

TOWN OF FAIRFAX

2020 - 2021 Operating and Capital Improvement PROPOSED Budget



MAYOR

Renée Goddard

VICE MAYOR

Bruce Ackerman

COUNCIL MEMBERS

John Reed

Barbara Coler

Stephanie Hellman

**PROPOSED BUDGET
FY 2020-2021
TABLE OF CONTENTS**

| <u>OPERATING BUDGET</u> | <u>PAGE</u> |
|-------------------------------------------------------|----------------------------|
| Table of Contents | |
| Budget Resolution | |
| Budget Message | i-vi |
| Five Year Revenue Forecast | vii-xv |
| Summary - All Funds | 1 |
| Interfund Transfers - All Funds | 2 |
| Appropriations - All Funds | 3 |
| General Fund at a Glance (graphic) | 4 |
| General Fund Summary | 5 |
| General Fund Revenue Detail | 6-7 |
| General Fund Appropriations Summary | 8 |
| General Fund Appropriations Summary by Object | 9 |
| | |
| <u>DEPARTMENT / ACTIVITY DETAIL</u> | <u>FUND-DEPT. #</u> |
| Town Manager Message | 10-12 |
| Town Council | 01-111 13 |
| Town Treasurer | 01-112 14 |
| Independent Auditor | 01-116 15 |
| Town Attorney | 01-121 16 |
| Town Manager | 01-211 17 |
| Town Clerk/Elections Message | 18-19 |
| Town Clerk | 01-221 20 |
| Elections | 01-222 21 |
| Personnel | 01-231 22 |
| Finance Message | 23-24 |
| Finance | 01-241 25 |
| Planning & Building Services Message | 26-27 |
| Planning | 01-311 28 |
| Building Inspection & Permits | 01-321 29 |
| Police Message | 30-31 |
| Police | 01-411 32-33 |
| Disaster Prep & EOC | 01-418 34 |
| Ross Valley Fire Message | 35 |
| Ross Valley Fire | 01-421 36 |
| Public Works Administration Message | 37-38 |
| Public Works Admin | 01-510 39 |
| Street Maintenance Message | 40 |
| Street Maint & Public Works | 01-511 41 |
| Street Lighting | 01-512 42 |
| Storm Damage - FEMA | 01-513 43 |

**PROPOSED BUDGET
FY 2020-2021
TABLE OF CONTENTS**

| DEPARTMENT / ACTIVITY DETAIL | FUND-DEPT. # | PAGE |
|------------------------------------------------------------------|---------------------|-------------|
| Park Maintenance Message | | 44 |
| Park Maintenance | 01-611 | 45 |
| Recreation & Community Services Message | | 46-48 |
| Community Services (Volunteers for Fairfax) | 01-616 | 49 |
| Recreation Events | 01-617 | 50 |
| Recreation Classes/Activities | 01-621 | 51 |
| Summer Camps | 01-622 | 52 |
| Rental Facilities | 01-625 | 53 |
| Non Departmental | 01-715 | 54 |
| Building Maintenance | 01-911 | 55 |
| 02 Dry Period | 02-715 | 56 |
| 03 Field Equip Replacement | 03-923 | 57 |
| 04 Building & Planning | 04-715 | 58 |
| 05 Communication Equip Replacement | 05-924 | 59 |
| 06 Retirement | 06-715 | 60 |
| 07 Special Police | 07-715 | 61 |
| 08 Office Equip Replacement | 08-928 | 62 |
| 12 Fairfax Festival | 12-622 | 63 |
| 20 Measure F - Municipal Services | 20-715 | 64 |
| 21 Gas Tax | 21-715 | 65 |
| 22 Measure A - Transportation | 22-715 | 66 |
| 23 Measure A - Parks | 23-715 | 67 |
| 4X Debt Service Measure K | 43 to 45-716 | 68 |
| 48 Lease Agreement | 48-715 | 69 |
| 51 CIP - Grants Capital Projects | 51-XXX | 70 |
| 52 CIP - Storm Recovery Capital Projects | 52-XXX | 71 |
| 53 CIP - Town Capital Projects | 53-XXX | 72 |
| 73 Open Space | 73-673 | 73 |
| <u>CAPITAL IMPROVEMENT BUDGET</u> | | |
| Introduction | | i-ii |
| Capital Projects Summary | 51 & 53 | 74-80 |
| Capital Projects Detail | 51 & 53 | 81-96 |
| <u>APPENDIX</u> | | |
| Town of Fairfax Demographics | | A-1 |
| Town of Fairfax Organizational Chart & Principal Officials | | A-2 |
| Salary Schedule for FY 2020-21 | | A-3 |
| Allocation of Positions | | A-4 |
| Financing for CIP | | A-5 |
| Healthcare Rates | | A-6 |
| Measure A Work plan | | A-7 |
| Pavement Plan | | A-8 |
| Resolutions & Ordinances | | A-9 |



TOWN OF FAIRFAX
142 BOLINAS ROAD, FAIRFAX, CALIFORNIA 94930
(415) 453-1584 Fax (415) 453-1618

June 3, 2020

Town of Fairfax Proposed Operating and Capital Budgets for Fiscal Year 2020-21

Dear Mayor and Town Council:

Given the uncertainty of the long-term fiscal impacts of COVID-19 on the local economy, we have prepared a “baseline” budget for FY20-21. The overall Operating and Capital Budget for Fiscal Year (FY) 2021 is \$13.4M which is approximately \$300,000 less than the adopted FY19-20 budget. The primary difference is due to a large reduction in capital projects.

This Proposed Baseline Operating Budget is in essence a “placeholder” budget, until we have better data on the financial effects of COVID-19. Specifically, the budget does not fund any new programs and only includes known increases for items such as CalPERS retirement, health costs, and employee MOU’s. The budget also eliminates/reduces known one-time expenses from FY19-20 such as lower election costs. We have also made cuts in discretionary expenditures, when appropriate, and have delayed any major vehicle or equipment purchases, unless absolutely necessary. With regard to the Capital Improvement Program (CIP), we only included projects with identified grant funding and any matching requirements. We did not use General Fund reserves to fund capital projects. You may note that this budget has a brief budget message. limited CIP, and does not include a Five-Year forecast.

Our recommendation is that the Town Council conduct a mid-year budget review workshop in Fall 2020 to evaluate revenues and expenditures. In the fall, the Council would, hopefully, be better informed regarding any required budget adjustments, including implementing any priorities and programs or, make additional budget cuts, if warranted. A Five-Year General Fund Forecast and Five-Year CIP would be included as part of this mid-year budget workshop.

For FY20-21, overall General Fund revenues are projected to be approximately the same as the adopted FY19-20 budget revenues. We are projecting all revenues to either decrease or remain relatively flat, except for property taxes which will have a modest increase of 4% based on County of Marin projections (secured and unsecured)) and Excess ERAF will remain the same. It should be noted that property tax is based on assessed value of January 2020.

The largest significant revenue drop is a 20% decrease in sales tax which is almost offset by a one-time grant of \$160,000 in State SB2 funds for planning activities and the local/regional portion of the new Marin Wildfire Prevention Authority (MWPA) tax of \$192,000. After the first year, this revenue will drop to \$96,000. Half the first year’s revenue is a pass thru from WMPA to the Ross Valley Fire Department (RVFD) for regional defensible space inspections/mitigation activities. For the second year, we anticipate the revenue will go directly to RVFD or used by WMPA to provide the same service. All other revenues were either keep flat or reduced. For example, TOT (hotel tax) was reduced by 80% and recreation fees were significantly reduced to reflect the affect of COVID-19 on programs.

General Fund operational expenses are estimated to be approximately \$500,000 higher (4.5%) than the adopted FY19-20 budget. Approximately 70% (\$345,000) of the increase is related to contractual payroll costs, retirement obligations, and health/medical benefits. All other non-personnel costs increased by less than 2% (approx. \$100,000) compared to FY19-20. The most significant increases can be attributed to a 3% increase approx. (\$70,000) in Fire Services, \$96,000 for WMPA defensible space inspections for this year, and the expenditure of SB2 funds (\$160,000) for professional services in Planning. The increases in Fire and Planning are partially offset by overall reductions (approx. \$150,000) in “Supplies & Tools” and “Other Operating” expenses across all departments.

Overall, the budget anticipates dipping into General Fund Reserves by approximately \$500,000. The Dry Period Fund (Fund 02) is contributing the lion’s share (\$325,000). It should be noted that this fund was created for this specific purpose. The other General Fund reserves such as the equipment fund were also established to fund expenditures such as vehicle leases and purchases. Over the past several years, we have been building up all General Fund reserves in the event of a major downturn in the economy.

For FY19-20, we estimate budget savings of approximately \$250,000 which will be offset by \$250,000 in reduced General Fund revenues. Approximately \$200,000 of the reduced revenue is due to estimated COVID-19 decreases in sales tax revenues. The ending FY19-20 General Fund reserve balance of approximately \$3,575,000 reflects a temporary transfer of \$600,000 to cover Fund 52- Disaster Fund. The General Fund reserve will be reimbursed when monies are received from FEMA and CalOES. The projected ending fund balance for FY20-21 is approximately \$3,100,000 (approx. 28%) which meets the Council’s goal of maintain a minimum 25% operating reserve.

Special Thanks

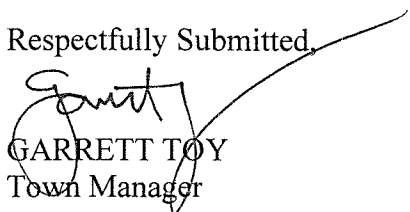
These are difficult and unique times and, we are figuring this out as we go. It has been challenging to prepare a budget remotely and, I would like to specifically thank the Finance Director, Michael Vivrette, for his efforts to make this work. I would also like to thank Town staff who have been working remotely or on-site during the Shelter-in-Place (SIP) order.

On behalf of Town staff, our “thanks” to all the Fairfax residents for their understanding and patience with the temporary changes to Town operations in response to COVID-19. We are working to prepare for the reopening of Town Hall, our facilities, and Town as a whole, when the SIP is lifted.

We also appreciate the Council’s support during these challenging times and their efforts to develop and implement programs to help residents and businesses in need. That is the essence of the Fairfax way.

Lastly, we all need to remember to *Keep Smiling* ☺

Respectfully Submitted,


GARRETT TOY
Town Manager

Town of Fairfax

2020-21 Operating Budget



FUND SUMMARY

6/1/20 12:12 PM

GENERAL FUNDS

| | Audit Bal 30-Jun-19 | FY 2019-20 Revenues | FY 2019-20 Approp | FY 2019-20 Transfers | Proj Balance 30-Jun-20 | FY 19/20 ACTIVITY | Balance 30-Jun-20 | FY 2020-21 Revenues | FY 2020-21 Approp | FY 2020-21 Transfers | Proj Balance 30-Jun-21 | FY 20/21 ACTIVITY |
|----------------------------------|------------------------|------------------------|----------------------|-------------------------|---------------------------|----------------------|----------------------|------------------------|----------------------|-------------------------|---------------------------|----------------------|
| DRAFT AUD | | | | | | | | | | | | |
| 01 General Fund | 2,742,829 | 7,194,571 | (10,213,211) | 2,357,269 | 2,081,458 | (661,372) | 2,081,458 | 7,391,300 | (11,055,942) | 3,687,463 | 2,104,279 | 22,821 |
| 02 Dry Period Fund | 1,000,000 | - | - | - | 1,000,000 | - | 1,000,000 | - | - | (325,000) | 675,000 | (325,000) |
| 03 Equipment Replacement Fund | 363,025 | - | (96,032) | - | 266,993 | (96,032) | 266,993 | - | (76,089) | - | 190,904 | (76,089) |
| 04 Building & Planning Fund | 26,969 | 587,315 | - | (580,000) | 34,284 | 7,315 | 34,284 | 559,500 | - | (580,000) | 13,784 | (20,500) |
| 05 Building Improvement Fund | 40,000 | - | (3,605) | 25,000 | 61,395 | 21,395 | 61,395 | - | (10,000) | 10,000 | 61,395 | - |
| 06 Retirement Fund | 24,582 | 1,647,177 | - | (1,600,000) | 71,759 | 47,177 | 71,759 | 1,712,845 | (0) | (1,765,000) | 19,603 | (52,155) |
| 08 Office Equip Replacement Fund | 152,399 | - | (126,456) | 35,000 | 60,943 | (91,456) | 60,943 | - | (20,000) | - | 40,943 | (20,000) |
| Total General Funds | 4,349,803 | 9,429,063 | (10,439,304) | 237,269 | 3,576,831 | (772,972) | 3,576,831 | 9,663,645 | (11,162,031) | 1,027,463 | 3,105,908 | (470,923) |
| | | | | | 34.3% | | | | | | 27.8% | |

SPECIAL REVENUE FUNDS

| | | | | | | | | | | | | |
|---------------------------------------|----------------|------------------|-----------------|--------------------|----------------|--------------|----------------|------------------|-----------------|--------------------|----------------|------------------|
| 07 Special Police Fund | 55,402 | 162,578 | - | (200,000) | 17,979 | (37,422) | 17,979 | 100,000 | - | (110,000) | 7,979 | (10,000) |
| 12 Fairfax Festival Fund | (17,676) | 6,229 | (2,500) | - | (13,948) | 3,729 | (13,948) | 41,000 | (31,700) | - | (4,648) | 9,300 |
| 20 Measure J - Municipal Svs Tax Fund | 71,280 | 713,600 | - | (710,000) | 74,880 | 3,600 | 74,880 | 713,600 | - | (780,000) | 8,480 | (66,400) |
| 21 Gas Tax Fund | 64,394 | 285,524 | - | (317,245) | 32,673 | (31,721) | 32,673 | 305,537 | - | (324,000) | 14,210 | (18,463) |
| 22 Measure A/AAA - Transportation | 319,018 | 171,779 | - | (140,000) | 350,797 | 31,779 | 350,797 | 134,830 | - | (346,190) | 139,437 | (211,360) |
| 23 Measure A - Parks | 192,010 | 61,882 | (8,959) | (21,463) | 223,470 | 31,460 | 223,470 | 47,044 | - | (111,463) | 159,051 | (64,419) |
| Total Special Revenue Funds | 684,428 | 1,401,591 | (11,459) | (1,388,708) | 685,852 | 1,424 | 685,852 | 1,342,011 | (31,700) | (1,671,653) | 324,510 | (361,342) |

DEBT SERVICE FUNDS

| | | | | | | | | | | | | |
|---------------------------------|----------------|----------------|--------------------|----------|----------------|-----------------|----------------|----------------|--------------------|----------|----------------|-----------------|
| 43-45 Measure K - Debt Service | 812,911 | 459,887 | (550,714) | - | 722,084 | (90,827) | 722,084 | 469,072 | (559,501) | - | 631,655 | (90,429) |
| 48 Lease Agreement | 1,294 | 481,182 | (481,182) | - | 1,294 | - | 1,294 | 455,469 | (455,469) | - | 1,294 | - |
| Total Debt Service Funds | 814,205 | 941,069 | (1,031,896) | - | 723,378 | (90,827) | 723,378 | 924,541 | (1,014,970) | - | 632,949 | (90,429) |

CAPITAL PROJECTS

| | | | | | | | | | | | | |
|-------------------------------------|------------------|----------------|------------------|------------------|----------------|----------------|----------------|----------------|--------------------|----------------|----------------|----------------|
| 51 Capital Projects - Grants | 466,472 | 299,388 | (428,784) | (225,000) | 112,076 | (354,396) | 112,076 | 682,561 | (1,024,751) | 470,190 | 240,076 | 128,000 |
| 52 Disaster Fund | (525,437) | - | (113,094) | 638,531 | 0 | 525,437 | 0 | - | - | - | 0 | - |
| 53 Capital Projects - Town | (767,666) | 179,000 | (144,358) | 737,245 | 4,221 | 771,887 | 4,221 | 50,000 | (210,000) | 170,000 | 14,221 | 10,000 |
| Total Capital Projects Funds | (826,631) | 478,388 | (686,236) | 1,150,776 | 116,297 | 942,928 | 116,297 | 732,561 | (1,234,751) | 640,190 | 254,297 | 138,000 |

FIDUCIARY FUNDS

| | | | | | | | | | | | | |
|------------------------------|------------------|-------------------|---------------------|------------|------------------|---------------|------------------|-------------------|---------------------|--------------|------------------|------------------|
| 73 Open Space | 37,474 | 6,643 | (663) | 663 | 44,116 | 6,643 | 44,116 | 2,000 | (4,000) | 4,000 | 46,116 | 2,000 |
| Total Fiduciary Funds | 37,474 | 6,643 | (663) | 663 | 44,116 | 6,643 | 44,116 | 2,000 | (4,000) | 4,000 | 46,116 | 2,000 |
| TOTALS | 5,059,278 | 12,256,754 | (12,169,558) | - | 5,146,475 | 87,196 | 5,146,474 | 12,664,758 | (13,447,452) | - | 4,363,781 | (782,694) |
| | | | | | | | | | | | | 1.1050 |

Town of Fairfax

2020-21 Operating Budget

INTERFUND TRANSFERS

| SUMMARY ALL FUNDS | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2019-20 | FY 2020-21 |
|-------------------|------------|------------|------------|------------|------------|
| | Actual | Actual | Adopted | Projected | PROPOSED |

TRANSFERS TO:

| | | | | | |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|
| 01 General Fund | 2,981,773 | 3,325,000 | 3,435,000 | 3,165,000 | 3,705,000 |
| 03 Equipment Replacement | 60,404 | 430,000 | - | - | - |
| 05 Communications Fund | 6,000 | 40,000 | 25,000 | 25,000 | 10,000 |
| 08 Office Equipment Replacement | 35,000 | 35,000 | 35,000 | 35,000 | - |
| 51 CIP - Grants | 260,717 | 134,000 | 438,139 | 325,000 | 470,190 |
| 52 CIP - Storm | | | (180,000) | 638,531 | |
| 53 CIP - Town | 50,000 | 349,000 | 63,000 | 737,245 | 170,000 |
| 73 Open Space | 4,000 | 2,745 | 4,000 | 663 | 4,000 |
| | 3,397,894 | 4,315,745 | 3,820,139 | 4,926,439 | 4,359,190 |

TRANSFERS FROM:

| | | | | | |
|---------------------------------------|------------------|------------------|------------------|------------------|------------------|
| 01 General Fund | 145,404 | 507,745 | (7,463) | 807,731 | 17,537 |
| 02 Dry Period Fund | - | - | - | - | 325,000 |
| 04 Building & Planning | 610,000 | 700,000 | 610,000 | 580,000 | 580,000 |
| 05 Communications Fund | 10,404 | - | - | - | - |
| 06 Retirement Fund | 1,400,000 | 1,800,000 | 1,725,000 | 1,600,000 | 1,765,000 |
| 07 Special Police Services | 199,621 | 100,000 | 130,000 | 200,000 | 110,000 |
| 12 Fairfax Festival | - | - | 5,000 | - | - |
| 20 Measure J - Municipal Services Tax | 741,500 | 640,000 | 710,000 | 710,000 | 780,000 |
| 21 Gas Tax | 195,748 | 227,000 | 193,000 | 317,245 | 324,000 |
| 22 Measure A/AA - Transportation | 95,217 | 6,000 | 253,139 | 140,000 | 346,190 |
| 23 Measure A - Parks | - | - | 21,463 | 21,463 | 111,463 |
| 51 CIP - Grants | - | 335,000 | - | 550,000 | - |
| 52 CIP - Storm | - | - | 180,000 | - | - |
| | 3,397,894 | 4,315,745 | 3,820,139 | 4,926,439 | 4,359,190 |

NOTES:

See Fund sheets for detail of transfers

UPDATED 9/10



Town of Fairfax
2020-21 Operating Budget

APPROPRIATIONS - ALL FUNDS

FUND SUMMARY

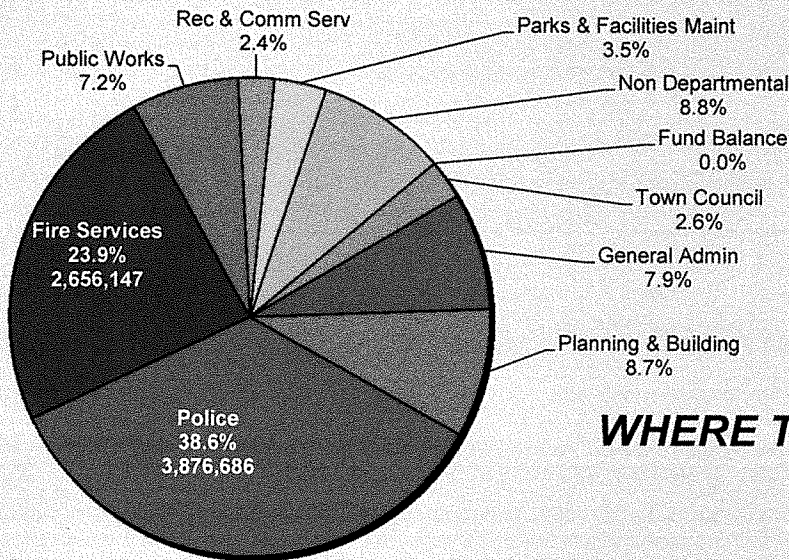
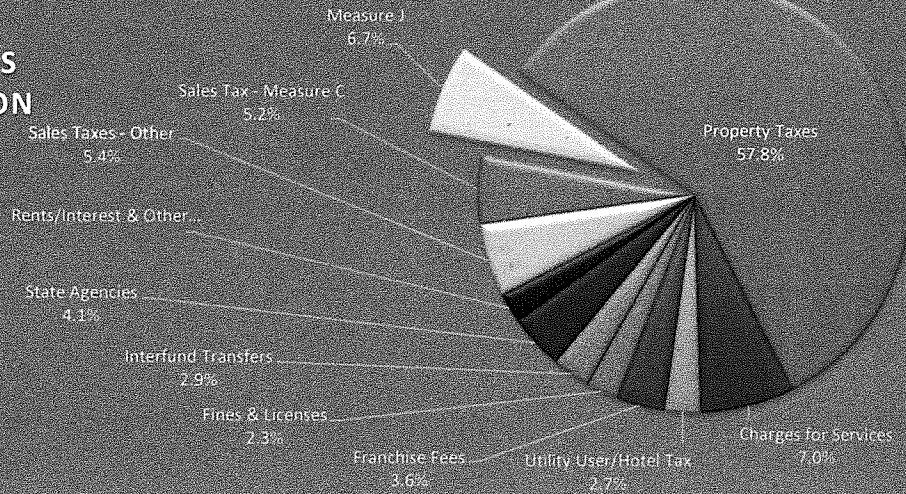
6/1/20 12:12 PM

| | General Government | Development Services | Public Safety | Public Works & Streets | Parks/Rec & Facility | Non Departmental | FY 2020-21 Proposed |
|--------------------------------------------|--------------------|----------------------|------------------|------------------------|----------------------|------------------|---------------------|
| GENERAL FUNDS | | | | | | | |
| 01 General Fund | 1,146,291 | 961,057 | 6,517,296 | 801,547 | 654,891 | 974,860 | 11,055,942 |
| 02 Dry Period Fund | - | - | - | - | - | - | - |
| 03 Equipment Replacement Fund | - | - | 59,489 | - | - | 16,600 | 76,089 |
| 04 Building & Planning Fund | - | - | - | - | - | - | - |
| 05 Communication Equip Replace Fund | - | - | - | - | - | 10,000 | 10,000 |
| 06 Retirement Fund | - | - | - | - | - | - | - |
| 08 Office Equip Replacement Fund | 20,000 | - | - | - | - | - | 20,000 |
| Total General Funds | 1,166,291 | 961,057 | 6,576,785 | 801,547 | 654,891 | 1,001,460 | 11,162,031 |
| SPECIAL REVENUE FUNDS | | | | | | | |
| 07 Special Police Fund | - | - | - | - | - | - | - |
| 12 Fairfax Festival Fund | - | - | - | - | 31,700 | - | 31,700 |
| 20 Measure J - Municipal Svs Tax Fund | - | - | - | - | - | - | - |
| 21 Gas Tax Fund | - | - | - | - | - | - | - |
| 22 Measure A - Transportation | - | - | - | - | - | - | - |
| 23 Measure A - Parks | - | - | - | - | - | - | - |
| Total Special Revenue Funds | - | - | - | - | 31,700 | - | 31,700 |
| DEBT SERVICE FUNDS | | | | | | | |
| 43-45 Measure K - Debt Service | - | - | - | 559,501 | - | - | 559,501 |
| 48 Lease Agreement | - | - | - | - | - | 455,469 | 455,469 |
| Total Debt Service Funds | - | - | - | 559,501 | - | 455,469 | 559,501 |
| CAPITAL PROJECTS | | | | | | | |
| 51 Capital Projects - Grants | - | - | - | 1,033,751 | - | - | 1,033,751 |
| 52 Disaster Fund | - | - | - | - | - | - | - |
| 53 Capital Projects - Town | - | - | - | 230,000 | - | - | 230,000 |
| Total Capital Projects Funds | - | - | - | 1,263,751 | - | - | 1,263,751 |
| FIDUCIARY FUNDS | | | | | | | |
| 73 Open Space | - | - | - | - | 4,000 | - | 4,000 |
| Total Fiduciary Funds | - | - | - | - | 4,000 | - | 4,000 |
| TOTAL APPROPRIATIONS - ALL FUNDS | 1,166,291 | 961,057 | 6,576,785 | 2,624,799 | 690,591 | 1,456,929 | 13,476,452 |
| Percent of Total Appropriations (with CIP) | 8.7% | 7.1% | 48.8% | 19.5% | 5.1% | 10.8% | 100.0% |
| Percent of Total Appropriations (NO CIP) | 9.5% | 7.9% | 53.9% | 21.5% | 5.7% | 11.9% | 90.6% |



WHERE THE MONEY COMES FROM...

**SOURCE OF FUNDS
FOR GENERAL FUNDS
TOTAL = \$11.0 MILLION**

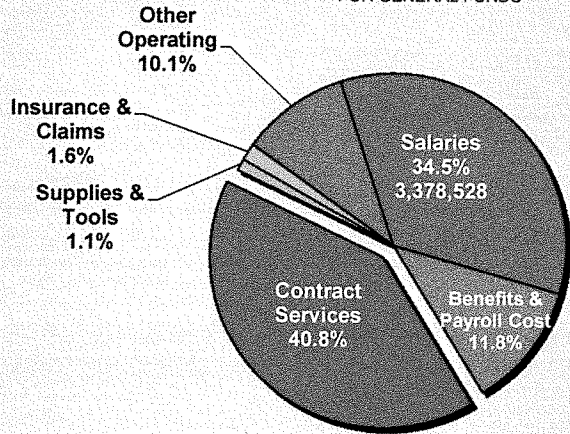


WHERE THE MONEY GOES TO...

**USE OF FUNDS
FOR GENERAL FUNDS
TOTAL = \$11.0 MILLION**

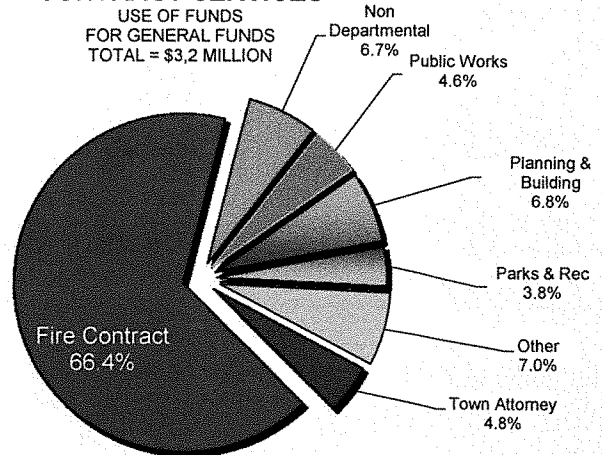
EXPENDITURES BY CATEGORY

**USE OF FUNDS
FOR GENERAL FUNDS**



CONTRACT SERVICES

**USE OF FUNDS
FOR GENERAL FUNDS
TOTAL = \$3.2 MILLION**





Town of Fairfax

2020-21 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 2017-18 | FY 2018-19 | FY 2019-20 | FY 2019-20 | FY 2020-21 |
|--------------|------------|------------|------------|------------|------------|
| | Actual | Actual | Adopted | Projected | PROPOSED |

| | | | | | |
|---------------------------|-----------|-----------|--|-----------|-----------|
| BEGINNING FUND BAL | 2,744,253 | 2,530,698 | | 2,742,829 | 2,081,458 |
|---------------------------|-----------|-----------|--|-----------|-----------|

REVENUES

| | | | | | |
|------------------------------|------------------|------------------|------------------|------------------|------------------|
| PROPERTY TAXES | 4,043,677 | 4,236,930 | 4,369,900 | 4,472,706 | 4,741,300 |
| SALES TAXES | 1,379,663 | 1,470,808 | 1,480,300 | 1,265,020 | 1,184,200 |
| USER FEES (UUT/TOT) | 392,269 | 375,308 | 361,000 | 378,698 | 304,000 |
| FRANCHISE FEES | 398,411 | 373,447 | 430,000 | 401,482 | 404,000 |
| FINES & LICENSES | 255,076 | 235,278 | 262,000 | 262,000 | 262,000 |
| RENTS & INTEREST | 64,608 | 49,345 | 151,300 | 154,345 | 65,600 |
| REVENUES FROM OTHER AGENCIES | 63,851 | 60,197 | 50,700 | 44,320 | 207,200 |
| CHARGES FOR CURRENT SERVICES | 193,143 | 219,924 | 240,100 | 216,000 | 223,000 |
| SUBTOTAL REVENUES | 6,790,698 | 7,021,237 | 7,345,300 | 7,194,571 | 7,391,300 |

APPROPRIATIONS

| | | | | | |
|-------------------------------------|------------------|------------------|-------------------|-------------------|-------------------|
| 100 TOWN COUNCIL | 366,925 | 349,471 | 289,097 | 288,699 | 291,889 |
| 200 GENERAL ADMINISTRATION | 689,198 | 762,886 | 835,211 | 801,222 | 854,402 |
| 300 DEVELOPMENT SERVICES | 678,549 | 675,163 | 797,228 | 780,880 | 961,057 |
| 400 PUBLIC SAFETY | 5,274,680 | 5,803,706 | 6,175,946 | 6,182,850 | 6,517,296 |
| 500 PUBLIC WORKS | 634,409 | 631,064 | 803,271 | 652,632 | 801,547 |
| 600 RECREATION & COMMUNITY SERVICES | 199,052 | 221,828 | 263,707 | 259,691 | 269,335 |
| 600 PARKS & FACILITY MAINTENANCE | 268,104 | 305,524 | 339,547 | 293,388 | 385,557 |
| 700 NON DEPARTMENTAL | 690,365 | 876,718 | 1,009,026 | 953,851 | 974,860 |
| SUBTOTAL APPROPRIATIONS | 8,801,282 | 9,626,361 | 10,513,034 | 10,213,211 | 11,055,942 |

TRANSFERS

| | | | | | |
|--------------------------------|------------------|------------------|------------------|------------------|------------------|
| TRANSFERS TO 01-GENERAL FUND | 2,981,773 | 3,325,000 | 3,435,000 | 3,165,000 | 3,705,000 |
| TRANSFERS FROM 01-GENERAL FUND | (145,404) | (507,745) | 7,463 | (807,731) | (17,537) |
| SUBTOTAL TRANSFER | 2,836,369 | 2,817,255 | 3,442,463 | 2,357,269 | 3,687,463 |

| | | | | | |
|--------------------------------|----------------|----------------|----------------|------------------|---------------|
| NET DEPARTMENT ACTIVITY | 825,786 | 212,131 | 274,729 | (661,372) | 22,821 |
|--------------------------------|----------------|----------------|----------------|------------------|---------------|

| | | | | | |
|------------------------|------------------|------------------|--|------------------|------------------|
| ENDING FUND BAL | 3,570,038 | 2,742,829 | | 2,081,458 | 2,104,279 |
|------------------------|------------------|------------------|--|------------------|------------------|

COMPONENTS OF FUND BALANCE:

| | | | | | |
|--------------|-----------|-----------|--|-----------|-----------|
| Undesignated | 3,570,038 | 2,742,829 | | 2,081,458 | 2,104,279 |
|--------------|-----------|-----------|--|-----------|-----------|

NOTES:



Town of Fairfax
2020-21 Operating Budget

GENERAL FUND

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

| REVENUE DETAIL | | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2019-20 | FY 2020-21 |
|-------------------------------------------|--------------------------------|------------------|------------------|------------------|------------------|------------------|
| | | Actual | Actual | Adopted | Projected | PROPOSED |
| 01-010-101 | Property Taxes - Secured | 2,585,223 | 2,727,627 | 2,860,000 | 2,847,450 | 2,974,400 |
| 01-010-102 | Property Taxes - Unsecured | 48,713 | - | 52,400 | 48,713 | 54,500 |
| 01-010-103 | Property Taxes - Prior | 2,531 | 6,632 | 3,000 | 6,632 | 3,100 |
| 01-010-104 | Real Estate Transfer Tax | 52,521 | 52,415 | 45,000 | 50,122 | 45,000 |
| 01-010-110 | Supplemental Property Taxes | 71,772 | 116,078 | 70,000 | 116,298 | 72,800 |
| 01-010-112 | ERAF Excess Distribution | 481,912 | 498,934 | 510,000 | 568,173 | 570,000 |
| 01-010-113 | Storm Run-Off Fee | 53,765 | 53,643 | 54,000 | 53,718 | 54,000 |
| 01-010- | MWPA Wildfire Tax | | | | | 192,000 |
| 01-010-117 | Property Tax In-Lieu of VLF | 747,241 | 781,600 | 775,500 | 781,600 | 775,500 |
| 10 | Total Property Taxes | 4,043,677 | 4,236,930 | 4,369,900 | 4,472,706 | 4,741,300 |
| 01-010-106 | Sales Tax ("Bradley Burns") | 657,332 | 670,127 | 693,000 | 562,201 | 554,400 |
| 01-010-111 | 1/2 cent Sales Tax - Prop. 172 | 50,059 | 69,387 | 63,300 | 51,353 | 50,600 |
| 01-010-118 | 1/2 cent Sales Tax - Measure D | 672,272 | 731,294 | - | - | - |
| 01-010-118 | 3/4 cent Sales Tax - Measure C | - | - | 724,000 | 651,466 | 579,200 |
| 11 | Total Sales Taxes | 1,379,663 | 1,470,808 | 1,480,300 | 1,265,020 | 1,184,200 |
| 01-010-108 | Utility Users Tax - Telecom | 92,454 | 78,244 | 100,000 | 84,652 | 80,000 |
| 01-010-109 | Utility Users Tax - Energy | 280,873 | 275,966 | 240,000 | 273,736 | 220,000 |
| 01-010-114 | Hotel Users Tax | 18,942 | 21,098 | 21,000 | 20,310 | 4,000 |
| 12 | Total User Taxes | 392,269 | 375,308 | 361,000 | 378,698 | 304,000 |
| 01-020-201 | Garbage | 187,383 | 204,858 | 225,000 | 195,351 | 200,000 |
| 01-020-202 | Gas & Electric | 74,134 | 68,167 | 75,000 | 73,156 | 74,000 |
| 01-020-203 | Cable | 136,893 | 100,422 | 130,000 | 132,975 | 130,000 |
| 20 | Total Franchise Fees | 398,411 | 373,447 | 430,000 | 401,482 | 404,000 |
| 01 - GENERAL FUND TAXES & FEES | | 6,214,020 | 6,456,493 | 6,641,200 | 6,517,906 | 6,633,500 |

NOTES:

Secured & Unsecured Property Taxes - Homes, businesses, and other taxable real and personal property are subject to levy of property taxes. The fixed statutory rate is 1% of assessed valuation. Assessed value is based on the 1975 property values with subsequent increases limited to 2% or CPI growth, whichever is less. Property tax is the biggest revenue source for the General Fund. Includes Marin Wildfire Prevention Authority (MWPA) tax of \$96,000 for local efforts and \$96,000 for regional defensible space inspections/mitigation activities. The regional funds are for Year 1 only until MWPA can establish its operations.

