

# TOWN OF FAIRFAX

## 2022 - 2023 Operating and Capital Improvement ADOPTED Budget



**MAYOR**

**Stephanie Hellman**

**VICE MAYOR**

**Chance Cutrano**

**COUNCIL MEMBERS**

**Barbara Coler**

**Renée Goddard**

**Bruce Ackerman**

**ADOPTED BUDGET  
FY 2022-2023  
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RESOLUTION 22-54

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX  
ADOPTING THE TOWN OF FAIRFAX OPERATING AND CAPITAL IMPROVEMENT BUDGETS  
FOR FISCAL YEAR JULY 1, 2022 THROUGH JUNE 30, 2023 AND PROVIDING FOR THE  
APPROPRIATION OF EXPENDITURES IN SAID BUDGETS AND  
REPEALING ALL RESOLUTIONS IN CONFLICT HEREWITH

WHEREAS, the Town Council of the Town of Fairfax has reviewed the proposed Operating Budget for FY 2022-23 and Capital Improvement Program for FY 2022-23 and has held such public hearings as are necessary prior to adoption of the Final Budget; and

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

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

1. "The Town of Fairfax 2022-23 Operating and Capital Improvement Adopted Budget" presented by the Town Manager is hereby approved and adopted and incorporated herein by reference;
2. That the total General Fund Operating Budget is \$12,554,636 and is hereby appropriated for Department expenses as follows:

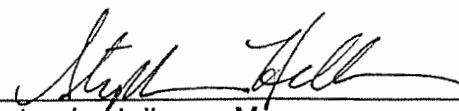
Town Council	\$ 470,781
General Administration	1,192,325
Developmental Services	1,126,927
Public Safety	6,600,282
Public Works	1,185,893
Recreation & Community Services	268,445
Parks & Facility Maintenance	343,997
Non-Departmental	<u>1,365,987</u>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 12,554,636</b>

3. That \$1,904,370 is hereby appropriated for the retirement fund, special non-general fund programs and replacement funds.
4. That \$5,783,743 is hereby appropriated for Capital Improvement Programs (CIP) for Fiscal Year 2022-23.
5. The allocation of Measure A funds from the Transportation Authority of Marin as shown in the Fiscal Year 2022-23 CIP is adopted as part of the budget approval.

The foregoing Resolution was duly passed and adopted at a meeting of the Town Council of the Town of Fairfax held in said Town on the 6th day of July 2022 by the following vote:

AYES: ACKERMAN, COLER, CUTRANO, GODDARD, HELLMAN  
NOES: None  
ABSENT: None

Attest:   
Michele Gardner, Town Clerk

  
Stephanie Hellman, Mayor



# **TOWN OF FAIRFAX**

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

July 6, 2022

## **Town of Fairfax Adopted Operating and Capital Budgets for Fiscal Year 2022-23**

Dear Mayor and Town Council:

The Adopted FY22-23 Operating and Capital Budget reflects the revisions made by the Council at its May 13<sup>th</sup> budget workshop and Council input from the June 15<sup>th</sup> Budget hearing.

The proposed overall Town budget is approximately \$20.2M:

- \$13,200,000 for General Fund operations
- \$1,200,000 for debt service and other special funds
- \$5,800,000 for capital improvement projects

Overall, this budget reflects an emphasis on completing projects needed to keep the town functioning well, including capital improvement projects, clearing some deferred maintenance, and adding staff-effort to the town's highest priority policy areas.

The town is projected to end FY 21-22 with a 48.9% reserve. In FY 22-23, the budget anticipates ending the year with a 30.0% reserve, still well above the 25% reserve policy established by Council. Staff believes this represents a prudent savings while also providing much needed services. The drawdown of reserves is focused on capital improvement and the funding for on-going services is financially sustainable.

At its May budget workshop, the Council discussed and considered a proposed FY 22-23 budget with a reserve of 25.5%. The increase in reserve shown in this updated Proposed FY 22-23 budget reflects several revisions based on Council direction:

Carryover \$95,000 from the Police Department Budget – This funding was unused and will be carried over to purchase new vehicles for the department. This carryover can be seen in Fund 01-411 Police.

Add \$108,000 to make upgrades to the pavilion kitchen. This funding will be set aside from general fund 53 for Capital Projects rather than from the Measure A Fund.

Reduce Department expenditures by \$350,000 – This was accomplished by adjusting personnel costs in Planning, Public Works Administration and Police to reflect delays in hiring open positions (\$180,000); reducing outside services (\$93,500); reducing meetings, subscriptions and supplies (\$11,500); reducing contingency funds (\$20,000); and using our insurance reserve at BCJPIA to pay premiums (\$45,000).

Adjustment of Sales tax projections from 20% to 10%.

Reduce Transfers from General Fund to CIP funds – use existing CIP fund balances for projects.

With regard to the American Rescue Plan Act (ARPA) funding, by July 2022, the Town will have received approximately \$1.8 million. ARPA funds are placed in Fund 25, which is not included as part of the General Fund expenses so as not to skew the Town's operating budget. As shown on the detail for Fund 25, the Town has until December 31, 2024 to obligate funds and until December 31, 2025 to spend. At the budget workshop, the Council discussed the concept of using the ARPA funds for one significant qualifying project that will comply with Federal contracting and reporting standards. The budget allocates \$150,000 of the ARPA funds to a significant stormwater project. This project will map the town's stormwater system and assess its condition. The next step in this project would be to provide improved stormwater handling. The concept is to use this one-time APRA funding to provide relief from flooding for which Fairfax is famous and which has caused significant concerns for residents, damage to town hall and damage to downtown in previous storms. The Council will have the opportunity to refine the plan for ARPA funds as the project is further developed and will also have the opportunity to determine if the Council wishes to use the ARPA funds for a different significant and qualifying project, once the stormwater mapping and assessment is complete. The Town does not need to specify the use of funds prior to receiving the monies.

## REVENUES

For FY22-23, overall General Fund revenues are projected to be approximately 3.7% higher than the FY21-22 budget, when you adjust for sales tax projections. Fairfax frequently compares the adopted budget to the previous adopted budget, for a more apples to apples comparison.

Pages 1A and 1B of the budget shows the comparison of general fund revenues between the adopted FY21-22 budget and the adopted FY22-23 budget. Below are the highlights.

Overall *property taxes* are expected to increase of 4.8% (approx. \$240,000). Some items of note are:

- Revenues from the Marin Wildfire Prevention Authority (MWPA) reflect the local share of the tax (\$104,000) which is up 3% from the prior year. In FY21-22, the Town received its share of the MWPA funds for regional defensible space inspections/mitigation activities while MWPA was getting its operating up and running. This revenue now goes directly to MWPA to provide the same service.
- It should be noted that property tax is based on assessed value of January 2022 and projections are based on Marin County projections of increases.

*Sales taxes* are projected to grow 10% from the FY 21-22 adopted budget (approximately \$164,000).

*User taxes* consists of the Town's utility user tax of 4% and TOT (i.e., Hotel tax). Fairfax is projecting to receive the same amounts as the prior year. This can be seen by reviewing the information on page 1A.

*Franchise Fees* include fees the Town receives for garbage, PG&E, and cable. The FY22-23 budget reflects a typical year projection (previous assumptions that COVID-19 would reduce franchise fees did not prove correct).

*Fines and licenses* are projected to remain the same as FY 21-22.

*Rental and Maintenance* fees for Town facilities are projected to remain the same as FY21-22.

*Investment Earnings* are expected to remain the same as FY21-22.

*FY21-22 Revenue from other Agencies* reflected an estimated one-time grant revenue for planning activities that did not materialize. Housing Element and related Planning consulting projects represent a significant expense in FY 21-22 and FY 22-23. The expenses, though not every year, are routine and cyclical, based on State requirements for updates.

*Charge for Current Services* are the revenues the Town receives for its services such recreation activities and dispatch services for the Town of Ross and Community College of Marin. These revenues reflect a temporary decrease in the use of the Pavilion and an increase in police dispatch services due to an updated agreement with College of Marin.

#### **OTHER GENERAL AND SPECIAL FUNDS**

The other major funds which contribute revenues towards operating expenses include:

*Building & Planning* (Fund 04) - Revenues (\$625,500) are projected to be higher than FY 21-22 by about 17%. This is a reasonable projection, as actual FY 19-20, actual FY 20-21, and projected FY 21-22 were all above the previously adopted conservative FY 21-22 revenue for Building and Planning.

*Retirement Fund* (Fund 06) - Revenues are from a Pension Obligation Parcel Tax which was established in the 1960's. Property owners pay \$.091 per \$100 of assessed valuation. This revenue is to be approximately \$1,900,000. These funds can only be used for retirement related costs.

*Special Police* (Fund 07) - This is the annual COPS grant received from the State. The Town is projected to receive \$170,000 this year. This tracks well with the projected amount for FY 21-22.

*Measure F – Municipal Services* (Fund 20) - This is the special municipal service tax of \$205/residential & commercial unit. It can be used for public safety, youth/senior programs, capital projects, and wildfire prevention activities. The estimated amount of approximately \$744,000 reflects a \$18,500 (\$5 per unit) increase from last year.

*Gas Tax* (Fund 21) - Gas tax revenue collected by the State is distributed to cities/towns based on population. Gas tax can be used for road maintenance/repair and capital projects. The FY22-23 budget projects over \$396,000, an approximate 12% increase in Gas Tax based on State projections, which primarily impacts capital projects.

Overall, the above funds combine to contribute approximately \$3,835,500 to cover General Fund operating expenses.

## **EXPENDITURES**

General Fund operational expenses are estimated to be approximately \$1,172,000 higher (10.3%) than the adopted FY21-22 budget. The “Appropriations Budget Comparison Table” (Table) on page 1C shows a comparison between the adopted FY21-22 budget and the adopted FY22-23 budget by department/division.

Below is a summary of the comparison by departmental categories.

*A new department of Climate and Environment has been created to highlight the commitment to fund staff and projects in this area. The projects displayed with allocated funding are well aligned with the Climate Action Committee's (CAC) recommendations.*

*Town Council* reflects the move of \$10,000 from Town Council in FY 21-22 to the Climate and Environment budget for CAC related outreach activities.

*General Administration* reflects the Communication Specialist position previously moved from Recreation and Community Services to under Town Clerk, and \$50,000 for a firm to recruit for a Director of Public Works and a Director of Planning, and election costs in FY22-23.

*Development Services* is the Planning and Building Services Department. The majority of the professional services projected is needed for the Housing Element and other studies such as objective development and design standards (ODDS), and the Eco-village concept.

*Public Safety* consist of Police, Ross Valley Fire Department (RVFD), and Disaster Preparedness. The Police budget reflects an increase related to the agency costs for the Marin Emergency Radio Authority (MERA) that will be used for system installations that increased as part of the Next Gen Project. The Town's contribution to the Fire Department JPA will increase by approximately \$134,000 or 5.1%. The Town's contributions include the annual base contribution plus prior obligations of the JPA before Ross joined. The Fire budget also includes \$15,000 for annual facility maintenance costs. This cost is not included in the Town's annual contribution to the JPA

*Public Works* reflects the inclusion of the cost of a Public Works Director with a potential top salary of \$185,000 which is nearer to competitive salary for the industry.

*Recreation and Community Services* reflects program costs, including minor adjustments suggested at the budget workshop. Please note that this department no longer includes the shared Climate Action staff with San Anselmo (this expense was moved to Climate and Environment), nor the Communications position that was previously moved to Town Clerk.

*Parks & Facility Maintenance* reflects some needed on-going maintenance, janitorial costs for cleaning of Town rental facilities 5 days/week and includes disinfecting Town facilities.



## **CAPITAL IMPROVEMENT PROGRAM (CIP)**

The adopted FY22-23 CIP budget is an ambitious program with a significant number of road repair projects. The CIP budget is approximately \$5,784,000:

- \$1,083,000 is for road maintenance and improvement projects,
- \$1,513,000 for bridges,
- \$2,430,000 for the Pavilion Seismic Retrofit project and pavilion kitchen (which may be removed or changed during the budget adoption cycle, depending on pending FEMA decisions),
- \$120,000 for sidewalk repair including the downtown area,
- \$170,000 for emergency storm repairs,
- \$70,000 for park and trail and town facility improvements, and
- \$150,000 for storm drain improvements.

### **Special Thanks**

I would like to specifically thank the Finance Department, including Finance Director Michael Vivrette, Accountants Elena Gataulina and Janet Garvin; Town Clerk Michele Gardner, and Analyst Lorena Barrera, for their work on this year's budget.

I greatly appreciated the Council's, community's, and staff's support as I recently transitioned into the Fairfax Town Manager on March 1, 2022.

Respectfully Submitted,

Heather Abrams  
Town Manager

Town of Fairfax 2022-23 Operating Budget		ALL FUNDS FY22 PROJECTED						ALL FUNDS FY23 ADOPTED BUDGET					
FUND SUMMARY		Balance 30-Jun-21	FY 2021-22 Revenues	FY 2021-22 Approp	FY 2021-22 Transfers	Proj Balance 30-Jun-22	FY 21/22 ACTIVITY	Balance 30-Jun-22	FY 2022-23 Revenues	FY 2022-23 Approp	FY 2022-23 Transfers	ADOPTED 30-Jun-23	FY 22/23 ACTIVITY
6/30/22 11:32 AM		<b>FY21 DRAFT</b>											
<b>GENERAL FUNDS</b>													
01	General Fund	4,655,017	8,611,959	(11,096,495)	1,483,150	3,653,631	(1,001,386)	3,653,631	8,509,886	(12,554,636)	2,656,000	2,264,881	(1,388,750)
02	Dry Period Fund	1,000,000	-	-	-	1,000,000	-	1,000,000	-	-	-	1,000,000	-
03	Equipment Replacement Fund	194,074	50,000	(21,600)	100,000	322,474	128,400	322,474	-	(382,600)	100,000	39,874	(282,600)
04	Building & Planning Fund	60,018	599,325	-	(500,000)	159,342	99,325	159,342	625,500	-	(600,000)	184,842	25,500
05	Building Improvement Fund	66,421	-	(22,230)	90,000	134,191	67,770	134,191	-	(250,000)	125,000	9,191	(125,000)
06	Retirement Fund	130,996	1,871,096	-	(1,800,000)	202,092	71,096	202,092	1,958,200	(0)	(1,700,000)	460,292	258,200
08	Office Equip Replacement Fund	(13,618)	-	(63,418)	80,000	2,964	16,582	2,964	-	(30,000)	30,000	2,964	-
<b>Total General Funds</b>		<b>6,092,907</b>	<b>11,132,380</b>	<b>(11,203,743)</b>	<b>(546,850)</b>	<b>5,474,693</b>	<b>(618,214)</b>	<b>5,474,693</b>	<b>11,093,586</b>	<b>(13,217,236)</b>	<b>611,000</b>	<b>3,962,043</b>	<b>(1,512,650)</b>
						<b>48.9%</b>						<b>30.0%</b>	
<b>SPECIAL REVENUE FUNDS</b>													
07	Special Police Fund	51,527	172,043	-	(190,000)	33,570	(17,957)	33,570	170,000	-	(200,000)	3,570	(30,000)
12	Fairfax Festival Fund	(19,485)	41,000	(39,800)	20,000	1,715	21,200	1,715	41,000	(31,700)	(5,000)	6,015	4,300
20	Measure F - Municipal Svs Tax Fund	6,588	722,811	-	(725,000)	4,398	(2,189)	4,398	744,000	-	(730,000)	18,398	14,000
21	Gas Tax Fund	171,609	358,076	-	(488,347)	41,338	(130,271)	41,338	396,191	-	(435,000)	2,529	(38,809)
22	Measure A/AA - Transportation	161,128	143,220	-	-	304,348	143,220	304,348	-	-	(294,240)	10,108	(294,240)
23	Measure A - Parks	138,765	60,877	-	(10,404)	189,238	50,473	189,238	26,655	-	(39,973)	175,920	(13,318)
25	Federal Stimulus Funds	-	899,711	(33,373)	-	866,338	866,338	866,338	899,711	-	(150,000)	1,616,049	749,711
<b>Total Special Revenue Funds</b>		<b>510,132</b>	<b>1,498,026</b>	<b>(39,800)</b>	<b>(1,393,751)</b>	<b>574,608</b>	<b>64,475</b>	<b>1,440,946</b>	<b>2,277,557</b>	<b>(31,700)</b>	<b>(1,854,213)</b>	<b>1,832,590</b>	<b>391,644</b>
<b>DEBT SERVICE FUNDS</b>													
43-45	Measure K - Debt Service	640,034	511,300	(571,099)	-	580,235	(59,799)	580,235	541,700	(580,969)	-	540,966	(39,269)
48	Lease Agreement	4,409	551,640	(551,640)	-	4,409	-	4,409	625,101	(625,101)	-	4,409	-
<b>Total Debt Service Funds</b>		<b>644,443</b>	<b>1,062,940</b>	<b>(1,122,739)</b>	<b>-</b>	<b>584,644</b>	<b>(59,799)</b>	<b>584,644</b>	<b>1,166,801</b>	<b>(1,206,070)</b>	<b>-</b>	<b>545,375</b>	<b>(39,269)</b>
<b>CAPITAL PROJECTS</b>													
51	Capital Projects - Grants	853,956	361,871	(717,324)	233,751	732,255	(121,702)	732,255	3,470,978	(4,743,743)	649,213	108,703	(623,552)
52	Capital Projects - Storm Recovery	(558,954)	361,871	(509,013)	750,000	43,904	602,858	43,904	-	(170,000)	170,000	43,904	-
53	Capital Projects - Town	(818,604)	254,975	(153,011)	955,000	238,360	1,056,964	238,360	250,000	(870,000)	420,000	38,360	(200,000)
<b>Total Capital Projects Funds</b>		<b>(523,601)</b>	<b>978,717</b>	<b>(1,379,348)</b>	<b>1,938,751</b>	<b>1,014,519</b>	<b>1,538,120</b>	<b>1,014,519</b>	<b>3,720,978</b>	<b>(5,783,743)</b>	<b>1,239,213</b>	<b>190,967</b>	<b>(823,552)</b>
<b>FIDUCIARY FUNDS</b>													
73	Open Space	46,045	8,200	(1,850)	1,850	54,245	8,200	54,245	2,000	(4,000)	4,000	56,245	2,000
<b>Total Fiduciary Funds</b>		<b>46,045</b>	<b>8,200</b>	<b>(1,850)</b>	<b>1,850</b>	<b>54,245</b>	<b>8,200</b>	<b>54,245</b>	<b>2,000</b>	<b>(4,000)</b>	<b>4,000</b>	<b>56,245</b>	<b>2,000</b>
<b>TOTALS</b>		<b>6,769,926</b>	<b>15,579,974</b>	<b>(13,780,853)</b>	<b>-</b>	<b>8,569,047</b>	<b>1,799,121</b>	<b>8,569,047</b>	<b>18,260,922</b>	<b>(20,242,749)</b>	<b>-</b>	<b>6,587,220</b>	<b>(1,981,827)</b>



**Town of Fairfax**  
2022-23 Operating Budget

**GENERAL FUND**

REVENUE BUDGET COMPARISON		FY 2021-22 Adopted	FY 2022-23 ADOPTED	BUDGET DIFFERENCE	
				▲\$	▲%
01-010-101	Property Taxes - Secured	3,192,300	3,383,838	191,538	6.0%
01-010-102	Property Taxes - Unsecured	6,400	6,400	-	0.0%
01-010-103	Property Taxes - Prior	2,000	2,000	-	0.0%
01-010-104	Real Estate Transfer Tax	62,400	67,000	4,600	7.4%
01-010-110	Supplemental Property Taxes	120,000	115,900	(4,100)	-3.4%
01-010-112	ERAF Excess Distribution	650,000	650,000	-	0.0%
01-010-113	Storm Run-Off Fee	53,200	53,200	-	0.0%
01-010-xxx	MWPA Wildfire Tax	96,000	104,000	8,000	8.3%
01-010-117	Property Tax In-Lieu of VLF	860,000	900,000	40,000	4.7%
<b>Total Property Taxes</b>		<b>5,042,300</b>	<b>5,282,338</b>	<b>240,038</b>	<b>4.8%</b>
01-010-106	Sales Tax ("Bradley Burns")	672,000	739,200	67,200	10.0%
01-010-111	1/2 cent Sales Tax - Prop. 172	106,200	116,820	10,620	10.0%
01-010-118	3/4 cent Sales Tax - Measure C	864,000	950,400	86,400	10.0%
01-010-118	1/2 cent Sales Tax - Measure D	-	-	-	-
<b>Total Sales Taxes</b>		<b>1,642,200</b>	<b>1,806,420</b>	<b>164,220</b>	<b>10.0%</b>
01-010-108	Utility Users Tax - Telecom	58,000	63,000	5,000	8.6%
01-010-109	Utility Users Tax - Energy	280,000	300,000	20,000	7.1%
01-010-114	Hotel Users Tax	12,000	17,000	5,000	41.7%
<b>Total User Taxes</b>		<b>350,000</b>	<b>380,000</b>	<b>30,000</b>	<b>8.6%</b>
01-020-201	Garbage	280,000	280,000	-	0.0%
01-020-202	Gas & Electric	80,000	80,000	-	0.0%
01-020-203	Cable	120,000	120,000	-	0.0%
<b>Total Franchise Fees</b>		<b>480,000</b>	<b>480,000</b>	<b>-</b>	<b>0.0%</b>
<b>01 - GENERAL FUND TAXES &amp; FEES</b>		<b>7,514,500</b>	<b>7,948,758</b>	<b>434,258</b>	<b>5.8%</b>



# Town of Fairfax

## 2022-23 Operating Budget

REVENUE BUDGET COMPARISON		FY 2021-22	FY 2022-23	BUDGET DIFFERENCE	
		Adopted	ADOPTED	▲\$	▲%
01-030-301	Business Licenses	120,000	120,000	-	0.0%
01-040-401	Vehicle Code Fines	30,000	30,000	-	0.0%
01-040-402	Parking & Other Fines	100,000	100,000	-	0.0%
<b>Total Fines &amp; Licenses</b>		<b>250,000</b>	<b>250,000</b>	<b>-</b>	<b>0.0%</b>
01-050-501	Rents - Women's Club and Other	10,000	10,000	-	0.0%
01-050-504	Rents - Pavilion weddings etc	2,000	2,000	-	0.0%
01-050-506	Rents - Pavilion - Other	2,000	2,000	-	0.0%
01-050-507	Janitor.Maint fees	300	300	-	0.0%
<b>Total Rental &amp; Maintenance Fees</b>		<b>14,300</b>	<b>14,300</b>	<b>-</b>	<b>0.0%</b>
01-050-500	Interest Earnings - Bank	1,300	1,300	-	0.0%
01-050-502	Interest Earnings - LAIF	20,000	20,000	0	0.0%
<b>Total Investment Earnings</b>		<b>21,300</b>	<b>21,300</b>	<b>-</b>	<b>0.0%</b>
01-060-602	Motor Vehicle License Fees			-	
01-060-607	Homeowner's Property Tax Rebates (HOPTR)	13,000	13,000	-	0.0%
01-060-614	State Aid	-	0	-	
01-060-615	Police Training Reimbursement (POST)	7,000	9,000	2,000	28.6%
01-060-xxx	SB 2 Planning Grant	205,000	0	(205,000)	-100.0%
01-060-699	Other & Miscellaneous Revenues & WC	15,000	15,000	-	0.0%
01-070-702	Environmental Grants	17,200	40,000	22,800	132.6%
<b>Total Revenues From Other Agencies</b>		<b>257,200</b>	<b>77,000</b>	<b>(180,200)</b>	<b>-70.1%</b>
01-080-802	Sale Of Maps & Publications/Copies	1,500	1,500	-	0.0%
01-080-803	Special Police Services (includes booking fees)	6,000	6,820	820	13.7%
01-080-804	Police Dispatch Services	102,000	114,000	12,000	11.8%
01-080-814	Miscellaneous - General	17,000	17,000	-	0.0%
01-080-903	General Recreation	4,000	4,000	-	0.0%
01-090-508	Recreation Rentals	6,000	6,000	-	0.0%
01-090-790	Recreation Fundraising	14,000	14,000	-	0.0%
01-090-822	Recreation Summer Camp Fees	15,420	15,420	-	0.0%
01-090-904	Recreation Classes & Partnerships	21,788	21,788	-	0.0%
<b>Total Charges For Current Services</b>		<b>187,708</b>	<b>200,528</b>	<b>12,820</b>	<b>6.8%</b>
				-	
01 - GENERAL FUND TAXES & FEES		7,514,500	7,948,758	434,258	5.8%
<b>01 - GENERAL FUND TOTAL</b>		<b>8,245,008</b>	<b>8,511,886</b>	<b>266,878</b>	<b>3.2%</b>



# Town of Fairfax

## 2022-23 Operating Budget

# GENERAL FUND

APPROPRIATIONS BUDGET COMPARISON	FY 2021-22	FY 2022-23	BUDGET DIFFERENCE	
	Adopted	ADOPTED	▲\$	▲%
111 Town Council	40,441	29,019	(11,421)	-28.2%
112 Town Treasurer	4,824	4,462	(363)	-7.5%
116 Independent Auditor	66,000	69,300	3,300	5.0%
121 Town Attorney	190,000	368,000	178,000	93.7%
<b>Total Town Council</b>	<b>301,265</b>	<b>470,781</b>	<b>169,516</b>	<b>56.3%</b>
211 Town Manager	218,854	262,321	43,468	19.9%
221 Town Clerk	279,497	306,918	27,421	9.8%
222 Elections	-	20,000	20,000	
231 Personnel	133,130	204,957	71,827	54.0%
241 Finance	381,088	398,128	17,040	4.5%
<b>Total General Administration</b>	<b>1,012,569</b>	<b>1,192,325</b>	<b>179,756</b>	<b>17.8%</b>
311 Planning	1,073,196	872,455	(200,741)	-18.7%
321 Building Inspection & Permits	247,995	254,472	6,477	2.6%
<b>Total Development Services</b>	<b>1,321,191</b>	<b>1,126,927</b>	<b>(194,264)</b>	<b>-14.7%</b>
411 Police	3,519,028	3,776,572	257,544	7.3%
418 Disaster Preparedness	24,000	24,020	20	0.1%
421 Ross Valley Fire Service	2,659,923	2,799,690	139,767	5.3%
<b>Total Public Safety</b>	<b>6,202,951</b>	<b>6,600,282</b>	<b>397,331</b>	<b>6.4%</b>
510 Public Works Administration	406,947	500,719	93,772	23.0%
511 Street Maintenance	375,697	442,657	66,960	17.8%
512 Street Lighting & Traffic Signals	97,000	94,000	(3,000)	-3.1%
514 Climate & Environment	-	148,517	148,517	
<b>Total Public Works</b>	<b>879,645</b>	<b>1,037,376</b>	<b>157,732</b>	<b>17.9%</b>
616 Community Services	64,319	42,120	(22,199)	-34.5%
617 Recreation	65,654	75,955	10,301	15.7%
621 Fairfax Recreation	107,981	139,106	31,125	28.8%
622 Summer Camps	6,800	11,264	4,464	65.7%
<b>Total Recreation &amp; Community Services</b>	<b>244,754</b>	<b>268,445</b>	<b>23,691</b>	<b>9.7%</b>
611 Park Maintenance	246,943	261,879	14,936	6.0%
625 Rental Facilities-WC & Ballfield	79,915	82,117	2,203	2.8%
911 Building Maintenance	-	-		
<b>Total Parks &amp; Facility Maintenance</b>	<b>326,858</b>	<b>343,997</b>	<b>17,139</b>	<b>5.2%</b>
715 Non Departmental	1,093,468	1,365,987	272,519	24.9%
<b>TOTAL GENERAL FUND APPROPRIATIONS</b>	<b>11,382,701</b>	<b>12,554,636</b>	<b>1,171,936</b>	<b>10.3%</b>



# Town of Fairfax

## 2022-23 Operating Budget

### GENERAL FUND - FUNCTIONAL REVENUES

#### PROGRAM REVENUES

STATEMENT OF ACTIVITIES	FY 2022-23	FUND 1,3,5	FUND 4	FUND 6	FUND 7	FUND 12	FUND 20	FUND 21	NET
	PROPOSED	FINES/FEES	BLDG & PLAN	RETIREMENT	COPS	FFX FEST	MEAS F	GAS TAX	EXPENSE

**GOVERNMENT ACTIVITIES:**

100 TOWN COUNCIL	470,781			2,732					(468,049)
200 GENERAL ADMINISTRATION	1,222,325			80,266					(1,142,059)
300 DEVELOPMENT SERVICES	1,126,927		490,500	110,908					(525,519)
411 POLICE	3,965,572	426,640		812,561	170,000	5,000	368,000		(2,183,371)
421 FIRE & DISASTER PREP	2,848,710			564,340			269,000		(2,015,370)
500 PUBLIC WORKS	1,455,976			72,677			55,000	120,000	(1,208,299)
514 CLIMATE & ENVIRONMENT	148,517	40,000							(108,517)
600 RECREATION & COMMUNITY SERVICES	268,445			23,264			38,000		(207,181)
600 PARKS & FACILITY MAINTENANCE	343,997	61,208		24,043					(258,745)
700 NON DEPARTMENTAL	1,365,987								(1,365,987)
<b>SUBTOTAL APPROPRIATIONS</b>	<b>13,217,236</b>	<b>527,848</b>	<b>490,500</b>	<b>1,690,791</b>	<b>170,000</b>	<b>5,000</b>	<b>730,000</b>	<b>120,000</b>	<b>(9,483,097)</b>

**GENERAL REVENUES**

PROPERTY TAXES	5,282,338
SALES TAXES	1,689,600
USER FEES (UUT/TOT)	380,000
FRANCHISE FEES	480,000
FINES & LICENSES	120,000
RENTS & INTEREST	33,600
REVENUES FROM OTHER AGENCIES	28,000
CHARGES FOR CURRENT SERVICES	18,500
<b>TOTAL GENERAL REVENUES</b>	<b>8,032,038</b>

**NET TRANSFERS**

CIP FUNDS	311,591
CHANGE TO NET POSITION	(1,762,650)
NET POSITION - BEGINNING	5,474,693
NET POSITION - ENDING	<u>3,712,043</u>

# Town of Fairfax

## 2022-23 Operating Budget

# INTERFUND TRANSFERS

<b>SUMMARY ALL FUNDS</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Actual</b>	<b>FY 2021-22 Adopted</b>	<b>FY 2021-22 Projected</b>	<b>FY 2022-23 ADOPTED</b>
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**TRANSFERS TO:**

01 General Fund	3,060,000	3,375,000	3,050,000	3,275,000	3,300,000
03 Equipment Replacement	-	-	100,000	100,000	100,000
05 Communications Fund	25,000	10,000	75,000	90,000	125,000
08 Office Equipment Replacement	-	-	30,000	80,000	30,000
12 Fairfax Festival	-	-	-	20,000	-
51 CIP - Grants	402,897	256,916	630,369	233,751	499,213
52 CIP - Storm	-	-	-	750,000	170,000
53 CIP - Town	94,779	160,000	520,000	955,000	420,000
73 Open Space	728	2,425	4,000	1,850	4,000
	<b>3,583,404</b>	<b>3,804,341</b>	<b>4,409,369</b>	<b>5,505,601</b>	<b>4,648,213</b>

**TRANSFERS FROM:**

01 General Fund	134,265	15,962	527,537	1,791,850	644,000
04 Building & Planning	585,000	580,000	500,000	500,000	600,000
06 Retirement Fund	1,500,000	1,765,000	1,570,000	1,800,000	1,700,000
07 Special Police Services	200,000	110,000	190,000	190,000	200,000
12 Fairfax Festival	-	-	5,000	-	5,000
20 Measure F - Municipal Services Tax	700,000	785,000	725,000	725,000	730,000
21 Gas Tax	193,000	324,000	488,347	488,347	435,000
22 Measure A/AA - Transportation	253,139	211,360	294,240	-	294,240
23 Measure A - Parks	18,000	13,019	109,245	10,404	39,973
	<b>3,583,404</b>	<b>3,804,341</b>	<b>4,409,369</b>	<b>5,505,601</b>	<b>4,648,213</b>

**NOTES:**

See Fund sheets for detail of transfers



**Town of Fairfax**  
2022-23 Operating Budget

**APPROPRIATIONS - ALL FUNDS**

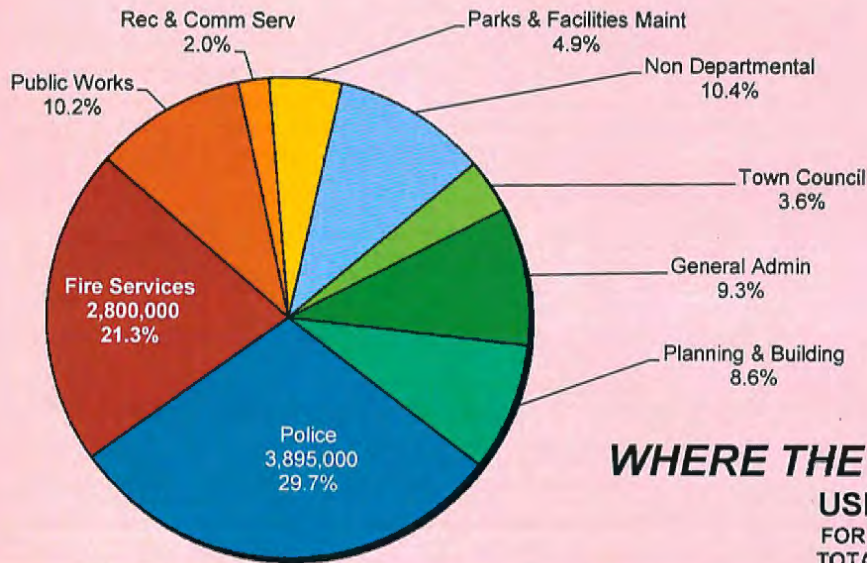
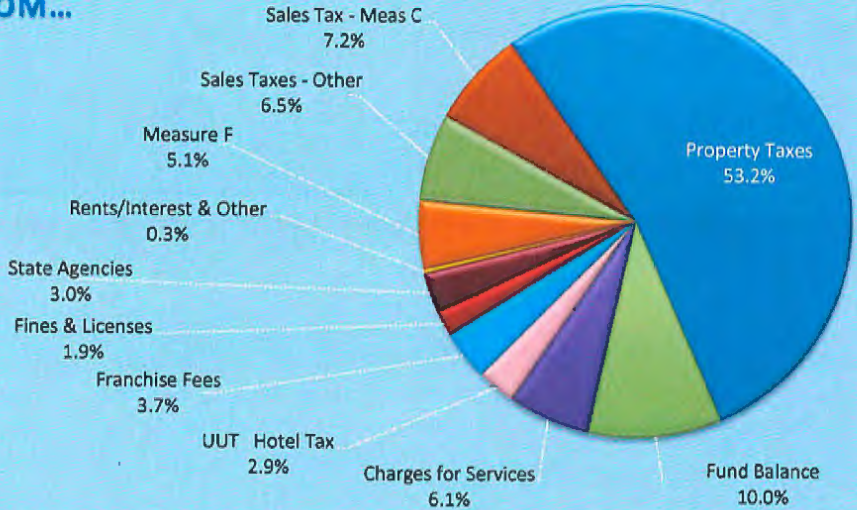
<b>FUND SUMMARY</b>	<b>General Government</b>	<b>Development Services</b>	<b>Public Safety</b>	<b>Public Works &amp; Streets</b>	<b>Parks/Rec &amp; Facility</b>	<b>Non Departmental</b>	<b>FY 2022-23 ADOPTED</b>
6/30/22 11:32 AM							
<b>GENERAL FUNDS</b>							
01 General Fund	1,663,106	1,126,927	6,600,282	1,185,893	612,441	1,365,987	12,554,636
02 Dry Period Fund	-	-	-	-	-	-	-
03 Equipment Replacement Fund	-	-	366,000	-	-	16,600	382,600
04 Building & Planning Fund	-	-	-	-	-	-	-
05 Communication Equip Replace Fund	-	-	-	-	-	250,000	250,000
06 Retirement Fund	-	-	-	-	-	-	-
08 Office Equip Replacement Fund	30,000	-	-	-	-	-	30,000
<b>Total General Funds</b>	<b>1,693,106</b>	<b>1,126,927</b>	<b>6,966,282</b>	<b>1,185,893</b>	<b>612,441</b>	<b>1,632,587</b>	<b>13,217,236</b>
<b>SPECIAL REVENUE FUNDS</b>							
07 Special Police Fund	-	-	-	-	-	-	-
12 Fairfax Festival Fund	-	-	-	-	31,700	-	31,700
20 Measure F - Municipal Svs Tax Fund	-	-	-	-	-	-	-
21 Gas Tax Fund	-	-	-	-	-	-	-
22 Measure A - Transportation	-	-	-	-	-	-	-
23 Measure A - Parks	-	-	-	-	-	-	-
<b>Total Special Revenue Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>31,700</b>	<b>-</b>	<b>31,700</b>
<b>DEBT SERVICE FUNDS</b>							
43-45 Measure K - Debt Service	-	-	-	580,969	-	-	580,969
48 Lease Agreement	-	-	-	-	-	625,101	625,101
<b>Total Debt Service Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>580,969</b>	<b>-</b>	<b>-</b>	<b>580,969</b>
<b>CAPITAL PROJECTS</b>							
51 Capital Projects - Grants	-	-	-	4,743,743	-	-	4,743,743
52 Disaster Fund	-	-	-	170,000	-	-	170,000
53 Capital Projects - Town	-	-	-	870,000	-	-	870,000
<b>Total Capital Projects Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,783,743</b>	<b>-</b>	<b>-</b>	<b>5,783,743</b>
<b>FIDUCIARY FUNDS</b>							
73 Open Space	-	-	-	-	4,000	-	4,000
<b>Total Fiduciary Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,000</b>	<b>-</b>	<b>4,000</b>
<b>TOTAL APPROPRIATIONS - ALL FUNDS</b>	<b>1,693,106</b>	<b>1,126,927</b>	<b>6,966,282</b>	<b>7,550,605</b>	<b>648,141</b>	<b>2,257,688</b>	<b>20,242,749</b>
Percent of Total Appropriations (with CIP)	8.4%	5.6%	34.4%	37.3%	3.2%	11.2%	100.0%
Percent of Total Appropriations (NO CIP)	11.7%	7.8%	48.2%	52.2%	4.5%	15.6%	71.4%





