



TOWN OF FAIRFAX

STAFF REPORT

May 7, 2014

TO: Mayor and Town Council

FROM: Michael Vivrette, Finance Director

SUBJECT: Preliminary Budget for Fiscal Year 2014-2015

RECOMMENDATION

Accept and file reports

DISCUSSION

The attached PRELIMINARY Budget is the first draft of the budget for the next fiscal year. It is being transmitted to familiarize the council with the "base line" budget which will be discussed later this month and next in the budget workshop(s).

The preliminary budget does not include narratives, Town Managers transmittal, the five year budget, and other exhibits which will be included in the PROPOSED budget to be distributed to the council prior to the budget workshop. Revenues and expenses are based on best estimates and may change as firmer numbers become available.

Please refer to the staff report included in the agenda packet for additional information.

**SUPPLEMENT TO
AGENDA ITEM # 21**

TOWN OF FAIRFAX

2014 - 2015 Operating and Capital Improvement PRELIMINARY Budget



MAYOR

David Weinsoff

VICE MAYOR

Larry Bragman

COUNCIL MEMBERS

John Reed

Reneé Goddard

Barbara Coler



Town of Fairfax

2013-14 Operating Budget

ALL FUNDS FY15

FUND SUMMARY	Balance	FY 2014-15	FY 2014-15	FY 2014-15	Balance
	30-Jun-14	Revenues	Approp	Transfers	30-Jun-15
5/7/2014					
GENERAL FUNDS					
01 General Fund	867,166	5,652,000	(7,672,879)	1,974,003	820,290
02 Dry Period Fund	858,053	-	-	-	858,053
03 Equipment Replacement Fund	2,026	-	(88,718)	88,000	1,308
04 Building & Planning Fund	111,236	450,000	-	(450,000)	111,236
05 Communication Equip Replace Fund	0	-	-	-	0
06 Retirement Fund	17,339	1,130,000	-	(1,130,000)	17,339
08 Office Equip Replacement Fund	40,103	-	(10,000)	30,000	60,103
Total General Funds	1,895,924	7,232,000	(7,771,597)	512,003	1,868,330
					24.0%
SPECIAL REVENUE FUNDS					
07 Special Police Fund	2,950	100,000	-	(100,000)	2,950
11 Recreation Fund	(35,665)	82,000	(73,600)	18,000	(9,265)
12 Fairfax Festival Fund	4,746	36,000	(32,000)	(5,000)	3,746
20 Measure I - Municipal Svs Tax Fund	0	460,000	-	(460,000)	0
21 Gas Tax Fund	(0)	180,000	-	(180,000)	(0)
Total Special Revenue Funds	(27,970)	858,000	(105,600)	(727,000)	(2,570)
DEBT SERVICE FUNDS					
41-45 Measure K - Debt Service	771,263	491,300	(504,891)	-	757,672
Total Debt Service Funds	771,263	491,300	(504,891)	-	757,672
CAPITAL PROJECTS					
49 Emergency Watershed Protection	(0)				(0)
50 Fairfax Creek Restoration	0				0
51 Capital Projects - Grants	131,182	2,560,774	(2,851,771)	290,997	131,182
52 Disaster Fund	0	-	-	-	0
53 Capital Projects - Town	(4,496)	138,000	(212,000)	74,000	(4,496)
54 Pavilion Renovation	150,765	-	-	(150,000)	765
55 Measure K - Capital Projects	(0)	-	-	-	(0)
Total Capital Projects Funds	277,450	2,698,774	(3,063,771)	214,997	127,450
FIDUCIARY FUNDS					
73 Open Space	(6,145)	55,000	(10,000)	-	38,855
Total Fiduciary Funds	(6,145)	55,000	(10,000)	-	38,855
TOTALS	2,910,522	11,335,074	(11,455,858)	-	2,789,738



Town of Fairfax

2014-15 Operating Budget

INTERFUND TRANSFERS

SUMMARY ALL FUNDS	FY 2011-12	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	Actual	Actual	Adopted	Projected	Preliminary

TRANSFERS TO:

01 General Fund	2,292,279	2,085,589	2,075,979	2,034,199	2,110,003
02 Dry Period Fund	-	226,836	-	-	-
03 Equipment Replacement	50,000	144,396	71,600	71,600	88,000
04 Building & Planning					
05 Communications Fund					
06 Retirement Fund					
07 Special Police Services					
08 Office Equipment Replacement	8,000	20,000	20,000	20,000	30,000
11 Recreation	18,000	18,000	18,000	18,000	18,000
12 Fairfax Festival					
20 Measure I - Municipal Services Tax					
21 Gas Tax					
41-45 Debt Service					
49 CIP - Emergency Watershed	-	83,206	-	-	-
50 CIP - Fairfax Creek Restoration	-	475,889	-	-	-
51 CIP - Grants	249,504	784,419	305,000	155,000	312,000
52 CIP - Storm	-	187,246	151,369	135,740	-
53 CIP - Town	49,000	144,552	78,781	34,781	74,000
54 Pavilion Restoration	-	150,000	-	-	-
55 Measure K	189,417	4,309	-	442	-
73 Open Space	26,400	-	3,596	(3,596)	-
	2,882,600	4,324,442	2,724,325	2,466,166	2,632,003

TRANSFERS FROM:

01 General Fund	243,904	2,034,577	199,565	177,186	136,000
02 Dry Period Fund	226,836	-	-	-	-
03 Equipment Replacement					
04 Building & Planning	399,890	400,000	363,000	400,000	450,000
05 Communications Fund	-	-	17,257	17,257	-
06 Retirement Fund	1,073,053	1,125,000	1,107,000	1,107,000	1,130,000
07 Special Police Services	100,000	75,000	125,000	125,000	100,000
08 Office Equipment Replacement					
11 Recreation					
12 Fairfax Festival	-	6,089	5,000	5,000	5,000
20 Measure I - Municipal Services Tax	465,000	452,000	460,000	459,643	460,000
21 Gas Tax	184,500	194,500	259,000	151,577	180,000
41-45 Debt Service	189,417	4,309			
49 CIP - Emergency Watershed					
50 CIP - Fairfax Creek Restoration					
51 CIP - Grants			23,503	23,503	21,003
52 CIP - Storm	-	-	-	-	-
53 CIP - Town	-	-	15,000	-	-
54 Pavilion Restoration	-	-	150,000	-	150,000
55 Measure K	-	32,967	-	-	-
73 Open Space					
	2,882,600	4,324,442	2,724,325	2,466,166	2,632,003
	-	-	-	-	-

NOTES:

See Fund sheets for detail of transfers



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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BEGINNING FUND BAL	1,890,634	2,022,220	601,537	503,860	867,166
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REVENUES

PROPERTY TAXES	3,197,067	3,188,569	3,319,800	3,430,430	3,399,000
SALES TAXES	547,648	1,039,274	934,500	1,180,638	1,180,000
USER FEES (UUT/TOT)	403,580	394,347	393,500	384,557	375,000
FRANCHISE FEES	362,963	356,371	365,000	344,929	345,000
FINES & LICENSES	173,827	191,816	200,000	215,095	215,000
RENTS & INTEREST	34,811	32,211	33,500	31,296	40,000
REVENUES FROM OTHER AGENCIES	41,090	39,846	39,600	66,382	33,000
CHARGES FOR CURRENT SERVICES	48,737	44,492	59,100	69,847	65,000
SUBTOTAL REVENUES	4,809,722	5,286,926	5,345,000	5,723,176	5,652,000

APPROPRIATIONS

100 TOWN COUNCIL	168,088	149,686	213,124	202,948	230,055
200 GENERAL ADMINISTRATION	653,525	548,998	682,472	610,096	681,350
300 DEVELOPMENT SERVICES	526,530	510,632	531,164	583,366	596,033
400 PUBLIC SAFETY	4,339,557	4,435,720	4,619,532	4,584,440	4,700,596
500 PUBLIC WORKS	458,940	408,877	522,748	523,566	606,914
600 PARKS & FACILITY MAINT	227,642	214,772	229,404	153,417	219,575
700 NON DEPARTMENTAL	352,230	587,616	569,700	559,049	638,355
SUBTOTAL APPROPRIATIONS	6,726,512	6,856,299	7,368,145	7,216,882	7,672,879

TRANSFERS

TRANSFERS TO 01-GENERAL FUND	2,292,279	2,085,589	2,075,979	2,034,199	2,110,003
TRANSFERS FROM 01-GENERAL FUND	(243,904)	(2,034,577)	(199,565)	(177,186)	(136,000)
SUBTOTAL TRANSFER	2,048,376	51,012	1,876,414	1,857,013	1,974,003

NET DEPARTMENT ACTIVITY	131,586	(1,518,360)	(146,731)	363,306	(46,876)
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ENDING FUND BAL	2,022,220	503,860	454,806	867,166	820,290
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COMPONENTS OF FUND BALANCE:

Undesignated	2,022,220	503,860	454,806	867,166	820,290
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NOTES:



Town of Fairfax

2014-15 Operating Budget

GENERAL FUND

REVENUE DETAIL	FY 2011-12	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	Actual	Actual	Adopted	Projected	Preliminary
01-010-101 Property Taxes - Secured	1,905,528	1,921,876	2,042,800	2,085,164	2,110,000
01-010-102 Property Taxes - Unsecured	43,444	42,413	50,000	78,271	50,000
01-010-103 Property Taxes - Prior	6,809	3,343	5,000	4,921	5,000
01-010-104 Real Estate Transfer Tax	24,733	45,251	25,000	60,894	50,000
01-010-107 \$50 General Municipal Services Tax	184,504	172,163	185,000	181,101	180,000
01-010-110 Supplemental Property Taxes	31,916	36,382	45,000	64,463	60,000
01-010-112 ERAF Excess Distribution	383,678	357,846	350,000	321,300	320,000
01-010-117 Property Tax In-Lieu of VLF ("VLF Swap")	561,404	557,325	560,000	579,979	570,000
01-060-113 Storm Run-Off Fee	55,051	51,970	57,000	54,337	54,000
Total Property Taxes	3,197,067	3,188,569	3,319,800	3,430,430	3,399,000
01-010-105 In-Lieu Sales Tax ("Triple Flip")	100,983	134,219	140,000	151,496	145,000
01-010-106 Sales Tax ("Bradley Burns")	378,360	465,019	405,000	577,998	575,000
01-010-111 1/2 cent Sales Tax - Prop. 172	54,005	57,270	60,000	53,978	60,000
01-010-118 1/2 cent Sales Tax - Measure D	14,300	382,765	329,500	397,167	400,000
Total Sales Taxes	547,648	1,039,274	934,500	1,180,638	1,180,000
01-010-108 Utility Users Tax - Telecom	133,794	128,044	130,000	122,805	120,000
01-010-109 Utility Users Tax - Energy	250,671	236,731	240,000	235,034	230,000
01-010-114 Hotel Users Tax	19,115	29,573	23,500	26,718	25,000
Total User Fees	403,580	394,347	393,500	384,557	375,000
01-020-201 Garbage	167,559	169,736	175,000	167,052	167,000
01-020-202 Gas & Electric	61,415	58,514	60,000	58,849	58,000
01-020-203 Cable	133,989	128,120	130,000	119,028	120,000
Total Franchise Fees	362,963	356,371	365,000	344,929	345,000
01-030-301 Business Licenses	113,137	125,072	125,000	125,000	125,000
01-040-401 Vehicle Code Fines	19,886	37,701	25,000	23,630	24,000
01-040-402 Parking & Other Fines	40,804	29,043	50,000	66,465	66,000
Total Fines & Licenses	173,827	191,816	200,000	215,095	215,000
01-045-501 Rents - Women's Club and Other	11,272	13,273	13,000	9,119	9,000
01-045-504 Rents - CYO - Pavilion	4,250	5,550	5,000	2,960	5,000
01-045-506 Rents - Pavilion - Other	11,638	8,350	10,000	14,080	21,000
01-045-507 Janitor.Maint fees	2,450	1,200	1,500	1,733	1,500
Total Rental & Maintenance Fees	29,610	28,373	29,500	27,892	36,500
01-050-500 Interest Earnings - Bank	1,571	437	1,000	3,404	1,000
01-050-502 Interest Earnings - LAIF	3,631	3,401	3,000	-	2,500
Total Investment Earnings	5,201	3,839	4,000	3,404	3,500
01-060-602 Motor Vehicle License Fees	10,166	3,191	1,000	7,240	5,000
01-060-607 Homeowners Exemption	13,903	20,343	13,000	11,492	11,000
01-060-615 Police Training Reimbursement (POST)	13,063	11,653	10,000	1,731	2,000
01-060-699 Other & Miscellaneous Revenues & WC	3,958	4,660	15,600	45,919	15,000
Total Revenues From Other Agencies	41,090	39,846	39,600	66,382	33,000
01-080-802 Sale Of Maps & Publications/Copies	85	1,028	100	2,251	1,000
01-080-803 Special Police Services (includes booking fees)	5,705	9,339	5,000	10,110	10,000
01-080-804 Police Dispatch Services		20,700	44,000	44,000	44,000
01-080-814 Miscellaneous - General	42,947	13,425	10,000	13,486	10,000
Total Charges For Current Services	48,737	44,492	59,100	69,847	65,000
01 - GENERAL FUND TOTAL	4,809,722	5,286,926	5,345,000	5,723,176	5,652,000