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

Sales taxes are the General Fund's second largest revenue source. The Town's 1% Bradley Burns Sales Tax is levied on all merchandise. These funds are received directly from the State on a monthly basis. Measure D is the five year 1/2 cent sales tax passed in November, 2012 and expired April 2017. Measure C is the 10 yr renewal and increase of the add-on sales tax from 1/2 cent to 3/4 cent. Revenue estimate are based on projections from Avenu, the Town's sales tax consultant.

Franchise Fees - Garbage, Gas & Electric, Cable, The Town receives franchise fees from various public utilities and other corporations who furnish gas, electric, water, Cable TV, refuse or similar services to citizens living within town boundaries.



Town of Fairfax

2020-21 Operating Budget

GENERAL FUND

| REVENUE DETAIL | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2019-20 | FY 2020-21 | | |
|------------------------------------------------------------|------------------|------------------|------------------|------------------|------------------|-----------------|---------------|
| | Actual | Actual | Adopted | Projected | PROPOSED | | |
| 01-030-301 Business Licenses | 139,686 | 101,164 | 132,000 | 132,000 | 132,000 | 0 | 0.0% |
| 01-040-401 Vehicle Code Fines | 30,860 | 33,342 | 30,000 | 30,000 | 30,000 | 0 | 0.0% |
| 01-040-402 Parking & Other Fines | 84,530 | 100,771 | 100,000 | 100,000 | 100,000 | 0 | 0.0% |
| Total Fines & Licenses | 255,076 | 235,278 | 262,000 | 262,000 | 262,000 | 0 | 0.0% |
| 01-050-501 Rents - Women's Club and Other | 10,166 | 15,099 | 13,000 | 9,750 | 10,000 | (3,000) | -23.1% |
| 01-050-504 Rents - Pavilion weddings etc | (494) | 1,825 | 6,000 | 4,500 | 2,000 | (4,000) | -66.7% |
| 01-050-506 Rents - Pavilion - Other | 150 | 2,000 | 5,000 | 3,750 | 2,000 | (3,000) | -60.0% |
| 01-050-507 Janitor.Maint fees | 900 | 225 | 1,000 | 750 | 300 | (700) | -70.0% |
| Total Rental & Maintenance Fees | 10,722 | 19,149 | 25,000 | 18,750 | 14,300 | (10,700) | -42.8% |
| 01-050-500 Interest Earnings - Bank | 0 | 760 | 1,300 | 1,300 | 1,300 | 0 | 0.0% |
| 01-050-502 Interest Earnings - LAIF | 53,886 | 29,436 | 125,000 | 134,295 | 50,000 | (75,000) | -60.0% |
| Total Investment Earnings | 53,886 | 30,196 | 126,300 | 135,595 | 51,300 | (75,000) | -59.4% |
| 01-060-602 Motor Vehicle License Fees | 0 | 0 | 3,500 | | | (3,500) | -100.0% |
| 01-060-607 Homeowner's Property Tax Rebates (HOPTR) | 12,985 | 16,685 | 13,000 | 12,812 | 13,000 | 0 | 0.0% |
| 01-060-614 State Aid | 11,915 | 7,139 | - | 1,000 | - | 0 | #DIV/0! |
| 01-060-615 Police Training Reimbursement (POST) | 8,756 | 8,778 | 7,000 | 3,308 | 7,000 | 0 | 0.0% |
| 01-060- SB 2 Planning Grant | - | - | - | 0 | 160,000 | 160,000 | #DIV/0! |
| 01-060-699 Other & Miscellaneous Revenues & WC | 18,030 | 10,429 | 15,000 | 15,000 | 15,000 | 0 | 0.0% |
| 01-070-702 Environmental Grants | 12,166 | 17,166 | 12,200 | 12,200 | 12,200 | 0 | 0.0% |
| Total Revenues From Other Agencies | 63,851 | 60,197 | 50,700 | 44,320 | 207,200 | 156,500 | 308.7% |
| 01-080-802 Sale Of Maps & Publications/Copies | 1,788 | 1,489 | 1,500 | 1,500 | 1,500 | 0 | 0.0% |
| 01-080-803 Special Police Services (includes booking fees) | 11,456 | 12,027 | 10,000 | 12,000 | 12,000 | 2,000 | 20.0% |
| 01-080-804 Police Dispatch Services | 76,000 | 85,000 | 93,000 | 93,000 | 98,000 | 5,000 | 5.4% |
| 01-080-814 Miscellaneous - General | 13,615 | 22,372 | 10,000 | 20,000 | 22,000 | 12,000 | 120.0% |
| 01-080-903 General Recreation | 945 | 3,730 | 3,000 | 4,000 | 4,000 | 1,000 | 33.3% |
| 01-090-508 Recreation Rentals | 11,460 | 8,800 | 8,000 | 6,000 | 6,000 | (2,000) | -25.0% |
| 01-090-790 Recreation Fundraising | 5,475 | 13,725 | 25,000 | 14,000 | 14,000 | (11,000) | -44.0% |
| 01-090-822 Recreation Summer Camp Fees | 21,094 | 17,363 | 26,000 | 10,500 | 10,500 | (13,500) | -59.8% |
| 01-090-904 Recreation Classes & Partnerships | 51,312 | 55,418 | 63,600 | 55,000 | 55,000 | (8,600) | -13.5% |
| Total Charges For Current Services | 193,143 | 219,924 | 240,100 | 216,000 | 223,000 | (17,100) | -7.1% |
| 01 - GENERAL FUND TAXES & FEES | 6,214,020 | 6,456,493 | 6,641,200 | 6,517,906 | 6,633,500 | (7,700) | -0.1% |
| 01 - GENERAL FUND TOTAL | 6,790,698 | 7,021,237 | 7,345,300 | 7,194,571 | 7,391,300 | 48,000 | 0.6% |
| | | | | 97.9% | 100.6% | | |



Town of Fairfax

2020-21 Operating Budget

GENERAL FUND

| APPROPRIATIONS SUMMARY | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2019-20 | FY 2020-21 |
|--------------------------------------------------|------------------|------------------|-------------------|-------------------|-------------------|
| | Actual | Actual | Adopted | Projected | PROPOSED |
| 111 Town Council | 26,595 | 27,303 | 33,534 | 31,583 | 33,296 |
| 112 Town Treasurer | 4,102 | 3,945 | 4,926 | 4,561 | 4,917 |
| 116 Independent Auditor | 65,762 | 47,757 | 60,637 | 62,554 | 63,675 |
| 121 Town Attorney | 270,465 | 270,465 | 190,000 | 190,000 | 190,000 |
| Total Town Council | 366,925 | 349,471 | 289,097 | 288,699 | 291,889 |
| 211 Town Manager | 192,209 | 202,459 | 205,461 | 203,344 | 217,070 |
| 221 Town Clerk | 149,935 | 208,421 | 176,836 | 173,341 | 180,956 |
| 222 Elections | 21,954 | 3,424 | 45,000 | 46,740 | 16,000 |
| 231 Personnel | 58,964 | 69,536 | 78,196 | 65,519 | 78,010 |
| 241 Finance | 266,136 | 279,047 | 329,717 | 312,278 | 362,367 |
| Total General Administration | 689,198 | 762,886 | 835,211 | 801,222 | 854,402 |
| 311 Planning | 432,396 | 469,497 | 544,068 | 537,531 | 708,196 |
| 321 Building Inspection & Permits | 246,154 | 205,666 | 253,160 | 243,349 | 252,861 |
| Total Development Services | 678,549 | 675,163 | 797,228 | 780,880 | 961,057 |
| 411 Police | 3,017,286 | 3,373,030 | 3,615,036 | 3,702,454 | 3,844,449 |
| 418 Disaster Preparedness | 10,732 | 8,286 | 16,700 | 7,838 | 16,700 |
| 421 Ross Valley Fire Service | 2,246,662 | 2,422,390 | 2,544,210 | 2,472,558 | 2,656,147 |
| Total Public Safety | 5,274,680 | 5,803,706 | 6,175,946 | 6,182,850 | 6,517,296 |
| 510 Public Works Administration | 188,671 | 216,422 | 270,666 | 201,826 | 262,189 |
| 511 Street Maintenance | 326,106 | 317,389 | 422,605 | 362,055 | 429,358 |
| 512 Street Lighting & Traffic Signals | 119,633 | 96,223 | 110,000 | 88,750 | 110,000 |
| 513 Storm Damage FEMA | - | 1,029 | - | - | - |
| Total Public Works | 634,409 | 631,064 | 803,271 | 652,632 | 801,547 |
| 616 Community Services | 30,196 | 35,805 | 35,082 | 34,983 | 35,932 |
| 617 Recreation | 55,855 | 63,948 | 61,355 | 61,857 | 63,010 |
| 621 Fairfax Recreation | 95,699 | 115,452 | 152,170 | 156,909 | 164,817 |
| 622 Summer Camps | 17,302 | 6,624 | 15,100 | 5,942 | 5,576 |
| Total Recreation & Community Services | 199,052 | 221,828 | 263,707 | 259,691 | 269,335 |
| 611 Park Maintenance | 214,917 | 243,558 | 261,738 | 227,764 | 287,222 |
| 625 Rental Facilities-WC & Ballfield | 47,304 | 56,990 | 77,809 | 64,788 | 98,335 |
| 911 Building Maintenance | 5,884 | 4,976 | - | 836 | - |
| Total Parks & Facility Maintenance | 268,104 | 305,524 | 339,547 | 293,388 | 385,557 |
| 715 Non Departmental | 690,365 | 876,718 | 1,009,026 | 953,851 | 974,860 |
| TOTAL GENERAL FUND APPROPRIATIONS | 8,801,282 | 9,626,361 | 10,513,034 | 10,213,211 | 11,055,942 |



Town of Fairfax

2020-21 Operating Budget

GENERAL FUND

| APPROPRIATIONS by Object | Salaries & Wages | Benefits & Payroll Cost | Retirement | Professional Services | Supplies & Tools | Other Operating | FY 2020-21 PROPOSED |
|-----------------------------------------------------|------------------|-------------------------|------------------|-----------------------|------------------|------------------|---------------------|
| 111 Town Council | 18,000 | 1,223 | 3,173 | 2,200 | 100 | 8,600 | 33,296 |
| 112 Town Treasurer | 3,600 | 327 | 135 | - | 100 | 755 | 4,917 |
| 116 Independent Auditor | - | - | - | 63,675 | - | - | 63,675 |
| 121 Town Attorney | - | - | - | 190,000 | - | - | 190,000 |
| 10 Total Town Council | 21,600 | 1,551 | 3,308 | 255,875 | 200 | 9,355 | 291,889 |
| 211 Town Manager | 144,093 | 35,977 | 22,577 | 350 | 700 | 13,373 | 217,070 |
| 221 Town Clerk | 108,509 | 33,503 | 7,381 | 25,000 | 100 | 6,463 | 180,956 |
| 222 Elections | - | - | - | 16,000 | - | - | 16,000 |
| 231 Personnel | 45,509 | 7,530 | 4,121 | 18,500 | 650 | 1,700 | 78,010 |
| 241 Finance | 194,462 | 39,632 | 22,210 | 94,000 | 1,700 | 10,363 | 362,367 |
| 20 Total General Administration | 492,573 | 116,641 | 56,289 | 153,850 | 3,150 | 31,899 | 854,402 |
| 311 Planning | 309,895 | 79,657 | 86,358 | 205,000 | 4,000 | 23,287 | 708,196 |
| 321 Building Inspection & Permits | 109,812 | 32,216 | 34,812 | 65,000 | 1,200 | 9,821 | 252,861 |
| 30 Total Development Services | 419,707 | 111,873 | 121,170 | 270,000 | 5,200 | 33,108 | 961,057 |
| 411 Police | 1,856,848 | 664,599 | 973,672 | 60,000 | 16,000 | 273,330 | 3,844,449 |
| 418 Disaster Preparedness | - | - | - | - | 100 | 16,600 | 16,700 |
| 421 Ross Valley Fire Service | - | - | - | 2,656,147 | - | - | 2,656,147 |
| 40 Total Public Safety | 1,856,848 | 664,599 | 973,672 | 2,716,147 | 16,100 | 289,930 | 6,517,296 |
| 510 Public Works Administration | 113,438 | 25,192 | 19,518 | 66,500 | 1,308 | 36,234 | 262,189 |
| 511 Street Maintenance | 189,612 | 42,454 | 44,102 | 58,000 | 42,500 | 52,691 | 429,358 |
| 512 Street Lighting & Traffic Signals | - | - | - | 60,000 | - | 50,000 | 110,000 |
| 513 Pollution Prevention | - | - | - | - | - | - | - |
| 50 Total Public Works | 303,049 | 67,645 | 63,620 | 184,500 | 43,808 | 138,925 | 801,547 |
| 616 Community Services | 21,071 | 5,480 | 2,430 | - | 5,500 | 1,450 | 35,932 |
| 617 Recreation | 37,198 | 6,245 | 11,047 | 7,000 | 120 | 1,400 | 63,010 |
| 621 Fairfax Recreation | 105,780 | 20,197 | - | 19,000 | 3,000 | 16,840 | 164,817 |
| 622 Summer Camps | - | 3,456 | - | 1,300 | 750 | 70 | 5,576 |
| 60 Total Recreation & Community Services | 164,049 | 35,378 | 13,477 | 27,300 | 9,370 | 19,760 | 269,335 |
| 611 Park Maintenance | 106,055 | 79,711 | 25,519 | 35,000 | 16,000 | 24,938 | 287,222 |
| 625 Rental Facilities-WC & Ballfield | 14,647 | 7,034 | 1,043 | 9,500 | 6,000 | 60,111 | 98,335 |
| 911 Building Maintenance | - | - | - | 79,000 | 5,500 | (84,500) | - |
| 61 Total Parks & Facility Maintenance | 120,702 | 86,745 | 26,562 | 123,500 | 27,500 | 548 | 385,557 |
| 715 Non Departmental | - | 76,475 | - | 267,000 | 4,000 | 627,385 | 974,860 |
| 71 | - | - | - | - | - | - | - |
| TOTAL GENERAL FUND APPROPRIATIONS | 3,378,528 | 1,160,906 | 1,258,098 | 3,998,172 | 109,328 | 1,150,909 | 11,055,942 |
| | 30.6% | 10.5% | 11.4% | 36.2% | 1.0% | 10.4% | 100.0% |

TOWN MANAGER
INCLUDES TOWN COUNCIL, TOWN TREASURER, TOWN ATTORNEY,
AND TOWN MANAGER BUDGET UNITS

ORGANIZATION:

This department is comprised of the following personnel:

- 5 elected Town Council members (Council Members annually select a Mayor and Vice-Mayor)
- 1 Elected Town Treasurer
- 1 Town Attorney appointed by the Town Council
- 1 Town Manager appointed by the Town Council

Total = 6 elected officials, 1.0 FTE benefited employee, 1 Contracted Town Attorney

2019-20 KEY ACCOMPLISHMENTS:

- Managed COVID-19's impacts on Town operations, staff, and facilities
- Expanded communications efforts via weekly newsletters and revamped the Town website in response to COVID-19.
- Assisted Council with the adoption of ordinances and resolutions including commercial cannabis and wireless telecommunications (5-G)
- Negotiated extension of service agreement with Marin Sanitary Services (MSS)
- Facilitated update of master fee schedule
- Performed more vegetation management in the Town and Town owned properties
- Served as Public Works Director oversaw the completion of capital improvements such the Parkade Bus Shelter and the Upper Scenic Road repaving project.
- Secured preliminary approval of additional FEMA funding and facilitated multi-agency review of the preliminary design for the seismic retrofit of the Pavilion

FY 2020-21 GOALS AND OBJECTIVES (in addition to Town Council Goals):

- Adopt new personnel policies
- Conduct mid-year budget review in Fall 2020 to evaluate the longer term effects of COVID-19
- Complete road maintenance and repair projects
- Continue to work on the completion of outstanding FEMA projects from previous storm events
- Secure final FEMA approval of additional funding for and multi-agency approval for the preliminary design for the seismic retrofit of the Pavilion

Council Goals for 2020
(not in order of priority)

- Pending

Town Accomplishments of 2019-2020

(January 2019- March 2020)

- Reached consensus on amending zoning code to reduce maximum home size.
- Continued to make improvements to pedestrian trails.
- Completed design and began reconstruction of the Parkade, including ADA improvements.
- Implemented fire prevention program, including risk reduction activities, property inspections, creation of FireWise neighborhoods, emergency preparedness, and community outreach/education.
- Adopted a Climate Emergency Resolution to begin to take serious, meaningful action.
- Built toward a consensus on 5G and cannabis regulations
- Continued to maintain healthy General Fund reserves and the fiscal soundness of the Town.
- Established renter protections through ordinances for Just Cause Evictions and Prohibiting Income-Based Rental Housing Discrimination. Fairfax is the first municipality in Marin to adopt these.
- Established Section 115 trust with PARS to pre-fund unfunded pension liabilities.
- Launched the new Town website!
- Adopted urgency ordinance for wireless communications facilities (WCFs, small cells, 5G)
- Adopted ordinances to allow existing medical marijuana dispensaries to deliver adult use cannabis.
- Approved shared services agreement for Marin County Fire to act as the Fire Chief for the Ross Valley Fire Dept.
- Approved final parcel map for Victory Village, and deferred a portion of Town fees for payment over time. Construction commenced December 2018.
- Adopted PDD ordinance establishing a maximum density for steeply sloped properties.
- Received a grade A from the American Lung Association for smoking ordinance adopted in December 2017.
- Cascade Canyon achieved FireWise status.
- Reached consensus on maximum home size, and ordinance is under consideration.
- Held a Town Forum on cannabis policy (May 2018).
- Expanded door to door pick up chipper days for Cascade and Manor Hill neighborhoods.
- Created new lieutenant position to provide for more growth in the Police department.
- Goats were introduced for vegetation management.
- Expanded the Fairfax Artist in Residence program into a 3-artist collaborative.
- Expanded senior programming & support for the Age Friendly program.
- Drafted Ordinance to update Accessory Dwelling Units (ADU's) per State law.
- The Town Council adopted 13 ordinances and 45 resolutions from March 2018 to March 2019. (See APPENDIX for list of titles.)



Town of Fairfax

2020-21 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 211 TOWN MANAGER

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

| FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | | |
|---------------------------|----------------|----------------|----------------|----------------|----------------|
| 401 REGULAR SALARIES | 125,096 | 131,531 | 135,627 | 135,627 | 144,093 |
| 415 ACCRUED LEAVE CASHOUT | 4,223 | 4,480 | 2,307 | 2,307 | 2,461 |
| 421 TEMP EMPLOYEES | - | - | - | - | - |
| 491 HEALTH INSURANCE | 21,039 | 21,141 | 20,293 | 20,293 | 19,810 |
| 492 WORKERS COMP | 5,398 | 5,557 | 5,410 | 5,410 | 6,007 |
| 493 RETIREMENT | 12,236 | 13,618 | 14,195 | 14,195 | 15,075 |
| 494 MEDICARE | 1,746 | 1,832 | 1,891 | 1,891 | 2,007 |
| 495 FICA/PTS | - | - | - | - | - |
| 496 PERS UAL/SIDEFUND | 5,038 | 7,228 | 8,382 | 8,382 | 9,234 |
| 611 ALLOWANCES | 3,816 | 3,816 | 3,960 | 3,960 | 3,960 |
| SUBTOTAL PERSONNEL | 178,593 | 189,203 | 192,066 | 192,066 | 202,647 |

OPERATING EXPENSES

| | | | | | |
|------------------------------|---------------|---------------|---------------|---------------|---------------|
| 636 OFFICE EQUIP REPLACEMENT | - | - | 500 | - | 400 |
| 711 OFFICE EQUIP MAINT. | - | - | 100 | - | 100 |
| 731 BLDG-GROUNDS MAINT. | 2,249 | 2,330 | 2,245 | 1,745 | 4,223 |
| 801 WATER | 516 | 619 | 450 | 505 | 450 |
| 802 POWER | 900 | 1,180 | 800 | 852 | 800 |
| 804 TELEPHONE | 1,602 | 2,202 | 1,500 | 1,838 | 1,500 |
| 811 POSTAGE | 286 | 567 | 400 | 234 | 400 |
| 813 OFFICE SUPPLIES | 933 | 842 | 700 | 452 | 700 |
| 821 OUTSIDE SERVICES | - | - | - | - | - |
| 822 PROFESSIONAL SERVICES | 180 | 213 | 500 | 131 | 350 |
| 861 BUS.MEET/CONF. | 5,232 | 3,111 | 4,000 | 1,825 | 2,500 |
| 862 DUES & SUBSCRIPTIONS | 1,721 | 2,193 | 2,200 | 3,696 | 3,000 |
| 871 LIAB & PROP INSURANCE | - | - | - | - | - |
| 881 SPECIAL SERVICES | - | - | - | - | - |
| SUBTOTAL OPERATING | 13,616 | 13,256 | 13,395 | 11,278 | 14,423 |

SEE NOTE

TOTAL DEPARTMENT APPROPRIATION

| | | | | |
|---------|---------|---------|---------|---------|
| 192,209 | 202,459 | 205,461 | 203,344 | 217,070 |
|---------|---------|---------|---------|---------|

Allocation of Positions:

| | | | | | |
|---------------------------------------------|-------------|-------------|-------------|-------------|-------------|
| TOWN MANAGER | 0.60 | 0.60 | 0.60 | 0.60 | 0.60 |
| INTERIM TOWN MANAGER | - | - | - | - | - |
| MANAGEMENT ANALYST (VACANT) | - | - | - | - | - |
| ADMINISTRATIVE ASSISTANT II | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 |
| ADMINISTRATIVE ASSISTANT PT | - | - | - | - | - |
| Total Full Time Equivalent Employees | 0.85 | 0.85 | 0.85 | 0.85 | 0.85 |

NOTES:

862 ICMA/CMMF/+

TOWN CLERK/ELECTIONS

In Fairfax, the Town Clerk is an elected position, while the Assistant to the Town Manager is a staff position. The elected Clerk is responsible to the voters directly. Many of the duties of the Clerk are mandated by Government Code, and include such matters as conducting elections; recording, publication, filing, indexing, and safekeeping of Town Council proceedings; recording and certifying all ordinances and resolutions; authenticating official records on behalf of the Town; coordinating the preparation of Town Council meeting agendas and packets; updating and maintaining the Town Code; serving as custodian of the official Town records, including filing and safekeeping of all official municipal documents; preparing, publishing, and posting legal notices; providing information and research assistance to the Town Council and staff; filling public records requests; serving as filing officer for economic interest and campaign disclosure statements; and serving as the financial disclosure officer.

This department has been comprised of one person since the elimination of a shared administrative assistant position in 2006.

Accomplishments for 2019-20

- Implemented new records management software
- Hired and trained temporary Deputy Town Clerk
- Assumed supervision of Marketing and Communications Specialist and continued to improve town-wide communication efforts including website design/maintenance/updates and communications materials.
- Administered the November 2019 General Municipal Election
- Coordinated the online and printed updates to the Town Code

TOWN CLERK/ELECTIONS

Goals for 2020-21

- Continue to improve new Town website to enhance community engagement
- Implement new document management software to continue efforts to automate records retention program
- Conduct the November 2019 general election
- Provide a high level of service to the community, staff, and Council, in addition to completing projects and assignments



Town of Fairfax

2020-21 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 221 TOWN CLERK

ACTIVITY DESCRIPTION

The Town Clerk is an elected position in Fairfax. The Town Clerk's office serves as the custodian of Town records and the local filing officer under the Political Reform Act, coordinates preparation of Town Council meeting agenda packets, notices public hearings, keeps official minutes of Council meetings, administers local elections, maintains the Town Code and custody of the the Town Seal. It authenticates official Town records, receives summons, claims, and appeals related to the Town, administers the Oath of Office, responds to public records requests, and oversees the Town website.

DEPARTMENT SUMMARY

| FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | | |
|----------------------------|----------------|----------------|----------------|----------------|----------------|
| 401 REGULAR SALARIES | 86,730 | 100,825 | 88,549 | 88,549 | 101,461 |
| 411 REG PART-TIME SALARIES | - | | 15,825 | 15,825 | 5,000 |
| 415 ACCRUED LEAVE CASHOUT | | | 2,007 | 2,007 | 2,047 |
| 421 TEMP EMPLOYEES | 3,183 | 37,879 | | - | |
| 491 HEALTH INSURANCE | 24,507 | 26,473 | 27,575 | 27,575 | 27,116 |
| 492 WORKERS COMP | 3,582 | 4,379 | 4,130 | 4,130 | 4,407 |
| 493 RETIREMENT | 6,053 | 9,194 | 7,381 | 7,381 | 7,529 |
| 494 MEDICARE | 1,195 | 1,872 | 1,444 | 1,444 | 1,473 |
| 496 PERS UAL/SIDEFUND | 10 | - | - | - | - |
| 611 ALLOWANCES | 360 | 360 | 360 | 360 | 360 |
| SUBTOTAL PERSONNEL | 125,619 | 180,982 | 147,271 | 147,271 | 149,393 |

SEE NOTE

OPERATING EXPENSES

| | | | | | |
|------------------------------|---------------|---------------|---------------|---------------|---------------|
| 636 OFFICE EQUIP REPLACEMENT | | | | - | |
| 731 BLDG-GROUNDS MAINT. | 2,177 | 2,320 | 2,265 | 2,265 | 4,263 |
| 801 WATER | | - | | - | |
| 804 TELEPHONE | 634 | 949 | 500 | 706 | 500 |
| 811 POSTAGE | 286 | 545 | 500 | 234 | 500 |
| 813 OFFICE SUPPLIES | 532 | 727 | 500 | 561 | 500 |
| 814 LEGAL ADS | 338 | 876 | 400 | 1,083 | 400 |
| 821 OUTSIDE SERVICES | 360 | 5,820 | 5,000 | 5,287 | 5,000 |
| 822 PROFESSIONAL SERVICES | 19,571 | 15,733 | 20,000 | 15,810 | 20,000 |
| 842 SPECIAL DEPT SUPPLIES | 60 | 94 | 100 | 51 | 100 |
| 861 BUS.MEET/CONF. | 109 | 376 | 100 | 72 | 100 |
| 862 DUES & SUBSCRIPTIONS | 250 | - | 200 | - | 200 |
| SUBTOTAL OPERATING | 24,316 | 27,439 | 29,565 | 26,070 | 31,563 |

SEE NOTE

SEE NOTE

TOTAL DEPARTMENT APPROPRIATION

149,935 208,421 176,836 173,341 180,956

Allocation of Positions:

| | | | | | |
|--------------------------------------|------|------|--------|--------|--------|
| TOWN CLERK / ASST TO TOWN MANAGER | | 1.00 | 1.00 | 1.00 | 1.00 |
| DEPUTY TOWN CLERK/MANAGEMENT ANALYST | 1.00 | - | 0.25 | 0.25 | 0.25 |
| ADMINISTRATIVE ASSISTANT PT | | 0.06 | 0.0625 | 0.0625 | 0.0625 |

Total Full Time Equivalent Employees

1.00 1.06 1.31 1.31 1.31

NOTES:

411 P/T Deputy Town Clerk for succession planning/job share
 821 Website platform
 822 Code updates; Minutes Clerk; OpenGov



Town of Fairfax

2020-21 Operating Budget

FUND **01 GENERAL FUND**
ACTIVITY **231 PERSONNEL**

ACTIVITY DESCRIPTION

Personnel cost include contractual Human Resources (HR); legal and consulting services and other costs such as recruitment, testing, physical & psychological exams as required.

DEPARTMENT SUMMARY

| FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | | |
|----------------------------|---------------|---------------|---------------|---------------|---------------|
| 401 REGULAR SALARIES | 31,076 | 32,639 | 33,451 | 33,451 | 34,960 |
| 411 REG PART-TIME SALARIES | 7,783 | 9,014 | 9,342 | 9,342 | 9,622 |
| 415 ACCRUED LEAVE CASHOUT | 704 | 1,383 | 897 | 897 | 927 |
| 421 TEMP EMPLOYEES | - | - | - | - | - |
| 461 OVERTIME | - | - | - | - | - |
| 491 HEALTH INSURANCE | 468 | 738 | 5,209 | 5,209 | 5,105 |
| 492 WORKERS COMP | 1,700 | 1,754 | 1,704 | 1,704 | 1,883 |
| 493 RETIREMENT | 3,594 | 4,032 | 4,121 | 4,121 | 3,638 |
| 494 MEDICARE | 531 | 580 | 596 | 596 | 629 |
| 495 FICA/PTS | - | - | 240 | 240 | 360 |
| 496 PERS UAL/SIDEFUND | - | - | - | - | - |
| 611 ALLOWANCES | 72 | 72 | 36 | 36 | 36 |
| SUBTOTAL PERSONNEL | 45,928 | 50,211 | 55,596 | 55,596 | 57,160 |

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 | - | 1,167 | 500 | 1,076 | 500 | |
| 815 PRINTING | - | - | - | - | - | |
| 821 OUTSIDE SERVICES | SEE NOTE | 11,955 | 17,578 | 20,000 | 8,278 | 18,500 |
| 822 PROFESSIONAL SERVICES | | - | - | 100 | - | - |
| 842 SPECIAL DEPT SUPPLIES | SEE NOTE | 581 | 506 | 600 | 569 | 650 |
| 861 BUS.MEET/CONF. | | 500 | 75 | 1,000 | - | 800 |
| 862 DUES & SUBSCRIPTIONS | | - | - | 400 | - | 400 |
| 890 MISCELLANEOUS | | - | - | - | - | - |
| SUBTOTAL OPERATING | 13,036 | 19,325 | 22,600 | 9,923 | 20,850 | |

TOTAL DEPARTMENT APPROPRIATION

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| 58,964 | 69,536 | 78,196 | 65,519 | 78,010 |
|---------------|---------------|---------------|---------------|---------------|

Allocation of Positions:

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

Total Full Time Equivalent Employees

| | | | | |
|-------------|-------------|-------------|-------------|-------------|
| 0.30 | 0.30 | 0.30 | 0.30 | 0.30 |
|-------------|-------------|-------------|-------------|-------------|

NOTES:

821 Preemployment services, Attorney Fees & HR Consultant

842 Staff recognition

FINANCE DEPARTMENT

2019-20 ACCOMPLISHMENTS:

- Initiated process to refinance lease financing to save interest and refinance additional pension debt.
- Implemented Fee Study to update Master Fee Schedule
- Began implementation of **Tyler Incode** software projected to “go live” in July.
 1. Worked with Tyler personnel to develop system specifications for processes and departments. Working from 222-line item task schedule to achieve
 2. Worked with consultant to revise chart of accounts adding projects.
 3. Submitted Data pulls as base for vendors and opening balances. Modules include General Ledger, Accounts Payable, Purchase Orders, Cashiering, Payroll, Employee benefits and Fixed Assets.
 4. Participated in numerous training sessions providing fundamentals, power user and end-user training.

- Prepaid current PERS UAL liability savings in July saving \$10K+ in interest costs.
- Recruited and hired PT Accountant to replace retiring accountant.
- Created reports for FEMA tracking and worked with FEMA representatives to document and recover expends incurred on last floods.
- Implementing rate updates to Town fees from adopted fee study across all departments with Town Manager for FY21 budget
- Worked with Town Manager and Fairfax Festival committee to implement budget and cost controls to track festival revenues and expenses.

FINANCE DEPARTMENT

FY 2020-21 GOALS AND OBJECTIVES:

- Implementation of Tyler Incode accounting software program to replace current BDS accounting software, integrating cash receipts, business license, payroll and fixed assets. Go-Live processing begins with Fiscal 20/21.
 - Add Cashiering system to post receipts to General Ledger on current basis
 - Add Project Accounting system
 - Bring payroll processing in-house
 - Bring Fixed asset accounting in-house
- Continue with electronic document management system of current and historical documents with the goal to archive, as well as to make them available for ease of research and public information
- Continue update of personnel rules with Town Manager.
- Continue restructuring the budget to create a cohesive articulating document including five-year Capital Improvement projections and additional exhibits for demographics and personnel
- Continue research for new revenue streams & cost saving measures
- Work with Building & Planning Department to implement systems for building - deposits and revenue tracking.
 - Add web-based process for permitting to extend Social Distancing measures



Town of Fairfax

2020-21 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 department prepares financial reports mandated by the State, the County of Marin, and other agencies. The Finance Department also prepares and oversees budget preparation.