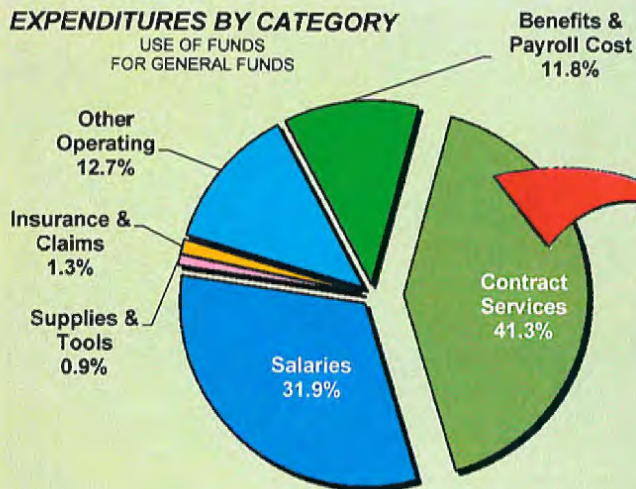
**GENERAL FUND AT A GLANCE**

**WHERE THE MONEY COMES FROM...  
SOURCE OF FUNDS  
FOR GENERAL FUNDS  
TOTAL = \$13.2 MILLION**



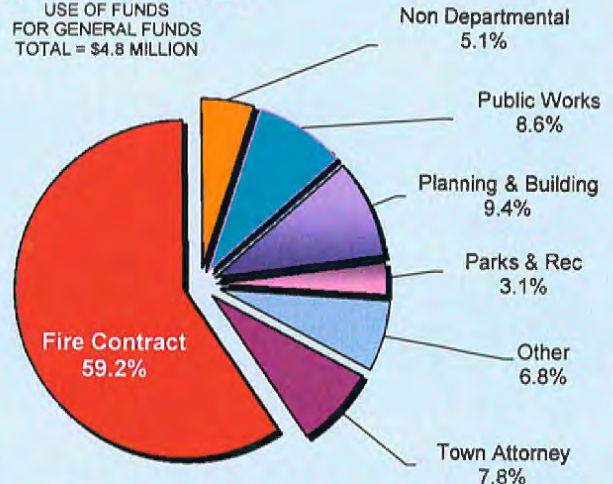
**WHERE THE MONEY GOES TO...  
USE OF FUNDS  
FOR GENERAL FUNDS  
TOTAL = \$13.2 MILLION**

**EXPENDITURES BY CATEGORY**  
USE OF FUNDS  
FOR GENERAL FUNDS



**CONTRACT SERVICES**

USE OF FUNDS  
FOR GENERAL FUNDS  
TOTAL = \$4.8 MILLION





# Town of Fairfax

## 2022-23 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".

<b>FUND SUMMARY</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Actual</b>	<b>FY 2021-22 Adopted</b>	<b>FY 2021-22 Projected</b>	<b>FY 2022-23 ADOPTED</b>
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<b>BEGINNING FUND BAL</b>	2,681,919	3,069,325		4,655,017	3,653,631
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**REVENUES**

PROPERTY TAXES	4,533,115	4,948,053	5,042,300	5,182,058	5,282,338
SALES TAXES	1,517,220	1,707,401	1,642,200	2,054,200	1,806,420
USER FEES (UUT/TOT)	350,233	347,115	350,000	374,777	380,000
FRANCHISE FEES	449,176	490,948	480,000	480,417	480,000
FINES & LICENSES	252,082	234,236	250,000	250,000	250,000
RENTS & INTEREST	162,203	8,627	35,600	30,600	33,600
REVENUES FROM OTHER AGENCIES	55,982	39,661	257,200	52,200	77,000
CHARGES FOR CURRENT SERVICES	205,892	196,031	187,708	187,708	200,528
<b>SUBTOTAL REVENUES</b>	<b>7,525,902</b>	<b>7,972,072</b>	<b>8,245,008</b>	<b>8,611,959</b>	<b>8,509,886</b>

**APPROPRIATIONS**

100 TOWN COUNCIL	218,344	247,245	301,265	500,582	470,781
200 GENERAL ADMINISTRATION	804,165	865,392	1,012,569	988,949	1,192,325
300 DEVELOPMENT SERVICES	725,907	697,055	1,321,191	909,663	1,126,927
400 PUBLIC SAFETY	6,250,025	5,887,396	6,202,951	6,193,289	6,600,282
500 PUBLIC WORKS	679,073	707,876	879,645	850,295	1,185,893
600 RECREATION & COMMUNITY SERVICES	226,536	283,888	244,754	268,851	268,445
600 PARKS & FACILITY MAINTENANCE	328,847	328,172	326,858	341,585	343,997
700 NON DEPARTMENTAL	831,335	728,394	1,093,468	1,043,280	1,365,987
<b>SUBTOTAL APPROPRIATIONS</b>	<b>10,064,230</b>	<b>9,745,418</b>	<b>11,382,701</b>	<b>11,096,495</b>	<b>12,554,636</b>

**TRANSFERS**

TRANSFERS TO 01-GENERAL FUND	3,060,000	3,375,000	3,050,000	3,275,000	3,300,000
TRANSFERS FROM 01-GENERAL FUND	(134,265)	(15,962)	(527,537)	(1,791,850)	(644,000)
<b>SUBTOTAL TRANSFER</b>	<b>2,925,735</b>	<b>3,359,038</b>	<b>2,522,463</b>	<b>1,483,150</b>	<b>2,656,000</b>

<b>NET DEPARTMENT ACTIVITY</b>	<b>387,407</b>	<b>1,585,691</b>	<b>(615,230)</b>	<b>(1,001,386)</b>	<b>(1,388,750)</b>
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<b>ENDING FUND BAL</b>	<b>3,069,325</b>	<b>4,655,017</b>		<b>3,653,631</b>	<b>2,264,881</b>
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**COMPONENTS OF FUND BALANCE:**

Undesignated	3,069,325	4,655,017		3,653,631	2,264,881
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NOTES:



**Town of Fairfax**  
2022-23 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 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
		Actual	Actual	Adopted	Projected	ADOPTED
01-010-101	Property Taxes - Secured	2,852,173	3,025,089	3,192,300	3,142,956	3,383,838
01-010-102	Property Taxes - Unsecured	3,994	6,410	6,400	91,231	6,400.00
01-010-103	Property Taxes - Prior	2,147	1,438	2,000	18,604	2,000
01-010-104	Real Estate Transfer Tax	71,193	81,432	62,400	91,238	67,000
01-010-110	Supplemental Property Taxes	130,393	142,054	120,000	109,346	115,900
01-010-112	ERAF Excess Distribution	597,466	581,932	650,000	648,508	650,000
01-010-113	Storm Run-Off Fee	51,114	53,439	53,200	53,200	53,200
01-010-119	MWPA Wildfire Tax		186,120	96,000	107,983	104,000
01-010-117	Property Tax In-Lieu of VLF	824,635	870,140	860,000	918,991	900,000
	<b>Total Property Taxes</b>	<b>4,533,115</b>	<b>4,948,053</b>	<b>5,042,300</b>	<b>5,182,058</b>	<b>5,282,338</b>
01-010-106	Sales Tax ("Bradley Burns")	692,311	741,732	672,000	847,000	739,200
01-010-111	1/2 cent Sales Tax - Prop. 172	69,443	61,512	106,200	117,200	116,820
01-010-118	3/4 cent Sales Tax - Measure C	755,465	904,156	864,000	1,090,000	950,400
	<b>Total Sales Taxes</b>	<b>1,517,220</b>	<b>1,707,401</b>	<b>1,642,200</b>	<b>2,054,200</b>	<b>1,806,420</b>
01-010-108	Utility Users Tax - Telecom	53,774	57,363	58,000	61,599	63,000
01-010-109	Utility Users Tax - Energy	278,151	283,594	280,000	296,230	300,000
01-010-114	Hotel Users Tax	18,307	6,158	12,000	16,948	17,000
	<b>Total User Taxes</b>	<b>350,233</b>	<b>347,115</b>	<b>350,000</b>	<b>374,777</b>	<b>380,000</b>
01-020-201	Garbage	248,626	260,244	280,000	246,765	280,000
01-020-202	Gas & Electric	73,156	116,782	80,000	79,652	80,000
01-020-203	Cable	127,393	113,922	120,000	154,000	120,000
	<b>Total Franchise Fees</b>	<b>449,176</b>	<b>490,948</b>	<b>480,000</b>	<b>480,417</b>	<b>480,000</b>
<b>01 - GENERAL FUND TAXES &amp; FEES</b>		<b>6,849,743</b>	<b>7,493,517</b>	<b>7,514,500</b>	<b>8,091,451</b>	<b>7,948,758</b>

**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.

**Real Estate 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 estimates 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

## 2022-23 Operating Budget

### GENERAL FUND

REVENUE DETAIL	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
	Actual	Actual	Adopted	Projected	ADOPTED
01-030-301 Business Licenses	118,430	133,184	120,000	120,000	120,000
01-040-401 Vehicle Code Fines	21,919	14,522	30,000	30,000	30,000
01-040-402 Parking & Other Fines	111,733	86,531	100,000	100,000	100,000
<b>Total Fines &amp; Licenses</b>	<b>252,082</b>	<b>234,236</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>
01-050-501 Rents - Women's Club and Other	9,643	1,200	10,000	10,000	10,000
01-050-504 Rents - Pavilion weddings etc	1,150	0	2,000	2,000	2,000
01-050-506 Rents - Pavilion - Other	11,778	3,800	2,000	2,000	2,000
01-050-507 Janitor Maint fees	475	0	300	300	300
<b>Total Rental &amp; Maintenance Fees</b>	<b>23,046</b>	<b>5,000</b>	<b>14,300</b>	<b>14,300</b>	<b>14,300</b>
01-050-500 Interest Earnings - Bank	944	204	1,300	1,300	1,300
01-050-502 Interest Earnings - LAIF	138,213	3,423	20,000	15,000	18,000
<b>Total Investment Earnings</b>	<b>139,157</b>	<b>3,627</b>	<b>21,300</b>	<b>16,300</b>	<b>19,300</b>
01-060-607 Homeowner's Property Tax Rebates (HOPTR)	12,826	12,829	13,000	13,000	13,000
01-060-614 State Aid	13,945	32	-	0	-
01-060-615 Police Training Reimbursement (POST)	7,241	2,482	7,000	7,000	9,000
01-060-xxx State Planning Grants	-	-	205,000	0	-
01-060-699 Other & Miscellaneous Revenues & WC	9,732	7,173	15,000	15,000	15,000
01-070-702 Environmental Grants (e.g., ZWM, CalRecycle)	12,238	17,145	17,200	17,200	40,000
<b>Total Revenues From Other Agencies</b>	<b>55,982</b>	<b>39,661</b>	<b>257,200</b>	<b>52,200</b>	<b>77,000</b>
01-080-802 Sale Of Maps & Publications/Copies	1,194	1,475	1,500	1,500	1,500
01-080-803 Special Police Services (includes booking fees)	7,100	46,381	6,000	6,000	6,820
01-080-804 Police Dispatch Services	93,000	98,000	102,000	102,000	114,000
01-080-814 Miscellaneous - General	23,378	12,589	17,000	17,000	17,000
01-080-903 General Recreation	3,048	0	4,000	4,000	4,000
01-090-508 Recreation Rentals	5,575	0	6,000	6,000	6,000
01-090-790 Recreation Fundraising	10,816	1,310	14,000	14,000	14,000
01-090-822 Recreation Summer Camp Fees	10,455	(3,544)	15,420	15,420	15,420
01-090-904 Recreation Classes & Partnerships	51,326	39,820	21,788	21,788	21,788
<b>Total Charges For Current Services</b>	<b>205,892</b>	<b>196,031</b>	<b>187,708</b>	<b>187,708</b>	<b>200,528</b>
01 - GENERAL FUND TAXES & FEES	6,849,743	7,493,517	7,514,500	8,091,451	7,948,758
<b>01 - GENERAL FUND TOTAL</b>	<b>8,202,062</b>	<b>7,972,072</b>	<b>8,245,008</b>	<b>8,611,959</b>	<b>8,509,886</b>

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

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



# Town of Fairfax

## 2022-23 Operating Budget

# GENERAL FUND

APPROPRIATIONS SUMMARY	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
111 Town Council	20,603	21,958	40,441	25,208	29,019
112 Town Treasurer	4,170	3,969	4,824	3,974	4,462
116 Independent Auditor	32,546	43,220	66,000	66,000	69,300
121 Town Attorney	161,025	178,098	190,000	405,400	368,000
<b>Total Town Council</b>	<b>218,344</b>	<b>247,245</b>	<b>301,265</b>	<b>500,582</b>	<b>470,781</b>
211 Town Manager	214,424	213,542	218,854	234,108	262,321
221 Town Clerk	172,296	173,601	279,497	266,875	306,918
222 Elections	46,740	6,910	-	-	20,000
231 Personnel	72,804	109,277	133,130	117,706	204,957
241 Finance	297,900	362,061	381,088	370,260	398,128
<b>Total General Administration</b>	<b>804,165</b>	<b>865,392</b>	<b>1,012,569</b>	<b>988,949</b>	<b>1,192,325</b>
311 Planning	523,615	471,385	1,073,196	685,735	872,455
321 Building Inspection & Permits	202,291	225,670	247,995	223,929	254,472
<b>Total Development Services</b>	<b>725,907</b>	<b>697,055</b>	<b>1,321,191</b>	<b>909,663</b>	<b>1,126,927</b>
411 Police	3,579,925	3,371,137	3,519,028	3,531,819	3,776,572
418 Disaster Preparedness	140,225	30,943	24,000	4,067	24,020
421 Ross Valley Fire Service	2,529,875	2,485,316	2,659,923	2,657,403	2,799,690
<b>Total Public Safety</b>	<b>6,250,025</b>	<b>5,887,396</b>	<b>6,202,951</b>	<b>6,193,289</b>	<b>6,600,282</b>
510 Public Works Administration	216,422	260,300	406,947	362,716	500,719
511 Street Maintenance	358,254	362,303	375,697	399,986	442,657
512 Street Lighting & Traffic Signals	104,397	85,273	97,000	87,593	94,000
514 Climate & Environment	-	-	-	-	148,517
<b>Total Public Works</b>	<b>679,073</b>	<b>707,876</b>	<b>879,645</b>	<b>850,295</b>	<b>1,185,893</b>
616 Community Services	36,664	37,329	64,319	66,484	42,120
617 Recreation	61,764	66,784	65,654	63,043	75,955
621 Fairfax Recreation	115,452	178,162	107,981	131,702	139,106
622 Summer Camps	12,656	1,613	6,800	7,623	11,264
<b>Total Recreation &amp; Community Services</b>	<b>226,536</b>	<b>283,888</b>	<b>244,754</b>	<b>268,851</b>	<b>268,445</b>
611 Park Maintenance	259,977	224,725	246,943	277,549	261,879
625 Rental Facilities-WC & Ballfield	66,734	58,133	79,915	60,300	82,117
911 Building Maintenance	2,136	45,313	-	3,736	-
<b>Total Parks &amp; Facility Maintenance</b>	<b>328,847</b>	<b>328,172</b>	<b>326,858</b>	<b>341,585</b>	<b>343,997</b>
715 Non Departmental	831,335	728,394	1,093,468	1,043,280	1,365,987
<b>TOTAL GENERAL FUND APPROPRIATIONS</b>	<b>10,064,230</b>	<b>9,745,418</b>	<b>11,382,701</b>	<b>11,096,495</b>	<b>12,554,636</b>



**Town of Fairfax**  
2022-23 Operating Budget

**GENERAL FUND**

APPROPRIATIONS by Object	Salaries & Wages	Benefits & Payroll Cost	Retirement	Professional Services	Supplies & Tools	Other Operating	FY 2022-23 ADOPTED
111 Town Council	18,000	1,096	2,579	2,310	105	4,930	29,019
112 Town Treasurer	3,600	191	278	-	105	288	4,462
116 Independent Auditor	-	-	-	69,300	-	-	69,300
121 Town Attorney	-	-	-	368,000	-	-	368,000
<b>10 Total Town Council</b>	<b>21,600</b>	<b>1,287</b>	<b>2,857</b>	<b>439,610</b>	<b>210</b>	<b>5,218</b>	<b>470,781</b>
211 Town Manager	174,486	59,860	14,213	368	735	12,660	262,321
221 Town Clerk	219,029	46,720	14,433	20,250	105	6,381	306,918
222 Elections	-	-	-	20,000	-	-	20,000
231 Personnel	97,666	26,023	3,801	75,000	683	1,785	204,957
241 Finance	232,988	48,064	26,955	78,700	1,785	9,636	398,128
<b>20 Total General Administration</b>	<b>724,169</b>	<b>180,667</b>	<b>59,403</b>	<b>194,318</b>	<b>3,308</b>	<b>30,462</b>	<b>1,192,325</b>
311 Planning	268,286	101,458	77,547	390,973	3,675	30,515	872,455
321 Building Inspection & Permits	118,900	35,730	31,728	55,000	1,200	11,914	254,472
<b>30 Total Development Services</b>	<b>387,186</b>	<b>137,188</b>	<b>109,275</b>	<b>445,973</b>	<b>4,875</b>	<b>42,429</b>	<b>1,126,927</b>
411 Police	1,849,245	739,027	812,561	55,000	16,000	304,739	3,776,572
418 Disaster Preparedness	-	-	-	-	105	23,915	24,020
421 Ross Valley Fire Service	-	-	-	2,799,690	-	-	2,799,690
<b>40 Total Public Safety</b>	<b>1,849,245</b>	<b>739,027</b>	<b>812,561</b>	<b>2,854,690</b>	<b>16,105</b>	<b>328,654</b>	<b>6,600,282</b>
510 Public Works Administration	178,610	40,455	33,042	210,250	1,373	36,989	500,719
511 Street Maintenance	173,021	56,184	40,940	85,000	38,625	48,887	442,657
512 Street Lighting & Traffic Signals	-	-	-	34,000	-	60,000	94,000
514 Climate & Environment	40,314	22,658	6,545	77,000	1,000	1,000	148,517
<b>50 Total Public Works</b>	<b>391,945</b>	<b>119,297</b>	<b>80,527</b>	<b>406,250</b>	<b>40,998</b>	<b>146,876</b>	<b>1,185,893</b>
616 Community Services	27,216	4,932	3,675	-	4,775	1,523	42,120
617 Recreation	45,287	7,543	11,925	10,000	-	1,200	75,955
621 Fairfax Recreation	73,204	6,024	3,946	25,000	4,000	26,932	139,106
622 Summer Camps	4,130	71	183	5,380	1,500	-	11,264
<b>60 Total Recreation &amp; Community Services</b>	<b>149,838</b>	<b>18,569</b>	<b>19,729</b>	<b>40,380</b>	<b>10,275</b>	<b>29,655</b>	<b>268,445</b>
611 Park Maintenance	115,826	53,057	24,043	31,750	11,050	26,153	261,879
625 Rental Facilities-WC & Ballfield	16,588	9,032	1,284	6,000	2,000	47,213	82,117
911 Building Maintenance	-	-	-	69,000	12,000	(81,000)	-
<b>61 Total Parks &amp; Facility Maintenance</b>	<b>132,414</b>	<b>62,089</b>	<b>25,327</b>	<b>106,750</b>	<b>25,050</b>	<b>(7,634)</b>	<b>343,997</b>
715 Non Departmental	-	97,716	-	239,006	4,200	1,025,065	1,365,987
71	-	-	-	-	-	-	-
<b>TOTAL GENERAL FUND APPROPRIATIONS</b>	<b>3,656,395</b>	<b>1,355,840</b>	<b>1,109,679</b>	<b>4,726,977</b>	<b>105,021</b>	<b>1,600,725</b>	<b>12,554,636</b>
	29.1%	10.8%	8.8%	37.7%	0.8%	12.8%	100.0%

# TOWN MANAGER

## 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

## 2021 - 2022 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
- Hired Interim Public Works Directors
- See Public Works accomplishments

## 2022 - 2023 GOALS AND OBJECTIVES

The following are goals and objectives in addition to Town Council Goals:

- Enhance Town climate and environmental efforts
- Hire on-going Public Works and Interim Planning Directors
- Complete road maintenance and repair projects
- Continue to work on the completion of outstanding Federal Emergency Management Agency (FEMA) projects from previous storm events
- Begin the seismic retrofit of the Pavilion project
- Make significant progress on bridge projects
- Conduct organizational analysis
- Update Council, Committee, and Personnel Policies and Practices

## **TOWN COUNCIL GOALS - STRATEGIC PLANNING CATEGORIES**

The following are goals from the Strategic Planning Session and are not in order of priority.

- Address our housing needs
- Implement the climate action plan - achieve 2030 decarbonization
- Focus on disaster preparedness and resiliency
- Invest in the town's aging infrastructure
- Strengthen the town organization

## **TOWN COUNCIL GOALS - NEXT TWO YEARS**

The following are Council goals for the next two years and are not listed in order of priority.

- Complete the Housing Element in the Fairfax way, enhance affordable housing
- Focus on Climate and the Environment through implementation of a microgrid, decarbonization, electrification
- Complete Capital Improvement (CIP) projects and provide infrastructure maintenance
- Review Town center (including traffic, parking, shared spaces)
- Complete the Pavilion project
- Enhance fire resiliency and coordination for the community
- Reduce vehicle miles travelled by residents and visitors
- Onboard new staff and plan for staff succession
- Increase diversity, equity and inclusion (DEI) in Fairfax



## TOWN COUNCIL ACCOMPLISHMENTS

The following are accomplishments from April 2021 to April 2022 – In no order of importance)

- Council is working together well
- Effective COVID Response (for renters, businesses)
- Managed staff turnover, hired new Town Manager
- Approved new positions (Public Works Director, two positions using shared staffing model)
- Maintained Town financial strength
- Made progress in Housing Element compliance
- Established a plan for Diversity, Equity and Inclusion (DEI) work
- Increased communications with public via weekly newsletter, social media, etc.
- Used reclaimed water to preserve redwood trees and other Town trees and implement the tree maintenance plan approved in FY 2020/2021
- Addressed Sinkholes and storm drain emergencies
- Began EV fleet transition
- Climate Action Plan approved
- Implemented robust stakeholder engagement and work with Boards and Commissions
- Adopted a new home electrification ordinance
- Approved a Skate Park in downtown



# Town of Fairfax

## 2022-23 Operating Budget

**FUND** 01 GENERAL FUND  
**ACTIVITY** 111 TOWN COUNCIL

**ACTIVITY DESCRIPTION**

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

**DEPARTMENT SUMMARY**

FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

401 REGULAR SALARIES					
411 REG PART-TIME SALARIES					
415 ACCRUED LEAVE CASHOUT					
421 TEMP EMPLOYEES	18,015	18,014	18,000	18,000	18,000
492 WORKERS COMP	712	745	681	681	706
493 RETIREMENT	1,061	1,096	1,002	970	832
494 MEDICARE	238	236	249	236	236
496 PERS UAL/SIDEFUND	2,225		1,608	1,608	1,900
<b>SUBTOTAL PERSONNEL</b>	<b>22,250</b>	<b>20,091</b>	<b>21,541</b>	<b>21,496</b>	<b>21,674</b>

**OPERATING EXPENSES**

813 OFFICE SUPPLIES	5	-	100	-	105
815 PRINTING	5	98	100	130	105
822 PROFESSIONAL SERVICES	3,294	750	2,200	1,133	2,310
842 SPECIAL DEPT SUPPLIES	772	246	500	589	525
861 BUS.MEET/CONF.	3,251	250	5,500	837	2,775
862 DUES & SUBSCRIPTIONS	25	-	500	-	525
890 MISCELLANEOUS	(9,000)	523	10,000	1,023	1,000
<b>SUBTOTAL OPERATING</b>	<b>(1,648)</b>	<b>1,867</b>	<b>18,900</b>	<b>3,713</b>	<b>7,345</b>

**TOTAL DEPARTMENT APPROPRIATION**

<b>20,603</b>	<b>21,958</b>	<b>40,441</b>	<b>25,208</b>	<b>29,019</b>
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**Allocation of Positions:**

COUNCILMEMBERS/MAYOR	5.00	5.00	5.00	5.00	5.00
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**Total Full Time Equivalent Employees**

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



**Town of Fairfax**  
2022-23 Operating Budget

FUND 01 GENERAL FUND  
ACTIVITY 112 TOWN TREASURER

**ACTIVITY DESCRIPTION**

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

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

401 REGULAR SALARIES				-	
411 REG PART-TIME SALARIES				-	
415 ACCRUED LEAVE CASHOUT				-	
421 TEMP EMPLOYEES	3,600	3,600	3,600	3,600	3,600
461 OVERTIME				-	
491 HEALTH INSURANCE				-	
492 WORKERS COMP	149	156	48	48	144
493 RETIREMENT	180	161	278	278	277
494 MEDICARE	51	52	48	48	48
495 FICA/PTS				-	
<b>SUBTOTAL PERSONNEL</b>	<b>3,980</b>	<b>3,969</b>	<b>3,974</b>	<b>3,974</b>	<b>4,069</b>

**OPERATING EXPENSES**

636 OFFICE EQUIP REPLACEMENT				-	-
711 OFFICE EQUIP MAINT.				-	-
731 BLDG-GROUNDS MAINT.				-	-
801 WATER				-	-
804 TELEPHONE				-	-
811 POSTAGE				-	-
813 OFFICE SUPPLIES			100	-	105
815 PRINTING				-	-
822 PROFESSIONAL SERVICES				-	-
842 SPECIAL DEPT SUPPLIES				-	-
861 BUS.MEET/CONF.			600	-	130
862 DUES & SUBSCRIPTIONS	190		150	-	158
<b>SUBTOTAL OPERATING</b>	<b>190</b>	<b>-</b>	<b>850</b>	<b>-</b>	<b>393</b>

**TOTAL DEPARTMENT APPROPRIATION**

4,170      3,969      4,824      3,974      4,462

**Allocation of Positions:**

TOWN TREASURER      1.00      1.00      1.00      1.00      1.00

**Total Full Time Equivalent Employees**

1.00      1.00      1.00      1.00      1.00

**NOTES:**




# Town of Fairfax

## 2022-23 Operating Budget

**FUND**                     **01 GENERAL FUND**  
**ACTIVITY**               **116 INDEPENDENT AUDITOR**

**ACTIVITY DESCRIPTION**

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

**DEPARTMENT SUMMARY**

FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

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


**SUBTOTAL PERSONNEL**

-                     -                     -                     -                     -

**OPERATING EXPENSES**

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

SEE NOTE  
SEE NOTE


**SUBTOTAL OPERATING**                     **32,546**                     **43,220**                     **66,000**                     **66,000**                     **69,300**

**TOTAL DEPARTMENT APPROPRIATION**                     **32,546**                     **43,220**                     **66,000**                     **66,000**                     **69,300**

**Allocation of Positions:**

**Total Full Time Equivalent Employees**                     **0.00**                     **0.00**                     **0.00**                     **0.00**                     **0.00**

**NOTES:**

821 Preparation of State Controller's Report, Single Audit, GASB 68 reports & third party reports  
822 Auditor Contract - Maze & Associates



**Town of Fairfax**  
2022-23 Operating Budget

FUND            01 GENERAL FUND  
ACTIVITY        121 TOWN ATTORNEY

ACTIVITY DESCRIPTION

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

**DEPARTMENT SUMMARY**

FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

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

**OPERATING EXPENSES**

636 OFFICE EQUIP REPLACEMENT			-			
711 OFFICE EQUIP MAINT.			-			
731 BLDG-GROUNDS MAINT.			-			
801 WATER			-			
804 TELEPHONE			-			
811 POSTAGE			-			
813 OFFICE SUPPLIES			-			
815 PRINTING			-			
821 OUTSIDE SERVICES	SEE NOTE	161,025	178,098	190,000	405,400	368,000
822 PROFESSIONAL SERVICES				-		
842 SPECIAL DEPT SUPPLIES				-		
861 BUS.MEET/CONF.				-		
862 DUES & SUBSCRIPTIONS				-		
890 MISCELLANEOUS				-		
<b>SUBTOTAL OPERATING</b>		<b>161,025</b>	<b>178,098</b>	<b>190,000</b>	<b>405,400</b>	<b>368,000</b>

**TOTAL DEPARTMENT APPROPRIATION**

<b>161,025</b>	<b>178,098</b>	<b>190,000</b>	<b>405,400</b>	<b>368,000</b>
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Allocation of Positions:

<b>Total Full Time Equivalent Employees</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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NOTES:

821 Additional assistance with planning issues; more robust review; PERS issues; Emergencies



# Town of Fairfax

## 2022-23 Operating Budget

**FUND** 01 GENERAL FUND  
**ACTIVITY** 211 TOWN MANAGER

**ACTIVITY DESCRIPTION**

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

**DEPARTMENT SUMMARY**

FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
Actual	Actual	Adopted	Projected	ADOPTED

**PERSONNEL**

401 REGULAR SALARIES	138,828	141,584	141,584	143,522	174,486
415 ACCRUED LEAVE CASHOUT	4,614	3,951	6,032	27,961	7,337
461 OVERTIME	-	-	-	15,230	-
491 HEALTH INSURANCE	21,267	21,488	24,781	10,095	26,896
492 WORKERS COMP	5,410	6,007	5,543	5,543	7,448
493 RETIREMENT	17,814	22,034	16,592	8,219	19,626
494 MEDICARE	1,920	1,982	2,025	2,903	2,493
496 PERS UAL/SIDEFUND	8,292	-	5,994	5,994	7,081
611 ALLOWANCES	3,822	3,960	2,376	1,667	3,192
<b>SUBTOTAL PERSONNEL</b>	<b>201,967</b>	<b>201,005</b>	<b>204,927</b>	<b>221,134</b>	<b>248,559</b>

**OPERATING EXPENSES**

636 OFFICE EQUIP REPLACEMENT	-	-	400	-	420
711 OFFICE EQUIP MAINT.	-	-	100	-	105
731 BLDG-GROUNDS MAINT.	2,389	1,627	3,727	3,024	4,052
801 WATER	650	767	450	592	473
802 POWER	1,011	804	800	1,474	840
804 TELEPHONE	2,128	2,031	1,500	2,333	1,575
811 POSTAGE	367	715	400	555	420
813 OFFICE SUPPLIES	446	1,275	700	1,612	735
822 PROFESSIONAL SERVICES	98	-	350	-	368
861 BUS.MEET/CONF.	1,827	250	2,500	975	1,625
862 DUES & SUBSCRIPTIONS	3,540	5,067	3,000	2,409	3,150
<b>SUBTOTAL OPERATING</b>	<b>12,457</b>	<b>12,537</b>	<b>13,927</b>	<b>12,974</b>	<b>13,762</b>

SEE NOTE

**TOTAL DEPARTMENT APPROPRIATION**

**214,424      213,542      218,854      234,108      262,321**

**Allocation of Positions:**

TOWN MANAGER	0.60	0.60	0.60	0.60	0.70
INTERIM TOWN MANAGER	-	-	-	-	-
ADMINISTRATIVE ASSISTANT II	0.25	0.25	0.25	0.25	0.25

**Total Full Time Equivalent Employees**

**0.85      0.85      0.85      0.85      0.95**

**NOTES:**

862 ICMA/CMMF/+

## **TOWN CLERK/ELECTIONS**

In Fairfax, the Town Clerk is an elected position, with the elected Clerk responsible to the voters directly. Many of the duties of the Clerk are mandated by Government Code, and include conducting elections; recording, publication, filing, indexing, and safekeeping of Town Council proceedings; authenticating official records on behalf of the Town; maintaining the Town Code; serving as custodian of official Town records; publishing legal notices; filling public records requests; serving as filing officer for economic interest and campaign disclosure statements; and serving as the financial disclosure officer. This department also includes Communications, and is responsible for the Town website, newsletters, publications, social media, outreach, and surveys. The Department has two staff: the Deputy Town Clerk/Assistant to the Town Manager and the Communications and Marketing Specialist.

### **2021 – 2022 ACCOMPLISHMENTS**

- Host more than double the usual number of Town Council meetings
- Upgraded Women’s Club to provide virtual capability to meetings
- Launched/supported recruitment of Town Manager & Public Works Director and supported 2 transitions for each position in July and March
- Coordinated the online and print updates to the Town Code
- Coordinated IT technical support
- Published weekly Town newsletters; increased subscription by 270+.
- Increased reach of social media accounts by 590+, added quick links to Instagram for access to newsletters, subscriptions, classes, meetings.
- Sustained website postings for news, events, meetings, classes, & classes
- Created 2 recreation catalog/brochures, 2 flyers, and postcard
- Refined use of Survey Monkey to support various surveys

### **2022 – 2023 GOALS AND OBJECTIVES**

- Prepare Council, Boards, Committees, and Commissions Handbook
- Prepare Council Policy Manual
- Administer the November 8, 2022 local election
- Increase social media presence with “real time” updates
- Support each department to keep their information current on the website
- Support the Volunteer Board communications
- Maintain strong Town-wide communications to connect our community



# Town of Fairfax

## 2022-23 Operating Budget

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

### ACTIVITY DESCRIPTION

The Town Clerk's office is responsible for local elections; recording, publication, filing, indexing, and safekeeping of Town Council proceedings; preparation of Council meeting agendas and packets; updating and maintaining the Town Code; preparing, publishing, and posting legal notices; recording and certifying ordinances and resolutions; serving as custodian of and certifying official Town records; filling public records requests; serving as filing officer for economic interest and campaign disclosure statements under the Political Reform Act; and administering the Oath of Office. This department is also responsible for the Town website and communications. The Town Clerk is an elected position without compensation. The Department is comprised of two staff positions: the Deputy Town Clerk/Assistant to the Town Manager and the Communications & Marketing Specialist.

### DEPARTMENT SUMMARY

FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
Actual	Actual	Adopted	Projected	ADOPTED

### PERSONNEL

401 REGULAR SALARIES	74,797	113,575	122,038	122,038	142,433
411 REG PART-TIME SALARIES	26,174	-	64,676	64,676	69,749
415 ACCRUED LEAVE CASHOUT	1,586	-	5,867	2,484	6,848
421 TEMP EMPLOYEES	448	-	-	-	-
491 HEALTH INSURANCE	26,332	27,497	30,086	30,086	31,482
492 WORKERS COMP	4,130	4,407	7,158	7,158	8,821
493 RETIREMENT	6,261	9,233	14,433	14,433	16,338
494 MEDICARE	1,429	1,541	2,633	2,633	2,952
496 PERS UAL/SIDEFUND	-	-	-	-	-
611 ALLOWANCES	635	960	1,560	1,560	1,560
<b>SUBTOTAL PERSONNEL</b>	<b>141,791</b>	<b>157,213</b>	<b>248,451</b>	<b>245,068</b>	<b>280,182</b>

### OPERATING EXPENSES

636 OFFICE EQUIP REPLACEMENT				-	-
731 BLDG-GROUNDS MAINT.	2,415	1,627	3,746	3,746	4,071
801 WATER	-	-	-	-	-
804 TELEPHONE	819	750	500	906	525
811 POSTAGE	400	628	500	555	525
813 OFFICE SUPPLIES	528	1,002	500	1,024	525
814 LEGAL ADS	983	272	400	239	420
821 OUTSIDE SERVICES	5,732	3,065	5,000	6,353	5,250
822 PROFESSIONAL SERVICES	19,526	8,767	20,000	8,774	15,000
842 SPECIAL DEPT SUPPLIES	38	128	100	167	105
861 BUS.MEET/CONF.	64	150	100	40	105
862 DUES & SUBSCRIPTIONS	-	-	200	-	210
<b>SUBTOTAL OPERATING</b>	<b>30,505</b>	<b>16,388</b>	<b>31,046</b>	<b>21,806</b>	<b>26,736</b>

### TOTAL DEPARTMENT APPROPRIATION

**172,296      173,601      279,497      266,875      306,918**

### Allocation of Positions:

DEPUTY TOWN CLERK / ASST TO TOWN MGR	0.75	0.75	1.00	1.00	1.00
MARKETING & COMMUNICATIONS SPECIALIST			0.50	0.50	0.50
PT DEPUTY TOWN CLERK/MGMT ANALYST	0.25	0.25			

### Total Full Time Equivalent Employees

**1.00      1.00      1.50      1.50      1.50**

### NOTES:

821 Website platform (Proud City); Survey Monkey; Constant Contact  
 822 Town Code updates; Minutes Clerk





# Town of Fairfax

## 2022-23 Operating Budget

FUND 01 GENERAL FUND  
ACTIVITY 222 ELECTIONS

### ACTIVITY DESCRIPTION

The Town Clerk serves as the Town Elections Official and the Filing Officer for campaign finance statements. Local regular elections for Town offices (5 Councilmembers, 1 Treasurer, and 1 Clerk) are held every two years (to stagger the 4-year terms) in November of even-numbered years. The Town consolidates its local elections with the County of Marin, with costs shared by all the local agencies, school districts, and special districts. The cost is generally between \$1.75 and \$3.00 per registered voter. Fairfax has approximately 6,054 registered voters. This year's election is for the following offices: Council Member (2), the Town Treasurer, and the Town Clerk.