Town of Fairfax

2014-15 Operating Budget

GENERAL FUND

APPROPRIATIONS SUMMARY		FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
111	Town Council	28,107	26,576	26,481	28,833	25,912
112	Town Treasurer	4,092	3,702	4,143	2,674	4,143
116	Independent Auditor	46,667	42,032	52,500	48,500	50,000
121	Town Attorney	89,222	77,376	130,000	122,941	150,000
Total Town Council		168,088	149,686	213,124	202,948	230,055
211	Town Manager	183,275	129,812	161,121	158,098	146,194
216	Volunteers for Fairfax	22,243	23,134	25,318	21,688	25,478
217	Recreation	35,452	27,805	47,836	42,354	47,812
218	Disaster Preparedness	-	-	8,700	5,362	8,700
221	Town Clerk	126,889	143,426	101,913	100,369	100,936
222	Elections	12,852	-	13,250	11,119	15,250
231	Personnel	11,555	5,990	23,600	18,698	61,889
241	Finance	261,258	218,831	300,734	252,407	275,092
Total General Administration		653,525	548,998	682,472	610,096	681,350
311	Planning	381,236	376,044	381,202	426,493	441,532
321	Building Inspection & Permits	145,294	134,588	149,962	156,873	154,501
Total Development Services		526,530	510,632	531,164	583,366	596,033
411	Police	2,628,100	2,661,719	2,816,240	2,797,071	2,832,656
412	Special Police Expenses	(1,377)	-	-	-	-
421	Ross Valley Fire Service	1,712,834	1,774,001	1,803,292	1,787,369	1,867,940
Total Public Safety		4,339,557	4,435,720	4,619,532	4,584,440	4,700,596
510	Public Works Administration	96,502	74,824	186,907	182,239	244,305
511	Street Maintenance	287,335	249,260	279,241	249,831	301,010
512	Street Lighting & Traffic Signals	54,448	62,431	56,600	91,496	61,600
514	Pollution Prevention	20,655	22,362	-	-	-
Total Public Works		458,940	408,877	522,748	523,566	606,914
611	Park Maintenance	142,874	145,606	151,570	136,255	159,738
625	Rental Facilities-WC & Ballfield	54,631	52,798	46,824	-	59,446
626	Rental Facilities-Pavilion	25,724	25,731	31,551	-	-
911	Building Maintenance	4,414	(9,364)	(540)	17,162	391
Total Parks & Facility Maintenance		227,642	214,772	229,404	153,417	219,575
715	Non Departmental	352,230	587,616	569,700	559,049	638,355
Total Non-Departmental		352,230	587,616	569,700	559,049	638,355
TOTAL GENERAL FUND APPROPRIATIONS		6,726,512	6,856,299	7,368,145	7,216,882	7,672,879



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES			-	
411 REG PART-TIME SALARIES			-	
415 ACCRUED VACATION			-	
421 TEMP EMPLOYEES	17,850	17,243	18,000	18,000
492 WORKERS COMP		416	416	466
493 RETIREMENT	2,754	2,608	3,025	2,402
494 MEDICARE	149	198	240	244
SUBTOTAL PERSONNEL	20,753	20,466	21,681	21,023

OPERATING EXPENSES

801 WATER		13		-	
813 OFFICE SUPPLIES			100	-	100
815 PRINTING	156	237	200	39	200
822 OUTSIDE CONTRACT SVS	2,332	2,499	1,500	2,496	1,500
842 SPECIAL DEPT SUPPLIES	638	801	800	325	800
861 BUS.MEET/CONF.	3,627	1,911	1,500	4,951	1,500
862 DUES & SUBSCRIPTIONS	600	650	700	-	700
890 MISCELLANEOUS				-	
SUBTOTAL OPERATING	7,353	6,110	4,800	7,811	4,800

TOTAL DEPARTMENT APPROPRIATION

28,107	26,576	26,481	28,833	25,912
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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



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

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

			-	
			-	
			-	
3,750	3,600	3,600	2,550	3,600
			-	
			-	
		91	91	91
342			-	
	11	52	33	52

SUBTOTAL PERSONNEL

4,092	3,702	3,743	2,674	3,743
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OPERATING EXPENSES

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

			-	
			-	
			-	
			-	
			-	
			-	
		100	-	100
			-	
			-	
			-	
		300	-	300
			-	
			-	

SUBTOTAL OPERATING

-	-	400	-	400
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TOTAL DEPARTMENT APPROPRIATION

4,092	3,702	4,143	2,674	4,143
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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

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES			-	
411 REG PART-TIME SALARIES			-	
415 ACCRUED VACATION			-	
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		7,500	7,500	7,500	
822 OUTSIDE CONTRACT SVS	46,667	42,032	45,000	42,500	
842 SPECIAL DEPT SUPPLIES			-		
861 BUS.MEET/CONF.			-		
862 DUES & SUBSCRIPTIONS			-		
890 MISCELLANEOUS			-		
SUBTOTAL OPERATING	46,667	42,032	52,500	48,500	50,000

TOTAL DEPARTMENT APPROPRIATION

46,667	42,032	52,500	48,500	50,000
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Allocation of Positions:

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

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



Town of Fairfax
2014-15 Operating Budget

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 Richards, Watson & Gershon in San Francisco.

DEPARTMENT SUMMARY

FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

- 401 REGULAR SALARIES
- 411 REG PART-TIME SALARIES
- 415 ACCRUED VACATION
- 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

			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
89,222	77,376	130,000	122,941	150,000
			-	
			-	
			-	
			-	
			-	

SUBTOTAL OPERATING

89,222 77,376 130,000 122,941 150,000

TOTAL DEPARTMENT APPROPRIATION

89,222 77,376 130,000 122,941 150,000

Allocation of Positions:

Total Full Time Equivalent Employees 0.00 0.00 0.00 0.00 0.00

NOTES:

821 Attorney fees	122,941
POLICE	
PERSONNEL	
DEVELOPMENT	
GENERAL/ADM	



Town of Fairfax

2014-15 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 211 TOWN MANAGER

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES	115,188	67,993	100,245	102,920	90,500
415 ACCRUED VACATION		4,615	1,683	2,289	1,500
421 TEMP EMPLOYEES	250	-	-	-	
491 HEALTH INSURANCE	2,886	18,920	19,621	19,161	17,553
492 WORKERS COMP	2,000	2,000	2,724	2,724	2,441
493 RETIREMENT	24,667	10,033	12,877	12,916	12,457
494 MEDICARE	1,709	1,208	1,417	1,472	1,277
511 TRAVEL/CONF	-	-	-	-	
611 CAR ALLOWANCE	3,850	1,709	2,940	3,600	3,600
SUBTOTAL PERSONNEL	150,550	106,478	141,505	145,081	129,328

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT	1,060	53	500	1,073	500
711 OFFICE EQUIP MAINT.	1,910		100	-	100
731 BLDG-GROUNDS MAINT.	3,353	4,416	4,416	3,132	4,416
801 WATER	389	552	450	385	450
802 POWER	391	143	800	511	800
804 TELEPHONE	1,714	1,668	1,500	1,343	1,500
811 POSTAGE	166	501	300	582	400
813 OFFICE SUPPLIES	968	1,624	600	1,117	600
821 OUTSIDE CONSULTING SVS	159	4,559	3,500	-	-
822 OUTSIDE CONTRACT SVS	1,490	226		175	2,000
842 SPECIAL DEPT SUPPLIES				-	
861 BUS.MEET/CONF.	105	756	3,500	2,169	4,000
862 DUES & SUBSCRIPTIONS	1,068	1,604	1,950	2,531	2,100
871 LIAB & PROP INSURANCE	19,952	2,332	SEE #715	-	SEE #715
881 SPECIAL SERVICES		4,900	2,000	-	-
SUBTOTAL OPERATING	32,725	23,334	19,616	13,018	16,866

TOTAL DEPARTMENT APPROPRIATION

183,275	129,812	161,121	158,098	146,194
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Allocation of Positions:

TOWN MANAGER	1.00	0.40	0.70	0.70	0.60
INTERIM TOWN MANAGER		0.50	-	-	-
MANAGEMENT ANALYST (VACANT)	0.25				
ADMINISTRATIVE ASSISTANT II			0.25	0.25	0.25

Total Full Time Equivalent Employees

1.25	0.90	0.95	0.95	0.85
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NOTES: 821 includes Docstar
 862 ICMA/CMMF/+



Town of Fairfax

2014-15 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	216 VOLUNTEERS FOR FAIRFAX

ACTIVITY DESCRIPTION

The 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 Resource Coordinator 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

411 REGULAR PT SALARIES	15,057	16,300	18,360	15,380	18,360
492 WORKERS COMP	333	391	471	471	476
493 RETIREMENT	3,424	3,303	3,343	3,257	3,343
494 MEDICARE	216	225	245	212	249
SUBTOTAL PERSONNEL	19,029	20,219	22,418	19,319	22,428

OPERATING EXPENSES

711 OFFICE EQUIP MAINT.	-	142	150	-	150
801 WATER	-	-	200	-	200
804 TELEPHONE	267	259	550	192	700
811 POSTAGE	713	727	500	577	400
813 OFFICE SUPPLIES	1,266	732	500	472	500
842 SPECIAL DEPT SUPPLIES	968	1,055	1,000	1,128	1,100
SUBTOTAL OPERATING	3,214	2,915	2,900	2,369	3,050

TOTAL DEPARTMENT APPROPRIATION	22,243	23,134	25,318	21,688	25,478
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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:

401 - One half of part-time Community Resources Coord

801 Water for Community Garden



Town of Fairfax

2014-15 Operating Budget

FUND **01 GENERAL FUND**
ACTIVITY **217 RECREATION**

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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

411 REGULAR PT SALARIES	14,642	16,836	31,105	28,856	30,860
491 HEALTH INSURANCE			2,885	-	2,929
492 WORKERS COMP	333	391	797	797	794
493 RETIREMENT	3,424	3,303	5,664	5,645	5,844
494 MEDICARE	216	225	415	400	415
SUBTOTAL PERSONNEL	18,615	20,755	40,866	35,698	40,842

OPERATING EXPENSES

804 TELEPHONE	-	-	-	-	-
811 POSTAGE	-	-	200	-	200
813 OFFICE SUPPLIES	46		120	7	120
821 OUTSIDE CONSULTING SVS				-	
881 SPECIAL SERVICES	16,791	7,050	6,650	6,650	6,650
SUBTOTAL OPERATING	16,837	7,050	6,970	6,657	6,970

TOTAL DEPARTMENT APPROPRIATION	35,452	27,805	47,836	42,354	47,812
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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

Total Full Time Equivalent Employees	0.30	0.30	0.30	0.30	0.55
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NOTES:

401 - One half of part-time Community Resources Coord & 1/4 Admin Asst II

881 Easter egg hunt	400
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Artist in Residence	400
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Ice Skating @ Pavilion	2,500
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Fairfax Theater Co	3,350
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Town of Fairfax
2014-15 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 218 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

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

			-	
			-	
			-	
			-	

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES

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

			-	
			-	
		100	-	100
		5,000	1,040	5,000
		3,600	4,322	3,600

SUBTOTAL OPERATING

- - 8,700 5,362 8,700

TOTAL DEPARTMENT APPROPRIATION

- - 8,700 5,362 8,700

Allocation of Positions:

Total Full Time Equivalent Employees 0.00 0.00 0.00 0.00 0.00

NOTES:

842 Update data equipment in EOC

881 Agility Recovery \$3600/yr



Town of Fairfax

2014-15 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 221 TOWN CLERK

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES	82,145	78,898	61,844	57,434	60,902
411 REG PART-TIME SALARIES		140		-	
415 ACCRUED VACATION		11,702		-	
421 TEMP EMPLOYEES	3,013	5,238	2,000	-	
461 OVERTIME				-	
491 HEALTH INSURANCE	8,140	15,889	18,741	23,756	19,058
492 WORKERS COMP	1,109	2,142	1,611	1,611	1,578
493 RETIREMENT	17,785	14,265	4,144	4,017	4,080
494 MEDICARE	1,218	1,373	838	779	825
SUBTOTAL PERSONNEL	113,409	129,647	89,178	87,598	86,443

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT			500	-	600
711 OFFICE EQUIP MAINT.				-	
731 BLDG-GROUNDS MAINT.	3,186	3,685	1,285	2,400	3,685
801 WATER			100	-	100
804 TELEPHONE	590	659	1,000	516	108
811 POSTAGE	538	501	700	476	900
813 OFFICE SUPPLIES	737	1,636	1,200	1,256	1,000
814 LEGAL ADS	467	-	350	244	400
815 PRINTING		39	100	-	200
821 OUTSIDE CONSULTING SVS	360	460	600	240	200
822 OUTSIDE CONTRACT SVS	6,654	6,062	5,000	7,257	5,400
842 SPECIAL DEPT SUPPLIES	147		200	-	200
861 BUS.MEET/CONF.	585	657	1,300	189	1,300
862 DUES & SUBSCRIPTIONS	215	80	400	193	400
890 MISCELLANEOUS				-	
SUBTOTAL OPERATING	13,480	13,779	12,735	12,772	14,493

TOTAL DEPARTMENT APPROPRIATION

	126,889	143,426	101,913	100,369	100,936
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Allocation of Positions:

TOWN CLERK / ASST TO TOWN MANAGER	1.00	1.00	-	-	-
DEPUTY TOWN CLERK			1.00	1.00	1.00

Total Full Time Equivalent Employees

	1.00	1.00	1.00	1.00	1.00
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NOTES:

821 Website hosting \$600
 822 Code updates \$2500; janitorial; minutes clerk
 Note: webmaster is funded in dept 715



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES			-	
411 REG PART-TIME SALARIES			-	
415 ACCRUED VACATION			-	
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			77	
814 LEGAL ADS	121	-	250	60
815 PRINTING			-	250
821 OUTSIDE CONSULTING SVS			-	
822 OUTSIDE CONTRACT SVS	12,000	-	12,000	10,983
842 SPECIAL DEPT SUPPLIES			-	14,000
861 BUS.MEET/CONF.	731	-	-	
862 DUES & SUBSCRIPTIONS			-	
890 MISCELLANEOUS			1,000	-
SUBTOTAL OPERATING	12,852	-	13,250	11,119

TOTAL DEPARTMENT APPROPRIATION

	12,852	-	13,250	11,119	15,250
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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

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES			-	24,984
411 REG PART-TIME SALARIES		4,867	6,500	8,112
415 ACCRUED VACATION			-	480
421 TEMP EMPLOYEES			-	
461 OVERTIME			-	
491 HEALTH INSURANCE			-	4,874
492 WORKERS COMP		127	127	879
493 RETIREMENT		540	507	4,099
494 MEDICARE		66	90	460
SUBTOTAL PERSONNEL	-	-	5,600	7,224

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT			-	
711 OFFICE EQUIP MAINT.			-	
731 BLDG-GROUNDS MAINT.			-	
801 WATER			-	
804 TELEPHONE			-	
811 POSTAGE			-	
813 OFFICE SUPPLIES			-	
814 LEGAL ADS		75	500	500
815 PRINTING			-	
821 OUTSIDE CONSULTING SVS	11,138	5,166	15,000	10,706
822 OUTSIDE CONTRACT SVS		92		-
842 SPECIAL DEPT SUPPLIES	418	639	600	769
861 BUS.MEET/CONF.		18	1,500	-
862 DUES & SUBSCRIPTIONS			400	-
890 MISCELLANEOUS			-	
SUBTOTAL OPERATING	11,555	5,990	18,000	11,475

TOTAL DEPARTMENT APPROPRIATION

11,555 5,990 23,600 18,698 61,889

Allocation of Positions:

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

Total Full Time Equivalent Employees

0.00 0.00 0.10 0.10 0.30

NOTES:

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



Town of Fairfax

2014-15 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. This department also prepares and oversees budget appropriations.