DEPARTMENT SUMMARY

| FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | | |
|----------------------------|----------------|----------------|----------------|----------------|----------------|
| 401 REGULAR SALARIES | 113,339 | 119,039 | 140,047 | 140,047 | 144,815 |
| 411 REG PART-TIME SALARIES | 37,997 | 44,008 | 45,874 | 45,874 | 46,792 |
| 415 ACCRUED LEAVE CASHOUT | - | 5,723 | 3,608 | 3,608 | 3,655 |
| 421 TEMP EMPLOYEES | 2,934 | 2,265 | 1,900 | 2,799 | 2,855 |
| 491 HEALTH INSURANCE | 22,585 | 24,813 | 21,750 | 21,750 | 22,435 |
| 492 WORKERS COMP | 7,442 | 7,551 | 7,408 | 7,408 | 8,037 |
| 493 RETIREMENT | 19,801 | 15,768 | 17,655 | 17,655 | 14,702 |
| 494 MEDICARE | 2,073 | 2,310 | 2,590 | 2,590 | 2,686 |
| 495 FICA/PTS | 41 | 64 | 680 | 680 | 2,495 |
| 496 PERS UAL/SIDEFUND | 3,923 | 5,873 | 6,815 | 6,815 | 7,507 |
| 611 ALLOWANCES | 324 | 324 | 324 | 324 | 324 |
| SUBTOTAL PERSONNEL | 210,458 | 227,737 | 248,652 | 249,551 | 256,304 |

OPERATING EXPENSES

| | | | | | |
|------------------------------|----------|---------------|---------------|---------------|---------------|
| 636 OFFICE EQUIP REPLACEMENT | SEE NOTE | - | 15,000 | 30,000 | - |
| 711 OFFICE EQUIP MAINT. | | | 300 | - | 300 |
| 731 BLDG-GROUNDS MAINT. | | 2,177 | 2,320 | 2,265 | 1,764 |
| 804 TELEPHONE | | 634 | 838 | 1,000 | 706 |
| 811 POSTAGE | | 286 | 545 | 800 | 234 |
| 813 OFFICE SUPPLIES | | 1,490 | 1,678 | 1,700 | 2,160 |
| 815 PRINTING | | 26 | 54 | 500 | - |
| 821 OUTSIDE SERVICES | SEE NOTE | 10,573 | 5,262 | 15,000 | 3,736 |
| 822 PROFESSIONAL SERVICES | SEE NOTE | 39,706 | 40,191 | 40,000 | 23,689 |
| 861 BUS.MEET/CONF. | | 563 | 202 | 500 | - |
| 862 DUES & SUBSCRIPTIONS | | 110 | 143 | 1,000 | 393 |
| 890 MISCELLANEOUS | | 113 | 78 | 3,000 | 46 |
| SUBTOTAL OPERATING | | 55,678 | 51,310 | 81,065 | 62,728 |

TOTAL DEPARTMENT APPROPRIATION 266,136 279,047 329,717 312,278 362,367

Allocation of Positions:

| | | | | | |
|-----------------------------|------|------|------|------|------|
| FINANCE DIRECTOR | 0.90 | 0.90 | 0.90 | 0.90 | 0.90 |
| MANAGEMENT ANALYST (VACANT) | - | - | - | - | - |
| PART-TIME ACCOUNTANT (2) | 0.50 | 0.50 | 0.70 | 0.70 | 0.70 |
| PART-TIME OFFICE ASST | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 |

Total Full Time Equivalent Employees 1.50 1.50 1.70 1.70 1.70

NOTES: 636 Contribution to reserve to replace accounting software using lease-purchase financing.
821 Bank charges/analysis, GASB 34 compliance, tax audits, actuarial study, CPA review, Assistance with implementation of accounting software
822 Payroll service, Sales tax analysis, merchant fees, bank analysis
Accounting Software license (BDS, Tyler Incode, AssetMaxx); GovInvest (GASB 75 actuarial)

Planning & Building Services

2019-2020 Accomplishments

- Cannabis regulations:
 - Adopted and in effect. 22 meetings
- Nonconforming Structure regulation amendments:
 - Adopted and in effect
- Project Time Limits regulations:
 - Adopted and in effect
- Tree Removal/Alteration regulation amendments
 - Adopted and in effect
- Objective Design and Development Standards (ODDS)
 - Multi-jurisdictional effort underway
- \$160,000 SB2 planning grant successfully obtained, supporting ODDS, ADU, Inclusionary Housing efforts
- Housing
 - Victory Village 54-unit affordable senior housing under construction
 - Accessory Dwelling Unit regulation amendments adopted and in effect
 - Multi-jurisdictional effort underway to streamline ADU process
 - Inclusionary Housing - multi-jurisdictional effort underway to develop regulations
 - Maximum House Size regulations adopted and in effect
 - School Street Plaza 12-unit live-work project approved
 - Hill Area Residential Development regulation amendments adopted and in effect
- Marinda Heights subdivision of Wall Property
 - Environmental Impact Report consultant selected. Work approval pending
- Zoning Map updates and corrections (ongoing)
- Digitization and GIS georeferencing Town General Plan thematic maps (ongoing)
- Permits and Zoning Enforcement (FY '20 to date)
 - 7 Use Permits, 2 Variances, 4 Excavation Permits, 2 Encroachment Permits, 6 Accessory Dwelling Units, 1 Junior Accessory Dwelling Unit, 8 Design Review Permits, 3 HRD Permits, and 1 Sign Permits (total 35 permits, total fees \$35,000)
 - 316 construction permits, \$12,259,472 in valuation
 - 63 Residential Resale Inspection reports (total fees \$21,420)
 - 40 Planning, 8 Construction Code enforcement complaints
 - 20-45 planning requests for information per day.
- Switched to virtual/remote service provision and public meetings, instituted public safety and other protocols in response to Covid crisis and public needs
-

2020-2021 Goals

- Participate in multi-jurisdiction efforts to develop programs involving: affordable housing (including ADU's and inclusionary), historic preservation. Objective Design and Development Standards, Vehicle Miles Traveled (VMT) transportation impact assessment
- Continue to develop virtual/remote service capabilities, including online payment
- Respond to State's ongoing housing and other regulations
- Initiate Housing Element update

| Activity/Description | Est. Year End FY18-19 | Est. Year End FY19-20 | Est. FY20-21 |
|-----------------------------------------------------------------------------------------------|--------------------------------------------------|--------------------------|-----------------|
| Planning Permits Processed | 69 | 46 | 40 |
| Building Permits Processed | 463 | 350 | 310 |
| Resale Inspections | 108 | 75 | 65 |
| Building Inspections | 2,200 | 2,000 | 1,800 |
| Violations Processed | 35 | 45 | 35 |
| Administrative Citations | 5 | 5 | 5 |
| <u>Counter-calls for service:</u> Planning Staff; Building Staff; | 1,800 (approx. 5-8/day); 1,800 (approx. 5-8/day) | 1,200 1,200 | 1,500 1,500 |
| <u>Telephone-calls for service:</u> Planning Staff Building Staff | 2,700 (7-12/day) 4,000 (15+/day) | 2,400 3,500 | 2,500 3,700 |
| <u>Emails for service: (not inter-office / junk mail)</u> Planning Staff Building Staff | 2,400 (9/day) 900 (3-4/day) | 3,000 1,200 | 3,000 1,200 |



Town of Fairfax

2020-21 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, 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 planning consultant and sub-consultants assisting in the General Plan-related work programs 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 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | | | |
|----------------------------|----------|----------------|----------------|----------------|----------------|----------------|
| 401 REGULAR SALARIES | | 242,525 | 260,323 | 268,763 | 268,763 | 274,895 |
| 411 REG PART-TIME SALARIES | SEE NOTE | 31,620 | 19,997 | 30,000 | 30,000 | 30,000 |
| 415 ACCRUED LEAVE CASHOUT | | 4,138 | 2,717 | 9,716 | 9,716 | 9,880 |
| 421 TEMP EMPLOYEES | | 2,811 | - | 5,000 | 5,000 | 5,000 |
| 491 HEALTH INSURANCE | | 46,966 | 49,558 | 51,679 | 51,679 | 50,804 |
| 492 WORKERS COMP. | | 11,518 | 12,287 | 11,959 | 11,959 | 12,765 |
| 493 RETIREMENT | | 24,448 | 27,758 | 29,298 | 29,298 | 29,902 |
| 494 MEDICARE | | 3,627 | 3,745 | 4,181 | 4,181 | 4,266 |
| 495 FICA/PTS | | 1,278 | 592 | 1,199 | 1,199 | 1,222 |
| 496 PERS UAL/SIDEFUND | | 39,116 | 44,234 | 51,248 | 51,248 | 56,456 |
| 611 ALLOWANCES | | 705 | 720 | 720 | 720 | 720 |
| SUBTOTAL PERSONNEL | | 408,753 | 421,931 | 463,764 | 463,764 | 475,910 |

OPERATING EXPENSES

| | | | | | | |
|---------------------------|----------|---------------|---------------|---------------|---------------|----------------|
| 731 BLDG-GROUNDS MAINT. | | 2,373 | 2,448 | 2,355 | 2,355 | 4,337 |
| 802 POWER | | 450 | 590 | 450 | 430 | 450 |
| 804 TELEPHONE | | 1,360 | 1,861 | 1,500 | 1,166 | 1,500 |
| 811 POSTAGE | | 480 | 609 | 1,500 | 500 | 1,500 |
| 812 REPRODUCTION | | 274 | - | 1,000 | 547 | 1,000 |
| 813 OFFICE SUPPLIES | | 2,674 | 2,311 | 2,000 | 2,000 | 2,000 |
| 814 LEGAL ADS | SEE NOTE | 118 | 719 | 1,500 | 1,000 | 1,500 |
| 815 PRINTING | | 140 | 342 | 2,000 | 1,500 | 2,000 |
| 821 OUTSIDE SERVICES | SEE NOTE | 5,887 | 26,539 | 50,000 | 46,436 | 200,000 |
| 822 PROFESSIONAL SERVICES | SEE NOTE | 4,509 | 7,206 | 5,000 | 5,000 | 5,000 |
| 842 SPECIAL DEPT SUPPLIES | | 783 | 3,903 | 2,000 | 1,500 | 2,000 |
| 861 BUS.MEET/CONF. | SEE NOTE | 4,596 | 846 | 5,500 | 4,000 | 5,500 |
| 862 DUES & SUBSCRIPTIONS | | - | 194 | 5,500 | 7,333 | 5,500 |
| SUBTOTAL OPERATING | | 23,643 | 47,567 | 80,305 | 73,767 | 232,287 |

TOTAL DEPARTMENT APPROPRIATION

| | | | | |
|----------------|----------------|----------------|----------------|----------------|
| 432,396 | 469,497 | 544,068 | 537,531 | 708,196 |
|----------------|----------------|----------------|----------------|----------------|

Allocation of Positions:

| | | | | | |
|---------------------------------------------|-------------|-------------|-------------|-------------|-------------|
| PLANNING DIRECTOR | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| PRINCIPAL PLANNER | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| SENIOR PLANNER | - | - | - | - | - |
| ADMIN ASSISTANT II | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 |
| PLANNING INTERN | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 |
| ZONING TECH / ASST PLANNER | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |
| Total Full Time Equivalent Employees | 2.85 | 2.85 | 2.85 | 2.85 | 2.85 |

| | |
|--------|---------------------------------------------------------------------------------|
| NOTES: | 411 Planning Commission minutes / Zoning Tech & Intern |
| | 814 GP & zone changes updates |
| | 821 Includes outside services for GP studies to implement SB2 Grant (\$160,000) |
| | 822 Televis Planning Commission meetings \$ 3,300 |
| | 861 Marin Maps (\$3,000) and MCEP fees (\$2,500) |



Town of Fairfax

2020-21 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 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | | |
|---------------------------|----------------|----------------|----------------|----------------|----------------|
| 401 REGULAR SALARIES | 99,101 | 104,228 | 107,506 | 107,506 | 109,812 |
| 415 ACCRUED LEAVE CASHOUT | 4,122 | 4,287 | 4,416 | 4,416 | 4,504 |
| 421 TEMP EMPLOYEES | - | - | - | - | - |
| 461 OVERTIME | - | - | - | - | - |
| 491 HEALTH INSURANCE | 20,412 | 20,935 | 21,663 | 21,663 | 21,334 |
| 492 WORKERS COMP. | 4,122 | 4,398 | 4,284 | 4,284 | 4,578 |
| 493 RETIREMENT | 10,185 | 11,267 | 12,399 | 12,399 | 12,665 |
| 494 MEDICARE | 1,377 | 1,453 | 1,498 | 1,498 | 1,530 |
| 496 PERS UAL/SIDEFUND | 15,343 | 17,353 | 20,104 | 20,104 | 22,147 |
| 611 ALLOWANCES | 270 | 270 | 270 | 270 | 270 |
| SUBTOTAL PERSONNEL | 154,931 | 164,191 | 172,139 | 172,139 | 176,840 |

OPERATING EXPENSES

| | | | | | |
|---------------------------|---------------|---------------|---------------|---------------|---------------|
| 711 OFFICE EQUIP MAINT. | - | - | 321 | 321 | 321 |
| 722 VEHICLE MAINTENANCE | 3,440 | 5,329 | 3,500 | 3,500 | 3,500 |
| 731 BLDG-GROUNDS MAINT. | 2,111 | 2,311 | 2,000 | 1,773 | 2,000 |
| 802 POWER | 450 | 590 | 500 | 445 | 500 |
| 804 TELEPHONE | 1,360 | 1,861 | 1,500 | 1,100 | 1,500 |
| 811 POSTAGE | 518 | 765 | 500 | 450 | 500 |
| 813 OFFICE SUPPLIES | 1,130 | 1,041 | 1,200 | 700 | 1,200 |
| 821 OUTSIDE SERVICES | 75,555 | 23,088 | 65,000 | 60,000 | 60,000 |
| 822 PROFESSIONAL SERVICES | 5,449 | 6,180 | 5,000 | 2,000 | 5,000 |
| 861 BUS.MEET/CONF. | 685 | - | 1,000 | 500 | 1,000 |
| 862 DUES & SUBSCRIPTIONS | 525 | 310 | 500 | 420 | 500 |
| SUBTOTAL OPERATING | 91,223 | 41,475 | 81,021 | 71,209 | 76,021 |

TOTAL DEPARTMENT APPROPRIATION

| | | | | |
|----------------|----------------|----------------|----------------|----------------|
| 246,154 | 205,666 | 253,160 | 243,349 | 252,861 |
|----------------|----------------|----------------|----------------|----------------|

Allocation of Positions:

| | | | | | |
|--------------------|------|------|------|------|------|
| BUILDING OFFICIAL | 0.75 | 0.75 | 0.75 | 0.75 | 0.75 |
| ADMIN ASSISTANT II | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 |

Total Full Time Equivalent Employees

| | | | | |
|-------------|-------------|-------------|-------------|-------------|
| 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
|-------------|-------------|-------------|-------------|-------------|

| | |
|--------|-------------------------------------------------------------------------------|
| 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 |

POLICE BUDGET MESSAGE

ORGANIZATION:

The department is comprised of the following personnel/Classifications

- 1 Police Chief
- 1 Lieutenant
- 2 sergeants
- 2 corporal
- 5 patrol officers
- 1 Frozen police officer position (unfilled since 10/2005)
- 4 dispatchers
- 1 police service technician
- 0 reserve police officers (part time /hourly as needed)
- 2 reserve dispatcher (part time/hourly as needed)
- 1 part time Police Services Technician
- 1 part time Police cadet

Total: 16 full time employees (FTE's)

4 part time reserve employees

THE DEPARTMENT

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

MISSION:

Preventing Crime; Enforcing laws; Arresting offenders; Resolving community problems; Improving the quality of life.

2019–2020 ACCOMPLISHMENTS

- Modified employee schedules to allow for carpooling to Fairfax. (reduced emissions, traffic and cost savings to employees)
- Update Emergency Operation Plan and Evacuation Protocol
- Continue the updating of the POST Mandated Field Training Officer Program (several year project)
- Began pre-planning of next generation 911 answering equipment/telephone system
- Finalized Implementation of TEXT to 911 through state funding (a cellular caller can communicate with 911 dispatcher via text messaging)
- Finalized Implementation of RAPID SOS through state funding (pinpoints a cellular 911 callers location)
- Successful recruitment of two new Officers and one Police Service Technician, and one Cadet
- Sent a current Police Dispatcher to Police Academy to fill upcoming police officer vacancy
- Promoted two Police Officers to Police Corporal.
- Participated in numerous enforcement projects, bicycle stings, pedestrian stings, directed traffic details, undercover operations to combat targeted crimes
- Attended numerous town and community meeting throughout the County.
- Completed Fairfax Police Policy Manual update
- Completed 2019 Records Purge

2020-2021 GOALS AND OBJECTIVES:

- Continue planning and implementation of Next Generation 911 system
- Continue the updating of the POST Mandated Field Training Officer Program (several year project)
- Complete POST mandated bi annual training for all personnel
- Increased/targeted Traffic Operations: DUI / Speeding / Stop Signs / Bicycle and Pedestrian safety
- Undercover theft operations (burglaries and bicycle theft)
- Teen alcohol and Tobacco enforcement operations (including shoulder tap operations)
- Continue and Increase Social Media Presence (Nextdoor, Twitter, Facebook, Instagram)
- Increase Vehicle Abatement Program on public and private property
- Conduct yearly Policy Manual review and update



Town of Fairfax

2020-21 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 411 POLICE

ACTIVITY DESCRIPTION

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

DEPARTMENT SUMMARY

| FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2019-20 | FY 2020-21 |
|------------|------------|------------|------------|------------|
| Actual | Actual | Adopted | Projected | PROPOSED |

PERSONNEL

| | | | | | | |
|---------------------------|----------|------------------|------------------|------------------|------------------|------------------|
| 401 REGULAR SALARIES | SEE NOTE | 350,268 | 356,472 | 382,175 | 384,000 | 404,713 |
| 402 SAFETY SALARIES | SEE NOTE | 1,095,867 | 1,182,812 | 1,288,183 | 1,280,000 | 1,377,135 |
| 415 ACCRUED LEAVE PAYOUT | | 7,379 | 54,123 | 50,000 | 50,000 | 50,000 |
| 421 TEMP EMPLOYEES | | 66,654 | 85,121 | 73,000 | 98,795 | 75,000 |
| 461 OVERTIME | | 150,450 | 152,323 | 168,000 | 242,884 | 176,000 |
| 481 HOLIDAY PAY | | 76,697 | 80,441 | 83,779 | 87,149 | 85,327 |
| 491 HEALTH INSURANCE | | 215,899 | 220,155 | 225,221 | 228,045 | 249,565 |
| 492 WORKERS COMP. | | 68,089 | 73,598 | 73,598 | 73,598 | 73,598 |
| 493 RETIREMENT | | 201,802 | 237,695 | 268,967 | 265,000 | 283,955 |
| 494 MEDICARE | | 23,164 | 24,655 | 27,824 | 25,312 | 29,109 |
| 495 FICA/PTS | | 1,534 | 827 | - | 66 | - |
| 496 PERS UAL/SIDEFUND | | 476,384 | 556,766 | 645,188 | 636,962 | 689,717 |
| 497 OVERTIME REIMB | SEE NOTE | (800) | (1,600) | (15,000) | - | (15,000) |
| 498 TUITION REIMB | | | | | | 10,000 |
| 611 ALLOWANCES | | 4,010 | 4,810 | 6,000 | 3,960 | 6,000 |
| SUBTOTAL PERSONNEL | | 2,737,396 | 3,028,197 | 3,276,935 | 3,375,771 | 3,495,119 |

Allocation of Positions:

| | | | | | |
|------------------------------|------|------|------|------|------|
| POLICE CHIEF | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| POLICE LIEUTENANT | - | - | - | - | 1.00 |
| SERGEANT | 3.00 | 3.00 | 3.00 | 3.00 | 2.00 |
| DETECTIVE / JUVENILE OFFICER | 1.00 | - | - | 1.00 | - |
| CORPORAL | 2.00 | 3.00 | 3.00 | 2.00 | 2.00 |
| POLICE OFFICER | 4.00 | 5.00 | 5.00 | 4.00 | 5.00 |
| DISPATCHER | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| POLICE SERVICES TECH / CSO | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |

Total Full Time Equivalent Employees 16.00 17.00 17.00 16.00 16.00

| | | | | | |
|-------------------------|------|------|------|------|------|
| DISPATCHER, RESERVE | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| POLICE OFFICER, RESERVE | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| POLICE CADET | | 1.00 | 1.00 | 1.00 | 1.00 |
| DISPATCHER / CSO | | 1.00 | 1.00 | 1.00 | 1.00 |

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



Town of Fairfax

2020-21 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 411 POLICE

| DEPARTMENT SUMMARY | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2019-20 | FY 2020-21 |
|--------------------|------------|------------|------------|------------|------------|
| | Actual | Actual | Adopted | Projected | PROPOSED |

OPERATING EXPENSES

| | | | | | |
|-----------------------------------------|------------------|------------------|------------------|------------------|------------------|
| 631 COMM EQUIP REPLACE | 142 | - | 7,000 | 5,994 | 7,000 |
| 711 OFFICE EQUIP MAINTENANCE | - | 757 | 1,500 | 1,500 | 1,500 |
| 712 COMPUTER EQUIP MAINTENANCE SEE NOTE | 21,959 | 34,799 | 32,000 | 33,000 | 33,000 |
| 721 FIELD EQUIP MAINTENANCE | 259 | 348 | 1,000 | 1,146 | 1,000 |
| 722 VEHICLE MAINTENANCE | 24,280 | 27,729 | 24,000 | 24,000 | 24,000 |
| 723 COMMUNICATION EQUIP MAINT | 2,499 | 1,584 | 3,000 | 3,000 | 3,000 |
| 725 MERA DEBT SERVICE SEE NOTE | 38,310 | 38,340 | 38,261 | 38,340 | 37,698 |
| 726 MERA MEMBERSHIP FEE | 31,276 | 31,414 | 32,379 | 32,379 | 34,632 |
| 731 BLDG-GROUNDS MAINTENANCE | 13,747 | 13,976 | 26,000 | 23,326 | 26,000 |
| 801 WATER | 1,746 | 2,016 | 1,900 | 809 | 1,900 |
| 802 POWER | 1,801 | 2,361 | 2,000 | 889 | 2,000 |
| 804 TELEPHONE | 18,489 | 25,771 | 22,000 | 22,000 | 22,000 |
| 806 FUEL | 18,112 | 21,074 | 18,000 | 22,000 | 18,000 |
| 811 POSTAGE | 1,346 | 599 | 2,000 | 2,000 | 2,000 |
| 812 REPRODUCTION | 2,936 | 2,585 | 4,000 | 4,000 | 4,000 |
| 813 OFFICE SUPPLIES | 817 | 1,971 | 3,000 | 3,000 | 3,000 |
| 815 PRINTING | 2,439 | 2,972 | 4,000 | 4,000 | 4,000 |
| 822 PROFESSIONAL SERVICES SEE NOTE | 44,571 | 65,563 | 55,461 | 50,000 | 60,000 |
| 841 SMALL TOOLS | 219 | 246 | 500 | 500 | 500 |
| 842 SPECIAL DEPT SUPPLIES | 12,295 | 21,426 | 12,500 | 12,000 | 12,500 |
| 851 UNIFORM | 16,096 | 18,939 | 19,200 | 22,000 | 19,200 |
| 861 BUS.MEET/CONF. | 929 | 452 | 1,000 | 1,000 | 5,000 |
| 862 DUES & SUBSCRIPTIONS SEE NOTE | 10,814 | 9,783 | 11,400 | 10,600 | 11,400 |
| 871 LIAB & PROP INSURANCE | - | - | - | - | - |
| 883 P.O.S.T. | 13,291 | 19,729 | 13,000 | 9,200 | 13,000 |
| 889 BOOKING FEES | 1,519 | 402 | 3,000 | - | 3,000 |
| SUBTOTAL OPERATING | 279,890 | 344,833 | 338,101 | 326,683 | 349,330 |
| TOTAL DEPARTMENT APPROPRIATION | 3,017,286 | 3,373,030 | 3,615,036 | 3,702,454 | 3,844,449 |

NOTES:

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

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

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

862 Includes Lexipol police policy manual updates



Town of Fairfax

2020-21 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 418 DISASTER PREP & EOC

ACTIVITY DESCRIPTION

The Disaster Council (DC) was created by resolution and was activated as a result of the 2005/06 flood. The Council reconvenes the DC as needed. 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 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

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

| | | | | |
|--|--|--|---|--|
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES

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

SEE NOTE
SEE NOTE
SEE NOTE

| | | | | |
|-------|-------|--------|-------|--------|
| | | | - | |
| | | | - | |
| - | - | 100 | - | 100 |
| 5,279 | 8,279 | 12,000 | 3,459 | 12,000 |
| 2,153 | 6 | 1,000 | 779 | 1,000 |
| 3,300 | - | 3,600 | 3,600 | 3,600 |

SUBTOTAL OPERATING

10,732 8,286 16,700 7,838 16,700

TOTAL DEPARTMENT APPROPRIATION

10,732 8,286 16,700 7,838 16,700

Allocation of Positions:

Total Full Time Equivalent Employees 0.00 0.00 0.00 0.00 0.00

NOTES:

- 821 Marin County Sheriff OES (\$4,751), County Disaster Coordinator (\$2,500) & disaster preparedness materials
- 842 Update data equipment in EOC
- 881 Agility Insurance Recovery \$3,600/yr. In event Town facilities become inoperable due to disaster, insurance provider will bring in trailer with equipment (e.g. computers) for Town Hall to get up and running again.

ROSS VALLEY FIRE DEPARTMENT

BACKGROUND: July 1, 1982, the Fairfax Fire Department merged with the San Anselmo Fire Department to form the Ross Valley Fire Department (RVFD), which is administered under joint powers agreement (JPA) to provide fire protection to Fairfax, San Anselmo, and the unincorporated county area known as Sleepy Hollow. Through June 30, 2010, the Department provided service to Sleepy Hollow through a contract for service with the Town of San Anselmo.

July 1, 2010, the Sleepy Hollow Fire Protection District became a full member of the joint powers agreement. With the addition of Sleepy Hollow, the percentage shares of the Fire Department budget for the three members were set at: Fairfax 30.4%, San Anselmo 52.9%, and Sleepy Hollow 16.7%.

July 1, 2012, the joint powers agreement was amended to include the Town of Ross. With the addition of the Town of Ross the percentage shares of the Fire Department budget for the four members are: Fairfax 23.95%, San Anselmo 41.68%, Ross 21.21% and Sleepy Hollow 13.6%.

ORGANIZATION: The JPA is governed by a Board of Directors consisting of eight (8) Directors, two from each agency. An Executive Officers position rotates between the Town Managers of each of the towns. The Executive Officer and the Fire Chief report directly to the Board of Directors.

The department is comprised of the following personnel:

- 1 Fire Chief (shared services model)
- 3 Battalion Chiefs
- 12 Captains
- 15 Engineers
- 1 Administrative Assistant
- 2 Fire Inspectors

Total: 34 full time employees plus volunteers

In FY18-19, the JPA contacted with Marin County Fire to provide the Fire Chief functions under contract with the JPA for a five year term. San Anselmo currently provides the financial services to the JPA under a service agreement.

FY2020-21 BUDGET:

The Ross Valley Fire Department operating budget for FY 2020-21 is approximately \$11.5M. The budget is primarily funded through member contributions (approx. \$10.4M), outside revenues in the form of contracts for service provided to County of Marin, fees for service related to plan checks and inspections, and reimbursement by Ross Valley Paramedic Authority for costs associated with paramedic services.

Overall, the Town's contribution to the JPA will increase by approximately \$74,000 or 3% from \$2,431,154 to \$2,505,148. The Fire budget also includes \$40,000 for the Town's vegetation management program and \$15,000 for annual facility maintenance costs. These two costs are not included in the Town's annual contribution to the JPA.

Additional information regarding the Ross Valley Department is available at www.rossvalleyfire.org.



Town of Fairfax

2020-21 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 421 ROSS VALLEY FIRE

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 23.9% 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 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

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

OPERATING EXPENSES (TOWN SHARE)

| | | | | | | |
|-------------------------------|----------|------------------|------------------|------------------|------------------|------------------|
| 493 RVFS RETIREMENT | SEE NOTE | 249,633 | 193,370 | 246,887 | 246,887 | 286,528 |
| 721 FIELD EQ MAINT | | - | - | 72,696 | | 60,459 |
| 724 RVFS OPEB LIAB | | 118,422 | 201,546 | 53,806 | 201,546 | 55,420 |
| 725 MERA DEBT SERVICE | | - | - | 11,612 | - | 10,410 |
| 730 INSPECTION/PREVENTION | SEE NOTE | - | 68,293 | 100,000 | 75,000 | 136,000 |
| 731 BUILDINGS & GROUNDS MAINT | | 12,801 | 15,234 | - | 8,293 | 15,000 |
| 881 RVFS CONTRACT | | 1,865,806 | 1,943,947 | 2,059,209 | 1,940,832 | 2,092,330 |
| SUBTOTAL OPERATING | | 2,246,662 | 2,422,390 | 2,544,210 | 2,472,558 | 2,656,147 |

| | | | | | | |
|---------------------------------------|--|------------------|------------------|------------------|------------------|------------------|
| TOTAL DEPARTMENT APPROPRIATION | | 2,246,662 | 2,422,390 | 2,544,210 | 2,472,558 | 2,656,147 |
| | | | | | | 183,589 |
| | | | | | | 7.4% |

| NOTES: | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------|------------------|------------------|---------------|------------------|
| 493 The Ross Valley Fire Department participates in CalPERS with two plans in effect: FY19 Budget includes an additional \$84,000 contribution for retirement sidefund & pre 2013 UAL | | | | | | |
| 730 Includes one time MWPA 20% funds (est. \$96,000) for defensible space inspections/mitigations in yr 1; these funds will be passed thru to RVFD | | | | | | |
| Funding for Wildfires management is provided by grants in revenues | | | | | | |
| The Town's share is consists of: | FY17 | FY18 | FY19 | FY20 | Incr (Decr) | FY21 BUD |
| - Contribution | 1,750,142 | 1,866,116 | 1,942,000 | 2,059,209 | 33,121 | 2,092,330 |
| - Side Fund | 183,573 | 99,337 | (3,115) | - | - | - |
| - Retirement Unfunded Liability | 119,190 | 150,696 | 196,485 | 246,887 | 39,641 | 286,528 |
| - Apparatus Replacement | - | 46,600 | 69,900 | 72,696 | (12,237) | 60,459 |
| - OPEB Prior Liability | 46,960 | 60,194 | 120,006 | 53,806 | 1,614 | 55,420 |
| - Mera Bond | 10,424 | 11,628 | 11,640 | 11,612 | (1,202) | 10,410 |
| Total | 2,110,289 | 2,234,571 | 2,336,916 | 2,444,210 | 60,937 | 2,505,147 |
| % Change | 4.31% | 5.89% | 4.58% | 4.59% | | 2.49% |

PUBLIC WORKS ADMINISTRATION

ORGANIZATION:

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

The budget continues to provide funding for a half-time consulting engineer to act as a Public Works Director to coordinate and manage the Capital Improvement Projects (CIP). Below are the accomplishments and goals for the entire Public Works Department which consist of Street Maintenance, Parks, and Street Lighting divisions.

FY 2019-20 ACCOMPLISHMENTS:

Capital Improvements

- Completed Parkade bus shelter
- Repaved Upper Scenic Ave
- Facilitated bleacher repairs and painting of structures at the ballfield
- Revarnished deck and leveled brick patio at the Women's Club
- Repaved Scenic Rd.
- Resealed roofs at Town Hall and the Community Center
- Painted crosswalks, stop markings, and parking striping
- Repaired potholes on Hickory Rd.
- Repaired foot bridge
- Installed new curb ramps at: Taylor/SFD, Bolinas/Broadway, Elise Lane/Bolinas Rd.
- Installed new sidewalk in front of Mono Alley and Mono Parking Lot
- Installed new sidewalk in front of 31-47 Bolinas Rd.
- Replaced pedestrian bridge between Porteous and Meernaa
- Repaired sinkhole on Maple Ave.
- Major pothole repairs on a total of 1,500 sf of portions of Toyon, Live Oak, Vanni Lane, Scenic and Tamalpais
- Repaved Berry Lane Trail
- Completed bank stabilization project on Bridge Ct.
- Facilitated the preliminary design for the Pavilion Seismic Retrofit project
- Repainted Town Hall flag pole and downtown street light poles
- Continue to work on storm repair projects

PUBLIC WORKS ADMINISTRATION

FY 2020-21 GOALS AND OBJECTIVES:

- Work with PARC to replace play equipment in Peri Park
- Complete design for roads damaged by the 2019 winter storms
- Design crosswalk and sidewalk improvements for Azalea/Sir Francis
- Construct retaining wall at Scenic/Ridge intersection



Town of Fairfax

2020-21 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.