### DEPARTMENT SUMMARY

FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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#### PERSONNEL

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

#### 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			-	
815 PRINTING				
821 OUTSIDE SERVICES				
822 PROFESSIONAL SERVICES SEE NOTE	46,740	6,910	-	20,000
842 SPECIAL DEPT SUPPLIES				
861 BUS.MEET/CONF.				
862 DUES & SUBSCRIPTIONS				
890 MISCELLANEOUS	-	-	-	
<b>SUBTOTAL OPERATING</b>	<b>46,740</b>	<b>6,910</b>	<b>-</b>	<b>20,000</b>

#### TOTAL DEPARTMENT APPROPRIATION

46,740	6,910	-	-	20,000
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#### Allocation of Positions:

DEPUTY TOWN CLERK / ASST TO TOWN MGR	-	-	-	-
TOWN CLERK	-	-	-	-

#### Total Full Time Equivalent Employees

0.00	0.00	0.00	0.00	0.00
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#### NOTES:

822 Election consolidation cost



# Town of Fairfax

## 2022-23 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.

<b>DEPARTMENT SUMMARY</b>	<b>FY 2019-20</b> Actual	<b>FY 2020-21</b> Actual	<b>FY 2021-22</b> Adopted	<b>FY 2021-22</b> Projected	<b>FY 2022-23</b> ADOPTED
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**PERSONNEL**

401 REGULAR SALARIES	34,152	35,473	34,808	37,546	81,308
411 REG PART-TIME SALARIES	11,335	20,448	11,900	16,161	12,495
415 ACCRUED LEAVE CASHOUT	1,424	658	1,673	7,127	3,863
421 TEMP EMPLOYEES	-	-	-	-	-
461 OVERTIME	-	2,327	-	3,103	-
491 HEALTH INSURANCE	746	5,282	6,257	3,088	12,629
492 WORKERS COMP	1,704	1,883	1,837	1,837	4,020
493 RETIREMENT	4,709	5,988	4,089	3,801	10,266
494 MEDICARE	303	772	674	922	1,345
495 FICA/PTS	-	-	450	-	-
496 PERS UAL/SIDEFUND	-	1,540	-	-	-
611 ALLOWANCES	123	173	592	335	1,564
<b>SUBTOTAL PERSONNEL</b>	<b>54,495</b>	<b>74,544</b>	<b>62,280</b>	<b>73,920</b>	<b>127,490</b>

**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	1,020	-	500	-	525
815 PRINTING	-	-	-	-	-
821 OUTSIDE SERVICES	16,752	7,488	18,500	18,500	25,000
822 PROFESSIONAL SERVICES	-	25,000	50,000	25,000	50,000
842 SPECIAL DEPT SUPPLIES	517	84	650	286	683
861 BUS.MEET/CONF.	-	2,162	800	-	840
862 DUES & SUBSCRIPTIONS	20	-	400	-	420
890 MISCELLANEOUS	-	-	-	-	-
<b>SUBTOTAL OPERATING</b>	<b>18,308</b>	<b>34,734</b>	<b>70,850</b>	<b>43,786</b>	<b>77,468</b>

**TOTAL DEPARTMENT APPROPRIATION** 72,804 109,277 133,130 117,706 204,957

**Allocation of Positions:**

TOWN MANAGER	0.10	0.10	0.10	0.10	0.30
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 0.50

**NOTES:**

- 821 Preemployment services, Special attorney fees & HR Consultant
- 822 Recruiting for key staff positions
- 842 Staff recognition

## FINANCE DEPARTMENT

### 2021-22 ACCOMPLISHMENTS:

- Continued implementation of Tyler Incode financial software
- Developed and issued timely new accounting statement for monthly financial reports
- Completed new budget documents for FY21-22 year (three documents of 125 pages each).
- Used new modules including General Ledger, Accounts Payable, Purchase Orders, Project Accounting, Payroll, Employee benefits and Fixed Assets.
- Successfully automated CalPERS reporting.
- Used new software to accurately project and manage Town revenues and expenses.
- Completed and presented audit of FY21 financial statements with “clean” opinion.
- Hired and trained new PT Accountant to replace retiring PT accountant; transitioned previous PT Accountant to Special Project accountant position (1 day per week).
- Hired and trained student Office Assistant.
- Kept low number of liability and workers comp claims.
- Worked with other departments to manage FEMA COVID and other activities during personnel transitions
- Added 401(a) deferred compensation plan
- Expanded investment options for 457 TPS deferred compensation plan
- Worked with Fairfax Festival organizers to bring back the Festival after COVID.

## FINANCE DEPARTMENT

### FY 2022-23 GOALS AND OBJECTIVES:

- Continue implementing Tyler Incode accounting software program to expand access and end-user training to all departments including cash receipts, fixed assets, permits, project accounting, CAFR software (for financial reports), and budgeting.
- Work with Building & Planning Department to implement systems for building-deposits and revenue tracking.
- Renegotiate MOUs.
- 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
- Add web-based process for permitting to extend Social Distancing measures
- Explore web based business license applications



# Town of Fairfax

## 2022-23 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 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

401 REGULAR SALARIES	122,610	131,075	144,176	133,531	153,424
411 REG PART-TIME SALARIES	60,009	99,833	59,500	71,013	74,564
415 ACCRUED LEAVE CASHOUT	5,895	-	6,013	6,163	6,471
421 TEMP EMPLOYEES	6,605	1,093	5,000	3,483	5,000
491 HEALTH INSURANCE	24,289	24,466	25,207	25,207	26,173
492 WORKERS COMP	7,408	8,037	7,972	7,972	9,347
493 RETIREMENT	16,845	20,839	14,912	20,474	21,198
494 MEDICARE	1,055	3,239	2,937	3,033	3,128
495 FICA/PTS	1,140	-	2,988	3,049	981
496 PERS UAL/SIDEFUND	6,742	-	4,873	8,960	5,757
611 ALLOWANCES	797	1,238	1,964	1,703	1,964
<b>SUBTOTAL PERSONNEL</b>	<b>253,394</b>	<b>289,819</b>	<b>275,542</b>	<b>284,589</b>	<b>308,007</b>

**OPERATING EXPENSES**

711 OFFICE EQUIP MAINT.			300	-	-
731 BLDG-GROUNDS MAINT.	2,415	1,627	3,746	3,051	4,071
804 TELEPHONE	819	750	1,000	906	1,050
811 POSTAGE	392	612	800	555	840
813 OFFICE SUPPLIES	1,887	2,959	1,700	2,904	1,785
815 PRINTING	-	-	500	-	-
821 OUTSIDE SERVICES	6,638	3,666	9,000	9,000	9,450
822 PROFESSIONAL SERVICES	31,961	61,816	85,000	67,281	69,250
861 BUS.MEET/CONF.	-	79	500	633	525
862 DUES & SUBSCRIPTIONS	360	315	1,000	779	1,050
890 MISCELLANEOUS	35	418	2,000	562	2,100
<b>SUBTOTAL OPERATING</b>	<b>44,506</b>	<b>72,242</b>	<b>105,546</b>	<b>85,671</b>	<b>90,121</b>

**TOTAL DEPARTMENT APPROPRIATION**

**297,900      362,061      381,088      370,260      398,128**

**Allocation of Positions:**

FINANCE DIRECTOR	0.90	0.90	0.90	0.90	0.90
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:** 821 Bank charges/analysis, GASB 34 compliance, tax audits, actuarial study, CPA review, Assistance with implementation of accounting software  
 822 Merchant fees, bank analysis; Contract revenue analysis (sales & property tax; TOT) Software licenses; GovInvest (GASB 75 actuarial)

## PLANNING & BUILDING SERVICES

### 2021 - 2022 ACCOMPLISHMENTS

- COVID-19 crisis response, including:
  - Issuing Temporary Outdoor Use business permits
  - Publishing public information
  - Adopting and implementing a virtual meetings platform
  - Enforced COVID-19 complaints
  - Providing Town Hall in-person services under COVID protocols
- Permits and Zoning Enforcement Mid 2021-to-date
  - Issued 13 Use Permits, 15 Variances, 5 Design Reviews, 2 Hill Area Residential Developments, 1 Encroachment Permits, 2 Excavation Permits, 5 Tree Permits, 1 Ridgeline Scenic Corridor permit
  - Approved 14 Accessory Dwelling Units (ADUs) /Junior Accessory Dwelling Units (JADUs)
  - Issued 499 construction permits with \$12,003,529.00 in valuation
  - Reviewed, and issued permits for 96 solar systems
  - Reviewed, and issued permits for 78 battery back-up systems
  - Wrote 87 Residential Resale Inspection Reports
  - Worked on 35-50+ requests for information and planning services per day.
- GIS digitization and georeferencing:
  - Worked on diagrammatic products including public parcels, fire hazard, historic study areas, spotted owl protection, roads and trails, zoning
- Planning Commission
  - Worked on the Objective Design and Development Standards (ODDS): draft toolkit pending, public outreach, historic (held 2 meetings and 1 subcommittee review)
  - Conducted public hearings and reviews on 20 projects involving 44 discretionary permit applications, including 2 new houses
- Housing Element Work Program:
  - Continued to gather public input from the Housing Element interactive website, and continue to post informational articles
  - Hired a historic consultant
  - Initiated a promotional program for ADUs/JADUs
  - Initiated the Inclusionary Housing program

## **2022 - 2023 GOALS AND OBJECTIVES**

- Complete updates of Housing, Safety, and Land Use Elements.
- Complete adoption of ODDS process
- Improve public services functionality of Tyler Technologies for Planning and Building
- Work towards creating full time Assistant Planner and Building Inspector positions.



# Town of Fairfax

## 2022-23 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 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
Actual	Actual	Adopted	Projected	ADOPTED

### PERSONNEL

401 REGULAR SALARIES		268,283	241,920	274,895	228,107	225,398
411 REG PART-TIME SALARIES	SEE NOTE	35,027	63,106	30,000	95,935	42,888
415 ACCRUED LEAVE CASHOUT		2,798		9,880	9,880	13,333
421 TEMP EMPLOYEES		-	-	5,000	5,000	
491 HEALTH INSURANCE		49,383	51,733	50,804	50,804	65,548
492 WORKERS COMP.		11,959	12,765	11,901	11,901	14,272
493 RETIREMENT		30,498	35,809	29,902	29,902	35,885
494 MEDICARE		4,121	4,068	4,266	4,266	4,777
495 FICA/PTS		1,191	-	1,222	1,222	1,608
496 PERS UAL/SIDEFUND		50,695		56,456	56,456	41,662
611 ALLOWANCES		3,518	720	720	720	1,920
<b>SUBTOTAL PERSONNEL</b>		<b>457,473</b>	<b>410,119</b>	<b>475,046</b>	<b>494,193</b>	<b>447,291</b>

### OPERATING EXPENSES

731 BLDG-GROUNDS MAINT.		2,514	1,628	3,000	3,171	4,093
802 POWER		505	402	450	444	473
804 TELEPHONE		1,801	1,721	1,500	1,549	1,575
811 POSTAGE		538	767	2,000	612	2,100
812 REPRODUCTION		47	743	10,000	-	10,500
813 OFFICE SUPPLIES		2,021	2,948	2,000	3,131	2,100
814 LEGAL ADS	SEE NOTE	449	158	1,500	133	1,575
815 PRINTING		-	-	2,000	2,301	2,100
821 OUTSIDE SERVICES	SEE NOTE	45,542	50,057	552,200	176,977	375,223
822 PROFESSIONAL SERVICES	SEE NOTE	4,847	1,815	15,000	3,224	15,750
842 SPECIAL DEPT SUPPLIES		-	27	1,500	-	1,575
861 BUS.MEET/CONF.	SEE NOTE	2,281	1,000	2,000	-	2,100
862 DUES & SUBSCRIPTIONS		5,595	-	5,000	-	6,000
<b>SUBTOTAL OPERATING</b>		<b>66,142</b>	<b>61,265</b>	<b>598,150</b>	<b>191,541</b>	<b>425,163</b>

### TOTAL DEPARTMENT APPROPRIATION

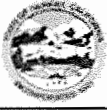
**523,615      471,385      1,073,196      685,735      872,455**

### 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
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
<b>Total Full Time Equivalent Employees</b>	<b>2.85</b>	<b>2.85</b>	<b>2.85</b>	<b>2.85</b>	<b>2.85</b>

NOTES:	411 Planning Commission minutes / Zoning Tech & Intern
	814 Housing Element & zone changes updates
	821 Includes outside services for HE update, ODDS, Inclusionary Hsg, and ADUs
	822 Televis, Zoom Planning Commission & Housing Element mtgs, GIS
	862 Marin Maps





# Town of Fairfax

## 2022-23 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 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
Actual	Actual	Adopted	Projected	ADOPTED

### PERSONNEL

401 REGULAR SALARIES	107,506	109,812	109,812	112,638	118,900
415 ACCRUED LEAVE CASHOUT	4,416	4,504	4,504	-	4,848
491 HEALTH INSURANCE	20,802	21,390	22,425	22,425	23,604
492 WORKERS COMP.	4,284	4,578	5,006	5,006	4,902
493 RETIREMENT	12,399	14,273	13,595	12,396	14,744
494 MEDICARE	1,511	1,555	1,536	1,427	1,656
496 PERS UAL/SIDEFUND	19,887	15,000	14,376	16,661	16,984
611 ALLOWANCES	664	720	720	720	720
<b>SUBTOTAL PERSONNEL</b>	<b>171,468</b>	<b>171,832</b>	<b>171,974</b>	<b>171,273</b>	<b>186,358</b>

### OPERATING EXPENSES

711 OFFICE EQUIP MAINT.	-	-	321	-	321
722 VEHICLE MAINTENANCE	3,718	3,496	3,500	4,169	3,500
731 BLDG-GROUNDS MAINT.	2,428	1,627	2,000	3,075	4,093
802 POWER	505	402	500	444	500
804 TELEPHONE	1,801	1,701	1,500	1,550	1,500
811 POSTAGE	496	653	500	534	500
813 OFFICE SUPPLIES	620	1,055	1,200	720	1,200
821 OUTSIDE SERVICES	19,145	43,653	60,000	36,556	50,000
822 PROFESSIONAL SERVICES	1,120		5,000	3,704	5,000
861 BUS.MEET/CONF.	665	301	1,000	-	1,000
862 DUES & SUBSCRIPTIONS	325	951	500	1,904	500
<b>SUBTOTAL OPERATING</b>	<b>30,823</b>	<b>53,838</b>	<b>76,021</b>	<b>52,655</b>	<b>68,114</b>

**TOTAL DEPARTMENT APPROPRIATION** 202,291 225,670 247,995 223,929 254,472

### Allocation of Positions:

BUILDING OFFICIAL	0.75	0.75	0.75	0.75	0.75
ASST BUILDING OFFICIAL					
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 DEPARTMENT**

The Fairfax Police Department (FPD) 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 9-1-1 dispatch center (which also serves the communities of Ross and the College of Marin). It operates a staffed police lobby open to the public 24 hours a day; comprehensive records management; information technology within the police network; property and evidence management; special event management; ABC (alcoholic beverage control) evaluations and approvals; emergency management/disaster planning; personnel services, including payroll management, recruitment and departmental training.

### **MISSION**

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

### **ORGANIZATION**

The department is budgeted for 17 full time positions. 11 sworn Police Officers and 6 non-sworn employees (5 Dispatchers and 1 Police Service Technician), and 6 part time employees. (1 Police Reserve, 1 Police Services Technician, and 4 part time Dispatchers)

The department is comprised of the following full and part time Classifications which in this fiscal year are intended to be filled as follows:

- 1 Police Chief
- 0 Lieutenant
- 3 Sergeants
- 1 Corporal
- 6 Patrol Officers
- 5 Dispatchers
- 1 Police Service Technician

Total: 17 full time employees (FTE's)

- 2 reserve Dispatchers (part time/hourly as needed)
- 1 reserve Police Officers (part time /hourly as needed)
- 2 Police Cadets
- 1 part time Police Services Technician

Total: 6 part time reserve employees

- 1 Frozen Police Officer position (unfilled since 10/2005)

As classifications remain the same, the filling of those positions is fluid based on the needs of the organization and qualifications and capabilities of employees to fill these classifications.

The Fairfax Police Department by nature through our services to the community generates approximately \$1.8 million of revenue that is allocated to Town General Fund and other Town Accounts.

## 2021 - 2022 ACCOMPLISHMENTS

- Appointed a permanent Police Chief and brought the department to full staffing levels.
- Attend mandatory and elective training for police staff despite COVID-19 constraints.
- Continued to receive a high rating on Peace Officer Standards and Training (POST) related Audits on Background Hiring Documents and Training Records.
- Maintained healthy staffing levels and 24/7 operation throughout COVID-19 Pandemic.
- Continued progress for the installation of the Office of Emergency Services (OES) Next- Gen 9-1-1 Project in compliance with new Department of Justice (DOJ) Regulations and Requirements.
- Implemented Sunridge RIMS & Internal Procedural process for collecting Racial and Identity Profiling Act (RIPA) Stop Data. Conduct and complete RIPA Stop Data Test Phase and get DOJ Approval. Formalize RIPA Collecting and Reporting process through Sunridge RIMS Computer Aided Dispatch (CAD) System. Implemented a FPD RIPA Stop Data Dashboard.
- Completed department wide daily policy training using Nixle KMS Daily Training Bulletin.
- Updated the FPD Website.
- Worked with Racial Equity and Social Justice Committee (RESJ) and RESJ Practices and Public Safety Alternatives Subcommittee (PPSA).
- Re-implemented *Coffee with a Cop* Community Outreach effort.
- Collaborated on a proposal to develop a diversity, equity and inclusion proposal with programs and initiatives for Town Council consideration.
- Replaced two vehicles with Hybrids SUVs and obtained the first Electric Vehicle (EV) for FPD
- Completed National Incident-Based Reporting System (NIBRS) migration.
- Amend dispatch contract for College of Marin Police for four years (FY 25-26).

## 2022 - 2023 GOALS AND OBJECTIVES

- Add 1 full time employee (FTE) Non-Sworn Dispatcher Position
- Add to and expand the EV Fleet for the FPD.
- Complete POST mandated training for all full and part time personnel as of 12/31/2022.
- Bring new 9-1-1 dispatch phone system online (100% paid for by State 911 funding).
- Continue to work on implementing Next Gen Marin Emergency Radio Authority (MERA) project for FPD and public works.
- Continue to implement RIPA with submissions to DOJ and evolve the presentation of that data on the RIPA "Dashboard" on the website.
- Upgrade Mobile Data Terminal (MDT) for patrol vehicle fleet.
- Migrate to Rapid Deploy Text to 9-1-1 solution.



# Town of Fairfax

## 2022-23 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 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
Actual	Actual	Adopted	Projected	ADOPTED

**PERSONNEL**

401 REGULAR SALARIES	SEE NOTE	373,730	321,989	381,118	361,000	471,057
402 SAFETY SALARIES		1,230,154	1,191,240	1,324,717	1,260,000	1,278,188
415 ACCRUED LEAVE PAYOUT		70,167	145,174	50,000	50,000	50,000
421 TEMP EMPLOYEES		94,223	134,624	100,000	143,662	100,000
461 OVERTIME		180,963	128,672	150,000	170,000	175,000
481 HOLIDAY PAY		85,873	82,091	78,908	83,368	95,019
491 HEALTH INSURANCE		234,700	196,425	261,907	224,000	285,471
492 WORKERS COMP.		73,598	73,598	69,892	69,942	85,337
493 RETIREMENT		227,537	238,600	257,719	240,200	267,508
494 MEDICARE		26,188	26,628	27,881	26,302	29,209
495 FICA/PTS		681		-	-	1,991
496 PERS UAL/SIDEFUND	SEE NOTE	638,219	550,000	461,345	461,345	545,053
497 OVERTIME REIMB	SEE NOTE	4,000	(482)	(15,000)	-	(5,000)
498 TUITION REIMB			7,774	10,000	11,344	16,000
499 OTHER					62,650	
611 ALLOWANCES		3,960	3,765	6,000	3,565	6,000
<b>SUBTOTAL PERSONNEL</b>		<b>3,243,994</b>	<b>3,100,099</b>	<b>3,164,487</b>	<b>3,167,378</b>	<b>3,400,833</b>

**Allocation of Positions:**

POLICE CHIEF	1.00	1.00	1.00	1.00	1.00
POLICE LIEUTENANT	-	-	1.00	1.00	-
SERGEANT	3.00	3.00	2.00	2.00	3.00
CORPORAL	2.00	2.00	1.00	1.00	1.00
POLICE OFFICER	4.00	4.00	6.00	6.00	6.00
DISPATCHER	4.00	4.00	4.00	4.00	5.00
POLICE SERVICES TECH / CSO	1.00	1.00	1.00	1.00	1.00
<b>Total Full Time Equivalent Employees</b>	<b>17.00</b>	<b>17.00</b>	<b>16.00</b>	<b>16.00</b>	<b>17.00</b>
DISPATCHER, RESERVE	4.00	4.00	4.00	4.00	2.00
POLICE OFFICER, RESERVE	2.00	2.00	1.00	1.00	1.00
POLICE CADET	1.00	1.00	1.00	1.00	2.00
POLICE SERVICE TECH	1.00	1.00	1.00	1.00	1.00

**NOTES:** 401 Addition of one FTE non sworn Dispatcher to meet staffing needs.  
 496 See Fund 6 - Retirement for details; The Town refinanced the UAL which resulted in significant reduction in interest costs.  
 497 Reimbursible Overtime - Fairfax Festival and various special events



# Town of Fairfax

## 2022-23 Operating Budget

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

### DEPARTMENT SUMMARY

FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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#### OPERATING EXPENSES

631	COMM EQUIP REPLACE		999	-	7,000	7,000	7,000
711	OFFICE EQUIP MAINTENANCE		-	-	1,500	1,500	1,500
712	COMPUTER EQUIP MAINTENANCE	SEE NOTE	37,558	28,975	68,000	60,000	68,000
721	FIELD EQUIP MAINTENANCE		1,146	716	1,000	1,000	1,000
722	VEHICLE MAINTENANCE		34,122	23,679	24,000	34,000	24,000
723	COMMUNICATION EQUIP MAINT		1,991	2,636	3,000	3,000	3,000
725	MERA DEBT SERVICE	SEE NOTE	38,340	34,707	3,659	3,659	-
726	MERA MEMBERSHIP FEE		32,379	37,698	38,882	38,882	44,089
731	BLDG-GROUNDS MAINTENANCE		22,002	12,223	26,000	26,000	26,000
801	WATER		1,580	1,677	1,900	1,900	1,900
802	POWER		2,022	1,624	2,000	2,000	2,000
804	TELEPHONE	SEE NOTE	22,797	25,811	27,000	27,000	35,000
806	FUEL		21,017	16,755	18,000	22,000	24,000
811	POSTAGE		1,227	608	2,000	2,000	2,000
812	REPRODUCTION		3,282	1,274	4,000	4,000	4,000
813	OFFICE SUPPLIES		1,554	2,988	3,000	3,000	3,000
815	PRINTING		2,639	2,685	4,000	5,000	4,000
822	PROFESSIONAL SERVICES	SEE NOTE	65,229	32,665	55,000	55,000	55,000
841	SMALL TOOLS		423	11	500	500	500
842	SPECIAL DEPT SUPPLIES		5,798	10,376	12,500	12,500	12,500
851	UNIFORM		22,711	19,102	19,200	23,000	19,850
861	BUS.MEET/CONF.		463	342	5,000	5,000	5,000
862	DUES & SUBSCRIPTIONS		10,255	10,322	11,400	9,500	11,400
883	P.O.S.T.	SEE NOTE	6,398	4,164	13,000	14,000	18,000
889	BOOKING FEES		-	-	3,000	3,000	3,000
<b>SUBTOTAL OPERATING</b>			<b>335,931</b>	<b>271,038</b>	<b>354,541</b>	<b>364,441</b>	<b>375,739</b>

#### TOTAL DEPARTMENT APPROPRIATION

<b>3,579,925</b>	<b>3,371,137</b>	<b>3,519,028</b>	<b>3,531,819</b>	<b>3,776,572</b> 107.319%
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#### NOTES:

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

725 Marin Emergency Radio Authority (MERA) - Costs are split with Public Works Dept 511  
 Note: MERA system debt paid off in FY21.

804 Increase of \$5,000 in pre MERA fiber system installation.

822 Firing range costs, blood analysis, website maintenance, evidence room alarm security, routine janitorial services, and the Prandi Childrens Center (forensic interview for child victims of violent crimes). External Investigation professional services; Body cam maintenance

883 Police Officer Standards Training (POST) - Partially state reimbursed (SEE 01-060-615)



# Town of Fairfax

## 2022-23 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 Mayor 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 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
Actual	Actual	Adopted	Projected	ADOPTED

**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	-	105
7,470	27,632	19,300	467	19,265
129,755		1,000	-	1,050
3,000	3,311	3,600	3,600	3,600

**SUBTOTAL OPERATING**

140,225 30,943 24,000 4,067 24,020

**TOTAL DEPARTMENT APPROPRIATION**

140,225 30,943 24,000 4,067 24,020

**Allocation of Positions:**

**Total Full Time Equivalent Employees** 0.00 0.00 0.00 0.00 0.00

**NOTES:**

821 Marin County Sheriff OES (\$4,300); disaster preparedness materials (\$5,000); and Neighborhood Resource Group (NRG) Coordinator (\$10,000); other

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

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.

## 2022 - 2023 BUDGET

The Ross Valley Fire Department operating budget for FY 2021-22 is approximately \$12.06M. The budget is primarily funded through member contributions (approx. \$10.9M), 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 \$134,000 or 5.1% from \$2,601,413 to \$2,735,033. The Town's contributions include the annual base contribution plus prior obligations of the JPA before Ross joined. The Fire budget also includes \$15,000 for annual facility maintenance costs. This cost is not included in the Town's annual contribution to the JPA.

Additional information regarding the Ross Valley Department is available at [www.rossvalleyfire.org](http://www.rossvalleyfire.org).



# Town of Fairfax

## 2022-23 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 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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### PERSONNEL

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

### OPERATING EXPENSES (TOWN SHARE)

493 RVFS RETIREMENT	SEE NOTE	246,887	286,528	342,301	342,301	395,767
721 FIELD EQ MAINT		-	-	79,535	79,535	82,716
724 RVFS OPEB LIAB		138,114	126,290	29,656	29,656	14,852
725 MERA DEBT SERVICE		-	-	-	-	-
881 RVFS CONTRACT		2,046,153	2,092,330	2,153,431	2,153,431	2,251,355
<b>SUBTOTAL TOWN'S JPA CONTRIBUTION</b>		<b>2,431,154</b>	<b>2,505,148</b>	<b>2,604,923</b>	<b>2,604,923</b>	<b>2,744,690</b>

730 INSPECTION/PREVENTION	SEE NOTE	73,500	(20,856)	40,000	37,480	40,000
731 BUILDINGS & GROUNDS MAINT		25,221	1,024	15,000	15,000	15,000
<b>SUBTOTAL OPERATING</b>		<b>2,529,875</b>	<b>2,485,316</b>	<b>2,659,923</b>	<b>2,657,403</b>	<b>2,799,690</b>

**TOTAL DEPARTMENT APPROPRIATION** 2,529,875 2,485,316 2,659,923 2,657,403 2,799,690

NOTES: 493 The Ross Valley Fire Department participates in CalPERS with two plans in effect.  
 730 Includes one time MWPA 20% funds for defensible space inspections/mitigations in yr 1; these funds will be passed thru to RVFD  
 Funding for Wildfire management is provided by grants in revenues  
 NOTE: See Fund 5 for Fire Station improvements

Our JPA contribution consists of:	FY19	FY20	FY21	FY22	Incr (Decr)	FY23 BUD
- Contract payment	1,943,947	2,046,153	2,092,330	2,153,431	97,924	2,251,355
- Side Fund						
- Retirement Unfunded Liability	193,370	246,887	286,528	342,301	53,466	395,767
- Apparatus Replacement				79,535	3,181	82,716
- OPEB Prior Liability	201,546	138,114	126,290	29,656	(14,804)	14,852
- Mera Bond						
<b>Total</b>	<b>2,338,863</b>	<b>2,431,154</b>	<b>2,505,148</b>	<b>2,604,923</b>	<b>139,767</b>	<b>2,744,690</b>
<b>% Change</b>	<b>4.67%</b>	<b>3.95%</b>	<b>3.04%</b>	<b>3.98%</b>		<b>5.37%</b>



## **PUBLIC WORKS ADMINISTRATION**

### **ORGANIZATION**

The Public Works Director position is filled with a combination of Town and consultants' staff. The budget reflects the time the Interim Public Works Director and Building Official/Public Works 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 provides funding for the 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 the Street Lighting divisions.

### **2021 - 2022 ACCOMPLISHMENTS**

- Completed \$420,000 in emergency repairs after the Sir Francis Drake landslide and applied for reimbursement funding through the Federal Emergency Management Agency (FEMA).
- Worked with a consultant on the Community Rating System (CRS) audit to remain in the program saving the town & residents 5% off the cost of flood insurance.
- Set up tanks and pumps to use recycled water to water park trees.
- Established guidelines for Outdoor Dining construction.
- Conducted road reparations (patching) in various locations around town.
- Installed accessible curb ramps on Park Road and Bolinas Road.
- Issued 230 encroachment permits primarily for maintenance by PG&E, Marin Water, Ross Valley Sanitary District (RVSD), Comcast, and AT&T.
- Completed repairs to the Peri Park path of travel, ramp, and stairs to the bathroom.
- Successfully applied to the Metropolitan Transportation Commission (MTC) for updating the Town of Fairfax's Pavement Management System.
- Submitted a letter to CalOES (Office of Emergency Services) and FEMA requesting additional funding and a time extension for the Pavilion Project.
- Submitted the Quarterly Report to FEMA and CalOES for the Pavilion Project.
- Submitted application for the Per Capita Grant Funding to California State Parks for \$177,952 to be used to build a new electric kitchen inside the Pavilion.
- Declared an emergency on Pine Drive due to the collapse of roadway caused by unpermitted work. The Town took action to design and reconstruct the roadway.
- Added 2<sup>nd</sup> Charge Point EV in the Parkade

## **2022 - 2023 GOALS AND OBJECTIVES**

- Hire a full-time Public Works Director.
- Develop a plan for appropriate department staffing.
- Plan vehicle and equipment replacement schedule.
- Develop a Town Hall Master Plan.
- Develop Park Master Plan.
- Develop ADA Transition Plan.
- Implement Tree Maintenance Plan approved in FY 2020/21
- Evaluate potential road impact fees by County for Sunnyside Flood Detention trucks on SFD
- Commence Azalea/SFD crossing with flashing beacons using grant funds
- Keep CIP projects on schedule:
- Start construction of the Pavilion Seismic Retrofit Project, ADA Improvements and Electric Kitchen.
- Continue progress on all six Bridges under design for repair or replacement.
- Commence construction on Meadow Way Bridge in March 2023
- Design and construct roadway improvements based on the MTC's Guidelines, PCI Ratings, and the Director's judgement.
- Embark on Storm Water Mapping and Inventory Assessment using American Rescue Plan Act (ARPA) Funds.
- Town Hall and Community Center Remodel.
- Various listed roadway stabilization projects.



# Town of Fairfax

## 2022-23 Operating Budget

**FUND** 01 GENERAL FUND  
**ACTIVITY** 510 PUBLIC WORKS ADMIN

### ACTIVITY DESCRIPTION

Administration is responsible for 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 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
Actual	Actual	Adopted	Projected	ADOPTED

### PERSONNEL

401 REGULAR SALARIES	SEE NOTES	87,962	123,870	258,957	205,904	178,610
411 REG PART-TIME SALARIES		6,641		-	-	-
415 ACCRUED LEAVE CASHOUT		3,669	4,564	4,517	15,741	5,510
421 TEMP EMPLOYEES		-	838		-	
461 OVERTIME					8,633	
491 HEALTH INSURANCE		14,402	16,639	16,774	10,511	21,488
492 WORKERS COMP.		5,494	5,321	3,677	5,516	9,162
493 RETIREMENT		9,172	17,561	11,164	8,690	25,903
494 MEDICARE		1,226	1,725	1,346	3,445	3,095
495 FICA/PTS		-	-		-	
496 PERS UAL/SIDEFUND		7,290	6,000	6,042	5,672	7,139
611 ALLOWANCES		198	240	1,428	2,198	1,200
<b>SUBTOTAL PERSONNEL</b>		<b>136,054</b>	<b>176,757</b>	<b>303,905</b>	<b>266,308</b>	<b>252,107</b>

### OPERATING EXPENSES

711 OFFICE EQUIP MAINTENANCE		-	-	100	-	105
731 BLDG-GROUNDS MAINTENANCE		136	50	134	908	134
804 TELEPHONE		-	-	500	255	525
811 POSTAGE		571	550	400	600	420
813 OFFICE SUPPLIES		-	-	308	454	323
815 PRINTING		-	-	100	-	105
821 OUTSIDE SERVICES	SEE NOTES	45,885	35,675	45,000	18,141	207,250
822 PROFESSIONAL SERVICES	SEE NOTES	5,677	16,398	21,500	22,296	3,000
823 STORMWATER POLLUTION	SEE NOTES	27,361	30,871	32,000	47,322	33,600
842 SPECIAL DEPT SUPPLIES		715		1,000	1,286	1,050
861 MTGS/TRAVEL		24			-	-
890 MISCELLANEOUS	SEE NOTES	-	-	2,000	5,145	2,100
<b>SUBTOTAL OPERATING</b>		<b>80,369</b>	<b>83,543</b>	<b>103,042</b>	<b>96,408</b>	<b>248,612</b>

### TOTAL DEPARTMENT APPROPRIATION

**216,422      260,300      406,947      362,716      500,719**

### Allocation of Positions:

PUBLIC WORKS DIRECTOR				1.00	1.00	1.00
TOWN MANAGER/PW DIRECTOR	0.30	0.30	0.30	-	-	
CONSULTING ENGINEER/PROJ MGR (PT)	0.42	0.42	0.42	0.42	0.42	0.42
BUILDING OFFICIAL/PW MANAGER	0.25	0.25	0.25	0.25	0.25	0.25

### Total Full Time Equivalent Employees

**0.97      0.97      1.97      1.67      1.67**

**NOTES:** 401 For FY21-22, the full cost of a DPW director is allocated to DPW admin; est. costs \$185k  
 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)  
 823 MCSTOPPP Fee (\$25,000) , SWRCB Fee (\$7,000)  
 890 PW Office clean up/renovation



# Town of Fairfax

## 2022-23 Operating Budget

**FUND            01 GENERAL FUND**  
**ACTIVITY        511 STREET MAINT & PUBLIC WORKS**

**ACTIVITY DESCRIPTION**

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

**DEPARTMENT SUMMARY**

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

401 REGULAR SALARIES	143,553	159,983	152,996	152,996	173,021
415 ACCRUED LEAVE CASHOUT	-	1,707		3,377	8,318
461 OVERTIME	1,718	3,261	-	1,573	2,000
491 HEALTH INSURANCE	32,171	32,319	33,273	21,820	34,700
492 WORKERS COMP.	6,941	7,459	5,810	5,810	7,298
493 RETIREMENT	16,020	20,497	18,961	17,714	20,790
494 MEDICARE	2,008	2,290	2,144	2,317	2,443
495 FICA/PTS	-	-	-	-	-
496 PERS UAL/SIDEFUND	23,595	20,000	17,056	17,056	20,151
499 OTHER PAYMENTS	-	-		7,875	
611 ALLOWANCES	1,331	1,425	1,425	1,567	1,425
<b>SUBTOTAL PERSONNEL</b>	<b>227,336</b>	<b>248,940</b>	<b>231,665</b>	<b>232,105</b>	<b>270,145</b>

**OPERATING EXPENSES**

641 EQUIPMENT RENTAL	-	-	500	-	525
721 FIELD EQUIP MAINTENANCE	1,140		500	-	525
722 VEHICLE MAINTENANCE	9,677	24,071	12,500	9,654	13,125
723 COMMUNICATION EQUIP MAINT	-	-	500	-	525
725 MERA DEBT SERVICE	8,777	7,937	846	1,128	888
726 MERA MEMBERSHIP FEE	7,492	8,722	8,997	11,996	9,447
731 BLDG-GROUNDS MAINTENANCE	13,034	115	733	52	798
802 POWER	-	-	1,500	-	1,575
803 DUMP FEES	96		300	1,182	315
804 TELEPHONE	1,259	1,290	1,000	1,093	1,050
806 FUEL	16,491	15,755	18,000	19,140	18,900
813 OFFICE SUPPLIES	305	686	500	49	525
821 OUTSIDE SERVICES	35,744	28,217	55,000	85,315	85,000
841 SMALL TOOLS	1,208	1,008	-	1,725	-
842 SPECIAL DEPT SUPPLIES	34,737	24,589	42,000	34,747	38,100
851 UNIFORM	956	956	956	1,799	1,004
861 TRAVEL/TOLLS	-	18	200	-	210
<b>SUBTOTAL OPERATING</b>	<b>130,918</b>	<b>113,364</b>	<b>144,032</b>	<b>167,881</b>	<b>172,512</b>

**TOTAL DEPARTMENT APPROPRIATION**

	358,254	362,303	375,697	399,986	442,657
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**Allocation of Positions:**

CONSULTING PW DIRECTOR PT	0.125	0.125			
SENIOR MAINTENANCE WORKER	1.00	1.00	1.00	1.00	1.00
MAINT. WORKER III	1.00	1.00	1.00	1.00	1.00
MAINT. WORKER I	0.25	0.25	0.25	0.25	0.25

**Total Full Time Equivalent Employees**

	2.38	2.38	2.25	2.25	2.25
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**NOTES:** 497 Overtime charged to Festival Fund for annual festival.  
 Maint Worker I - 50% of full-time worker + part-timer  
 821 Outside labor for right-of-way clearing & Biennial street markings; Engineering Services; tree trimming  
 inhouse contract services for maint of pavement sections (digouts), retaining walls, drainage, Center Blvd maint  
 842 Maint materials including pipe, asphalt, concrete and hardware; required Hazardous Materials  
 response, street signs, and paint for curbs, crosswalks, street markings, replacing barricades etc...