DEPARTMENT SUMMARY

FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES	112,608	107,394	115,917	116,724	107,859
411 REG PART-TIME SALARIES	21,038	41,567	46,109	31,735	42,865
415 ACCRUED VACATION			2,229	2,271	2,074
421 TEMP EMPLOYEES	18,345	(4,035)	5,000	10,128	5,000
461 OVERTIME			-	-	
491 HEALTH INSURANCE	19,305	25,303	23,908	24,021	21,935
492 WORKERS COMP	1,664		4,272	4,272	3,953
493 RETIREMENT	20,246	13,453	18,936	15,884	18,354
494 MEDICARE	1,540	2,086	2,222	2,248	2,067
SUBTOTAL PERSONNEL	194,746	185,768	218,594	207,283	204,107

OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT	508		20,000	20,000	20,000
711 OFFICE EQUIP MAINT.		152	300	-	300
731 BLDG-GROUNDS MAINT.	3,186	3,685	1,285	2,400	1,285
801 WATER	-	-	100	-	
804 TELEPHONE	955	1,152	1,500	1,077	1,500
811 POSTAGE	572	501	700	503	700
813 OFFICE SUPPLIES	1,808	1,027	1,000	1,650	1,500
815 PRINTING	455	641	1,200	949	1,200
821 OUTSIDE CONSULTING SVS	23,507	8,719	15,000	4,132	15,000
822 CONTRACT SERVICES	38,024	16,562	34,740	13,536	25,000
861 BUS.MEET/CONF.	127	216	2,250	197	500
862 DUES & SUBSCRIPTIONS	32	329	1,065	500	1,000
881 SPECIAL SERVICES				-	
890 MISCELLANEOUS	(2,661)	79	3,000	180	3,000
SUBTOTAL OPERATING	66,512	33,063	82,140	45,124	70,985

TOTAL DEPARTMENT APPROPRIATION

261,258 218,831 300,734 252,407 275,092

Allocation of Positions:

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

Total Full Time Equivalent Employees

2.00 2.00 1.50 1.50 1.40

NOTES:

- 636 Replace BDS accounting software using lease-purchase financing. Based on cost of \$50,000
- Unspent funds from FY13 moved to Fund 8 - Equipment Replacement
- 821 Bank charges/analysis, GASB 34 compliance, tax audits, actuarial study, CPA review
- 822 Payroll service, Sales tax analysis, janitor allocation, merchant fees, bank analysis
- Accounting Software (BDS, AssetMaxx)



Town of Fairfax

2014-15 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 2011-12	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
Actual	Actual	Adopted	Projected	Preliminary

PERSONNEL

401 REGULAR SALARIES	194,564	206,942	226,325	226,823	234,732
415 ACCRUED VACATION	3,739	3,842	4,107	4,118	4,274
421 TEMP EMPLOYEES	3,697	2,424		-	
491 HEALTH INSURANCE	31,186	33,365	38,606	38,531	39,297
492 WORKERS COMP.	2,773		5,918	5,918	6,105
493 RETIREMENT	42,042	39,698	41,209	42,410	46,972
494 MEDICARE	2,795	2,900	3,078	3,114	3,193
SUBTOTAL PERSONNEL	280,797	289,171	319,242	320,914	334,572

NOTE 1

OPERATING EXPENSES

731 BLDG-GROUNDS MAINT.	5,576	5,485	5,485	4,200	5,485
801 WATER	813		-	-	-
802 POWER	258	238	250	255	250
804 TELEPHONE	1,377	1,416	1,500	1,136	1,500
811 POSTAGE	575	523	500	4,558	500
812 REPRODUCTION	31	421	1,000	297	1,000
813 OFFICE SUPPLIES	1,933	1,450	1,500	1,239	1,500
814 LEGAL ADS	193	46	-	828	-
815 PRINTING		1,902	1,500	168	1,500
821 OUTSIDE CONSULTING SVS	73,503	70,894	40,000	84,161	80,000
822 OUTSIDE CONTRACT SVS	1,242	226	7,300	7,924	10,800
842 SPECIAL DEPT SUPPLIES	270	-	500	-	2,000
861 BUS.MEET/CONF.	2,236	1,931	2,000	812	2,000
862 DUES & SUBSCRIPTIONS	1,025	-	425	-	425
871 LIAB & PROP INSURANCE	11,408	2,341	SEE #715	-	SEE #715
SUBTOTAL OPERATING	100,440	86,873	61,960	105,579	106,960

TOTAL DEPARTMENT APPROPRIATION

381,236	376,044	381,202	426,493	441,532
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Allocation of Positions:

PLANNING DIRECTOR		1.00	1.00	1.00	1.00	1.00
PRINCIPAL PLANNER	0%	-	-	1.00	1.00	1.00
SENIOR PLANNER		1.00	1.00	-	-	-
ADMIN ASSISTANT II		-	-	0.25	0.25	0.25

Total Full Time Equivalent Employees

2.00	2.00	2.25	2.25	2.25
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NOTES:	NOTE 1 Intern
	421 Planning Commission minutes
	821 Town Center plan dev process (LAK, Parisi, SD,al)
	Housing element update (LAK, PMC)
	822 Intern 500 hrs @ \$15/hr
	Televise Planning Commission meetings
	7,500
	3,300



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES	86,865	87,469	91,135	92,844	93,298
415 ACCRUED VACATION	-	-	1,508	-	1,554
421 TEMP EMPLOYEES					
461 OVERTIME	-	-	-	-	-
491 HEALTH INSURANCE	8,342	9,784	11,699	17,375	11,880
492 WORKERS COMP.	1,109	2,106	2,379	2,379	2,422
493 RETIREMENT	18,794	17,372	16,594	17,416	18,670
494 MEDICARE	1,237	1,216	1,237	1,256	1,267
SUBTOTAL PERSONNEL	116,347	117,947	124,552	131,270	129,091

OPERATING EXPENSES

711 OFFICE EQUIP MAINT.	-	-		-	
722 VEHICLE MAINTENANCE	4,649	6,375	3,500	3,191	3,500
731 BLDG-GROUNDS MAINT.	2,549	3,085	3,085	1,800	3,085
802 POWER	258	238	500	255	500
804 TELEPHONE	1,377	1,416	1,500	1,136	1,500
811 POSTAGE	722	744	300	674	300
812 REPRODUCTION	-	-	-	-	-
813 OFFICE SUPPLIES	723	1,123	1,500	3,032	1,500
815 PRINTING	-	-	-	-	-
821 OUTSIDE CONSULTING SVS	9,291	825	5,000	10,333	5,000
822 OUTSIDE CONTRACT SVS	1,895	1,974	8,750	2,880	8,750
851 CLOTHING	-	-		-	
861 BUS.MEET/CONF.	(778)	604	1,000	886	1,000
862 DUES & SUBSCRIPTIONS	1,916	257	275	1,416	275
871 LIAB & PROP INSURANCE	6,344	-	SEE #715	-	SEE #715
SUBTOTAL OPERATING	28,947	16,641	25,410	25,603	25,410

TOTAL DEPARTMENT APPROPRIATION

145,294	134,588	149,962	156,873	154,501
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Allocation of Positions:

BUILDING OFFICIAL	1.00	0.87	0.75	0.75	0.75
ADMIN ASSISTANT II	-	-	0.25	0.25	0.25

Total Full Time Equivalent Employees

1.00	0.87	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

2014-15 Operating Budget

FUND	01 GENERAL FUND
ACTIVITY	411 POLICE

ACTIVITY DESCRIPTION

The Police Department has the overall responsibility for law enforcement, crime prevention & investigation, parking and public awareness programs. The Police Department is responsible for receiving & dispatching all 911 emergency calls, using computer aided dispatch center with police lobby open 24 hours a day. The department maintains comprehensive records management, property & evidence management and coordinates special events. The department is responsible for ABC evaluations and approvals; emergency management and disaster planning; personnel services including payroll management, recruitment and training.

DEPARTMENT SUMMARY

FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES	277,641	321,052	338,362	317,921	346,121
402 SAFETY SALARIES	989,492	997,950	1,058,152	1,035,091	1,046,454
402 SALARY VACANCY SAVINGS	-	-			
415 ACCRUED VACATION	6,550	2,698	3,000	16,207	3,000
421 TEMP EMPLOYEES	68,451	87,864	30,000	60,000	30,000
461 OVERTIME	80,617	78,045	130,000	116,000	130,000
481 HOLIDAY PAY	67,200	68,868	72,687	72,661	69,441
491 HEALTH INSURANCE	248,628	270,335	320,637	304,797	318,106
492 WORKERS COMP.	37,501	-	34,018	34,018	34,018
493 RETIREMENT	558,593	537,937	553,558	553,558	564,842
494 MEDICARE	20,476	19,797	24,249	23,832	24,215
496 UNEMPLOYMENT	45	-			
497 OVERTIME REIMBURSABLE	-	(3,105)	(15,000)		(15,000)
SUBTOTAL PERSONNEL	2,355,194	2,381,441	2,549,663	2,534,085	2,551,197

NOTE 1

Allocation of Positions:

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

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

NOTES:

- 497 Overtime charged to Festival Fund for annual festival.
- 401 Reflects 12 months of contractual salary increase for 1 dispatcher
- 402 Reflects 1 sgt contractual education increase by 2.5% for 12 months
- 1 officer contractual salary increase of 5% for 12 months
- Reflect acting pay for 1 police officer of 7.5% for 12 months
- 497 FFX Festival \$3,500 Other \$5,600

NOTE 1 Reimbursible Overtime - Fairfax Festival \$9,100; Other \$5,900



Town of Fairfax

2014-15 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 411 POLICE

DEPARTMENT SUMMARY	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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OPERATING EXPENSES

631 COMM EQUIP REPLACE					4,000
711 OFFICE EQUIP MAINTENANCE	1,226	1,940	1,500	1,500	1,500
712 COMPUTER EQUIP MAINTENANCE	43,110	25,454	28,000	28,000	28,000
721 FIELD EQUIP MAINTENANCE	723	710	1,000	1,000	1,000
722 VEHICLE MAINTENANCE	16,122	22,885	20,000	15,000	18,000
723 COMMUNICATION EQUIP MAINT	4,982	6,677	3,000	3,000	3,000
725 MERA DEBT SERVICE	38,260	38,302	38,286	38,286	38,297
726 MERA MEMBERSHIP FEE	24,325	25,883	26,691	27,200	26,688
731 BLDG-GROUNDS MAINTENANCE	21,033	24,882	21,900	25,000	26,000
801 WATER	1,502	1,135	1,900	1,900	1,900
802 POWER	1,033	952	2,000	2,000	2,000
804 TELEPHONE	14,091	17,080	17,000	17,000	17,000
806 FUEL	18,795	20,730	18,000	18,000	20,000
811 POSTAGE	2,137	1,673	2,000	2,000	2,000
812 REPRODUCTION	2,675	1,998	2,500	2,500	2,500
813 OFFICE SUPPLIES	1,227	1,551	1,300	1,300	1,300
815 PRINTING	4,214	2,975	3,000	3,000	3,000
822 OUTSIDE CONTRACT SVS	30,731	39,447	35,000	35,000	40,774
841 SMALL TOOLS	504	409	500	500	500
842 SPECIAL DEPT SUPPLIES	8,837	8,660	8,500	8,500	9,500
851 CLOTHING	13,562	13,325	14,200	17,000	15,200
861 BUS.MEET/CONF.	270	233	500	500	500
862 DUES & SUBSCRIPTIONS	4,445	5,798	6,800	6,800	6,800
871 LIAB & PROP INSURANCE	7,550	2,503	SEE #715		
883 P.O.S.T.	8,888	14,190	10,000	8,000	10,000
889 BOOKING FEES	2,664	887	3,000	-	2,000
SUBTOTAL OPERATING	272,906	280,278	266,577	262,986	281,459
TOTAL DEPARTMENT APPROPRIATION	2,628,100	2,661,719	2,816,240	2,797,071	2,832,656

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

2014-15 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 24.07% 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

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

			-	
			-	
			-	
			-	
			-	
			-	

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES (TOWN SHARE)

- 493 RVFS RETIREMENT
- 724 RVFS DEBT SERVICE
- 731 BUILDINGS & GROUNDS MAINT
- 871 LIAB & PROP INSURANCE
- 881 RVFS CONTRACT

430,691	406,824	406,335	167,015	174,544
28,916		-	69,493	72,626
-	638		6,519	6,813
2,906	3,357	SEE #715	4,865	5,085
1,250,321	1,363,182	1,396,957	1,539,477	1,608,874

SUBTOTAL OPERATING

1,712,834 1,774,001 1,803,292 1,787,369 1,867,940

TOTAL DEPARTMENT APPROPRIATION

1,712,834 1,774,001 1,803,292 1,787,369 1,867,940

Allocation of Expenses

San Anselmo	40.53%	40.53%
Fairfax	23.30%	23.30%
Ross	23.37%	23.37%
Sleepy Hollow	<u>12.80%</u>	<u>12.80%</u>