DEPARTMENT SUMMARY

| FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | | | |
|----------------------------|-----------|----------------|----------------|----------------|----------------|----------------|
| 401 REGULAR SALARIES | | 83,750 | 87,962 | 67,851 | 67,851 | 73,062 |
| 411 REG PART-TIME SALARIES | SEE NOTES | - | 6,641 | 52,750 | 16,686 | 37,750 |
| 415 ACCRUED LEAVE CASHOUT | | 3,486 | 3,669 | - | 2,307 | 2,732 |
| 421 TEMP EMPLOYEES | SEE NOTES | - | - | 2,626 | 2,626 | 2,626 |
| 491 HEALTH INSURANCE | | 14,063 | 14,402 | 14,420 | 11,402 | 14,124 |
| 492 WORKERS COMP. | | 5,811 | 5,494 | 4,880 | 4,880 | 5,321 |
| 493 RETIREMENT | | 8,297 | 9,172 | 9,726 | 9,049 | 10,209 |
| 494 MEDICARE | | 1,167 | 1,226 | 1,706 | 988 | 1,778 |
| 495 FICA/PTS | | - | - | 1,125 | - | 1,148 |
| 496 PERS UAL/SIDEFUND | | 5,775 | 7,290 | 8,450 | 6,488 | 9,309 |
| 611 ALLOWANCES | | 198 | 198 | 90 | 178 | 90 |
| SUBTOTAL PERSONNEL | | 122,547 | 136,054 | 163,624 | 122,456 | 158,147 |

OPERATING EXPENSES

| | | | | | | |
|------------------------------|-----------|---------------|---------------|----------------|---------------|----------------|
| 711 OFFICE EQUIP MAINTENANCE | | - | - | 100 | - | 100 |
| 731 BLDG-GROUNDS MAINTENANCE | | 262 | 136 | 134 | 124 | 134 |
| 804 TELEPHONE | | - | - | 500 | - | 500 |
| 811 POSTAGE | | 286 | 571 | 400 | 234 | 400 |
| 813 OFFICE SUPPLIES | | - | - | 308 | - | 308 |
| 815 PRINTING | | - | - | 100 | - | 100 |
| 821 OUTSIDE SERVICES | SEE NOTES | 32,526 | 45,885 | 45,000 | 41,881 | 45,000 |
| 822 PROFESSIONAL SERVICES | SEE NOTES | 3,180 | 5,677 | 21,500 | 4,131 | 21,500 |
| 823 STORMWATER POLLUTION | SEE NOTES | 29,320 | 27,361 | 33,000 | 33,000 | 33,000 |
| 842 SPECIAL DEPT SUPPLIES | | 550 | 715 | 1,000 | - | 1,000 |
| 861 MTGS/TRAVEL | | - | 24 | - | - | - |
| 890 MISCELLANEOUS | SEE NOTES | - | - | 5,000 | - | 2,000 |
| SUBTOTAL OPERATING | | 66,123 | 80,369 | 107,042 | 79,370 | 104,042 |

TOTAL DEPARTMENT APPROPRIATION 188,671 216,422 270,666 201,826 262,189

Allocation of Positions:

| | | | | | |
|------------------------------------------|------|------|------|------|------|
| TOWN MANAGER/PUBLIC WORKS DIRECTOR | 0.30 | 0.30 | 0.30 | 0.30 | 0.30 |
| CONSULTING ENGINEER/PROJECT MANAGER (PT) | | 0.42 | 0.42 | 0.42 | 0.42 |
| BUILDING OFFICIAL/PW MANAGER | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 |
| ADMINISTRATIVE ASSISTANT II | - | - | - | - | - |
| MANAGEMENT ANALYST | - | - | - | - | - |
| ADMINISTRATIVE ASSISTANT PT | | | | | |

Total Full Time Equivalent Employees 0.55 0.97 0.97 0.97 0.97

NOTES: 411 Consulting engineer/project management services (PT) to assist with capital projects
 821 Consulting PW Project Mgr, Outside Eng services; MTC-PTAP (\$3,000), IWOQ, StreetSaver
 822 One-half Fairfax share of annual Marin Map (\$3,000); TAM congestion management fee (\$15,000)
 823 MCSTOPPP Fee (\$26,000) , SWRCB Fee (\$7,000)
 890 PW Office clean up/renovation

STREET MAINTENANCE BUDGET MESSAGE

ORGANIZATION:

This division is comprised of the following personnel:

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

Total = 2.5 FTE

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

ACCOMPLISHMENTS/GOALS

See DPW Administration narrative



Town of Fairfax

2020-21 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 512 STREET LIGHTING

ACTIVITY DESCRIPTION

Provides for the ongoing operation, PG&E payments, and maintenance of street lights & traffic signals through contractual services. The Marin General Services Authority has a master contract for street light maintenance that the Town replaced all residential cobrahead lights with LED streetlights. The energy savings from the new LED fixtures will finance the replacement lights under the PG&E financing program. The Town will also save in maintenance costs.

| DEPARTMENT SUMMARY | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|---------------------------|-----------------------------|-----------------------------|------------------------------|--------------------------------|-------------------------------|
|---------------------------|-----------------------------|-----------------------------|------------------------------|--------------------------------|-------------------------------|

PERSONNEL

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

| | | | | | |
|--|--|--|--|--|--|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

SUBTOTAL PERSONNEL

- - - - -

OPERATING EXPENSES

- 802 POWER SEE NOTE
- 821 OUTSIDE SERVICES SEE NOTE
- 822 PROFESSIONAL SERVICES SEE NOTE

| | | | | |
|--------|--------|--------|--------|--------|
| 63,049 | 47,446 | 50,000 | 64,811 | 50,000 |
| 30,026 | 18,386 | 40,000 | 4,610 | 40,000 |
| 26,558 | 30,390 | 20,000 | 19,329 | 20,000 |

SUBTOTAL OPERATING

119,633 96,223 110,000 88,750 110,000

TOTAL DEPARTMENT APPROPRIATION

119,633 96,223 110,000 88,750 110,000

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 MGSA and DC Electric to provide maintenance of light poles for traffic signal maintenance costs, respectively. |
| | Basic agreement: Streetlights, traffic |
| | 822 Additional costs to repair traffic signals and crosswalk systems |

PARKS MAINTENANCE BUDGET MESSAGE

ORGANIZATION:

This division is comprised of the following personnel:

- 1 Senior Maintenance Worker
- .25 Maintenance Worker I

Total = 1.25 FTE

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

ACCOMPLISHMENTS/GOALS

See the DPW administration narrative



Town of Fairfax

2020-21 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 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | | |
|--------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| 401 REGULAR SALARIES | 87,933 | 97,406 | 102,487 | 102,487 | 106,055 |
| NEW 411 REG PART-TIME SALARIES [PT PW DIR] | - | - | 15,825 | - | - |
| 415 ACCRUED LEAVE CASHOUT | 511 | 3,217 | - | - | - |
| 461 OVERTIME | 34,075 | 34,963 | 36,247 | 108 | 36,247 |
| 491 HEALTH INSURANCE | 4,324 | 4,804 | 4,581 | 26,961 | 35,677 |
| 492 WORKERS COMP. | 8,306 | 9,650 | 10,637 | 4,581 | 4,928 |
| 493 RETIREMENT | 1,199 | 1,372 | 1,601 | 8,238 | 10,954 |
| 494 MEDICARE | - | - | 563 | 1,096 | 1,647 |
| 495 FICA/PTS | - | - | - | - | 574 |
| 496 PERS SIDEFUND | 10,096 | 11,418 | 13,221 | 10,152 | 14,565 |
| 611 ALLOWANCES | 450 | 450 | 638 | 767 | 638 |
| SUBTOTAL PERSONNEL | 146,894 | 163,280 | 185,800 | 154,390 | 211,284 |

OPERATING EXPENSES

| | | | | | |
|---------------------------|---------------|---------------|---------------|---------------|---------------|
| 641 EQUIPMENT RENTAL | - | 300 | 500 | - | 500 |
| 721 FIELD EQUIP MAINT. | - | - | 500 | - | 500 |
| 722 VEHICLE MAINTENANCE | - | - | 1,000 | - | 1,000 |
| 801 WATER | 22,765 | 23,577 | 20,000 | 22,378 | 20,000 |
| 802 POWER | 1,540 | 1,805 | 2,300 | 1,670 | 2,300 |
| 821 OUTSIDE SERVICES | 29,220 | 35,402 | 35,000 | 40,644 | 35,000 |
| 841 SMALL TOOLS | 44 | 94 | 1,000 | - | 1,000 |
| 842 SPECIAL DEPT SUPPLIES | 13,817 | 18,462 | 15,000 | 7,832 | 15,000 |
| 851 UNIFORM | 638 | 638 | 638 | 850 | 638 |
| 881 SPECIAL SERVICES | - | - | - | - | - |
| SUBTOTAL OPERATING | 68,023 | 80,278 | 75,938 | 73,375 | 75,938 |

TOTAL DEPARTMENT APPROPRIATION

| | | | | |
|----------------|----------------|----------------|----------------|----------------|
| 214,917 | 243,558 | 261,738 | 227,764 | 287,222 |
|----------------|----------------|----------------|----------------|----------------|

Allocation of Positions:

| | | | | | |
|---------------------------|------|------|-------|------|-------|
| CONSULTING PW DIRECTOR PT | 0.13 | 0.13 | 0.125 | 0.13 | 0.125 |
| SENIOR MAINTENANCE WORKER | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| MAINT. LEADWORKER | | | | | |
| MAINT. WORKER II | | | | | |
| MAINT. WORKER I | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |

Total Full Time Equivalent Employees

| | | | | |
|-------------|-------------|-------------|-------------|-------------|
| 1.63 | 1.63 | 1.63 | 1.63 | 1.63 |
|-------------|-------------|-------------|-------------|-------------|

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

Fairfax Recreation and Community Services

ORGANIZATION:

This department is comprised of the following personnel who are all part-time hourly staff:

- 1 Recreation and Community Service (RCS) Manager (.5 FTE)
 - 1 Communications and Marketing (C&M) Specialist (.5 FTE)
 - 1 Events & Volunteers (E&V) Coordinator (.5 FTE)
- = 1.5 FTE hourly/ part-time employees.

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

In FY19-20, the Department has been re-organized to reflect the delivery of services and activities. The RCS Manager will oversee the department including classes, Pavilion rentals and programs, park projects, and youth and senior recreational programs/activities. The C&M Specialist works on Town-wide communication and marketing efforts. The E&V Coordinator focuses on coordinating Town events/activities and supporting the Parks and Recreation Commission (PARC) and Volunteer Board activities.

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

2019-20 ACCOMPLISHMENTS:

RECREATION & COMMUNITY SERVICES (Anne)

- Created content and oversaw production of two Town of Fairfax Recreation catalogs.
- Continued to expand successful partnership programs and increase revenue for the Town
- Enhanced class offering for all age groups.
- Continued summer camp programming including Camp Fairfax program-school aged youth and middle school Counselor-In-Training students and made adjustments with new Covid 19 protocols.
- Supported and helped coordinate Motherload Film Night on the ballfield in October 2019.
- Maintained Senior programming and attended Age Friendly Fairfax meetings.
- Continued to support the Artist-in-Residence Collaborative and promoted Fairfax arts programming, including Faces of Fairfax book and 3rd Annual Art Walk.
- Attend monthly Recreation meeting with Town Manager and staff.
- Implemented Phase I of Peri Park renovations project.
- Raised approximately \$5,000 towards Peri Park renovation project through fundraising.
- Successfully communicated to instructors, stakeholders and community the shuttering of facility rentals, programs and events for Shelter in Place order.
- Created online classes and programs for toddler and preschool age, tweens and seniors.
- Worked with Artist in Residence Collaborative to create Shelter in Place exhibit and helped with promotion and positive visibility for the town.
- Attended county wide collaboration zoom meetings to align efforts and messaging during Shelter in.

RECREATION & COMMUNITY SERVICES/COMMUNICATIONS & TECHNOLOGY (Camille)

- Design layout and printing of biannual recreation catalog
- Continued Holiday Craft Fair fundraising event with Sustainable Fairfax
- Moved all registration for the Fairfax Craft Fair to an on-line system. Saving staff time and streamlining the process.
- Researched and implemented online registration with Active Net for recreation department.
- Expanded Town-wide communications, including monthly newsletter for the Town and Age Friendly community; on an as needed basis for the Town Volunteers.
- Managed all social media account for the Town, Recreation Department, and Volunteers.
- Posted all agendas for Town Council as well as for Boards and Commissions, including notices, staff reports, and supplemental items.
- Provided 24 hour access and availability to support town communication and technology.
- Problem solved all technical difficulties with the website and created systems when work arounds were needed.
- Completed consolidation of external websites into Town website with the completion of the FOSC website moving to the main Town website.
- Enhanced communication to support Planned Power Outages in fall of 2019.
- Increased communications to support the community's understanding of the major projects around town, including Parkade construction, Cascade Drive, Marinda Heights.
- Design and printing of Town wide Sign Up postcard that was mailed to all current residents in Fairfax in March 2020 that has yielded increase of mailing list sign ups (150+).
- Increased communication by going from monthly Town Manager newsletters to weekly newsletters; bi-weekly newsletter for Age Friendly and Recreation.
- Customized the website to serve the community as all our programs moved online.
- Implemented systems to support online Town Council and Planning Commission meetings.
- Supported the 1 to 1 Volunteer Program with promotion, communication to participants and survey distribution.
- Increased information architecture of website as it becomes the main source of communication for the public.
- Developing system for Building and Planning department to accept online payments.

RECREATION & COMMUNITY SERVICES (Maria)

- Continued rotating art exhibit at the Parkade parking lot
- Installed additional Age Friendly bench at Claus Circle
- Expanded vegetation management program to 10 chipper day drop off events and increased pick up program to entire Town
- Continued to provide support for trails programs via the Fairfax Volunteers
- Continued to recruit more volunteers
- Continued to sponsor and host a variety of events that benefit the citizens of Fairfax, including annual Spring Egg Hunt, Passover Community Seder, Talent Showcase, Creek Clean-up, Town Wide Picnic, and Holiday Wreathmaking/Caroling/Potluck
- Educated residents on disaster preparedness
- Launched 1 to 1 Volunteer Donation Match to meet the needs of community during Covid 19
- Created signage, researched new cleaning services and ordered Port-a-potty as directed by Town Manager.

- Offered community sit/meditation groups in Bolinas Park.
- Provided support for temporary bus shelter at the Parkade.

FY 2020-21 GOALS AND OBJECTIVES:

RECREATION & COMMUNITY SERVICES (Anne)

- Develop content and oversee two Town of Fairfax Recreation catalogs reaching all Fairfax households with Special Edition catalog for Fall 2020.
- Continue to offer partnership programs with new social distancing protocols.
- Diversify offerings for all age groups with both online and in person classes.
- Continue summer camp programming including Spanish Camp and Camp Fairfax program – school aged youth and middle school Counselor in Training students and adjust to meet the small group sizes and social distancing protocols.
- Maintain Senior programming and attend Age Friendly Fairfax meetings.
- Continue to support the Artist in Residence Collaborative – research grant opportunities through Marin Arts and promote Fairfax arts programming.
- Implement Phase II of Peri Park renovations project.

RECREATION & COMMUNITY SERVICES/COMMUNICATIONS & TECHNOLOGY (Camille)

- Explore virtual Holiday Craft Faire fundraising event with Sustainable Fairfax.
- Continue to adapt the website as needed to support the increased virtual existence based on social distancing.
- Supporting online class options and increased access to online registration.
- Implement online fee processing for Building and Planning.
- Increase social media presence.
- Implement online surveys to customize programs and respond to community needs.
- Expand our communication sign ups with the goal of reaching every household.
- Expand communication needs and support for Boards and Commissions.

RECREATION & COMMUNITY SERVICES (Maria)

- Continue to provide support for trails programs via the Fairfax Volunteers.
- Work with Ross Valley Fire Department to provide chipper service to residents in the neighborhoods as part of wildfire safety prevention.
- Continue to recruit more volunteers.
- Explore hybrid model (virtual and in person) for the variety of events that benefit the citizens of Fairfax, such as, town-wide picnic, holiday wreath-making/caroling/potluck, annual Spring egg hunt, Volunteer Appreciation ceremony, and Passover Community Seder, to name a few.
- Educate residents on disaster preparedness.
- Add bat boxes to Community Garden at Fairfax Library.
- Sponsor volleyball tournament at the ballfield after Shelter in Place is lifted.
- Establish incubator project via the Fairfax Volunteers to support pilot projects in the community.
- Expand the Volunteer 1 to 1 program to other volunteer opportunities in Town.



Town of Fairfax

2020-21 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 616 COMMUNITY SERVICES

ACTIVITY DESCRIPTION

Formerly "Volunteers for Fairfax", program is designed to accomplish a variety of community involvement projects through a program of recruiting community volunteers. The Volunteer Board activities such as creek cleanup for flood prevention, trail marking & maintenance, brush clearing for fire prevention and community service, annual town-wide picnic, and the holiday caroling & wreath making event are funded under this division.

DEPARTMENT SUMMARY

| FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | | |
|---------------------------|---------------|---------------|---------------|---------------|---------------|
| 411 REGULAR PT SALARIES | 19,643 | 21,370 | 20,658 | 20,658 | 21,071 |
| 415 ACCRUED LEAVE CASHOUT | - | - | - | - | - |
| 491 HEALTH/LIFE INS | - | 750 | 750 | 1,209 | 750 |
| 492 WORKERS COMP | 672 | 729 | 819 | 819 | 873 |
| 493 RETIREMENT | 2,019 | 2,310 | 2,382 | 2,382 | 2,430 |
| 494 MEDICARE | 258 | 285 | 286 | 286 | 292 |
| 495 FICA/PTS | - | - | - | - | - |
| 496 PERS UAL/SIDEFUND | 2,471 | 2,793 | 3,237 | 3,237 | 3,565 |
| 611 ALLOWANCES | - | - | - | 125 | - |
| SUBTOTAL PERSONNEL | 25,063 | 28,236 | 28,132 | 28,716 | 28,982 |

OPERATING EXPENSES

| | | | | | |
|---------------------------|--------------|--------------|--------------|--------------|--------------|
| 711 OFFICE EQUIP MAINT. | - | - | 150 | - | 150 |
| 801 WATER | - | 200 | 200 | - | 200 |
| 804 TELEPHONE | 281 | 296 | 700 | 238 | 700 |
| 811 POSTAGE | 466 | 329 | 400 | 365 | 400 |
| 813 OFFICE SUPPLIES | 103 | 1,417 | 500 | 665 | 500 |
| 842 SPECIAL DEPT SUPPLIES | 4,283 | 5,327 | 5,000 | 5,000 | 5,000 |
| SUBTOTAL OPERATING | 5,133 | 7,569 | 6,950 | 6,267 | 6,950 |

TOTAL DEPARTMENT APPROPRIATION

30,196 35,805 35,082 34,983 35,932

Allocation of Positions:

Events and Volunteer Coordinator **0.30 0.30 0.30 0.30 0.30**

Total Full Time Equivalent Employees

0.30 0.30 0.30 0.30 0.30

NOTES: This department was formerly 216
 801 Water for Community Garden
 842 Includes additional \$500 for volunteer public outreach to other Boards & Commissions and \$500 to food pantry, Volunteer recognition expenses; website & electronic outreach, food bank



Town of Fairfax

2020-21 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 617 RECREATION EVENTS

ACTIVITY DESCRIPTION

The Recreation Department provides recreational activities and events for the citizens of Fairfax.

Staff works with the Parks & Recreation Commission (PARC) on programs and projects such as the Peri Park renovation and Artist Collaboration.

Special Events include music festivals, winter ice skating, the Spring Egg hunt, monthly senior lunch gatherings and park clean-up days.

DEPARTMENT SUMMARY

| | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|--|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|--|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | | |
|---------------------------|---------------|---------------|---------------|---------------|---------------|
| 401 REGULAR SALARIES | 14,198 | 14,812 | 17,693 | 17,693 | 18,576 |
| 411 REGULAR PT SALARIES | 19,643 | 21,613 | 18,622 | 18,622 | 18,622 |
| 415 ACCRUED LEAVE CASHOUT | - | - | 750 | - | 750 |
| 491 HEALTH INSURANCE | 3,304 | 4,136 | 3,537 | 3,537 | 3,471 |
| 492 WORKERS COMP | 1,252 | 1,337 | 1,416 | 1,416 | 1,517 |
| 493 RETIREMENT | 3,478 | 4,501 | 4,188 | 4,188 | 4,290 |
| 494 MEDICARE | 456 | 494 | 495 | 495 | 507 |
| 496 PERS UAL/SIDEFUND | 4,683 | 5,299 | 6,134 | 6,134 | 6,757 |
| 611 ALLOWANCES | - | - | - | 167 | - |
| SUBTOTAL PERSONNEL | 47,014 | 52,192 | 52,835 | 52,252 | 54,490 |

OPERATING EXPENSES

| | | | | | |
|-----------------------------------|--------------|---------------|--------------|--------------|--------------|
| 811 POSTAGE | - | - | 200 | 200 | 200 |
| 813 OFFICE SUPPLIES | 24 | - | 120 | 120 | 120 |
| 821 OUTSIDE SERVICES | - | - | - | - | - |
| 878 FAIRFAX ARTS & CULTURE COLLAB | 2,203 | 9,853 | 7,000 | 6,944 | 7,000 |
| 881 SPECIAL SERVICES | 6,614 | 1,903 | 1,200 | 2,341 | 1,200 |
| SUBTOTAL OPERATING | 8,841 | 11,756 | 8,520 | 9,605 | 8,520 |

SEE NOTE
SEE NOTE

TOTAL DEPARTMENT APPROPRIATION

| | | | | | |
|--|--------|--------|--------|--------|--------|
| | 55,855 | 63,948 | 61,355 | 61,857 | 63,010 |
|--|--------|--------|--------|--------|--------|

Allocation of Positions:

| | | | | | |
|------------------------------------|------|------|------|------|------|
| Recreation & Comm Services Manager | 0.30 | 0.30 | 0.30 | 0.30 | 0.30 |
| Admin Asst II | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 |

Total Full Time Equivalent Employees

| | | | | | |
|--|------|------|------|------|------|
| | 0.55 | 0.55 | 0.55 | 0.55 | 0.55 |
|--|------|------|------|------|------|

NOTES: This department was formerly 217

| | FY17 | FY18 | FY19 | | FY20 |
|-----------------------------------------------------|-------|-------|-------|--|-------|
| 878 Fairfax Arts & Culture Collaborative | | | | | |
| - Artist in Residence | 400 | 3,000 | 3,000 | | 3,000 |
| - Fairfax Theater Co | 3,350 | 3,500 | 3,500 | | 3,500 |
| - Art Collaboration Activities | | 400 | 500 | | 500 |
| 881 Easter egg hunt | 400 | 400 | 400 | | 400 |
| English Tea | 2,500 | 400 | 400 | | 400 |
| Holiday Events | | 400 | 400 | | 400 |

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



Town of Fairfax

2020-21 Operating Budget

| | |
|-----------------|------------------------------------------|
| FUND | 01 GENERAL FUND |
| ACTIVITY | 621 RECREATION CLASSES/ACTIVITIES |

ACTIVITY DESCRIPTION

Fairfax Recreation and Community Services Department (formerly FOCAS and Volunteers) is a department formed in 2011 (after the split from San Anselmo) that brings together and better coordinates the resources of town staff who all focus on community services, classes, recreational activities, and events. Fairfax Recreation and Community Services's (RCS) mission is to improve community services and activities for youth, adults, and senior as well as enhance utilization of our buildings and parks within our budgetary resources. Town-wide communication activities such as website management and development and electronic newsletters are funded within this division.

DEPARTMENT SUMMARY

| | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|--|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|--|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | | |
|---------------------------|---------------|---------------|----------------|----------------|----------------|
| 411 REGULAR PT SALARIES | 56,705 | 65,809 | 95,198 | 95,198 | 105,780 |
| 415 ACCRUED LEAVE CASHOUT | - | - | 3,000 | - | 3,000 |
| 491 HEALTH/LIFE INS | - | 2,998 | - | - | - |
| 492 WORKERS COMP. | 2,371 | 2,464 | 3,719 | 3,719 | 4,419 |
| 493 RETIREMENT | - | - | 6,718 | - | 7,481 |
| 494 MEDICARE | 822 | 973 | 1,333 | 1,333 | 1,477 |
| 495 FICA/PTS | 2,119 | 2,206 | 3,362 | 3,362 | 3,820 |
| 611 ALLOWANCES | - | - | - | - | - |
| SUBTOTAL PERSONNEL | 62,017 | 74,451 | 113,330 | 103,612 | 125,977 |

OPERATING EXPENSES

| | | | | | | |
|---------------------------|----------|---------------|---------------|---------------|---------------|---------------|
| 804 TELEPHONE | | 2,519 | 2,735 | 840 | 2,113 | 840 |
| 805 CABLE | | | | | - | |
| 821 OUTSIDE SERVICES | SEE NOTE | 11,247 | 6,921 | 10,000 | 8,939 | 10,000 |
| 822 PROFESSIONAL SERVICES | | 209 | 400 | - | 1,870 | - |
| 842 SPECIAL DEPT SUPPLIES | | 2,016 | 9,412 | 3,000 | 20,652 | 3,000 |
| 843 SENIOR PROGRAMS | SEE NOTE | 9,175 | 12,750 | 15,000 | 15,000 | 15,000 |
| 861 MEETING/CONF & TRAVEL | | - | - | 200 | - | 200 |
| 881 SPECIAL SERVICES | | 7,876 | 8,453 | 9,000 | 4,179 | 9,000 |
| 890 MISCELLANEOUS | | 641 | 330 | 800 | 544 | 800 |
| SUBTOTAL OPERATING | | 33,682 | 41,001 | 38,840 | 53,297 | 38,840 |

TOTAL DEPARTMENT APPROPRIATION

| | | | | | |
|--|--------|---------|---------|---------|---------|
| | 95,699 | 115,452 | 152,170 | 156,909 | 164,817 |
|--|--------|---------|---------|---------|---------|

Allocation of Positions:

| | | | | | |
|----------------------------------------|------|------|------|------|------|
| Recreation & Comm Services Manager | 1.00 | 1.00 | 1.13 | 1.00 | 0.63 |
| Marketing and Communication Specialist | | | | | 0.50 |

Total Full Time Equivalent Employees

| | | | | | |
|--|------|------|------|------|------|
| | 1.00 | 1.00 | 1.13 | 1.00 | 1.13 |
|--|------|------|------|------|------|

NOTES:

- 821 Includes class/program instructors for newborn, toddlers, and school aged/teens.
Instructors are compensated based on a 70/30 split of class revenues
Classes are held at Womens Club, Pavilion, and Community Center - Senior class at Bennett House
- Recreation program costs are offset by participant fees charged in 01-090-904 & fundraising
01-090-790
- 843 Senior programs are free to participants with priority to Fairfax residents. Subsidized by Measure J.



Town of Fairfax

2020-21 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 622 SUMMER CAMPS

ACTIVITY DESCRIPTION

Camp Fairfax is a summer camp for children 5-10 years old offered thru RCS

DEPARTMENT SUMMARY

| FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

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

| | | | | |
|--|--|--|-------|-------|
| | | | 3,456 | 3,056 |
| | | | - | - |
| | | | 102 | 100 |
| | | | 264 | 300 |
| | | | - | - |

SUBTOTAL PERSONNEL

- - - 3,822 3,456

OPERATING EXPENSES

- 821 OUTSIDE SERVICES
- 822 PROFESSIONAL SERVICES
- 842 SPECIAL DEPT SUPPLIES
- 890 MISCELLANEOUS

SEE NOTE

| | | | | |
|--------|-------|--------|-------|-------|
| 14,424 | 3,600 | 12,500 | 1,300 | 1,300 |
| 449 | 705 | 600 | | |
| 2,429 | 2,319 | 2,000 | 750 | 750 |
| - | - | - | 70 | 70 |
| | | | - | |

SUBTOTAL OPERATING

17,302 6,624 15,100 2,120 2,120

TOTAL DEPARTMENT APPROPRIATION

17,302 6,624 15,100 5,942 5,576

Allocation of Positions:

Total Full Time Equivalent Employees

0.00

0.00

NOTES:

821 Expenses are offset by tuition fees & community grants
- Camp Fairfax Staffing - Camp Director, 2 Counselors

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

- Camp Fairfax (10 campers for 3 weeks)
- Donations

FY21

9,500
1,000
10,500





Town of Fairfax

2020-21 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 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | | |
|---------------------------|---------------|---------------|---------------|---------------|---------------|
| 401 REGULAR SALARIES | 11,689 | 13,013 | 14,326 | 14,326 | 14,647 |
| 421 TEMP LABOR | - | - | - | - | |
| 415 ACCRUED LEAVE CASHOUT | 96 | 527 | - | - | |
| 461 OVERTIME | 5,787 | 5,939 | 6,209 | 6,209 | |
| 491 HEALTH INSURANCE | 445 | 513 | 555 | 555 | 6,096 |
| 492 WORKERS COMP. | 808 | 944 | 1,013 | 1,013 | 598 |
| 493 RETIREMENT | 146 | 175 | 194 | 194 | 1,043 |
| 494 MEDICARE | - | - | - | - | 200 |
| 611 ALLOWANCES | 75 | 75 | 106 | 106 | 140 |
| SUBTOTAL PERSONNEL | 19,045 | 21,186 | 22,403 | 22,403 | 22,724 |

OPERATING EXPENSES

| | | | | | |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|
| 731 BLDG-GROUNDS MAINT. | 16,504 | 20,271 | 22,100 | 20,139 | 42,304 |
| 801 WATER | 1,437 | 1,445 | 800 | 3,723 | 800 |
| 802 POWER | 1,891 | 2,081 | 16,500 | 1,716 | 16,500 |
| 803 SANITARY | - | - | - | - | - |
| 804 TELEPHONE | 419 | 517 | 400 | 433 | 400 |
| 821 OUTSIDE SERVICES | 723 | - | 500 | 807 | 500 |
| 822 PROFESSIONAL SERVICES SEE NOTE | 4,450 | 9,625 | 9,000 | 12,833 | 9,000 |
| 841 SMALL TOOLS | - | - | - | - | |
| 842 SPECIAL DEPT SUPPLIES SEE NOTE | 2,728 | 1,759 | 6,000 | 2,593 | 6,000 |
| 851 UNIFORM | 106 | 106 | 106 | 142 | 106 |
| SUBTOTAL OPERATING | 28,259 | 35,804 | 55,406 | 42,385 | 75,611 |

TOTAL DEPARTMENT APPROPRIATION

| | | | | |
|--------|--------|--------|--------|--------|
| 47,304 | 56,990 | 77,809 | 64,788 | 98,335 |
|--------|--------|--------|--------|--------|

Allocation of Positions:

| | | | | | |
|-----------------|--|--|------|------|------|
| MAINT. WORKER I | | | 0.25 | 0.25 | 0.25 |
|-----------------|--|--|------|------|------|

Total Full Time Equivalent Employees

| | | | | |
|------|------|------|------|------|
| 0.50 | 0.50 | 0.25 | 0.25 | 0.25 |
|------|------|------|------|------|

NOTES:

822 Includes alarm, pest control. Janitor moved to 731 (alloc from 911)

842 Supplies necessary for the upkeep of the rental buildings including cleaning supplies.

Repainting and exterior repairs - Includes landscaping



Town of Fairfax

2020-21 Operating Budget

FUND 01 GENERAL FUND
ACTIVITY 715 NON DEPARTMENTAL

ACTIVITY DESCRIPTION

This activity is to cover General Fund expenditures for items not funded directly by another department.

DEPARTMENT SUMMARY

| FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | | | |
|-----------------------------|----------|---------------|---------------|---------------|---------------|---------------|
| 491 HEALTH INSURANCE | | | | - | | |
| 491 RETIREE HEALTH BENEFITS | SEE NOTE | 57,423 | 65,059 | 72,146 | 72,146 | 76,475 |
| 492 WORKERS COMP. | | - | (14) | - | 1,383 | |
| 493 RETIREMENT | | | | | - | - |
| 495 FICA/PTS | | | | | - | |
| SUBTOTAL PERSONNEL | | 57,423 | 65,045 | 72,146 | 73,529 | 76,475 |

OPERATING EXPENSES

| | | | | | | |
|-------------------------------|----------|----------------|----------------|----------------|----------------|----------------|
| 821 OUTSIDE SERVICES | | | | | - | |
| 822 PROFESSIONAL SERVICES | SEE NOTE | 203,269 | 222,076 | 275,000 | 222,519 | 267,000 |
| 842 SPECIAL DEPT SUPPLIES | | 1,094 | 1,186 | 4,000 | 4,000 | 4,000 |
| 871 LIAB & PROP INSURANCE | | 153,804 | 155,859 | 179,995 | 171,824 | 160,000 |
| 881 SPECIAL SERVICES | SEE NOTE | 20,641 | 1,270 | 90,000 | 94,336 | 96,000 |
| 890 MISCELLANEOUS | | 1,483 | 1,116 | 1,000 | 758 | 1,000 |
| 891 CLAIMS - WC / SETTLEMENTS | SEE NOTE | 132,650 | 226,781 | 160,000 | 160,000 | 160,000 |
| 895 COUNTY LOANS | SEE NOTE | - | 103,385 | 106,885 | 106,885 | 110,385 |
| 896 CERTB/OPEB | | 120,000 | 100,000 | 120,000 | 120,000 | 100,000 |
| SUBTOTAL OPERATING | | 632,942 | 811,673 | 936,880 | 880,322 | 898,385 |

TOTAL DEPARTMENT APPROPRIATION 690,365 876,718 1,009,026 953,851 974,860

Allocation of Positions:

ADMINISTRATIVE ASSISTANT II 1.00 1.00 - - -

Total Full Time Equivalent Employees 0.00 0.00 0.00 0.00 0.00

| NOTES: | FY18 | FY19 | FY20 BUD | FY20 PROJ | FY21 BUD |
|--------------------------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| 822 ASSOC OF BAY AREA GOVTS (ABAG) NOW > MCC | 2,284 | 2,395 | - | 2,395 | - |
| COALITION CONNECTION (RVSD) | 2,500 | | - | - | - |
| COMMUNITY MEDIA OF MARIN (CMCM) (WEBCAST) | 5,663 | 7,037 | 9,000 | 5,655 | 9,000 |
| COUNTY OF MARIN MIDAS ACCOUNT (ETHERNET) | 19,200 | 15,631 | 16,716 | 15,630 | 16,716 |
| COUNTYWIDE HOMELESS PROGRAM | 11,781 | 11,781 | 11,781 | 11,781 | 11,781 |
| FAIRFAX CHAMBER OF COMMERCE | 440 | | 500 | - | 500 |
| LEAGUE OF CALIFORNIA CITIES (MEMBERSHIP) | 4,841 | 5,162 | 5,000 | 4,962 | 5,000 |
| MANDATORY MEDIATION | | | 3,500 | - | 3,500 |
| MARIN COUNTY TAX COLLECTOR (LAFCO) | 4,964 | 5,669 | 8,000 | 5,669 | 8,000 |
| MARIN COUNTY TRANSIT DIST (YELLOW BUS) | 10,000 | 10,000 | 30,500 | 30,500 | 30,500 |
| MARIN GENERAL SERVICES (Humane Society, General, Mediation) | 85,470 | 103,305 | 98,674 | 94,381 | 101,634 |
| MARIN IT, INC (IT MAINT & EQUIP) | 13,465 | 13,324 | 27,000 | 11,534 | 24,000 |
| R3 CONSULTING (SOLID WASTE RATE REVIEW) | 9,000 | 20,591 | 15,000 | 18,336 | 10,000 |
| SUSTAINABLE FAIRFAX (ZERO WASTE GRANT ADM) | 15,706 | 14,557 | 20,000 | 10,726 | 20,000 |
| WEBSITE SUPPORT SERVICES (NOW PROUD CITY) | 11,700 | 3,900 | 7,000 | 4,875 | 7,000 |
| OTHER | 6,355 | 8,724 | 22,329 | 6,074 | 19,369 |
| | 203,368 | 222,076 | 275,000 | 222,519 | 267,000 |

491 includes CalPERS PEMHCA payments and OPEB retiree payments

881 Chipper services - \$90,000 for chipper & pickup services

Portion of costs may be offset by grant from FireSafe Marin. MSS franchise agreement provides \$10,000/yr

891 Allocation for Worker's Comp claims and settlements

895 Repayment of County Loan \$500,000 Feb 2018 (See appendix)



Town of Fairfax

2020-21 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 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

PERSONNEL

| | | | | |
|---------------------------|---|---|---|---|
| 401 REGULAR SALARIES | | | - | |
| 421 TEMP EMPLOYEES | - | - | - | |
| 415 ACCRUED LEAVE CASHOUT | - | - | - | |
| 461 OVERTIME | - | - | - | |
| 491 HEALTH INSURANCE | - | - | - | |
| 492 WORKERS COMP. | - | - | - | |
| 494 MEDICARE | - | - | - | |
| 495 FICA/PTS | - | - | - | |
| 497 PAYROLL TSFR | - | - | - | |
| SUBTOTAL PERSONNEL | - | - | - | - |

OPERATING EXPENSES

| | | | | | |
|-------------------------------|---------------|---------------|---------------|---------------|---------------|
| 803 SANITARY/DUMP | - | - | 500 | - | 500 |
| 821 OUTSIDE SERVICES | 2,290 | 1,527 | 3,000 | - | 3,000 |
| 822 PROFESSIONAL SERVICES | 32,168 | 30,486 | 36,000 | 36,000 | 76,000 |
| 842 SPECIAL DEPT SUPPLIES | 6,374 | 13,278 | 5,500 | 9,836 | 5,500 |
| 851 CLOTHING | - | - | - | - | |
| SUBTOTAL OPERATING | 40,833 | 45,291 | 45,000 | 45,836 | 85,000 |
| SUBTOTAL APPROPRIATION | 40,833 | 45,291 | 45,000 | 45,836 | 85,000 |

ALLOCATION TO DEPARTMENTS

| | | | | | |
|-------------------------|----------|----------|----------|----------|----------|
| 731 BLDG-GROUNDS MAINT. | (34,949) | (40,315) | (45,000) | (45,000) | (85,000) |
|-------------------------|----------|----------|----------|----------|----------|

TOTAL DEPARTMENT APPROPRIATION

| | | | | | |
|--|--------------|--------------|---|------------|---|
| | 5,884 | 4,976 | - | 836 | - |
|--|--------------|--------------|---|------------|---|