# Town of Fairfax

## 2022-23 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 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

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


**SUBTOTAL PERSONNEL**

- - - - -

**OPERATING EXPENSES**

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

73,763	56,370	52,000	59,368	60,000
13,115	23,543	25,000	22,225	24,000
17,519	5,360	20,000	6,000	10,000

**SUBTOTAL OPERATING**

104,397 85,273 97,000 87,593 94,000

**TOTAL DEPARTMENT APPROPRIATION**

104,397 85,273 97,000 87,593 94,000

**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

## CLIMATE & ENVIRONMENT DEPARTMENT

The Climate & Environment Department is a newly created department for FY 2022-23. It is currently comprised of a half-time Climate Action Coordinator position that is shared with the Town of San Anselmo.

Department staff work with the Climate Action Committee (CAC), external partners such as the Marin Climate & Energy Partnership (MCEP), and other Town staff on coordination and prioritization of climate and environmental initiatives, as well as identify and apply for funding sources for these initiatives.

### 2022 - 2023 GOALS AND OBJECTIVES

- Implement an all-electric landscape equipment ordinance and associated trade-in and rebate program for residents and landscapers
- Investigate and pursue innovative technologies such as microgrids, distributed solar generation, and distributed battery storage for Town facilities
- Implement electrification and energy efficiency upgrades of Town facilities
- Identify and apply for climate-related funding opportunities
- Provide content for Town newsletters and social media to educate residents about climate-related ordinances, incentives, programs, events, and resources
- Continue implementation of SB 1383 requirements including outreach to businesses, updates to procurement policies, waste characterization studies, training of staff, and development of enforcement procedures and processes
- Develop and implement a fleet electrification policy and fleet conversion strategy
- Provide guidance, direction, and updates to the CAC on climate action priorities
- Manage and complete reporting for all climate-related grants
- Collaborate with external partners such as MCEP to discuss and develop policy and program initiatives to reduce emissions and build resilient communities
- Develop, implement resident rebate programs to buy E-bikes and electric appliances
- Pursue pilot programs (ie - with Orange Charger to install Orange Outlets at public locations and multi-family dwellings to provide equitable EV charging access and install additional public and staff-only EV chargers
- Develop initiatives and programs to help reduce vehicle miles traveled (VMT) for both residents and Town staff
- Conduct education, outreach, and enforcement of the Town's single-use foodware ordinance



# Town of Fairfax

## 2022-23 Operating Budget

**FUND** 01 GENERAL FUND  
**ACTIVITY** 514 CLIMATE & ENVIRONMENT

**ACTIVITY DESCRIPTION**

The Climate & Environment Department oversees the implementation and monitoring of the Town's Climate Action Plan (CAP). This includes the development of policies and programs that work towards meeting the CAP goals for greenhouse gas (GHG) emissions reductions and that provide community resiliency through climate adaptation strategies. Department staff work with the Climate Action Committee (CAC), external partners such as the Marin Climate & Energy Partnership (MCEP), and other Town staff on coordination and prioritization of climate and environmental initiatives, as well as identify and apply for funding sources for these initiatives.

**DEPARTMENT SUMMARY**

FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

401 REGULAR SALARIES	SEE NOTE			85,000
415 ACCRUED LEAVE CASHOUT				3,029
491 HEALTH INSURANCE				14,216
492 WORKERS COMP				3,331
493 RETIREMENT				6,545
494 MEDICARE				1,122
611 ALLOWANCES				960
LESS: REIMBURSEMENT				(44,686)
<b>SUBTOTAL PERSONNEL</b>		-	-	<b>69,517</b>

**OPERATING EXPENSES**

813 OFFICE SUPPLIES				500
821 OUTSIDE SERVICES	SEE NOTE			33,200
822 PROGRAM IMPLEMENTATION	SEE NOTE			43,800
842 SPECIAL DEPT SUPPLIES				500
861 MEETING/CONF & TRAVEL				1,000

**SUBTOTAL OPERATING** - - - - **79,000**

**TOTAL DEPARTMENT APPROPRIATION** - - - - **148,517**

**Allocation of Positions:**

SUSTAINABILITY COORDINATOR **0.50**

**Total Full Time Equivalent Employees** **0.50**

<b>NOTES:</b> This activity was included in Dept 616 previously
401 This position is shared with the Town of San Anselmo for three years. Fairfax will be reimbursed for 50%
<b>821 Outside Services</b> includes:
\$2,446 - Waste characterization study (Zero Waste Grant carryover from FY 2021-22)
\$10,000 - Assistance with outreach and education of single-use foodware ordinance
\$20,737 - Assistance with SB 1383 implementation (funded by CalRecycle SB 1383 Local Assistance Grant)
<b>822 Program Implementation</b> includes:
\$10,000 - Electric landscape equipment rebate program
\$1,000 - EV & E-bike show
\$1,500 - Orange Outlet pilot program
\$500 - No idling program
\$5,000 - E-bike incentive/rebate program
\$2,400 - Outreach materials
\$6,000 - CAC Film Project (carryover from FY 2021-22)
\$2,400 - CAC website maintenance
\$10,000 - Electric appliance rebate program
\$5,000 - Internal price on carbon (carryover from FY 2021-22)

## **PARKS MAINTENANCE**

### **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

## 2022-23 Operating Budget

<b>FUND</b>	<b>01 GENERAL FUND</b>
<b>ACTIVITY</b>	<b>611 PARK MAINTENANCE</b>

**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 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

401 REGULAR SALARIES	102,680	107,097	104,870	106,225	115,826
411 REG PART-TIME SALARIES	-	200	-	-	-
415 ACCRUED LEAVE CASHOUT		-		3,792	5,569
461 OVERTIME	194	431	-	1,746	-
491 HEALTH INSURANCE	34,732	36,603	37,829	35,549	39,609
492 WORKERS COMP.	4,581	4,928	3,869	5,589	4,892
493 RETIREMENT	10,622	12,498	11,627	11,814	12,874
494 MEDICARE	1,401	1,467	1,433	1,681	1,637
495 FICA/PTS	-	-	574	-	
496 PERS UAL/SIDEFUND	13,078	10,000	9,454	8,545	11,169
611 ALLOWANCES	713	750	1,350	8,522	1,350
<b>SUBTOTAL PERSONNEL</b>	<b>168,000</b>	<b>173,974</b>	<b>171,006</b>	<b>183,463</b>	<b>192,926</b>

**OPERATING EXPENSES**

641 EQUIPMENT RENTAL	-	341	500	444	525
721 FIELD EQUIP MAINT.	-	-	500	-	525
722 VEHICLE MAINTENANCE	-	-	1,000	602	1,050
801 WATER	29,245	22,264	20,000	51,127	21,000
802 POWER	2,084	1,707	2,300	1,182	2,415
821 OUTSIDE SERVICES	51,539	21,414	35,000	30,774	31,750
841 SMALL TOOLS		538	1,000	-	1,050
842 SPECIAL DEPT SUPPLIES	8,471	3,850	15,000	9,122	10,000
851 UNIFORM	638	638	638	834	638
881 SPECIAL SERVICES	-	-	-	-	-
<b>SUBTOTAL OPERATING</b>	<b>91,977</b>	<b>50,752</b>	<b>75,938</b>	<b>94,086</b>	<b>68,953</b>

**TOTAL DEPARTMENT APPROPRIATION**

	259,977	224,725	246,943	277,549	261,879
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**Allocation of Positions:**

CONSULTING PW DIRECTOR	0.125	0.125	-	-	-
SENIOR MAINTENANCE WORKER	1.00	1.00	1.00	1.00	1.00
MAINT. WORKER I	0.50	0.50	0.50	0.50	0.50

**Total Full Time Equivalent Employees**

	1.63	1.63	1.50	1.50	1.50
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**NOTES:** 821 Tree trimming and replacement of sidewalk trees.  
 Maintenance of Peri park redwoods  
 Trail Maintenance

## RECREATION AND COMMUNITY SERVICES

### ORGANIZATION

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

- 1 Recreation and Community Service (RCS) Manager (.5 FTE)
- 1 Events & Volunteers (E&V) Coordinator (.5 FTE)  
= 1.5 FTE hourly/ part-time employees.
- The Communication & Marketing Specialist has been transferred to the Town Clerk Department

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

The RCS Manager oversees the department including classes, Pavilion rentals and programs, park projects, and youth and senior recreational programs/activities. The E&V Coordinator focuses on coordinating Town events/activities and supporting the Parks and Recreation Commission (PARC) and Volunteer Board activities.

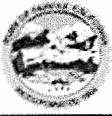
**Fairfax Recreation** has appreciated the ability to improve local community services, enhance utilization of our buildings and parks, and increase revenue for the Town of Fairfax. With the help of the Measure F and the General Fund we are able to establish high quality and affordable events and programs for the community.

## 2021 - 2022 ACCOMPLISHMENTS

- Developed content and oversaw Town of Fairfax Recreation catalogs reaching all Fairfax households and 150 out of Fairfax households
- Created and delivered Age Friendly Fairfax 90 + better celebration gift baskets to 19 residents in 2021.
- Staff Support for the Small Business Recovery Fund supporting 25 Fairfax businesses
- Staff Support for the Racial Equity and Social Justice (RESJ) Committee and the Policing subcommittee of the RESJ – both Brown Act committees with monthly and special meetings – total of approximately 25 agenzized meetings
- Managed rental partnerships and secured approximately \$35,000 in revenue from July 2021 – February 2022
- Expanded summer camps to include Skate, Spanish, Art and Nature camps and two weeks of Camp Fairfax
- Supported and coordinated Artist in Residence Collaborative efforts, including pop up exhibitions, Portraits of Protest exhibit, Fairfax Photo Club and more
- Continued to maintain and enhance approximately 25 new and ongoing regularly programed classes and events across all age groups
- Provided Quarterly Reports to Town Council with financials
- Brought back the Craft Faire and combined it with wreathmaking – hosting 36 vendors and 10 youth vendors
- Organized return of Town-wide picnic with animal show, teen bands and dance party
- Combined wreath making with Crafts Faire for first time ever last December in effort to collaborate with Volunteers and Recreation Department
- Helped to create temporary skate park in the Pavilion parking lot under the purview of the Parks & Recreation Commission
- Oversaw the installation of 3 rotating art exhibits in the Parkade
- Hosted Tom Finch concert in the ball field last August in an effort to bring back in-person events following lifting of COVID-19 restrictions
- Sponsored menorah lighting ceremony in the Parkade in December with the support of the Volunteer Board
- Organized mural re-painting along Merwin Street across from Fairfax Lumber last May with Volunteers
- Brought new playground equipment to Peri Park as part of playground renovation
- Issued RFP to hire a third Artist-in-Resident to replace outgoing artist
- Oversaw the Volunteer 1:1 Match Program in response to COVID-19
- Managed Vegetation Management grant and issued 30 grants to residents in August 2021

## **2022 - 2023 GOALS AND OBJECTIVES**

- Develop content and oversee two seasonal brochures for community (with reduced size and cost)
- Continue to offer year-round programming with in-person and online options, including summer camps
- Expand youth programs and budget for middle and high school students with Music series, Open Mic Nights, Movie Nights on ballfield and more
- Continue to help advance Age Friendly Fairfax with expanded budget to meet the needs and growth of this program
- Continue to support Artist in Residence Collaborative programming by increasing budget to support Art Walk, Pop Up events and other
- Establish permanent Skate Park in Town
- Finish installing playground structures in Peri Park as part of the Peri Park Playground Renovation project
- Re-paint mural on Merwin Street near Bank Street with the Volunteer Board oversight
- Re-visit the protocols for the Rotating Art Exhibit in the Parkade with the guidance of the Artists-in-Residents
- Continue to offer Special Events, such as the Spring Egg Hunt, Town-wide picnic, Holiday Caroling & Wreathmaking event, and support special projects that come before the Parks & Recreation Commission or the Volunteer Board for sponsorship



# Town of Fairfax

## 2022-23 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 consists of five community members appointed by Council. The activities include creek cleanup for flood prevention, and community service, annual town-wide picnic, and the holiday caroling & wreath making event are funded under this division. The Volunteers also provide support to the Fairfax Food Pantry and the Community Garden.

**DEPARTMENT SUMMARY**

FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

411 REGULAR PT SALARIES	SEE NOTE	21,966	23,900	50,286	50,286	27,216
491 HEALTH/LIFE INS		1,500	750	750	750	750
492 WORKERS COMP		819	873	923	923	1,084
493 RETIREMENT		2,533	3,109	3,130	3,130	3,375
494 MEDICARE		288	323	341	341	363
495 FICA/PTS		-	-	-	-	-
496 PERS UAL/SIDEFUND		3,201	3,000	2,314	1,931	2,734
611 ALLOWANCES		263	300	300	300	300
<b>SUBTOTAL PERSONNEL</b>		<b>30,570</b>	<b>32,255</b>	<b>57,369</b>	<b>57,661</b>	<b>35,823</b>

**OPERATING EXPENSES**

711 OFFICE EQUIP MAINT.		-	-	150	-	158
801 WATER	SEE NOTE	199		200	-	210
804 TELEPHONE		285	271	700	235	735
811 POSTAGE		482	550	400	438	420
813 OFFICE SUPPLIES		717	979	500	152	525
822 TAM SERVICES					2,997	-
842 SPECIAL DEPT SUPPLIES	SEE NOTE	4,412	3,275	5,000	5,000	4,250
<b>SUBTOTAL OPERATING</b>		<b>6,094</b>	<b>5,074</b>	<b>6,950</b>	<b>8,823</b>	<b>6,298</b>

**TOTAL DEPARTMENT APPROPRIATION**

**36,664      37,329      64,319      66,484      42,120**

**Allocation of Positions:**

EVENTS & VOLUNTEER COORDINATOR		0.30	0.30	0.30	0.30	0.30
SUSTAINABILITY COORD	SEE NOTE			0.50	0.50	

**Total Full Time Equivalent Employees**

**0.30      0.30      0.80      0.80      0.30**

**NOTES:** This department was formerly 216  
 801 Water for Community Garden  
 842 Includes Volunteer recognition expenses; \$1200 for Food Pantry  
 411 Shared sustainability coordinator with San Anselmo now is Dept 514



# Town of Fairfax

## 2022-23 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, the Spring Egg hunt, monthly senior lunch gatherings and park clean-up days.

### DEPARTMENT SUMMARY

FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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### PERSONNEL

401 REGULAR SALARIES	18,936	16,127	22,791	15,592	25,734
411 REGULAR PT SALARIES	21,966	23,899	18,622	22,188	19,553
415 ACCRUED LEAVE CASHOUT	-	-	-	-	-
491 HEALTH INSURANCE	3,402	4,268	4,460	3,339	4,835
492 WORKERS COMP	1,416	1,517	1,511	1,511	1,804
493 RETIREMENT	4,339	5,204	5,127	4,480	6,743
494 MEDICARE	505	546	557	536	604
496 PERS UAL/SIDEFUND	2,789	3,000	4,386	2,745	5,182
611 ALLOWANCES	263	300		2,913	300
<b>SUBTOTAL PERSONNEL</b>	<b>53,615</b>	<b>54,861</b>	<b>57,454</b>	<b>53,303</b>	<b>64,755</b>

### OPERATING EXPENSES

811 POSTAGE	-	-		-	
813 OFFICE SUPPLIES	-	-		-	
821 OUTSIDE SERVICES	-	-		-	
878 FFX ARTS & CULTURE COLLAB	7,008	10,779	7,000	7,601	10,000
881 SPECIAL SERVICES	1,141	1,145	1,200	2,139	1,200
<b>SUBTOTAL OPERATING</b>	<b>8,149</b>	<b>11,923</b>	<b>8,200</b>	<b>9,739</b>	<b>11,200</b>

### TOTAL DEPARTMENT APPROPRIATION

**61,764      66,784      65,654      63,043      75,955**

### Allocation of Positions:

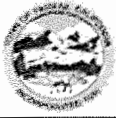
RECREATION & COMM SERV DIRECTOR	0.30	0.30	0.30	0.30	0.10
ADMIN ASST II	0.25	0.25	0.25	0.25	0.25

### Total Full Time Equivalent Employees

**0.55      0.55      0.55      0.55      0.35**

### NOTES:

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 DRAFT
<b>878 Fairfax Arts &amp; Culture Collaborative</b>					
- Artist in Residence	2,146	2,146	3,000	4,000	3,000
- Fairfax Theater Co	3,522	3,522	3,500	3,177	3,500
- Art Collaboration Activities	1,340	1,340	500	423	3,500
<b>881 Special Services</b>					
- Spring Egg Hunt			400		400
- Alice in Wonderland Tea			400		400
- Special Events	1,141	1,141	400		400
Recreation program costs are offset by participant fees charged in 01-080-903					



# Town of Fairfax

## 2022-23 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, events and committee work for the town/community. Fairfax Recreation and Community Services's (RCS) mission is to improve community services and activities for youth, adults, and seniors as well as enhance utilization of Town buildings and parks within budgetary resources.

**DEPARTMENT SUMMARY**

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

411 REGULAR PT SALARIES	65,809	116,047	62,975	66,641	73,204
415 ACCRUED LEAVE CASHOUT	-	-	-	-	-
491 HEALTH/LIFE INS	2,998	3,000	1,500	3,867	1,500
492 WORKERS COMP.	2,464	4,419	2,336	2,336	2,940
493 RETIREMENT	-	14,409	4,868	9,445	3,946
494 MEDICARE	973	1,584	862	1,793	984
495 FICA/PTS	2,206	1,200	-	-	-
611 ALLOWANCES	-	-	600	10,400	600
<b>SUBTOTAL PERSONNEL</b>	<b>74,451</b>	<b>140,659</b>	<b>73,141</b>	<b>94,482</b>	<b>83,174</b>

**OPERATING EXPENSES**

804 TELEPHONE	2,735	2,087	840	2,126	882
805 CABLE	-	-	-	-	-
821 OUTSIDE SERVICES	6,921	2,775	5,000	9,000	20,000
822 PROFESSIONAL SERVICES	400	134	-	1,758	-
842 SPECIAL DEPT SUPPLIES	9,412	841	3,000	3,000	4,000
843 SENIOR PROGRAMS	12,750	21,475	15,000	15,000	25,000
861 MEETING/CONF & TRAVEL	-	-	200	-	210
881 SPECIAL SERVICES	8,453	9,083	10,000	4,206	5,000
890 MISCELLANEOUS	330	1,108	800	2,130	840
<b>SUBTOTAL OPERATING</b>	<b>41,001</b>	<b>37,503</b>	<b>34,840</b>	<b>37,220</b>	<b>55,932</b>

**TOTAL DEPARTMENT APPROPRIATION**                    **115,452**      **178,162**      **107,981**      **131,702**      **139,106**

**Allocation of Positions:**

REC & COMM SERVICES DIRECTOR	1.00	1.00	0.63	1.00	0.70
MARKETING & COMMUNICATION SPECIALIST	-	0.50	-	-	-

**Total Full Time Equivalent Employees**                    **1.00**      **1.50**      **0.63**      **1.00**      **0.70**

**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 outdoors, at Womens Club, and online  
 FY23 programing includes Youth Coordinator, music series, free programs to youth  
 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 (through Special Purposes Tax)



# Town of Fairfax

## 2022-23 Operating Budget

**FUND** 01 GENERAL FUND  
**ACTIVITY** 622 SUMMER CAMPS

**ACTIVITY DESCRIPTION**

Summer Camps in Fairfax started with one week of Camp Earth in 2009 and expanded to Camp Fairfax offering consecutive weeks towards the end of summer. Since then, it has expanded to include summer camps all summer long with a variety of offerings, such as, Skate Camp, Art and Nature, Spanish, Counselor in Training program and more.

**DEPARTMENT SUMMARY**

FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

411 REGULAR PT SALARIES	7,039		4,650		4,130
492 WORKERS COMP.			-		-
494 MEDICARE	102		67		71
495 FICA/PTS	264		174		183
492 WORKERS COMP.			-		-
<b>SUBTOTAL PERSONNEL</b>	<b>7,405</b>	<b>-</b>	<b>4,892</b>	<b>-</b>	<b>4,384</b>

**OPERATING EXPENSES**

821 OUTSIDE SERVICES	2,350	SEE NOTE	300		5,380
822 PROFESSIONAL SERVICES	425			6,448	-
842 SPECIAL DEPT SUPPLIES	2,476	1,613	1,474	1,175	1,500
890 MISCELLANEOUS	-	-	134		-

**SUBTOTAL OPERATING** 5,251 1,613 1,908 7,623 6,880

**TOTAL DEPARTMENT APPROPRIATION** 12,656 1,613 6,800 7,623 11,264

**Allocation of Positions:**

RECREATION & COOM SERV DIRECTOR 0.20  
 SUMMER CAMP COUNCILORS 0.10

**Total Full Time Equivalent Employees** 0.00 0.30

**NOTES:**

821 Expenses are offset by tuition fees and donations.  
 Summer Camp staffing, RCS Manager, Camp Director, Counselors and Specialty teachers.

Recreation program costs are offset by participant fees charged in 01-090-904  
 Skate Camp (2 weeks): 8 campers @ \$150  
 Art and Nature Camp: 8 campers @ @ \$250  
 Spanish Camp: 10 campers @ \$375  
 Camp Fairfax (2 weeks, 5 hours/day): 12 campers @ \$450 x 2  
 Total: \$18,950







# Town of Fairfax

## 2022-23 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 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

401 REGULAR SALARIES	14,222	15,318	15,318	14,024	16,588
421 TEMP LABOR	-	-	-	-	-
415 ACCRUED LEAVE CASHOUT				-	796
461 OVERTIME	97			228	
491 HEALTH INSURANCE	5,927	6,499	6,613	5,595	6,966
492 WORKERS COMP.	555	598	572	572	703
493 RETIREMENT	1,006	1,245	1,192	1,084	1,284
494 MEDICARE	186	200	200	204	236
611 ALLOWANCES	206	225	212	1,400	331
<b>SUBTOTAL PERSONNEL</b>	<b>22,200</b>	<b>24,084</b>	<b>24,107</b>	<b>23,107</b>	<b>26,904</b>

**OPERATING EXPENSES**

731 BLDG-GROUNDS MAINT.	SEE NOTE	25,747	19,138	36,001	29,770	39,121
801 WATER		3,314	1,314	800	1,562	1,600
802 POWER		2,056	2,504	3,000	810	2,500
803 SANITARY		-	-	-	3,393	3,400
804 TELEPHONE		571	340	400	438	450
821 OUTSIDE SERVICES		605	-	500	-	500
822 PROFESSIONAL SERVICES	SEE NOTE	9,625	9,350	9,000	-	5,500
841 SMALL TOOLS		-	-	-	-	-
842 SPECIAL DEPT SUPPLIES	SEE NOTE	2,509	1,297	6,000	1,078	2,000
851 UNIFORM		106	106	106	142	142
<b>SUBTOTAL OPERATING</b>		<b>44,534</b>	<b>34,048</b>	<b>55,808</b>	<b>37,193</b>	<b>55,213</b>

**TOTAL DEPARTMENT APPROPRIATION**

<b>66,734</b>	<b>58,133</b>	<b>79,915</b>	<b>60,300</b>	<b>82,117</b>
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**Allocation of Positions:**

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

<b>0.50</b>	<b>0.50</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>
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**NOTES:**

- 731 Increased janitorial costs due to Covid-19 and increase from 3 days to 5 days per week service
- 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

## 2022-23 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 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**PERSONNEL**

491	RETIREE HEALTH BENEFITS	SEE NOTE	68,810	65,531	81,063	81,063	85,116
492	WORKERS COMP ADJ		(3,202)	(1,742)			
493	RETIREMENT/PARS		8,834	2,554	12,000	12,000	12,600
<b>SUBTOTAL PERSONNEL</b>			<b>74,442</b>	<b>66,343</b>	<b>93,063</b>	<b>93,063</b>	<b>97,716</b>

**OPERATING EXPENSES**

822	PROFESSIONAL SERVICES	SEE NOTE	230,999	170,631	259,772	201,268	239,006
842	SPECIAL DEPT SUPPLIES		953	834	4,000	4,000	4,200
871	LIAB & PROP INSURANCE	SEE NOTE	151,324	190,251	216,500	224,816	258,135
881	SPECIAL SERVICES	SEE NOTE	134,169	21,345	96,000	96,000	100,800
890	MISCELLANEOUS	SEE NOTE	449	67,392	50,000	50,000	250,000
891	CLAIMS - WC / SETTLEMENTS	SEE NOTE	12,114	1,214	160,000	160,000	148,000
895	COUNTY LOANS	SEE NOTE	106,885	110,385	114,133	114,133	118,130
896	CERTB/OPEB		120,000	100,000	100,000	100,000	150,000
<b>SUBTOTAL OPERATING</b>			<b>756,892</b>	<b>662,052</b>	<b>1,000,405</b>	<b>950,217</b>	<b>1,268,271</b>

**TOTAL DEPARTMENT APPROPRIATION**

	831,335	728,394	1,093,468	1,043,280	1,365,987
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**NOTES:**

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
822 ASSOC OF BAY AREA GOVTS (ABAG) NOW > MCC		2,528	-	2,459	2,603
CHARGE POINT, Inc		3,260			
COMMUNITY MEDIA OF MARIN (CMCM) (WEBCAST)	4,641	3,960	9,000	4,452	9,000
COUNTY OF MARIN MIDAS ACCOUNT (ETHERNET)	13,925	18,090	16,716	16,743	16,716
COUNTYWIDE HOMELESS PROGRAM (SAN RAFAEL)	11,781		11,781	11,781	11,781
FAIRFAX CHAMBER OF COMMERCE			500		500
LEAGUE OF CALIFORNIA CITIES (MEMBERSHIP)	5,486	4,429	5,000	4,912	5,000
MANDATORY MEDIATION			3,500	3,500	3,500
MARIN COUNTY TAX COLLECTOR (LAFCO)	5,649	5,616	8,000	4,770	8,000
MARIN COUNTY TRANSIT DIST (YELLOW BUS)	30,500		30,500	30,500	35,500
MARIN GENERAL SERVICES (Humane Society, General, Mediation )	98,674	106,717	101,406	104,003	117,406
MARIN IT, INC (IT MAINT & EQUIP)	13,680	18,031	24,000	16,648	24,000
R3 CONSULTING (SOLID WASTE RATE REVIEW)	15,419		10,000		SEE 514
SUSTAINABLE FAIRFAX (ZERO WASTE GRANT ADM)	12,323		20,000		SEE 514
OTHER (FY 20-21 Small Business Rec.Fund MARILINK.Inc)	18,922	8,000	19,369	1,500	5,000
	<b>230,999</b>	<b>170,631</b>	<b>259,772</b>	<b>201,268</b>	<b>239,006</b>

- 491 includes CalPERS PEMHCA payments and OPEB retiree payments
- 471 Insurance is provided through Bay Cities Joint Powers Insurance Agency. Premiums shown are net of \$45K from reserves
- 881 \$96,000 for chipper & pickup services; vegetation management; lower income grants  
Portion of costs are offset by MSS franchise agreement which provides \$10,000/yr (debris boxes)
- 890 Includes funding for Compensation study and equity adjustment & Racial Equity & Social Justice (RESJ) committee
- 891 Allocation for Worker's Comp claims and settlements
- 895 Repayment of Feb 2018 \$500K County Loan (See appendix for detail)



# Town of Fairfax

## 2022-23 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 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
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**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	-	-	-	-	-
<b>SUBTOTAL PERSONNEL</b>	-	-	-	-	-

**OPERATING EXPENSES**

803 SANITARY/DUMP	-	-	500	3,736	500
821 OUTSIDE SERVICES	373	2,673	3,000	1,300	3,000
822 PROFESSIONAL SERVICES	36,572	67,223	66,000	41,000	66,000
842 SPECIAL DEPT SUPPLIES	13,109	7,959	5,500	11,400	12,000
851 CLOTHING	-	-	-	-	-
<b>SUBTOTAL OPERATING</b>	<b>50,053</b>	<b>77,854</b>	<b>75,000</b>	<b>57,436</b>	<b>81,500</b>
<b>SUBTOTAL APPROPRIATION</b>	<b>50,053</b>	<b>77,854</b>	<b>75,000</b>	<b>57,436</b>	<b>81,500</b>

**ALLOCATION TO DEPARTMENTS**

731 BLDG-GROUNDS MAINT.	(47,917)	(32,541)	(75,000)	(53,700)	(81,500)
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**TOTAL DEPARTMENT APPROPRIATION**

<b>2,136</b>	<b>45,313</b>	<b>-</b>	<b>3,736</b>	<b>-</b>
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**Allocation of Positions:**

MAINT. LEADWORKER	-
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**Total Full Time Equivalent Employees**

**ALLOCATION OF BUILDING MAINTENANCE TO DEPARTMENTS:**

	FY 21	JANITOR	OTHER	FY 22
211 TOWN MANAGER	2,872	3,450	625	4,052
221 TOWN CLERK	2,872	3,450	625	4,071
241 FINANCE	2,872	3,450	625	4,071
311 PLANNING	2,872	3,450	625	4,106
321 BUILDING INSP	2,872	3,450	625	4,093
411 POLICE	14,359	17,250	3,125	20,367
510 PUBLIC WORKS ADM	574	690	125	819
511 STREET MAINT/PW	574	690	125	798
625 RENTAL - W/C PAVILION	27,569	33,120	6,000	39,121
	<b>57,436</b>	<b>69,000</b>	<b>12,500</b>	<b>81,500</b>

<b>NOTES:</b>	822 Repairs & maintenance
	Increased Janitorial costs due to Covid-19
	842 Supplies/materials needed for upkeep of town-owned buildings



# Town of Fairfax

## 2022-23 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 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
<b>BEGINNING FUND BAL</b>	1,000,000	1,000,000		1,000,000	1,000,000
<b>REVENUES</b>					
050      502 INVESTMENT EARNINGS				-	
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-
<b>APPROPRIATIONS</b>					
<b>SUBTOTAL APPROPRIATIONS</b>	-	-	-	-	-
<b>TRANSFERS</b>					
725      901 TSFR TO 01-GENERAL FUND				-	
100      931 TSFR FROM 01-GENERAL FUND					
<b>SUBTOTAL TRANSFER</b>	-	-	-	-	-
<b>NET DEPARTMENT ACTIVITY</b>	-	-	-	-	-
<b>ENDING FUND BAL</b>	1,000,000	1,000,000		1,000,000	1,000,000

**COMPONENTS OF FUND BALANCE:**

NOTES:				
CALCULATION OF GENERAL FUND RESERVE BALANCE				
General Funds Appropriations			13,217,236	100.0%
Fund #	Description		Approp.	
02	Dry Period Reserve	Undesignated	1,000,000	7.6%
01	General Fund	Undesignated	2,264,881	17.1%
03	Equipment Replacement	Designated	39,874	0.3%
04	Building & Planning Fees	Designated	184,842	1.4%
05	Building Reserve	Designated	9,191	0.1%
06	Retirement	Designated	460,292	3.5%
08	Office Equipment	Designated	2,964	0.0%
<b>Total General Fund Reserves</b>			<b>3,962,043</b>	<b>30.0%</b>
			Designated	697,162      5.3%
			Undesignated	3,264,881      24.7%
Designated means identified for future, specific use				



# Town of Fairfax

## 2022-23 Operating Budget

**FUND** 03 FIELD EQUIP/VEHICLE REPLACEMENT  
**DEPT** 923 EQUIP REPLACEMENT

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

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

In 2007, the Town received \$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.

<b>FUND SUMMARY</b>	<b>FY 2019-20</b> Actual	<b>FY 2020-21</b> Actual	<b>FY 2021-22</b> Adopted	<b>FY 2021-22</b> Projected	<b>FY 2022-23</b> ADOPTED
<b>BEGINNING FUND BAL</b>	363,025	266,993		194,074	322,474
<b>REVENUES</b>					
050 502 INVESTMENT EARNINGS	-	-			
090 901 SALE OF ASSETS				50,000	
<b>SUBTOTAL REVENUES</b>	-	-	-	<b>50,000</b>	-
<b>APPROPRIATIONS</b>					
903 920 SOLAR PANEL LEASE SEE NOTE	16,600	16,600	16,600	16,600	16,600
923 921 FIELD EQUIPMENT SEE NOTE	79,432	56,319	100,000	5,000	366,000
<b>SUBTOTAL APPROPRIATIONS</b>	<b>96,032</b>	<b>72,919</b>	<b>116,600</b>	<b>21,600</b>	<b>382,600</b>
<b>TRANSFERS</b>					
100 910 CAPITAL LEASE FINANCING					
100 931 TSFR FROM 01-GEN FUND SEE NOTE			100,000	100,000	100,000
<b>SUBTOTAL TRANSFER</b>	-	-	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>NET DEPARTMENT ACTIVITY</b>	<b>(96,032)</b>	<b>(72,919)</b>	<b>(16,600)</b>	<b>128,400</b>	<b>(282,600)</b>
<b>ENDING FUND BAL</b>	266,993	194,074		322,474	39,874

**COMPONENTS OF FUND BALANCE:**

VEHICLE REPLACEMENT RESERVE

39,874

<b>NOTES:</b>	<b>ORIGINAL</b>	<b>LAST PMT</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
<b>921 FIELD EQUIPMENT</b>						
RADIOS					5,000	
MOBILE COMPUTING						30,000
<b>Note</b> Maintenance costs for equipment is charged to the specific department using the equipment.						
<b>VEHICLE LEASE/PURCHASES</b>						
FY17 POLICE CAR & (6) MDC	83,514	08/01/19	22,579			
FY18 POLICE CAR (2)	93,657	02/19/21	24,489	24,489		
POLICE CAR			27,364	31,830		
FY20 BUCKET TRUCK			5,000			
FY21 POLICE CARS (2)					CARRYOVER	95,000
FY23 POLICE CAR						64,000
FY23 FLEET ELECTRIFICATION						150,000
REPLACE GAS POWERED EQ						27,000
<b>TOTAL</b>			<b>96,032</b>	<b>56,319</b>	<b>5,000</b>	<b>366,000</b>
931 Vehicle replacement reserve to (1)replace vehicles subject to environmental legislation; and (2) police vehicles						
996 FY09 SOLAR PANEL LEASE	249,000	8/28/2022	16,600	16,600	16,600	16,600



# Town of Fairfax

## 2022-23 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 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
<b>BEGINNING FUND BAL</b>	26,969	333		60,018	159,342
<b>REVENUES</b>					
030 311 BUILDING PERMITS	202,751	172,373	175,000	165,452	170,000
030 312 GENERAL PLAN MAINTENANCE FEES	8,215	7,360	8,000	5,658	6,000
030 313 TECHNOLOGY IMPROVEMENT FEES	10,139	8,428	9,000	8,250	8,500
030 314 ENCROACHMENT FEES	5,819	-	5,000	-	-
030 315 HOUSING INSPECTIONS	31,045	48,530	30,000	43,649	46,000
030 316 STATE GREEN FEES	(1,687)	887	-	705	750
030 317 SEISMIC FEES	(4,476)	1,264	-	1,407	1,450
030 318 PLAN RETENTION	325	346	1,000	280	300
030 319 STREET UTILITY ENCROACHMENT PERMITS	38,806	78,202	45,000	68,336	72,000
030 320 ROAD IMPACT FEES	194,126	163,022	150,000	168,981	177,000
030 321 INFRASTRUCTURE IMPROV FEES	10,379	9,311	8,000	8,249	8,500
<b>TOTAL PERMITS AND FEES</b>	<b>495,441</b>	<b>489,723</b>	<b>431,000</b>	<b>470,966</b>	<b>490,500</b>
080 801 ZONING & FILING FEES	857	76,414	50,000	52,328	55,000
080 805 BUILDING PLAN CHECK FEES	41,412	41,267	30,000	47,606	50,000
080 806 ENGINEERING PLAN CHECKS	20,654	18,171	25,000	28,425	30,000
080 814 MISCELLANEOUS		14,110			
<b>TOTAL CURRENT CHARGES</b>	<b>62,923</b>	<b>149,962</b>	<b>105,000</b>	<b>128,358</b>	<b>135,000</b>
<b>SUBTOTAL REVENUES</b>	<b>558,365</b>	<b>639,684</b>	<b>536,000</b>	<b>599,325</b>	<b>625,500</b>
<b>APPROPRIATIONS</b>					
				-	
				-	
				-	
<b>SUBTOTAL APPROPRIATIONS</b>	-	-	-	-	-
<b>TRANSFERS</b>					
725 971 TSFR TO 01-GENERAL FUND	(585,000)	(580,000)	(500,000)	(500,000)	(600,000)
<b>SUBTOTAL TRANSFER</b>	<b>(585,000)</b>	<b>(580,000)</b>	<b>(500,000)</b>	<b>(500,000)</b>	<b>(600,000)</b>
<b>NET DEPARTMENT ACTIVITY</b>	<b>(26,635)</b>	<b>59,684</b>	<b>36,000</b>	<b>99,325</b>	<b>25,500</b>
<b>ENDING FUND BAL</b>	333	60,018		159,342	184,842
<b>COMPONENTS OF FUND BALANCE:</b>					
UNRESERVED	(11,608)	32,897		132,222	92,901
RESERVED - PLANNING DEPOSITS	11,941	27,121		27,121	91,941

**NOTES:**

Reserves are for economic downturns and deposits from developers.  
 Victory Village reimbursement agreement defers \$200,000 of revenues for five years  
 Street Opening is encroachment permits for road work (e.g., PG&E, utilities)



# Town of Fairfax

## 2022-23 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 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
	Actual	Actual	Adopted	Projected	ADOPTED