Total Full Time Equivalent Employees

100.00% 100.00%

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

	CalPERS Plan	Employer Rate	Employee Rate	Employee Paid share	Employer Paid share
Safety	3.0%@55	23.397%	9.00%	3.00%	6.00%
Miscellaneous	2.7%@55	10.843%	8.00%	3.00%	5.00%
The Town's FY13 share is allocated to:					
- Contribution					1,539,477
- Side Fund					167,015
- Debt Service					26,168
- Apparatus Replacement					7,841
- OPEB Prior Liability					51,172
- Mera Bond					11,619
Total					<u>1,803,292</u>



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES	13,535	15,068	63,630	64,790	65,933
415 ACCRUED VACATION	-	-	1,224	736	1,268
421 TEMP EMPLOYEES			-	-	
491 HEALTH INSURANCE	1,311	1,601	10,111	12,020	10,295
492 WORKERS COMP.	2,219	315	1,711	1,711	1,762
493 RETIREMENT	2,808	2,596	9,282	8,987	10,367
494 MEDICARE	185	182	890		922
497 PAYROLL TRANSFER	-	-			
611 CAR ALLOWANCE			1,260		-
SUBTOTAL PERSONNEL	20,058	19,761	88,107	88,244	90,547

OPERATING EXPENSES

711 OFFICE EQUIP MAINTENANCE	-	-	100	-	100
731 BLDG-GROUNDS MAINTENANCE	3,186	2,400	2,400	2,400	2,400
804 TELEPHONE	-	-	600	-	500
811 POSTAGE	596	501	300	476	350
813 OFFICE SUPPLIES			300	72	308
815 PRINTING	74		100	-	100
821 OUTSIDE CONSULTING SVS	67,964	49,909	60,000	62,047	115,000
822 OUTSIDE CONTRACT SVS	4,466	2,214	3,000	1,082	2,000
823 STORMWATER POLLUTION PREV SERV	see dept 514	see dept 514	30,000	27,919	32,000
842 SPECIAL DEPT SUPPLIES	157		2,000	-	1,000
861 BUS.MEET/CONF.	-	39	-	-	
SUBTOTAL OPERATING	76,443	55,063	98,800	93,995	153,758

TOTAL DEPARTMENT APPROPRIATION	96,502	74,824	186,907	182,239	244,305
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Allocation of Positions:

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

Total Full Time Equivalent Employees	0.25	0.25	0.55	0.55	0.55
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NOTES:

- 821 Outside Engineering services that are non-reimbursable and are not par of the Capital Improvement Program.
- 822 One-half Fairfax share of annual Marin Map
- 823 Formerly 01-514-822



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401	REGULAR SALARIES	101,942	105,188	105,581	109,606	112,095
415	ACCRUED VACATION	100		-	-	
421	TEMP. EMPLOYEES			1,000	-	1,000
461	OVERTIME		2,745	1,500	3,358	1,500
491	HEALTH INSURANCE	31,846	26,912	23,119	23,273	23,474
492	WORKERS COMP.	7,100	2,659	2,706	2,706	2,858
493	RETIREMENT	24,183	21,040	19,224	20,780	22,431
494	MEDICARE	1,936	1,563	1,408	1,590	1,495
497	OVERTIME REIMBURSABLE	-	(343)	(1,000)	-	(1,000)
SUBTOTAL PERSONNEL		167,107	159,764	153,538	161,313	163,853

OPERATING EXPENSES

641	EQUIPMENT RENTAL	-	-	500	-	500
721	FIELD EQUIP MAINTENANCE	19		500	-	500
722	VEHICLE MAINTENANCE	12,461	14,185	15,000	16,489	16,500
723	COMMUNICATION EQUIP MAINT	-	-	500	-	500
725	MERA DEBT SERVICE			846	6,932	5,200
726	MERA MEMBERSHIP FEE			6,157	8,209	6,157
731	BLDG-GROUNDS MAINTENANCE	4,840	3,536	3,500	3,510	3,500
802	POWER			1,500	-	1,500
803	DUMP FEES	70		500	-	300
804	TELEPHONE	1,005	1,073	1,000	892	1,000
806	FUEL	11,463	18,300	10,000	14,360	14,000
813	OFFICE SUPPLIES	104	98	200	-	2,000
821	OUTSIDE CONSULTING SVS	43,884	29,626	40,000	25,273	40,000
841	SMALL TOOLS	183		4,000	-	4,000
842	SPECIAL DEPT SUPPLIES	33,354	21,726	40,000	11,707	40,000
851	CLOTHING	1,771	1,275	1,000	1,133	1,000
861	TRAVEL/TOLLS	10	5	500	13	500
871	LIAB & PROP INSURANCE	11,065	(328)	SEE #715	-	SEE #715
SUBTOTAL OPERATING		120,228	89,496	125,703	88,518	137,157

TOTAL DEPARTMENT APPROPRIATION

287,335 249,260 279,241 249,831 301,010

Allocation of Positions:

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

Total Full Time Equivalent Employees

4.00 4.00 2.00 2.00 2.00

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...



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

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

			-	
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			-	
			-	
			-	

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES

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

27,756	29,802	26,000	25,612	26,000
26,092	32,029	30,000	65,284	35,000
600	600	600	600	600

SUBTOTAL OPERATING

54,448 62,431 56,600 91,496 61,600

TOTAL DEPARTMENT APPROPRIATION

54,448 62,431 56,600 91,496 61,600

Allocation of Positions:

- MAINT. LEADWORKER
- SENIOR MAINTENANCE WORKER

Total Full Time Equivalent Employees

0.00 0.00 0.00 0.00 0.00

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



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES	-	-	-	-	-
415 ACCRUED VACATION	-	-	-	-	-
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	20,655	22,362	SEE #510		SEE #510

NOTE 1

SUBTOTAL OPERATING 20,655 22,362 - - -

TOTAL DEPARTMENT APPROPRIATION 20,655 22,362 - - -

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.

NOTE 1 Moved to Public Works Adm 01-510-823



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES	53,088	58,628	57,158	60,848	62,229
415 ACCRUED VACATION	-	-		-	
461 OVERTIME	674	933		1,291	
491 HEALTH INSURANCE	11,562	19,874	21,076	21,164	21,439
492 WORKERS COMP.	1,216	1,323	1,465	1,465	1,587
493 RETIREMENT	10,604	11,705	10,407	11,525	12,453
494 MEDICARE	763	859	762	871	830
497 OVERTIME REIMBURSABLE	-	(251)	(500)	-	
SUBTOTAL PERSONNEL	77,908	93,071	90,370	97,163	98,538

OPERATING EXPENSES

621 RESERVE FOR VEHICLE REPLACEMENT	-	-	-	-	
641 EQUIPMENT RENTAL	298		500	-	500
721 FIELD EQUIP MAINT.	-	-	500	-	500
722 VEHICLE MAINTENANCE	-	-	1,000	-	1,000
801 WATER	15,302	16,808	15,000	10,506	15,000
802 POWER	1,804	1,107	2,300	1,454	2,300
821 OUTSIDE CONSULTING SVS	12,608	15,776	30,000	17,515	30,000
841 SMALL TOOLS	1,555		1,000	223	1,000
842 SPECIAL DEPT SUPPLIES	10,992	15,388	10,000	3,819	10,000
851 CLOTHING	425		900	567	900
871 LIAB & PROP INSURANCE	21,833	3,456	SEE #715	5,007	SEE #715
881 SPECIAL SERVICES	150	-	-	-	-
SUBTOTAL OPERATING	64,966	52,535	61,200	39,091	61,200

TOTAL DEPARTMENT APPROPRIATION	142,874	145,606	151,570	136,255	159,738
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Allocation of Positions:

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

Total Full Time Equivalent Employees	1.00	1.00	1.00	1.00	1.00
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NOTES:

497 Overtime charged to Festival Fund for annual festival.
 821 Tree trimming and replacement of sidewalk trees.
 Town tree survey - streets & parks



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES	6,065	5,488	-	-	
411 REGULAR PT SALARIES	-	8,014	12,180	10,383	12,180
415 ACCRUED VACATION	-	-	-	-	
461 OVERTIME	-	-	100	-	100
491 HEALTH INSURANCE	3,524	2,033	-	-	
492 WORKERS COMP.	2,400	1,655	340	340	340
494 MEDICARE	-	(438)	177	159	177
493 RETIREMENT	1,455	-	-	-	
SUBTOTAL PERSONNEL	13,444	16,752	12,796	10,882	12,796

OPERATING EXPENSES

731 BLDG-GROUNDS MAINT.	-	-	12,800	-	12,800
801 WATER	806	677	800	514	800
802 POWER	24,957	20,622	16,500	17,726	16,500
803 SANITARY	-	-	-	1,701	-
804 TELEPHONE	376	374	400	306	400
821 OUTSIDE CONSULTING SVS	1,099	2,046	8,500	-	8,500
822 OUTSIDE CONTRACT SVS	15,270	13,198	1,600	1,461	1,600
841 SMALL TOOLS	324	38	400	-	
842 SPECIAL DEPT SUPPLIES	4,333	5,571	5,000	7,013	6,000
851 CLOTHING	213	35	50	-	50
871 LIAB & PROP INSURANCE	19,532	19,215	SEE #715	-	SEE #715
SUBTOTAL OPERATING	66,910	61,777	46,050	28,721	46,650

TOTAL DEPARTMENT APPROPRIATION

	80,354	78,529	58,846	39,603	59,446
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Allocation of Positions:

MAINT. LEADWORKER	0.50	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
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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

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES	48,899	48,101	-	-	
421 TEMP SALARIES	78			-	
461 OVERTIME				-	
491 HEALTH INSURANCE	7,712	7,712		-	
491 RETIREE HEALTH BENEFITS	14,089	29,996	36,000	51,152	52,788
492 WORKERS COMP.	-	-		-	
493 RETIREMENT	10,600	9,962		566	566
494 MEDICARE	726	726		-	
SUBTOTAL PERSONNEL	82,105	96,497	36,000	51,718	53,355

OPERATING EXPENSES

821 OUTSIDE CONTRACT SVS	45,984	-	-	-	
822 CONTRACTED SVCS	104,573	274,822	160,000	177,113	180,000
841 SMALL TOOLS	43	-	1,700	-	-
842 SPECIAL DEPT SUPPLIES	2,758	2,288	4,000	2,521	4,000
871 LIAB & PROP INSURANCE	SEE DEPTS	268	90,000	116,680	110,000
881 SPECIAL SERVICES	8,509	37,253	17,000	16,778	17,000
890 MISCELLANEOUS	(4)	95	16,000	1,430	1,000
891 CLAIMS - WC / SETTLEMENTS	85,414	113,692	150,000	100,643	150,000
895 TRAN INTEREST	22,847	2,701	5,000	2,166	3,000
896 CERTB/OPEB		60,000	90,000	90,000	120,000
SUBTOTAL OPERATING	270,125	491,119	533,700	507,331	585,000

TOTAL DEPARTMENT APPROPRIATION 352,230 587,616 569,700 559,049 638,355

Allocation of Positions:

ADMINISTRATIVE ASSISTANT II 1.00 1.00 - - -

Total Full Time Equivalent Employees 1.00 1.00 0.00 0.00 0.00

NOTES:	FY12	FY13	FY14	FY15
822 ASSOC OF BAY AREA GOVERNMENTS (ABAG)		1,991	2,000	
CITTASLOW USA	2,000	2,825		
CMCM (WEBCAST)			6,000	
COUNTY OF MARIN MIDAS ACCOUNT	13,600	17,775	18,000	
FAIRFAX CHAMBER OF COMMERCE		210	250	
GOLSCH, C (WEBPAGE SERVICES)	6,000	9,000	9,000	
LEAGUE OF CALIFORNIA CITIES	4,103	4,348	5,000	
MARIN COUNTY ADMIN (ANIMAL CONTROL)	41,215	65,907	73,703	
MARIN COUNTY SHERIFFS DEPT		4,322		
MARIN COUNTY TAX COLLECTOR (LAFCO)	300	3,469	3,597	
MARIN GENERAL SERVICES AUTHORITY		2,000	14,000	
MARIN IT, INC	9,339	11,344	20,000	
SOLID WASTE RATE STUDY moved from 211			1,200	
OTHER	28,016	151,631	7,250	
	104,573	274,822	160,000	-
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

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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PERSONNEL

401 REGULAR SALARIES	13,503			-	
421 TEMP EMPLOYEES	-	12,893	12,180	10,383	12,180
415 ACCRUED VACATION	3,408			-	
461 OVERTIME	295	210		840	
491 HEALTH INSURANCE	2,033			-	
492 WORKERS COMP.	1,655		340	340	338
494 MEDICARE	(438)	185	177	159	177
497 PAYROLL TSFR	1,037			-	
SUBTOTAL PERSONNEL	21,493	13,288	12,696	11,722	12,695

OPERATING EXPENSES

803 SANITARY/DUMP		2,552		2,552	2,552
821 OUTSIDE CONSULTING SVS	2,020	3,708	4,000	1,430	4,000
822 OUTSIDE CONTRACT SVS	10,987	27,788	36,620	25,839	35,000
842 SPECIAL DEPT SUPPLIES	6,385	4,257	7,000	10,759	7,000
851 CLOTHING	35	-	100	-	100
SUBTOTAL OPERATING	19,428	38,305	47,720	40,580	48,652

SUBTOTAL APPROPRIATION

40,921	51,593	60,416	52,302	61,347
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ALLOCATION TO DEPARTMENTS

731 BLDG-GROUNDS MAINT.	(36,506)	(60,956)	(60,956)	(35,140)	(60,956)
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TOTAL DEPARTMENT APPROPRIATION

4,414	(9,364)	(540)	17,162	391
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Allocation of Positions:

MAINT. LEADWORKER	0.50	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
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ALLOCATION OF BUILDING MAINTENANCE

		FY 12	JANITOR	OTHER	FY 13
TO DEPARTMENTS	211 TOWN MANAGER	5,200	1,280	3,136	4,416
	221 TOWN CLERK	4,000	1,285	2,400	3,685
	241 FINANCE	4,000	1,285	2,400	3,685
	311 PLANNING	7,000	1,285	4,200	5,485
	321 BUILDING INSP	3,200	1,285	1,800	3,085
	411 POLICE	26,000	6,400	15,500	21,900
	510 PUBLIC WORKS ADM	4,000		2,400	2,400
	511 STREET MAINT/PW	5,800		3,500	3,500
	625 RENTAL - W/C		6,400		12,800
	626 RENTAL - PAVILION		6,400		
		59,200	25,620	35,336	60,956

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

2014-15 Operating Budget

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

The Dry Period fund is a reserve account component of the General Fund used to provide financing to the General Fund. The General Fund borrowed from the Dry Period Fund in FY12 t which was paid back in FY13 in one year rather than the planned five years. Town policy is to maintain a balance of \$1,000,000 or 25% of General Fund expenditures.

