CLUB BIKE RACKS



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 Adopted
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PERSONNEL

401 REGULAR SALARIES	65,910	67,659	67,611	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	-
491 HEALTH INSURANCE	12,133	13,058	13,221	13,221	14,642
492 WORKERS COMP.	1,711	1,762	2,762	2,786	4,018
493 RETIREMENT	9,467	10,085	6,983	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	107,819	111,143	149,701

OPERATING EXPENSES

711 OFFICE EQUIP MAINTENANCE	-		100	100	100
731 BLDG-GROUNDS MAINTENANCE	3,521	1,809	908	908	391
804 TELEPHONE	-		500	500	500
811 POSTAGE	500	714	350	350	400
813 OFFICE SUPPLIES	53		308	308	308
815 PRINTING			100	100	100
821 OUTSIDE CONSULTING SVS	94,916	37,204	60,000	58,000	60,000
822 OUTSIDE CONTRACT SVS	877	3,410	3,000	3,500	3,500
823 STORMWATER POLLUTION	20,939	21,916	20,000	23,600	25,000
842 SPECIAL DEPT SUPPLIES	24		1,000	500	1,000
890 MISCELLANEOUS					5,000
SUBTOTAL OPERATING	120,830	65,053	86,266	87,866	96,299

TOTAL DEPARTMENT APPROPRIATION

211,701	161,073	194,085	199,009	246,001
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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		

Total Full Time Equivalent Employees

0.25	0.55	0.61	0.55	0.80
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NOTES:

402 Public Works Dir (PT) 1/2 time
 821 Consulting PW Dir & Outside Engineering services; TAM-CMA, MTC-PTAC, IWOQ, StreetSaver
 822 One-half Fairfax share of annual Marin Map \$3,000
 823 MSTOPPP Fee, SWRCB Fee
 890 PW Office remodel

STREET MAINTENANCE

ORGANIZATION:

This division is comprised of the following personnel:

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

Total = 2.75 FTE

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

ACCOMPLISHMENTS/GOALS

See DPW Administration narrative



RECTANGULAR RAPID FLASHING BEACON AT SFD & TAYLOR



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 Adopted
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PERSONNEL

NEW	401	REGULAR SALARIES	109,897	118,159	135,880	136,306	141,135
	402	REG PART-TIME SALARIES [PT PW DIR]					15,000
	421	TEMP. EMPLOYEES			1,000		
	461	OVERTIME	2,923	1,663	1,500	1,500	1,500
	491	HEALTH INSURANCE	23,188	23,795	29,565	30,796	32,423
	492	WORKERS COMP.	2,706	2,858	5,250	5,154	5,381
	493	RETIREMENT	20,587	20,793	12,933	13,021	13,060
	494	MEDICARE	1,580	1,648	1,803	1,836	2,104
	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	204,431	205,113	230,136

OPERATING EXPENSES

641	EQUIPMENT RENTAL	SEE NOTE	-		500	500	500
721	FIELD EQUIP MAINTENANCE			1,269	500	500	500
722	VEHICLE MAINTENANCE		14,737	6,374	16,500	16,500	16,500
723	COMMUNICATION EQUIP MAINT		-		500	500	500
725	MERA DEBT SERVICE		5,199	8,857	8,699	8,857	8,871
726	MERA MEMBERSHIP FEE		6,157	6,424	5,552	6,814	7,103
731	BLDG-GROUNDS MAINTENANCE		5,144	4,096	1,322	1,322	570
802	POWER				1,500	1,500	1,500
803	DUMP FEES				300	300	300
804	TELEPHONE		1,088	1,107	1,000	1,000	1,000
806	FUEL		17,116	15,198	14,000	14,000	15,000
813	OFFICE SUPPLIES			431	2,000	100	2,000
821	OUTSIDE CONSULTING SVS	SEE NOTE	24,186	9,531	35,000	25,000	35,000
841	SMALL TOOLS			448	4,000	4,000	4,000
842	SPECIAL DEPT SUPPLIES	SEE NOTE	12,449	18,823	35,000	44,000	35,000
851	UNIFORM		850	1,240	1,063	1,500	1,381
861	TRAVEL/TOLLS		10	10	500	500	500
	SUBTOTAL OPERATING		86,937	73,808	127,936	126,893	130,225

TOTAL DEPARTMENT APPROPRIATION

	247,820	247,150	332,367	332,006	360,361
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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	1.00	-	-	-	-
MAINT. WORKER III			1.00	1.00	1.00
MAINT. WORKER II	1.00	-	-	-	-
MAINT. WORKER I	1.00	1.00	0.50	0.50	0.25
Total Full Time Equivalent Employees	4.00	2.00	2.50	2.50	2.38

NOTES: 497 Overtime charged to Festival Fund for annual festival.	641 Rental of Equipment
Maint Worker I - 50% of fulltime worker + parttimer	
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...	



Town of Fairfax

2016-17 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	512 STREET LIGHTING

ACTIVITY DESCRIPTION

Provides for the ongoing operation, PG&E payments, and maintenance of street lights & traffic signals through contractual services. The Marin General Services Authority has a master contract for street light maintenance that the Town anticipates replacing all residential cobrahead lights and a large number of top-hat streetlights in the downtown area with LED streetlights. The energy savings from the new LED fixtures will finance the replacement lights. The Town will also save in maintenance costs

DEPARTMENT SUMMARY

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

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

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES

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

SEE NOTE
SEE NOTE

	30,723	32,008	26,000	24,000	26,000
	22,461	33,288	35,000	25,000	30,000
	600		600	600	700

SUBTOTAL OPERATING

53,784 61,600 61,600 49,600 56,700

TOTAL DEPARTMENT APPROPRIATION

53,784 61,600 61,600 49,600 56,700

Allocation of Positions:

- MAINT. LEADWORKER
- SENIOR MAINTENANCE WORKER

Total Full Time Equivalent Employees

0.00 0.00 0.00 0.00 0.00

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

PARKS MAINTENANCE

ORGANIZATION:

This division is comprised of the following personnel:

- 1 Senior Maintenance Worker
- .50 Maintenance Worker I

Total = 1.50 FTE

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

ACCOMPLISHMENTS/GOALS

See the DPW administration narrative



RECYCLING CART STATION



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 Adopted
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PERSONNEL

401	REGULAR SALARIES	61,009	62,229	72,401	74,459	87,489
NEW 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	25,061	25,677	37,550
492	WORKERS COMP.	1,465	1,587	2,803	2,813	3,573
493	RETIREMENT	11,421	11,535	7,013	7,141	8,303
494	MEDICARE	871	887	974	1,002	1,397
495	FICA/PTS					563
496	PERS SIDEFUND			9,700	9,700	10,874
497	OVERTIME REIMBURSABLE					
SUBTOTAL PERSONNEL		97,460	98,538	117,952	120,793	164,748

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	20,000	25,000
841	SMALL TOOLS	167	-	1,000	1,000	1,000
842	SPECIAL DEPT SUPPLIES	14,691	22,279	10,000	12,000	15,000
851	UNIFORM	425	425	531	531	638
871	LIAB & PROP INSURANCE	299	SEE #715	SEE #715	SEE #715	SEE #715
881	SPECIAL SERVICES	-	-	-	-	-
SUBTOTAL OPERATING		60,715	86,200	55,831	47,831	55,938

TOTAL DEPARTMENT APPROPRIATION

158,174	184,738	173,783	168,624	220,686
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Allocation of Positions:

PART TIME 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	0.50

Total Full Time Equivalent Employees

1.00	1.00	1.25	1.25	1.63
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NOTES: 821 Tree trimming and replacement of sidewalk trees.
Town tree survey - streets & parks
Trail Maintenance

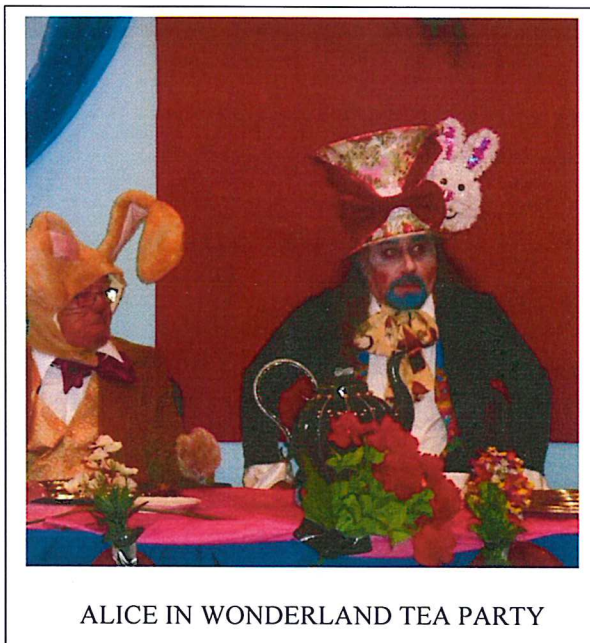
Fairfax Recreation and Community Services

ORGANIZATION:

This department is comprised of the following personnel:

- 3 Recreation and Community Service Managers (Part-time hourly)
 - Programs – .3 FTE
 - Events – .55 FTE
 - Marketing – .85 FTE
- = 1.45 FTE hourly/ part-time employees.

Fairfax Recreation and Community Services Department brings together the resources of town staff who all focus on community services, classes and events.



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

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

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

2015-16 ACCOMPLISHMENTS:

- Published two Town of Fairfax Recreation catalogs
- Increased outreach by mailing to all Fairfax residents the catalog twice each year; 3,000 households
- Continued successful Partnership programs
- Expanded and enhance class offering for all age groups
- Continued Holiday Craft Faire fundraising event with Sustainable Fairfax
- Continued Camp Fairfax program – school aged youth and middle school Counselor in Training students
- Continued Fairfax Youth Club – middle school and high school program
- Expanded Senior programming and hosted Senior Saturday Social and Fair event
- Continued to provide support for trails programs via the Fairfax Volunteers
- Worked with Ross Valley Fire Department to provide chipper service to residents in the neighborhoods as part of wildfire safety prevention
- Continued to recruit more volunteers
- Improved building facilities by upgrading stage at Women's Club, redwood stage by Peri Park and three benches in Bolinas Park
- Oversaw temporary art mandala installation at Youth Center
- Extended AIR contract for additional year
- Sponsored town-wide picnic
- Sponsored community Passover Seder
- Sponsored holiday wreath-making/caroling/potluck
- Sponsored annual Spring egg hunt
- Conducted creek clean-up with Fairfax Volunteers



FY 2016-17 GOALS AND OBJECTIVES:

- Publish two Town of Fairfax Recreation catalogs reaching all Fairfax households
- Continue successful Partnership programs
- Enhance class offering for all age groups
- Continue Holiday Craft Faire fundraising event with Sustainable Fairfax
- Continue Camp Fairfax program – school aged youth and middle school Counselor in Training students
- Add a Spanish Camp program for school aged youth in the summer
- Continue Fairfax Youth Club – middle school and high school program
- Expand Senior programming
- Continue to provide support for trails programs via the Fairfax Volunteers
- Work with Ross Valley Fire Department to provide chipper service to residents in the neighborhoods as part of wildfire safety prevention
- Continue to recruit more volunteers
- Improve building and park facilities with mural behind the Pavilion stage, retrofitting benches in Bolinas Park through memorial designations, and upgrading the picnic tables near the Women’s Club
- Extend AIR contract for additional year
- Hold Volunteer Recognition Awards ceremony honoring those who have volunteered throughout the year
- Continue to sponsor town-wide picnic
- Continue to host community Passover Seder
- Educate residents on disaster preparedness
- Continue to offer holiday wreath-making/caroling/potluck event
- Continue to host Spring egg hunt
- Conduct creek clean-up
- Research bicycle pump track proposal adjacent to Peri Park



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	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
Actual	Actual	Adopted	Projected	Adopted