<b>BEGINNING FUND BAL</b>	40,000	61,395		66,421	134,191
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**REVENUES**

050 502 INVESTMENT EARNINGS				-	
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-

**APPROPRIATIONS**

924 921 FIELD EQUIPMENT					
905 932 ENERGY IMPROVEMENTS SEE NOTE	3,605	4,975	25,000	-	75,000
905 821 OUTSIDE SERVICES SEE NOTE			75,000	22,230	175,000
<b>SUBTOTAL APPROPRIATIONS</b>	<b>3,605</b>	<b>4,975</b>	<b>100,000</b>	<b>22,230</b>	<b>250,000</b>

**TRANSFERS**

725 971 TSFR TO 03-EQUIPMENT REPLACEMENT					
100 931 TSFR FROM 01-GENERAL FUND	25,000	10,000	75,000	90,000	125,000
<b>SUBTOTAL TRANSFER</b>	<b>25,000</b>	<b>10,000</b>	<b>75,000</b>	<b>90,000</b>	<b>125,000</b>

<b>NET DEPARTMENT ACTIVITY</b>	<b>21,395</b>	<b>5,025</b>	<b>(25,000)</b>	<b>67,770</b>	<b>(125,000)</b>
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<b>ENDING FUND BAL</b>	<b>61,395</b>	<b>66,421</b>		<b>134,191</b>	<b>9,191</b>
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**COMPONENTS OF FUND BALANCE:**

DESIGNATED FOR BUILDING IMPROVEMENT	
UNDESIGNATED	9,191

**CURRENT PROJECTS:**

	TOTAL	FY23
COMMUNITY CENTER UPGRADE/PHONES/SEWER LINES	80,000	80,000
TOWN HALL - OFFICE MODIFICATIONS/PHONE	70,000	70,000
FIRE STATION MODIFICATIONS	325,000	25,000
WOMEN'S CLUB/TOWN HALL ELECTRIFICATION & ENERGY IMPROVEMENTS	50,000	50,000
PAVILION MICROGRID DESIGN & DEVELOPMENT	25,000	25,000
	<b>550,000</b>	<b>250,000</b>

**NOTES:**

- 932 Based on Energy audit recommendations to reduce green house gases  
 Funding for Pavillion battery backup storage system  
 and additional energy improvements if grant funding is received.
- 821 Firestation -modify to accomodate 3 on an engine of all genders; satelite EOC ; kitchen modifications



# Town of Fairfax

## 2022-23 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 1/3 (3% of 9%) of employer share of cost

<b>FUND SUMMARY</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Actual</b>	<b>FY 2021-22 Adopted</b>	<b>FY 2021-22 Projected</b>	<b>FY 2022-23 ADOPTED</b>
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<b>BEGINNING FUND BAL</b>	24,582	167,010		130,996	202,092
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**REVENUES**

010 101 PROPERTY TAX - CURRENT SEC	1,519,342	1,668,859	1,693,900	1,777,943	1,884,600	
010 102 PROPERTY TAX - CURRENT UNSEC	891	1,032		10,571	-	
010 103 PROPERTY TAX - PRIOR YEARS	611	26		13,198	-	
010 110 SUPPLEMENTAL PROPERTY TAX	112,249	48,179	66,700	59,311	62,900	
050 607 SECURED HOPTR	9,334	10,890	10,400	10,073	10,700	
050 500 MISC INTEREST				-	-	
<b>SUBTOTAL REVENUES</b>	<b>1,642,428</b>	<b>1,728,986</b>	<b>1,771,000</b>	<b>1,871,096</b>	<b>1,958,200</b>	
	incr (decr)	3.63%	5.27%	2.43%	8.22%	4.66%

**TRANSFERS**

725 971 TSFR TO 01-GENERAL FUND	(1,500,000)	(1,765,000)	(1,570,000)	(1,800,000)	(1,700,000)
<b>SUBTOTAL TRANSFER</b>	<b>(1,500,000)</b>	<b>(1,765,000)</b>	<b>(1,570,000)</b>	<b>(1,800,000)</b>	<b>(1,700,000)</b>

<b>NET DEPARTMENT ACTIVITY</b>	<b>142,428</b>	<b>(36,014)</b>	<b>201,000</b>	<b>71,096</b>	<b>258,200</b>
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<b>ENDING FUND BAL</b>	<b>167,010</b>	<b>130,996</b>		<b>202,092</b>	<b>460,292</b>
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**Retirement Costs - Recap by Department**

	ALLOCATION	FY23			TOTAL
		UAL PAYMT	REFI PMT	ER PERS	
111 Town Council	0.29%	118	1,782	832	2,732
211 Town Manager	1.06%	439	6,642	19,626	26,707
221 Town Clerk	0.00%	-	-	16,338	16,338
231 Personnel	0.00%	-	-	10,266	10,266
241 Finance	0.86%	357	5,400	21,198	26,955
311 Planning & Building Services	6.50%	2,686	40,609	35,885	79,180
321 Building Inspection & Permits	2.55%	1,054	15,930	14,744	31,728
411 Police	81.79%	33,813	511,240	267,508	812,561
510 Public Works Administration	1.07%	443	6,696	24,598	31,737
511 Street Maintenance	3.02%	1,250	18,901	20,790	40,940
611 Park Maintenance	1.68%	693	10,476	12,874	24,043
616 Community Services	0.41%	170	2,565	3,375	6,109
617 Recreation - Events	0.78%	321	4,861	6,743	11,925
621 Recreation - Class/Activities	0.00%	-	-	3,946	3,946
625 Rental - Womens Club	0.00%	-	-	1,284	1,284
Subtotal Retirement	100.00%	41,344	625,101	460,006	1,126,451
421 Ross Fire * SEE NOTE		342,301	-	222,039	564,340
<b>Total Retirement</b>		<b>383,645</b>	<b>625,101</b>	<b>682,045</b>	<b>1,690,791</b>

**NOTES:**

421 Ross Fire Contribution calculated from Town share of JPA costs (23.3%)

The Town also contributes retirement funds to the PARS Benefit Trust





# Town of Fairfax

## 2022-23 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).

<b>FUND SUMMARY</b>	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
<b>BEGINNING FUND BAL</b>	55,402	18,837		51,527	33,570
<b>REVENUES</b>					
070 733 COPS GRANT	163,435	142,690	190,000	172,043	170,000
<b>SUBTOTAL REVENUES</b>	<b>163,435</b>	<b>142,690</b>	<b>190,000</b>	<b>172,043</b>	<b>170,000</b>
<b>APPROPRIATIONS</b>					
741 842 SPECIAL DEPT SUPPLIES					
<b>SUBTOTAL APPROPRIATIONS</b>	-	-	-	-	-
<b>TRANSFERS</b>					
725 971 TSFR TO 01-GENERAL FUND	(200,000)	(110,000)	(190,000)	(190,000)	(200,000)
100 931 TSFR FROM 01-GENERAL FUND					
<b>SUBTOTAL TRANSFER</b>	<b>(200,000)</b>	<b>(110,000)</b>	<b>(100,000)</b>	<b>(190,000)</b>	<b>(200,000)</b>
<b>NET DEPARTMENT ACTIVITY</b>	<b>(36,565)</b>	<b>32,690</b>	<b>90,000</b>	<b>(17,957)</b>	<b>(30,000)</b>
<b>ENDING FUND BAL</b>	18,837	51,527		33,570	3,570
<b>COMPONENTS OF FUND BALANCE:</b>					

**NOTES:**

COPS funds are distributed by the state to counties



# Town of Fairfax

## 2022-23 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 purchase, computers, and software licenses.

<b>FUND SUMMARY</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>ADOPTED</b>
<b>BEGINNING FUND BAL</b>		152,399	55,836		(13,618)	2,964
<b>REVENUES</b>						
050 502 INVESTMENT EARNINGS					-	
					-	
<b>SUBTOTAL REVENUES</b>		-	-	-	-	-
<b>APPROPRIATIONS</b>						
822 PROFESSIONAL SERVICES	SEE NOTE	8,890	25,004		22,302	
911 OFFICE EQUIPMENT	SEE NOTE	12,345	17,644	30,000	16,710	30,000
912 FINANCIAL SOFTWARE	SEE NOTE	75,329	26,806		24,406	
<b>SUBTOTAL APPROPRIATIONS</b>		<b>96,563</b>	<b>69,454</b>	<b>30,000</b>	<b>63,418</b>	<b>30,000</b>
<b>TRANSFERS</b>						
725 971 TSFR TO 01-GENERAL FUND						
100 931 TSFR FROM 01-GENERAL FUND		-	-	30,000	80,000	30,000
<b>SUBTOTAL TRANSFER</b>		-	-	<b>30,000</b>	<b>80,000</b>	<b>30,000</b>
<b>NET DEPARTMENT ACTIVITY</b>		<b>(96,563)</b>	<b>(69,454)</b>	-	<b>16,582</b>	-
<b>ENDING FUND BAL</b>		55,836	(13,618)		2,964	2,964
<b>COMPONENTS OF FUND BALANCE:</b>						
DESIGNATED FOR FINANCIAL SOFTWARE		60,000	25,000			
COMPUTER/SOFTWARE		40,000	30,000			-
UNDESIGNATED		(44,164)	(68,618)		2,964	2,964

**NOTES:**

- 822 Copier service contract & charges
- 911 Copier leases /Docstar license; Computer & Software replacement & updates
- 912 Tyler Incode Saas (Software as a service) Financial Software



# Town of Fairfax

## 2022-23 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. The festival was cancelled in FY20 and FY21 due to COVID. This budget anticipates a festival in June 2022

<b>FUND SUMMARY</b>		FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
		Actual	Actual	Adopted	Projected	ADOPTED
<b>BEGINNING FUND BAL</b>		(17,676)	(19,485)		(19,485)	1,715
<b>REVENUES</b>						
090 882 FESTIVAL REVENUE	SEE NOTE	830	-		-	
090 823 SPONSORS		-	-	3,000	3,000	3,000
090 824 VENDORS/BOOTH		-	-	35,000	35,000	35,000
090 825 MERCHANDISE SALES	SEE NOTE			3,000	3,000	3,000
070 699 OTHER						
<b>SUBTOTAL REVENUES</b>		<b>830</b>	<b>-</b>	<b>41,000</b>	<b>41,000</b>	<b>41,000</b>
<b>APPROPRIATIONS</b>						
497 OVERTIME REIMB	SEE NOTE		-	5,000	5,000	5,000
814 ADVERTISING		-	-	2,500	1,000	2,500
815 PRINTING	SEE NOTE	113	-	300	300	300
821 OUTSIDE SERVICES	SEE NOTE	971	-	2,500	2,500	2,500
822 PROFESSIONAL SERVICES		-	-	7,000	7,000	7,000
882 FAIRFAX FESTIVAL - OTHER		1,522	-	4,000	4,000	4,000
890 MISCELLANEOUS		33	-	10,400	20,000	10,400
<b>SUBTOTAL APPROPRIATIONS</b>		<b>2,638</b>	<b>-</b>	<b>31,700</b>	<b>39,800</b>	<b>31,700</b>
<b>TRANSFERS</b>						
725 971 TSFR TO 01-GENERAL FUND		-	-	(5,000)		(5,000)
100 931 TSFR FROM 01-GENERAL FUND					20,000	
<b>SUBTOTAL TRANSFER</b>		<b>-</b>	<b>-</b>	<b>(5,000)</b>	<b>20,000</b>	<b>(5,000)</b>
<b>NET DEPARTMENT ACTIVITY</b>		<b>(1,808)</b>	<b>-</b>	<b>4,300</b>	<b>21,200</b>	<b>4,300</b>
<b>ENDING FUND BAL</b>		<b>(19,485)</b>	<b>(19,485)</b>		<b>1,715</b>	<b>6,015</b>

**NOTES:**

- 090 Fairfax Festival was cancelled for June, 2020 and 2021 due to COVID-19.
- Revenues shown in FY20 are from prior year collections
- 825 Shirts, food & drinks
- 497 Reimburse Town for Police & Public Works overtime
- 815 Posters/Tee shirts
- 821 Music, Performers, Website
- 890 Equipment rental, BMI, ASCAP



# Town of Fairfax

## 2022-23 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.

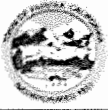
Passed in November 2019, Measure F is an eleven-year tax effective July 2020 initially assessing \$195 per unit. After the first year, there is a modest increase of \$5 per year. The tax replaces Measure J, expired June 2020. Oversight of Measure F expenditures is by a citizen committee.

<b>FUND SUMMARY</b>	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2021-22 Projected	FY 2022-23 ADOPTED
<b>BEGINNING FUND BAL</b>	71,280	78,657		6,588	4,398
<b>REVENUES</b>					
010 120 MUNICIPAL SERVICES TAX	707,377	712,931	725,515	722,811	744,000
<b>SUBTOTAL REVENUES</b>	<b>707,377</b>	<b>712,931</b>	<b>725,515</b>	<b>722,811</b>	<b>744,000</b>
<b>APPROPRIATIONS</b>					
715 996 DEBT SERVICE				-	
<b>SUBTOTAL APPROPRIATIONS</b>	-	-	-	-	-
<b>TRANSFERS</b>					
725 971 TSFR TO FUND 01 - GENERAL FUND	(600,000)	(745,000)	(665,000)	(665,000)	(675,000)
725 951 TSFR TO FUND 51 - CIP GRANTS	(60,000)	(20,000)	(30,000)	(30,000)	(25,000)
725 953 TSFR TO FUND 53 - CIP TOWN	(40,000)	(20,000)	(30,000)	(30,000)	(30,000)
<b>SUBTOTAL TRANSFER</b>	<b>(700,000)</b>	<b>(785,000)</b>	<b>(725,000)</b>	<b>(725,000)</b>	<b>(730,000)</b>
<b>NET DEPARTMENT ACTIVITY</b>	<b>7,377</b>	<b>(72,069)</b>	<b>515</b>	<b>(2,189)</b>	<b>14,000</b>
<b>ENDING FUND BAL</b>	78,657	6,588		4,398	18,398
<b>ALLOCATION OF REVENUES:</b>					
50% POLICE SERVICES	300,000	378,000	358,000	358,000	368,000
37% FIRE SERVICES	262,000	289,000	269,000	269,000	269,000
5% YOUTH & SENIOR PROGRAMS	38,000	38,000	38,000	38,000	38,000
0% PUBLIC WORKS IMPROVEMENTS	40,000	20,000	30,000	30,000	
0% WILDFIRE PREVENTION/TRAIL IMPROV		40,000	30,000	30,000	
8% MATCHING FUNDS FOR GRANTS	60,000	20,000	-	-	55,000
100% <b>TOTAL</b>	<b>700,000</b>	<b>785,000</b>	<b>725,000</b>	<b>725,000</b>	<b>730,000</b>
	-	-	-	-	-

**DESIGNATION OF FUND BALANCE:**

**NOTES:**

Measure F funds are transferred and spent from other funds



# Town of Fairfax

## 2022-23 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.

<b>FUND SUMMARY</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Actual</b>	<b>FY 2021-22 Adopted</b>	<b>FY 2021-22 Projected</b>	<b>FY 2022-23 ADOPTED</b>
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<b>BEGINNING FUND BAL</b>	64,394	192,591		171,609	41,338
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**REVENUES**

060 604 Gas Tax - Section 2106	30,197	33,943	31,631	32,406	34,964
060 605 Gas Tax - Section 2107	49,732	46,293	53,572	60,436	66,089
060 606 Gas Tax - Section 2107.5	2,000	2,000	2,000	2,000	2,000
060 608 Gas Tax - Section 2105	39,385	37,909	42,123	44,348	48,376
060 609 Gas Tax - Loan Repayment	2,492		-		
060 610 Gas Tax - Road Main & Rehab	137,963	133,229	142,944	155,302	170,914
060 611 Gas Tax - Section 2103 (Prop 42)	59,428	49,644	57,341	63,584	73,848
ESTIMATED COVID IMPACT					
<b>TOTAL REVENUES</b>	<b>321,197</b>	<b>303,018</b>	<b>329,611</b>	<b>358,076</b>	<b>396,191</b>

**APPROPRIATIONS**


**SUBTOTAL**

**TRANSFERS**

725 971 TSFR TO FUND 01 - GENERAL FUND	(175,000)	(175,000)	(120,000)	(120,000)	(120,000)
725 951 TSFR TO FUND 51 - CIP GRANTS		(149,000)	(193,347)	(193,347)	(140,000)
725 953 TSFR TO FUND 53 - CIP TOWN	(18,000)		(175,000)	(175,000)	(175,000)
<b>SUBTOTAL</b>	<b>(193,000)</b>	<b>(324,000)</b>	<b>(488,347)</b>	<b>(488,347)</b>	<b>(435,000)</b>

**NET DEPARTMENT ACTIVITY**

128,197	(20,982)	(158,736)	(130,271)	(38,809)
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**ENDING FUND BAL**

192,591	171,609		41,338	2,529
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<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Actual</b>	<b>FY 2021-22 Adopted</b>	<b>FY 2021-22 Projected</b>	<b>FY 2022-23 DRAFT</b>
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**GAS TAX - CIP APPROPRIATIONS**

51 810 SS&R SELECTED STREETS			100,000	100,000	100,000
51 813 SS&R SEL ROADS (SCENIC@RIDGE)	129,000	129,000			
51 856 MEADOW WAY BRIDGE			66,967	66,967	40,000
51 871 SPRUCE, MARIN, CANYON			26,380	26,380	
53 804 SIDEWALK REPLACE/REPAIR	20,000	20,000			
53 887 STREET RESURFACING & REPAIR			175,000	175,000	175,000
53 894 PARKADE					
	149,000	149,000	368,347	368,347	315,000

**NOTES:**

NOTE 1 Revenue projections provided by California Transportation Commission for SB 1



# Town of Fairfax

## 2022-23 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.

<b>FUND SUMMARY</b>	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Actual</b>	<b>FY 2021-22 Adopted</b>	<b>FY 2021-22 Projected</b>	<b>FY 2022-23 ADOPTED</b>
<b>BEGINNING FUND BAL</b>	319,018	237,658		161,128	304,348
<b>REVENUES</b>					
060 920 MEASURE A&B FUNDS	171,779	134,830	143,220	143,220	
<b>SUBTOTAL REVENUES</b>	<b>171,779</b>	<b>134,830</b>	<b>143,220</b>	<b>143,220</b>	<b>-</b>
<b>APPROPRIATIONS</b>					
715 893 VARIOUS					
<b>SUBTOTAL APPROPRIATIONS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TRANSFERS</b>					
725 951 TSFR TO FUND 51 - CIP GRANTS	(221,360)	(71,360)	(294,240)	-	(294,240)
725 953 TSFR TO FUND 53 - CIP TOWN	(31,779)	(140,000)			
725 971 TSFR TO FUND 01 - GENERAL FUND					
<b>SUBTOTAL TRANSFER</b>	<b>(253,139)</b>	<b>(211,360)</b>	<b>(294,240)</b>	<b>-</b>	<b>(294,240)</b>
<b>NET DEPARTMENT ACTIVITY</b>	<b>(81,360)</b>	<b>(76,530)</b>	<b>(151,020)</b>	<b>143,220</b>	<b>(294,240)</b>
<b>ENDING FUND BAL</b>	<b>237,658</b>	<b>161,128</b>		<b>304,348</b>	<b>10,108</b>

	<b>FY 2019-20 Actual</b>	<b>FY 2020-21 Actual</b>	<b>FY 2021-22 Adopted</b>	<b>FY 2021-22 Projected</b>	<b>FY 2022-23 DRAFT</b>
<b>MEASURE A TRANSPORTATION - APPROPRIATIONS</b>					
51 810 SS&R SELECTED ROADS		134,830	78,050		78,050
51 812 TAMALPAIS REPAVEMENT					
51 813 SS&R SCENIC RD	140,000	-	134,830		134,830
51 814 MOUNTAIN VIEW RD REPAVING					
51 816 CANYON RD STABILIZATION	81,360	71,360	81,360		81,360
53 887 STREET RESURFACING & REPAIR	31,779	140,000			
53 894 PARKADE IMPR					
	<b>253,139</b>	<b>346,190</b>	<b>294,240</b>	<b>-</b>	<b>294,240</b>

<b>NOTES:</b>
Funds are transferred to Capital Improvement funds for expenditure
Measure A expenses will be charged directly to Measure A funds and transferred to CIP
SEE APPENDIX A-7 FOR MEASURE A WORKPLAN)



# Town of Fairfax

## 2022-23 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 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
	Actual	Actual	Adopted	Projected	ADOPTED

<b>BEGINNING FUND BAL</b>	192,010	181,284		138,765	189,238
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**REVENUES**

060 920 MEASURE A FUNDS	31,959	61,000	60,877	60,877	26,655
<b>SUBTOTAL REVENUES</b>	<b>31,959</b>	<b>61,000</b>	<b>60,877</b>	<b>60,877</b>	<b>26,655</b>

**APPROPRIATIONS**

715 893 VARIOUS	24,685	90,501			
<b>SUBTOTAL APPROPRIATIONS</b>	<b>24,685</b>	<b>90,501</b>	<b>-</b>	<b>-</b>	<b>-</b>

**TRANSFERS**

100 941 TSFR FROM FUND 51 - CIP GRANTS	-			-	
725 951 TSFR TO FUND 51 - CIP GRANT	(18,000)	(13,019)	(109,245)	(10,404)	(39,973)
725 972 TSFR TO FUND 73 - OPEN SPACE	-				
<b>SUBTOTAL TRANSFER</b>	<b>(18,000)</b>	<b>(13,019)</b>	<b>(109,245)</b>	<b>(10,404)</b>	<b>(39,973)</b>

**NET DEPARTMENT ACTIVITY**

	<b>(10,726)</b>	<b>(42,519)</b>	<b>(48,368)</b>	<b>50,473</b>	<b>(13,318)</b>
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**ENDING FUND BAL**

	181,284	138,765		189,238	175,920
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FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
Actual	Actual	Adopted	Projected	ADOPTED

**MEASURE A PARKS - APPROPRIATIONS**

51-820 RENOVATION OF WOMENS CLUB	24,685		19,973		19,973	a
51-841 TRAIL REPAIR & IMPROVEMENT		10,501	89,272	10,404	20,000	b
51-841 REPLC OF PERI PARK EQUIPMENT		80,000				
<b>APPROPRIATIONS</b>	<b>24,685</b>	<b>90,501</b>	<b>109,245</b>	<b>10,404</b>	<b>39,973</b>	

**ADDITIONAL APPROVED WORKPLAN ITEMS:**

51-820 RENOVATION OF WOMENS CLUB		20,646			1,000	a
51-841 TRAIL REPAIR & IMPROVEMENT	23,000	14,024			30,000	b
51-841 OUTDOOR FURNITURE	4,000					
51-841 PLATFORM FOR PUBLIC ART					5,000	
51-841 PERI PARK EXERCISE EQUIP.			8,877			
51-841 PAVILION LIGHTING & WATER HEATER	12,600	19,371				
51-841 PERI PARK PUMP TRACK			10,000			
51-841 REPLC OF PERI PARK EQUIPMENT	80,000		19,371			
51-841 PERI PARK PLAYGROUND & SWING REPL			6,000		39,919	
73-673 PARKLAND ACQUISITION	53,000	70,000	87,500		100,000	
					<u>215,892</u>	

**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.

Funding for Pavilion is reallocated to pay for Peri Park playground equipment

- a Approved project total \$20,973 (as shown of Workplan (A-7). \$19,973 in CIP budget+\$1,000 addl authorized
- b Approved project total \$50,000 (as shown of Workplan (A-7) \$20,000 in CIP budget+\$30,000 addl authorized

See Appendix (A-7) for Measure A Parks annual workplan



# Town of Fairfax

## 2022-23 Operating Budget

**FUND**            25 FEDERAL STIMULUS FUNDS  
**DEPT**            715 MISCELLANEOUS

Funding of approx. \$1.8 million in Federal assistance from the American Rescue Plan Act (ARPA). Eligible uses include, but are not limited to, business & renter assistance; water & sewer infrastructure, equity programs, reimbursement for loss Town revenue, and homelessness. The Council will conduct a special workshop to discuss the allocation of funding. The funds do NOT need to be allocated prior to receiving the funds from the State (State distributes funds on behalf of the Feds). However, the Town can only use the funds for eligible expenses. Funds must be obligated by Dec 31, 2024 (3 yrs) and spent by Dec 31, 2026 (5 yrs). The funds are distributed by the State in two even tranches: July 2021 and July 2022.

FUND SUMMARY	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
	Actual	Actual	Adopted	Projected	ADOPTED
<b>BEGINNING FUND BAL</b>				-	866,338
<b>REVENUES</b>					
070 711 FEDERAL/STATE GRANT REVENUE			900,000	899,711	899,711
<b>SUBTOTAL REVENUES</b>			<b>900,000</b>	<b>899,711</b>	<b>899,711</b>
<b>APPROPRIATIONS</b>					
715 893 VARIOUS				33,373	-
<b>SUBTOTAL APPROPRIATIONS</b>			<b>-</b>	<b>33,373</b>	<b>-</b>
<b>TRANSFERS</b>					
725 951 TSFR TO FUND 51 - CIP GRANT					(150,000)
<b>SUBTOTAL TRANSFER</b>			<b>-</b>		<b>(150,000)</b>
<b>NET DEPARTMENT ACTIVITY</b>			<b>900,000</b>	<b>866,338</b>	<b>749,711</b>
<b>ENDING FUND BAL</b>				866,338	1,616,049
<b>FEDERAL STIMULUS FUNDS - APPROPRIATIONS</b>					
Countywide Homeless voucher program (3-5 yr funding)			33,000	33,373	
Storm drain pollution control imp			100,000		
51-827 STORM WATER IMPROVEMENTS					1,700,000
			<b>133,000</b>	<b>33,373</b>	<b>1,700,000</b>

**NOTES:**

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# Town of Fairfax

## 2022-23 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 was .0265 per \$100 of Assessed valuation (AV) in FY21-22. The rate in FY22-23 will drop to .0250 per \$100 of AV.

<b>FUND SUMMARY</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>ADOPTED</b>
<b>BEGINNING FUND BAL</b>		768,467	686,777		640,034	580,235
<b>REVENUES</b>						
010 101	PROPERTY TAX - CURRENT SEC	412,936	458,852	496,200	496,200	526,000
010 102	PROPERTY TAX - CURRENT UNSEC	267	293	300	300	300
010 103	PROPERTY TAX - PRIOR YEARS	237	8	-	-	-
010 110	SUPPLEMENTAL PROPERTY TAX	40,622	13,055	11,500	11,500	12,000
050 607	SECURED HOPTR	3,015	3,200	3,300	3,300	3,400
<b>SUBTOTAL REVENUES</b>		<b>457,078</b>	<b>511,300</b>	<b>511,300</b>	<b>511,300</b>	<b>541,700</b>
<b>APPROPRIATIONS</b>						
<b>FUND 44 - 2008 GENERAL OBLIGATION REFUNDING BONDS</b>						
716 995	PRINCIPAL	132,400	142,300	157,100	157,100	171,800
716 996	INTEREST	67,598	59,613	50,949	50,949	41,411
		<b>199,998</b>	<b>201,913</b>	<b>208,049</b>	<b>208,049</b>	<b>213,211</b>
<b>FUND 45 - 2012 GENERAL OBLIGATION REFUNDING BONDS</b>						
716 995	PRINCIPAL	161,800	174,300	186,400	186,400	198,100
716 996	INTEREST	45,988	49,606	34,963	44,285	38,614
		<b>207,788</b>	<b>223,906</b>	<b>221,363</b>	<b>230,685</b>	<b>236,714</b>
<b>FUND 46 - 2016 GENERAL OBLIGATION BONDS</b>						
716 995	PRINCIPAL	107,000	109,000	110,000	110,000	111,000
716 996	INTEREST	20,633	18,365	16,065	16,065	13,745
		<b>127,633</b>	<b>127,365</b>	<b>126,065</b>	<b>126,065</b>	<b>124,745</b>
<b>ADMIN FEES</b>						
821	CONTRACT SERVICES	1,800		2,700	2,700	2,700
871	INSURANCE & FEES	1,550	4,860	3,600	3,600	3,600
<b>SUBTOTAL APPROPRIATIONS</b>		<b>538,768</b>	<b>558,043</b>	<b>561,776</b>	<b>571,099</b>	<b>580,969</b>
<b>NET DEPARTMENT ACTIVITY</b>		<b>(81,689)</b>	<b>(46,743)</b>	<b>(50,476)</b>	<b>(59,799)</b>	<b>(39,269)</b>
<b>ENDING FUND BAL</b>		<b>686,777</b>	<b>640,034</b>		<b>580,235</b>	<b>540,966</b>

<b>NOTES:</b>	Summary of the Town's portion of Measure K Debt Service Payments	<b>Original Issue</b>	<b>Final Payment</b>	<b>Principal Balance</b>		
				<b>6/30/2021</b>	<b>6/30/2022</b>	<b>6/30/2023</b>
Fund 44	2008 Refunding General Obligation Bonds	\$ 1,977,600	8/1/2025	\$ 956,200	\$ 799,100	\$ 627,300
Fund 45	2012 Refunding General Obligation Bonds	\$ 2,772,800	8/1/2027	\$ 1,594,400	\$ 1,408,000	\$ 1,209,900
Fund 46	2016 General Obligation Bonds	\$ 1,239,000	8/1/2027	\$ 820,000	\$ 710,000	\$ 599,000
<b>TOTALS</b>				<b>\$ 3,370,600</b>	<b>\$ 2,917,100</b>	<b>\$ 2,436,200</b>
821 Disclosure & dissemination compliance services (Urban Futures)						



# Town of Fairfax

## 2022-23 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 refinanced September 29, 2020 with the existing lease holder, which waived all prepayment provisions and agreed to add \$6,460,955 of additional UAL to lease debt increasing the issue to **\$9,402,000**. The refinanced UAL included the balances of the three highest PERS tiers, Public Safety Tiers 1&2, and Miscellaneous Employees Tier 1 at June 30, 2021. The "Taxable Lease Revenue Bond, Series 2020" holds an all-in interest cost of 3.66% resulting in an estimated total cash flow savings of \$4,280,615 and maturing on August 1, 2036. By comparison, the refinanced lease issue had an interest rate of 5.4% and the UAL with CalPERS was 7.0%. The issue began paying semi-annual principal and interest payments on February 1, 2021 and will continue 15 years to 7/15/36.

FUND SUMMARY	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
	Actual	Actual	Adopted	Projected	ADOPTED
<b>BEGINNING FUND BAL</b>	1,294	1,294		4,409	4,409
<b>REVENUES</b>					
INTERDEPARTMENTAL CHARGES	481,182	455,469	551,640	551,640	625,101
		3,115			
<b>SUBTOTAL REVENUES</b>	<b>481,182</b>	<b>458,584</b>	<b>551,640</b>	<b>551,640</b>	<b>625,101</b>
<b>APPROPRIATIONS</b>					
716 994 DEBT ISSUE/ADMIN					
716 997 LEASE PAYMENT	481,182	455,469	551,640	551,640	625,101
<b>SUBTOTAL APPROPRIATIONS</b>	<b>481,182</b>	<b>455,469</b>	<b>551,640</b>	<b>551,640</b>	<b>625,101</b>
<b>TRANSFERS</b>					
100 931 TSFR FROM 01-GENERAL FUND					
<b>SUBTOTAL TRANSFER</b>	-	-	-	-	-
<b>NET DEPARTMENT ACTIVITY</b>	-	<b>3,115</b>	-	-	-
<b>ENDING FUND BAL</b>	1,294	4,409		4,409	4,409

**ALLOCATION OF LEASE PAYMENT TO DEPARTMENTS (496)**

01 - 111 Town Council
01 - 211 Town Manager
01 - 241 Finance
01 - 311 Planning & Building Services
01 - 321 Building Inspection & Permits
01 - 411 Police
01 - 510 Public Works Administration
01 - 511 Street Maintenance
01 - 611 Park Maintenance
01 - 616 Volunteers for Fairfax
01 - 617 Recreation
UAL/Side Fund charge to departments

**PRIOR**

1,850	0.29%	1,782
6,894	1.06%	6,642
5,605	0.86%	5,400
42,150	6.50%	40,609
16,535	2.55%	15,930
530,644	81.79%	511,240
6,950	1.07%	6,696
19,618	3.02%	18,901
10,874	1.68%	10,476
2,662	0.41%	2,565
5,045	0.78%	4,861
648,827		625,101

**NOTES:**

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



# Town of Fairfax

## 2022-23 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 F and Gas Tax funds.

FUND SUMMARY	FY 2019-20	FY 2020-21	FY 2021-22	FY 2021-22	FY 2022-23
	Actual	Actual	Adopted	Projected	ADOPTED
<b>BEGINNING FUND BAL</b>	466,472	601,085		853,956	732,255
<b>REVENUES</b>					
070 695 COUNTY			-	-	-
70 864 STATE PARK BOND REVENUE			200,000	-	177,952
070 711 FEDERAL/STATE GRANT REVENUE	214,308	158,236	100,000	361,871	-
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	49,107	193,208	1,073,833	-	1,408,220
070 600 FED/STATE FINANCING			1,885,000	-	1,884,806
070 699 OTHER			357,060	-	
<b>SUBTOTAL REVENUES</b>	<b>263,414</b>	<b>351,445</b>	<b>3,615,893</b>	<b>361,871</b>	<b>3,470,978</b>
<b>APPROPRIATIONS</b>					
821 OUTSIDE SERVICES			80,000		-
825 ENVIRONMENTAL & PERMITS			29,700		108,106
826 ENGINEERING & DESIGN			1,428,850		1,600,510
827 CONSTRUCTION			3,043,605		2,585,052
OTHER			-		450,075
<b>SUBTOTAL APPROPRIATIONS</b>	<b>531,698</b>	<b>355,489</b>	<b>4,660,155</b>	<b>717,324</b>	<b>4,743,743</b>
<b>TRANSFERS</b>					
100 931 TSFR FROM FUND 01 - GENERAL FUND	103,537	3,537	3,537	-	-
100 941 TSFR FROM FUND 20 - MEASURE F	60,000	20,000	30,000	30,000	25,000
100 942 TSFR FROM FUND 21 - GAS TAX	-	149,000	193,347	193,347	140,000
100 956 TSFR FROM FUND 22 - MEAS A TRANS	221,360	71,360	294,240	-	294,240
100 957 TSFR FROM FUND 23 - MEAS A PARK	18,000	13,019	109,245	10,404	39,973
100 TSFR FROM FUND 25 - FEDERAL STIM					150,000
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	-	-			
<b>SUBTOTAL TRANSFER</b>	<b>402,897</b>	<b>256,916</b>	<b>630,369</b>	<b>233,751</b>	<b>649,213</b>
<b>NET DEPARTMENT ACTIVITY</b>	<b>134,614</b>	<b>252,871</b>	<b>(413,893)</b>	<b>(121,702)</b>	<b>(623,552)</b>
<b>ENDING FUND BAL</b>	<b>601,085</b>	<b>853,956</b>		<b>732,255</b>	<b>108,703</b>

**ALLOCATION OF APPROPRIATIONS:**

51- 810 ST RESURF & REPAIR - SELECTED SFD	3,480		178,050	735	178,050
51- 813 ST RESURF & REPAIR - 378 SCENIC RD	145,343	4,360	200,000	755	220,000
51- 816 ST RESURF & REPAIR - 145 CANYON RD STAB	21,216	405	81,360	9,446	185,000
51- 820 WOMENS CLUB REHABILITATION	818		27,973	7,700	19,973
51- 827 STORM WATER IMPROVEMENTS			100,000	1,875	150,000
51- 841 MISC PARK & TRAIL IMPROVEMENTS		32,970	114,272	10,404	50,000
51- 843 AZALEA AVENUE BRIDGE	109,155	67,111	361,000	26,982	303,806
51- 856 MEADOW WAY BRIDGE	173,962	114,084	583,800	253,392	776,600
51- 871 BPMP - SPRUCE, MARIN, CANYON BRIDGE	11,724	28,928	203,440	15,122	242,000
51- 873 CREEK ROAD BRIDGE	25,873	28,316	202,260	31,380	190,000
51- 909 PAVILION SEISMIC RETROFIT	40,126	79,315	2,608,000	29,533	2,142,679
51- 195 PINE ST				330,000	
51- 521 PAVILION KITCHEN					285,635
51- NEW 2378 SFD SINKHOLE					-
<b>Totals</b>	<b>531,697</b>	<b>355,489</b>	<b>4,660,155</b>	<b>717,324</b>	<b>4,743,743</b>



# Town of Fairfax

## 2022-23 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.

<b>FUND SUMMARY</b>	<b>FY 2019-20</b> Actual	<b>FY 2020-21</b> Actual	<b>FY 2021-22</b> Adopted	<b>FY 2021-22</b> Projected	<b>FY 2022-23</b> ADOPTED
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<b>BEGINNING FUND BAL</b>	(278,567)	(445,131)		(558,954)	43,904
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**REVENUES**

070 600 FEDERAL/STATE GRANT REVENUE			-	361,871	-
070 695 COUNTY				-	
070 720 FEMA				-	
OTHER/OES		60,904		-	
<b>SUBTOTAL REVENUES</b>	-	<b>60,904</b>	-	<b>361,871</b>	-

**APPROPRIATIONS**

	DETAIL IN NOTES	DETAIL IN NOTES		DETAIL IN NOTES	
821 OUTSIDE SERVICES					
822 PROFESSIONAL SERVICES					
825 ENVIRONMENTAL & PERMITS					100,000
826 ENGINEERING & DESIGN					5,000
827 CONSTRUCTION					65,000
828 CONSTRUCTION ENGINEERING					-
699 OTHER					-
<b>SUBTOTAL APPROPRIATIONS</b>	<b>166,564</b>	<b>174,727</b>	-	<b>509,013</b>	<b>170,000</b>