Allocation of Positions:

| | |
|-------------------|---|
| MAINT. LEADWORKER | - |
|-------------------|---|

Total Full Time Equivalent Employees

ALLOCATION OF BUILDING MAINTENANCE TO DEPARTMENTS:

| | FY 20 | JANITOR | OTHER | FY 21 |
|---------------------------|---------------|---------------|---------------|---------------|
| 211 TOWN MANAGER | 2,245 | 3,278 | 967 | 4,223 |
| 221 TOWN CLERK | 2,265 | 3,291 | 976 | 4,263 |
| 241 FINANCE | 2,265 | 3,291 | 976 | 4,263 |
| 311 PLANNING | 2,355 | 3,291 | 1,014 | 4,337 |
| 321 BUILDING INSP | 2,283 | 3,291 | 983 | 4,292 |
| 411 POLICE | 11,375 | 16,392 | 4,899 | 21,283 |
| 510 PUBLIC WORKS ADM | 71 | - | 31 | 35 |
| 511 STREET MAINT/PW | 39 | - | 17 | (0) |
| 625 RENTAL - W/C PAVILION | 22,102 | 32,784 | 9,519 | 42,304 |
| | 45,000 | 65,620 | 19,380 | 85,000 |

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



Town of Fairfax

2020-21 Operating Budget

FUND 02 DRY PERIOD
DEPT 715 MISCELLANEOUS

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

| FUND SUMMARY | | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|------------------------------------|--------------------------------|----------------------|----------------------|-----------------------|-------------------------|------------------------|
| BEGINNING FUND BAL | | 1,000,000 | 1,000,000 | | 1,000,000 | 1,000,000 |
| REVENUES | | | | | | |
| 050 | 502 INVESTMENT EARNINGS | | | | - | |
| | SUBTOTAL REVENUES | - | - | - | - | - |
| APPROPRIATIONS | | | | | | |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| | SUBTOTAL APPROPRIATIONS | - | - | - | - | - |
| TRANSFERS | | | | | | |
| 725 | 901 TSFR TO 01-GENERAL FUND | | | | | (325,000) |
| 100 | 931 TSFR FROM 01-GENERAL FUND | | | | | |
| | SUBTOTAL TRANSFER | - | - | - | - | (325,000) |
| NET DEPARTMENT ACTIVITY | | - | - | - | - | (325,000) |
| ENDING FUND BAL | | 1,000,000 | 1,000,000 | | 1,000,000 | 675,000 |
| COMPONENTS OF FUND BALANCE: | | | | | | |

NOTES:

| CALCULATION OF GENERAL FUND RESERVE BALANCE | | | | | |
|------------------------------------------------------|--------------------------|--------------|------------------|--------------|-------|
| General Funds Appropriations | | | 11,162,031 | 100.0% | |
| Fund # | Description | | | Approp. | |
| 02 | Dry Period Reserve | Undesignated | 675,000 | 6.0% | |
| 01 | General Fund | Undesignated | 2,104,279 | 18.9% | |
| 03 | Equipment Replacement | Designated | 190,904 | 1.7% | |
| 04 | Building & Planning Fees | Designated | 13,784 | 0.1% | |
| 05 | Building Reserve | Designated | 61,395 | 0.6% | |
| 06 | Retirement | Designated | 19,603 | 0.2% | |
| 08 | Office Equipment | Designated | 40,943 | 0.4% | |
| Total General Fund Reserves | | | 3,105,908 | 27.8% | |
| | | | Designated | 326,629 | 2.9% |
| | | | Undesignated | 2,779,279 | 24.9% |
| Designated means identified for future, specific use | | | | | |



Town of Fairfax

2020-21 Operating Budget

FUND 03 FIELD EQUIP REPLACEMENT
DEPT 923 EQUIP REPLACEMENT

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

In FY19, Fund 05 - Communications Equip Replacement has been rolled into this fund

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

| FUND SUMMARY | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|---------------------|------------------------------|------------------------------|-------------------------------|---------------------------------|--------------------------------|
|---------------------|------------------------------|------------------------------|-------------------------------|---------------------------------|--------------------------------|

| | | | | | |
|---------------------------|--------|--------|--|---------|---------|
| BEGINNING FUND BAL | 47,690 | 44,220 | | 363,025 | 266,993 |
|---------------------------|--------|--------|--|---------|---------|

REVENUES

| | | | | | |
|-----------------------------|---|---|---|---|---|
| 050 502 INVESTMENT EARNINGS | - | - | | | |
| 090 901 SALE OF ASSETS | | | | | |
| SUBTOTAL REVENUES | - | - | - | - | - |

APPROPRIATIONS

| | | | | | | |
|--------------------------------|----------|---------------|----------------|---------------|---------------|---------------|
| 903 920 SOLAR PANEL LEASE | SEE NOTE | 16,600 | 16,600 | 16,600 | 16,600 | 16,600 |
| 903 996 INTEREST | | - | - | - | - | |
| 923 921 FIELD EQUIPMENT | SEE NOTE | 47,274 | 94,595 | 45,225 | 79,432 | 59,489 |
| 923 STORM WATER POLLUTION REQ | | - | - | | - | |
| SUBTOTAL APPROPRIATIONS | | 63,874 | 111,195 | 61,825 | 96,032 | 76,089 |

TRANSFERS

| | | | | | | |
|---------------------------------|----------|---------------|----------------|---------------|---|---|
| 100 910 CAPITAL LEASE FINANCING | | | | | | |
| 100 TSFR FROM FUND 05 | | | | - | | |
| 100 931 TSFR FROM 01-GEN FUND | SEE NOTE | 60,404 | 430,000 | | | |
| SUBTOTAL TRANSFER | | 60,404 | 430,000 | 40,000 | - | - |

NET DEPARTMENT ACTIVITY

| | | | | |
|---------|---------|----------|----------|----------|
| (3,470) | 318,805 | (27,200) | (96,032) | (76,089) |
|---------|---------|----------|----------|----------|

ENDING FUND BAL

| | | | | |
|--------|---------|--|---------|---------|
| 44,220 | 363,025 | | 266,993 | 190,904 |
|--------|---------|--|---------|---------|

COMPONENTS OF FUND BALANCE:

| | |
|--------------------------------------------|---------|
| STORM WATER POLLUTION IMPROV. REQ BY STATE | 60,000 |
| VEHICLE REPLACEMENT RESERVE | 130,904 |

| NOTES: | ORIGINAL | LAST PMT | FY18 | FY19 | FY20 | FY21 |
|--------------------------------------------------------------------------------------------------------------|-----------------|-----------------|---------------|----------------|---------------|---------------|
| 996 FY09 SOLAR PANEL LEASE | 249,000 | 8/28/2022 | 16,600 | 16,600 | 16,600 | 16,600 |
| 921 FIELD EQUIPMENT | | | | | | |
| RADIOS | | | | | 5,000 | 5,000 |
| MOBILE COMPUTING | | | | | | 30,000 |
| BODY CAMERAS | | | | | | |
| VEHICLE LEASE/PURCHASES | | 4/4/2019 | | 46,155 | | |
| FY13 FORD CHARGER | 43,241 | 02/01/16 | | | | |
| FY14 FORDS (2) & TAURUS | 110,643 | 01/01/17 | | | | |
| FY17 POLICE CAR & (6) MDC | 83,514 | 08/01/19 | 22,600 | 22,578 | 15,758 | |
| FY18 POLICE CAR (2) | 93,657 | 02/19/21 | 24,489 | 24,410 | 24,489 | 24,489 |
| TOTAL | | | 63,689 | 109,743 | 61,847 | 76,089 |
| 931 VEHICLE REPLACEMENT RESERVE TO REPLACE VEHICLES SUBJECT TO ENVIRONMENTAL LEGISLATION AND POLICE VEHICLES | | | | | | |



Town of Fairfax

2020-21 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 2017-18 | FY 2018-19 | FY 2019-20 | FY 2019-20 | FY 2020-21 |
|------------------------------------|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | Actual | Actual | Adopted | Projected | PROPOSED |
| BEGINNING FUND BAL | | 2,265 | 255,844 | | 26,969 | 34,284 |
| REVENUES | | | | | | |
| 030 311 | BUILDING PERMITS | 224,355 | 146,568 | 195,000 | 187,422 | 190,000 |
| 030 312 | GENERAL PLAN MAINTENANCE FEES | 8,092 | 5,776 | 6,500 | 8,607 | 6,500 |
| 030 313 | TECHNOLOGY IMPROVEMENT FEES | 10,847 | 8,193 | 9,000 | 10,519 | 9,000 |
| 030 314 | ENCROACHMENT FEES | - | (253) | - | 7,759 | 5,000 |
| 030 315 | HOUSING INSPECTIONS | 30,838 | 36,420 | 30,000 | 24,107 | 30,000 |
| 030 317 | SEISMIC FEES | 871 | 1,235 | - | 664 | - |
| 030 318 | PLAN RETENTION | 2,277 | 3,219 | - | 1,678 | - |
| 030 319 | STREET OPENING | 624 | 1,095 | 1,000 | 211 | 1,000 |
| 030 320 | ROAD IMPACT FEES | 118,901 | 45,693 | 80,000 | 59,192 | 60,000 |
| 030 321 | INFRASTRUCTURE IMPROV FEES | 209,930 | 126,568 | 150,000 | 199,172 | 150,000 |
| 030 904 | MISCELLANEOUS | 11,083 | 8,210 | 8,000 | 13,119 | 13,000 |
| 030 904 | COUNTY - OTHER | - | - | - | - | - |
| TOTAL PERMITS AND FEES | | 617,819 | 382,724 | 479,500 | 512,449 | 464,500 |
| 080 801 | ZONING & FILING FEES | 135,311 | 55,519 | 80,000 | 35,000 | 35,000 |
| 080 805 | BUILDING PLAN CHECK FEES | 78,232 | 26,478 | 25,000 | 24,053 | 30,000 |
| 080 806 | ENGINEERING PLAN CHECKS | 32,217 | 6,404 | 25,000 | 15,814 | 30,000 |
| TOTAL CURRENT CHARGES | | 245,760 | 88,401 | 130,000 | 74,866 | 95,000 |
| SUBTOTAL REVENUES | | 863,579 | 471,126 | 609,500 | 587,315 | 559,500 |
| APPROPRIATIONS | | | | | | |
| SUBTOTAL APPROPRIATIONS | | - | - | - | - | - |
| TRANSFERS | | | | | | |
| 725 971 | TSFR TO 01-GENERAL FUND | (610,000) | (700,000) | (610,000) | (580,000) | (580,000) |
| SUBTOTAL TRANSFER | | (610,000) | (700,000) | (610,000) | (580,000) | (580,000) |
| NET DEPARTMENT ACTIVITY | | 253,579 | (228,875) | (500) | 7,315 | (20,500) |
| ENDING FUND BAL | | 255,844 | 26,969 | | 34,284 | 13,784 |
| COMPONENTS OF FUND BALANCE: | | | | | | |
| | UNRESERVED | 243,903 | 15,028 | | (7,657) | (78,157) |
| | RESERVE - PLANNING DEPOSITS | 11,941 | 11,941 | | 41,941 | 11,941 |
| | MARINDA HEIGHTS | | | | | 50,000 |
| | VICTORY VILLAGE | | | | | 30,000 |

NOTES: Reserves are for economic downturns and deposits from developers.
 Victory Village reimbursement agreement defers \$200,000 of revenues for five years



Town of Fairfax

2020-21 Operating Budget

FUND 05 BUILDING IMPROVEMENT
DEPT 905 TOWN FACILITY IMPROVEMENT

Formerly the Communication Equipment Replacement fund, which has been consolidated with Fund 05-Field Equipment. The Building Improvement Fund is a component of the General Fund used to provide financing for major improvements to Town Facilities including Town Hall, Police Department, Fire Department, Community Center and the Women's Club.

| FUND SUMMARY | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2019-20 | FY 2020-21 |
|------------------------------------------|------------|------------|------------|------------|------------|
| | Actual | Actual | Adopted | Projected | PROPOSED |
| BEGINNING FUND BAL | 4,404 | - | | 40,000 | 61,395 |
| REVENUES | | | | | |
| 050 502 INVESTMENT EARNINGS | | | | - | |
| SUBTOTAL REVENUES | - | - | - | - | - |
| APPROPRIATIONS | | | | | |
| 924 921 FIELD EQUIPMENT | | | | | |
| 905 932 ENERGY IMPROVEMENTS SEE NOTE | | | 20,000 | 3,605 | 10,000 |
| SUBTOTAL APPROPRIATIONS | - | - | 20,000 | 3,605 | 10,000 |
| TRANSFERS | | | | | |
| 725 971 TSFR TO 03-EQUIPMENT REPLACEMENT | (10,404) | | | | |
| 100 931 TSFR FROM 01-GENERAL FUND | 6,000 | 40,000 | 25,000 | 25,000 | 10,000 |
| SUBTOTAL TRANSFER | (4,404) | 40,000 | 25,000 | 25,000 | 10,000 |
| NET DEPARTMENT ACTIVITY | (4,404) | 40,000 | 5,000 | 21,395 | - |
| ENDING FUND BAL | - | 40,000 | | 61,395 | 61,395 |

COMPONENTS OF FUND BALANCE:

| | |
|-------------------------------------|--------|
| DESIGNATED FOR BUILDING IMPROVEMENT | 45,000 |
| UNDESIGNATED | 16,395 |

NOTES:

932 Based on Energy audit recommendations to reduce green house gases



Town of Fairfax

2020-21 Operating Budget

FUND 06 RETIREMENT
DEPT 715 MISCELLANEOUS

The Retirement Fund is the repository for retirement funds collected from the Pension Obligation Parcel Tax. The Pension Obligation Tax of \$.091 per \$100 of Assessed Valuation was established in the 1960's. Proceeds are transferred as needed to the General Fund to offset retirement expenses. The Town participates in the California Public Employee Retirement System (PERS) and has two plans: Safety, for sworn Police and Fire and Miscellaneous for those working over half time. To address rising pension costs, the Town adopted a second lower tier for employees hired after July 1, 2009. In 2012, The state created a third lower tier (PEPRA) for employees hired after January 1, 2013. As of FY14, Town employees contribute their full employee share of pension ranging from 6.5% to 9% of salary. As of FY18, Tier 1 Safety employees are contributing (3% of 9%) of employer share of cost

| FUND SUMMARY | | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|--------------------------------|------------------------------|----------------------|----------------------|-----------------------|-------------------------|------------------------|
| BEGINNING FUND BAL | | 181,559 | 243,781 | | 24,582 | 71,759 |
| REVENUES | | | | | | |
| 010 101 | PROPERTY TAX - CURRENT SEC | 1,411,165 | 1,534,514 | 1,575,000 | 1,598,300 | 1,662,000 |
| 010 102 | PROPERTY TAX - CURRENT UNSEC | 10,201 | - | 16,200 | 1,620 | 1,685 |
| 010 103 | PROPERTY TAX - PRIOR YEARS | 200 | 3,973 | 400 | 1,112 | 1,160 |
| 010 110 | SUPPLEMENTAL PROPERTY TAX | 28,052 | 35,147 | 29,500 | 36,162 | 37,600 |
| 050 607 | SECURED HOPTR | 12,604 | 7,167 | 10,000 | 9,983 | 10,400 |
| SUBTOTAL REVENUES | | 1,462,222 | 1,580,801 | 1,631,100 | 1,647,177 | 1,712,845 |
| | incr (decr) | | 8.11% | 3.18% | 4.20% | 3.99% |
| TRANSFERS | | | | | | |
| 725 971 | TSFR TO 01-GENERAL FUND | (1,400,000) | (1,800,000) | (1,725,000) | (1,600,000) | (1,765,000) |
| SUBTOTAL TRANSFER | | (1,400,000) | (1,800,000) | (1,725,000) | (1,600,000) | (1,765,000) |
| NET DEPARTMENT ACTIVITY | | 62,222 | (219,199) | (93,900) | 47,177 | (52,155) |
| ENDING FUND BAL | | 243,781 | 24,582 | | 71,759 | 19,604 |

| Retirement Costs - Recap by Department | | | FY21 | | | FY21 |
|----------------------------------------|-------------------------------|----------|-----------|----------|---------|-----------|
| | | | UAL PAYMT | REFI PMT | ER PERS | TOTAL |
| 111 | Town Council | 0.29% | 1,106 | 1,372 | 924 | 3,402 |
| 211 | Town Manager | 1.06% | 4,121 | 5,113 | 15,075 | 24,309 |
| 221 | Town Clerk | 0.00% | - | - | 7,529 | 7,529 |
| 231 | Personnel | 0.00% | - | - | 3,638 | 3,638 |
| 241 | Finance | 0.86% | 3,351 | 4,157 | 14,702 | 22,210 |
| 311 | Planning & Building Services | 6.50% | 25,197 | 31,259 | 29,902 | 86,358 |
| 321 | Building Inspection & Permits | 2.55% | 9,884 | 12,263 | 12,665 | 34,812 |
| 411 | Police | 81.79% | 317,211 | 393,535 | 248,939 | 959,686 |
| 510 | Public Works Administration | 1.07% | 4,155 | 5,154 | 10,209 | 19,518 |
| 511 | Street Maintenance | 3.02% | 11,727 | 14,549 | 17,826 | 44,102 |
| 611 | Park Maintenance | 1.68% | 6,500 | 8,064 | 10,954 | 25,519 |
| 616 | Community Services | 0.41% | 1,591 | 1,974 | 2,430 | 5,996 |
| 617 | Recreation - Events | 0.78% | 3,016 | 3,741 | 4,290 | 11,047 |
| 621 | Recreation - Class/Activities | 0.00% | - | - | 7,481 | 7,481 |
| 625 | Rental - Womens Club | 0.00% | - | - | 1,043 | 1,043 |
| Subtotal Retirement | | 100.00% | 387,859 | 481,182 | 387,607 | 1,256,648 |
| 412 | Ross Fire * | SEE NOTE | 158,231 | 104,304 | 327,505 | 590,040 |
| Total Retirement | | | 546,090 | 585,486 | 715,113 | 1,846,688 |

NOTES:
 Ross Fire Contribution calculated from Town share of JPA costs



Town of Fairfax

2020-21 Operating Budget

FUND 07 SPECIAL POLICE
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 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|------------------------------------|----------------------|----------------------|-----------------------|-------------------------|------------------------|
| BEGINNING FUND BAL | 94,725 | - | | 55,402 | 17,979 |
| REVENUES | | | | | |
| 070 733 COPS GRANT | 104,896 | 155,402 | 100,000 | 162,578 | 100,000 |
| SUBTOTAL REVENUES | 104,896 | 155,402 | 100,000 | 162,578 | 100,000 |
| APPROPRIATIONS | | | | | |
| 741 842 SPECIAL DEPT SUPPLIES | | | | | |
| SUBTOTAL APPROPRIATIONS | - | - | - | - | - |
| TRANSFERS | | | | | |
| 725 971 TSFR TO 01-GENERAL FUND | (199,621) | (100,000) | (130,000) | (200,000) | (110,000) |
| 100 931 TSFR FROM 01-GENERAL FUND | | | | | |
| SUBTOTAL TRANSFER | (199,621) | (100,000) | (100,000) | (200,000) | (110,000) |
| NET DEPARTMENT ACTIVITY | (94,725) | 55,402 | - | (37,422) | (10,000) |
| ENDING FUND BAL | - | 55,402 | | 17,979 | 7,979 |
| COMPONENTS OF FUND BALANCE: | | | | | |

NOTES:



Town of Fairfax

2020-21 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 2017-18 | FY 2018-19 | FY 2019-20 | FY 2019-20 | FY 2020-21 |
|------------------------------------|----------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | Actual | Actual | Adopted | Projected | PROPOSED |
| BEGINNING FUND BAL | | 113,088 | 131,651 | | 152,399 | 60,943 |
| REVENUES | | | | | | |
| 050 502 INVESTMENT EARNINGS | | | | | - | |
| SUBTOTAL REVENUES | | - | - | - | - | - |
| APPROPRIATIONS | | | | | | |
| 822 PROFESSIONAL SERVICES | SEE NOTE | 605 | 2,778 | | 6,340 | |
| 911 OFFICE EQUIPMENT | SEE NOTE | 15,832 | 11,474 | 38,000 | 20,116 | 20,000 |
| 912 FINANCIAL SOFTWARE | SEE NOTE | | | 100,000 | 100,000 | |
| SUBTOTAL APPROPRIATIONS | | 16,437 | 14,252 | 138,000 | 126,456 | 20,000 |
| TRANSFERS | | | | | | |
| 725 971 TSFR TO 01-GENERAL FUND | | | | | | |
| 100 931 TSFR FROM 01-GENERAL FUND | | 35,000 | 35,000 | 35,000 | 35,000 | |
| SUBTOTAL TRANSFER | | 35,000 | 35,000 | 35,000 | 35,000 | - |
| NET DEPARTMENT ACTIVITY | | 18,563 | 20,748 | (103,000) | (91,456) | (20,000) |
| ENDING FUND BAL | | 131,651 | 152,399 | | 60,943 | 40,943 |
| COMPONENTS OF FUND BALANCE: | | | | | | |
| DESIGNATED FOR FINANCIAL SOFTWARE | | 40,000 | 60,000 | | 70,000 | |
| COMPUTER/SOFTWARE | | 11,247 | 40,000 | | 40,000 | 40,000 |
| UNDESIGNATED | | | 52,399 | | (49,057) | 943 |

| NOTES: | |
|------------------------------------------|---------|
| 822 Copier service contract & charges | |
| 911 Copier leases /Docstar license | 15,000 |
| Computer/Software replace | 3,000 |
| 912 Tyler Incode Saas Financial Software | 100,000 |



Town of Fairfax

2020-21 Operating Budget

FUND 12 FAIRFAX FESTIVAL
DEPT 623 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.

| FUND SUMMARY | | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|-----------------------------------|----------|----------------------|----------------------|-----------------------|-------------------------|------------------------|
| BEGINNING FUND BAL | | 701 | (6,878) | | (17,676) | (13,948) |
| REVENUES | | | | | | |
| 090 882 FESTIVAL REVENUE | | 44,493 | 45,036 | | 6,229 | |
| 090 823 SPONSORS | | 2,500 | - | 3,000 | | 3,000 |
| 090 824 VENDORS/BOOTH | | (1,048) | - | 35,000 | | 35,000 |
| 090 825 MERCHANDISE SALES | SEE NOTE | | | 3,000 | | 3,000 |
| 070 699 OTHER | | | | | | |
| SUBTOTAL REVENUES | | 45,945 | 45,036 | 41,000 | 6,229 | 41,000 |
| APPROPRIATIONS | | | | | | |
| 497 OVERTIME REIMB | SEE NOTE | | | 5,000 | | 5,000 |
| 814 ADVERTISING | | 4,292 | 4,368 | 2,500 | | 2,500 |
| 815 PRINTING | SEE NOTE | 344 | 699 | 300 | | 300 |
| 821 OUTSIDE SERVICES | SEE NOTE | 19,184 | 15,871 | 2,500 | 2,500 | 2,500 |
| 822 PROFESSIONAL SERVICES | | 4,000 | 10,058 | 7,000 | | 7,000 |
| 882 FAIRFAX FESTIVAL - OTHER | | 16,881 | 18,494 | 4,000 | | 4,000 |
| 890 MISCELLANEOUS | | 8,824 | 6,343 | 10,400 | | 10,400 |
| SUBTOTAL APPROPRIATIONS | | 53,524 | 55,833 | 31,700 | 2,500 | 31,700 |
| TRANSFERS | | | | | | |
| 725 971 TSFR TO 01-GENERAL FUND | | - | - | (5,000) | | |
| 100 931 TSFR FROM 01-GENERAL FUND | | | | | | |
| SUBTOTAL TRANSFER | | - | - | (5,000) | - | - |
| NET DEPARTMENT ACTIVITY | | (7,579) | (10,798) | 4,300 | 3,729 | 9,300 |
| ENDING FUND BAL | | (6,878) | (17,676) | | (13,948) | (4,648) |

NOTES:

Note: Fairfax Festival cancelled for June, 2020. Revenues shown are prior year collections

825 Shirts, food & drinks

497 Reimburse Town for Police & Public Works overtime

815 Posters/Tee shirts

821 Music, Performers, Website



Town of Fairfax

2020-21 Operating Budget

FUND 20 MEASURE F - MUNICIPAL SERVICES
DEPT 715 MISCELLANEOUS

Measure F "Municipal Services Tax" is a voter approved Municipal Services tax providing funding for:

- (1) extended 24/7 staffing of Police and Fire department,
- (2) Provides funding for Public Works projects,
- (3) providing matching funds for state and federal grants,
- (4) revitalizing Youth & Senior Programs, and
- (5) Provide for Wildfire Prevention efforts and Pedestrian Evacuation Trails.

Passed in November 2019, Measure F is an eleven-year tax effective July 2020 initially assessing \$195 per unit. After the first year, there is a modest increase of \$5 per year. The tax replaces Measure J, expiring June 2020. Oversight is by a citizen committee.

| FUND SUMMARY | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------------------------|----------------------|----------------------|-----------------------|-------------------------|------------------------|
| BEGINNING FUND BAL | 41,536 | 4,291 | | 71,280 | 74,880 |
| REVENUES | | | | | |
| 010 120 MUNICIPAL SERVICES TAX | 704,255 | 706,989 | 713,600 | 713,600 | 713,600 |
| SUBTOTAL REVENUES | 704,255 | 706,989 | 713,600 | 713,600 | 713,600 |
| APPROPRIATIONS | | | | | |
| 715 996 DEBT SERVICE | | | | - | |
| SUBTOTAL APPROPRIATIONS | - | - | - | - | - |
| TRANSFERS | | | | | |
| 725 951 TSFR TO FUND 51 - CIP GRANTS | (81,500) | (26,000) | (60,000) | (60,000) | - |
| 725 953 TSFR TO FUND 53 - CIP TOWN | (50,000) | (14,000) | (40,000) | (40,000) | (30,000) |
| 725 971 TSFR TO FUND 01 - GENERAL FUND | (610,000) | (600,000) | (610,000) | (610,000) | (750,000) |
| SUBTOTAL TRANSFER | (741,500) | (640,000) | (710,000) | (710,000) | (780,000) |
| NET DEPARTMENT ACTIVITY | (37,245) | 66,989 | 3,600 | 3,600 | (66,400) |
| ENDING FUND BAL | 4,291 | 71,280 | | 74,880 | 8,480 |
| ALLOCATION OF REVENUES: | | | | | |
| 49% POLICE SERVICES | 310,000 | 260,000 | 310,000 | 310,000 | 383,000 |
| 37% FIRE SERVICES | 262,000 | 242,000 | 262,000 | 262,000 | 289,000 |
| 5% YOUTH & SENIOR PROGRAMS | 38,000 | 38,000 | 38,000 | 38,000 | 38,000 |
| 4% PUBLIC WORKS IMPROVEMENTS | 50,000 | 40,000 | 40,000 | 40,000 | 30,000 |
| 5% WILDFIRE PREVENTION/TRAIL IMPROV | | | | | 40,000 |
| 0% MATCHING FUNDS FOR GRANTS | 81,500 | 60,000 | 60,000 | 60,000 | |
| 100% TOTAL | 741,500 | 640,000 | 710,000 | 710,000 | 780,000 |

DESIGNATION OF FUND BALANCE:

NOTES:

Measure F funds are transferred and spent from other funds



Town of Fairfax

2020-21 Operating Budget

FUND 21 GAS TAX
DEPT 715 MISCELLANEOUS

This fund is required by State law to account for gas tax revenues received from the State and expended for construction and maintenance of City streets. Gas tax is collected by the state through taxes on fuel sales and distributed to local agencies monthly on a per capita basis. Cities receive 15.9% of the tax collected, which is currently 18 cents per gallon, Effective 11/1/17 the base excise tax increased to 30 cents per gallon.

| FUND SUMMARY | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|--------------|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|--------------|----------------------|----------------------|-----------------------|-------------------------|------------------------|

| | | | | | |
|---------------------------|---|---|--|--------|--------|
| BEGINNING FUND BAL | - | - | | 64,394 | 32,673 |
|---------------------------|---|---|--|--------|--------|

REVENUES

| | | | | | |
|------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| 060 604 Gas Tax - Section 2106 | 32,787 | 32,859 | 33,629 | 33,204 | 33,204 |
| 060 605 Gas Tax - Section 2107 | 59,592 | 51,985 | 54,080 | 52,981 | 52,981 |
| 060 606 Gas Tax - Section 2107.5 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| 060 608 Gas Tax - Section 2105 | 34,963 | 41,336 | 43,588 | 42,309 | 44,378 |
| 060 609 Gas Tax - Loan Repayment | | 8,496 | 8,607 | 8,680 | - |
| 060 610 Gas Tax - Road Main & Rehab | 28,316 | 129,549 | 125,724 | 142,245 | 145,825 |
| 060 611 Gas Tax - Section 2103 (Prop 42) | 38,090 | 25,169 | 58,044 | 64,105 | 68,449 |
| ESTIMATED COVID IMPACT | | | | (60,000) | (41,300) |
| TOTAL REVENUES | 195,748 | 291,394 | 325,672 | 285,524 | 305,537 |

APPROPRIATIONS

SUBTOTAL

| | | | | | |
|--|---|---|---|---|---|
| | - | - | - | - | - |
|--|---|---|---|---|---|

TRANSFERS

| | | | | | |
|----------------------------------------|------------------|------------------|------------------|------------------|------------------|
| 725 951 TSFR TO FUND 51 - CIP GRANTS | (44,000) | (102,000) | | | (149,000) |
| 725 953 TSFR TO FUND 53 - CIP TOWN | | | (18,000) | (142,245) | |
| 725 971 TSFR TO FUND 01 - GENERAL FUND | (151,748) | (125,000) | (175,000) | (175,000) | (175,000) |
| SUBTOTAL | (195,748) | (227,000) | (193,000) | (317,245) | (324,000) |

NET DEPARTMENT ACTIVITY

| | | | | | |
|--|---|--------|--|----------|----------|
| | - | 64,394 | | (31,721) | (18,463) |
|--|---|--------|--|----------|----------|

ENDING FUND BAL

| | | | | | |
|--|---|--------|--|--------|--------|
| | - | 64,394 | | 32,673 | 14,210 |
|--|---|--------|--|--------|--------|

| FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|----------------------|----------------------|-----------------------|-------------------------|------------------------|

GAS TAX - CIP APPROPRIATIONS

| | | | | |
|----|----------------------------------------|--|--------|---------|
| 51 | 813 SS&R SELECTED ROADS (SCENIC@RIDGE) | | - | 129,000 |
| 53 | 804 SIDEWALK REPLACE/REPAIR | | 18,000 | 20,000 |
| 53 | 894 PARKADE | | | 142,245 |
| | | | 18,000 | 149,000 |

NOTES:

- NOTE 1 Revenue projections provided by California Transportation Commission for SB 1
- NOTE 2 Transfer to CIP Fund 51 for project 51-816 Canyon Rd stabilization



Town of Fairfax

2020-21 Operating Budget

FUND 22 MEASURE A/AA- TRANSPORTATION
DEPT 715 MISCELLANEOUS

Measure A/AA transportation funds are generated from a 20 year 1/2 cent sales tax passed in Nov. 2004 and 2018. The Transportation Authority of Marin (TAM) administers the tax. TAM is a joint powers agency (JPA) consisting of the 11 cities and towns in the County of Marin. Additional funding was added in November 2010 with the passing of Measure B which added \$10 per vehicle to the annual Vehicle Licence Fee to fund transportation programs. Funds are allocated to Town based 50% on road miles and 50% on population.

| FUND SUMMARY | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|----------------------------------------|------------------------------|------------------------------|-------------------------------|---------------------------------|--------------------------------|
| BEGINNING FUND BAL | 243,658 | 243,658 | | 319,018 | 350,797 |
| REVENUES | | | | | |
| 060 920 MEASURE A&B FUNDS | 290,550 | 91,360 | 171,779 | 171,779 | 134,830 |
| SUBTOTAL REVENUES | 290,550 | 91,360 | 171,779 | 171,779 | 134,830 |
| APPROPRIATIONS | | | | | |
| 715 893 VARIOUS | | | | | |
| SUBTOTAL APPROPRIATIONS | - | - | - | - | - |
| TRANSFERS | | | | | |
| 725 951 TSFR TO FUND 51 - CIP GRANTS | (95,217) | (6,000) | (253,139) | (140,000) | (206,190) |
| 725 953 TSFR TO FUND 53 - CIP TOWN | | (10,000) | | | (140,000) |
| 725 971 TSFR TO FUND 01 - GENERAL FUND | | | | | |
| SUBTOTAL TRANSFER | (95,217) | (16,000) | (253,139) | (140,000) | (346,190) |
| NET DEPARTMENT ACTIVITY | | 75,360 | - | 31,779 | (211,360) |
| ENDING FUND BAL | 243,658 | 319,018 | | 350,797 | 139,437 |

| | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 DRAFT |
|--------------------------------------------------|------------------------------|------------------------------|-------------------------------|---------------------------------|-----------------------------|
| MEASURE A TRANSPORTATION - APPROPRIATIONS | | | | | |
| 51 810 SS&R SELECTED ROADS (SCENIC@RIDGE) | | | - | | 134,830 |
| 51 813 SS&R SCENIC RD | | | 140,000 | 140,000 | - |
| 51 814 MOUNTAIN VIEW RD REPAVING | | | | | |
| 51 812 TAMALPAIS REPAVEMENT | 95,217 | | | | |
| 51 816 CANYON RD STABILIZATION | | | 81,360 | | 71,360 |
| 53 887 STREET RESURFACING & REPAIR | | 6,000 | 31,779 | | 140,000 |
| 53 894 PARKADE IMPR | | 10,000 | | | |
| | 95,217 | 16,000 | 253,139 | 140,000 | 346,190 |
| | - | - | - | - | - |

NOTES:

Funds are transferred to Capital Improvement funds for expenditure
 Measure A expenses will be charged directly to Measure A funds and transferred to CIP



Town of Fairfax

2020-21 Operating Budget

FUND 23 MEASURE A - PARKS
DEPT 715 MISCELLANEOUS

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

| FUND SUMMARY | | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2019-20 | FY 2020-21 |
|-----------------------------------------|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | Actual | Actual | Adopted | Projected | PROPOSED |
| BEGINNING FUND BAL | | 91,345 | 150,502 | | 192,010 | 223,470 |
| REVENUES | | | | | | |
| 060 920 MEASURE A FUNDS | | 59,157 | 62,170 | 62,935 | 61,882 | 47,044 |
| SUBTOTAL REVENUES | | 59,157 | 62,170 | 62,935 | 61,882 | 47,044 |
| APPROPRIATIONS | | | | | | |
| 715 893 VARIOUS | | - | 20,662 | | 8,959 | |
| SUBTOTAL APPROPRIATIONS | | - | 20,662 | - | 8,959 | - |
| TRANSFERS | | | | | | |
| 100 941 TSFR FROM FUND 51 - CIP GRANTS | | - | - | - | - | |
| 725 951 TSFR TO FUND 51 - CIP GRANT | | | | (21,463) | (21,463) | (111,463) |
| 725 972 TSFR TO FUND 73 - OPEN SPACE | | - | | | | |
| SUBTOTAL TRANSFER | | - | - | (21,463) | (21,463) | (111,463) |
| NET DEPARTMENT ACTIVITY | | 59,157 | 41,508 | 41,472 | 31,460 | (64,419) |
| ENDING FUND BAL | | 150,502 | 192,010 | | 223,470 | 159,051 |
| | | FY 2017-18 | FY 2018-19 | FY 2019-20 | | FY 2020-21 |
| | | ADOPTED | ADOPTED | ADOPTED | | DRAFT |
| MEASURE A PARKS - APPROPRIATIONS | | | | | | |
| 51-820 | RENOVATION OF WOMENS CLUB | 25,000 | 25,000 | 21,463 | 8,537 | 21,463 |
| 51-841 | OUTDOOR FURNITURE | | 4,000 | 4,000 | | |
| 51-841 | VEGETATION MANAGEMENT | | 5,000 | | 5,000 | |
| 51-841 | REPAIR OF PARK EQUIPMENT | 29,000 | 49,000 | 80,000 | | |
| 51-841 | TRAIL REPAIR & IMPROVEMENT | 30,000 | 20,000 | 23,000 | 7,125 | tbd |
| 51-841 | RENOVATION OF CLAUS CIRCLE PARK | | | | | |
| 51-841 | PAVILION LED LIGHT REPLACEMENT | 6,000 | 8,000 | 12,600 | | |
| 51-841 | PERI PARK PUMP TRACK | 10,000 | 10,000 | | | |
| 73-673 | PARKLAND ACQUISITION | 30,000 | 40,000 | 53,000 | | |
| 73-673 | PARKLAND RESTORATION | - | - | | | |
| | | 130,000 | 161,000 | 194,063 | 20,662 | 21,463 |

NOTES:

The County requires that Measure A funds be spent from within a single fund and not transferred to different funds for expenditure on a project. For example, the funds allocated to open space/parkland acquisition cannot be transferred to the Open Space Fund. The funds must remain in Fund 23 until expended.

