

Town of Fairfax

2023-24 Operating Budget



FUND SUMMARY

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GENERAL FUNDS

	Balance 30-Jun-22	FY 2022-23 Revenues	FY 2022-23 Approp	FY 2022-23 Transfers	Projected 30-Jun-23	FY 22/23 ACTIVITY	Balance 30-Jun-23	FY 2023-24 Revenues	FY 2023-24 Approp	FY 2023-24 Transfers	DRAFT 30-Jun-24	FY 23/24 ACTIVITY
01 General Fund	4,745,754	9,006,626	(12,497,659)	2,641,681	3,896,402	(849,352)	3,896,402	8,816,317	(13,449,262)	2,421,097	1,684,554	(2,211,848)
02 Dry Period Fund	1,000,000	-	-	-	1,000,000	-	1,000,000	-	-	-	1,000,000	-
03 Equipment Replacement Fund	327,899	13,500	(196,397)	100,000	245,000	(82,897)	245,000	-	(150,000)	100,000	195,002	(50,000)
04 Building & Planning Fund	249,551	685,938	-	(800,000)	135,489	(114,062)	135,489	625,500	-	(600,000)	160,989	25,500
05 Building Improvement Fund	150,561	-	(36,275)	125,000	239,286	88,726	239,286	-	(225,000)	125,000	139,286	(100,000)
06 Retirement Fund	186,266	1,987,366	-	(2,000,000)	173,632	(12,634)	173,632	2,081,400	(0)	(2,000,000)	255,032	81,400
08 Office Equip Replacement Fund	41,239	-	(33,098)	30,000	38,142	(3,098)	38,142	-	(38,500)	40,000	39,642	1,500
Total General Funds	6,701,269	11,693,430	(12,763,428)	96,681	5,727,952	(973,317)	5,727,952	11,523,217	(13,862,762)	86,097	3,474,504	(2,253,448)
					44.9%				4.88%		25.1%	

SPECIAL REVENUE FUNDS

07 Special Police Fund	30,625	187,567	-	(200,000)	18,192	(12,433)	18,192	170,000	-	(180,000)	8,192	(10,000)
12 Fairfax Festival Fund	(34,040)	41,000	(31,700)	-	(24,740)	9,300	(24,740)	41,000	(31,700)	-	(15,440)	9,300
20 Measure F - Municipal Svs Tax Fund	7,266	750,041	-	(730,000)	27,307	20,041	27,307	767,760	-	(790,000)	5,067	(22,240)
21 Gas Tax Fund	12,917	396,191	-	(405,000)	4,108	(8,809)	4,108	410,351	-	(405,000)	9,459	5,351
22 Measure A/AA - Transportation	304,348	195,119	-	(147,777)	351,690	47,342	351,690	200,000	-	(331,360)	220,330	(131,360)
23 Measure A - Parks	66,686	32,745	-	20,484	119,915	53,229	119,915	70,873	-	(40,000)	150,788	30,873
25 Federal Stimulus Funds	866,338	899,711	-	-	1,766,049	899,711	1,766,049	-	-	(150,000)	1,616,049	(150,000)
Total Special Revenue Funds	387,802	1,602,663	(31,700)	(1,462,293)	496,472	108,670	2,262,521	1,659,984	(31,700)	(1,896,360)	1,994,445	(268,076)

DEBT SERVICE FUNDS

43-45 Measure K - Debt Service	596,867	538,453	(580,969)	-	554,351	(42,516)	554,351	513,270	(599,803)	-	467,818	(86,533)
48 Lease Agreement	4,410	625,101	(625,101)	-	4,410	(0)	4,410	668,198	(668,198)	-	4,410	0
Total Debt Service Funds	601,277	1,163,554	(1,206,070)	-	558,760	(42,517)	558,760	1,181,468	(1,268,001)	-	472,228	(86,533)

CAPITAL PROJECTS

51 Capital Projects - Grants	916,665	401,345	(1,286,481)	292,293	323,822	(592,843)	323,822	1,589,978	(2,423,041)	533,063	23,822	(300,000)
52 Capital Projects - Storm Recovery	(905,041)	361,871	(102,558)	650,000	4,272	909,313	4,272	-	-	-	4,272	-
53 Capital Projects - Town	(227,461)	-	(5,349)	420,000	187,190	414,651	187,190	-	(1,370,000)	1,273,200	90,390	(96,800)
Total Capital Projects Funds	(215,837)	763,216	(1,394,388)	1,362,293	515,284	731,121	515,284	1,589,978	(3,793,041)	1,806,263	118,484	(396,800)
									0.6558			