FUND SUMMARY	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
BEGINNING FUND BAL	858,053	631,217		858,053	858,053
REVENUES					
050 502 INVESTMENT EARNINGS				-	
SUBTOTAL REVENUES	-	-	-	-	-
APPROPRIATIONS					
				-	
				-	
SUBTOTAL APPROPRIATIONS	-	-	-	-	-
TRANSFERS					
715 901 TSFR TO 01-GENERAL FUND	(226,836)				
100 931 TSFR FROM 01-GENERAL FUND		226,836			
SUBTOTAL TRANSFER	(226,836)	226,836	-	-	-
NET DEPARTMENT ACTIVITY	(226,836)	226,836	-	-	-
ENDING FUND BAL	631,217	858,053		858,053	858,053
COMPONENTS OF FUND BALANCE:					

NOTES:



Town of Fairfax

2014-15 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 SUMMARY	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
BEGINNING FUND BAL	(80,664)	(63,804)		19,144	2,026
REVENUES					
050 502 INVESTMENT EARNINGS				-	
090 901 SALE OF ASSETS		3,460			
SUBTOTAL REVENUES	-	3,460	-	-	-
APPROPRIATIONS					
923 921 FIELD EQUIPMENT	33,140	64,908	72,118	72,118	72,118
903 996 SOLAR PANEL LEASE			16,600	16,600	16,600
SUBTOTAL APPROPRIATIONS	33,140	64,908	88,718	88,718	88,718
TRANSFERS					
715 971 TSFR TO 01-GENERAL FUND					
100 931 TSFR FROM 01-GENERAL FUND	50,000	144,396	71,600	71,600	88,000
SUBTOTAL TRANSFER	50,000	144,396	71,600	71,600	88,000
NET DEPARTMENT ACTIVITY	16,860	82,948	(17,118)	(17,118)	(718)
ENDING FUND BAL	(63,804)	19,144		2,026	1,308

COMPONENTS OF FUND BALANCE:

NOTES:		LAST PMT				
921	MOBILE COMPUTING		15,683			
	COMPUTER LEASE - COMPLIANT		7,574			
	FY10 VEHICLE LOAN - ALLY	January 1, 2015	8,910	8,910	8,910	8,910
	FY12 VEHICLE LOAN - FORD	May 1, 2015	20,494	20,494	20,494	20,494
	FY13 VEHICLE LOAN - FORD	February 1, 2016	12,247	11,712	11,712	11,712
	FY14 VEHICLE LOAN - FORD	January 1, 2017		31,002	31,002	31,002
			64,908	72,118	72,118	72,118



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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BEGINNING FUND BAL	(77,552)	25,004		(9,415)	111,236
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REVENUES

030 311 BUILDING PERMITS	145,923	112,144	120,000	155,750	150,000
030 312 GENERAL PLAN MAINTENANCE FEES	2,616	2,041	2,000	2,514	3,000
030 313 TECHNOLOGY IMPROVEMENT FEES	3,646	3,383	3,500	3,564	4,000
030 314 ENCROACHMENT FEES	-	1,263	1,000	-	-
030 315 HOUSING INSPECTIONS	33,435	37,243	37,000	39,161	30,000
030 317 SEISMIC FEES	(1,550)	717	500	1,024	1,000
030 318 PLAN RETENTION	-	(1,894)	-	63	-
030 319 STREET OPENING	16,680	16,785	17,000	41,091	30,000
030 320 ROAD IMPACT FEES	127,405	93,052	95,000	111,137	120,000
030 321 INFRASTRUCTURE IMPROV FEES	3,646	2,978	3,000	3,563	4,000
030 904 MISCELLANEOUS		2,051	2,000	-	2,000
030 904 COUNTY - OTHER		10,000		-	
TOTAL PERMITS AND FEES	331,800	279,764	281,000	357,866	344,000

080 801 ZONING & FILING FEES	119,567	61,848	60,000	102,542	60,000
080 805 BUILDING PLAN CHECK FEES	9,927	9,338	7,000	24,533	16,000
080 806 ENGINEERING PLAN CHECKS	41,151	14,632	15,000	35,710	30,000
TOTAL CURRENT CHARGES	170,645	85,818	82,000	162,785	106,000

SUBTOTAL REVENUES	502,445	365,582	363,000	520,651	450,000
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APPROPRIATIONS

				-	
				-	
				-	

SUBTOTAL APPROPRIATIONS	-	-	-	-	-
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TRANSFERS

715 971 TSFR TO 01-GENERAL FUND	(399,890)	(400,000)	(363,000)	(400,000)	(450,000)
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SUBTOTAL TRANSFER	(399,890)	(400,000)	(363,000)	(400,000)	(450,000)
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NET DEPARTMENT ACTIVITY	102,555	(34,418)	-	120,651	-
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ENDING FUND BAL	25,004	(9,415)	-	111,236	111,236
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COMPONENTS OF FUND BALANCE:

RESERVE - PLANNING DEPOSITS	114,265	108,280		108,280	108,280
UNRESERVED	(89,261)	(117,694)		2,956	2,956

NOTES:

904 OLEMA ROAD FEASABILITY STUDY



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
BEGINNING FUND BAL	25,257	25,257		25,257	0
REVENUES					
050 502 INVESTMENT EARNINGS				-	
SUBTOTAL REVENUES	-	-	-	-	-
APPROPRIATIONS					
921 FIELD EQUIPMENT			8,000	8,000	
SUBTOTAL APPROPRIATIONS	-	-	8,000	8,000	-
TRANSFERS					
715 971 TSFR TO 01-GENERAL FUND			(17,257)	(17,257)	
TSFR FROM 01-GENERAL FUND					
SUBTOTAL TRANSFER	-	-	(17,257)	(17,257)	-
NET DEPARTMENT ACTIVITY	-	-	(25,257)	(25,257)	-
ENDING FUND BAL	25,257	25,257		0	0

COMPONENTS OF FUND BALANCE:

NOTES:

921 Replace & program radios - police \$4,000 & public works \$4,000



Town of Fairfax

2014-15 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 the full employee share of pension ranging from 6.5% to 9% of salary.

FUND SUMMARY		FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
BEGINNING FUND BAL		16,420	31,459		(7,443)	17,339
REVENUES						
010 101	PROPERTY TAX - CURRENT SEC	1,053,129	1,015,231	1,080,000	1,101,231	1,100,000
010 102	PROPERTY TAX - CURRENT UNSEC	5,805	5,736	10,000	8,703	9,000
010 103	PROPERTY TAX - PRIOR YEARS	6,823	884	1,000	938	1,000
010 110	SUPPLEMENTAL PROPERTY TAX	10,637	10,685	6,000	10,479	10,000
050 607	SECURED HOPTR	11,699	53,562	10,000	10,430	10,000
SUBTOTAL REVENUES		1,088,092	1,086,098	1,107,000	1,131,782	1,130,000
TRANSFERS						
715 971	TSFR TO 01-GENERAL FUND	(1,073,053)	(1,125,000)	(1,107,000)	(1,107,000)	(1,130,000)
100 931	TSFR FROM 01-GENERAL FUND					
SUBTOTAL TRANSFER		(1,073,053)	(1,125,000)	(1,107,000)	(1,107,000)	(1,130,000)
NET DEPARTMENT ACTIVITY		15,039	(38,902)	-	24,782	-
ENDING FUND BAL		31,459	(7,443)		17,339	17,339

	PERS PLAN	Non-Safety			Safety - Police		
		Misc T1	Misc T2	Misc T3	Safety T1	Safety T2	Safety T3
		2.5%@55	2%@55	2%@62	3%@50	3%@55	2.7%@57
FY 2012/13	Employer Rate (1)	16.806%	10.518%	6.700%	51.657%	21.802%	12.250%
	Employee Rate	<u>8.000%</u>	<u>7.000%</u>	<u>6.500%</u>	<u>9.000%</u>	<u>9.000%</u>	<u>12.250%</u>
	Total Rate	24.806%	17.518%	13.200%	60.657%	30.802%	24.500%
	Employee Paid	5.000%	5.000%	5.000%	5.000%	5.000%	5.000%
	Town Paid	19.806%	12.518%	8.200%	55.657%	25.802%	19.500%
FY 2013/14	Employer Rate	18.208%	11.104%	6.700%	55.960%	22.502%	12.250%
	Employee Rate	<u>8.000%</u>	<u>7.000%</u>	<u>6.500%</u>	<u>9.000%</u>	<u>9.000%</u>	<u>12.250%</u>
	Total Rate	26.208%	18.104%	13.200%	64.960%	31.502%	24.500%
	Employee Paid	8.000%	7.000%	6.500%	9.000%	9.000%	12.250%
	Town Paid	18.208%	11.104%	6.700%	55.960%	22.502%	12.250%

NOTES:	Total	Employee	Town	
	Paid	Paid	Paid	Town %
Retirement Costs				
- FY 2012/13	\$ 1,229,476	\$ 147,110	\$ 1,082,366	88.0%
- FY 2013/14	\$ 1,358,441	\$ 236,950	\$ 1,121,491	82.6%
(1) Applies to Salary and Special Compensation (ie longevity, holiday pay, uniform). Excludes overtime				



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
BEGINNING FUND BAL	6,902	2,950		27,950	2,950
REVENUES					
070 733 COPS GRANT	100,000	100,000	100,000	100,000	100,000
SUBTOTAL REVENUES	100,000	100,000	100,000	100,000	100,000
APPROPRIATIONS					
741 842 SPECIAL DEPT SUPPLIES	3,952				
SUBTOTAL APPROPRIATIONS	3,952	-	-	-	-
TRANSFERS					
715 971 TSFR TO 01-GENERAL FUND	(100,000)	(75,000)	(125,000)	(125,000)	(100,000)
100 931 TSFR FROM 01-GENERAL FUND					
SUBTOTAL TRANSFER	(100,000)	(75,000)	(125,000)	(125,000)	(100,000)
NET DEPARTMENT ACTIVITY	(3,952)	25,000	(25,000)	(25,000)	-
ENDING FUND BAL	2,950	27,950		2,950	2,950
COMPONENTS OF FUND BALANCE:					

NOTES:



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
BEGINNING FUND BAL	31,358	25,324		31,247	40,103
REVENUES					
050 502 INVESTMENT EARNINGS				-	
SUBTOTAL REVENUES	-	-	-	-	-
APPROPRIATIONS					
911 OFFICE EQUIPMENT	14,034	14,076	10,000	11,145	10,000
SUBTOTAL APPROPRIATIONS	14,034	14,076	10,000	11,145	10,000
TRANSFERS					
715 971 TSFR TO 01-GENERAL FUND					
100 931 TSFR FROM 01-GENERAL FUND	8,000	20,000	20,000	20,000	30,000
SUBTOTAL TRANSFER	8,000	20,000	20,000	20,000	30,000
NET DEPARTMENT ACTIVITY	(6,034)	5,924	10,000	8,855	20,000
ENDING FUND BAL	25,324	31,247		40,103	60,103
COMPONENTS OF FUND BALANCE:					
DESIGNATED FOR SOFTWARE REPLACEMENT		20,000	40,000	40,000	60,000
UNDESIGNATED	25,324	11,247	(40,000)	103	103

NOTES:

911 REPLACE 6 COMPUTERS - ADMIN



Town of Fairfax

2014-15 Operating Budget

FUND 11 RECREATION
DEPT 621 FOCAS

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.