See Appendix for Measure A Parks annual workplan



Town of Fairfax

2020-21 Operating Budget

FUND 44-46 DEBT SERVICE MEASURE K
DEPT 716 DEBT SERVICE

The Measure K Debt service fund exists to handle the debt payments on the Measure K General Obligation bonds issued between FY2000-2006 to fund capital improvements to community facilities, streets, and storm drains within the Town. Borrowed funds were spent from the Fund 54 Measure K capital Improvement fund. Revenues are raised property taxes designated for debt service at a rate adopted by council annually sufficient to pay principal and interest on the bond issues. The 2000 series bonds were refinanced in 2008 which provided \$158,050 of additional project funds. The 2002 series bonds were refunded in 2012 which provided \$193,726 of additional capital for Measure K street purposes. The Town refunded the 2006 issue in May, 2016 reducing debt service(interest) costs to ratepayers (See Fund 46). The rate charged to ratepayers will be .0265 per \$100 of Assessed valuation for FY21.

| FUND SUMMARY | | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2019-20 | FY 2020-21 |
|----------------------------------------------------------|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | Actual | Actual | Adopted | Projected | PROPOSED |
| BEGINNING FUND BAL | | 551,566 | 875,383 | | 812,911 | 722,084 |
| REVENUES | | | | | | |
| 010 101 | PROPERTY TAX - CURRENT SEC | 455,397 | 450,613 | 427,431 | 431,227 | 444,528 |
| 010 102 | PROPERTY TAX - CURRENT UNSEC | 4,202 | - | 7,600 | 486 | 7,904 |
| 010 103 | PROPERTY TAX - PRIOR YEARS | 221 | 3,170 | 400 | 432 | 416 |
| 010 110 | SUPPLEMENTAL PROPERTY TAX | 9,424 | 15,815 | 12,100 | 25,000 | 12,584 |
| 050 607 | SECURED HOPTR | 3,843 | 3,035 | 3,500 | 2,742 | 3,640 |
| SUBTOTAL REVENUES | | 473,087 | 472,632 | 451,031 | 459,887 | 469,072 |
| APPROPRIATIONS | | | | | | |
| FUND 44 - 2008 GENERAL OBLIGATION REFUNDING BONDS | | | | | | |
| 716 995 | PRINCIPAL | - | 132,000 | 145,000 | 145,000 | 153,000 |
| 716 996 | INTEREST | - | 61,104 | 55,419 | 55,419 | 48,931 |
| | | - | 193,104 | 200,419 | 200,419 | 201,931 |
| FUND 45 - 2012 GENERAL OBLIGATION REFUNDING BONDS | | | | | | |
| 716 995 | PRINCIPAL | 143,865 | 148,700 | 161,800 | 161,800 | 174,300 |
| 716 996 | INTEREST | - | 59,143 | 54,563 | 54,563 | 49,606 |
| | | 143,865 | 207,843 | 216,363 | 216,363 | 223,906 |
| FUND 46 - 2016 GENERAL OBLIGATION REFUNDING BONDS | | | | | | |
| 716 995 | PRINCIPAL | - | 105,000 | 107,000 | 107,000 | 109,000 |
| 716 996 | INTEREST | - | 22,859 | 20,633 | 20,633 | 18,365 |
| | | - | 127,859 | 127,633 | 127,633 | 127,365 |
| 821 | CONTRACT SERVICES | 2,700 | 2,700 | 2,700 | 2,700 | 2,700 |
| 871 | INSURANCE & FEES | 2,705 | 3,600 | 3,600 | 3,600 | 3,600 |
| SUBTOTAL APPROPRIATIONS | | 149,270 | 535,105 | 550,714 | 550,714 | 559,501 |
| NET DEPARTMENT ACTIVITY | | 323,817 | (62,473) | (99,683) | (90,827) | (90,429) |
| ENDING FUND BAL | | 875,383 | 812,911 | | 722,084 | 631,655 |

| NOTES: | | Original | Balance | Final |
|--------------------------------------------------------------------|------------------------------------------------------|-----------------|------------------|----------------|
| | | Issue | 6/30/2019 | Payment |
| Fund 44 | General Obligation Refunding Bonds Series 2008 (FFA) | \$ 2,231,000 | \$ 1,285,000 | 8/1/2025 |
| Fund 45 | General Obligation Refunding Bonds Series 2012 (FFA) | \$ 2,880,000 | \$ 1,990,000 | 8/1/2027 |
| Fund 46 | General Obligation Bonds Series 2016 (FFA) | \$ 1,239,000 | \$ 1,036,000 | 8/1/2027 |
| 821 Disclosure & dissemination compliance services (Urban Futures) | | | | |



Town of Fairfax

2020-21 Operating Budget

FUND 48 LEASE AGREEMENT
DEPT 716 DEBT SERVICE

On January 18, 2017, the Town entered into a lease financing agreement with Capital One Public Funding, LLC to refinance a significant portion of its Unfunded Accrued Liability (UAL) owed to CalPERS for Miscellaneous and Safety pensions. The Lease was in the amount of **\$3,860,000** which covered payoff in full of the Town's Retirement Side Funds and Pre-2013 UAL for both Miscellaneous and Safety employees. The lease was put out through a placement agent to competitive bid to institutional buyers and the successful proposal gave a rate of interest for the 20 year lease of 5.40%, taxable (because the proceeds benefit private parties). In comparison to what the Town was projected to pay to CalPERS, the Town will receive a Net Present Value Savings of 17.32%, or a total of \$653,340. The annual savings for each of the first 5 years will be approximately \$78,000, and annual savings in the following 16 years will range between \$28,207 and \$52,463 for a projected total of \$1,023,550 in savings. Payments began June, 2017.

| FUND SUMMARY | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|-----------------------------------|-----------------------------|-----------------------------|------------------------------|--------------------------------|-------------------------------|
| BEGINNING FUND BAL | 1,284 | 1,294 | | 1,294 | 1,294 |
| REVENUES | | | | | |
| INTERDEPARTMENTAL CHARGES | 452,909 | 466,842 | 481,182 | 481,182 | 455,469 |
| SUBTOTAL REVENUES | 452,909 | 466,842 | 481,182 | 481,182 | 455,469 |
| APPROPRIATIONS | | | | | |
| 716 994 DEBT ISSUE/ADMIN | (10) | | | | |
| 716 997 LEASE PAYMENT | 452,909 | 466,842 | 481,182 | 481,182 | 455,469 |
| SUBTOTAL APPROPRIATIONS | 452,899 | 466,842 | 481,182 | 481,182 | 455,469 |
| TRANSFERS | | | | | |
| 100 931 TSFR FROM 01-GENERAL FUND | | | | | |
| SUBTOTAL TRANSFER | - | - | - | - | - |
| NET DEPARTMENT ACTIVITY | 10 | - | - | - | - |
| ENDING FUND BAL | 1,294 | 1,294 | | 1,294 | 1,294 |

ALLOCATION OF LEASE PAYMENT TO DEPARTMENTS (496)

PRIOR

| | | | |
|----------------------------------------|---------|--------|---------|
| 01 - 111 Town Council | 1,850 | 0.29% | 1,299 |
| 01 - 211 Town Manager | 6,894 | 1.06% | 4,840 |
| 01 - 241 Finance | 5,605 | 0.86% | 3,935 |
| 01 - 311 Planning & Building Services | 42,150 | 6.50% | 29,589 |
| 01 - 321 Building Inspection & Permits | 16,535 | 2.55% | 11,607 |
| 01 - 411 Police | 530,644 | 81.79% | 372,506 |
| 01 - 510 Public Works Administration | 6,950 | 1.07% | 4,879 |
| 01 - 511 Street Maintenance | 19,618 | 3.02% | 13,772 |
| 01 - 611 Park Maintenance | 10,874 | 1.68% | 7,633 |
| 01 - 616 Volunteers for Fairfax | 2,662 | 0.41% | 1,869 |
| 01 - 617 Recreation | 5,045 | 0.78% | 3,542 |
| UAL/Side Fund charge to departments | 648,827 | | 455,469 |

NOTES:

Allocation based on prior year Side Fund expense percentage
 See the debt service exhibit in the APPENDIX



Town of Fairfax

2020-21 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 A - Parks & Transportation, Measure J and Gas Tax funds.

| FUND SUMMARY | | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|-----------------------------------------------|-----|----------------------|----------------------|-----------------------|-------------------------|------------------------|
| BEGINNING FUND BAL | | 339,449 | 912,461 | | 466,472 | 112,076 |
| REVENUES | | | | | | |
| 070 695 COUNTY | | 500,000 | | - | - | - |
| 70 864 STATE PARK BOND REVENUE | | | | 200,000 | - | |
| 070 711 FEDERAL/STATE GRANT REVENUE | | 20,522 | | 15,000 | - | |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | | 256,343 | 366,524 | 634,074 | 299,388 | 571,901 |
| 070 704 RECYCLING GRANT | | - | - | | - | |
| 070 600 FED/STATE FINANCING | | - | | 54,437 | - | |
| 070 699 OTHER | | - | | 148,376 | - | 110,660 |
| SUBTOTAL REVENUES | | 776,865 | 366,524 | 1,051,887 | 299,388 | 682,561 |
| APPROPRIATIONS | | | | | | |
| 821 OUTSIDE SERVICES | | | | 42,000 | | 20,000 |
| 825 ENVIRONMENTAL & PERMITS | | - | | 10,464 | | 5,903 |
| 826 ENGINEERING & DESIGN | | | | 848,423 | | 701,488 |
| 827 CONSTRUCTION | | | | 599,360 | | 297,360 |
| OTHER | | | | 23,000 | | |
| SUBTOTAL APPROPRIATIONS | | 464,570 | 611,513 | 1,523,247 | 428,784 | 1,024,751 |
| TRANSFERS | | | | | | |
| 100 931 TSFR FROM FUND 01 - GENERAL FUND | | 40,000 | - | 103,537 | 103,537 | 3,537 |
| 100 941 TSFR FROM FUND 20 - MEASURE F | | 81,500 | 26,000 | 60,000 | 60,000 | - |
| 100 942 TSFR FROM FUND 21 - GAS TAX | | 44,000 | 102,000 | - | - | 149,000 |
| 100 956 TSFR FROM FUND 22 - MEAS A TRANS | | 95,217 | 6,000 | 253,139 | 140,000 | 206,190 |
| 100 957 TSFR FROM FUND 23 - MEAS A PARK | | - | - | 21,463 | 21,463 | 111,463 |
| 725 971 TSFR TO FUND 01 - GENERAL FUND | | | | | | |
| 725 976 TSFR TO FUND 23 - MEAS A PARK | | - | - | - | - | - |
| 725 953 TSFR TO FUND 53 - CIP TOWN | | | (335,000) | | (550,000) | |
| SUBTOTAL TRANSFER | | 260,717 | (201,000) | 438,139 | (225,000) | 470,190 |
| NET DEPARTMENT ACTIVITY | | 573,012 | (445,989) | (33,221) | (354,396) | 128,000 |
| ENDING FUND BAL | | 912,461 | 466,472 | | 112,076 | 240,076 |
| ALLOCATION OF APPROPRIATIONS: | | | | | | |
| 51- 810 ST RESURF & REPAIR - SELECTED SFD | | 44,000 | - | 100,000 | - | 134,830 |
| 51- 812 ST RESURF & REPAIR - TAMALPAIS RD | | 489 | - | COMPLETED | - | |
| 51- 813 ST RESURF & REPAIR - SCENIC RD | NEW | | 101,776 | 140,000 | 138,797 | |
| 51- 814 ST RESURF & REPAIR - MTN VIEW RD | | 13,411 | - | COMPLETED | - | |
| 51- 816 ST RESURF & REPAIR - CANYON RD STABLE | | 4,876 | 5,875 | 81,360 | 21,216 | 81,360 |
| 51- 820 WOMENS CLUB REHABILITATION | | - | 818 | 25,000 | 818 | 25,000 |
| 51- 841 MISC PARK & TRAIL IMPROVEMENTS | | 60,410 | 27,858 | 83,000 | - | 90,000 |
| 51- 843 AZALEA AVENUE BRIDGE | | 136,999 | 170,499 | 185,571 | 85,906 | 285,571 |
| 51- 856 MEADOW WAY BRIDGE | | 134,900 | 171,528 | 321,551 | 111,607 | 316,990 |
| 51- 871 BPMP - SPRUCE, MARIN, CANYON BRIDGE | | 45,711 | 26,580 | 138,395 | 11,724 | |
| 51- 873 CREEK ROAD BRIDGE | | 27,856 | 49,210 | 168,370 | 18,590 | |
| 51- 875 BIKE SPINE CLASS 1 BIKE LANE | | 310,233 | - | COMPLETED | - | |
| 51- 909 PAVILION SEISMIC RETROFIT | | 9,819 | 48,941 | 280,000 | 40,126 | 80,000 |
| Totals | | 788,703 | 603,085 | 1,523,247 | 428,784 | 1,013,751 |



Town of Fairfax

2020-21 Operating Budget

FUND 52 CIP - STORM RECOVERY
DEPT CAPITAL PROJECTS

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

| FUND SUMMARY | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|--------------|----------------------|----------------------|-----------------------|-------------------------|------------------------|
|--------------|----------------------|----------------------|-----------------------|-------------------------|------------------------|

| | | | | | |
|--------------------|---|-----------|--|-----------|---|
| BEGINNING FUND BAL | - | (502,939) | | (525,437) | 0 |
|--------------------|---|-----------|--|-----------|---|

REVENUES

| | | | | | |
|-------------------------------------|----------------|----------|----------------|----------|----------|
| 070 600 FEDERAL/STATE GRANT REVENUE | 30,425 | | 245,000 | - | - |
| 070 695 COUNTY | | | | - | |
| 070 720 FEMA | 162,282 | | | - | |
| OES | 57,429 | | | | |
| SUBTOTAL REVENUES | 250,136 | - | 245,000 | - | - |

APPROPRIATIONS

| | | | | | |
|--------------------------------|----------------|---------------|---------------|----------------|----------|
| 821 OUTSIDE SERVICES | 23,532 | | | | DETAIL |
| 822 PROFESSIONAL SERVICES | 4,779 | | | | IN NOTES |
| 825 ENVIRONMENTAL & PERMITS | | | | | |
| 826 ENGINEERING & DESIGN | 28,143 | | | | |
| 827 CONSTRUCTION | 696,621 | | | | |
| 828 CONSTRUCTION ENGINEERING | | | | | |
| 699 OTHER | | | | | |
| SUBTOTAL APPROPRIATIONS | 753,076 | 84,593 | 65,000 | 113,094 | - |

TRANSFERS

| | | | | | |
|------------------------------------------|----------|----------|-----------|----------------|----------|
| 100 941 TSFR FROM FUND 01 - GENERAL FUND | | | (180,000) | 638,531 | |
| 100 941 TSFR FROM FUND 20 - MEASURE F | | | - | | - |
| 100 941 TSFR FROM FUND 51 - CIP TOWN | | | | | |
| SUBTOTAL TRANSFER | - | - | - | 638,531 | - |

NET DEPARTMENT ACTIVITY

| | | | | |
|-----------|----------|---|---------|---|
| (502,939) | (84,593) | - | 525,437 | - |
|-----------|----------|---|---------|---|

ENDING FUND BAL

| | | | | |
|-----------|-----------|--|---|---|
| (502,939) | (587,533) | | 0 | 0 |
|-----------|-----------|--|---|---|

ALLOCATION OF APPROPRIATIONS:

| | | | | | |
|----------------------------------------------|----------------|---------------|---------------|----------------|----------|
| 52- 530 WOMENS CLUB/PERI PARK SLIDE REPAIR | 8,496 | - | | - | |
| 52- 532 REPAIR/REPLACE PICNIC TABLES | | 5,576 | 40,000 | - | |
| 52- 534 HEADWALL SCOUR (6 Bridge Ct) | 7,776 | 11,397 | | 75,169 | |
| 52- 536 355 FOREST AVE REPAIR (FHWA project) | 364,928 | 6,455 | | - | |
| 52- 538 92 MADRONE RD | 126,031 | 6,426 | | - | |
| 52- 540 300 TAMPALPAIS | 205,447 | | | - | |
| 52- 542 173 TAMALPAIS RD | 2,008 | 37,234 | | - | |
| 52- 544 35 BERRY TRAIL | 7,962 | 405 | 5,000 | - | |
| 52- 548 SCENIC DR POT HOLE REPAIR | 9,263 | - | | - | |
| 52- 550 CREST AVE POT HOLE REPAIR | 15,438 | - | | - | |
| 52- 554 46 CANYON RD | 5,728 | 438 | 20,000 | - | |
| 52- 556 STORMS JAN/FEB 2019 | | 16,034 | | - | |
| 52- 558 SCENIC ROAD SLIDE | | 629 | | | |
| 52- 560 30 ACACIA | | | | 7,439 | |
| 52- 562 111 FRUSTUCK | | | | 9,656 | |
| 52- 564 78 WREDEN | | | | 11,229 | |
| 52- 566 378 SCENIC | | | | 9,600 | |
| Totals | 753,076 | 84,593 | 65,000 | 113,094 | - |

NOTES: Projects reference FEMA categories and projects; Upwards of 90% FHWA funding
 FEMA pays 75% of eligible costs Cal-OES pays 75% of remaining 25% Town pays approx. 6.5%



Town of Fairfax

2020-21 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.

| FUND SUMMARY | FY 2017-18 Actual | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Projected | FY 2020-21 PROPOSED |
|-------------------------------------|------------------------------|------------------------------|-------------------------------|---------------------------------|--------------------------------|
| BEGINNING FUND BAL | 28,464 | 33,460 | | 37,474 | 44,116 |
| REVENUES | | | | | |
| 070 815 COUNTY OPEN SPACE GRANT | | | | | |
| 070 816 DONATIONS | 1,976 | 4,014 | 2,000 | 6,643 | 2,000 |
| 070 923 COUNTY MEASURE A PARK | | | | | |
| SUBTOTAL REVENUES | 1,976 | 4,014 | 2,000 | 6,643 | 2,000 |
| APPROPRIATIONS | | | | | |
| COMMITTEE | | | | | |
| 811 POSTAGE | | | 2,000 | | 2,000 |
| 812 REPRODUCTION | | | - | | - |
| 815 PRINTING | | | - | | - |
| 879 FUNDRAISING COST | 980 | 2,745 | 2,000 | 663 | 2,000 |
| 890 MISCELLANEOUS | | - | - | | - |
| 931 BLDGS & LAND | | | | | |
| SUBTOTAL APPROPRIATIONS | 980 | 2,745 | 4,000 | 663 | 4,000 |
| TRANSFERS | | | | | |
| 100 931 TSFR FROM GENERAL FUND | 4,000 | 2,745 | 4,000 | 663 | 4,000 |
| 100 TSFR FROM FUND 23 - MEAS A PARK | | | | - | |
| 100 699 LOAN FROM GENERAL FUND | | | | | |
| SUBTOTAL TRANSFER | 4,000 | 2,745 | 4,000 | 663 | 4,000 |
| NET DEPARTMENT ACTIVITY | 4,996 | 4,014 | 2,000 | 6,643 | 2,000 |
| ENDING FUND BAL | 33,460 | 37,474 | | 44,116 | 46,116 |

ALLOCATION OF FUND BALANCE:

| | | | | | |
|------------------------------------|---------------|---------------|--|---------------|---------------|
| | | | | - | - |
| | | | | - | - |
| Designated for Capital Acquisition | 300 | 300 | | 10,000 | 10,000 |
| Undesignated Balance | 33,160 | 37,174 | | 34,116 | 36,116 |
| | 33,460 | 37,474 | | 44,116 | 46,116 |

Property Acquisitions

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

NOTES: The previous policy has been that whatever is not spent during the fiscal year is then allocated to the FOSC fund balance and another \$4,000 is budgeted for the next year. The new policy is that the Town will replenish the funds used each year, but the unused funds will no longer roll into the FOSC fund balance.

TOWN OF FAIRFAX

FY2020-21 TO FY2025-25

PROPOSED Five Year Capital Improvement Program



MAYOR

Renée Goddard

VICE MAYOR

Bruce Ackerman

COUNCIL MEMBERS

Barbara Coler

Stephanie Hellman

John Reed

TOWN OF FAIRFAX

CAPITAL IMPROVEMENT PROGRAM BUDGET FY 2019/20

| Account No. | PROJECT | Project Phase | Estimated Total Project Costs | FUNDING SOURCE | | | | | | | County Loan | |
|-------------|-------------------------------------------------------------|----------------|-------------------------------|-------------------------|------------------|-----------------------------|---------------------------------|------------------|-------------------------------------|---------------------|-------------------|--------|
| | | | | Federal / State Funding | Gas Tax | Measure F Match Grant Funds | Measure A & B TAM Transport Tax | Measure A Parks | Gen Fund (Meas C) Transfers & Other | Fed/State Financing | | |
| 51-810 | STREET RESURFACING & REPAIR SELECTED STREET LOCATIONS | Design & Const | 100,000 | | | - | | | 100,000 | | | - |
| 51-813 | STREET RESURFACING & REPAIR SCENIC RD | Design & Const | 140,000 | | | | 140,000 | | | | | |
| 51-816 | STREET RESURFACING & REPAIR CANYON RD STABILIZATION | Design & Const | 81,360 | | | | 81,360 | | | | | |
| 51-820 | PARK FACILITY IMPROVEMENTS: WOMEN'S CLUB REHABILITATION | Design & Const | 25,000 | | | | | 21,463 | 3,537 | | | |
| 51-841 | MISC PARK & TRAIL IMPROVEMENTS | Design & Const | 83,000 | | | 60,000 | | | | | | 23,000 |
| 51-843 | AZALEA AVENUE BRIDGE | Design & Const | 185,571 | 179,668 | | | | | | | | 5,903 |
| 51-856 | MEADOW WAY BRIDGE | Design & Const | 321,551 | 292,233 | | | | | | | | 29,318 |
| 51-871 | BRIDGE PREVENTIVE MAINT PROG - SPRUCE, MARIN CANYON BRIDGES | Design & Const | 138,395 | 119,473 | | | | | | | | 18,922 |
| 51-873 | CREEK ROAD BRIDGE | Design & Const | 168,370 | 162,173 | | | | | | | | 6,197 |
| 51-909 | PAVILION SEISMIC RETROFIT | Design & Const | 280,000 | 15,000 | | | | | | | 200,000 | 65,000 |
| 52-ALL | DISASTER REPAIRS | Design & Const | 65,000 | 65,000 | | | | | | | | |
| 53-804 | SIDEWALK REPLACE & REPAIR | Annual Program | 40,000 | | 30,000 | | 20,000 | | 10,000 | | | |
| 53-830 | DOWNTOWN SIDEWALK IMPROVEMENTS | Design & Const | 125,000 | | 10,000 | | 18,000 | | 17,000 | | | 80,000 |
| 53-887 | STREET RESURFACING & REPAIR | Annual Program | 140,000 | | | | | | 140,000 | | | |
| | TOTALS | | \$ 1,893,247 | \$ 833,547 | \$ 38,000 | \$ 100,000 | \$ 361,360 | \$ 21,463 | \$ 130,537 | \$ 200,000 | \$ 228,340 | |

TOWN OF FAIRFAX
CAPITAL IMPROVEMENT PROGRAM BUDGET FY 2020/21

| EXPENDITURES | | FUNDING SOURCE | | | | | | | | | | | | |
|--------------|-------------------------------------------------------------|-------------------------------|-------------------------|-------------------|-----------------------------|---------------------------------|-------------------|-------------------------------------|---------------------|-------------|-------------|------------------|--|--------|
| | | Estimated Total Project Costs | Federal / State Funding | Gas Tax | Measure F Match Grant Funds | Measure A & B TAM Transport Tax | Measure A Parks | Gen Fund (Meas C) Transfers & Other | Fed/State Financing | County Loan | | | | |
| Account No. | PROJECT | Project Phase | | | | | | | | | | | | |
| 51-810 | STREET RESURFACING & REPAIR SELECTED STREET LOCATIONS | Design & Const | 134,830 | | | 134,830 | | | | | | | | |
| 51-816 | STREET RESURFACING & REPAIR CANYON RD STABILIZATION | Design & Const | 81,360 | | 10,000 | 71,360 | | | | | | | | |
| 51-820 | PARK FACILITY IMPROVEMENTS: WOMEN'S CLUB REHABILITATION | Design & Const | 25,000 | | | | | 21,463 | 3,537 | | | | | |
| 51-841 | MISC PARK & TRAIL IMPROVEMENTS | Design & Const | 110,000 | | | | 20,000 | 90,000 | | | | | | |
| 51-843 | AZALEA AVENUE BRIDGE | Design & Const | 285,571 | 279,668 | | | | | 5,903 | | | | | |
| 51-856 | MEADOW WAY BRIDGE | Design & Const | 316,990 | 292,233 | | | | | 24,757 | | | | | |
| 51-871 | BRIDGE PREVENTIVE MAINT PROG - SPRUCE, MARIN CANYON BRIDGES | Design & Const | | | | | | | | | | | | |
| 51-873 | CREEK ROAD BRIDGE | Design & Const | | | | | | | | | | | | |
| 51-909 | PAVILION SEISMIC RETROFIT | Design & Const | 80,000 | | | | | | | | | 15,000 | | 65,000 |
| 52-ALL | DISASTER REPAIRS | Design & Const | | | | | | | | | | | | |
| 53-804 | SIDEWALK REPLACE & REPAIR | Annual Program | 40,000 | | 20,000 | | 20,000 | | | | | | | |
| 53-830 | DOWNTOWN SIDEWALK IMPROVEMENTS | Design & Const | 50,000 | | | | | | 50,000 | | | | | |
| 53-887 | STREET RESURFACING & REPAIR | Annual Program | 140,000 | | | | | | 140,000 | | | | | |
| | TOTALS | | \$ 1,263,751 | \$ 571,901 | \$ 30,000 | \$ 40,000 | \$ 396,190 | \$ 111,463 | \$ 49,197 | \$ - | \$ - | \$ 65,000 | | |



Town of Fairfax

2020-21 Capital Budget

CAPITAL IMPROVEMENTS

| PROJECT SUMMARY- CURRENT YEAR | TOTAL FUND 51 | TOTAL FUND 52 | TOTAL FUND 53 | PROPOSED FY 2020/21 |
|-------------------------------|---------------|---------------|---------------|---------------------|
|-------------------------------|---------------|---------------|---------------|---------------------|

REVENUES

| | | | | |
|--------------------------------------|----------------|----------------|---------------|----------------|
| 060 920 MEASURE A/B TAM PROCEEDS | - | - | 50,000 | 50,000 |
| 070 711 FEDERAL/STATE GRANT REVENUE | - | 235,000 | - | 235,000 |
| 070 699 FEDERAL BPMP | - | - | - | - |
| 070 864 STATE PARK BOND REVENUE | - | - | - | - |
| 070 695 COUNTY MEASURE A PARK | - | - | - | - |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | 571,901 | - | - | 571,901 |
| COUNTY FINANCING LOAN | - | - | - | - |
| OTHER | 45,660 | - | - | 45,660 |
| | 65,000 | - | - | 65,000 |
| SUBTOTAL REVENUES | 682,561 | 235,000 | 50,000 | 967,561 |

APPROPRIATIONS

| | | | | |
|--------------------------------|------------------|----------|----------------|------------------|
| 821 OUTSIDE SERVICES | 40,000 | - | - | 40,000 |
| 825 ENVIRONMENTAL & PERMITS | 5,903 | - | - | 5,903 |
| 826 ENGINEERING & DESIGN | 701,488 | - | 75,000 | 776,488 |
| 827 CONSTRUCTION | 286,360 | - | 155,000 | 441,360 |
| 828 CONSTRUCTION ENGINEERING | - | - | - | - |
| OTHER | - | - | - | - |
| SUBTOTAL APPROPRIATIONS | 1,033,751 | - | 230,000 | 1,263,751 |

TRANSFERS

| | | | | |
|------------------------------------------|----------------|------------------|----------------|----------------|
| 100 931 TSFR FUND 01 - GEN FUND (Meas C) | 3,537 | (235,000) | - | (231,463) |
| 100 941 TSFR FUND 20 - MEASURE F | 20,000 | - | 20,000 | 40,000 |
| 100 942 TSFR FUND 21 - GAS TAX | 139,000 | - | 20,000 | 159,000 |
| 100 956 TSFR FUND 22 - MEAS A TAM | 206,190 | - | 140,000 | 346,190 |
| 100 957 TSFR FUND 23 - MEAS A PARK | 111,463 | - | - | 111,463 |
| SUBTOTAL TRANSFER | 480,190 | (235,000) | 180,000 | 425,190 |

| | | | | |
|--------------------------------|----------------|----------|----------|----------------|
| NET DEPARTMENT ACTIVITY | 129,000 | - | - | 129,000 |
|--------------------------------|----------------|----------|----------|----------------|

NOTES:

**THIS PAGE WAS
INTENTIONALLY OMITTED**



Town of Fairfax

2020-21 Capital Budget

PROJECT 51-813 STREET RESURFACING & REPAIR SCENIC RD

Repave Scenic between Shapiro Rd & Bay Rd; Tamalpais to Upper Scenic Rd

PROJECT SUMMARY

| ESTIMATED TOTAL | PRIOR YEARS ACTUAL | FY 2020-21 PROPOSED | FY 2021-22 ESTIMATED | FY 2022-23 ESTIMATED | FY 2023-24 ESTIMATED | FY 2024-25 ESTIMATED |
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|

REVENUES

| | | | | | | |
|--------------------------------------|---|---|---|---|---|---|
| 060 920 MEASURE A/B TAM PROCEEDS | - | - | - | - | - | - |
| 070 699 FEDERAL/STATE GRANT REVENUE | - | - | - | - | - | - |
| 070 699 FEDERAL BPMP | - | - | - | - | - | - |
| 070 864 STATE PARK BOND REVENUE | - | - | - | - | - | - |
| 070 695 COUNTY MEASURE A PARK | - | - | - | - | - | - |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | - | - | - | - | - | - |
| COUNTY FINANCING LOAN | - | - | - | - | - | - |
| OTHER | - | - | - | - | - | - |
| TO BE DETERMINED | - | - | - | - | - | - |
| SUBTOTAL REVENUES | - | - | - | - | - | - |

SEE NOTE

APPROPRIATIONS

| | | | | | | |
|--------------------------------|----------------|----------------|---|---|---|---|
| 821 OUTSIDE SERVICES | 20,000 | - | - | - | - | - |
| 825 ENVIRONMENTAL & PERMITS | - | - | - | - | - | - |
| 826 ENGINEERING & DESIGN | - | - | - | - | - | - |
| 827 CONSTRUCTION | 120,000 | 120,000 | - | - | - | - |
| 828 CONSTRUCTION ENGINEERING | - | - | - | - | - | - |
| OTHER | - | - | - | - | - | - |
| SUBTOTAL APPROPRIATIONS | 140,000 | 140,000 | - | - | - | - |

TRANSFERS

| | | | | | | |
|------------------------------------------|----------------|---|----------------|---------------|---|---|
| 100 931 TSFR FUND 01 - GEN FUND (Meas C) | - | - | - | - | - | - |
| 100 941 TSFR FUND 20 - MEASURE F | - | - | - | - | - | - |
| 100 942 TSFR FUND 21 - GAS TAX | 140,000 | - | 129,000 | 11,000 | - | - |
| 100 956 TSFR FUND 22 - MEAS A TAM | - | - | - | - | - | - |
| 100 957 TSFR FUND 23 - MEAS A PARK | - | - | - | - | - | - |
| SUBTOTAL TRANSFER | 140,000 | - | 129,000 | 11,000 | - | - |

NET PROJECT ACTIVITY

| | | | | | | |
|--|---|-----------|---------|--------|---|---|
| | - | (140,000) | 129,000 | 11,000 | - | - |
|--|---|-----------|---------|--------|---|---|

NOTES: SB1 GAS TAX FUND



Town of Fairfax

2020-21 Capital Budget

PROJECT 51-816 STREET RESURFACING & REPAIR CANYON RD STABILIZATION

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

PROJECT SUMMARY

| ESTIMATED TOTAL | PRIOR YEARS ACTUAL | FY 2020-21 PROPOSED | FY 2021-22 ESTIMATED | FY 2022-23 ESTIMATED | FY 2023-24 ESTIMATED | FY 2024-25 ESTIMATED |
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|