PERSONNEL

411 REGULAR PT SALARIES	SEE NOTE	16,170	18,360	15,962	15,506	16,122
492 WORKERS COMP		471	476	592	580	550
493 RETIREMENT		3,394	3,343	1,598	2,017	1,598
494 MEDICARE		220	249	213	207	215
495 FICA/PTS		6,093				
496 PERS SIDEFUND				2,375	2,375	2,662
SUBTOTAL PERSONNEL		26,348	22,428	20,740	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	200	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	4,750	5,050

TOTAL DEPARTMENT APPROPRIATION	29,452	25,478	25,790	25,435	26,196
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Allocation of Positions:

REC & COMM SERV MANAGER	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 Contribution toward 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 Adopted
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PERSONNEL

411 REGULAR PT SALARIES	SEE NOTE	29,681	30,860	30,156	29,563	30,541
491 HEALTH INSURANCE		2,697	2,929	3,037	3,037	3,315
492 WORKERS COMP		797	794	1,104	1,106	1,025
493 RETIREMENT		5,800	5,844	2,977	3,424	3,075
494 MEDICARE		409	415	397	394	400
496 PERS SIDEFUND				4,500	4,500	5,045
SUBTOTAL PERSONNEL		39,384	40,842	42,171	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	49,141	48,994	50,371
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Allocation of Positions:

REC & COMM SERV MANAGER	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 Rec & Comm Serv Mgr & 1/4 Admin Asst II

881 Easter egg hunt 400

Artist in Residence 400

English Tea 2,500

Fairfax Theater Co 3,350

Recreation program costs are offset by participant fees charged in 01-080-903



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 Adopted
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PERSONNEL

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

SEE FUND 11 FOR PRIOR YEAR ACTIVITY

		42,623	42,623	43,047
		1,720	1,735	1,597
		618	618	624
		1,599	1,598	1,614

SUBTOTAL PERSONNEL

-	-	46,560	46,574	46,882
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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
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TOTAL DEPARTMENT APPROPRIATION

-	-	87,700	87,714	98,022
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Allocation of Positions:

REC & COMM SERV MANAGER (2)

		0.75	0.75	0.85
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Total Full Time Equivalent Employees

		0.75	0.75	0.85
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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.
	Recreation program costs are offset by participant fees charged in 01-090-904



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 Adopted
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PERSONNEL

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

SUBTOTAL PERSONNEL

SEE FUND 11 FOR PRIOR YEAR ACTIVITY

- - - - -

OPERATING EXPENSES

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

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
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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
	Recreation program costs are offset by participant fees charged in 01-090-822



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 Adopted
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PERSONNEL

401 REGULAR SALARIES			8,615	10,984
421 TEMP LABOR	9,590	420		
415 ACCRUED LEAVE CASHOUT				
461 OVERTIME				
491 HEALTH INSURANCE			2,464	3,080
492 WORKERS COMP.	340	340	420	422
493 RETIREMENT			587	746
494 MEDICARE	154	9	118	150
495 FICA/PTS		40		
SUBTOTAL PERSONNEL	10,084	12,796	12,204	15,383

OPERATING EXPENSES

731 BLDG-GROUNDS MAINT.		9,651	17,636	12,800
801 WATER	770	837	800	800
802 POWER	25,096	25,954	16,500	22,887
803 SANITARY	1,276	-	-	-
804 TELEPHONE	375	403	400	400
821 OUTSIDE CONSULTING SVS		764	8,500	120
822 OUTSIDE CONTRACT SVS	1,579	1,418	1,600	6,500
841 SMALL TOOLS	6,252			9,000
842 SPECIAL DEPT SUPPLIES		2,616	6,000	6,000
851 UNIFORM		-	106	106
871 LIAB & PROP INSURANCE	(75)	SEE #715	SEE #715	SEE #715
SUBTOTAL OPERATING	35,273	46,650	51,542	49,613

TOTAL DEPARTMENT APPROPRIATION

	45,357	59,446	63,746	64,996	72,508
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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 alarm, pest control. Janitor moved to 731 (alloc from 911)
- 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

Covers General Fund expenditures for items not funded by another department (e.g, contracts for general town services).
 Formerly titled "Miscellaneous"

DEPARTMENT SUMMARY

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

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

OPERATING EXPENSES

821 OUTSIDE CONTRACT SVS	7,635	605		2,311	
822 CONTRACTED SVCS SEE NOTE	162,256	186,979	223,000	215,332	251,000
842 SPECIAL DEPT SUPPLIES	2,736	1,151	4,000	2,000	4,000
871 LIAB & PROP INSURANCE	114,062	109,431	120,390	118,616	131,200
881 SPECIAL SERVICES SEE NOTE	21,181	17,196	17,000	18,490	10,000
890 MISCELLANEOUS	1,451	1,472	1,000	1,400	1,000
891 CLAIMS - WC / SETTLEMENTS SEE NOTE	76,530	178,260	150,000	130,000	150,000
895 TRAN INTEREST SEE NOTE	2,166	1,199	3,000	-	3,000
896 CERTB/OPEB	90,000	120,000	120,000	120,000	120,000
SUBTOTAL OPERATING	478,017	616,293	638,390	608,149	670,200

TOTAL DEPARTMENT APPROPRIATION

	537,168	684,021	698,390	668,149	733,800
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Allocation of Positions:

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

	1.00	0.00	0.00	0.00	0.00
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NOTES:

	FY14	FY15	FY16 BUD	FY16 PROJ	FY17 BUD
822 ASSOC OF BAY AREA GOVERNMENTS (ABAG)	2,220	2,261	2,400	2,148	2,400
CMCM (WEBCAST)	7,525	6,525	8,400	5,000	9,000
COUNTY OF MARIN MIDAS ACCOUNT	19,375	19,200	20,000	20,000	20,000
FAIRFAX CHAMBER OF COMMERCE		210	-	200	200
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 (REST) - CONTIB TO COUNTY			11,181	11,181	11,181
LEAGUE OF CALIFORNIA CITIES	4,598	4,048	4,800	4,400	4,800
MARIN COUNTY TAX COLLECTOR (LAFCO)	3,728	4,851	5,024	5,024	6,029
MARIN GENERAL SERVICES AUTHORITY (MGSA) FOR MMAP & MCEP	13,508	8,511	11,511	11,511	10,000
MARIN IT, INC (EMAIL, CLOUD BACKUP, MAINT)	16,075	21,450	16,000	13,000	22,000
MGSA (HUMANE SOCIETY ANIMAL CONTROL)	73,703	72,687	78,668	78,668	81,655
RV HEALTHY COMMUNITY COLLABERATION			2,500	2,500	2,500
RVSD (CONTRIB TO SCHOOL BUS)	-	-	-	-	10,000
SUSTAINABLE FAIRFAX	10,128	17,801	25,000	20,000	20,000
OTHER	-	5,096	10,816	15,000	24,535
	162,255	186,980	223,000	215,332	251,000