FUND SUMMARY	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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BEGINNING FUND BAL	(288)	(9,709)		(33,578)	(35,665)
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REVENUES

070 817 RESTRICTED DONATIONS				10,545	
060 157 COUNTY YOUTH				157	
090 XXX RECREATION PROGRAMS	625	625		-	
090 508 RENTALS	1,734	1,734	16,000	13,240	30,000
090 790 FUNDRAISING	245	245	4,000	5,842	4,000
090 822 PROGRAM FEES - CAMP	11,648	11,648	18,000	18,000	22,000
090 904 CLASSES	3,708	3,708	15,000	8,099	26,000
SUBTOTAL REVENUES	17,960	17,960	53,000	55,882	82,000

APPROPRIATIONS

624 731 BUILDING & GROUNDS MAINT	1,727			3,594	
620 821 OUTSIDE CONSULTING SERVICES				-	
620 842 SPECIAL DEPARTMENT SUPPLIES SENIOR PROGRAMS	600	149	1,000	-	1,000
				-	3,000

621 - FOCAS

411 REGULAR PT SALARIES	22,132	32,320	33,000	39,570	38,000
494 MEDICARE	284	468	300	572	300
804 TELEPHONE	510	749	600	510	800
813 OFFICE SUPPLIES	214	82	1,000	-	
821 OUTSIDE CONSULTING SVS	8,531	12,971	12,000	8,069	12,000
822 CONTRACTED SERVICES	1,702	869	535	473	600
842 SPECIAL DEPT SUPPLIES	2,199	2,373	1,500	4,349	3,000
861 MEETING/CONF & TRAVEL				72	
881 SPECIAL SERVICES	479		4,000	5,256	5,000
890 MISCELLANEOUS	50		500	115	100

622 - CAMP FAIRFAX

821 OUTSIDE CONSULTING SVS	5,470		8,000	1,747	8,000
822 CONTRACTED SERVICES	635	8,985	525	10,509	600
842 SPECIAL DEPT SUPPLIES	842	711	700	1,135	1,000
890 MISCELLANEOUS	7	150	200	-	200

SUBTOTAL APPROPRIATIONS	45,381	59,828	63,860	75,970	73,600
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TRANSFERS

100 931 TSFR FROM 01-GENERAL FUND	18,000	18,000	18,000	18,000	18,000
SUBTOTAL TRANSFER	18,000	18,000	18,000	18,000	18,000

NET DEPARTMENT ACTIVITY	(9,421)	(23,869)	7,140	(2,088)	26,400
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ENDING FUND BAL	(9,709)	(33,578)		(35,665)	(9,265)
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Allocation of Positions:

RECREATION COORDINATORS (2)			0.75	0.75	0.75
Total Full Time Equivalent Employees	0.00	0.00	0.75	0.75	0.75

NOTES: 822 WEBSITE FEES - CONSTANT CONTACT, CITYMAX
821 INSTRUCTORS (70% OF CLASS REVENUES)
NOTE 1 Pilot program featuring Book Club/Exercise classes/Computer classes



Town of Fairfax

2014-15 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 2014, The festival will be held on June 14 & 15

FUND SUMMARY		FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
BEGINNING FUND BAL		7,483	10,069		5,746	4,746
REVENUES						
090 882 FESTIVAL REVENUE		46,847	44,995			
090 823 SPONSORS				3,000	3,000	3,000
090 824 VENDORS/BOOTH				30,000	30,000	30,000
090 825 MERCHANSIDE SALES	NOTE 1			3,000	3,000	3,000
070 699 OTHER						
SUBTOTAL REVENUES		46,847	44,995	36,000	36,000	36,000
APPROPRIATIONS						
497 OVERTIME REIMB		3,805	3,911	5,000	5,000	5,000
814 ADVERTISING				2,500	2,500	2,500
815 PRINTING				300	300	300
821 OUTSIDE CONSULTING SVS				2,500	2,500	2,500
822 CONTRACT SERVICES				7,000	7,000	7,000
842 SPECIAL DEPT SUPPLIES					-	
882 FAIRFAX FESTIVAL - OTHER		40,457	39,318	4,000	4,000	4,000
890 MISCELLANEOUS				10,700	10,700	10,700
SUBTOTAL APPROPRIATIONS		44,262	43,229	32,000	32,000	32,000
TRANSFERS						
715 971 TSFR TO 01-GENERAL FUND			(6,089)	(5,000)	(5,000)	(5,000)
100 931 TSFR FROM 01-GENERAL FUND						
SUBTOTAL TRANSFER		-	(6,089)	(5,000)	(5,000)	(5,000)
NET DEPARTMENT ACTIVITY		2,585	(4,323)	(1,000)	(1,000)	(1,000)
ENDING FUND BAL		10,069	5,746		4,746	3,746

NOTES:
NOTE 1 - Shirts, food & drinks
622 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

2014-15 Operating Budget

FUND 20 MEASURE I - MUNICIPAL SERVICES
DEPT 715 MISCELLANEOUS

Measure I (renewing Measure F) is a voter approved Municipal Services tax providing funding for:

- (1) 24/7 staffing of Police and Fire department
- (2) providing matching funds for state and federal grants, and
- (3) revitalizing Youth Programs.

Measure I programs are overseen by a citizen committee. Revenue is based on a tax of \$125 per unit

Measure I is five-year revenue effective July 2010 expiring June 2015.

FUND SUMMARY	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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BEGINNING FUND BAL	(7,090)	(8,562)		(4,088)	0
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REVENUES

010 120 \$125 SPECIAL MUNI SERV TAX	463,528	456,474	460,000	463,732	460,000
SUBTOTAL REVENUES	463,528	456,474	460,000	463,732	460,000

APPROPRIATIONS

SUBTOTAL APPROPRIATIONS

	-	-	-	-	-

TRANSFERS

971 TSFR TO FUND 01 - GENERAL FUND	(348,000)	(335,000)	(230,219)	(229,862)	(293,000)
951 TSFR TO FUND 51 - CIP GRANTS	(68,000)	(68,000)	(130,000)	(130,000)	(137,000)
951 TSFR TO FUND 52 - CIP STORM			(65,000)	(65,000)	
953 TSFR TO FUND 53 - CIP TOWN	(49,000)	(49,000)	(34,781)	(34,781)	(30,000)
SUBTOTAL TRANSFER	(465,000)	(452,000)	(460,000)	(459,643)	(460,000)

NET DEPARTMENT ACTIVITY

(1,472)	4,474	-	4,089	-
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ENDING FUND BAL

(8,562)	(4,088)		0	0
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DESIGNATION OF REVENUES:

POLICE SERVICES	180,000	167,000	62,219	62,219	125,000
FIRE SERVICES	150,000	150,000	150,000	150,000	150,000
YOUTH PROGRAMS	18,000	18,000	18,000	18,000	18,000
PUBLIC WORKS IMPROVEMENTS	49,000	49,000	161,781	161,781	99,000
MATCHING FUNDS FOR GRANTS	68,000	68,000	68,000	68,000	68,000
TOTAL	465,000	452,000	460,000	460,000	460,000

NOTES:

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Town of Fairfax

2014-15 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.

FUND SUMMARY

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Preliminary
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BEGINNING FUND BAL	(27,451)	7,287		(1,334)	(0)
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REVENUES

060 604 Gas Tax - Section 2106	31,994	32,939	37,500	29,114	28,000
060 605 Gas Tax - Section 2107	50,897	52,451	60,000	46,949	45,000
060 606 Gas Tax - Section 2107.5	2,000	2,000	2,000	2,000	2,000
060 608 Gas Tax - Section 2105	34,467	33,072	45,000	29,234	30,000
060 611 Gas Tax - Section 2103 (Prop 42)	99,881	65,417	67,900	89,614	75,000
TOTAL REVENUES	219,238	185,879	212,400	196,911	180,000

APPROPRIATIONS

SUBTOTAL

TRANSFERS

971 TSFR TO FUND 01 - GENERAL FUND	(144,500)	(144,500)	(144,500)	(126,577)	(111,000)
953 TSFR TO FUND 51 - CIP GRANTS	(40,000)	(50,000)	(25,000)	(25,000)	(25,000)
953 TSFR TO FUND 53 - CIP TOWN	-	-	(44,000)	(44,000)	(44,000)
SUBTOTAL	(184,500)	(194,500)	(213,500)	(195,577)	(180,000)

NET DEPARTMENT ACTIVITY

	34,738	(8,621)	(1,100)	1,334	-
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ENDING FUND BAL

	7,287	(1,334)		(0)	(0)
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Allocation of Salaries:

Total Full Time Equivalent Employees

NOTES:	



Town of Fairfax

2014-15 Operating Budget

FUND 42-45 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 2006 series of the bonds were refunded in 2012 which provided \$193,726 of additional capital to be used for Measure K street purposes.

FUND SUMMARY		FY 2011-12	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
		Actual	Actual	Adopted	Projected	Preliminary
BEGINNING FUND BAL		813,908	709,001		753,367	771,263
REVENUES						
010 101	PROPERTY TAX - CURRENT SEC	510,949	515,776	483,300	493,520	483,300
010 102	PROPERTY TAX - CURRENT UNSEC	2,960	2,868	500	298	500
010 103	PROPERTY TAX - PRIOR YEARS	3,585	288		6,641	
010 110	SUPPLEMENTAL PROPERTY TAX	5,352	5,322	2,500	5,195	2,500
050 607	SECURED HOPTR	5,850	5,690	5,000	2,817	5,000
SUBTOTAL REVENUES		528,695	529,944	491,300	508,471	491,300
APPROPRIATIONS						
FUND 42 - 2002 GENERAL OBLIGATION BONDS						
995	PRINCIPAL NOTE 2	2,687,835				
996	INTEREST	135,065				
		2,822,900	-	-	-	-
FUND 43 - 2006 GENERAL OBLIGATION BONDS						
995	PRINCIPAL	60,000	65,000	65,000	65,000	70,000
996	INTEREST	83,450	80,950	78,350	78,350	75,475
		143,450	145,950	143,350	143,350	145,475
FUND 44 - 2008 GENERAL OBLIGATION BONDS						
995	PRINCIPAL	74,000	78,000	87,000	87,000	96,000
996	INTEREST	85,366	83,368	80,991	80,991	78,150
		159,366	161,368	167,991	167,991	174,150
FUND 45 - 2012 GENERAL OBLIGATION REFUNDING BONDS						
995	PRINCIPAL	(2,772,800)	102,800	98,500	98,500	108,000
996	INTEREST	-	73,465	77,312	78,765	75,266
		(2,772,800)	176,265	175,812	177,265	183,266
828	BOND ISSUANCE COSTS	84,965				
871	INSURANCE & FEES	1,995	1,995	2,000	1,970	2,000
SUBTOTAL APPROPRIATIONS		439,876	485,578	489,153	490,576	504,891
TRANSFERS						
TRANSFER TO FUND 55 MEAS K CIP		(193,726)				
SUBTOTAL TRANSFER		(193,726)	-	-	-	-
NET DEPARTMENT ACTIVITY		(104,907)	44,366	2,148	17,896	(13,591)
ENDING FUND BAL		709,001	753,367		771,263	757,672

NOTES:		
NOTE 1 - FUND 41	REFUNDED 2000 SERIES BONDS	
NOTE 2 - FUND 42	REFUNDED 2002 SERIES BONDS 3/20/12	2,880,000



Town of Fairfax

2014-15 Operating Budget

FUND 51 CIP - GRANTS
DEPT CAPITAL PROJECTS

This activity encompasses the costs of capital projects partially or fully funded by federal and state grants.
 Additional funding is provided by transfers from Measure I and Gas Tax funds.

FUND SUMMARY	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Proposed
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BEGINNING FUND BAL	(301,443)	6,662		(22,805)	131,182
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-		68,000	15,303	
060 920 MEASURE A PROCEEDS	138,532	43,967	-	-	23,771
070 699 FEDERAL/STATE GRANT REVENUE	67,360	34,752	775,000	211,609	775,000
070 747 HAZ SOLID WASTE JPA				12,422	
070 864 STATE PARK BOND REVENUE			124,503	-	112,003
070 868 BICYCLE RACK	5,946			-	
070 704 RECYCLING GRANT	16,750		5,000	-	
070 710 HIGHWAY BRIDGE PROGRAM (HBP)			1,500,000	427,539	1,650,000
070 695 COUNTY			15,000	-	
070 738 TRAFFIC CONGESTION	12,000			-	
SUBTOTAL REVENUES	240,588	78,719	2,487,503	666,873	2,560,774

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	58,747	83,893	17,000	22,342	-
825 ENVIRONMENTAL & PERMITS		150	-	22	-
826 ENGINEERING & DESIGN	20,923	22,521	2,120,000	455,834	2,266,000
827 CONSTRUCTION	100,269	151,096	632,000	165,719	585,771
828 CONSTRUCTION ENGINEERING OTHER	2,047	371	-	468	-
SUBTOTAL APPROPRIATIONS	181,986	259,153	2,769,000	644,384	2,851,771

TRANSFERS

TSFR FUND 01 - GENERAL FUND	141,504		(23,503)	(23,503)	(21,003)
100 941 TSFR FROM FUND 20 - MEASURE I	68,000	68,000	130,000	130,000	137,000
100 942 TSFR FROM FUND 21 - GAS TAX	40,000	50,000	25,000	25,000	25,000
100 951 TSFR FROM FUND 54 - PAVILION RESTOR			150,000		150,000
100 951 TSFR FROM FUND 55 - MEASURE K	-	32,967	-	-	-
SUBTOTAL TRANSFER	249,504	150,967	281,497	131,497	290,997

NET DEPARTMENT ACTIVITY

308,105	(29,467)	-	153,987	-
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ENDING FUND BAL

6,662	(22,805)		131,182	131,182
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ALLOCATION OF APPROPRIATIONS:

51- 755 FFX BIKE SPINE	30,472	15,898		91,311	
51- 868 BIKE RACK INSTALLATION	859				
51- 891 SFD BIKE LAKE STRIPING	5,403	19,537	68,000	70,725	
51- 892 PASTORI SIDEWALK	10,999	168,175		920	
51- 895 OAK MANOR SIDEWALK	45,732	1,950			
51- 907 HAZARD FUEL ELIMINATION	73,567				
51- 909 PAVILION SEISMIC RETROFIT	14,953	13,347	585,000	599	585,000
51- 756 ZERO WASTE GRANT		13,136		7,635	
51- 870 PARK PATHWAY IMP		150		22	
51- 900 ENERGY EFFICIENCY PROJ		1,613			
51- 908 BRIDGE DESIGN - CREEK RD/MEADOW		24,349			
51- 760 BALLFIELD RESTROOMS			30,000	21,147	
51- 820 WOMENS CLUB REHABILITATION			28,000		28,000
51- 821 PAVILION FLOOR & KITCHEN			88,000		88,000
51- 856 MEADOW WAY BRIDGE			900,000	126,387	850,000
51- 871 BPMP - SPRUCE, MARIN, CANYON BRIDGE			370,000	86,538	370,000
51- 873 CREEK ROAD BRIDGE			700,000	239,101	700,000
51- XX1 MISC PARK & TRAIL IMPROVEMENTS					30,771
51- XX2 AZALEA AVENUE BRIDGE					200,000
Totals	181,986	258,153	2,769,000	644,384	2,851,771



Town of Fairfax
2014-15 Operating Budget

FUND 52 CIP - STORM DAMAGE RECOVERY
DEPT CAPITAL PROJECTS

This activity encompasses the costs of capital projects partially or fully funded by federal and state grants.