REVENUES

| | | | | | | |
|--------------------------------------|---|---|---|---|---|---|
| 060 920 MEASURE A/B TAM PROCEEDS | - | - | - | - | - | - |
| 070 699 FEDERAL/STATE GRANT REVENUE | - | - | - | - | - | - |
| 070 699 FEDERAL BPMP | - | - | - | - | - | - |
| 070 864 STATE PARK BOND REVENUE | - | - | - | - | - | - |
| 070 695 COUNTY MEASURE A PARK | - | - | - | - | - | - |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | - | - | - | - | - | - |
| COUNTY FINANCING LOAN | - | - | - | - | - | - |
| OTHER | - | - | - | - | - | - |
| SEE NOTE | - | - | - | - | - | - |
| TO BE DETERMINED | - | - | - | - | - | - |
| SUBTOTAL REVENUES | - | - | - | - | - | - |

APPROPRIATIONS

| | | | | | | |
|--------------------------------|---------------|---------------|---------------|----------|----------|----------|
| 821 OUTSIDE SERVICES | - | - | - | - | - | - |
| 825 ENVIRONMENTAL & PERMITS | 10,000 | 10,000 | - | - | - | - |
| 826 ENGINEERING & DESIGN | 10,000 | - | 10,000 | - | - | - |
| 827 CONSTRUCTION | 71,360 | - | 71,360 | - | - | - |
| 828 CONSTRUCTION ENGINEERING | - | - | - | - | - | - |
| OTHER | - | - | - | - | - | - |
| SUBTOTAL APPROPRIATIONS | 91,360 | 10,000 | 81,360 | - | - | - |

TRANSFERS

| | | | | | | |
|------------------------------------------|---------------|---------------|---------------|----------|----------|----------|
| 100 931 TSFR FUND 01 - GEN FUND (Meas C) | - | - | - | - | - | - |
| 100 941 TSFR FUND 20 - MEASURE F | - | - | - | - | - | - |
| 100 942 TSFR FUND 21 - GAS TAX | 10,000 | - | 10,000 | - | - | - |
| 100 956 TSFR FUND 22 - MEAS A TAM | 81,360 | 10,000 | 71,360 | - | - | - |
| 100 957 TSFR FUND 23 - MEAS A PARK | - | - | - | - | - | - |
| SUBTOTAL TRANSFER | 91,360 | 10,000 | 81,360 | - | - | - |

NET PROJECT ACTIVITY

| | | | | | | |
|--|---|---|---|---|---|---|
| | - | - | - | - | - | - |
|--|---|---|---|---|---|---|

NOTES:

| |
|--|
| |
| |
| |



Town of Fairfax

2020-21 Capital Budget

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

Improvements to the Women's Club: 1) Installing a lift for the stage to make the stage accessible; 2) Paint interior of Women's Club; 3) Improve lighting

PROJECT SUMMARY

| ESTIMATED TOTAL | PRIOR YEARS ACTUAL | FY 2020-21 PROPOSED | FY 2021-22 ESTIMATED | FY 2022-23 ESTIMATED | FY 2023-24 ESTIMATED | FY 2024-25 ESTIMATED |
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|

REVENUES

| | | | | | | |
|--------------------------------------|---|---|---|---|---|---|
| 060 920 MEASURE A/B TAM PROCEEDS | - | - | - | - | - | - |
| 070 699 FEDERAL/STATE GRANT REVENUE | - | - | - | - | - | - |
| 070 699 FEDERAL BPMP | - | - | - | - | - | - |
| 070 864 STATE PARK BOND REVENUE | - | - | - | - | - | - |
| 070 695 COUNTY MEASURE A PARK | - | - | - | - | - | - |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | - | - | - | - | - | - |
| COUNTY FINANCING LOAN | - | - | - | - | - | - |
| OTHER | - | - | - | - | - | - |
| TO BE DETERMINED | - | - | - | - | - | - |
| SUBTOTAL REVENUES | - | - | - | - | - | - |

APPROPRIATIONS

| | | | | | | |
|--------------------------------|--------|---|--------|---|---|---|
| 821 OUTSIDE SERVICES | - | - | - | - | - | - |
| 825 ENVIRONMENTAL & PERMITS | - | - | - | - | - | - |
| 826 ENGINEERING & DESIGN | - | - | - | - | - | - |
| 827 CONSTRUCTION | 25,000 | - | 25,000 | - | - | - |
| 828 CONSTRUCTION ENGINEERING | - | - | - | - | - | - |
| OTHER | - | - | - | - | - | - |
| SUBTOTAL APPROPRIATIONS | 25,000 | - | 25,000 | - | - | - |

TRANSFERS

| | | | | | | |
|------------------------------------------|--------|---|--------|---|---|---|
| 100 931 TSFR FUND 01 - GEN FUND (Meas C) | 3,537 | - | 3,537 | - | - | - |
| 100 941 TSFR FUND 20 - MEASURE F | - | - | - | - | - | - |
| 100 942 TSFR FUND 21 - GAS TAX | - | - | - | - | - | - |
| 100 956 TSFR FUND 22 - MEAS A TAM | - | - | - | - | - | - |
| 100 957 TSFR FUND 23 - MEAS A PARK | 21,463 | - | 21,463 | - | - | - |
| SUBTOTAL TRANSFER | 25,000 | - | 25,000 | - | - | - |

NET PROJECT ACTIVITY

| | | | | | | |
|-----------------|---|---|---|---|---|---|
| ESTIMATED TOTAL | - | - | - | - | - | - |
|-----------------|---|---|---|---|---|---|

NOTES: FINANCED FROM MEASURE A - Park



Town of Fairfax

2020-21 Capital Budget

PROJECT 51-841 MISC PARK & TRAIL IMPROVEMENTS

Park improvements & pedestrian trail improvements funded by Measure A & Measure J funding including Peri Park Play equipment

| PROJECT SUMMARY | ESTIMATED TOTAL | PRIOR YEARS ACTUAL | FY 2020-21 PROPOSED | FY 2021-22 ESTIMATED | FY 2022-23 ESTIMATED | FY 2023-24 ESTIMATED | FY 2024-25 ESTIMATED |
|-----------------|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
|-----------------|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|

| | | | | | | | |
|--------------------------------------|---------------|---------------|---|---|---|---|---|
| REVENUES | | | | | | | |
| 060 920 MEASURE A/B TAM PROCEEDS | 58,000 | 58,000 | - | | | | |
| 070 699 FEDERAL/STATE GRANT REVENUE | - | | | | | | |
| 070 699 FEDERAL BPMP | - | | | | | | |
| 070 864 STATE PARK BOND REVENUE | - | | | | | | |
| 070 695 COUNTY MEASURE A PARK | - | | | | | | |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | - | | | | | | |
| COUNTY FINANCING LOAN | - | | | | | | |
| OTHER [AARP Grant] | - | | - | | | | |
| TO BE DETERMINED | - | | | | | | |
| SUBTOTAL REVENUES | 58,000 | 58,000 | - | - | - | - | - |

| | | | | | | | |
|--------------------------------|----------------|---------------|----------------|---------------|---------------|---------------|---------------|
| APPROPRIATIONS | | | | | | | |
| 821 OUTSIDE SERVICES | 20,000 | | 20,000 | | | | |
| 825 ENVIRONMENTAL & PERMITS | - | | | | | | |
| 826 ENGINEERING & DESIGN | - | | | | | | |
| 827 CONSTRUCTION | 424,000 | 94,000 | 90,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| 828 CONSTRUCTION ENGINEERING | - | | | | | | |
| OTHER | - | | - | | | | |
| SUBTOTAL APPROPRIATIONS | 444,000 | 94,000 | 110,000 | 60,000 | 60,000 | 60,000 | 60,000 |

| | | | | | | | |
|------------------------------------------|----------------|---------------|----------------|---------------|---------------|---------------|---------------|
| TRANSFERS | | | | | | | |
| 100 931 TSFR FUND 01 - GEN FUND (Meas C) | - | | | | | | |
| 100 941 TSFR FUND 20 - MEASURE F | 296,000 | 36,000 | 20,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| 100 942 TSFR FUND 21 - GAS TAX | - | | | | | | |
| 100 956 TSFR FUND 22 - MEAS A TAM | - | | | | | | |
| 100 957 TSFR FUND 23 - MEAS A PARK | 90,000 | | 90,000 | | | | |
| SUBTOTAL TRANSFER | 386,000 | 36,000 | 110,000 | 60,000 | 60,000 | 60,000 | 60,000 |

NET PROJECT ACTIVITY

-

NOTES:

See FUND 23 for detail on the use per adopted Measure A workplan



Town of Fairfax

2020-21 Capital Budget

PROJECT 51-843 AZALEA AVENUE BRIDGE

The Azalea Avenue Bridge is eligible for replacement under the Federal Highway Bridge Program (HBP) administered by CalTrans. The total project costs and funding includes construction and design costs. Phase I design will include preliminary environmental assessments, community outreach, conceptual design, and cost estimates. Phase II is engineering design. Overall Ph I&II would be complete in 18-24 months. The project is 100% funded by State and Federal grants with the exception of CEQA costs. The County of Marin will cover up to \$60,000 of the Town's CEQA and other out-of-pocket expenses.

PROJECT SUMMARY

| ESTIMATED TOTAL | PRIOR YEARS ACTUAL | FY 2020-21 PROPOSED | FY 2021-22 ESTIMATED | FY 2022-23 ESTIMATED | FY 2023-24 ESTIMATED | FY 2024-25 ESTIMATED |
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|

REVENUES

| | | | | | | |
|--------------------------------------|------------------|----------------|----------------|------------------|------------------|------------------|
| 060 920 MEASURE A/B TAM PROCEEDS | - | - | - | - | - | - |
| 070 699 FEDERAL/STATE GRANT REVENUE | - | - | - | - | - | - |
| 070 699 FEDERAL BPMP | - | - | - | - | - | - |
| 070 864 STATE PARK BOND REVENUE | - | - | - | - | - | - |
| 070 695 COUNTY MEASURE A PARK | 30,000 | 30,000 | - | - | - | - |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | 3,571,004 | 511,668 | 279,668 | 1,250,000 | 1,250,000 | - |
| COUNTY FINANCING LOAN | - | - | - | - | - | - |
| OTHER | 11,806 | 5,903 | 5,903 | - | - | - |
| TO BE DETERMINED | - | - | - | - | - | - |
| SUBTOTAL REVENUES | 3,612,810 | 547,571 | 285,571 | 1,250,000 | 1,250,000 | 1,250,000 |

APPROPRIATIONS

| | | | | | | |
|--------------------------------|------------------|----------------|----------------|------------------|------------------|------------------|
| 821 OUTSIDE SERVICES | - | - | - | - | - | - |
| 825 ENVIRONMENTAL & PERMITS | 41,806 | 35,903 | 5,903 | - | - | - |
| 826 ENGINEERING & DESIGN | 1,071,004 | 511,668 | 279,668 | 279,668 | - | - |
| 827 CONSTRUCTION | 2,500,000 | - | - | 1,250,000 | 1,250,000 | - |
| 828 CONSTRUCTION ENGINEERING | - | - | - | - | - | - |
| OTHER | - | - | - | - | - | - |
| SUBTOTAL APPROPRIATIONS | 3,612,810 | 547,571 | 285,571 | 1,250,000 | 1,250,000 | 1,250,000 |

TRANSFERS

| | | | | | | |
|------------------------------------------|----------|----------|----------|----------|----------|----------|
| 100 931 TSFR FUND 01 - GEN FUND (Meas C) | - | - | - | - | - | - |
| 100 941 TSFR FUND 20 - MEASURE F | - | - | - | - | - | - |
| 100 942 TSFR FUND 21 - GAS TAX | - | - | - | - | - | - |
| 100 956 TSFR FUND 22 - MEAS A TAM | - | - | - | - | - | - |
| 100 957 TSFR FUND 23 - MEAS A PARK | - | - | - | - | - | - |
| SUBTOTAL TRANSFER | - | - | - | - | - | - |

NET PROJECT ACTIVITY

-

NOTES:

Engineering & design costs include NEPA, Environmental & permits is for CEQA costs



Town of Fairfax

2020-21 Capital Budget

PROJECT 51-856 MEADOW WAY BRIDGE

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

PROJECT SUMMARY

| ESTIMATED TOTAL | PRIOR YEARS ACTUAL | FY 2020-21 PROPOSED | FY 2021-22 ESTIMATED | FY 2022-23 ESTIMATED | FY 2023-24 ESTIMATED | FY 2024-25 ESTIMATED |
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|

REVENUES

| | | | | | | |
|--------------------------------------|----------------|----------------|------------------|------------------|--|--|
| 060 920 MEASURE A/B TAM PROCEEDS | | | | | | |
| 070 699 FEDERAL/STATE GRANT REVENUE | | | | | | |
| 070 699 FEDERAL BPMP | | | | | | |
| 070 864 STATE PARK BOND REVENUE | | | | | | |
| 070 695 COUNTY MEASURE A PARK | | | | | | |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | 644,233 | 292,233 | 1,800,000 | 1,800,000 | | |
| COUNTY FINANCING LOAN | 28,000 | | | | | |
| OTHER | 24,757 | 24,757 | | | | |
| TO BE DETERMINED | | | | | | |
| SUBTOTAL REVENUES | 672,233 | 316,990 | 1,800,000 | 1,800,000 | | |

SEE NOTE

APPROPRIATIONS

| | | | | | | |
|--------------------------------|------------------|----------------|------------------|------------------|--|--|
| 821 OUTSIDE SERVICES | | | | | | |
| 825 ENVIRONMENTAL & PERMITS | 154,000 | | | | | |
| 826 ENGINEERING & DESIGN | 903,980 | 316,990 | | | | |
| 827 CONSTRUCTION | 3,600,000 | | 1,800,000 | 1,800,000 | | |
| 828 CONSTRUCTION ENGINEERING | | | | | | |
| OTHER | | | | | | |
| SUBTOTAL APPROPRIATIONS | 4,657,980 | 316,990 | 1,800,000 | 1,800,000 | | |

TRANSFERS

| | | | | | | |
|------------------------------------------|---------------|---------------|--|--|--|--|
| 100 931 TSFR FUND 01 - GEN FUND (Meas C) | | | | | | |
| 100 941 TSFR FUND 20 - MEASURE F | 10,000 | 10,000 | | | | |
| 100 942 TSFR FUND 21 - GAS TAX | 34,000 | 34,000 | | | | |
| 100 956 TSFR FUND 22 - MEAS A TAM | | | | | | |
| 100 957 TSFR FUND 23 - MEAS A PARK | | | | | | |
| SUBTOTAL TRANSFER | 44,000 | 44,000 | | | | |

NET PROJECT ACTIVITY

(24,757) (24,757)

NOTES:

Engineering & design costs include NEPA, Environmental & permits is for CEQA costs



Town of Fairfax

2020-21 Capital Budget

PROJECT 51-871 BRIDGE PREVENTIVE MAINTENANCE PROGRAM

This project is the repair of the Spruce, Marin and Canyon Rd bridges under the Federal Bridge Preventive Maintenance Program administered by Caltrans. The project has been funded for Phase I and all design work. Phase I includes preliminary engineering, environmental, and community outreach works for the project. The Federal BPMP program has a matching requirement of 11.5% and does not cover CEQA costs. For FY20-21, Caltrans has indicated funding may be delayed for one year due to the lack of federal funds.

PROJECT SUMMARY

| ESTIMATED TOTAL | PRIOR YEARS ACTUAL | FY 2020-21 PROPOSED | FY 2021-22 ESTIMATED | FY 2022-23 ESTIMATED | FY 2023-24 ESTIMATED | FY 2024-25 ESTIMATED |
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|

REVENUES

| | | | | | | |
|--------------------------------------|------------------|----------------|----------------|----------------|--|--|
| 060 920 MEASURE A/B TAM PROCEEDS | 113,690 | - | 41,993 | 71,697 | | |
| 070 699 FEDERAL/STATE GRANT REVENUE | - | | | | | |
| 070 699 FEDERAL BPMP | 1,099,504 | 204,000 | 342,115 | 553,389 | | |
| 070 864 STATE PARK BOND REVENUE | - | | | | | |
| 070 695 COUNTY MEASURE A PARK | - | | | | | |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | - | | | | | |
| COUNTY FINANCING LOAN | 15,000 | 15,000 | | | | |
| OTHER | - | | | | | |
| TO BE DETERMINED | - | | | | | |
| SUBTOTAL REVENUES | 1,228,194 | 219,000 | 384,108 | 625,086 | | |

APPROPRIATIONS

| | | | | | | |
|--------------------------------|------------------|----------------|----------------|----------------|--|--|
| 821 OUTSIDE SERVICES | - | | | | | |
| 825 ENVIRONMENTAL & PERMITS | 43,500 | 43,500 | | | | |
| 826 ENGINEERING & DESIGN | 597,108 | 231,000 | 366,108 | | | |
| 827 CONSTRUCTION | 625,086 | | | 625,086 | | |
| 828 CONSTRUCTION ENGINEERING | - | | | | | |
| OTHER | 18,000 | | 18,000 | | | |
| SUBTOTAL APPROPRIATIONS | 1,283,694 | 274,500 | 384,108 | 625,086 | | |

TRANSFERS

| | | | | | | |
|------------------------------------------|---------------|---------------|--|--|--|--|
| 100 931 TSFR FUND 01 - GEN FUND (Meas C) | 20,000 | 20,000 | | | | |
| 100 941 TSFR FUND 20 - MEASURE F | 35,500 | 35,500 | | | | |
| 100 942 TSFR FUND 21 - GAS TAX | - | | | | | |
| 100 956 TSFR FUND 22 - MEAS A TAM | - | | | | | |
| 100 957 TSFR FUND 23 - MEAS A PARK | - | | | | | |
| SUBTOTAL TRANSFER | 55,500 | 55,500 | | | | |

NET PROJECT ACTIVITY

| | | | | | | |
|--|---|---|---|---|---|---|
| | - | - | - | - | - | - |
|--|---|---|---|---|---|---|

NOTES:

Engineering & design costs include NEPA, Environmental & permits is for CEQA costs



Town of Fairfax

2020-21 Capital Budget

PROJECT 51-873 CREEK ROAD BRIDGE

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

PROJECT SUMMARY

| ESTIMATED TOTAL | PRIOR YEARS ACTUAL | FY 2020-21 PROPOSED | FY 2021-22 ESTIMATED | FY 2022-23 ESTIMATED | FY 2023-24 ESTIMATED | FY 2024-25 ESTIMATED |
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|

REVENUES

| | | | | | | |
|--------------------------------------|----------------|----------|----------------|------------------|----------|----------|
| 060 920 MEASURE AVB TAM PROCEEDS | | | | | | |
| 070 699 FEDERAL/STATE GRANT REVENUE | | | | | | |
| 070 699 FEDERAL BPMP | | | | | | |
| 070 864 STATE PARK BOND REVENUE | | | | | | |
| 070 695 COUNTY MEASURE A PARK | | | | | | |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | 446,173 | - | 349,156 | 1,569,500 | - | - |
| COUNTY FINANCING LOAN | 14,397 | | | | | |
| OTHER | | | | | | |
| TO BE DETERMINED | | | | | | |
| see note | | | | | | |
| SUBTOTAL REVENUES | 460,570 | - | 349,156 | 1,569,500 | - | - |

APPROPRIATIONS

| | | | | | | |
|--------------------------------|------------------|----------|----------------|------------------|----------|----------|
| 821 OUTSIDE SERVICES | | | | | | |
| 825 ENVIRONMENTAL & PERMITS | 8,200 | | | | | |
| 826 ENGINEERING & DESIGN | 474,370 | | 336,156 | | | |
| 827 CONSTRUCTION | 1,569,500 | | - | 1,569,500 | - | - |
| 828 CONSTRUCTION ENGINEERING | | | | | | |
| OTHER | 13,000 | | 13,000 | | | |
| SUBTOTAL APPROPRIATIONS | 2,401,226 | - | 349,156 | 1,569,500 | - | - |

TRANSFERS

| | | | | | | |
|------------------------------------------|---------------|---------------|----------|----------|----------|----------|
| 100 931 TSFR FUND 01 - GEN FUND (Meas C) | | | | | | |
| 100 941 TSFR FUND 20 - MEASURE F | 12,000 | | | | | |
| 100 942 TSFR FUND 21 - GAS TAX | 10,000 | | | | | |
| 100 956 TSFR FUND 22 - MEAS A TAM | | | | | | |
| 100 957 TSFR FUND 23 - MEAS A PARK | | | | | | |
| SUBTOTAL TRANSFER | 22,000 | 22,000 | - | - | - | - |

NET PROJECT ACTIVITY

| | | | | | | |
|--|---|---|---|---|---|---|
| | - | - | - | - | - | - |
|--|---|---|---|---|---|---|

NOTES: Engineering & design costs include NEPA, Environmental & permits is for CEQA costs



Town of Fairfax

2020-21 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 YEARS ACTUAL | FY 2020-21 PROPOSED | FY 2021-22 ESTIMATED | FY 2022-23 ESTIMATED | FY 2023-24 ESTIMATED | FY 2024-25 ESTIMATED |
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|

REVENUES

| | | | | | | |
|--------------------------------------|------------------|---------------|------------------|----------|----------|----------|
| 060 920 MEASURE A/B TAM PROCEEDS | - | | | | | |
| 070 699 FEDERAL/STATE GRANT REVENUE | 23,930 | - | - | - | | |
| 070 699 FEDERAL BPMP | - | | | | | |
| 070 864 STATE PARK BOND REVENUE | 200,000 | - | 200,000 | | | |
| 070 695 COUNTY MEASURE A PARK | - | | | | | |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | - | | | | | |
| COUNTY FINANCING LOAN | - | | | | | |
| OTHER | 1,895,000 | 15,000 | 1,880,000 | | | |
| RESERVES | 493,000 | 65,000 | 428,000 | | | |
| SUBTOTAL REVENUES | 2,611,930 | 80,000 | 2,508,000 | - | - | - |

APPROPRIATIONS

| | | | | | | |
|--------------------------------|------------------|---------------|---------------|------------------|----------|----------|
| 821 OUTSIDE SERVICES | 20,000 | 20,000 | - | | | |
| 825 ENVIRONMENTAL & PERMITS | - | | | | | |
| 826 ENGINEERING & DESIGN | 190,379 | 30,379 | 60,000 | 100,000 | | |
| 827 CONSTRUCTION | 2,308,000 | | | 2,308,000 | | |
| 828 CONSTRUCTION ENGINEERING | 100,000 | | | 100,000 | | |
| OTHER | - | | | | | |
| SUBTOTAL APPROPRIATIONS | 2,618,379 | 30,379 | 80,000 | 2,508,000 | - | - |

TRANSFERS

| | | | | | | |
|------------------------------------------|--------------|--------------|----------|----------|----------|----------|
| 100 931 TSFR FUND 01 - GEN FUND (Meas C) | 6,449 | 6,449 | | | | |
| 100 941 TSFR FUND 20 - MEASURE F | - | | | | | |
| 100 942 TSFR FUND 21 - GAS TAX | - | | | | | |
| 100 956 TSFR FUND 22 - MEAS A TAM | - | | | | | |
| 100 957 TSFR FUND 23 - MEAS A PARK | - | | | | | |
| SUBTOTAL TRANSFER | 6,449 | 6,449 | - | - | - | - |

NET PROJECT ACTIVITY

SEE NOTE

- - - - -

NOTES: In FY17-18, Programmatic agreement approved to allow for soil testing and conceptual foundation design;

FY 18-19, funds for issuing RFP for design services; additional consulting services for archeological services.

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



Town of Fairfax

2020-21 Capital Budget

PROJECT 53-804 SIDEWALK REPLACEMENT & REPAIR

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

PROJECT SUMMARY

| ESTIMATED TOTAL | PRIOR YEARS ACTUAL | FY 2020-21 PROPOSED | FY 2021-22 ESTIMATED | FY 2022-23 ESTIMATED | FY 2023-24 ESTIMATED | FY 2024-25 ESTIMATED |
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|

REVENUES

| | | | | | | |
|--------------------------------------|---|---|---|---|---|---|
| 060 920 MEASURE AVB TAM PROCEEDS | - | | | | | |
| 070 699 FEDERAL/STATE GRANT REVENUE | - | | | | | |
| 070 699 FEDERAL BPMP | - | | | | | |
| 070 864 STATE PARK BOND REVENUE | - | | | | | |
| 070 695 COUNTY MEASURE A PARK | - | | | | | |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | - | | | | | |
| COUNTY FINANCING LOAN | - | | | | | |
| OTHER | - | | | | | |
| TO BE DETERMINED | - | | | | | |
| SUBTOTAL REVENUES | - | - | - | - | - | - |

APPROPRIATIONS

| | | | | | | |
|--------------------------------|---------|--------|--------|--------|--------|--------|
| 821 OUTSIDE SERVICES | - | | | | | |
| 825 ENVIRONMENTAL & PERMITS | - | | | | | |
| 826 ENGINEERING & DESIGN | - | | | | | |
| 827 CONSTRUCTION | 200,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| 828 CONSTRUCTION ENGINEERING | - | | | | | |
| OTHER | - | | | | | |
| SUBTOTAL APPROPRIATIONS | 200,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |

TRANSFERS

| | | | | | | |
|------------------------------------------|---------|--------|--------|--------|--------|--------|
| 100 931 TSFR FUND 01 - GEN FUND (Meas C) | 40,000 | | 10,000 | 10,000 | 10,000 | 10,000 |
| 100 941 TSFR FUND 20 - MEASURE F | 60,000 | 20,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| 100 942 TSFR FUND 21 - GAS TAX | 100,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 100 956 TSFR FUND 22 - MEAS A TAM | - | | | | | |
| 100 957 TSFR FUND 23 - MEAS A PARK | - | | | | | |
| SUBTOTAL TRANSFER | 200,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |

NET PROJECT ACTIVITY

| | | | | | | |
|--|---|---|---|---|---|---|
| | - | - | - | - | - | - |
|--|---|---|---|---|---|---|

NOTES: 827 - \$15,000 for misc sidewalk replacement & repair. \$25,000 for sidewalk & replacement program
 FY18-19: 6 homeowners reimbursed a total of \$5,533.
 FY 17-18: 6 homeowners reimbursed total of \$4,000.
 FY 16-17: 3 homeowners reimbursed a total of \$1500.
 FY15-16: 6 homeowners reimbursed for a total of \$3000. Program approved by TC 9/2015.



Town of Fairfax

2020-21 Capital Budget

PROJECT 53-830 DOWNTOWN SIDEWALK IMPROVEMENTS Azalea/Sir Francis Drake Intersection

This project is to identify funds for potential downtown improvements. For FY20-21, the Town will be designing ADA improvements including new sidewalk and high visibility crosswalks for this intersection. The construction is slated to begin in FY21-22 when funding is available.

PROJECT SUMMARY

| ESTIMATED TOTAL | PRIOR YEARS ACTUAL | FY 2020-21 PROPOSED | FY 2021-22 ESTIMATED | FY 2022-23 ESTIMATED | FY 2023-24 ESTIMATED | FY 2024-25 ESTIMATED |
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|

REVENUES

| | | | | | | |
|--------------------------------------|--|---------------|----------------|--|--|--|
| 060 920 MEASURE A/B TAM PROCEEDS | | | 200,000 | | | |
| 070 699 FEDERAL/STATE GRANT REVENUE | | 50,000 | | | | |
| 070 699 FEDERAL BPMP | | | | | | |
| 070 864 STATE PARK BOND REVENUE | | | | | | |
| 070 695 COUNTY MEASURE A PARK | | | | | | |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | | | | | | |
| COUNTY FINANCING LOAN | | | | | | |
| OTHER [AARP Grant] | | | | | | |
| TO BE DETERMINED | | | | | | |
| SUBTOTAL REVENUES | | 50,000 | 200,000 | | | |

APPROPRIATIONS

| | | | | | | |
|--------------------------------|---------------|---------------|----------------|--|--|--|
| 821 OUTSIDE SERVICES | | | | | | |
| 825 ENVIRONMENTAL & PERMITS | | | | | | |
| 826 ENGINEERING & DESIGN | | 50,000 | | | | |
| 827 CONSTRUCTION | 60,000 | | 200,000 | | | |
| 828 CONSTRUCTION ENGINEERING | | | | | | |
| OTHER | | | | | | |
| SUBTOTAL APPROPRIATIONS | 60,000 | 50,000 | 200,000 | | | |

TRANSFERS

| | | | | | | |
|------------------------------------------|---------------|--|--|--|--|--|
| 100 931 TSFR FUND 01 - GEN FUND (Meas C) | | | | | | |
| 100 941 TSFR FUND 20 - MEASURE F | 30,000 | | | | | |
| 100 942 TSFR FUND 21 - GAS TAX | 30,000 | | | | | |
| 100 956 TSFR FUND 22 - MEAS A TAM | | | | | | |
| 100 957 TSFR FUND 23 - MEAS A PARK | | | | | | |
| SUBTOTAL TRANSFER | 60,000 | | | | | |

NET PROJECT ACTIVITY

| | | | | | | |
|--|--|--|--|--|--|--|
| | | | | | | |
| | | | | | | |

NOTES:

827 Downtown sidewalks



Town of Fairfax

2020-21 Capital Budget

PROJECT 53-887 STREET RESURFACING & REPAIR

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

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

PROJECT SUMMARY

| ESTIMATED TOTAL | PRIOR YEARS ACTUAL | FY 2020-21 PROPOSED | FY 2021-22 ESTIMATED | FY 2022-23 ESTIMATED | FY 2023-24 ESTIMATED | FY 2024-25 ESTIMATED |
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
|-----------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|

REVENUES

| | | | | | | |
|--------------------------------------|---------------|---------------|----------|----------|----------|----------|
| 060 920 MEASURE A/B TAM PROCEEDS | - | | | | | |
| 070 699 FEDERAL/STATE GRANT REVENUE | - | | | | | |
| 070 699 FEDERAL BPMP | - | | | | | |
| 070 864 STATE PARK BOND REVENUE | - | | | | | |
| 070 695 COUNTY MEASURE A PARK | - | | | | | |
| 070 710 HIGHWAY BRIDGE PROGRAM (HBP) | - | | | | | |
| COUNTY FINANCING LOAN | - | | | | | |
| SEE NOTE | | | | | | |
| OTHER | 20,370 | | | | | |
| TO BE DETERMINED | - | | | | | |
| SUBTOTAL REVENUES | 20,370 | 20,370 | - | - | - | - |

APPROPRIATIONS

| | | | | | | |
|--------------------------------|----------------|---------------|----------------|----------------|----------------|----------------|
| 821 OUTSIDE SERVICES | - | | | | | |
| 825 ENVIRONMENTAL & PERMITS | - | | | | | |
| 826 ENGINEERING & DESIGN | 65,000 | | 25,000 | 10,000 | 10,000 | 10,000 |
| 827 CONSTRUCTION | 495,370 | 20,370 | 115,000 | 90,000 | 90,000 | 90,000 |
| 828 CONSTRUCTION ENGINEERING | - | | | | | |
| OTHER | - | | | | | |
| SUBTOTAL APPROPRIATIONS | 560,370 | 20,370 | 140,000 | 100,000 | 100,000 | 100,000 |

TRANSFERS

| | | | | | | |
|------------------------------------------|----------------|----------|----------------|----------------|----------------|----------------|
| 100 931 TSFR FUND 01 - GEN FUND (Meas C) | - | | | | | |
| 100 941 TSFR FUND 20 - MEASURE F | - | | | | | |
| 100 942 TSFR FUND 21 - GAS TAX | - | | | | | |
| 100 956 TSFR FUND 22 - MEAS A TAM | 540,000 | | 140,000 | 100,000 | 100,000 | 100,000 |
| 100 957 TSFR FUND 23 - MEAS A PARK | - | | | | | |
| SUBTOTAL TRANSFER | 540,000 | - | 140,000 | 100,000 | 100,000 | 100,000 |

NET PROJECT ACTIVITY

| | | | | | | |
|-----------------------------------------------------------------------------------------------------------------------|---|--|--|--|--|--|
| 821 - construction management services | - | | | | | |
| 826 - engineering design for street resurfacing work | - | | | | | |
| 827 - Includes preventive maintenance activities to improve average road quality rating (currently 63) | - | | | | | |
| Financing through loans with County to be paid back through increased gas tax, Measure C and/or other Town resources. | - | | | | | |
| Other revenue is swap of STIP funds for TAM Measure A \$49,370 | - | | | | | |

TOWN OF FAIRFAX

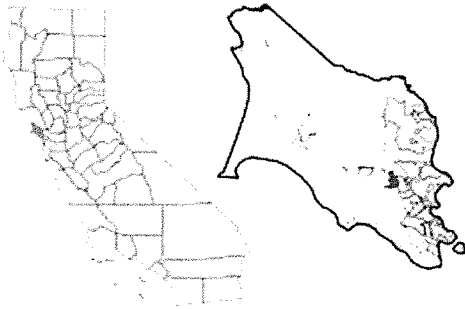
2020 - 2021 Operating and Capital Improvement PROPOSED Budget



Appendices

| Page | Description |
|------|-----------------------------------------------------|
| A-1 | Town of Fairfax Demographics |
| A-2 | Town of Fairfax Organizational Chart |
| A-3 | Salary Schedule |
| A-4 | Allocation of Positions |
| A-5 | Financing loan from County |
| A-6 | Healthcare Rates |
| A-7 | Measure A Workplan |
| A-8 | Street Maintenance Projects |
| A-9 | Ordinances & Resolutions - March 2019 to March 2020 |