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 Adopted
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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	(5,261)			
497 PAYROLL TSFR		-			
SUBTOTAL PERSONNEL	16,540	(4,038)	-	-	-

OPERATING EXPENSES

803 SANITARY/DUMP					
821 OUTSIDE CONSULTING SVS	1,914	-	2,552	-	500
822 OUTSIDE CONTRACT SVS	1,223	4,195	4,000	1,000	2,000
842 SPECIAL DEPT SUPPLIES	27,920	35,922	35,000	40,000	39,000
851 CLOTHING	10,587	4,000	7,000	9,000	5,000
	-	-	100	-	100
SUBTOTAL OPERATING	41,644	44,117	48,652	50,000	46,600

SEE NOTE
SEE NOTE

SUBTOTAL APPROPRIATION

	58,183	40,079	48,652	50,000	46,600
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ALLOCATION TO DEPARTMENTS

731 BLDG-GROUNDS MAINT.	(51,840)	(45,184)	(48,652)	(45,000)	(46,600)
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TOTAL DEPARTMENT APPROPRIATION

	6,343	(5,106)	-	5,000	-
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Allocation of Positions:

MAINT. LEADWORKER	0.50	0.50			
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Total Full Time Equivalent Employees

	0.50	0.50			
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ALLOCATION OF BUILDING MAINTENANCE

TO DEPARTMENTS:

	FY 16	JANITOR	OTHER	FY 17
211 TOWN MANAGER	2,950	1,280	1,272	2,552
221 TOWN CLERK	2,677	1,285	1,154	2,439
241 FINANCE	2,677	1,285	1,154	2,439
311 PLANNING	3,357	1,285	1,448	2,733
321 BUILDING INSP	2,451	1,285	1,057	2,342
411 POLICE	14,675	6,400	6,328	12,728
510 PUBLIC WORKS ADM	907		391	391
511 STREET MAINT/PW	1,322		570	570
625 RENTAL - W/C PAVILION	17,636	12,800	7,605	20,405
	48,652	25,620	20,980	46,600

NOTES:	822 Sewer service - Ross Valley Sanitary District	9,380
	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 Adopted
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	8,649,217	100.0%
Dry Period Reserve	1,000,000	11.6%
Other General Fund Balances	1,460,427	16.9%
Total General Fund Reserves	<u>2,460,427</u>	<u>28.4%</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.

In 2007, the IRS approved an allocation of \$249,000 in Clean Renewable Energy Bonds (CREBS) to install Solar Panels at the Pavilion capable of generating 25 kW AC. Estimated energy savings were \$1,888 per year for the 25 year life.

FUND SUMMARY		FY 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
		Actual	Actual	Adopted	Projected	Adopted
BEGINNING FUND BAL		12,262	(2,249)		57,763	67,635
REVENUES						
050 502 INVESTMENT EARNINGS			-			
090 901 SALE OF ASSETS		6,090	6,528	-		
SUBTOTAL REVENUES		6,090	6,528	-	-	-
APPROPRIATIONS						
903 996 SOLAR PANEL LEASE		16,600	16,600	16,600	16,600	16,600
903 996 INTEREST		3,912	7,110			
923 921 FIELD EQUIPMENT	SEE NOTE	71,689	127,741	41,828	41,828	52,703
SUBTOTAL APPROPRIATIONS		92,201	151,451	58,428	58,428	69,303
TRANSFERS						
100 910 CAPITAL LEASE FINANCING				-		
100 931 TSFR FROM 01-GENERAL FUND		71,600	204,935	68,300	68,300	50,000
715 971 TSFR TO 01-GENERAL FUND			-			
SUBTOTAL TRANSFER		71,600	204,935	68,300	68,300	50,000
NET DEPARTMENT ACTIVITY		(14,511)	60,012	9,872	9,872	(19,303)
ENDING FUND BAL		(2,249)	57,763		67,635	48,332

COMPONENTS OF FUND BALANCE:

NOTES:	ORIGINAL	LAST PMT	FY14	FY15	FY16	FY17
996 FY09 SOLAR PANEL LEASE	249,000	8/28/2022	16,600	16,600	16,600	16,600
921 FY15 MOBILE COMPUTING				28,818		
FY15 BODY CAMERAS				16,522		
FY15 VEHICLE PURCHASE				24,818		
FY10 ALLY - GMC 2011		1/1/2015	13,716			
FY12 FORD CHARGER (2)	75,686	05/01/15	20,495	20,495	-	-
FY13 FORD CHARGER	43,241	02/01/16	11,725	11,725	11,725	
FY14 FORDS (2) & TAURUS	110,643	01/01/17	30,103	30,103	30,103	30,103
FY17 POLICE CAR & (6) MDC	83,514	08/01/19				22,600
TOTAL			76,039	132,481	58,428	69,303



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	Adopted
BEGINNING FUND BAL		3,723	44,124		31,277	16,108
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)	(535,000)	(470,000)
	SUBTOTAL TRANSFER	(550,000)	(440,000)	(426,000)	(535,000)	(470,000)
	NET DEPARTMENT ACTIVITY	40,401	(12,847)	-	(15,169)	(3,700)
	ENDING FUND BAL	44,124	31,277		16,108	12,408
COMPONENTS OF FUND BALANCE:						
	RESERVE - PLANNING DEPOSITS	14,417	11,941		11,941	11,941
	UNRESERVED	29,707	19,336		4,167	467

NOTES:

904 Olema Rd 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	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
	Actual	Actual	Adopted	Projected	Adopted
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	6,000
SUBTOTAL APPROPRIATIONS	7,811	-	6,000	6,000	6,000
TRANSFERS					
715 971 TSFR TO 01-GENERAL FUND	(17,257)				
TSFR FROM 01-GENERAL FUND			6,000	6,000	6,000
SUBTOTAL TRANSFER	(17,257)	-	6,000	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
State funding also provides equipment directly



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. As of FY16, Safety employees are contributing an additional 1% toward employer PERS cost

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Adopted
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BEGINNING FUND BAL	(7,443)	28,630		5,965	27,581
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REVENUES

010 101 PROPERTY TAX - CURRENT SEC	1,103,281	1,114,982	1,133,000	1,227,116	1,285,000
010 102 PROPERTY TAX - CURRENT UNSEC	8,703	8,992	9,270	9,139	9,600
010 103 PROPERTY TAX - PRIOR YEARS	516	524	1,030	475	500
010 110 SUPPLEMENTAL PROPERTY TAX	19,099	31,624	10,300	23,727	25,000
050 607 SECURED HOPTR	11,473	11,213	10,300	11,160	11,700
SUBTOTAL REVENUES	1,143,073	1,167,335	1,163,900	1,271,616	1,331,800
		2.12%		9.25%	4.73%

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)	-	21,616	31,800
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ENDING FUND BAL	28,630	5,965		27,581	59,381
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Recap by Department	FY16 PERS	FY17 ER PERS	FY17 SIDEFUND	FY17 TOTAL	% INCREASE
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	13,060	19,618	32,677	7.4%
611 Park Maint	16,713	8,303	10,874	19,177	14.7%
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	313,154	648,825	961,980	13.4%

NOTES:



Town of Fairfax

2016-17 Operating Budget

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 Adopted
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

2016-17 Operating Budget

FUND 08 OFFICE EQUIP REPLACEMENT
DEPT 928 OFFICE EQUIP REPLACEMENT

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

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Adopted
BEGINNING FUND BAL	11,248	16,037		35,623	70,623
REVENUES					
050 502 INVESTMENT EARNINGS				-	
SUBTOTAL REVENUES	-	-	-	-	-
APPROPRIATIONS					
911 OFFICE EQUIPMENT SEE NOTE	15,211	30,413	20,000	20,000	15,000
822 OUTSIDE CONTRACT SERVICES				-	
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	55,000	25,000
SUBTOTAL TRANSFER	20,000	50,000	30,000	55,000	25,000
NET DEPARTMENT ACTIVITY	4,789	19,587	10,000	35,000	10,000
ENDING FUND BAL	16,037	35,623		70,623	80,623
COMPONENTS OF FUND BALANCE:					
DESIGNATED FOR FINANCIAL SOFTWARE	40,000	60,000		70,000	80,000
UNDESIGNATED	11,247	(24,377)		623	623

NOTES:

911 Copier leases /Docstar license	15,000
822 Copier service contract & charges	15,000



Town of Fairfax

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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	Adopted
BEGINNING FUND BAL		(7,803)	(21,663)		(3,691)	
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		3,691	
SUBTOTAL TRANSFER		23,000	58,185		3,691	-
NET DEPARTMENT ACTIVITY		(13,860)	17,972		3,691	-
ENDING FUND BAL		(21,663)	(3,691)		-	-
Allocation of Positions:						
RECREATION COORDINATORS (2)			0.75		-	-
Total Full Time Equivalent Employees		0.00	0.75		0.00	0.00

NOTES: 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

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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 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Adopted
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)	(4,300)	(5,000)	(5,000)
100 931 TSFR FROM 01-GENERAL FUND						
SUBTOTAL TRANSFER		(5,000)	(5,000)	(4,300)	(5,000)	(5,000)
NET DEPARTMENT ACTIVITY		(13,367)	12,586	-	(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

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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.
- (5) expand pedestrian trails

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	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
		Actual	Actual	Adopted	Projected	Adopted
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						
715 DEBT SERVICE						32,000
SUBTOTAL APPROPRIATIONS		-	-	-	-	32,000
TRANSFERS						
951 TSFR TO FUND 51 - CIP GRANTS		(130,000)	(57,000)	(125,745)	(117,000)	(63,000)
952 TSFR TO FUND 52 - CIP STORM		(65,000)	-			
953 TSFR TO FUND 53 - CIP TOWN		(34,781)	(20,000)	(74,255)	(20,000)	(40,000)
971 TSFR TO FUND 01 - GENERAL FUND		(212,513)	(326,300)	(562,099)	(562,099)	(638,600)
SUBTOTAL TRANSFER		(442,294)	(403,300)	(762,099)	(699,099)	(741,600)
NET DEPARTMENT ACTIVITY		14,180	53,084	(50,000)	14,501	(60,000)
ENDING FUND BAL		(0)	53,084		67,585	7,585

ALLOCATION OF REVENUES:

POLICE SERVICES	157,294	158,300	384,099	384,099	360,600
FIRE SERVICES	150,000	150,000	150,000	150,000	250,000
YOUTH & SENIOR PROGRAMS	18,000	18,000	28,000	28,000	28,000
PUBLIC WORKS IMPROVEMENTS	49,000	20,000	132,000	20,000	40,000
MATCHING FUNDS FOR GRANTS	68,000	57,000	68,000	117,000	63,000
TOTAL	442,294	403,300	762,099	699,099	741,600

DESIGNATION OF FUND BALANCE:

CIP - MEADOWWAY & BPMP				60,000	
UNDESIGNATED				7,585	7,585

NOTES:

Measure J funds are transferred and spent from other funds



Town of Fairfax

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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 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Adopted
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 SEE NOTE 1	236,272	222,880	165,150	175,341	161,968
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)	(170,000)
SUBTOTAL	(253,500)	(172,000)	(215,000)	(215,000)	(170,000)
NET DEPARTMENT ACTIVITY	(17,228)	50,880	(49,850)	(39,659)	(8,032)
ENDING FUND BAL	200	51,080		11,421	3,389

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

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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. Funds are allocated to Town based 50% on road miles and 50% on population.