**TRANSFERS**

100 941 TSFR FROM FUND 01 - GENERAL FUND				750,000	170,000
100 941 TSFR FROM FUND 20 - MEASURE F	-	-	-	-	-
100 941 TSFR FROM FUND 51 - CIP TOWN					
<b>SUBTOTAL TRANSFER</b>	-	-	-	<b>750,000</b>	<b>170,000</b>

**NET DEPARTMENT ACTIVITY**

	(166,564)	(113,823)	-	602,858	-
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**ENDING FUND BAL**

	(445,131)	(558,954)		43,904	43,904
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**ALLOCATION OF APPROPRIATIONS:**

52- 532 REPAIR/REPLACE PICNIC TABLES	906			-	
52- 534 HEADWALL SCOUR (6 Bridge Ct)	75,169			30,438	170,000
52- 544 35 BERRY TRAIL	10,945			-	
52- 556 STORMS JAN/FEB 2019	-	2,258		-	
52- 560 30 ACACIA	7,439			-	
52- 562 111 FRUSTUCK	9,656			-	
52- 564 78 WREDEN	15,928	3,572		-	
52- 566 378 SCENIC	9,600	2,486		-	
52- 815 COVID 2020	36,922	166,411		39,791	
52- 825 AZALEA @ SFD (NOW FUND 53)				438,784	
<b>Totals</b>	<b>166,564</b>	<b>174,727</b>	-	<b>509,013</b>	<b>170,000</b>

**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

## 2022-23 Operating Budget

**FUND 53 CIP - TOWN**  
**DEPT CAPITAL PROJECTS**

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

<b>FUND SUMMARY</b>	<b>FY 2019-20</b> Actual	<b>FY 2020-21</b> Actual	<b>FY 2021-22</b> Adopted	<b>FY 2021-22</b> Projected	<b>FY 2022-23</b> ADOPTED
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<b>BEGINNING FUND BAL</b>	(767,666)	(952,411)		(818,604)	238,360
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**REVENUES**

070 695 COUNTY			-	-	-
060 920 MEASURE A TAM TRANSP TAX		-	250,000	254,975	250,000
070 711 FEDERAL/STATE GRANT REVENUE	-	-	-	-	-
070 699 OTHER SEE NOTE	7,136	10,000	-	-	-
<b>SUBTOTAL REVENUES</b>	<b>7,136</b>	<b>10,000</b>	<b>250,000</b>	<b>254,975</b>	<b>250,000</b>

**APPROPRIATIONS**

821 OUTSIDE SERVICES	DETAIL	DETAIL	-	DETAIL	-
825 ENVIRONMENTAL & PERMITS	IN NOTES	IN NOTES	-	IN NOTES	-
826 ENGINEERING & DESIGN			100,000		100,000
827 CONSTRUCTION			670,000		770,000
828 CONSTRUCTION ENGINEERING			-		-
814 OTHER			-		-
<b>SUBTOTAL APPROPRIATIONS</b>	<b>286,660</b>	<b>36,193</b>	<b>770,000</b>	<b>153,011</b>	<b>870,000</b>

**TRANSFERS**

100 931 TSFR FROM FUND 01 - GENERAL FUND	5,000	-	315,000	750,000	215,000
100 941 TSFR FROM FUND 20 - MEASURE F	40,000	20,000	30,000	30,000	30,000
100 942 TSFR FROM FUND 21 - GAS TAX	18,000	-	175,000	175,000	175,000
100 946 TSFR FROM FUND 22 - MEAS A TRANS	31,779	140,000	-	-	-
100 949 TSFR FROM FUND 51 - CIP GRANTS	-	-	-	-	-
<b>SUBTOTAL TRANSFER</b>	<b>94,779</b>	<b>160,000</b>	<b>520,000</b>	<b>955,000</b>	<b>420,000</b>

<b>NET DEPARTMENT ACTIVITY</b>	<b>(184,745)</b>	<b>133,807</b>	<b>-</b>	<b>1,056,964</b>	<b>(200,000)</b>
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<b>ENDING FUND BAL</b>	<b>(952,411)</b>	<b>(818,604)</b>		<b>238,360</b>	<b>38,360</b>
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**ALLOCATION OF APPROPRIATIONS:**

53- 804 SIDEWALK REPLACE/REPAIR & TREE TRIM	4,500	14,350	40,000	1,600	40,000
53- 825 AZALEA/SDF INTERSECTION			250,000	10,445	250,000
53- 830 DOWNTOWN IMPROVEMENTS	64,700	-	80,000	32,340	80,000
53- 887 STREET RESURFACING/REPAIR	103,777	17,484	400,000	108,626	500,000
53- 894 PARKADE IMPROVEMENTS	113,683	4,359	-	-	-
<b>Totals</b>	<b>286,660</b>	<b>36,193</b>	<b>770,000</b>	<b>153,011</b>	<b>870,000</b>

<b>NOTES:</b>
699 In-kind contribution (Staff Time)



# Town of Fairfax

## 2022-23 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.

<b>FUND SUMMARY</b>		<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>ADOPTED</b>
<b>BEGINNING FUND BAL</b>		37,474	41,888		46,045	54,245
<b>REVENUES</b>						
070 815 COUNTY OPEN SPACE GRANT						
070 816 DONATIONS		4,415	4,157	2,000	8,200	2,000
070 923 COUNTY MEASURE A PARK						
<b>SUBTOTAL REVENUES</b>		<b>4,415</b>	<b>4,157</b>	<b>2,000</b>	<b>8,200</b>	<b>2,000</b>
<b>APPROPRIATIONS</b>						
<b>COMMITTEE</b>						
811 POSTAGE				2,000		2,000
812 REPRODUCTION				-		-
815 PRINTING				-		-
879 FUNDRAISING COST		728	2,426	2,000	1,850	2,000
890 MISCELLANEOUS		-	-	-		-
931 BLDGS & LAND						
<b>SUBTOTAL APPROPRIATIONS</b>		<b>728</b>	<b>2,426</b>	<b>4,000</b>	<b>1,850</b>	<b>4,000</b>
<b>TRANSFERS</b>						
100 931 TSFR FROM GENERAL FUND		728	2,425	4,000	1,850	4,000
100 TSFR FROM FUND 23 - MEAS A PARK					-	
100 699 LOAN FROM GENERAL FUND						
<b>SUBTOTAL TRANSFER</b>		<b>728</b>	<b>2,425</b>	<b>4,000</b>	<b>1,850</b>	<b>4,000</b>
<b>NET DEPARTMENT ACTIVITY</b>		<b>4,415</b>	<b>4,157</b>	<b>2,000</b>	<b>8,200</b>	<b>2,000</b>
<b>ENDING FUND BAL</b>		<b>41,888</b>	<b>46,045</b>		<b>54,245</b>	<b>56,245</b>

**ALLOCATION OF FUND BALANCE:**

				-	-
				-	-
Designated for Capital Acquisition	300	300		10,000	10,000
Undesignated Balance	41,588	45,745		44,245	46,245
	<b>41,888</b>	<b>46,045</b>		<b>54,245</b>	<b>56,245</b>

**Property Acquisitions**

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

**NOTES:** 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. This has been revised so that the Town will replenish the funds used each year, but the unused funds will not rollover into the FOSC fund balance.

# TOWN OF FAIRFAX

**FY2022-23 TO FY2026-27**

## **ADOPTED Five Year Capital Improvement Program**



**MAYOR**

**Stephanie Hellman**

**VICE MAYOR**

**Chance Cutrano**

**COUNCIL MEMBERS**

**Barbara Coler**

**Renée Goddard**

**Bruce Ackerman**

# TOWN OF FAIRFAX

## CAPITAL IMPROVEMENT PROGRAM BUDGET FY 2021/22

Account No:	EXPENDITURES		----- FUNDING SOURCE -----								
	PROJECT	Project Phase	Estimated FY22 Total Project Costs	Gen Fund (Meas C) Transfers & Other	Fund 20 Measure F Match Grant Funds	Fund 21 Gas Tax	Federal / State Funding	Fund 22 Meas A/B TAM Transport Tax	Fund 23 Measure A Parks	Fed/State Financing	County Loan
51-810	STREET RESURFACING & REPAIR SELECTED STREET LOCATIONS	Design & Const	178,050	-	-	100,000		78,050			-
51-813	STREET RESURFACING & REPAIR SCENIC RD	Design & Const	200,000					200,000			
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	27,973	8,000	-				19,973		
51-827	STORM DRAIN IMPROVEMENTS	Design & Const	100,000	-	-	-	100,000	-	-		-
51-841	MISC PARK & TRAIL IMPROVEMENTS	Design & Const	114,272		25,000				89,272		-
51-843	AZALEA AVENUE BRIDGE	Design & Const	361,000	4,000			357,000				
51-856	MEADOW WAY BRIDGE	Design & Const	583,800	-	-	66,967	516,833	-			-
51-871	BRIDGE PREVENTIVE MAINT PROG - SPRUCE, MARIN CANYON BRIDGES	Design & Const	203,440	-		26,380	177,060	-	-		-
51-873	CREEK ROAD BRIDGE	Design & Const	202,260	2,260			200,000				
51-909	PAVILION SEISMIC RETROFIT	Design & Const	2,608,000	2,408,000	-		-		-	200,000	
52-ALL	DISASTER REPAIRS	Design & Const									
53-804	SIDEWALK REPLACE & REPAIR	Annual Program	40,000	30,000	10,000	-					
53-830	DOWNTOWN SIDEWALK IMPROVEMENTS	Design & Const	80,000	60,000	20,000	-		-			-
53-887	STREET RESURFACING & REPAIR	Annual Program	400,000	225,000	-	175,000		-			-
	<b>TOTALS</b>		<b>\$ 5,180,155</b>	<b>\$ 2,737,260</b>	<b>\$ 55,000</b>	<b>\$ 368,347</b>	<b>\$ 1,350,893</b>	<b>\$ 359,410</b>	<b>\$ 109,245</b>	<b>\$ 200,000</b>	<b>\$ -</b>



# TOWN OF FAIRFAX

## CAPITAL IMPROVEMENT PROGRAM BUDGET FY 2022/23

Account No.	EXPENDITURES			----- FUNDING SOURCE -----							
	PROJECT	Project Phase	Estimated FY23 Project Costs	Gen Fund (Meas C) Transfers	Fund 20 Meas F Match Grant Funds	Fund 21 Gas Tax	Fund 22 Meas A/B TAM Transport Tax	Fund 23 Measure A Parks	Federal / State Funding	State Park Bond	Other Financing
51-810	SR&R - BOLINAS/SFD	Design & Const	178,050	-	-	100,000	78,050				-
51-813	SR&R - 378 SCENIC RD	Design & Const	220,000	20,000			200,000				
51-816	SR&R - 145 CANYON RD STABILIZE	Design & Const	185,000	103,640		-	81,360				
51-820	PARK FACILITY IMPR: WC REHAB	Design & Const	19,973	-	-			19,973			
51-827	STORMWATER IMPROVEMENTS	Design & Const	150,000	-	-	-	-	-	150,000		-
51-841	MISC PARK & TRAIL IMPROVEMENTS	Design & Const	50,000	-	30,000			20,000			-
51-843	AZALEA AVENUE BRIDGE	Design & Const	303,806	-					300,000		3,806
51-856	MEADOW WAY BRIDGE	Design & Const	776,600	13,770	-	40,000	-		722,830		-
51-871	BRIDGE PREVENTIVE MAINT PROG -SPRUCE, MARIN CANYON BRIDGES	Design & Const	242,000	36,610		-	-	-	205,390		-
51-873	CREEK ROAD BRIDGE	Design & Const	190,000	10,000					180,000		
51-909	PAVILION SEISMIC RETROFIT	Design & Const	2,142,679	81,679	-			-	1,881,000		180,000
51-521	PAVILION KITCHEN	Design & Const	285,635	107,683				-		177,952	
NEW	ROAD STABILIZATION - 2678 SFD	Design & Const	-	-							
52-534	HEADSCOUR - 6 BRIDGE CT	Design & Const	170,000	170,000							
53-804	SIDEWALK REPLACE & REPAIR	Annual Program	40,000	30,000	10,000	-					
53-825	AZALEA AVE @ SFD	Design & Const	250,000	-			250,000				
53-830	DOWNTOWN SIDEWALK IMPROVEMENTS	Design & Const	80,000	60,000	20,000	-	-				-
53-887	STREET RESURFACING & REPAIR	Annual Program	500,000	325,000	-	175,000	-				-
	<b>TOTALS</b>		<b>\$ 5,783,743</b>	<b>\$ 958,382</b>	<b>\$ 60,000</b>	<b>\$ 315,000</b>	<b>\$ 609,410</b>	<b>\$ 39,973</b>	<b>\$ 3,439,220</b>	<b>\$ 177,952</b>	<b>\$ 183,806</b>



# Town of Fairfax

2022-23 Capital Budget

## CAPITAL IMPROVEMENTS

PROJECT SUMMARY- CURRENT YEAR	TOTAL FUND 51	TOTAL FUND 52	TOTAL FUND 53	ADOPTED FY 2022/23
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### REVENUES

060 920 MEASURE A/B TAM PROCEEDS	-	-	250,000	250,000
070 711 FEDERAL/STATE GRANT REVENUE	-	-	-	-
070 699 FEDERAL BPMP	205,390	-	-	205,390
070 864 STATE PARK BOND REVENUE	177,952	-	-	177,952
070 695 COUNTY MEASURE A PARK	-	-	-	-
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	1,202,830	-	-	1,202,830
COUNTY FINANCING LOAN	-	-	-	-
OTHER	1,884,806	-	-	1,884,806
RESERVES	180,000	-	-	180,000
<b>SUBTOTAL REVENUES</b>	<b>3,650,978</b>	<b>-</b>	<b>250,000</b>	<b>3,900,978</b>

### APPROPRIATIONS

821 OUTSIDE SERVICES	-	-	-	-
825 ENVIRONMENTAL & PERMITS	108,106	100,000	-	208,106
826 ENGINEERING & DESIGN	1,600,510	5,000	100,000	1,705,510
827 CONSTRUCTION	2,585,052	65,000	770,000	3,420,052
828 CONSTRUCTION ENGINEERING	284,075	-	-	284,075
OTHER	166,000	-	-	166,000
<b>SUBTOTAL APPROPRIATIONS</b>	<b>4,743,743</b>	<b>170,000</b>	<b>870,000</b>	<b>5,783,743</b>

### TRANSFERS

100 931 TSFR FUND 01 - GEN FUND (Meas C)	373,382	170,000	415,000	958,382
100 941 TSFR FUND 20 - MEASURE F	30,000	-	30,000	60,000
100 942 TSFR FUND 21 - GAS TAX	140,000	-	175,000	315,000
100 956 TSFR FUND 22 - MEAS A TRANSPORT	359,410	-	-	359,410
100 957 TSFR FUND 23 - MEAS A PARK	39,973	-	-	39,973
100 TSFR FUND 25 - FEDERAL STIMULUS	150,000	-	-	150,000
<b>SUBTOTAL TRANSFER</b>	<b>1,092,765</b>	<b>170,000</b>	<b>620,000</b>	<b>1,882,765</b>

### NET DEPARTMENT ACTIVITY

- - - -

### NOTES:



# Town of Fairfax

## 2022-23 Capital Budget

### PROJECT 51-810 STREET RESURFACING & REPAIR

#### SELECTED ST.- BOLINAS RD. & SIR FRANCIS DRAKE

Repaving and repair for selected streets in Town

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEARS ACTUAL	FY 2022-23 ADOPTED	FY 2023-24 ESTIMATED	FY 2024-25 ESTIMATED	FY 2025-26 ESTIMATED	FY 2026-27 ESTIMATED
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#### 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	60,000	60,000					
OTHER SEE NOTE	-		-				
TO BE DETERMINED							
<b>SUBTOTAL REVENUES</b>	<b>60,000</b>	<b>60,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

#### APPROPRIATIONS

821 OUTSIDE SERVICES	-						
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	28,050		28,050				
827 CONSTRUCTION	210,000	60,000	150,000				
828 CONSTRUCTION ENGINEERING	-						
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>238,050</b>	<b>60,000</b>	<b>178,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

#### TRANSFERS

100 931 TSFR FUND 01 - GEN FUND (Meas C)	-		-				
100 941 TSFR FUND 20 - MEASURE F	-		-				
100 942 TSFR FUND 21 - GAS TAX	100,000		100,000				
100 956 TSFR FUND 22 - MEAS A TAM	78,050		78,050				
100 957 TSFR FUND 23 - MEAS A PARK	-						
<b>SUBTOTAL TRANSFER</b>	<b>178,050</b>	<b>-</b>	<b>178,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

#### NET PROJECT ACTIVITY

- - - - -

<b>NOTES:</b>	Portions of Bolinas Rd. from approx. Broadway south to the Town Limits.
	Portions of Sir Francis Drake from approx. Oak Manor Dr. west to the town limits



# Town of Fairfax

## 2022-23 Capital Budget

### PROJECT 51-813 STREET RESURFACING & REPAIR

#### 378 SCENIC RD. STABILIZATION

Repave/repair selected portions of streets: FY22 - Scenic Rd Retaining Wall (Ridge at Scenic)

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEARS ACTUAL	FY 2022-23 ADOPTED	FY 2023-24 ESTIMATED	FY 2024-25 ESTIMATED	FY 2025-26 ESTIMATED	FY 2026-27 ESTIMATED
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#### 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	-						
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-	-	-

#### APPROPRIATIONS

821 OUTSIDE SERVICES	7,500	7,500					
825 ENVIRONMENTAL & PERMITS	-	-					
826 ENGINEERING & DESIGN	12,000	12,000					
827 CONSTRUCTION	200,000	-	200,000				
828 CONSTRUCTION ENGINEERING	20,000		20,000				
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>239,500</b>	<b>19,500</b>	<b>220,000</b>	-	-	-	-

#### TRANSFERS

100 931 TSFR FUND 01 - GEN FUND (Meas C)	29,500	9,500	20,000				
100 941 TSFR FUND 20 - MEASURE F	-		-				
100 942 TSFR FUND 21 - GAS TAX	-		-	-			
100 956 TSFR FUND 22 - MEAS A TRANSPORT	210,000	10,000	200,000				
100 957 TSFR FUND 23 - MEAS A PARK	-						
<b>SUBTOTAL TRANSFER</b>	<b>239,500</b>	<b>19,500</b>	<b>220,000</b>	-	-	-	-

#### NET PROJECT ACTIVITY

- - - - -

NOTES:	Reallocate FY20-21 TAM Measure A/AA \$134,830, plus \$65,170 of FY21-22 TAM funds
	TAM (Transportation Authority of Marin)



# Town of Fairfax

## 2022-23 Capital Budget

### PROJECT 51-816 STREET RESURFACING & REPAIR

#### 145 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 2022-23 ADOPTED	FY 2023-24 ESTIMATED	FY 2024-25 ESTIMATED	FY 2025-26 ESTIMATED	FY 2026-27 ESTIMATED
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#### 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	-						
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-	-	-

#### APPROPRIATIONS

821 OUTSIDE SERVICES	-						
825 ENVIRONMENTAL & PERMITS	40,000	10,000	10,000	5,000	5,000	5,000	5,000
826 ENGINEERING & DESIGN	20,000	10,000	10,000				
827 CONSTRUCTION	150,000		150,000				
828 CONSTRUCTION ENGINEERING	15,000		15,000				
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>225,000</b>	<b>20,000</b>	<b>185,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>

#### TRANSFERS

100 931 TSFR FUND 01 - GEN FUND (Meas C)	133,640	10,000	103,640	5,000	5,000	5,000	5,000
100 941 TSFR FUND 20 - MEASURE F	-						
100 942 TSFR FUND 21 - GAS TAX	-		-				
100 956 TSFR FUND 22 - MEAS A TRANSPORT	91,360	10,000	81,360				
100 957 TSFR FUND 23 - MEAS A PARK	-						
<b>SUBTOTAL TRANSFER</b>	<b>225,000</b>	<b>20,000</b>	<b>185,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>

#### NET PROJECT ACTIVITY

- - - - -

NOTES:	Using FY19-20 TAM Measure A funds



# Town of Fairfax

## 2022-23 Capital Budget

### PROJECT 51-820 PARK FACILITY IMPROVEMENTS

#### WOMEN'S CLUB REHABILITATION

Improvements to the Women's Club: 1) Improve lighting and 2) energy improvements to replace furnace and water heater.

PROJECT SUMMARY	ESTIMATED	PRIOR YEARS	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
	TOTAL	ACTUAL	ADOPTED	ESTIMATED	ESTIMATED	ESTIMATED	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	-						
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-	-	-

#### APPROPRIATIONS

821 OUTSIDE SERVICES	-		-				
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	-						
827 CONSTRUCTION	27,973	8,000	19,973				
828 CONSTRUCTION ENGINEERING	-						
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>27,973</b>	<b>8,000</b>	<b>19,973</b>	-	-	-	-

#### TRANSFERS

100 931 TSFR FUND 01 - GEN FUND (Meas C)	8,000	8,000					
100 941 TSFR FUND 20 - MEASURE F	-		-				
100 942 TSFR FUND 21 - GAS TAX	-						
100 956 TSFR FUND 22 - MEAS A TRANSPORT	-						
100 957 TSFR FUND 23 - MEAS A PARK	19,973		19,973				
<b>SUBTOTAL TRANSFER</b>	<b>27,973</b>	<b>8,000</b>	<b>19,973</b>	-	-	-	-

#### NET PROJECT ACTIVITY

- - - - -

NOTES: MEASURE A - Park funds



# Town of Fairfax

## 2022-23 Capital Budget

### PROJECT 51-827 STORM WATER IMPROVEMENTS

(1) Stormwater mapping and inventory assessment. (2) Installation of pollution control devices on storm drain inserts per state requirements.

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEARS ACTUAL	FY 2022-23 ADOPTED	FY 2023-24 ESTIMATED	FY 2024-25 ESTIMATED	FY 2025-26 ESTIMATED	FY 2026-27 ESTIMATED
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#### 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 <span style="float: right;">see note</span>	-						
TO BE DETERMINED	-						
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-	-	-

#### APPROPRIATIONS

821 OUTSIDE SERVICES	-						
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	150,000		150,000				
827 CONSTRUCTION	1,500,000			750,000	750,000		
828 CONSTRUCTION ENGINEERING	50,000				50,000		
OTHER	-		-	-			
<b>SUBTOTAL APPROPRIATIONS</b>	<b>1,700,000</b>	-	<b>150,000</b>	<b>750,000</b>	<b>800,000</b>	-	-

#### 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 TRANSPORT	-						
100 957 TSFR FUND 23 - MEAS A PARK	-						
100 TSFR FUND 25 - FEDERAL STIMULUS	1,700,000		150,000	750,000	800,000		
<b>SUBTOTAL TRANSFER</b>	<b>1,700,000</b>	-	<b>150,000</b>	<b>750,000</b>	<b>800,000</b>	-	-

#### NET PROJECT ACTIVITY

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NOTES: Eligible infrastructure expense under the American Rescue Plan Act (ARPA).



# Town of Fairfax

## 2022-23 Capital Budget

### PROJECT 51-841 MISC PARK & TRAIL IMPROVEMENTS

Park improvements & pedestrian trail improvements funded by Measure A Park & Measure F funding including park improvements. Projects include: 1) Reimbursement of costs for Peri Park Playground equipment (in FY21) and pedestrian trail repair.

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEARS ACTUAL	FY 2022-23 ADOPTED	FY 2023-24 ESTIMATED	FY 2024-25 ESTIMATED	FY 2025-26 ESTIMATED	FY 2026-27 ESTIMATED
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#### 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	-						
<b>SUBTOTAL REVENUES</b>	<b>58,000</b>	<b>58,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

#### APPROPRIATIONS

821 OUTSIDE SERVICES	-						
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	-						
827 CONSTRUCTION	424,000	174,000	50,000	50,000	50,000	50,000	50,000
828 CONSTRUCTION ENGINEERING	-						
OTHER	-		-				
<b>SUBTOTAL APPROPRIATIONS</b>	<b>424,000</b>	<b>174,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>

#### TRANSFERS

100 931 TSFR FUND 01 - GEN FUND (Meas C)	-						
100 941 TSFR FUND 20 - MEASURE F	186,000	36,000	30,000	30,000	30,000	30,000	30,000
100 942 TSFR FUND 21 - GAS TAX	-						
100 956 TSFR FUND 22 - MEAS A TRANSPORT	-						
100 957 TSFR FUND 23 - MEAS A PARK	180,000	80,000	20,000	20,000	20,000	20,000	20,000
<b>SUBTOTAL TRANSFER</b>	<b>366,000</b>	<b>116,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>

#### NET PROJECT ACTIVITY

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NOTES: For trail maintenance/repair: funded by Measure Park and Measure F.  
See FUND 23 for funding detail on park improvements for the use of Measure A Park funds (approx. \$89,000).





# Town of Fairfax

## 2022-23 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, ROW, and design costs. Phase I design will include preliminary environmental assessments, community outreach, conceptual design, and cost estimates. Phase II is engineering design and ROW. 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 2022-23 ADOPTED	FY 2023-24 ESTIMATED	FY 2024-25 ESTIMATED	FY 2025-26 ESTIMATED	FY 2026-27 ESTIMATED
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#### 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)	5,494,120	695,500	300,000	300,000	2,198,620	2,000,000	
COUNTY FINANCING LOAN	-						
OTHER	41,806	28,000	3,806	10,000			
TO BE DETERMINED	-						
<b>SUBTOTAL REVENUES</b>	<b>5,535,926</b>	<b>723,500</b>	<b>303,806</b>	<b>310,000</b>	<b>2,198,620</b>	<b>2,000,000</b>	

#### APPROPRIATIONS

821 OUTSIDE SERVICES	-						
825 ENVIRONMENTAL & PERMITS	41,806	28,000	3,806	10,000			
826 ENGINEERING & DESIGN	1,494,120	695,500	300,000	300,000	198,620		
827 CONSTRUCTION	4,000,000		-		2,000,000	2,000,000	
828 CONSTRUCTION ENGINEERING	-						
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>5,535,926</b>	<b>723,500</b>	<b>303,806</b>	<b>310,000</b>	<b>2,198,620</b>	<b>2,000,000</b>	

#### 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 TRANSPORT	-						
100 957 TSFR FUND 23 - MEAS A PARK	-						
<b>SUBTOTAL TRANSFER</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

#### NET PROJECT ACTIVITY

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#### NOTES:

Engineering & design costs include NEPA. Environmental & permits is for CEQA costs.  
 The County Flood Zone 9 (shown as "other" revenue) will reimburse up to \$60,000 for costs (e.g., CEQA) not eligible for HBP funding.



# Town of Fairfax

## 2022-23 Capital Budget

### PROJECT 51-856 MEADOW WAY BRIDGE

The Meadow Way Bridge project is the replacement of the dilapidated existing bridge with a new concrete bridge. The project is funded by the Federal Highway Bridge Program (HBP) administered by Caltrans. The HBP covers 88.5% of design and environmental costs except for CEQA related costs. HBP covers 100% of right-of-way, construction and construction management costs. Caltrans approved NEPA in October 2019. The Town approved the Initial Study/Mitigated Negative Declaration for CEQA in June 2020.

PROJECT SUMMARY	ESTIMATED	PRIOR YEARS	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
	TOTAL	ACTUAL	ADOPTED	ESTIMATED	ESTIMATED	ESTIMATED	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)	6,291,504	1,368,674	722,830	4,200,000			
COUNTY FINANCING LOAN	28,000	28,000					
OTHER	-		-				
TO BE DETERMINED	-		-				
SEE NOTE							
<b>SUBTOTAL REVENUES</b>	<b>6,319,504</b>	<b>1,396,674</b>	<b>722,830</b>	<b>4,200,000</b>	-	-	-

#### APPROPRIATIONS

821 OUTSIDE SERVICES	-						
825 ENVIRONMENTAL & PERMITS	194,000	184,000	10,000				
826 ENGINEERING & DESIGN	1,927,600	1,546,000	381,600				
827 CONSTRUCTION	4,585,000		385,000	4,200,000			
828 CONSTRUCTION ENGINEERING	-			-			
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>6,706,600</b>	<b>1,730,000</b>	<b>776,600</b>	<b>4,200,000</b>	-	-	-

#### TRANSFERS

100 931 TSFR FUND 01 - GEN FUND (Meas C)	278,935	265,165	13,770				
100 941 TSFR FUND 20 - MEASURE F	10,000	10,000					
100 942 TSFR FUND 21 - GAS TAX	98,161	58,161	40,000				
100 956 TSFR FUND 22 - MEAS A TRANSPORT	-						
100 957 TSFR FUND 23 - MEAS A PARK	-						
<b>SUBTOTAL TRANSFER</b>	<b>387,096</b>	<b>333,326</b>	<b>53,770</b>	-	-	-	-

#### NET PROJECT ACTIVITY

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NOTES: Engineering & design costs include NEPA. Environmental & permits is for CEQA costs. CEQA costs are not covered by HBP funding.



# Town of Fairfax

## 2022-23 Capital Budget

### PROJECT 51-871 BRIDGE PREVENTIVE MAINTENANCE PROGRAM SPRUCE, MARIN, CANYON

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

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEARS ACTUAL	FY 2022-23 ADOPTED	FY 2023-24 ESTIMATED	FY 2024-25 ESTIMATED	FY 2025-26 ESTIMATED	FY 2026-27 ESTIMATED
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#### REVENUES

060 920 MEASURE A/B TAM PROCEEDS	88,628		-	54,218	34,410		
070 699 FEDERAL/STATE GRANT REVENUE	-						
070 699 FEDERAL BPMP	1,542,225	421,668	205,390	558,037	357,130		
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	-						
<b>SUBTOTAL REVENUES</b>	<b>1,645,853</b>	<b>436,668</b>	<b>205,390</b>	<b>612,255</b>	<b>391,540</b>	<b>-</b>	<b>-</b>

#### APPROPRIATIONS

821 OUTSIDE SERVICES	-						
825 ENVIRONMENTAL & PERMITS	48,600	28,600	10,000	10,000			
826 ENGINEERING & DESIGN	908,637	476,300	232,000	200,337			
827 CONSTRUCTION	833,400			430,000	403,400		
828 CONSTRUCTION ENGINEERING	-						
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>1,790,637</b>	<b>504,900</b>	<b>242,000</b>	<b>640,337</b>	<b>403,400</b>	<b>-</b>	<b>-</b>

#### TRANSFERS

100 931 TSFR FUND 01 - GEN FUND (Meas C)	137,672	61,120	36,610	28,082	11,860		
100 941 TSFR FUND 20 - MEASURE F	-	-					
100 942 TSFR FUND 21 - GAS TAX	7,112	7,112					
100 956 TSFR FUND 22 - MEAS A TRANSPORT	-						
100 957 TSFR FUND 23 - MEAS A PARK	-						
<b>SUBTOTAL TRANSFER</b>	<b>144,784</b>	<b>68,232</b>	<b>36,610</b>	<b>28,082</b>	<b>11,860</b>	<b>-</b>	<b>-</b>

#### NET PROJECT ACTIVITY

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



# Town of Fairfax

## 2022-23 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 2022-23 ADOPTED	FY 2023-24 ESTIMATED	FY 2024-25 ESTIMATED	FY 2025-26 ESTIMATED	FY 2026-27 ESTIMATED
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#### 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)	2,790,150	878,400	180,000	162,250	1,569,500	-	
COUNTY FINANCING LOAN	14,397	14,397					
OTHER	-						
TO BE DETERMINED <span style="float: right;">see note</span>	-						
<b>SUBTOTAL REVENUES</b>	<b>2,804,547</b>	<b>892,797</b>	<b>180,000</b>	<b>162,250</b>	<b>1,569,500</b>	<b>-</b>	<b>-</b>

#### APPROPRIATIONS

821 OUTSIDE SERVICES	-						
825 ENVIRONMENTAL & PERMITS	48,600	28,600	10,000	10,000			
826 ENGINEERING & DESIGN	1,220,650	878,400	180,000	162,250			
827 CONSTRUCTION	1,569,500				1,569,500	-	
828 CONSTRUCTION ENGINEERING	-						
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>2,838,750</b>	<b>907,000</b>	<b>190,000</b>	<b>172,250</b>	<b>1,569,500</b>	<b>-</b>	<b>-</b>

#### TRANSFERS

100 931 TSFR FUND 01 - GEN FUND (Meas C)	34,203	14,203	10,000	10,000			
100 941 TSFR FUND 20 - MEASURE F	-	-					
100 942 TSFR FUND 21 - GAS TAX	-	-					
100 956 TSFR FUND 22 - MEAS A TRANSPORT	-						
100 957 TSFR FUND 23 - MEAS A PARK	-						
<b>SUBTOTAL TRANSFER</b>	<b>34,203</b>	<b>14,203</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

#### NET PROJECT ACTIVITY

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



# Town of Fairfax

## 2022-23 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 2022-23 ADOPTED	FY 2023-24 ESTIMATED	FY 2024-25 ESTIMATED	FY 2025-26 ESTIMATED	FY 2026-27 ESTIMATED
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#### REVENUES

060 920 MEASURE A/B TAM PROCEEDS	-						
070 699 FEDERAL/STATE GRANT REVENUE	90,000	90,000	-	-	-		
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 FEMA	3,195,391		1,881,000	1,314,391			
RESERVES	200,000	20,000	180,000	-	-		
<b>SUBTOTAL REVENUES</b>	<b>3,485,391</b>	<b>110,000</b>	<b>2,061,000</b>	<b>1,314,391</b>	-	-	-

#### APPROPRIATIONS

821 OUTSIDE SERVICES	110,000	110,000		-	-		
825 ENVIRONMENTAL & PERMITS	24,000		24,000				
826 ENGINEERING & DESIGN	356,446	262,421	94,025	-			
827 CONSTRUCTION	3,362,100		1,609,579	1,752,521	-		
828 CONSTRUCTION ENGINEERING	249,075		249,075	-	-		
OTHER	166,000		166,000				
<b>SUBTOTAL APPROPRIATIONS</b>	<b>4,267,621</b>	<b>372,421</b>	<b>2,142,679</b>	<b>1,752,521</b>	-	-	-

#### TRANSFERS

100 931 TSFR FUND 01 - GEN FUND (Meas C)	782,230	262,421	81,679	438,130			
100 941 TSFR FUND 20 - MEASURE F	-						
100 942 TSFR FUND 21 - GAS TAX	-						
100 956 TSFR FUND 22 - MEAS A TRANSPORT	-			-			
100 957 TSFR FUND 23 - MEAS A PARK	-		-				
<b>SUBTOTAL TRANSFER</b>	<b>782,230</b>	<b>262,421</b>	<b>81,679</b>	<b>438,130</b>	-	-	-

#### NET PROJECT ACTIVITY

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<b>NOTES:</b>	Funding includes FEMA Grant of 1,881,100 approved in 2019 which should be used by May 2023. FEMA funds 25% of the eligible project costs
	Additional FEMA funds of \$1,314,391 have been requested.
	Reserves includes funds transferred from Fund 54 - Pavilion Restoration.



# Town of Fairfax

## 2022-23 Capital Budget

PROJECT 51-521 PAVILION KITCHEN

**NEW**

Design and building all electric energy eggicient kitchen at Pavilion.

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEARS ACTUAL	FY 2022-23 ADOPTED	FY 2023-24 ESTIMATED	FY 2024-25 ESTIMATED	FY 2025-26 ESTIMATED	FY 2026-27 ESTIMATED
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**REVENUES**

060 920 MEASURE A/B TAM PROCEEDS	-						
070 699 FEDERAL/STATE GRANT REVENUE	-		-				
070 699 FEDERAL BPMP	-						
070 864 STATE PARK BOND REVENUE	177,952		177,952				
070 695 COUNTY MEASURE A PARK	-						
070 710 HIGHWAY BRIDGE PROGRAM (HBP)	-						
COUNTY FINANCING LOAN	-						
OTHER SEE NOTE	-		-				
TO BE DETERMINED	-						
<b>SUBTOTAL REVENUES</b>	<b>177,952</b>	<b>-</b>	<b>177,952</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**APPROPRIATIONS**

821 OUTSIDE SERVICES	-						
825 ENVIRONMENTAL & PERMITS	40,300		40,300				
826 ENGINEERING & DESIGN	224,835		224,835				
827 CONSTRUCTION	20,500		20,500				
828 CONSTRUCTION ENGINEERING	-						
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>285,635</b>	<b>-</b>	<b>285,635</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**TRANSFERS**

100 931 TSFR FUND 01 - GEN FUND (Meas C)	107,683		107,683				
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	-						
<b>SUBTOTAL TRANSFER</b>	<b>107,683</b>	<b>-</b>	<b>107,683</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**NET PROJECT ACTIVITY**

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NOTES:	Revenue from State Park and Rec per capita grant (Prop 68)
	Required match from Town \$44,488



# Town of Fairfax

## 2022-23 Capital Budget

**PROJECT 51-\_\_\_ ROAD STABILIZATION**  
**2378 SFD**

**NEW**

In October 2021, rains caused a sinkhole on Sir Frances Drake. Emergency repairs were performed. Ongoing expenses are for investigation of the condition of the roadway condition and retaining wall.