FUND SUMMARY	FY 2011-12	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	Actual	Actual	Adopted	Projected	Proposed
BEGINNING FUND BAL	(145,756)	40,561		26,065	0
REVENUES					
050 502 INVESTMENT EARNINGS				-	
070 600 FEDERAL/STATE GRANT REVENUE			48,631	7,063	
070 699 OTHER					
SUBTOTAL REVENUES	-	-	48,631	7,063	-
APPROPRIATIONS					
524 821 OUTSIDE CONSULTING SVS	19,136	79,131	70,000	97,334	
524 825 ENVIRONMENTAL & PERMITS				1,706	
524 826 ENGINEERING & DESIGN		6,105	20,000	17,068	
524 827 CONSTRUCTION	(3,711)		110,000	241,285	
524 828 CONSTRUCTION ENGINEERING					
070 699 OTHER					
SUBTOTAL APPROPRIATIONS	15,425	85,236	200,000	357,393	-
TRANSFERS					
100 941 TSFR FROM FUND 01 - GENERAL FUND	201,743	70,740	86,369	259,265	
100 941 TSFR FUND 20 - MEASURE I			65,000	65,000	
SUBTOTAL TRANSFER	201,743	70,740	151,369	324,265	-
NET DEPARTMENT ACTIVITY	186,318	(14,496)	-	(26,065)	-
ENDING FUND BAL	40,562	26,065		0	0
ALLOCATION OF APPROPRIATIONS:					
52- 522 PERI PARK BRIDGE	(25,075)				
52- 523 PERI PARK TENNIS CT/BANK	20,524				
52- 524 PASTORI OUTFALL PIPE	19,136	85,236	200,000	337,083	
52- 861 ELECTRIC CHARGING STATION				20,310	
Totals	14,584	85,236	200,000	357,393	-

NOTES:



Town of Fairfax

2014-15 Operating Budget

FUND 53 CIP - TOWN
DEPT CAPITAL PROJECTS

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

FUND SUMMARY	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Adopted
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BEGINNING FUND BAL	(135,952)	-		(192,167)	(4,496)
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REVENUES

070 695 COUNTY - OTHER		15,000			
070 600 FEDERAL/STATE GRANT REVENUE			300,000		-
060 920 MEASURE A TAM TRANSP TAX			138,339	138,339	138,000
070 699 OTHER	3			40,000	
SUBTOTAL REVENUES	3	15,000	438,339	178,339	138,000

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	12,594	3,231	20,000	3,832	30,000
825 ENVIRONMENTAL & PERMITS			-		-
826 ENGINEERING & DESIGN	19,456	11,716	75,000	4,681	30,000
827 CONSTRUCTION		241,221	407,120	60,404	152,000
828 CONSTRUCTION ENGINEERING			-		-
814 OTHER			-	532	-
903 996 SOLAR PANEL LEASE NOTE 1	16,600				
SUBTOTAL APPROPRIATIONS	48,650	256,167	502,120	69,449	212,000

TRANSFERS

TSFR FUND 01 - GENERAL FUND	135,599		(15,000)		-
100 941 TSFR FUND 20 - MEASURE I	49,000	49,000	34,781	34,781	30,000
100 942 TSFR FUND 21 - GAS TAX			44,000	44,000	44,000
SUBTOTAL TRANSFER	184,599	49,000	63,781	78,781	74,000

NET DEPARTMENT ACTIVITY

135,952	(192,167)	-	187,671	-
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ENDING FUND BAL

-	(192,167)		(4,496)	(4,496)
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ALLOCATION OF APPROPRIATIONS:

53- 761 PAVEMENT MGMT PLAN ASST PROG		2,000			
53- 804 SIDEWALK REPLACE/REPAIR & TREE TRIM			30,000		30,000
53- 830 DOWNTOWN IMPROVEMENTS			-		
53- 867 TREE MAINT PROGRAM		225			
53- 887 STREET RESURFACING/REPAIR	32,050	254,310	87,120	69,449	182,000
53- 894 PARKADE IMPROVEMENTS			385,000		
SOLAR PANEL	16,600				
Totals	48,650	256,535	502,120	69,449	212,000

NOTES:

699 IN KIND CONTRIBUTION (STAFF TIME)
 NOTE 1 - SOLAR PANAL LEASE PAYMENT MOVED TO FUND 3



Town of Fairfax
2014-15 Operating Budget

FUND 54 CIP - PAVILION
DEPT CAPITAL PROJECTS

FUND SUMMARY

FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Proposed
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BEGINNING FUND BAL

-	765		150,765	150,765
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REVENUES

- 050 502 INVESTMENT EARNINGS
- 070 600 FEDERAL/STATE GRANT REVENUE
- 060 920 MEASURE A TAM TRANSP TAX
- 070 699 OTHER
- SUBTOTAL REVENUES**

765				
765	-	-	-	-

APPROPRIATIONS

- 821 OUTSIDE CONSULTING SVS
- 825 ENVIRONMENTAL & PERMITS
- 826 ENGINEERING & DESIGN
- 827 CONSTRUCTION
- 828 CONSTRUCTION ENGINEERING
- 842 SPECIAL DEPT SUPPLIES
- 903 996 SOLAR PANEL LEASE
- SUBTOTAL APPROPRIATIONS**

-	-	-	-	-

TRANSFERS

- TSFR FUND 01 - GENERAL FUND
- 100 941 TSFR FUND 51 - CIP TOWN
- 100 942 TSFR FUND 21 - GAS TAX

	150,000	(150,000)		(150,000)

SUBTOTAL TRANSFER

-	150,000	(150,000)	-	(150,000)
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NET DEPARTMENT ACTIVITY

765	150,000	(150,000)	-	(150,000)
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ENDING FUND BAL

765	150,765		150,765	765
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NOTES:



Town of Fairfax

2014-15 Operating Budget

FUND 55 CIP- MEASURE K
DEPT 719 MEASURE K

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

FUND SUMMARY	FY 2011-12	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	Actual	Actual	Adopted	Projected	Proposed

BEGINNING FUND BAL	85,725	252,713		(442)	(0)
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REVENUES

050 502 INVESTMENT EARNINGS	349	91			
010 115 MEASURE K PROCEEDS					
SUBTOTAL REVENUES	349	91	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	12,594	3,260			
825 ENVIRONMENTAL & PERMITS		50			
826 ENGINEERING & DESIGN	10,184				
827 CONSTRUCTION		203,961			
828 CONSTRUCTION ENGINEERING		17,318			
994 BOND ADMIN COSTS					
SUBTOTAL APPROPRIATIONS	22,778	224,588	-	-	-

TRANSFERS

100 931 TRANSFER FROM FUND 45 - BOND	189,417	4,309			
715 953 TSFR TO FUND 51 CIP - GRANTS		(32,967)			
100 931 TSFR FROM FUND 01 GENERAL FUND				442	
SUBTOTAL TRANSFER	189,417	(28,658)	-	442	-

NET DEPARTMENT ACTIVITY

166,988	(253,155)	-	442	-
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ENDING FUND BAL

252,713	(442)		(0)	(0)
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ALLOCATION OF APPROPRIATIONS:

10	55-719	Street Resurfacing 11/12	22,778	105,888		
11	55-720	Street Resurfacing 12/13		100,000		
12	55-828	Downtown Sidewalks		18,700		
Totals			22,778	224,588	-	-

NOTES:



Town of Fairfax

2014-15 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 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Projected	FY 2014-15 Proposed
BEGINNING FUND BAL	(14,576)	11,662		21,003	(6,145)
REVENUES					
070 815 COUNTY OPEN SPACE GRANT COUNTY MEASURE A PARK			10,000	10,000	
070 816 DONATIONS	238	13,107	7,000	14,806	5,000
SUBTOTAL REVENUES	238	13,107	17,000	24,806	55,000
APPROPRIATIONS					
COMMITTEE					
811 POSTAGE			3,000		3,000
812 REPRODUCTION			-		-
815 PRINTING		659	-		-
879 FUNDRAISING COST			2,000	660	2,000
890 MISCELLANEOUS			-		-
822 OUTSIDE SERVICES			-	15,000	-
931 BLDGS & LAND	400	3,108	45,958	43,890	5,000
SUBTOTAL APPROPRIATIONS	400	3,767	50,958	59,550	10,000
TRANSFERS					
100 931 TSFR FROM GENERAL FUND	26,400		3,596	3,596	
100 699 LOAN FROM GENERAL FUND			4,000	4,000	
SUBTOTAL TRANSFER	26,400	-	7,596	7,596	-
NET DEPARTMENT ACTIVITY	26,238	9,341	(26,362)	(27,148)	45,000
ENDING FUND BAL	11,662	21,003		(6,145)	38,855

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

NOTES:

- NOTE 1 FY14 - County (\$10,000); San Anselmo Open Space (\$5,000); and Marin Open Space (\$2,000)
- NOTE 2 Berg Appeal Retainer & Legal Fees (1/2)
- NOTE 3 FY14 Purchase of Upper Ridge property
- NOTE 4 Transfer from the General Fund (Dunn Proceeds) for Capital Acquisition \$29,996
- NOTE 5 From Revolving loan fund

TOWN OF FAIRFAX

FY2014-15 TO FY2018-19

PRELIMINARY Five Year Capital Improvement Program



MAYOR

David Weinsoff

VICE MAYOR

Larry Bragman

COUNCIL MEMBERS

John Reed

Reneé Goddard

Barbara Coler



Town of Fairfax

2014-15 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) adding a lift to the stage, 2) making a restroom ADA accessible, 3) replacing the permanent dais with mobile modular tables for Council meetings, 4) removing the permanent backdrop for Council meetings and replacing with a curtain.

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2014-15 Preliminary	FY 2015-16 Estimated	FY 2016-17 Estimated	FY 2017-18 Estimated	FY 2018-19 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	19,903	19,903				
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY	-					
070 816 DONATIONS	-					
SUBTOTAL REVENUES	19,903	19,903	-	-	-	-

APPROPRIATIONS

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

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	(1,903)	(1,903)				
100 941 TSFR FUND 20 - MEASURE I	10,000	10,000				
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	8,097	8,097	-	-	-	-

NET DEPARTMENT ACTIVITY

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NOTES:



Town of Fairfax

2014-15 Capital Budget

PROJECT 51-821 PARK FACILITY IMPROVEMENTS PAVILION FLOOR & KITCHEN

This project entails constructing ADA restroom (new restrooms) and ADA path of travel improvements (e.g., door and ramping) to the Pavilion. Funding is provided by the State Department of Parks and Recreation Per Capita Grant which covers 25% of the costs which represents the Town's matching fund requirement.

PROJECT SUMMARY		ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2014-15 Preliminary	FY 2015-16 Estimated	FY 2016-17 Estimated	FY 2017-18 Estimated	FY 2018-19 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		62,100		62,100				
070 710 HIGHWAY BRIDGE PROGRAM (HBP)		-						
070 720 FEMA		-						
070 695 COUNTY		-						
070 816 DONATIONS		-						
SUBTOTAL REVENUES		62,100	-	62,100	-	-	-	-

APPROPRIATIONS								
821 OUTSIDE CONSULTING SVS		-						
825 ENVIRONMENTAL & PERMITS		-						
826 ENGINEERING & DESIGN		8,000		8,000				
827 CONSTRUCTION		80,000		80,000				
828 CONSTRUCTION ENGINEERING OTHER		-						
SUBTOTAL APPROPRIATIONS		88,000	-	88,000	-	-	-	-

TRANSFERS								
100 941 TSFR FUND 01 - GENERAL FUND		(4,100)		(4,100)				
100 941 TSFR FUND 20 - MEASURE I		-						
100 942 TSFR FUND 21 - GAS TAX		-						
100 951 TSFR FROM FUND 54 - PAVILION REST		30,000		30,000				
100 951 TSFR FUND 55 - MEASURE K		-						
SUBTOTAL TRANSFER		25,900	-	25,900	-	-	-	-

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



Town of Fairfax

2014-15 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 II design costs are included in FY13-14 even though the design process would take approximately 18-24 months to complete. Phase I is only funded at this time which is only a small portion of the overall design costs of \$900,000. Phase I includes preliminary engineering, community outreach, environmental, and design work for the Meadow Way. No decision has been made with regard to bridge replacement. The Council is waiting for the assessment work to be completed, but making any determinations regarding the replacement of the bridge. HBP has a matching fund requirement.

PROJECT SUMMARY		ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2014-15 Preliminary	FY 2015-16 Estimated	FY 2016-17 Estimated	FY 2017-18 Estimated	FY 2018-19 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)	2,350,000			750,000			1,600,000	
070 720 FEMA	-							
070 695 COUNTY	-							
070 816 DONATIONS	-							
SUBTOTAL REVENUES	2,350,000			750,000			1,600,000	

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-							
825 ENVIRONMENTAL & PERMITS	-							
826 ENGINEERING & DESIGN	850,000			850,000				
827 CONSTRUCTION	1,600,000						1,600,000	
828 CONSTRUCTION ENGINEERING OTHER	-							
SUBTOTAL APPROPRIATIONS	2,450,000			850,000			1,600,000	

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-							
100 941 TSFR FUND 20 - MEASURE I	75,000			75,000				
100 942 TSFR FUND 21 - GAS TAX	25,000			25,000				
100 951 TSFR FROM FUND 54 - PAVILION REST	-							
100 951 TSFR FUND 55 - MEASURE K	-							
SUBTOTAL TRANSFER	100,000			100,000				

NET DEPARTMENT ACTIVITY

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NOTES:



Town of Fairfax

2014-15 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 assumes all design work funded this fiscal year. However, only Phase I is funded at this time. Phase I includes preliminary engineering, environmental, and community outreach works for the project.