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Adopted
PRIOR YEAR ACTIVITY FOR ILLUSTRATIVE PURPOSES					
BEGINNING FUND BAL					-
REVENUES					
060 920 MEASURE A&B FUNDS		96,554	85,745	85,745	157,891
SUBTOTAL REVENUES			85,745	85,745	157,891
APPROPRIATIONS					
SUBTOTAL APPROPRIATIONS					-
TRANSFERS					
715 951 TSFR TO FUND 51 - CIP GRANTS			(85,745)	(85,745)	(157,891)
715 953 TSFR TO FUND 53 - CIP TOWN					
715 971 TSFR TO FUND 01 - GENERAL FUND					
SUBTOTAL TRANSFER			(85,745)	(85,745)	(157,891)
NET DEPARTMENT ACTIVITY			-	-	-
ENDING FUND BAL					-

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Projected	FY 2016-17 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		
51 816 CANYON RD REPAIR				85,745	
51 814 MOUNTAIN VIEW RD RECONST					157,891
	75,219	96,554	85,745	85,745	157,891

NOTES:
 Funds are transferred to Capital Improvement funds for expenditure



Town of Fairfax

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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 Adopted
BEGINNING FUND BAL						10,000
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			24,000
	SUBTOTAL APPROPRIATIONS			-	-	24,000
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)	(20,000)
715	972 TSFR TO FUND 73 - OPEN SPACE			(15,000)	(5,000)	(10,000)
	SUBTOTAL TRANSFER			(54,107)	(44,107)	(30,000)
NET DEPARTMENT ACTIVITY				-	10,000	-
ENDING FUND BAL					10,000	10,000

	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Adopted
MEASURE A PARKS APPROPRIATIONS				
51 820 RENOVATION OF WOMENS CLUB STAGE			10,000	10,000
51 841 PAVILION PARKING IMPROVEMENTS	4,271	13,771		
51 841 REPAIR OF PARK EQUIPMENT SEE NOTE	6,500		21,500	
51 841 TRAIL REPAIR & IMPROVEMENT SEE NOTE	10,000		50,000	15,000
51 841 RENOVATION OF CLAU CIRCLE PARK			12,500	7,000
51 841 PAVILION LED LIGHT REPLACEMENT				6,000
51 841 PERI PARK PUMP TRACK				6,000
73 673 931 PARKLAND ACQUISITION	50,000	50,000	10,000	10,000
73 673 PARKLAND RESTORATION			5,000	
	70,771	63,771	109,000	54,000

NOTES:

	FY16	FY17
\$20,000 allocation for parkland acquisition	\$ 10,000	\$ 10,000



Town of Fairfax

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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 refunded the 2006 issue in May, 2016 reducing debt service (interest) costs to ratepayers.

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Adopted
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BEGINNING FUND BAL	873,084	968,015		967,885	898,174
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REVENUES

010 101 PROPERTY TAX - CURRENT SEC	529,760	473,683	442,632	538,180	408,281
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	414,157

APPROPRIATIONS

FUND 43 - 2006 GENERAL OBLIGATION BONDS

716 995 PRINCIPAL	65,000	70,000	75,000	150,000	-
716 996 INTEREST	78,350	75,475	72,213	107,475	-
	143,350	145,475	147,213	257,475	-

SEE NOTE

FUND 44 - 2008 GENERAL OBLIGATION REFUNDING BONDS

716 995 PRINCIPAL	87,000	96,000	105,000	105,000	114,000
716 996 INTEREST	80,991	69,934	74,776	74,776	70,801
	167,991	165,934	179,776	179,776	184,801

FUND 45 - 2012 GENERAL OBLIGATION REFUNDING BONDS

716 995 PRINCIPAL	98,500	115,000	117,400	117,400	126,600
716 996 INTEREST	78,765	68,421	70,942	70,942	67,343
	177,265	183,421	188,342	188,342	193,943

FUND 46 - 2016 GENERAL OBLIGATION REFUNDING BONDS

716 995 PRINCIPAL					
716 996 INTEREST					17,780
					17,780

871 INSURANCE & FEES	3,225	2,405	2,500	3,585	3,600
821 CONTRACT SERVICES			2,700	2,700	2,700
SUBTOTAL APPROPRIATIONS	491,831	497,235	520,531	631,878	402,824

SEE NOTE

NET DEPARTMENT ACTIVITY	94,931	(129)	(72,023)	(69,711)	11,333
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ENDING FUND BAL	968,015	967,885		898,174	909,507
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NOTES:		Original Issue	Balance 6/30/2016	Final Payment	
Fund 43	General Obligation Bonds Series 2006	\$ 1,765,000	\$ -	5/11/2016	Defeased
Fund 44	General Obligation Refunding Bonds Series 2008	\$ 2,231,000	\$ 1,654,000	8/1/2025	
Fund 45	General Obligation Refunding Bonds Series 2012	\$ 2,880,000	\$ 2,436,500	8/1/2027	
Fund 46	General Obligation Bonds Series 2016	\$ 1,239,000	\$ 1,239,000	8/1/2027	
Note 1	Disclosure & dissemination compliance services (Urban Futures)				



Town of Fairfax

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FUND 51 CIP - GRANTS

DEPT CAPITAL PROJECTS

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

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Adopted
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BEGINNING FUND BAL	(22,908)	224,887		155,754	420,490
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REVENUES

070 695 COUNTY	-	-	37,500		35,000
060 920 MEASURE A PARK & TRANSP	54,914	(50,000)	264,255	211,054	374,000
070 699 FEDERAL/STATE GRANT REVENUE	181,067	213,699	122,000	56,029	56,000
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	442,141	193,547	631,000	550,000	631,000
060 915 NON MOTORIZED TRANSP GRANT	15,303		-		-
070 600 FED/STATE FINANCING			-		217,329
070 699 OTHER			-	52,301	101,671
SUBTOTAL REVENUES	693,425	362,246	1,054,755	869,384	1,415,000

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	15,715	264	60,000	detail below	detail below
825 ENVIRONMENTAL & PERMITS	22	-	75,000		
826 ENGINEERING & DESIGN	510,006	444,293	861,000		
827 CONSTRUCTION	197,506	178,842	447,000		
814 OTHER	3,878		8,745		
SUBTOTAL APPROPRIATIONS	727,127	623,399	1,451,745	836,500	1,703,891