Town of Fairfax, California



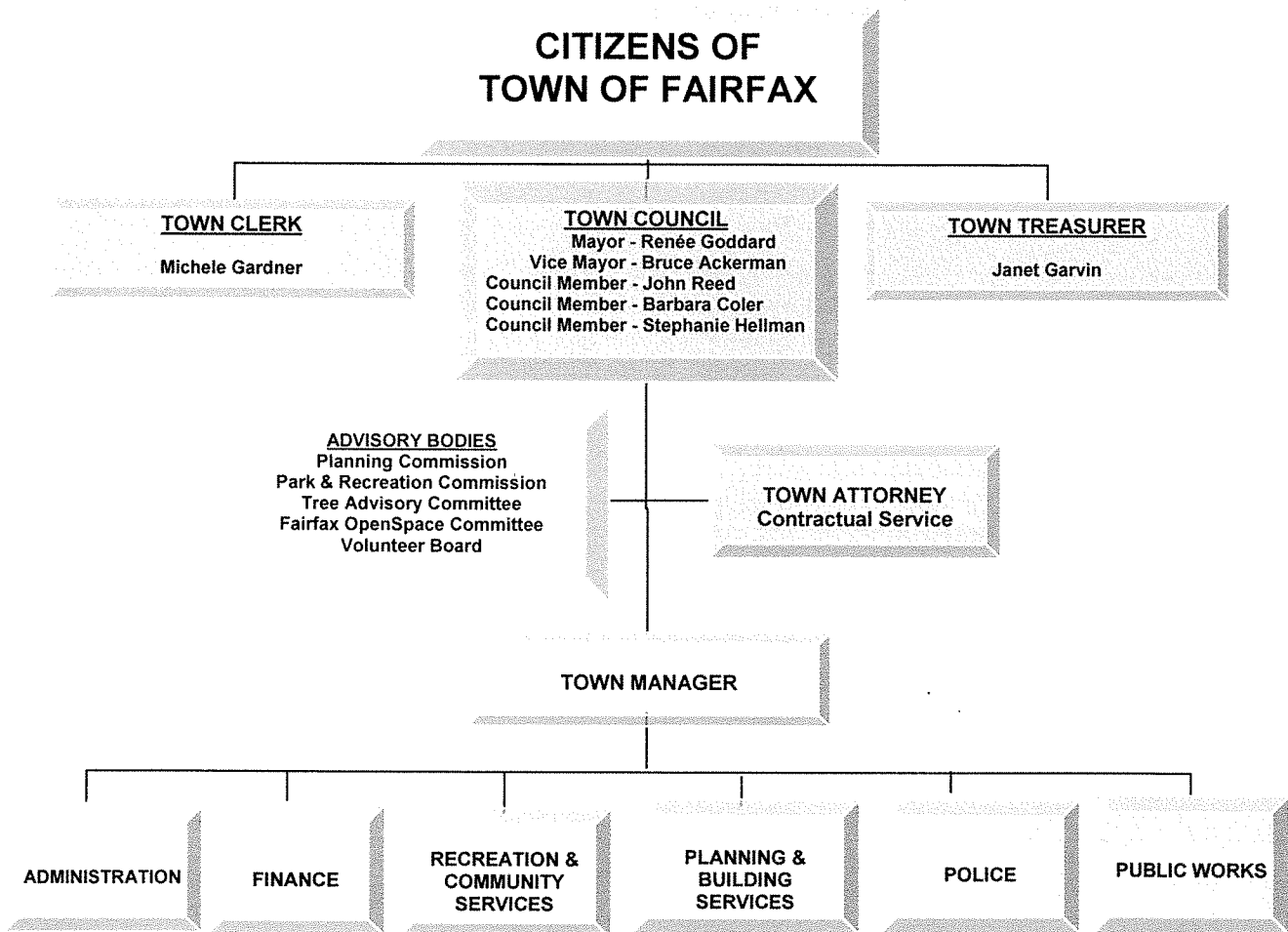
Demographics

| | |
|---------------------------------------------------|--------------------------------------|
| Incorporated | March 2, 1931 |
| Area | 2,204 sq mi (5.707 km ²) |
| Elevation | 115 ft (35m) |
| Population (1/1/20) (1/1/19) | 7,399 7,443 |
| Registered Voters (02/18/20) (03/31/19) | 5,774 5,670 |

Census

| Census Year | 2010 | 2000 |
|--------------------------------|----------|----------|
| Population | 7,441 | 7,319 |
| Households | 3,585 | 3,306 |
| Average Household Size | 2.20 | 2.20 |
| Number of Families | 1,875 | 1,811 |
| Average Family Size | 2.77 | 2.76 |
| Household Median Income | \$88,929 | \$58,465 |
| Median Age | 45.9 | 42.0 |

From Wikipedia, the free encyclopedia; California Department of Finance; Secretary of State



| TOWN MANAGER & TOWN CLERK | FINANCE | RECREATION & COMMUNITY SERVICES | PLANNING & BUILDING SERVICES | POLICE | PUBLIC WORKS |
|----------------------------------|------------------------------------|--------------------------------------|------------------------------|-----------------------|------------------------------------------|
| Human Resources | General Accounting | | PLANNING: | Patrol | Streets |
| Records Management/ Elections | Financial Services | Classes & Partnerships | Design Review | Investigation | Project Management Parks & Facilities |
| Risk Management | Audit | Events | Environmental Assessment | Dispatch | Storm Drainage |
| Fire JPA | Budget Management | Communications (newsletter, website) | General Plan | Alarm Program | Water Wastewater |
| General Admin | Cash Management & Investments | Summer Camps | Zoning | Neighborhood Services | Municipal Services |
| | Payroll Administration | Fairfax Volunteers | BUILDING: | Traffic Safety | |
| | Debt Management | Artist in Residence | Permits Inspection | | |
| | Personnel & Benefit Administration | Senior & Youth Programs | | | |

**TOWN OF FAIRFAX
SALARY SCHEDULE
FOR FISCAL YEAR 2020/21**

AS OF 7/1/20

FULL TIME EMPLOYEES:

| | FTE | UNIT | MONTHLY | | ANNUAL | |
|--------------------------------|------|-------|---------|--------|---------|---------|
| | | | LOW | HIGH | LOW | HIGH |
| TOWN MANAGER | 1.00 | CONTR | 17,425 | 17,425 | 209,095 | 209,095 |
| ADMINISTRATIVE ASSISTANT II | 1.00 | SEIU | 4,212 | 5,376 | 50,544 | 64,508 |
| ASST TO THE TOWN MANAGER | 1.00 | MGMT | 7,664 | 8,872 | 91,965 | 106,461 |
| FINANCE DIRECTOR | 1.00 | MGMT | 10,003 | 11,580 | 120,038 | 138,958 |
| PLANNING & BUILDING DIRECTOR | 1.00 | MGMT | 10,003 | 11,580 | 120,038 | 138,958 |
| CHIEF BUILDING OFFICIAL/PW MGR | 1.00 | MGMT | 8,992 | 10,409 | 107,905 | 124,914 |
| PRINCIPAL PLANNER | 1.00 | MGMT | 8,546 | 9,893 | 102,555 | 118,720 |
| MAINTENANCE WORKER I | 1.00 | SEIU | 4,001 | 5,106 | 48,007 | 61,271 |
| MAINTENANCE WORKER III | 1.00 | SEIU | 4,453 | 5,684 | 53,439 | 68,203 |
| SR MAINTENANCE WORKER | 2.00 | SEIU | 4,993 | 6,372 | 59,910 | 76,462 |
| POLICE CHIEF | 1.00 | CONTR | 14,946 | 14,946 | 179,348 | 179,348 |
| POLICE LIEUTENANT | 1.00 | POA | 9,223 | 11,771 | 110,672 | 141,249 |
| POLICE SERGEANT | 2.00 | POA | 7,605 | 9,706 | 91,257 | 116,470 |
| POLICE CORPORAL | 2.00 | POA | 6,581 | 8,400 | 78,975 | 100,795 |
| POLICE OFFICER | 5.00 | POA | 6,268 | 8,000 | 75,215 | 95,995 |
| POLICE SERVICES TECH/CSO | 1.00 | POA | 5,069 | 6,469 | 60,825 | 77,630 |
| DISPATCHER | 4.00 | POA | 5,069 | 6,469 | 60,825 | 77,630 |
| MANAGEMENT ANALYST | - | MGMT | 6,738 | 7,800 | 80,854 | 93,599 |
| DEPUTY TOWN CLERK | - | MGMT | 5,541 | 7,072 | 66,489 | 84,858 |
| PUBLIC WORKS DIRECTOR | - | MGMT | 10,003 | 11,580 | 120,038 | 138,958 |
| ASSISTANT PLANNER | - | MGMT | 5,614 | 6,499 | 67,370 | 77,989 |
| ASSOCIATE PLANNER | - | MGMT | 6,147 | 7,116 | 73,761 | 85,388 |
| SENIOR PLANNER | - | MGMT | 7,686 | 8,897 | 92,229 | 106,766 |
| ADMINISTRATIVE ASSISTANT | - | SEIU | 4,120 | 5,259 | 49,442 | 63,102 |
| MAINTENANCE WORKER II | - | SEIU | 4,203 | 5,364 | 50,432 | 64,366 |

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:

| | FTE | HOURLY | |
|--------------------------------------|------|--------|-------|
| | | LOW | HIGH |
| ADMIN ASST | 0.06 | 22.63 | 28.89 |
| DEPUTY TOWN CLERK | 0.25 | 30.44 | 38.85 |
| FINANCE OFFICE ASSISTANT | 0.10 | 15.30 | 15.56 |
| PLANNING TECH | 0.10 | 15.30 | 31.45 |
| POLICE CADET (2) | 0.25 | 16.83 | 17.85 |
| PT ACCOUNTANT I/II(2) | 0.80 | - | 43.69 |
| PT DISPATCHER (4) | 1.00 | 27.71 | 35.37 |
| RESERVE POLICE OFFICER (2) | 0.25 | - | 43.74 |
| ASSISTANT PLANNER | 0.50 | 31.45 | 36.40 |
| CONSULTING PW DIRECTOR | 0.67 | - | 60.00 |
| REC & COMM SERV MANAGER | 0.63 | 33.12 | 34.10 |
| EVENTS & VOLUNTEER COORDINATOR | 0.60 | 25.50 | 26.01 |
| MARKETING & COMMUNICATION SPECIALIST | 0.50 | 37.74 | 37.74 |

TOTAL PART TIME (FTE) 5.71

TOTAL FTE 32.71

NOTE: Does not include paid elected positions: COUNCILMEMBERS (5) TREASURER (1)

Table includes all authorized positions including those which are frozen or vacant

Salaries shown are "Base Wages" and do not include incentive, overtime, premium pay

note 1 - Employment Agreement

TOWN OF FAIRFAX
DEBT SCHEDULES

1. 2/1/18 - COUNTY OF MARIN - CAPITAL IMPROVEMENT LOAN

| Note # | Issue Date | Due Date | | Principal | Interest | Total Payment |
|------------------------|------------|----------|--------------|-------------------|------------------|-------------------|
| Note 1 | 2/13/2018 | 2/1/2019 | 3.5% | \$ 100,000 | \$ 3,385 | \$ 103,385 |
| Note 2 | 2/13/2018 | 2/1/2020 | 3.5% | 100,000 | 6,885 | 106,885 |
| Note 3 | 2/13/2018 | 2/1/2021 | 3.5% | 100,000 | 10,385 | 110,385 |
| Note 4 | 2/13/2018 | 2/1/2022 | 3.5% - 3.75% | 100,000 | 14,133 | 114,133 |
| Note 5 | 2/13/2018 | 2/1/2023 | 3.5% - 4.0% | 100,000 | 18,130 | 118,130 |
| TOTAL PAYMENTS: | | | | \$ 500,000 | \$ 52,918 | \$ 552,918 |

| Account | PROJECT DESCRIPTION (subject to change, approximate amounts) | County Loan |
|---------|------------------------------------------------------------------------|-------------------|
| 51-810 | STREET RESURFACING & REPAIR - SELECTED STREET RESURFACING (MONO ALLEY) | 60,000 |
| 51-856 | MEADOW WAY BRIDGE | 57,000 |
| 51-871 | BRIDGE PREVENTATIVE MAINT PROG - SPRUCE MARIN CANYON BRIDGES | 34,000 |
| 51-873 | CREEK ROAD BRIDGE | 14,000 |
| 53-887 | STREET RESURFACING & REPAIR - SELECTED STREET RESURFACING | 143,000 |
| 53-894 | PARKADE IMPROVEMENTS | 192,000 |
| | TOTAL | <u>\$ 500,000</u> |

2. PERS REFUNDING SIDE FUND AND SHARE OF PRE-2013 UAL (Private Placement)

| | PRINCIPAL | RATE | INTEREST | DEBT SERVICE |
|---------------|---------------------|------|---------------------|---------------------|
| FY17 | \$ 113,000 | 5.4% | \$ 85,113 | \$ 198,113 |
| FY18 | 254,000 | 5.4% | 198,909 | 452,909 |
| FY19 | 282,000 | 5.4% | 184,842 | 466,842 |
| FY20 | 312,000 | 5.4% | 169,182 | 481,182 |
| FY21 | 303,000 | 5.4% | 152,469 | 455,469 |
| FY22 | 66,000 | 5.4% | 139,293 | 205,293 |
| FY23 | 76,000 | 5.4% | 135,594 | 211,594 |
| FY24 | 87,000 | 5.4% | 131,355 | 218,355 |
| FY25 | 98,000 | 5.4% | 126,495 | 224,495 |
| FY26 | 110,000 | 5.4% | 121,041 | 231,041 |
| FY27 | 124,000 | 5.4% | 114,912 | 238,912 |
| FY28 | 138,000 | 5.4% | 108,027 | 246,027 |
| FY29 | 152,000 | 5.4% | 100,386 | 252,386 |
| FY30 | 169,000 | 5.4% | 91,935 | 260,935 |
| FY31 | 186,000 | 5.4% | 82,593 | 268,593 |
| FY32 | 204,000 | 5.4% | 72,306 | 276,306 |
| FY33 | 224,000 | 5.4% | 61,020 | 285,020 |
| FY34 | 245,000 | 5.4% | 48,627 | 293,627 |
| FY35 | 267,000 | 5.4% | 35,100 | 302,100 |
| FY36 | 291,000 | 5.4% | 20,358 | 311,358 |
| FY37 | 159,000 | 5.4% | 6,453 | 165,453 |
| TOTALS | <u>\$ 3,860,000</u> | | <u>\$ 2,186,010</u> | <u>\$ 6,046,010</u> |

TABLE F
TOWN OF FAIRFAX
HEALTHCARE RATES
2009 TO 2020

| | 2010 | 2015 | 2019 | 2020 | INCR 1 YR | INCR 5 YR | INCR 10 YR |
|--------------------------------------------|----------|----------|----------|----------|--------------|--------------|---------------|
| KAISER (HMO) | | | | | | | |
| 1 | 532.56 | 714.45 | 768.25 | 768.49 | 0.0% | 7.6% | 44.3% |
| 2 | 1,065.12 | 1,428.90 | 1,536.50 | 1,536.98 | 0.0% | 7.6% | 44.3% |
| 3+ (BENCHMARK) | 1,384.66 | 1,857.57 | 1,997.45 | 1,998.07 | 0.0% | 7.6% | 44.3% |
| PERS CHOICE (PPO) | | | | | | | |
| 1 | 508.74 | 700.84 | 866.27 | 861.18 | -0.6% | 22.9% | 69.3% |
| 2 | 1,017.48 | 1,401.68 | 1,732.54 | 1,722.36 | -0.6% | 22.9% | 69.3% |
| 3+ | 1,322.72 | 1,822.18 | 2,252.30 | 2,239.07 | -0.6% | 22.9% | 69.3% |
| BLUE SHIELD ACCESS + (HMO) | | | | | | | |
| 1 | 577.33 | 928.87 | 970.90 | 1,127.77 | 16.2% | 21.4% | 95.3% |
| 2 | 1,154.66 | 1,857.74 | 1,941.80 | 2,255.54 | 16.2% | 21.4% | 95.3% |
| 3+ | 1,501.06 | 2,415.06 | 2,524.34 | 2,932.20 | 16.2% | 21.4% | 95.3% |
| PERS SELECT (PPO) | | | | | | | |
| 1 | 474.93 | 690.43 | 543.19 | 520.29 | -4.2% | -24.6% | 9.6% |
| 2 | 949.86 | 1,380.86 | 1,086.38 | 1,040.58 | -4.2% | -24.6% | 9.6% |
| 3+ | 1,234.82 | 1,795.12 | 1,412.29 | 1,352.75 | -4.2% | -24.6% | 9.6% |
| PORAC (ASSOC) | | | | | | | |
| 1 | 484.00 | 675.00 | 774.00 | 774.00 | 0.0% | 14.7% | 59.9% |
| 2 | 906.00 | 1,292.00 | 1,623.00 | 1,699.00 | 4.7% | 31.5% | 87.5% |
| 3+ | 1,151.00 | 1,642.00 | 2,076.00 | 2,199.00 | 5.9% | 33.9% | 91.1% |
| PERS CARE (PPO) | | | | | | | |
| 1 | 868.17 | 775.08 | 1,131.68 | 1,133.14 | 0.1% | 46.2% | 30.5% |
| 2 | 1,736.34 | 1,550.16 | 2,263.36 | 2,266.28 | 0.1% | 46.2% | 30.5% |
| 3+ | 2,257.24 | 2,015.21 | 2,942.37 | 2,946.16 | 0.1% | 46.2% | 30.5% |
| ANTHEM BLUE CROSS TRADITIONAL (HMO) | | | | | | | |
| 1 | | 728.41 | 1,111.13 | 1,184.84 | 6.6% | 62.7% | |
| 2 | | 1,456.82 | 2,222.26 | 2,369.68 | 6.6% | 62.7% | |
| 3+ | | 1,893.87 | 2,888.94 | 3,080.58 | 6.6% | 62.7% | |
| ANTHEM BLUE CROSS SELECT (HMO) | | | | | | | |
| 1 | | 657.33 | 831.44 | 868.98 | 4.5% | 32.2% | |
| 2 | | 1,314.66 | 1,662.88 | 1,737.96 | 4.5% | 32.2% | |
| 3+ | | 1,709.06 | 2,161.74 | 2,259.35 | 4.5% | 32.2% | |

MEASURE A WORKPLAN

TO BE DISTRIBUTED SEPARATELY

MEASURE A – PARKS is detailed in Fund 23 (on page 67)

DESCRIPTION:

Measure A is the one-quarter of one-percent sales tax approved by County voters in 2012. As a condition of receiving the funds, the Town must submit a work plan to the County of Marin detailing the proposed uses of the funds. The work plan will be distributed separately. contains the list of eligible uses.

The Measure A Advisory Committee consists of:

- Mayor Renee Goddard and Vice-Mayor Bruce Ackerman
- Fairfax Open Space representatives: Chance Cutrano, Jack Judkins
- Fairfax Parks and Rec Commission representative: Chris Borjian
- Fairfax Volunteer Board representative: Marcia Custer

PAVEMENT MANAGEMENT PLAN

The Pavement Management Program (PMP) is a strategy designed to assist the Town with the maintenance and rehabilitation of its roads. The PMP focuses on maintenance treatments to extend the life cycle of roads. The PMP is developed based on a software system designed to take into account the overall condition of the Town's road network and annual street capital budget. The PMP recommends the most cost effective approach for the Town to undertake to maintain its roads.

The following list identifies the road sections and maintenance treatment for the Town to undertake based on a budget of \$200,000 which also includes design costs. The list is intended to be guide for staff as field conditions may dedicate revisions to the type of road treatment (e.g., slurry seal, asphalt overlays) and which portions of the road to repair.

NOTE: To be distributed separately



Town of Fairfax

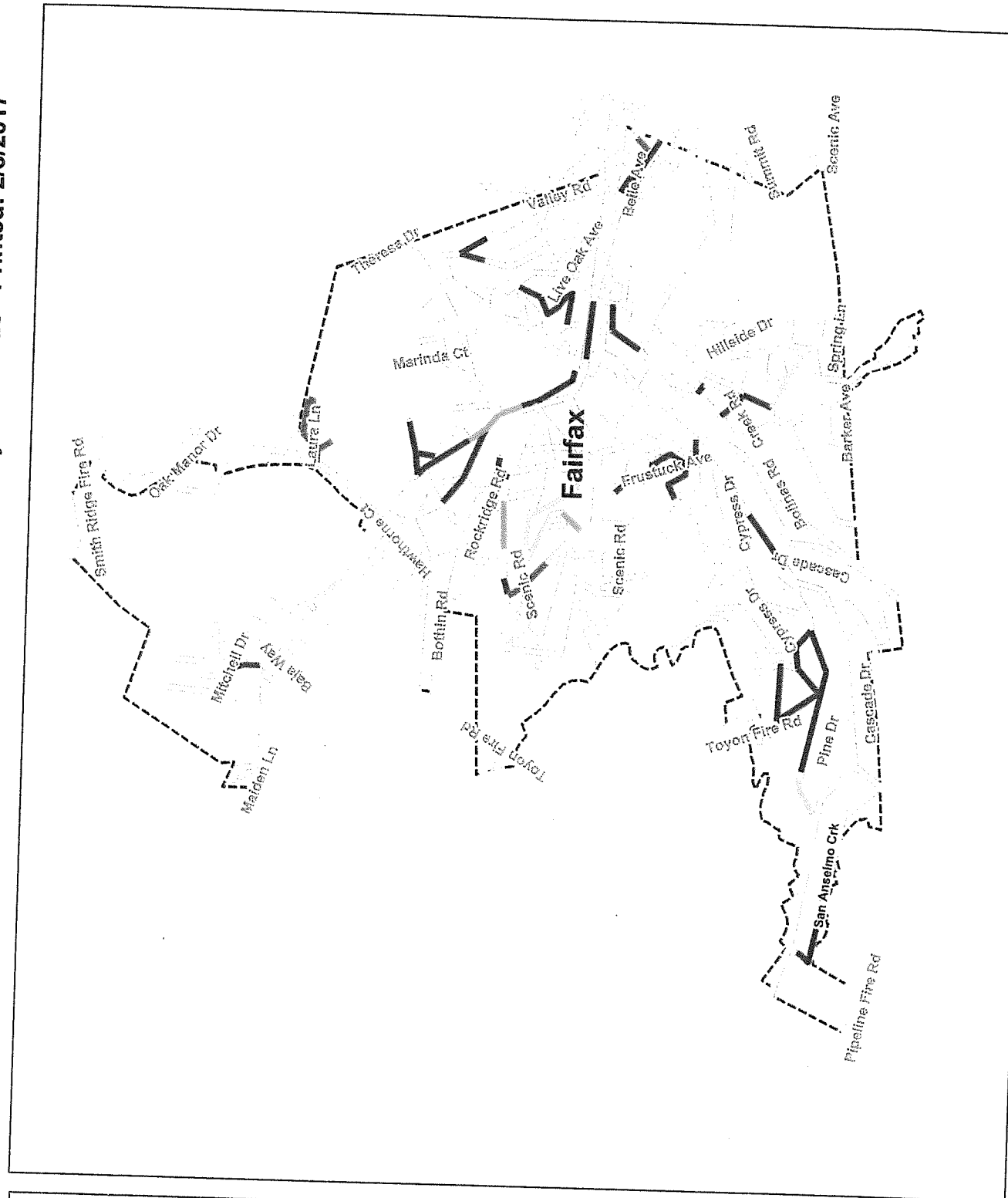
Scenario Treatments

P-TAP 17 - SCENARIO 04 - EAB 3 - \$200,000 - All Project Periods - Printed: 2/3/2017

Feature Legend

- MICROSURFACING
- MILL AND THIN OVERLAY
- SEAL CRACKS
- SLURRY SEAL
- THICK AC OLURUBBERIZED ASPHALT

0 0.5 Miles



A-8(2)

**TOWN OF FAIRFAX
ORDINANCES AND RESOLUTIONS
APRIL 2019 TO APRIL 2020**

Ordinance Titles

1. Adding Chapter 5.54 Entitled "Just Cause Evictions" to Fairfax Municipal Code Title 5, Requiring Cause to Terminate a Residential Tenancy. Adopted 04-03-19.
2. Adding Chapter 5.55 Entitled "Mandatory Mediation for Rental Increases" to Fairfax Municipal Code Title 5, Requiring Mediation for Rental Increases Exceeding 5%. Adopted 05-03-19.
3. Amending Fairfax Municipal Code, Chapter 1.12 Regarding Abatement of Public Nuisances. Adopted 05-03-19.
4. Amending Fairfax Municipal Code Chapter 17.008 ('Definitions'), Chapter 17.016 ('Nonconforming Uses and Structures'), and Chapter 17.136 ('Floor Area') of the Fairfax Municipal Code, Title 17 ('Zoning'), to Limit Maximum Floor Area for Single Family Residential and Duplex Properties and to Revise the Standard for Determining Whether a Legal Nonconforming Structure is More Than 50% Destroyed. Adopted 6-05-19.
5. Consolidating Titles 19 and 20 ("Telecommunications") of the Town Code into a Revised Title 19 which Establishes Uniform and Comprehensive Regulations for Wireless Telecommunication Facilities. Adopted 08-07-19.
6. Amending and Restating Fairfax Municipal Code, Title 17 ("Zoning"), Chapter 17.110 ("Medical Marijuana Dispensaries") and Repealing Article III ("Medical Marijuana Cultivation") of Chapter 17.138, to Adopt Zoning Standards and Restrictions for Commercial Cannabis Uses and Cannabis Cultivation for Personal Use. Adopted 09-04-19.
7. Amending Fairfax Municipal Code, Division II. Chapter 5.56, Entitled "Cannabis Businesses," to Regulate Commercial Cannabis Businesses within the Town of Fairfax. Adopted 09-04-19.
8. Amending Sections 8.44.010 (Findings and Purpose), 8.44.020 (Definitions) and 8.44.210 (Requirements and Prohibitions) of Chapter 8.44 of Title 8 of the Fairfax Municipal Code to Prohibit the Sale of Flavored Tobacco Products. Adopted 09-04-19.
9. Adding Sections 17.020.130, ("Time Limits; Extensions") for Design Review, 17.032.100 ("Time Limits, Extensions") for Conditional Use Permit Applications", and 17.040.110 ("Permit Time Limits and Extensions") and Amending Sections 17.028.090 ("Lapse; Renewal; Term") for Variances and 17.060.090 ("Time Limits; Extensions") for Ridgeline Development, and Consolidating and Revising Sections 17.072.140 and 17.072.150 ("Expiration" and "Extension") for the Hill Area Residential Development Overlay Zone. Adopted 10-2-19.
10. Adding Chapter 8.72 to Title 8 of the Town Code, Regulating Single-Use Foodware. Adopted 10-2-19.
11. Amending Chapter 3.20 of Town Code Authorizing the Levy of a Special Tax to Finance Municipal Services. Adopted 12-4-19.
12. Amending Chapter 8.68 of the Town Municipal Code Regarding SmartMeters and Related Equipment to Extend the Prohibition on the Installation of SmartMeters. Adopted 12-4-19.

13. Amending Chapter 15.04 of the Town Code and Adopting by Reference the 2019 California Building Standards Code, California Code of Regulations, Title 24, Parts 1, 2, 2.5, 3, 4, 5, 6, 8, 10, 11 and 12, Which Consists of the California Administrative, Building, Residential, Electrical, Mechanical, Plumbing, Energy, Historical Building, Existing Building, Green Building Standards, and Referenced Standards Codes, and Adopting the 2018 Edition of the International Property Maintenance Code Together with Certain Additions, Insertions, Deletions and Changes Thereto. Adopted 12-4-19.
14. Amending Chapters 8.04 and 8.06 of the Town Code, Adopting by Reference the 2019 California Fire Code, Portions of the 2018 International Fire Code, and Appendix A of the 2018 International Wildland-Urban Interface Code, with Certain Additions, Insertions, Deletions and Changes Thereto. Adopted 12-4-19.
15. Urgency Ordinance Amending Chapter 17.048 of the Town Code Relating to Residential Accessory Dwelling Units and Junior Accessory Dwelling Units. Adopted 12-18-19.
16. Amending Chapter 17.048 of the Town of Fairfax Town Code Relating to Residential Accessory Dwelling Units and Junior Accessory Dwelling Units. Adopted 1-15-20
17. Incorporating the requirement for a Hill Area Residential Development Overlay Zone permit into the Multiple-family Residential-Senior-Residential Zone (Town Code Chapter 17.090), the Planned Development PDD District (Town Code Chapter 17.112), the Upland Residential UR-7 and UR-10 Zones (Town Code Chapter 17.124) and the Single-family Residential Master Plan SF-RMP District (Town Code Chapter 17.116), and amending the Hill Area Residential Development Overlay Zone (Town Code Chapter 17.072). Adopted 02-05-20.
18. Amending Section 8.72.070 (Disposable Cup Charge) of Chapter 8.72 (Regulating Single-Use Foodware) of Title 8 of the Fairfax Municipal Code. Adopted 03-04-20.
19. Providing for the termination of the Marin Telecommunications Agency and repealing the Telecommunications Ordinance codified in Chapter 13.12 of the Town Code. Adopted 05-06-20

Resolutions

1. Adopting the 2018 Marin County Multi-Jurisdictional Local Hazard Mitigation Plan. Adopted 02-06-19.
2. Appointing a Second Alternate to the Marin Emergency Radio Authority Board of Directors. Adopted 02-06-19.
3. Approving the Designation of United States Bike Route 95 (USBR 95) Connecting San Anselmo to Unincorporated County through Fairfax. Adopted 02-06-19.
4. Endorsing the Declaration of a Climate Emergency and Requesting Regional Collaboration on an Immediate Just Transition and Emergency Mobilization Effort to Restore A Safe Climate. Adopted 03-06-19.
5. In Support of Local Zoning Authority Over Cell Site Deployments and A Call on Congress to Reinstate Such Authority by Reversing Recent FCC Actions. Adopted 03-06-19.

6. Authorizing the Town Manager to Purchase and Outfit One Police Vehicle and One Public Works Vehicle for an Amount Not to Exceed \$79,587 And Declare Two Vehicles as Surplus. Adopted 04-03-19.
7. Approving a List of Projects Funded by SB 1: The Road Repair and Accountability Act for Fy19-20. Adopted 04-03-19.
8. Approving a Garbage and Recycling Service Rate Increase in The Town of Fairfax. Adopted 04-03-19.
9. Approving the Issuance of Revenue Bonds by the California Municipal Finance Authority In An Aggregate Principal Amount Not To Exceed \$30,000,000 to Finance A 70-Unit Rental Apartment Facility (Bennet House) For The Benefit Of Mercy Housing California 84, L.P., And Certain Other Matters Relating Thereto. Adopted 04-03-19.
10. Granting a Variance for an Over-Width Driveway at 251 Scenic Road, Assessor's Parcel No. 001-121-50. Adopted 04-03-19.
11. In Support of Team Marine's Efforts to Eliminate Plastic Straws in the Town of Fairfax for the Protection of our Waterways. Adopted 05-03-19.
12. Calling for a General Municipal Election to be Held on November 5, 2019, for the Election of Certain Officers, Requesting the Marin County Board of Supervisors to Consolidate with any other Election Conducted on that Date, and Requesting Election Services of the County Elections Department. Adopted 06-05-19.
13. Calling for a Special Municipal Election to be held on November 5, 2019, for the Purpose of Submitting to Voters a Measure Authorizing the Continuation of a Special Tax for Police and Fire Services Staffing, Public Works Safety Improvements, Match Funding for State and Federal Public Works Grants, and Youth and Senior Programs; Requesting the Marin County Board of Supervisors to Consolidate with the General Election Conducted on that Date; and Requesting Election Services of the County Elections Department. Adopted 06-05-19.
14. Setting the Pension Tax Rate to Support Fairfax Pension Obligations for Fiscal Year 2019-2020. Adopted 06-05-19.
15. Setting the Amount of the Special Municipal Services Tax for Fiscal Year 2019-2020. Adopted 06-05-19.
16. Setting the Amount of the Utility Users Tax for Fiscal Year 2019-2020. Adopted 06-05-19.
17. Continuing Expenditures and Revenues in Accordance with the Fiscal Year 2018-19 Town budget and Continuing the Fiscal Year 2019-20 Town Budget Adoption. Adopted 06-05-19.
18. Calling for the Federal Government to Pass a Green New Deal. Adopted 06-05-19.
19. Setting the Tax Rate for the General Obligation Bonds (Measure K Bond Assessment) for Fiscal Year 2019-2020. Adopted 06-05-19.

20. Authorizing the Town Manager to Collaborate with Marin County and other Local Marin Jurisdictions in Applying for Building Jobs and Homes Act Planning Grant (SB 2) Program Grant Funding to Develop Objective Development Standards, Facilitate Accessory Dwelling Unit (ADU) Projects, and Develop Inclusionary Housing Requirements. Adopted 06-05-19.
21. Confirming and levying the Ross Valley Paramedic Authority (RVPA) tax for Fiscal Year 2019-20.
22. Setting a Fee for the Purpose of Funding Local Stormwater Pollution Prevention Activities for Fiscal Year 2019-2020.
23. To Stagger the Terms of Members of the Fairfax Climate Action Committee.
24. Approving Job Classifications for Recreation and Community Services Manager, Events and Volunteer Coordinator, and Marketing and Communication Specialist Positions.
25. Amending "Exhibit A – Salary Range" to Resolution 18-31.
26. Adopting the Town of Fairfax Operating and Capital Improvement Budgets for Fiscal Year July 1, 2019 Through June 30, 2020 and Providing for the Appropriation of Expenditures in Said Budgets and Repealing All Resolutions in Conflict Herewith.
27. Making Certain Findings and Determinations in Compliance with Section XIIB of the California Constitution (Gann Initiative) and Setting the Appropriations Limit for Fiscal Year 2019-20.
28. Establishing Bank St. Underground Utility District No.7.
29. Granting Consent to the Absence of the Town Clerk from the State for a Period in Excess of Sixty Days.
30. Setting the Living Wage Pursuant to the Annual Review Requirements of Section 8.56.020 of the Town Code.
31. In Support of S.2012, A Congressional Bill Restoring Local Control Over Public Infrastructure Act of 2019.
32. Approving Job Classification for the Accountant I/II Position.
33. Amending "Exhibit A – Salary Range" to Resolution 18-31.
34. Approving the Scoring Criteria, Weighting (Points Per Criteria), Minimum Qualifying Scores, and Application Procedures for Commercial Cannabis Business Permits in Fairfax.
35. Authorizing the Town Manager to Sign the Joint Exercise of Powers Agreement for the Town to Join and Participate in the Marin Wildfire Prevention Authority.
36. Amending and Restating the Fairfax Emergency Operations Plan.
37. Amending Resolution 18-31 which Established Wages and Benefits for Management and Confidential Employees and Part-Time Employees for the period of July 1, 2018, through June 30, 2021 to Revise Compensation for Out-of-Class and Special Supervision Assignments.

38. Awarding the Construction Contract for the Upper Scenic Road Pavement Rehabilitation Project.
39. Updating Exhibits A-D to the Town's Master Fee Schedule. 11-06-19.
40. Reciting the Fact of the General Election Held on November 5, 2019, Declaring the Results and Such Other Matters as Provided by Law. 12-04-19.
41. Establishing its Regular Meeting Date in the Month of January in Calendar Year 2020. 12-04-19.
42. Approving a Garbage and Recycling Service Rate Increase Effective January 1, 2020 and Approving a Second Amendment to the Franchise Agreement with Marin Sanitary Service. 01-15-20.
43. Authorizing the Town Manager to Collaborate with Marin County and other Local Marin Jurisdictions in Applying for and Receiving Building Jobs and Homes Act Planning Grant (SB 2) Program Grant Funding to Develop Objective Development Standards, Facilitate Accessory Dwelling Unit (ADU) Projects, and Develop Inclusionary Housing Requirements. 02-05-20.
44. in Support of Measure C 'Marin Wildfire Prevention Authority' on the March 3, 2020 Ballot. 02-05-20.
45. Ratifying Town Manager/Director's Proclamation of a Local Emergency Due to the Spread of the Novel Coronavirus (COVID-19). Adopted 03-17-20.
46. Approving a Side Letter to Amend the Memorandum of Understanding (MOU) with the Fairfax Police Officers Association (POA) for the Period of July 1, 2018 through June 30, 2021. Adopted 04-15-20.
47. Approving a List of Projects Funded through SB 1: The Road Repair and Accountability Act for 2020-21. Adopted 04-15-20.
48. Authorizing the Marin General Services Authority to Collect Franchise and PEG Access Fees from Cable Television Providers and to Exercise All Powers and Functions Associated with the Digital Infrastructure and Video Competition Act. Adopted 04-15-20.
49. Determining the Industrial Disability of Employee David K. Cron. Adopted 04-21-20