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2014-15 Preliminary	FY 2015-16 Estimated	FY 2016-17 Estimated	FY 2017-18 Estimated	FY 2018-19 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	675,000	325,000	350,000			
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY	-					
070 816 DONATIONS	-					
SUBTOTAL REVENUES	675,000	325,000	350,000	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	720,000	370,000	350,000			
827 CONSTRUCTION	-					
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	720,000	370,000	350,000	-	-	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-					
100 941 TSFR FUND 20 - MEASURE I	45,000	45,000				
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	45,000	45,000	-	-	-	-

NET DEPARTMENT ACTIVITY

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NOTES:



Town of Fairfax

2014-15 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. Phase I and II design costs are included in FY13-14 even though the design process would take approximately 18-24 months to complete. Phase I is only funded at this time which is only a small portion of the overall design costs of \$700,000. Phase I includes preliminary engineering, community outreach, environmental, and design work for the Meadow Way. The Creek Road Bridge is 100% funded by grant fundings.

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2014-15 Preliminary	FY 2015-16 Estimated	FY 2016-17 Estimated	FY 2017-18 Estimated	FY 2018-19 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)	2,866,000		700,000	466,000		1,700,000	
070 720 FEMA	-						
070 695 COUNTY	-						
070 816 DONATIONS	-						
SUBTOTAL REVENUES	2,866,000	-	700,000	466,000	-	1,700,000	-

APPROPRIATIONS							
821 OUTSIDE CONSULTING SVS	-						
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	1,166,000		700,000	466,000			
827 CONSTRUCTION	1,700,000					1,700,000	
828 CONSTRUCTION ENGINEERING OTHER	-						
SUBTOTAL APPROPRIATIONS	2,866,000	-	700,000	466,000	-	1,700,000	-

TRANSFERS							
100 941 TSFR FUND 01 - GENERAL FUND	-						
100 941 TSFR FUND 20 - MEASURE I	-						
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

2014-15 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 2014-15 Preliminary	FY 2015-16 Estimated	FY 2016-17 Estimated	FY 2017-18 Estimated	FY 2018-19 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	450,000				
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	30,000	30,000				
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY	-					
070 816 DONATIONS	-					
SUBTOTAL REVENUES	480,000	480,000				

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	135,000	135,000				
827 CONSTRUCTION	450,000	450,000				
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	585,000	585,000				

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	(15,000)	(15,000)				
100 941 TSFR FUND 20 - MEASURE I	-					
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FROM FUND 54 - PAVILION REST	120,000	120,000				
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	105,000	105,000				

NET DEPARTMENT ACTIVITY

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NOTES: Park grants are used to provide needed match for ADA improvements



Town of Fairfax
2014-15 Capital Budget

PROJECT 51-XX1 MISC PARK & TRAIL IMPROVEMENTS

NEW

PROJECT SUMMARY		ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2014-15 Preliminary	FY 2015-16 Estimated	FY 2016-17 Estimated	FY 2017-18 Estimated	FY 2018-19 Estimated
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT		-						
060 920 COUNTY MEASURE A PARK FUNDS		23,771		23,771				
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		-						
070 816 DONATIONS		-						
SUBTOTAL REVENUES		23,771	-	23,771	-	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS		-						
825 ENVIRONMENTAL & PERMITS		-						
826 ENGINEERING & DESIGN		3,000		3,000				
827 CONSTRUCTION		27,771		27,771				
828 CONSTRUCTION ENGINEERING		-						
OTHER		-						
SUBTOTAL APPROPRIATIONS		30,771	-	30,771	-	-	-	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND		-						
100 941 TSFR FUND 20 - MEASURE I		7,000		7,000				
100 942 TSFR FUND 21 - GAS TAX		-						
100 951 TSFR FROM FUND 54 - PAVILION REST		-						
100 951 TSFR FUND 55 - MEASURE K		-						
SUBTOTAL TRANSFER		7,000	-	7,000	-	-	-	-

NET DEPARTMENT ACTIVITY

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NOTES: Includes:

Repair of Basketball Ct	\$	6,500	includes addl park benches & repair of Peri Park stage
Repair Pavilion parking lot		10,271	
Rep/maint of ped trails & pathways		10,000	
Design Dog park		3,000	
		29,771	



Town of Fairfax
2014-15 Capital Budget

PROJECT 51-XX2 AZALEA AVENUE BRIDGE

NEW

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 for Phase I will include preliminary environmental assessments, community outreach, community outreach, conceptual design, and cost estimates. Phase II work begin in FY15-16 and would be complete in 18-24 months. Construction would begin in FY17/18. The project is 100% funded by State and Federal grants.

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2014-15 Preliminary	FY 2015-16 Estimated	FY 2016-17 Estimated	FY 2017-18 Estimated	FY 2018-19 Estimated
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT						
060 COUNTY MEASURE A PARK FUNDS						
070 699 FEDERAL/STATE GRANT REVENUE						
070 699 FEDERAL BPMP						
070 864 STATE PARK BOND REVENUE		200,000	216,000		1,912,000	
070 710 HIGHWAY BRIDGE PROGRAM (HBP)						
070 720 FEMA						
070 695 COUNTY						
070 816 DONATIONS						
SUBTOTAL REVENUES	-	200,000	216,000	-	1,912,000	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS						
825 ENVIRONMENTAL & PERMITS						
826 ENGINEERING & DESIGN	416,000	200,000	216,000			
827 CONSTRUCTION	1,912,000				1,912,000	
828 CONSTRUCTION ENGINEERING OTHER						
SUBTOTAL APPROPRIATIONS	2,328,000	200,000	216,000	-	1,912,000	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND						
100 941 TSFR FUND 20 - MEASURE I						
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

2014-15 Capital Budget

PROJECT 53-804 SIDEWALK REPLACEMENT/REPAIR & TREE TRIMMING

This project is for annual sidewalk repair /replacement & tree trimming
 Partial funding is provided through TAM

PROJECT SUMMARY

ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2014-15 Preliminary	FY 2015-16 Estimated	FY 2016-17 Estimated	FY 2017-18 Estimated	FY 2018-19 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	-					
070 816 DONATIONS	-					
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	130,000		20,000	30,000	30,000	30,000
828 CONSTRUCTION ENGINEERING OTHER	-					
SUBTOTAL APPROPRIATIONS	180,000	-	30,000	40,000	40,000	40,000

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-					
100 941 TSFR FUND 20 - MEASURE I	130,000		10,000	30,000	30,000	30,000
100 942 TSFR FUND 21 - GAS TAX	50,000		20,000	10,000	10,000	10,000
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	180,000	-	30,000	40,000	40,000	40,000

NET DEPARTMENT ACTIVITY

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NOTES:

- 821 - tree trimming
- 827 - sidewalk replacement & repair



Town of Fairfax

2014-15 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 2014-15 Preliminary	FY 2015-16 Estimated	FY 2016-17 Estimated	FY 2017-18 Estimated	FY 2018-19 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	-	-	-	-	-	-
070 816 DONATIONS	-	-	-	-	-	-
SUBTOTAL REVENUES	-	-	-	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	125,000	-	20,000	35,000	35,000	35,000
825 ENVIRONMENTAL & PERMITS	-	-	-	-	-	-
826 ENGINEERING & DESIGN	150,000	-	30,000	40,000	40,000	40,000
827 CONSTRUCTION	725,000	-	125,000	200,000	200,000	200,000
828 CONSTRUCTION ENGINEERING OTHER	-	-	-	-	-	-
SUBTOTAL APPROPRIATIONS	1,000,000	-	175,000	275,000	275,000	275,000

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	-	-	-	-	-	-
100 941 TSFR FUND 20 - MEASURE I	250,000	-	55,000	65,000	65,000	65,000
100 942 TSFR FUND 21 - GAS TAX	50,000	-	20,000	10,000	10,000	10,000
100 951 TSFR FROM FUND 54 - PAVILION REST	-	-	-	-	-	-
100 951 TSFR FUND 55 - MEASURE K	-	-	-	-	-	-
SUBTOTAL TRANSFER	300,000	-	75,000	75,000	75,000	75,000

NET DEPARTMENT ACTIVITY

	(700,000)	-	(100,000)	(200,000)	(200,000)	(200,000)
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NOTES:

- 821 - tree trimming
- 827 - sidewalk replacement & repair



Town of Fairfax

2014-15 Capital Budget

PROJECT 53-887 STREET RESURFACING AND REPAIR

This project includes street & sidewalk repair/reconstruction at various locations in Town. In future years, the priority for street resurfacing will be based on the update to the pavement management study. Sidewalk repair is budgeted at \$20,000/yr. Depending on the type of repairs, some work is performed by Public Works staff. In future years, staff anticipates a combination of Gas Tax and Measure I funds to be allocated to street/sidewalk projects.

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEAR ACTUAL	FY 2014-15 Preliminary	FY 2015-16 Estimated	FY 2016-17 Estimated	FY 2017-18 Estimated	FY 2018-19 Estimated
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REVENUES							
060 915 NON MOTORIZED TRANSP GRANT	-						
060 920 MEASURE A & B PROCEEDS	690,000		138,000	138,000	138,000	138,000	138,000
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	-						
070 816 DONATIONS	-						
SUBTOTAL REVENUES	690,000	-	138,000	138,000	138,000	138,000	138,000

APPROPRIATIONS							
821 OUTSIDE CONSULTING SVS	100,000		20,000	20,000	20,000	20,000	20,000
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	150,000		30,000	30,000	30,000	30,000	30,000
827 CONSTRUCTION	660,000		132,000	132,000	132,000	132,000	132,000
828 CONSTRUCTION ENGINEERING OTHER	-						
SUBTOTAL APPROPRIATIONS	910,000	-	182,000	182,000	182,000	182,000	182,000

TRANSFERS							
100 941 TSFR FUND 01 - GENERAL FUND	-						
100 941 TSFR FUND 20 - MEASURE I	100,000		20,000	20,000	20,000	20,000	20,000
100 942 TSFR FUND 21 - GAS TAX	120,000		24,000	24,000	24,000	24,000	24,000
100 951 TSFR FROM FUND 54 - PAVILION REST	-						
100 951 TSFR FUND 55 - MEASURE K	-						
SUBTOTAL TRANSFER	220,000	-	44,000	44,000	44,000	44,000	44,000

NET DEPARTMENT ACTIVITY

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



Town of Fairfax

2014-15 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 2014-15 Preliminary	FY 2015-16 Estimated	FY 2016-17 Estimated	FY 2017-18 Estimated	FY 2018-19 Estimated
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REVENUES

060 915 NON MOTORIZED TRANSP GRANT	-					
060 920 MEASURE A & B PROCEEDS	75,219		75,219			
070 699 FEDERAL/STATE GRANT REVENUE	300,000		300,000			
070 699 FEDERAL BPMP	-					
070 864 STATE PARK BOND REVENUE	-					
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-					
070 720 FEMA	-					
070 695 COUNTY	-					
070 816 DONATIONS	-					
SUBTOTAL REVENUES	375,219	-	375,219	-	-	-

APPROPRIATIONS

821 OUTSIDE CONSULTING SVS	-					
825 ENVIRONMENTAL & PERMITS	-					
826 ENGINEERING & DESIGN	60,000		60,000			
827 CONSTRUCTION	325,000		325,000			
828 CONSTRUCTION ENGINEERING	-					
OTHER	-					
SUBTOTAL APPROPRIATIONS	385,000	-	385,000	-	-	-

TRANSFERS

100 941 TSFR FUND 01 - GENERAL FUND	(15,000)		(15,000)			
100 941 TSFR FUND 20 - MEASURE I	24,781		24,781			
100 942 TSFR FUND 21 - GAS TAX	-					
100 951 TSFR FROM FUND 54 - PAVILION REST	-					
100 951 TSFR FUND 55 - MEASURE K	-					
SUBTOTAL TRANSFER	9,781	-	9,781	-	-	-

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 balance of the match (\$24,718) will be provided by Measure I. Staff time to the project in the General Fund will be transferred

The California Transportation Committee has delayed this project for one year

TOWN OF FAIRFAX
ALLOCATION OF POSITIONS
FULL TIME EQUIVALENTS (FTE) FOR
FISCAL YEAR 2014/15

FY15

FTE	211	216	217	221	231	241	311	321	411	510	511	611	621	625	911
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FULL TIME EMPLOYEES:

	211	216	217	221	231	241	311	321	411	510	511	611	621	625	911
TOWN MANAGER	0.60				0.10					0.30					
ADMINISTRATIVE ASSISTANT II	0.25		0.25				0.25	0.25							
DEPUTY TOWN CLERK				1.00											
FINANCE DIRECTOR					0.10	0.90									
PLANNING DIRECTOR							1.00								
PRINCIPAL PLANNER							1.00								
CHIEF BUILDING OFFICIAL								0.75		0.25					
POLICE CHIEF									1.00						
POLICE SERGEANT (3)									3.00						
POLICE OFFICER (4)									4.00						
DETECTIVE/JUVENILE OFFICER									1.00						
CORPORAL									2.00						
POLICE SERVICES TECH/CSO									1.00						
DISPATCHER (4)									4.00						
SR MAINTENANCE WORKER (2)										1.00	1.00	1.00			
MAINTENANCE WORKER I											1.00				
TOTAL FULL TIME (FTE)	26.00	0.85	0.25	1.00	0.20	0.90	2.25	1.00	16.00	0.55	2.00	1.00	-	-	-

PART TIME EMPLOYEES:

COMMUNITY RESOURCE COORD	0.60		0.30												
PT ACCOUNTANT	0.60				0.10	0.50									
RECREATION COORDINATOR (2)	0.75												0.75		
RESERVE POLICE OFFICER (2)	0.50								0.50						
PT DISPATCHER (4)	1.00								1.00						
MAINTENANCE LEADWORKER	0.50													0.25	0.25
TOTAL PART TIME (FTE)	3.95	-	0.30	0.30	0.10	0.50	-	-	1.50	-	-	-	0.75	0.25	0.25

TOTAL FTE	29.95	0.85	0.30	0.55	1.00	1.40	2.25	1.00	17.50	0.55	2.00	1.00	0.75	0.25	0.25
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NOTE: DOES NOT INCLUDE PAID ELECTED POSITIONS: COUNCILMEMBERS (5); TREASURER (1)