TRANSFERS

100 931 TSFR FROM FUND 01 - GENERAL FUND		156,023			
100 941 TSFR FROM FUND 20 - MEASURE J	130,000	57,000	125,745	117,000	63,000
100 942 TSFR FROM FUND 21 - GAS TAX	25,000	-	30,000	30,000	-
100 956 TSFR FROM FUND 22 - MEAS A TRANS			85,745	85,745	157,891
100 957 TSFR FROM FUND 23 - MEAS A PARK			58,000	58,000	20,000
100 953 TSFR FROM FUND 54 - PAVILION RESTOR	150,000				
715 971 TSFR TO FUND 01 - GENERAL FUND	(23,503)	(21,003)			
715 976 TSFR TO FUND 23 - MEAS A PARK			(18,893)	(18,893)	-
715 953 TSFR TO FUND 53 - CIP TOWN			(40,000)	(40,000)	
SUBTOTAL TRANSFER	281,497	192,020	240,597	231,852	240,891

NET DEPARTMENT ACTIVITY

NET DEPARTMENT ACTIVITY	247,795	(69,134)	(156,393)	264,736	(48,000)
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ENDING FUND BAL

ENDING FUND BAL	224,887	155,754		420,490	372,490
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ALLOCATION OF APPROPRIATIONS:

51- 810 ST RESURF & REPAIR - SELECTED SFD	-	-			155,000
51- 812 ST RESURF & REPAIR - TAMALPAIS RD					79,000
51- 814 ST RESURF & REPAIR - MTN VIEW RD					157,891
51- 816 ST RESURF & REPAIR - CANYON RD STABLE					85,000
51- 820 WOMENS CLUB REHABILITATION	-	29,857	28,745	16,000	20,000
51- 843 AZALEA AVENUE BRIDGE		5,290	223,000	25,000	243,000
51- 856 MEADOW WAY BRIDGE	141,281	60,943	290,000	290,000	290,000
51- 871 BPMP - SPRUCE, MARIN, CANYON BRIDGE	114,935	121,331	150,000	150,000	75,000
51- 873 CREEK ROAD BRIDGE	249,981	225,381	193,000	193,000	193,000
51- 875 BIKE SPINE CLASS 1 BIKE LANE			363,000	55,000	308,000
51- 909 PAVILION SEISMIC RETROFIT	599	711	50,000	12,000	48,000
51- 841 MISC PARK & TRAIL IMPROVEMENTS		12,244	84,000	53,500	50,000
51- 872 PAVILION ROOF			70,000	42,000	
51- 897 BANK ST PARKING LOT		167,306			
51- 755 FFX BIKE SPINE	91,896	336			
51- 760 BALLFIELD RESTROOMS	52,934	-			
51- 870 PARK PATHWAY IMP	22				
51- 891 SFD BIKE LAKE STRIPING	74,559	-			
51- 892 PASTORI SIDEWALK	920	-			
Totals	727,127	623,399	1,451,745	836,500	1,703,891



Town of Fairfax

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FUND 52 CIP - STORM RECOVERY
DEPT CAPITAL PROJECTS

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

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Adopted
BEGINNING FUND BAL	70,755	21		-	-
REVENUES					
050 502 INVESTMENT EARNINGS				-	
070 600 FEDERAL/STATE GRANT REVENUE	19,507				
070 699 OTHER					
SUBTOTAL REVENUES	19,507	-	-	-	-
APPROPRIATIONS					
821 OUTSIDE CONSULTING SVS	56,714				
822 CONTRACT SERVICES	22,038				
825 ENVIRONMENTAL & PERMITS	1,706				
826 ENGINEERING & DESIGN	17,068				
827 CONSTRUCTION	241,285				
828 CONSTRUCTION ENGINEERING					
699 OTHER					
SUBTOTAL APPROPRIATIONS	338,811	-	-	-	-
TRANSFERS					
100 941 TSFR FROM FUND 01 - GENERAL FUND	248,570	(21)			
100 941 TSFR FROM FUND 20 - MEASURE J	-	-	-		-
100 941 TSFR FROM FUND 51 - CIP TOWN					
SUBTOTAL TRANSFER	248,570	(21)	-	-	-
NET DEPARTMENT ACTIVITY	(70,733)	(21)	-	-	-
ENDING FUND BAL	21	-		-	-
	(0)				
ALLOCATION OF APPROPRIATIONS:					
52- 522 PERI PARK BRIDGE					
52- 523 PERI PARK TENNIS CT/BANK					
52- 524 PASTORI OUTFALL PIPE	316,773	-			
52- 861 ELECTRIC CHARGING STATION	22,038	-			
Totals	338,811	-			

NOTES:



Town of Fairfax

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FUND 53 CIP - TOWN
DEPT CAPITAL PROJECTS

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

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Adopted
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BEGINNING FUND BAL	(192,535)	(26,310)		169,523	149,476
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REVENUES

070 695 COUNTY - OTHER					-
060 920 MEASURE A TAM TRANSP TAX	138,339	96,554	110,745	18,554	21,000
070 600 FEDERAL/STATE GRANT REVENUE			300,000	-	45,000
070 699 OTHER SEE NOTE	49,029	5,000			33,000
SUBTOTAL REVENUES	187,368	101,554	410,745	18,554	99,000

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	3,832	16,417		detail below	detail below
825 ENVIRONMENTAL & PERMITS					
826 ENGINEERING & DESIGN	4,681	17,579	95,000		
827 CONSTRUCTION	75,879	16,481	575,000		
828 CONSTRUCTION ENGINEERING			-		
814 OTHER	532		-		
SUBTOTAL APPROPRIATIONS	84,924	50,477	670,000	147,047	141,000

TRANSFERS

100 941 TSFR FROM FUND 20 - MEASURE J	34,781	20,000	74,255	20,000	40,000
100 942 TSFR FROM FUND 21 - GAS TAX	44,000	45,000	-	-	-
100 949 TSFR FROM FUND 51 - CIP GRANTS	-		40,000	40,000	-
100 751 TSFR FROM FUND 01 - GENERAL FUND	(15,000)	79,756	48,446	48,446	-
SUBTOTAL TRANSFER	63,781	144,756	162,701	108,446	40,000