<b>PROJECT SUMMARY</b>	<b>ESTIMATED TOTAL</b>	<b>PRIOR YEARS ACTUAL</b>	<b>FY 2022-23 ADOPTED</b>	<b>FY 2023-24 ESTIMATED</b>	<b>FY 2024-25 ESTIMATED</b>	<b>FY 2025-26 ESTIMATED</b>	<b>FY 2026-27 ESTIMATED</b>
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**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 - FEMA <span style="float:right">SEE NOTE</span>	330,587	330,587	-				
TO BE DETERMINED							
<b>SUBTOTAL REVENUES</b>	<b>330,587</b>	<b>330,587</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**APPROPRIATIONS**

821 OUTSIDE SERVICES	-						
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	-						
827 CONSTRUCTION	450,783	440,783		10,000			
828 CONSTRUCTION ENGINEERING	-						
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>450,783</b>	<b>440,783</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

**TRANSFERS**

100 931 TSFR FUND 01 - GEN FUND (Meas C)	120,196	110,196		10,000			
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	-						
<b>SUBTOTAL TRANSFER</b>	<b>120,196</b>	<b>110,196</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

**NET PROJECT ACTIVITY**

<b>0</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
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<b>NOTES:</b>	Funded by Council emergency authorization March 2022
	FEMA reimbursement expected for 75%



**Town of Fairfax**  
2022-23 Capital Budget

**PROJECT 52-534 HEADWALL/CULVERT STABILIZATION**  
**6 BRIDGE CT**

<b>PROJECT SUMMARY</b>	<b>ESTIMATED TOTAL</b>	<b>PRIOR YEARS ACTUAL</b>	<b>FY 2022-23 ADOPTED</b>	<b>FY 2023-24 ESTIMATED</b>	<b>FY 2024-25 ESTIMATED</b>	<b>FY 2025-26 ESTIMATED</b>	<b>FY 2026-27 ESTIMATED</b>
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**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							
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-	-	-

**APPROPRIATIONS**

821 OUTSIDE SERVICES	7,500	7,500					
825 ENVIRONMENTAL & PERMITS	100,000		100,000				
826 ENGINEERING & DESIGN	15,000	10,000	5,000				
827 CONSTRUCTION	270,000	60,000	65,000	145,000			
828 CONSTRUCTION ENGINEERING	25,000			25,000			
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>417,500</b>	<b>77,500</b>	<b>170,000</b>	<b>170,000</b>	-	-	-

**TRANSFERS**

100 931 TSFR FUND 01 - GEN FUND (Meas C)	417,500	77,500	170,000	170,000			
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							
<b>SUBTOTAL TRANSFER</b>	<b>417,500</b>	<b>77,500</b>	<b>170,000</b>	<b>170,000</b>	-	-	-

**NET PROJECT ACTIVITY**

- - - - -

<b>NOTES:</b>	Phase 1 construction completed 2021 on emergency basis
	Phase 2 needs environmental permitting and 100% bid plans for construction





# Town of Fairfax

## 2022-23 Capital Budget

### PROJECT 53-804 SIDEWALK REPLACEMENT & REPAIR

This project is for the sidewalk grant program and miscellaneous annual sidewalk repair /replacement in Town.

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEARS ACTUAL	FY 2022-23 ADOPTED	FY 2023-24 ESTIMATED	FY 2024-25 ESTIMATED	FY 2025-26 ESTIMATED	FY 2026-27 ESTIMATED
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#### 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	-						
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-	-	-

#### APPROPRIATIONS

821 OUTSIDE SERVICES	SEE NOTE	-					
825 ENVIRONMENTAL & PERMITS		-					
826 ENGINEERING & DESIGN		-					
827 CONSTRUCTION	SEE NOTE	245,931	45,931	40,000	40,000	40,000	40,000
828 CONSTRUCTION ENGINEERING		-					
OTHER		-					
<b>SUBTOTAL APPROPRIATIONS</b>		<b>245,931</b>	<b>45,931</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>

#### TRANSFERS

100 931 TSFR FUND 01 - GEN FUND (Meas C)		195,931	45,931	30,000	30,000	30,000	30,000
100 941 TSFR FUND 20 - MEASURE F		50,000		10,000	10,000	10,000	10,000
100 942 TSFR FUND 21 - GAS TAX		-		-	-		-
100 956 TSFR FUND 22 - MEAS A TRANSPORT		-					
100 957 TSFR FUND 23 - MEAS A PARK		-					
<b>SUBTOTAL TRANSFER</b>		<b>245,931</b>	<b>45,931</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>

#### NET PROJECT ACTIVITY

- - - - -

NOTES: 827 - \$15,000 for misc sidewalk replacement & repair. \$25,000 for sidewalk & replacement program							
FISCAL YEAR	15/16	16/17	17/18	18/19	19/20	20/21	21/22
NUMBER OF HOMEOWNERS	6	3	6	6	5	4	4
TOTAL REIMBURSED	\$ 3,000	\$ 1,500	\$ 4,000	\$ 5,533	\$ 4,500	\$ 14,350	13048
Program approved by TC 9/2015							



# Town of Fairfax

2022-23 Capital Budget

## PROJECT 53-825 AZALEA/SFD INTERSECTION

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEARS ACTUAL	FY 2022-23 ADOPTED	FY 2023-24 ESTIMATED	FY 2024-25 ESTIMATED	FY 2025-26 ESTIMATED	FY 2026-27 ESTIMATED
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### REVENUES

060 920 MEASURE A/B TAM PROCEEDS	250,000		250,000				
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	-						
TO BE DETERMINED <span style="float: right;">see note</span>	-						
<b>SUBTOTAL REVENUES</b>	<b>250,000</b>	<b>-</b>	<b>250,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### APPROPRIATIONS

821 OUTSIDE SERVICES	-						
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	50,000		50,000				
827 CONSTRUCTION	200,000		200,000				
828 CONSTRUCTION ENGINEERING	-						
OTHER	-		-	-			
<b>SUBTOTAL APPROPRIATIONS</b>	<b>250,000</b>	<b>-</b>	<b>250,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### 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 TRANSPORT	-						
100 957 TSFR FUND 23 - MEAS A PARK	-						
<b>SUBTOTAL TRANSFER</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### NET PROJECT ACTIVITY

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NOTES:



# Town of Fairfax

## 2022-23 Capital Budget

### PROJECT 53-830 DOWNTOWN SIDEWALK IMPROVEMENTS

This project for ADA improvements in downtown including new sidewalk (e.g., north side of Sir Francis Drake between Taylor and Claus) and curb ramps.

PROJECT SUMMARY	ESTIMATED TOTAL	PRIOR YEARS ACTUAL	FY 2022-23 ADOPTED	FY 2023-24 ESTIMATED	FY 2024-25 ESTIMATED	FY 2025-26 ESTIMATED	FY 2026-27 ESTIMATED
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#### 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 [AARP Grant]	-	-	-				
TO BE DETERMINED	-						
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-	-	-

#### APPROPRIATIONS

821 OUTSIDE SERVICES	-		-		-	-	-
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	-		-				
827 CONSTRUCTION	320,000	80,000	80,000	40,000	40,000	40,000	40,000
828 CONSTRUCTION ENGINEERING	-						
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>320,000</b>	<b>80,000</b>	<b>80,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>

#### TRANSFERS

100 931 TSFR FUND 01 - GEN FUND (Meas C)	150,000	50,000	60,000	10,000	10,000	10,000	10,000
100 941 TSFR FUND 20 - MEASURE F	170,000	30,000	20,000	30,000	30,000	30,000	30,000
100 942 TSFR FUND 21 - GAS TAX	-						
100 956 TSFR FUND 22 - MEAS A TRANSPORT	-						
100 957 TSFR FUND 23 - MEAS A PARK	-						
<b>SUBTOTAL TRANSFER</b>	<b>320,000</b>	<b>80,000</b>	<b>80,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>

#### NET PROJECT ACTIVITY

- - - - -

#### NOTES:

827 Downtown sidewalk reconstruction and repair; the Council may allocate additional funding depending on the construction quotes received.



# Town of Fairfax

## 2022-23 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	PRIOR YEARS	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
	TOTAL	ACTUAL	ADOPTED	ESTIMATED	ESTIMATED	ESTIMATED	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 SEE NOTE	20,370	20,370					
TO BE DETERMINED	-						
<b>SUBTOTAL REVENUES</b>	<b>20,370</b>	<b>20,370</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

#### APPROPRIATIONS

821 OUTSIDE SERVICES SEE NOTE	-			-	-	-	-
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN SEE NOTE	90,000		50,000	10,000	10,000	10,000	10,000
827 CONSTRUCTION SEE NOTE	1,330,370	20,370	450,000	590,000	90,000	90,000	90,000
828 CONSTRUCTION ENGINEERING	-						
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>1,420,370</b>	<b>20,370</b>	<b>500,000</b>	<b>600,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>

#### TRANSFERS

100 931 TSFR FUND 01 - GEN FUND (Meas C)	825,000		325,000	500,000			
100 941 TSFR FUND 20 - MEASURE F	-		-				
100 942 TSFR FUND 21 - GAS TAX	575,000		175,000	100,000	100,000	100,000	100,000
100 956 TSFR FUND 22 - MEAS A TRANSPORT	-		-				
100 957 TSFR FUND 23 - MEAS A PARK	-						
<b>SUBTOTAL TRANSFER</b>	<b>1,400,000</b>	<b>-</b>	<b>500,000</b>	<b>600,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>

#### NET PROJECT ACTIVITY

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NOTES:	821 - construction management services
	826 - engineering design for street resurfacing work
	827 - Includes preventive maintenance activities to improve average road quality rating (currently 63)
	See appendix for Pavement Management Plan



**Town of Fairfax**  
2022-23 Capital Budget

**PROJECT 51-\_\_\_ ROAD STABILIZATION**  
**195 PINE**

**UNFUNDED**

PROJECT SUMMARY	ESTIMATED	PRIOR YEARS	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
	TOTAL	ACTUAL	ADOPTED	ESTIMATED	ESTIMATED	ESTIMATED	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							
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-	-	-

**APPROPRIATIONS**

821 OUTSIDE SERVICES	7,500	7,500					
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	25,000	25,000					
827 CONSTRUCTION	267,500	267,500					
828 CONSTRUCTION ENGINEERING	30,000	30,000					
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>330,000</b>	<b>330,000</b>	-	-	-	-	-

**TRANSFERS**

100 931 TSFR FUND 01 - GEN FUND (Meas C)	330,000	330,000					
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	-						
<b>SUBTOTAL TRANSFER</b>	<b>330,000</b>	<b>330,000</b>	-	-	-	-	-

**NET PROJECT ACTIVITY**

- - - - -

NOTES:	Funded by Council emergency authorization March 2022



**Town of Fairfax**  
2022-23 Capital Budget

**PROJECT 51-\_\_\_ ROAD STABILIZATION**  
**46 CANYON RD**

**UNFUNDED**

PROJECT SUMMARY	ESTIMATED	PRIOR YEARS	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
	TOTAL	ACTUAL	ADOPTED	ESTIMATED	ESTIMATED	ESTIMATED	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							
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-	-	-

**APPROPRIATIONS**

821 OUTSIDE SERVICES	-						
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	10,000	10,000					
827 CONSTRUCTION	20,000	20,000					
828 CONSTRUCTION ENGINEERING	-						
OTHER	1,500			1,500			
<b>SUBTOTAL APPROPRIATIONS</b>	<b>31,500</b>	<b>30,000</b>	-	<b>1,500</b>	-	-	-

**TRANSFERS**

100 931 TSFR FUND 01 - GEN FUND (Meas C)	31,500	30,000		1,500			
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	-						
<b>SUBTOTAL TRANSFER</b>	<b>31,500</b>	<b>30,000</b>	-	<b>1,500</b>	-	-	-

**NET PROJECT ACTIVITY**

- - - - -

<b>NOTES:</b>	Emergency repairs installed installed in 2019. Permanent repairs necessary.
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**Town of Fairfax**  
2022-23 Capital Budget

**PROJECT 51-\_\_\_ ROAD STABILIZATION**  
**111 FRUSTUCK AVE**

**UNFUNDED**

<b>PROJECT SUMMARY</b>	<b>ESTIMATED TOTAL</b>	<b>PRIOR YEARS ACTUAL</b>	<b>FY 2022-23 ADOPTED</b>	<b>FY 2023-24 ESTIMATED</b>	<b>FY 2024-25 ESTIMATED</b>	<b>FY 2025-26 ESTIMATED</b>	<b>FY 2026-27 ESTIMATED</b>
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**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							
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-	-	-

**APPROPRIATIONS**

821 OUTSIDE SERVICES	4,600	4,600					
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	15,000	5,000		10,000			
827 CONSTRUCTION	125,000			125,000			
828 CONSTRUCTION ENGINEERING	15,000			15,000			
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>159,600</b>	<b>9,600</b>	<b>-</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

**TRANSFERS**

100 931 TSFR FUND 01 - GEN FUND (Meas C)	159,600	9,600		150,000			
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	-						
<b>SUBTOTAL TRANSFER</b>	<b>159,600</b>	<b>9,600</b>	<b>-</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

**NET PROJECT ACTIVITY**

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<b>NOTES:</b>	Funding for geotech consultation re: development of stabilization options and eventual design of preferred option.
	Outside services includes topo/ROW survey.



# Town of Fairfax

## 2022-23 Capital Budget

**PROJECT 51-\_\_\_ ROAD STABILIZATION**  
**78 WREDEN AVE**

**UNFUNDED**

Landslide undermined retaining wall in 2019 storms.

PROJECT SUMMARY	ESTIMATED	PRIOR YEARS	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
	TOTAL	ACTUAL	ADOPTED	ESTIMATED	ESTIMATED	ESTIMATED	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							
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-	-	-

**APPROPRIATIONS**

821 OUTSIDE SERVICES	7,500	7,500					
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	26,000	20,000		6,000			
827 CONSTRUCTION	150,000			150,000			
828 CONSTRUCTION ENGINEERING	15,000			15,000			
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>198,500</b>	<b>27,500</b>	-	<b>171,000</b>	-	-	-

**TRANSFERS**

100 931 TSFR FUND 01 - GEN FUND (Meas C)	198,500	27,500		171,000			
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	-						
<b>SUBTOTAL TRANSFER</b>	<b>198,500</b>	<b>27,500</b>	-	<b>171,000</b>	-	-	-

**NET PROJECT ACTIVITY**

- - - - -

NOTES: Design mostly complete





**Town of Fairfax**  
2022-23 Capital Budget

**PROJECT 51-\_\_\_ SCENIC ROAD STABILIZATION**  
**454 SCENIC RD**

**UNFUNDED**

PROJECT SUMMARY	ESTIMATED	PRIOR YEARS	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
	TOTAL	ACTUAL	ADOPTED	ESTIMATED	ESTIMATED	ESTIMATED	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							
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-	-	-

**APPROPRIATIONS**

821 OUTSIDE SERVICES	7,500	7,500					
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	10,000	10,000					
827 CONSTRUCTION	150,000			150,000			
828 CONSTRUCTION ENGINEERING	15,000			15,000			
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>182,500</b>	<b>17,500</b>	-	<b>165,000</b>	-	-	-

**TRANSFERS**

100 931 TSFR FUND 01 - GEN FUND (Meas C)	182,500	17,500		165,000			
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	-						
<b>SUBTOTAL TRANSFER</b>	<b>182,500</b>	<b>17,500</b>	-	<b>165,000</b>	-	-	-

**NET PROJECT ACTIVITY**

- - - - -

NOTES: Design partially complete



# Town of Fairfax

## 2022-23 Capital Budget

**PROJECT 51-\_\_\_ ROAD STABILIZATION**  
**103 ROCCA AVE**

**UNFUNDED**

Roadway settlement . Inclinator has been installed

<b>PROJECT SUMMARY</b>	<b>ESTIMATED TOTAL</b>	<b>PRIOR YEARS ACTUAL</b>	<b>FY 2022-23 ADOPTED</b>	<b>FY 2023-24 ESTIMATED</b>	<b>FY 2024-25 ESTIMATED</b>	<b>FY 2025-26 ESTIMATED</b>	<b>FY 2026-27 ESTIMATED</b>
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**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							
<b>SUBTOTAL REVENUES</b>	-	-	-	-	-	-	-

**APPROPRIATIONS**

821 OUTSIDE SERVICES	7,500			7,500			
825 ENVIRONMENTAL & PERMITS	-						
826 ENGINEERING & DESIGN	15,000			15,000			
827 CONSTRUCTION	100,000			100,000			
828 CONSTRUCTION ENGINEERING	15,000			15,000			
OTHER	-						
<b>SUBTOTAL APPROPRIATIONS</b>	<b>137,500</b>	-	-	<b>137,500</b>	-	-	-

**TRANSFERS**

100 931 TSFR FUND 01 - GEN FUND (Meas C)	137,500			137,500			
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	-						
<b>SUBTOTAL TRANSFER</b>	<b>137,500</b>	-	-	<b>137,500</b>	-	-	-

**NET PROJECT ACTIVITY**

-	-	-	-	-	-	-	-
---	---	---	---	---	---	---	---

<b>NOTES:</b>	Funding for geotech consultation re: development of stabilization options and eventual design of preferred option.
	Outside services includes topo/ROW survey.

# TOWN OF FAIRFAX

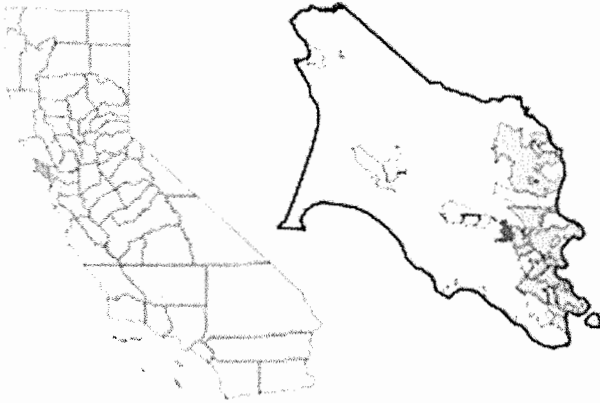
## 2022 - 2023 Operating and Capital Improvement ADOPTED Budget



## 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 - April 2020 to April 2021

# Town of Fairfax, California



## DEMOGRAPHICS

<b>Incorporated</b>	March 2, 1931
<b>Area</b>	2,204 sq mi (5.707 km <sup>2</sup> )
<b>Elevation</b>	115 ft (35m)
<b>Population</b>	(2020) (2019)
	7,629 7,578
<b>Registered Voters</b>	(11/3/2020) (02/18/20)
	6,054 5,774

## CENSUS

Census Year	2020	2010	2000
<b>Population</b>	7,605	7,441	7,319
<b>Households</b>	3,326	3,379	3,238
<b>Average Household Size</b>	2.28	2.31	2.20
<b>Number of Families</b>	1,967	1,937	1,811
<b>Average Family Size</b>	2.75	2.87	2.76
<b>Household Average Income</b>	\$119,166	\$109,225	\$58,465
<b>Average Age</b>	47.6	42.6	41.6

From the US Census Bureau <https://data.census.gov/cedsci/all?q=fairfax%20california>; Marin County Elections Department, Bay Area Census Data

**TOWN OF FAIRFAX  
SALARY SCHEDULE  
FOR FISCAL YEAR 2021/22**

**AS OF 6/1/22**

AS OF 6/1/22

**FULL TIME EMPLOYEES:**

		FTE	UNIT	MONTHLY		ANNUAL	
				LOW	HIGH	LOW	HIGH
TOWN MANAGER	note 1	1.00	CONTR	18,167	18,167	218,000	218,000
ADMINISTRATIVE ASSISTANT II		1.00	SEIU	4,244	5,416	50,926	64,995
DEP TOWN CLERK/ASST TO THE TOWN MGR		1.00	MGMT	10,253	11,869	123,039	142,432
FINANCE DIRECTOR		1.00	MGMT	10,253	11,869	123,039	142,432
PLANNING & BUILDING DIRECTOR		1.00	MGMT	10,253	11,869	123,039	142,432
PUBLIC WORKS DIRECTOR	NEW	1.00	MGMT	13,318	15,417	159,810	185,000
CHIEF BUILDING OFFICIAL/PW MGR		1.00	MGMT	9,217	10,670	110,603	128,037
PRINCIPAL PLANNER		1.00	MGMT	8,760	10,141	105,119	121,688
MAINTENANCE WORKER I		1.00	SEIU	4,121	5,259	49,447	63,109
MAINTENANCE WORKER III		1.00	SEIU	4,587	5,854	55,042	70,249
SENIOR MAINTENANCE WORKER		2.00	SEIU	5,142	6,563	61,707	78,756
POLICE CHIEF	note 1	1.00	CONTR	15,149	15,149	181,787	181,787
POLICE LIEUTENANT		-	POA	10,191	13,007	122,294	156,081
POLICE SERGEANT		3.00	POA	9,706	12,387	116,470	148,649
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	5,707	7,284	68,483	87,404
ASSISTANT PLANNER		-	MGMT	5,755	6,662	69,054	79,939
ASSOCIATE PLANNER		-	MGMT	6,300	7,294	75,605	87,523
SENIOR PLANNER		-	MGMT	7,878	9,120	94,534	109,435
ADMINISTRATIVE ASSISTANT		-	SEIU	4,244	5,416	50,926	64,995
MAINTENANCE WORKER II		-	SEIU	4,329	5,525	51,945	66,297

**TOTAL FULL TIME (FTE)**

**28.00**

**PART TIME EMPLOYEES:**

FINANCE OFFICE ASSISTANT	0.10
PLANNING TECH	0.10
POLICE CADET (2)	0.25
ACCOUNTANT I/II(2)	0.80
DISPATCHER (4)	1.00
RESERVE POLICE OFFICER	0.25
RESERVE POLICE LIEUTENANT	0.50
ASSISTANT PLANNER	0.50
RECREATION & COMMUNITY SERVICES MGR	0.63
EVENTS & VOLUNTEER COORDINATOR	0.60
MARKETING & COMMUNICATION SPECIALIST	0.50

**TOTAL PART TIME (FTE)**

**5.23**

**TOTAL FTE**

**33.23**

HOURLY	
LOW	HIGH
15.00	15.94
	36.60
16.83	29.24
40.62	49.37
27.71	35.37
	44.83
	67.91
33.20	38.43
	46.11
	36.00
	46.13

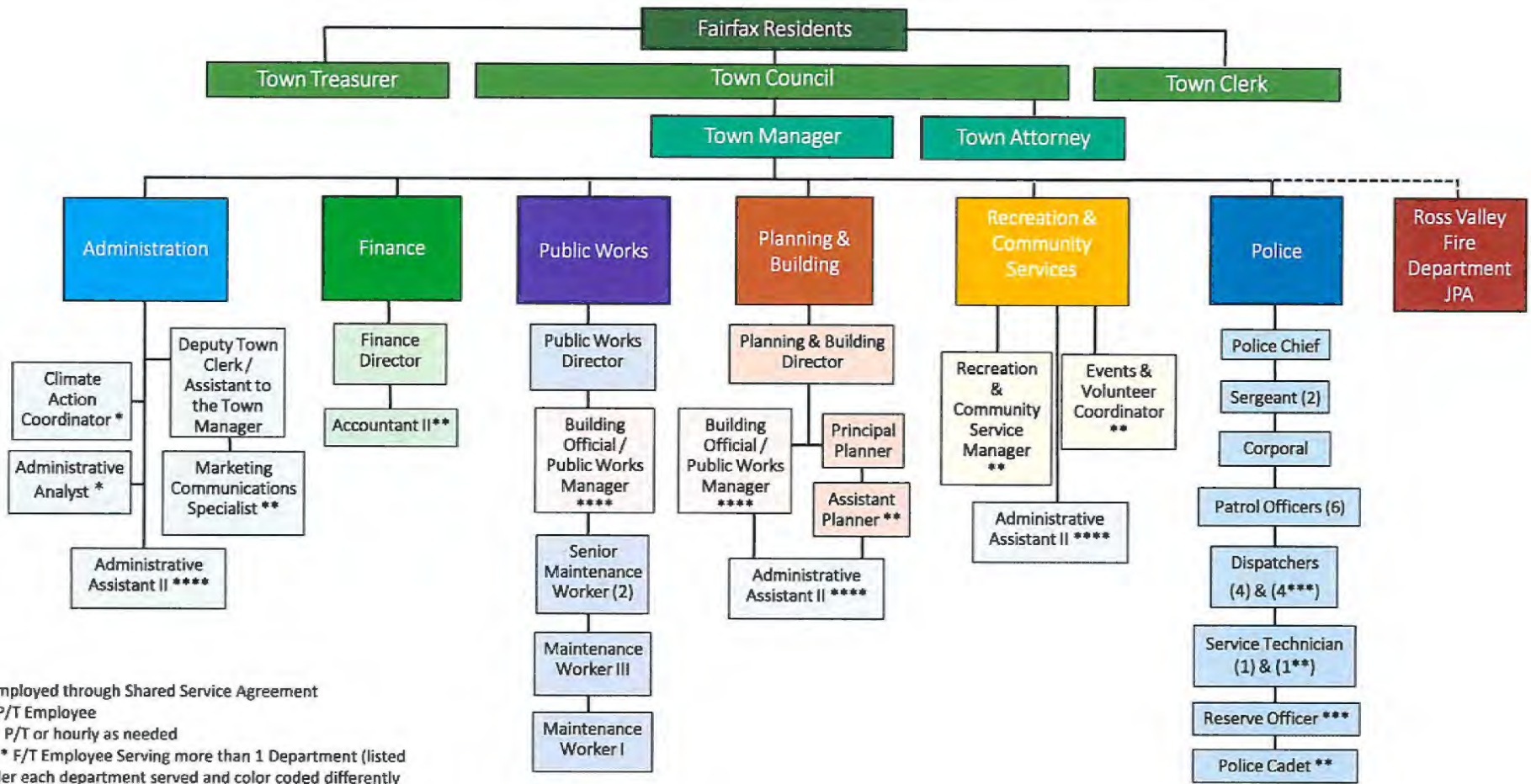
NOTE: Certain elected positions: (5) COUNCILMEMBERS and (1) TREASURER are paid \$300/mo

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 Organization for FY 2022/2023



\* Employed through Shared Service Agreement  
 \*\* P/T Employee  
 \*\*\* P/T or hourly as needed  
 \*\*\*\* F/T Employee Serving more than 1 Department (listed under each department served and color coded differently to show this is a single individual with that title)

This chart is a representation of the positions in each department, funded for FY 2022-23. Some positions serve two or more departments.

TOWN OF FAIRFAX  
SALARY SCHEDULE  
FOR FISCAL YEAR 2021/22

AS OF 7/1/21

FULL TIME EMPLOYEES:

		TOWN MGR	TOWN CLERK	PERSONNEL	FINANCE	PLAN/BLDG	BLDG INSP	POLICE	PW ADMIN	STREET MAINT	PAARK MAINT	VOLUNTEER	RECREATION	FOCUS	RENTALS	ALLOC	
		211	221	231	241	311	321	411	510	511	611	616	617	621	625	911	
FTE	UNIT																
TOWN MANAGER	note 1	1.00	CONTR	0.70		0.30			0.10								
ADMINISTRATIVE ASSISTANT II		1.00	SEIU	0.25			0.25	0.25					0.25				
DEP TOWN CLERK/ASST TO THE TOWN MGR		1.00	MGMT		1.00												
FINANCE DIRECTOR		1.00	MGMT		0.10	0.90											
PLANNING & BUILDING DIRECTOR		1.00	MGMT			1.00											
PUBLIC WORKS DIRECTOR	NEW	1.00	MGMT						1.00								
CHIEF BUILDING OFFICIAL/PW MGR		1.00	MGMT				0.75	0.25									
PRINCIPAL PLANNER		1.00	MGMT			1.00											
SUSTAINABILITY COORDINATOR		0.50	MGMT														
MAINTENANCE WORKER I		1.00	SEIU							0.25	0.50					0.25	
MAINTENANCE WORKER III		1.00	SEIU							1.00							
SENIOR MAINTENANCE WORKER		2.00	SEIU							1.00	1.00						
POLICE CHIEF	note 1	1.00	CONTR					1.00									
POLICE LIEUTENANT		1.00	POA					1.00									
POLICE SERGEANT		2.00	POA					2.00									
POLICE CORPORAL		2.00	POA					2.00									
POLICE OFFICER		5.00	POA					5.00									
POLICE SERVICES TECH/CSO		1.00	POA					1.00									
DISPATCHER		4.00	POA					4.00									

MANAGEMENT ANALYST	-	MGMT															
DEPUTY TOWN CLERK	-	MGMT															
PUBLIC WORKS DIRECTOR	-	MGMT															
ASSISTANT PLANNER	-	MGMT															
ASSOCIATE PLANNER	-	MGMT															
SENIOR PLANNER	-	MGMT															
ADMINISTRATIVE ASSISTANT	-	SEIU															
MAINTENANCE WORKER II	-	SEIU															

TOTAL FULL TIME (FTE)

28.50      0.95    1.00    0.40    0.90    2.25    1.00    16.00    1.35    2.25    1.50    -    0.25    -    0.25    -

PART TIME EMPLOYEES:

ADMINISTRATIVE ASSISTANT																	
DEPUTY TOWN CLERK																	
FINANCE OFFICE ASSISTANT	0.10			0.10													
PLANNING TECH	0.10				0.10												
POLICE CADET (2)	0.25						0.25										
ACCOUNTANT I/II(2)	0.80			0.10	0.70												
DISPATCHER (4)	1.00						1.00										
RESERVE POLICE OFFICER (2)	0.25						0.25										
ASSISTANT PLANNER	0.50				0.50												
CONSULTING PUBLIC WORKS DIRECTOR	0.67							0.42	0.125	0.125							
RECREATION & COMMUNITY SERVICES MGR	0.93												0.30	0.63			
EVENTS & VOLUNTEER COORDINATOR	0.30											0.30					
MARKETING & COMMUNICATION SPECIALIST	0.50		0.50														

TOTAL PART TIME (FTE)

5.40      -    0.50    0.10    0.80    0.60    -    1.50    0.42    0.13    0.13    0.30    0.30    0.63    -    -

TOTAL FTE

33.90      0.95    1.50    0.50    1.70    2.85    1.00    17.50    1.77    2.38    1.63    0.30    0.55    0.63    0.25    -

**TOWN OF FAIRFAX  
DEBT SERVICE SCHEDULES**

**1. 2/1/18 - COUNTY OF MARIN - CAPITAL IMPROVEMENT LOAN 5 YEAR 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
<b>TOTAL PAYMENTS:</b>				<b>\$ 500,000</b>	<b>\$ 52,918</b>	<b>\$ 552,918</b>

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

**2. 2017 LEASE REVENUE BONDS (REFUNDING PERS SIDEFUND AND PRE-2013 UAL) \$3,860,000**

	PRINCIPAL	RATE	INTEREST	PAYMENT
FY17	\$ 113,000	5.40%	\$ 85,113	\$ 198,113
FY18	254,000	5.40%	198,909	452,909
FY19	282,000	5.40%	184,842	466,842
FY20	312,000	5.40%	169,182	481,182
FY21	151,000	5.40%	78,273	229,273
	REFINANCED 9/29/20			
<b>TOTALS</b>	<b>\$ 1,112,000</b>		<b>\$ 716,319</b>	<b>\$ 1,828,319</b>

**3. 2020 LEASE REVENUE BONDS (REFINANCING 2017 LEASE AND UAL AT 6-30-21) \$9,402,000**

	PRINCIPAL	RATE	INTEREST	PAYMENT
FY21	\$ 185,000	3.45%	\$ 109,925	\$ 294,925
FY22	237,000	3.45%	314,640	551,640
FY23	320,000	3.45%	305,101	625,101
FY24	375,000	3.45%	293,198	668,198
FY25	435,000	3.45%	279,312	714,312
FY26	472,000	3.45%	263,770	735,770
FY27	515,000	3.45%	246,848	761,848
FY28	557,000	3.45%	228,459	785,459
FY29	601,000	3.45%	208,587	809,587
FY30	649,000	3.45%	187,145	836,145
FY31	699,000	3.45%	164,013	863,013
FY32	751,000	3.45%	139,121	890,121
FY33	766,000	3.45%	113,091	879,091
FY34	781,000	3.45%	86,543	867,543
FY35	777,000	3.45%	59,806	836,806
FY36	752,000	3.45%	33,586	785,586
FY37	530,000	3.45%	9,143	539,143
<b>TOTALS</b>	<b>\$ 9,402,000</b>		<b>\$ 3,042,287</b>	<b>\$ 12,444,287</b>



TABLE F  
TOWN OF FAIRFAX  
HEALTHCARE RATES (MONTHLY)  
2012 TO 2022

	2012	2017	2021	2022	▲ chg 1 YR	▲ chg 5 YR	▲ chg 10 YR
<b>KAISER (HMO)</b>							
1	610.44	733.39	813.64	857.06	5.3%	16.9%	40.4%
2	1,220.88	1,466.78	1,627.28	1,714.12	5.3%	16.9%	40.4%
3+ (BENCHMARK)	1,587.14	1,906.81	2,115.46	2,228.36	5.3%	16.9%	40.4%
<b>PERS PLATINUM/CHOICE (PPO)</b>							
1	574.15	830.30	935.84	1,057.01	12.9%	27.3%	84.1%
2	1,148.30	1,660.60	1,627.28	2,114.02	29.9%	27.3%	84.1%
3+	1,492.79	2,158.78	2,115.46	2,748.23	29.9%	27.3%	84.1%
<b>BLUE SHIELD ACCESS + (HMO)</b>							
1	711.10	1,024.85	1,170.08	1,116.01	-4.6%	8.9%	56.9%
2	1,422.20	2,049.70	2,340.16	2,232.02	-4.6%	8.9%	56.9%
3+	1,848.86	2,664.61	3,042.21	2,901.63	-4.6%	8.9%	56.9%
<b>PERS GOLD/SELECT (PPO)</b>							
1	487.39	736.27	566.67	701.23	23.7%	-4.8%	43.9%
2	974.78	1,472.54	1,133.34	1,402.46	23.7%	-4.8%	43.9%
3+	1,267.21	1,914.30	1,473.34	1,823.20	23.7%	-4.8%	43.9%
<b>PORAC (ASSOC)</b>							
1	556.00	699.00	799.00	799.00	0.0%	14.3%	43.7%
2	1,041.00	1,467.00	1,725.00	1,725.00	0.0%	17.6%	65.7%
3+	1,323.00	1,876.00	2,199.00	2,199.00	0.0%	17.2%	66.2%
<b>PERS CARE (PPO)</b>							
1	1,029.23	932.39	1,294.69				
2	2,058.46	1,864.78	2,589.38				
3+	2,676.00	2,424.21	3,366.19				
<b>ANTHEM BLUE CROSS TRADITIONAL (HMO)</b>							
1		990.05	1,307.86	1,304.00	-0.3%	31.7%	
2		1,980.10	2,615.72	2,608.00	-0.3%	31.7%	
3+		2,574.13	3,400.44	3,390.40	-0.3%	31.7%	
<b>ANTHEM BLUE CROSS SELECT (HMO)</b>							
1		783.46	925.60	1,015.81	9.7%	29.7%	
2		1,566.92	1,851.20	2,031.62	9.7%	29.7%	
3+		2,037.00	2,406.56	2,641.11	9.7%	29.7%	

# MEASURE A WORKPLAN

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

## DESCRIPTION:

Measure A is the one-quarter of one-percent sales tax originally approved by County voters in 2012 and approved again in June, 2022. 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.

Fairfax’s Measure A Advisory Committee (Committee) meets annually to recommend allocations for the upcoming year. For FY22-23, the County estimates Fairfax will receive approximately \$26,500 in Measure A sales tax revenue.

The Measure A Advisory Committee met in June 2022 to discuss the allocation of funds. Below is the Measure A Parks budget for FY22-23.

### MEASURE A COMMITTEE RECOMMENDED ALLOCATION FOR FY 22-23

Project/Program	A		B		C		D	
	Prior Year	Estimated	Carryover	Proposed	Proposed	Allocation	Allocation	Allocation
	Carryover Available	Expenditures	Available	Allocation	Allocation	w.Carryover		
	FY21-22		FY22-23					
Parkland/Open Space Acquisition	\$ 87,500	\$ -	\$ 87,500	\$ 12,500	\$ 100,000			
Maint/Repair Ped Trail Improvements	45,024	(10,404)	34,620	15,380	50,000			
Women’s Club Improvements	19,973		19,973	1,000	20,973			
Replace wood swings with new BEARS 2-3 seat swing	6,000		6,000	20,000	39,919			
Platform for Parkade Art				5,000	5,000			
Reallocate Pavilion to Peri Park to reimb for costs	19,371		19,371	(19,371)				
Peri Park exercise Equipment	8,877		8,877	(8,877)				
Bicycle pump track	10,000		10,000	(10,000)				
<b>Totals</b>	<b>\$ 196,745</b>	<b>\$ (10,404)</b>	<b>\$ 186,341</b>	<b>\$ 15,632</b>	<b>\$ 215,892</b>			

Column A (“Est. Expenditures”) reflects the estimated year end expenditures for projects. Column B (“Carry-Over”) represents the funding allocated to a project in a previous year(s), but not spent in FY21-22. Column D (“Proposed Recommended Allocation”) is the combination of funds from Column B and Column C. The County requires the Town to reallocate carryover funds each year.

The Measure A Advisory Committee consists of:

- Councilmember Goddard and Councilmember Coler
- 2 Fairfax Open Space members: Susan Pascal Beran, Jack Judkins
- Fairfax Parks and Rec Commissioner: Chris Borjian
- Fairfax Volunteer Board member: Sam Silverstein

## **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 \$400,000 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. The Town will be trying an asphalt rubber product which has a higher rubber content and may allow us to treat more roads for the same costs as rubberized asphalt.

Attached is the road detail as of June 2021 which will be updated in 2022.