FIDUCIARY FUNDS

73 Open Space	54,773	8,729	(3,319)	3,319	63,502	8,729	63,502	2,000	(4,000)	4,000	65,502	2,000
Total Fiduciary Funds	54,773	8,729	(3,319)	3,319	63,502	8,729	63,502	2,000	(4,000)	4,000	65,502	2,000

TOTALS

	8,395,622	16,131,303	(15,398,905)	-	9,128,021	732,398	9,128,020	15,956,647	(18,959,503)	-	6,125,164	(3,002,856)
							<i>incr</i>	<i>-1.1%</i>				<i>23.1%</i>



Town of Fairfax

2023-24 Operating Budget

GENERAL FUND

APPROPRIATIONS BUDGET COMPARISON	FY 2022-23	FY 2023-24	BUDGET DIFFERENCE	
	ADOPTED	ADOPTED	▲\$	▲%
111 Town Council	29,019	29,013	(6)	0.0%
112 Town Treasurer	4,462	4,475	14	0.3%
116 Independent Auditor	69,300	66,338	(2,962)	-4.3%
121 Town Attorney	368,000	386,400	18,400	5.0%
Total Town Council	470,781	486,226	15,445	3.3%
211 Town Manager	262,321	274,142	11,820	4.5%
221 Town Clerk	306,918	366,947	60,029	19.6%
222 Elections	20,000	-	(20,000)	
231 Personnel	204,957	198,907	(6,050)	-3.0%
241 Finance	398,128	404,764	6,636	1.7%
Total General Administration	1,192,325	1,244,760	52,435	4.4%
311 Planning	872,455	1,045,727	173,272	19.9%
321 Building Inspection & Permits	254,472	262,335	7,863	3.1%
Total Development Services	1,126,927	1,308,061	181,135	16.1%
411 Police	3,776,572	4,276,678	500,106	13.2%
418 Disaster Preparedness	24,000	14,078	(9,922)	-41.3%
421 Ross Valley Fire Service	2,799,690	2,954,275	154,585	5.5%
Total Public Safety	6,600,262	7,245,031	644,769	9.8%
510 Public Works Administration	500,719	368,451	(132,268)	-26.4%
511 Street Maintenance	442,657	521,957	79,300	17.9%
512 Street Lighting & Traffic Signals	94,000	125,000	31,000	33.0%
514 Climate & Environment	148,517	262,106	113,589	76.5%
Total Public Works	1,185,893	1,277,514	91,621	7.7%
616 Community Services	42,120	44,056	1,936	4.6%
617 Recreation	75,955	94,330	18,375	24.2%
621 Fairfax Recreation	139,106	122,227	(16,879)	-12.1%
622 Summer Camps	11,264	13,642	2,378	21.1%
Total Recreation & Community Services	268,445	274,255	5,810	2.2%
611 Park Maintenance	261,879	281,055	19,176	7.3%
625 Rental Facilities-WC & Ballfield	82,117	71,664	(10,453)	-12.7%
911 Building Maintenance	-	-		
Total Parks & Facility Maintenance	343,997	352,720	8,723	2.5%
715 Non Departmental	1,365,987	1,260,695	(105,292)	-7.7%
TOTAL GENERAL FUND APPROPRIATIONS	12,554,616	13,449,262	894,645	7.1%

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

2022 - 2023 ACCOMPLISHMENTS

- Hired on-going Public Works and Interim Planning Directors
- Completed MOUS with all Fairfax employees and labor groups
- Enhanced Town climate and environmental efforts
- Assisted Council with the adoption of ordinances and resolutions
- Completed Diversity, Equity and Inclusion (DEI) training for all staff
- Provided more than 300 detailed staff reports at more than 29 Council Meetings

2023 - 2024 GOALS AND OBJECTIVES

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

- Hire on-going Planning and Building Services Director and Housing Specialist Planner
- Complete significant road maintenance and repair projects
- Complete bridge projects in 2024
- Continue organizational analysis, consider new technologies, and space planning, to maximize staff productivity
- Update Council, Committee, and Personnel Policies and Practices
- Support Council's Strategic Goals with analysis, implementation, and communication

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
- Demonstrate commitment to Diversity, Equity, and Inclusion

TOWN COUNCIL GOALS - 2024

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

- Complete the Housing Element, Inclusionary Zoning, Re-Zoning needed to fulfill the programs shown in the Housing Element, and the Objective Design and Development Standards (ODDS)
- Approve the Pavement Management 5-Year Plan
- Focus on Staff Recruitment and Retention
- Complete the Bridges Plan
- Improve Storm Drain Infrastructure
- Work on Tenant Protection Revisions