NET DEPARTMENT ACTIVITY	166,225	195,833	(96,554)	(20,047)	(2,000)
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ENDING FUND BAL	(26,310)	169,523		149,476	147,476
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ALLOCATION OF APPROPRIATIONS:

53- 761 PAVEMENT MGMT PLAN ASST PROG					
53- 804 SIDEWALK REPLACE/REPAIR & TREE TRIM	15,475		30,000	22,051	30,000
53- 819 MANZANITA ROAD SLIDE REPAIR		16,394	145,000	100,000	
53- 830 DOWNTOWN IMPROVEMENTS					
53- 867 TREE MAINT PROGRAM	-				
53- 887 STREET RESURFACING/REPAIR	69,449	34,083	95,000	24,946	54,000
53- 894 PARKADE IMPROVEMENTS			400,000	50	57,000
Totals	84,924	50,477	670,000	147,047	141,000

NOTES:
699 In kind contribution (Staff time)



Town of Fairfax
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FUND 54 CIP - PAVILION
DEPT CAPITAL PROJECTS

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Adopted
BEGINNING FUND BAL	765	150,765		(0)	(0)
REVENUES					
050 502 INVESTMENT EARNINGS					
060 920 MEASURE A TAM TRANSP TAX					
070 600 FEDERAL/STATE GRANT REVENUE					
070 699 OTHER					
SUBTOTAL REVENUES	-	-	-	-	-
APPROPRIATIONS					
821 OUTSIDE CONSULTING SVS					
825 ENVIRONMENTAL & PERMITS					
826 ENGINEERING & DESIGN					
827 CONSTRUCTION					
828 CONSTRUCTION ENGINEERING					
842 SPECIAL DEPT SUPPLIES					
996 SOLAR PANEL LEASE					
SUBTOTAL APPROPRIATIONS	-	-	-	-	-
TRANSFERS					
100 751 TSFR FROM FUND 01 - GENERAL FUND					
100 949 TSFR FROM FUND 51 - CIP TOWN		(150,765)			
715 951 TSFR TO FUND 51 - CIP TOWN	150,000				
715 921 TSFR TO FUND 21 - GAS TAX					
SUBTOTAL TRANSFER	150,000	(150,765)	-	-	-
NET DEPARTMENT ACTIVITY	150,000	(150,765)	-	-	-
ENDING FUND BAL	150,765	(0)		(0)	(0)

NOTES:



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FUND 55 CIP- MEASURE K
DEPT 719 MEASURE K

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

FUND SUMMARY	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted	FY 2015-16 Projected	FY 2016-17 Adopted
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BEGINNING FUND BAL	(4,751)	10,249		(0)	(0)
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REVENUES

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

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS					
825 ENVIRONMENTAL & PERMITS					
826 ENGINEERING & DESIGN					
827 CONSTRUCTION					
828 CONSTRUCTION ENGINEERING					
994 BOND ADMIN COSTS					
SUBTOTAL APPROPRIATIONS	-	-	-	-	-

TRANSFERS

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

NET DEPARTMENT ACTIVITY

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

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

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

Totals

	-	-	-	-	-
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NOTES:



Town of Fairfax

2016-17 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 2013-14	FY 2014-15	FY 2015-16	FY 2015-16	FY 2016-17
		Actual	Actual	Adopted	Projected	Adopted
BEGINNING FUND BAL		20,765	10,390		21,057	19,918
REVENUES						
070 815 COUNTY OPEN SPACE GRANT		10,000				
070 923 COUNTY MEASURE A PARK			50,000			
070 816 DONATIONS	SEE NOTE	16,605	14,070	5,000	4,335	2,000
SUBTOTAL REVENUES		26,605	64,070	5,000	4,335	2,000
APPROPRIATIONS						
COMMITTEE						
811 POSTAGE				3,000		2,000
812 REPRODUCTION				-		-
815 PRINTING		25		-		-
879 FUNDRAISING COST		660	1,403	2,000	474	2,000
890 MISCELLANEOUS				-		-
931 BLDGS & LAND	SEE NOTE	43,890	60,000	10,000	10,000	
SUBTOTAL APPROPRIATIONS		44,576	61,403	15,000	10,474	4,000
TRANSFERS						
100 931 TSFR FROM GENERAL FUND	SEE NOTE	3,596	8,000	4,000	-	4,000
100 TSFR FROM FUND 23 - MEAS A PARK **				15,000	5,000	10,000
100 699 LOAN FROM GENERAL FUND	SEE NOTE	4,000				
SUBTOTAL TRANSFER		7,596	8,000	19,000	5,000	14,000
NET DEPARTMENT ACTIVITY		(10,375)	10,667	9,000	(1,139)	12,000
ENDING FUND BAL		10,390	21,057		19,918	31,918
ALLOCATION OF FUND BALANCE:		FY14	FY15		FY16	FY17
Designated for Wall Property		12,070			-	-
Designated for Skyranch Property					5,000	-
Designated for Parkland Restoration	SEE NOTE 1				5,000	
Designated for Capital Acquisition	SEE NOTE 2	300	300		10,000	10,000
Undesignated Balance		(1,980)	20,757		(82)	21,918
		10,390	21,057		19,918	31,918
Property Acquisitions						
Melvin Property (APN: 197-070-05)	2005	200,000				
Tax Default (Toyon) (APN: 03-673-931)	2009	6,100				
Upper Ridgeway (APN #001-193-07)	2013	48,283				
Skyranch	2014	60,000				

NOTES:	
816 FY14 - County (\$10,000); San Anselmo Open Space (\$5,000); and Marin Open Space (\$2,000)	
931 FY14 Purchase of Upper Ridge property	
Note 1 - Measure A (\$5,000)	
Note 2 - Measure A (\$10,000) & Donations (\$12,807)	
** Measure A regulations prevent transfer to Open Space Fund until spent, so \$20K for acquisition is shown in Fund 23	