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 6/10/2021

Scenario: \$400K Scenario

Year	Budget	PM	Year	Budget	PM	Year	Budget	PM
2020	\$400,000	10%	2022	\$400,000	10%	2024	\$400,000	10%
2021	\$400,000	10%	2023	\$400,000	10%			

Year: 2020

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
BELMONT AVENUE	PASTORI AVENUE	KENT AVENUE	BELMON	10	271	24	6,504	R	AC/AC		58	61	71	\$3,614	23,101	MICROSURFACING
BOTHIN ROAD	1041' WEST OF OLEMA ROAD	TOWN LIMITS	BOTHIN	30	1,031	25	25,775	C	AC/AC		65	68	77	\$14,320	33,667	MICROSURFACING
BROADWAY	CLAUS	BANK	BROADW	10b	155	60	9,300	C	AC/AC		65	68	77	\$5,167	28,387	MICROSURFACING
CANYON ROAD	1017' WEST OF CASCADE DRIVE	2454' WEST OF CASCADE DRIVE	CANYON	20	1,437	17	24,429	C	AC/AC		57	60	71	\$13,572	24,120	MICROSURFACING
CASCADE DRIVE	690' WEST OF MEADOW WAY	CANYON ROAD	CASCAD	50	933	21	19,593	R	AC/AC		64	67	76	\$10,885	22,760	MICROSURFACING
CENTER BOULEVARD	727' NORTH OF PASTORI AVENUE	PACHECO AVENUE	CENTER	30	599	54	32,346	R	AC/AC		63	66	75	\$17,970	22,824	MICROSURFACING
FORREST AVENUE	1230' EAST OF SUMMER AVENUE	2230' EAST OF SUMMER AVENUE	FORREA	30	1,000	14	14,000	C	AC/PCC		65	68	77	\$7,778	33,053	MICROSURFACING
FRUSTUCK AVENUE	MANZANITA ROAD	WILLIS LANE	FRUSTU	30	1,029	14	14,406	C	AC		64	68	77	\$8,004	20,437	MICROSURFACING
LIVE OAK AVENUE	MAPLE AVENU	1027' WEST OF MAPLE AVENUE	LIVEOA	10	1,027	18	18,486	R	AC/AC		67	69	78	\$10,270	25,834	MICROSURFACING
MANZANITA ROAD	991 FRM WRENDEN FRUSTRUCK INT	FRUSTUCK AVENUE	MANZAR	20	594	14	8,316	R	AC/AC		59	62	72	\$4,620	22,268	MICROSURFACING
OAK TREE LANE	SIR FRANCIS DRAKE BOULEVARD	DEAD END	OAKTRE	10	494	29	14,326	R	AC/AC		61	64	74	\$7,959	23,678	MICROSURFACING
OLEMA ROAD	SIR FRANCIS DRAKE BOULEVARD	MARIN ROAD	OLEMAR	10	1,050	24	25,200	C	AC		62	66	76	\$14,000	19,617	MICROSURFACING
OLEMA ROAD	MARIN ROAD	TOWN LIMITS	OLEMAR	20	1,480	23	34,040	C	AC		65	69	78	\$18,912	20,754	MICROSURFACING
PINE DRIVE	635' WEST OF LAUREL DRIVE	1900' WEST OF LAUREL DRIVE	PINEDR	20	1,265	14	17,710	C	AC/AC		65	68	77	\$9,839	31,042	MICROSURFACING
SCENIC ROAD	BAY ROAD	200 FT W. BAY ROAD	SCENIC	20B	200	14	2,800	A	AC/AC		57	60	71	\$1,556	33,654	MICROSURFACING
SCENIC ROAD	200' WEST OF BAY ROAD	400' NORTH OF REDWOOD ROAD	SCENIC	30	922	15	13,830	A	AC/AC		60	63	73	\$7,684	34,689	MICROSURFACING
SEQUOIA ROAD	LOWER SCENIC ROAD	SPRUCE ROAD	SEQUOI	10	974	19	18,506	R	AC/AC		66	69	78	\$10,282	24,474	MICROSURFACING
SIR FRANCIS DRAKE BOULEVARD	TOWN LIMITS	PACHECO AVENUE	SIRFRA	10	1,526	36	54,936	A	AC/AC		65	68	77	\$30,520	44,289	MICROSURFACING
SIR FRANCIS DRAKE BOULEVARD	PACHECO AVENUE	BANK STREET	SIRFRA	20	819	35	28,665	A	AC		57	61	72	\$15,925	28,775	MICROSURFACING
TAMALPAIS ROAD	1050' SOUTH OF SCENIC ROAD	BERRY TRAIL	TAMALP	30	812	16	12,992	A	AC/AC		58	61	72	\$7,218	34,436	MICROSURFACING

\*\* - Treatment from Project Selection

A-B (1)

MTC StreetSaver

Scenarios Criteria:

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 6/10/2021

Scenario: \$400K Scenario

Year: 2020

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment			
											Current PCI	PCI Before	PCI After						
WESTBRAE DRIVE	OLEMA ROAD	OLEMA ROAD	WESTBR	10	760	25	19,000	R	AC/AC		57	60	70	\$10,556	21,966	MICROSURFACING			
WREDEN AVENUE	FRUSTUCK AVENUE	MANZANITA ROAD	WREDEN	20	543	15	8,145	R	AC/AC		62	65	74	\$4,525	23,605	MICROSURFACING			
											Treatment Total			\$235,176					
SCENIC ROAD	400' NORTH OF REDWOOD ROAD	REDWOOD ROAD	SCENIC	40	458	14	6,412	A	AC/AC		64	67	100	\$22,799	16,298	THICK AC OL/RUBBERIZED ASPHALT			
TAMALPAIS ROAD	BERRY TRAIL	MOUNTAIN VIEW ROAD	TAMALP	40	835	15	12,525	A	AC/AC		66	69	100	\$44,534	15,652	THICK AC OL/RUBBERIZED ASPHALT			
											Treatment Total			\$67,333					
ALDER COURT	LANDSDALE AVE	DEAD END	ALDERC	10	195	12	2,340	R	AC/AC		81	83	90	\$910	28,827	SLURRY SEAL			
HICKORY ROAD	CASADE DR	CYPRESS DR	HICKOR	05	178	20	3,560	R	AC		78	80	88	\$1,385	41,329	SLURRY SEAL			
TAMALPAIS ROAD	SPRUCE ROAD	INT. 60 FT W. OF SCENIC	TAMALP	10B	370	16	5,920	A	AC/AC		78	80	87	\$2,303	80,964	SLURRY SEAL			
TAMALPAIS ROAD	SCENIC ROAD	1050' SOUTH OF SCENIC ROAD	TAMALP	20	1,050	15	15,750	A	AC/AC		83	84	91	\$6,125	91,420	SLURRY SEAL			
											Treatment Total			\$10,723					
REDWOOD ROAD	1240' WEST OF SCENIC ROAD	1800' WEST OF SCENIC ROAD	REDWOO	30	560	14	7,840	C	AC/AC		59	61	100	\$27,876	13,055	MILL AND THIN OVERLAY			
SHERMAN AVENUE	BOLINAS ROAD	DOMINGA AVENUE	SHERMA	10	262	18	4,716	R	AC/AC		61	64	100	\$16,768	11,089	MILL AND THIN OVERLAY			
											Treatment Total			\$44,644					
IVY LANE	PORTEOUS AVENUE	MEERNA AVENUE	IVYLAN	10	118	18	2,124	R	AC/AC		42	45	100	\$11,328	9,192	MILL AND THICK OVERLAY			
											Treatment Total			\$11,328					
<b>Year 2020 Area Total</b>											<b>484,492</b>		<b>Year 2020 Total</b>			<b>\$369,204</b>			

Year: 2021

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
CENTER BOULEVARD	PASTORI AVENUE	727' NORTH OF PASTORI AVENUE	CENTER	20	727	51	37,077	R	AC		67	68	77	\$21,217	20,319	MICROSURFACING
FORREST AVENUE	SUMMER AVENUE	1230' EAST OF SUMMER AVENUE	FORREA	20	1,230	14	17,220	C	AC/PCC		68	69	78	\$9,854	34,051	MICROSURFACING

\*\* - Treatment from Project Selection

A-8 (2)

MTC StreetSaver

Scenarios Criteria:

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 6/10/2021

Scenario: \$400K Scenario

Year: 2021

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
GLEN DRIVE	SIR FRANCIS DRAKE BOULEVARD	1260' NORTH OF SFD BLVD	GLENDR	10	1,260	35	44,100	C	AC/AC		68	69	78	\$25,235	34,451	MICROSURFACING
KENT AVENUE	BELMONT AVENUE	SIR FRANCIS DRAKE BLVD	KENTAV	10	481	24	11,544	R	AC		68	69	78	\$6,606	20,509	MICROSURFACING
PINE DRIVE	1900' WEST OF LAUREL DRIVE	2760' WEST OF LAUREL DRIVE	PINEDR	30	860	14	12,040	C	AC/AC		68	69	78	\$6,890	32,051	MICROSURFACING
SPRING LANE	HILLSIDE DRIVE	DEAD END	SPRING	10	1,376	15	20,640	R	AC/AC		68	69	78	\$11,811	20,757	MICROSURFACING
<b>Treatment Total</b>													<b>\$81,613</b>			
CASCADE DRIVE	BOLINAS DRIVE	1285' WEST OF BOLINAS DRIVE	CASCAD	10	1,285	32	41,120	C	AC/AC		74	75	83	\$16,471	57,143	SLURRY SEAL
MAIN COURT	PACHECO AVENUE	DEAD END	MAINC	10	208	20	4,160	R	AC/AC		79	80	87	\$1,667	39,195	SLURRY SEAL
MEERNA AVENUE	IVY LANE	HILLSIDE DRIVE	MEERNA	20	942	18	16,956	C	AC/AC		77	78	86	\$6,792	63,455	SLURRY SEAL
SIR FRANCIS DRAKE BOULEVARD	GLEN DRIVE	TOWN LIMITS	SIRFRA	100	1,302	45	58,590	A	AC/AC		79	80	87	\$23,469	71,124	SLURRY SEAL
<b>Treatment Total</b>													<b>\$48,399</b>			
TAMALPAIS ROAD	SCENIC ROAD	DEAD END	TAMALP	60	1,135	10	11,350	A	AC/AC		77	78	80	\$121	491,928	SEAL CRACKS
<b>Treatment Total</b>													<b>\$121</b>			
BOLINAS ROAD	BROADWAY	PARK ROAD	BOLINA	10	962	34	32,708	A	AC		39	41	100	\$179,676	14,896	MILL AND THICK OVERLAY
SCENIC ROAD	ACACIA ROAD	TAMALPIAS ROAD	SCENIC	10	625	24	15,000	A	AC		44	46	100	\$82,400	14,494	MILL AND THICK OVERLAY
<b>Treatment Total</b>													<b>\$262,076</b>			
<b>Year 2021 Area Total</b>										<b>322,505</b>	<b>Year 2021 Total</b>		<b>\$392,209</b>			

Year: 2022

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
CASCADE DRIVE	1285' WEST OF BOLINAS DR	LAUREL DRIVE	CASCAD	20	853	21	17,913	C	AC/AC		70	69	78	\$10,558	33,139	MICROSURFACING
MURIEL PLACE	LOWER SCENIC ROAD	DEAD END	MURIEL	10	485	21	10,185	R	AC/AC		70	69	78	\$6,003	26,200	MICROSURFACING
SIR FRANCIS DRAKE BOULEVARD	BANK STREET	BROADWAY	SIRFRA	30	939	36	33,804	A	AC		69	68	77	\$19,924	28,789	MICROSURFACING
WREDEN AVENUE	PARK ROAD	FRUSTUCK AVENUE	WREDEN	10	576	16	9,216	R	AC/AC		70	69	78	\$5,432	25,648	MICROSURFACING
<b>Treatment Total</b>													<b>\$41,917</b>			

\*\* - Treatment from Project Selection

A-8 (3)

MTC StreetSaver

Scenarios Criteria:

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 6/10/2021

Scenario: \$400K Scenario

Year: 2022

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
FORREST AVENUE	MEERNA A AVENUE	SUMMER AVENUE	FORREA	10	1,080	14	15,120	C	AC/AC		72	71	80	\$6,239	50,530	SLURRY SEAL
GLEN DRIVE	1260' NORTH OF SFD BLVD	TOWN LIMIT	GLENDR	20	1,200	40	48,000	C	AC/AC		73	72	81	\$19,804	52,814	SLURRY SEAL
MANZANITA COURT	MANZANITA ROAD	DEAD END	MANZAC	10	123	10	1,230	R	AC		79	79	86	\$508	27,267	SLURRY SEAL
SCENIC ROAD	REDWOOD ROAD	TAMALPIAS ROAD	SCENIC	50	580	14	8,120	A	AC/AC		85	84	91	\$3,351	58,828	SLURRY SEAL
<b>Treatment Total</b>													<b>\$29,902</b>			
SCENIC ROAD	TAMALPIAS ROAD	BAY ROAD	SCENIC	20A	535	14	7,490	A	AC/AC		88	87	88	\$13	1,305,666	SEAL CRACKS
TAMALPAIS ROAD	MOUNTAIN VIEW ROAD	SCENIC ROAD	TAMALP	50	590	12	7,080	A	AC/AC		88	87	88	\$13	1,305,666	SEAL CRACKS
<b>Treatment Total</b>													<b>\$26</b>			
BARKER AVENUE	PORTEOUS AVENUE	DEAD END	BARKER	10	345	18	6,210	R	AC/AC		64	63	100	\$23,425	10,186	MILL AND THIN OVERLAY
BROADWAY	AZALEA AVENUE	50 FT. NW AZALEA AVE.	BROADW	35A	50	22	1,100	C	AC/AC		70	69	100	\$4,150	9,936	MILL AND THIN OVERLAY
CASCADE DRIVE	890' WEST OF CANYON ROAD	1770' WEST OF CANYON ROAD	CASCAD	70	880	15	13,200	R	AC/AC		62	61	100	\$49,792	10,916	MILL AND THIN OVERLAY
CYPRESS DRIVE	1700' NORTH OF LAUREL DRIVE	935' NORTH OF LAUREL DRIVE	CYPRES	40	765	16	12,240	C	AC/AC		69	68	100	\$46,171	10,536	MILL AND THIN OVERLAY
LAUREL DRIVE	CASCADE DRIVE	PINE ROAD	LAUREL	10	950	14	13,300	C	AC		69	68	100	\$50,169	12,358	MILL AND THIN OVERLAY
PINE DRIVE	LAUREL DRIVE	635' WEST OF LAUREL DRIVE	PINEDR	10	635	16	10,160	C	AC/AC		63	62	100	\$38,325	12,312	MILL AND THIN OVERLAY
<b>Treatment Total</b>													<b>\$212,032</b>			
SCENIC ROAD	TAMALPIAS ROAD	UPPER SCENIC ROAD	SCENIC	60	1,145	15	17,175	A	AC		46	44	100	\$97,179	14,241	MILL AND THICK OVERLAY
<b>Treatment Total</b>													<b>\$97,179</b>			
<b>Year 2022 Area Total</b>										<b>231,543</b>	<b>Year 2022 Total</b>		<b>\$381,056</b>			

Year: 2023

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
BOTHIN ROAD	OLEMA ROAD	1041' WEST OF OLEMA ROAD	BOTHIN	20	1,041	26	27,066	C	AC/AC		71	68	78	\$16,431	32,657	MICROSURFACING
<b>Treatment Total</b>													<b>\$16,431</b>			
SIR FRANCIS DRAKE BOULEVARD	BROADWAY	SAN MIGUEL COURT	SIRFRA	40	939	47	44,133	A	AC		71	68	100	\$171,468	15,553	THICK AC OLRUBBERIZED ASPHALT

\*\* - Treatment from Project Selection

AB (4)

MTC StreetSaver

Scenarios Criteria:

# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 6/10/2021

Scenario: \$400K Scenario

Year: 2023

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment	
											Current PCI	PCI Before	PCI After				
SIR FRANCIS DRAKE BOULEVARD	SAN MIGUEL COURT	OAK TREE LANE	SIRFRA	50	870	35	30,450	A	AC		71	68	100	\$118,306	15,553	THICK AC OL/RUBBERIZED ASPHALT	
													Treatment Total		\$289,774		
BOTHIN ROAD	MARIN AVENUE	OLEMA ROAD	BOTHIN	10	460	26	11,960	C	AC/AC		79	77	85	\$5,083	39,183	SLURRY SEAL	
CANYON ROAD	CASCADE DRIVE	1017' WEST OF CASCADE DRIVE	CANYON	10	1,017	14	14,238	C	AC/AC		76	74	82	\$6,051	48,008	SLURRY SEAL	
COOLIDGE AVENUE	BELMONT AVENUE	BELLE AVENUE	COOLID	10	227	14	3,178	R	AC/AC		90	88	93	\$1,351	18,858	SLURRY SEAL	
CYPRESS DRIVE	935' NORTH OF LAUREL	LAUREL DRIVE	CYPRES	50	1,700	16	27,200	C	AC/AC		76	73	82	\$11,559	47,889	SLURRY SEAL	
IRON SPRINGS ROAD	ROCK RIDGE ROAD	DEAD END	IRONSP	10	886	12	10,632	R	AC/AC		77	75	83	\$4,519	42,431	SLURRY SEAL	
SCHOOL STREET	PARK ROAD	DEAD END	SCHOOL	20	150	25	3,750	R	AC		79	77	85	\$1,594	32,400	SLURRY SEAL	
SPRUCE ROAD	PARK ROAD	610 FT WEST OF PARK ROAD	SPRUCE	15	610	12	7,320	C	AC/AC		73	70	79	\$3,111	47,669	SLURRY SEAL	
SPRUCE ROAD	610 FT WEST OF PARK ROAD	TAMALPIAS ROAD	SPRUCE	25	765	12	9,180	C	AC/AC		78	76	84	\$3,902	39,607	SLURRY SEAL	
TAMALPAIS ROAD	SCENIC ROAD	DEAD END	TAMALP	60	1,135	10	11,350	A	AC/AC		77	77	85	\$4,824	50,899	SLURRY SEAL	
													Treatment Total		\$41,994		
SCENIC ROAD	400' NORTH OF REDWOOD ROAD	REDWOOD ROAD	SCENIC	40	458	14	6,412	A	AC/AC		64	86	87	\$20	850,296	SEAL CRACKS	
SIR FRANCIS DRAKE BOULEVARD	TOWN LIMITS	PACHECO AVENUE	SIRFRA	10	1,526	36	54,936	A	AC/AC		65	73	76	\$769	604,515	SEAL CRACKS	
TAMALPAIS ROAD	SPRUCE ROAD	INT. 60 FT W. OF SCENIC	TAMALP	10B	370	16	5,920	A	AC/AC		78	85	86	\$29	1,473,513	SEAL CRACKS	
TAMALPAIS ROAD	BERRY TRAIL	MOUNTAIN VIEW ROAD	TAMALP	40	835	15	12,525	A	AC/AC		66	86	87	\$38	850,296	SEAL CRACKS	
													Treatment Total		\$856		
BROADWAY	50 FT NW AZALEA AVE.	SIR FRANCIS DRAKE BLVD.	BROADW	35B	340	22	7,480	C	AC		47	41	100	\$43,593	10,144	MILL AND THICK OVERLAY	
													Treatment Total		\$43,593		
<b>Year 2023 Area Total</b>										<b>287,730</b>	<b>Year 2023 Total</b>			<b>\$392,648</b>			

Year: 2024

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
CASCADE DRIVE	LAUREL DRIVE	MEADOW WAY	CASCAD	30	1,295	20	25,900	R	AC/AC		72	68	78	\$16,195	23,237	MICROSURFACING

\*\* - Treatment from Project Selection

A-B(5)

MTC StreetSaver

Scenarios Criteria:



# Scenarios - Sections Selected for Treatment

Interest: 3.00%

Inflation: 3.00%

Printed: 6/10/2021

Scenario: \$400K Scenario

Year: 2024

Street Name	Begin Location	End Location	Street ID	Section ID	Length	Width	Area	FC	Surface Type	Area ID	Treatment			Cost	Rating	Treatment
											Current PCI	PCI Before	PCI After			
MARIN ROAD	MANOR ROAD (TOP OF CIRCLE)	SIR FRANCIS DRAKE BLVD	MARINR	20	140	48	6,720	C	AC		75	68	78	\$4,202	20,899	MICROSURFACING
RIDGEWAY AVENUE	LIVE OAK AV	END	RIDGEW	10	1,350	16	21,600	R	AC/AC		72	69	78	\$13,507	24,983	MICROSURFACING
<b>Treatment Total</b>													<b>\$33,904</b>			
CASCADE DRIVE	1770' WEST OF CANYON ROAD	DEAD END	CASCAD	80	833	15	12,495	R	AC/AC		76	73	82	\$5,470	37,268	SLURRY SEAL
MARIN ROAD	OLEMA ROAD	MANOR ROAD (AROUND CIRCLE)	MARINR	10	398	25	9,950	C	AC/AC		79	75	83	\$4,356	38,549	SLURRY SEAL
SIR FRANCIS DRAKE BOULEVARD	455' NORTH OF JUNE COURT	GLEN DRIVE	SIRFRA	90	795	60	47,700	A	AC/AC		85	81	88	\$20,879	49,897	SLURRY SEAL
<b>Treatment Total</b>													<b>\$30,705</b>			
BOLINAS ROAD	BROADWAY	PARK ROAD	BOLINA	10	962	34	32,708	A	AC		39	86	87	\$103	825,530	SEAL CRACKS
BRIDGE COURT	DOMINGA AVENUE	DEAD END	BRIDGE	10	97	16	1,552	R	AC/AC		90	86	87	\$6	464,208	SEAL CRACKS
COURT LANE	DOMINGA AVENUE	DEAD END	COURTL	10	141	14	1,974	R	AC/AC		90	86	87	\$7	464,208	SEAL CRACKS
MONO AVENUE	BOLINAS RD	PACHECO AV	MONOAV	10	525	16	8,400	R	AC/AC		90	86	87	\$29	464,208	SEAL CRACKS
MOUNTAIN VIEW ROAD	MANZANITA ROAD	TAMALPIAS ROAD	MOUNTA	10	1,035	14	14,490	R	AC/AC		86	83	84	\$111	295,857	SEAL CRACKS
SCENIC ROAD	ACACIA ROAD	TAMALPIAS ROAD	SCENIC	10	625	24	15,000	A	AC		44	86	87	\$47	825,530	SEAL CRACKS
SIR FRANCIS DRAKE BOULEVARD	GLEN DRIVE	TOWN LIMITS	SIRFRA	100	1,302	45	58,590	A	AC/AC		79	84	85	\$344	1,152,184	SEAL CRACKS
TAMALPAIS ROAD	SCENIC ROAD	1050' SOUTH OF SCENIC ROAD	TAMALP	20	1,050	15	15,750	A	AC/AC		83	88	89	\$12	9,436,610	SEAL CRACKS
<b>Treatment Total</b>													<b>\$659</b>			
VALLEY ROAD	WILLIS LANE	DEAD END	VALLEY	10	330	14	4,620	R	AC/AC		67	63	100	\$18,489	9,593	MILL AND THIN OVERLAY
<b>Treatment Total</b>													<b>\$18,489</b>			
BOLINAS ROAD	PARK ROAD	CASCADE DRIVE	BOLINA	20	1,227	36	44,172	A	AC		50	42	100	\$265,152	13,555	MILL AND THICK OVERLAY
FRUSTUCK AVENUE	500' WEST OF BOLINAS ROAD	BOLINAS ROAD	FRUSTU	50	500	14	7,000	C	AC		54	44	100	\$42,019	9,732	MILL AND THICK OVERLAY
<b>Treatment Total</b>													<b>\$307,171</b>			
<b>Year 2024 Area Total</b>									<b>328,621</b>	<b>Year 2024 Total</b>			<b>\$390,928</b>			
<b>Grand Total Section Area:</b>									<b>1,654,891</b>	<b>Grand Total</b>			<b>\$1,926,045</b>			

\*\* - Treatment from Project Selection

A-8 (6)

MTC StreetSaver

Scenarios Criteria:

## ORDINANCES AND RESOLUTIONS

APRIL 2021 TO APRIL 2022

### Ordinance Titles

1. URGENCY Ordinance Temporarily Prohibiting Residential Evictions Without Cause Through September 30, 2021. Adopted June 16, 2021.
2. Amending Chapter 17.020 and Adding Section 17.020.030(C) to Include the Requirement of a Design Review Permit for Changes in the Exterior Color of a Structure or the Alteration of a Significant Design Element which is a Part of the Design of the Building in Limited Commercial CL, Highway Commercial CH, Central Commercial CC, Service Commercial CS, Commercial Recreation CR, Planned Development District PDD, Multiple Family Residential RM and Multiple Family Residential-Senior Residential RM-S Zones. Adopted July 7, 2021.
3. Removing Subsection (B) from Section 2.12.030, "Residency Requirement." Adopted July 7, 2021.
4. Adding Chapter 15.05 Entitled "All-Electric Construction in Newly Constructed Buildings" To Title 15 of the Fairfax Municipal Code. Adopted September 1, 2021.
5. Establishing Paid Sick Leave Requirements for All Employers in the Town With 25 Or Fewer Employees for Covid-19 Related Reasons. Adopted September 1, 2021.
6. Amending Chapter 8.44 (Clean Indoor and Outdoor Air and Health Protection - Smoking Regulations) of Title 8 (Health and Safety) of the Fairfax Municipal Code to Address Smoking in Multi-Unit Residences. Adopted November 3, 2021.
7. Amending Chapter 8.08 of the Fairfax Municipal Code Relating to Solid Waste, Recyclables, and Organic Waste. Adopted December 1, 2021.
8. Adding Chapter 16.22 Urban Lot Splits and Chapter 17.049 Two-Unit Projects to the Town of Fairfax Town Code and Determining the Ordinance to Be Exempt From CEQA. Adopted December 1, 2021.
9. Amending Section 17.048.010 of the Fairfax Municipal Code Regarding Accessory Dwelling Units and Determining the Ordinance to Be Exempt From CEQA. Adopted January 19, 2022.

### Resolution Titles

1. Establishing a Community Emergency Preparedness Committee. Adopted 05-05-21.
2. Extending the Expiration Date to May 8, 2022, Of Temporary Outdoor Use Permits

- to Allow Restaurants and Other Businesses to Provide Outdoor Dining, Other Retail/Commercial Uses, And Curbside Pickup. Adopted 05-05-21.
3. Extending the Terms of Certain Right-Of-Way Use Agreements for Temporary Outdoor Uses to May 8, 2022. Adopted 05-05-21.
  4. Upholding the Planning Commission Action Approving Hill Area Residential Development, Design Review, Tree Removal and Excavation Permits and A Retaining Wall Height Variance, Application 21-03, For the Construction of A 23 Foot Tall, 2,511 Square-Foot, Three Bedroom, Two and A Half Bathroom, Single-Family Residence and Access Driveway At 64 Spring Lane, Assessor's Parcel No. 002-174-05. Adopted 06-02-21.
  5. Approving a List of Projects Funded by SB 1: The Road Repair and Accountability Act For FY 21-22. Adopted 06-02-21.
  6. Proclaiming June as "Lesbian, Gay, Bisexual, Transgender, Questioning+ Pride Month". Adopted 06-02-21.
  7. Setting the Amount of \$200 for the Special Municipal Services Tax for Fiscal Year 2021-22. Adopted 06-16-21.
  8. Setting the Utility Users' Tax Rate of 4% for Fiscal Year 2021-22. Adopted 06-16-21.
  9. Setting the Pension Tax Rate of \$.091 per \$100 of assessed valuation to Support Fairfax Pension Obligations for Fiscal Year 2021-22. Adopted 06-16-21.
  10. Setting a Fee of \$15 per run-off unit for the Purpose of Funding Local Stormwater Pollution Prevention Activities for Fiscal Year 2021-22. Adopted 06-16-21.
  11. Setting a Fee of \$15 per run-off unit for the Purpose of Funding Local Stormwater Pollution Prevention Activities for Fiscal Year 2021-22. Adopted 06-16-21.
  12. Confirming and Levying the Ross Valley Paramedic Authority (RVPA) Tax in the amount of \$87.50 for Fiscal Year 2021-22. Adopted 06-16-21.
  13. Authorizing the Town Manager to Execute Grant Funding Contracts/Agreements with Caltrans. Adopted 06-16-21.
  14. Continuing Expenditures and Revenues in Accordance with the Fiscal Year 2020-21 Town Budget and Continuing the Fiscal Year 2021-22 Town Budget Adoption. Adopted 06-16-21.
  15. Appointing Adam Politzer as Town Manager on An Interim Basis and Approving Employment Contract. Adopted 07-07-21.

16. Adopting the Climate Action Plan. Adopted 07-07-21.
17. Adopting the Town of Fairfax Operating and Capital Improvement Budgets for Fiscal Year July 1, 2021 Through June 30, 2022 and Providing for The Appropriation of Expenditures in Said Budgets and Repealing All Resolutions In Conflict Herewith. Adopted 07-07-21.
18. Making Certain Findings and Determinations in Compliance with Section XIIB Of the California Constitution (Gann Initiative) And Setting the Appropriations Limit for Fiscal Year 2021-22. Adopted 07-07-21.
19. Extending the Marin County Abandoned Vehicle Service Authority Vehicle Registration Fee Until April 2032. Adopted 07-07-21.
20. Setting the Living Wage Pursuant to the Annual Review Requirements of Section 8.56.020 Of the Town Code. Adopted 08-04-21.
21. Approving a Side Letter to Amend and Extend the Memorandum of Understanding (MOU) With the Service Employees International Union Local 1021 Miscellaneous Unit (SEIU) For the Period of July 1, 2018 Through June 30, 2021 for a Period of One Year, Through and Including June 30, 2022. Adopted 08-04-21.
22. 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, 2022. Adopted 08-04-21.
23. Further Amending and Extending Resolution 18-31 (management wages and benefits). Adopted 08-04-21.
24. Adopting an Annual Salary Schedule. Adopted 08-04-21.
25. Modifying the Composition of and Extending the Term for The Members of The Racial Equity and Social Justice Committee ("RESJ"). Adopted 08-04-21.
26. Promoting Voluntary Water Conservation Efforts. Adopted 9-01-21.
27. Appointing Jonathon Goldman as Public Works Director on an Interim Basis and Approving Employment Contract. Adopted 9-22-21.
28. Authorizing the Town Manager to Negotiate and Execute Up to Five Separate Contracts for Public Work Capital Repairs, each in an Amount Not-To-Exceed \$60,000, Without Any Supplemental Appropriations (I.E., Within Adopted Budgets) For Projects Deemed Urgent by the Interim Public Works Director. Adopted 9-22-21.
29. Accepting Land Donation from Pellolio Family and Authorizing Interim Town Manager to Execute Property Donation Agreement and Take Actions Necessary to

- Effectuate the Donation. Adopted 10-06-21.
30. Making Findings and Determinations Under AB 361 for the Continuation of Virtual Meetings. Adopted 10-06-21.
  31. Authorizing the Town Manager to Purchase and Outfit Two Police Vehicles for an Amount Not to Exceed \$130,000 and Declare One Vehicle as Surplus. Adopted 10-06-22.
  32. Establishing Its Regular Meeting Dates in The Months of January and July in Calendar Year 2022. Adopted 11-06-21.
  33. Supporting the Goal of Reaching 100% Zero Emission Vehicle Sales in California by 2030. Adopted 11-06-21.
  34. Making Findings and Determinations under AB 361 for the Continuation of Virtual Meetings. Adopted 11-06-21.
  35. Making Findings and Determinations under AB 361 for the Continuation of Virtual Meetings. Adopted 12-01-21.
  36. Amending Annual Salary Schedule for Fiscal Year 2021-22 Adopted Pursuant to Resolution No. 21-34. Adopted 12-01-21.
  37. Authorizing Issuance of Notices of Completion for Three Urgent Projects: Upper Bay Road Pavement; Broadway Underground Storm Drain Repairs and Paving of a 300-Foot Segment of Oak Road. Adopted 12-01-21.
  38. Authorizing a Professional Services Agreement with Pavement Engineering, Inc. for Paving Project Design. Adopted 12-01-21.
  39. Authorizing Notice Inviting Bids for Construction of the 145 Canyon Roadway Repair Project.
  40. Authorizing Notice Inviting Bids for Construction of the Trail Improvement Project. Adopted 12-01-21.
  41. Amending the General Plan to Replace the Terms "Community Character" and "Neighborhood Character" with More Specific Descriptions of the Intended Meaning of Those Phrases. Adopted 12-01-21.
  42. Appointing Heather Abrams as Town Manager and Approving Employment Contract with Heather Abrams. Adopted 12-15-21.
  43. Declaring the Existence of a Local Emergency at or Near 2378 Sir Francis Drake Boulevard, Fairfax, And Authorizing the Emergency Procurement of Materials and

Labor Without Competitive Bidding. Adopted 12-15-21.

44. Establishing Maximum Rates to Be Collected by Marin Sanitary Service for Solid Waste Services Effective January 1, 2022, in the Town of Fairfax and Approving the Third Amendment to the Franchise Agreement with Marin Sanitary Service. Adopted 12-15-21.
45. Making Findings and Determinations Under Ab 361 For the Continuation of Virtual Meetings. Adopted 01-19-22.
46. Authorizing Amendment No. 2 To the Professional Services Agreement with Tom Origer & Associates for Archeology Associated with The Pavilion Seismic Retrofit Project. Adopted 01-19-22.
47. Authorizing an Agreement with The Federated Indians of Graton Rancheria for Treatment of Tribal Cultural Resources and Tribal Monitoring for The Pavilion Project. Adopted 01-19-22.
48. Authorizing a Professional Services Agreement with SPI Consulting Engineers, Inc. For Advice on Constructability and Bid Document Preparation Associated with The Pavilion Seismic Retrofit Project. Adopted 01-19-22.
49. Setting the Date of The Regular Monthly Meeting of The Fairfax Planning Commission and Repealing and Replacing All Prior Resolutions Re Same. Adopted 01-19-22.
50. Confirming the Continued Existence of a Local Emergency at or Near 2378 Sir Francis Drake Boulevard, Fairfax, and Continuing Authorization for the Emergency Procurement of Materials and Labor Without Competitive Bidding. Adopted 01-19-22.
51. Making Findings and Determinations Under Ab 361 For the Continuation of Virtual Meetings. Adopted 02-02-22.
52. Confirming the Continued Existence of a Local Emergency at or Near 2378 Sir Francis Drake Boulevard, Fairfax, and Continuing Authorization for the Emergency Procurement of Materials and Labor Without Competitive Bidding. Adopted 02-02-22.
53. Approving Job Classification for The Climate Action Coordinator. Adopted 02-02-22.
54. Further Amending "Exhibit A – Salary Range" to Resolution 18-31. Adopted 02-02-22.
55. Amending Annual Salary Schedule for Fiscal Year 2021-22 Adopted Pursuant to Resolution Nos. 21-34 and 21-46. Adopted 02-02-22.

56. Authorizing the Interim Town Manager to Execute an Interagency Agreement to Provide Climate Action Coordinator Services to the Town of San Anselmo. Adopted 02-02-22.
57. Authorizing the Interim Town Manager to Execute an Interagency Agreement with the Town of Corte Madera for the Provision of Administrative Analyst Services. Adopted 02-02-22.
58. Authorizing the Town Manager to: (A) Negotiate Public Work Up To \$25,000 For Improvements to The Photovoltaic System at The Pavilion to Provide Level 3 EV Charging Capability Without Ground Disturbance; (B) Purchase One (1) Beam Global Solar EV Arc™ With Chargepoint Dual Port J-1772 Plug Mobile Solar Panel Electric Vehicle Charger System at California State Department of General Services Contract Id 1-18-61-16 Prices; and (C) Sole-Source Purchase One (1) 2022 Ford F-150 Lightning Crew Cab 4x4 Lightning Pro EV from Downtown Ford Sales. Adopted 02-02-22.
59. Denying a Commercial Cannabis Business Permit, Design Review Permit and Sign Exception Permit for a Medical Cannabis Dispensary/Adult Retail Delivery Only Business at 1930 Sir Francis Drake Boulevard. Adopted 03-02-22.
60. Dismissing as Moot an Appeal of a Planning Commission denial of a Conditional Use Permit and Formula Business Conditional Use Permit for a Medical Cannabis Storefront Retailer/Adult-Use Retail Delivery-Only Business located at 1930 Sir Francis Drake Boulevard. Adopted 03-02-22.
61. Making Findings and Determinations Under Ab 361 For the Continuation of Virtual Meetings. Adopted 03-02-22.
62. Proclaiming the Termination of The Local Emergency at Or Near 2378 Sir Francis Drake Boulevard First Declared on December 15, 2021 and Then Confirmed and Continued January 19, 2022 and Again February 2, 2022. Adopted 03-02-22.
63. Making a Supplemental Budget Appropriation, Authorizing Payment, Accepting the Work as Complete and Directing the Issuance of a Notice of Completion for the Temporary Repairs Made to the Roadway at or near 2378 Sir Francis Drake Boulevard in Response to the Local Emergency Declared December 15, 2021. Adopted 03-02-22.
64. Appointing Hamid Shamsapour as Public Works Director on an Interim Basis and Approving Employment Contract. Adopted 03-02-22.
65. Declaring the Existence of A Local Emergency At Or Near 195 Pine Drive, Fairfax, And Authorizing The Emergency Procurement Of Materials And Labor Without Competitive Bidding. Adopted March 30, 2022.

66. Making Findings and Determinations Under AB 361 for the Continuation of Virtual Meetings. Adopted April 6, 2022.
67. Authorizing the Town Manager to Establish a 401(A) Governmental Money Purchase Deferred Compensation Plan. Adopted April 6, 2022.
68. In Support of the Digital Marin Strategic Plan. Adopted April 6, 2022.
69. Confirming the Continued Existence of a Local Emergency at or Near 195 Pine Drive, Fairfax, and Continuing Authorization for the Emergency Procurement of Materials and Labor without Competitive Bidding. Adopted April 6, 2022.
70. Extending the Terms of Certain Right-of-Way Use Agreements for Temporary Outdoor Uses and Temporary Outdoor Use Permits to Allow Restaurants and Other Businesses to Provide Outdoor Dining, Other Retail/Commercial Uses, and Curbside Pickup to November 1, 2022. Adopted April 6, 2022.